



REGIONAL WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

April 10th, 2024 – 9:00 to 10:30 AM

Lake: 55 1st St, Lakeport, CA 95453

Marin: 2nd Floor, 1800 Ignacio Blvd, Building 27, Novato CA 94949

Napa: 2nd Floor Training Room, 1546 1st Street, Napa CA 94559

Solving workforce issues as a community will require stakeholders to:

1. **Coordinate and collaborate across organizations**, understanding that the work cannot be accomplished in siloes. Each partner organization brings unique expertise, networks, and resources to the table and should understand their organization’s role in advancing key pieces of the overall strategy.
2. **Follow the lead of employers**, the end-users of our region’s talent “supply chain.” Focus on the benefits to employers of collaborating to grow the pool of talent for all and the skills that are aligned to common industry pain points.
3. **Focus on skills**, the common language that brings together job seekers, employers, and educators for mutual benefit.

I.		<p>Called to order at 9:00am</p> <p style="text-align: center;">Introductions</p> <p>Members: Paul Hicks, Marty Flynn, Weston Seifert</p> <p>Staff: Bruce Wilson, Taylor Swain, Sita Williams, Lisa Marie, Doug Orlando, Nik Inalsingh</p> <p style="text-align: center;">Public Comment</p> <p>None</p> <p style="text-align: center;">Chair’s Comments</p> <p>Chair made comments.</p>
CONSENT CALENDAR		
<p>These matters typically include routine financial or administrative action items requiring a vote. Any item will be discussed separately at the request of any person. Items are approved with one single motion</p>		
II.		<p>A. February 14th, 2024 Meeting Minutes (Action) [Attachment II-A]</p> <p>M/S: Paul Hicks / Weston Seifert Passes 3-0 No abstentions</p>
GOVERNANCE CALENDAR (Governance, Action, etc)		
III.		<p>A. Review Membership, Committees & Requirements (Action)</p>

		<p>Seeking motion to open up recruitment for 1 Lake, 1 Napa and 1 Marin business seat for RWDB.</p> <p>M/S: Paul Hicks / Weston Seifert Passes 3-0 No abstentions</p> <p>Bruce Wilson presented.</p> <p>Bruce Wilson recommended Paul Hicks as Issues & Opportunities chair and Christy Pedroncelli-Smith as Communications & Outreach chair. Marty Flynn, Chair, agrees with recommendations and will make appointments.</p> <p>Discussion occurred regarding committee membership requirements.</p> <p>Future agenda item requested – Standing Committee Budgets</p>
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INFORMATION / DISCUSSION ITEMS
 (Guest Presentations, Program Updates, etc)

IV		<p>A. One-Stop Operator Updates</p> <p>Lisa Marie Benevides presented.</p> <p>Discussion occurred.</p> <p>B. WIOA Title I Training Funds</p> <p>Bruce Wilson presented.</p> <p>Discussion occurred.</p>
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BUSINESS CALENDAR

V		<p>OBJECTIVE 1 – Talent Attraction <i>Focus: Better matching of current workforce with local job openings; attracting skilled out-of-market talent to fill jobs where demand eclipses local workforce capacity.</i></p> <p>A. Apprenticeship Building America (ABA) Grant (Information)</p> <p>Sita Williams presented.</p> <p>OBJECTIVE 2 – Transferable Skills <i>Focus: Upskilling and reskilling workers already in your area with short-term training and credentials that are nimble enough to evolve with market demand.</i></p> <p>No items</p> <p>OBJECTIVE 3 – Technical and Certificate Programs <i>Focus: Near-term alignment of forecasted industry demand with local talent development programming to facilitate attainment of the most relevant degrees and certifications.</i></p> <p>No items</p> <p>OBJECTIVE 4 – Advanced Skill Sets <i>Focus: Long-term alignment of higher education programming to develop a sustainable highly skilled pipeline for the region’s driver industries.</i></p> <p>B. Lake County Healthcare Education Workforce Summit (Update) [Attachment V.B]</p>
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	<p>Sita Williams presented.</p> <p>OBJECTIVE 5 – Information Gap <i>Focus: Build awareness of high-demand high-potential career pathways with industry-aligned programming in middle and high schools.</i></p> <p>C. Industry Sector Partnership Initiative (Information) [Attachment V.C]</p> <p>Bruce Wilson presented.</p> <p>OBJECTIVE 6 – Starting Early <i>Focus: Draw students to foundational career and technical education programs by sparking interest in STEM and the world of work.</i></p> <p>D. County of Mendocino Internship/Work Experience Program (Information)</p> <p>Sita Williams presented.</p>
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MEMBER / COMMITTEE / DIRECTOR REPORTS

VI	<p>A. Member’s Report</p> <p>None</p> <p>B. Director’s Report</p> <p>Bruce Wilson reminded board we are hiring a new Workforce Development Analyst</p> <p>CDBG Grant response asked for revisions and more information, staff to hold meeting this afternoon.</p> <p>Adjourned at 10:13am</p>
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ADJOURN

All public meetings and events sponsored or conducted by the Workforce Alliance of the North Bay are held on accessible sites. Requests for accommodation may be made by calling (707) 699-1951 (voice) or e-mailing info@workforcealliancencorthbay.org at least five business days in advance of the event. Copies of documents are available in alternative formats, upon written request.