



**REGIONAL WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE MEETING  
MINUTES**

**Wednesday, May 13, 2020  
9:00 AM**

**WANB Administrative Office  
1546 First Street, Second Floor, Napa  
Call-in number: +16699009128, Meeting ID: 732 709 1333**

**CALL TO ORDER**

I.	9:00	<p>A. Introductions</p> <p>Executive Committee Chair Jeri Hansen called the meeting to order at 9:02 AM.</p> <p>Members Present: Executive Committee Chair Jeri Hansen; Policy &amp; Oversight Subcommittee Chair David Tam; Mendocino Advisory Subcommittee Chair Lene Vinding; Marin Advisory Subcommittee Chair Susan Byrne; Executive Committee Vice Chair Maureen Mulheren.</p> <p>Workforce Alliance Staff Present: Executive Director, Bruce Wilson; Workforce Development Analyst, Sylwia Palczewska; Operations Officer Laura Davis; Business Services Representative, Stacey Caico; Chief Strategist Racy Ming.</p> <p>Guests: CareerPoint Napa Program Manager Teresa Brown; CareerPoint Marin Program Manager Sherry Parr; CareerPoint Marin One Stop Operator Cynthia Gunselman; MPIC Executive Director Candy De Los Santos.</p> <p>B. Public Comment</p> <p>None.</p>
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**CONSENT CALENDAR**

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

II.		<p>A. Approve April 8, 2020 Meeting Minutes [Attachment II.A]</p> <p>B. Approval of Subcommittee Members Renewal Applications [Attachment II.B]</p> <p>The committee will review and approve renewal applications for membership to one of Advisory Subcommittees:</p> <ul style="list-style-type: none"> <li>• Andrea Lackey – Marin Advisory Subcommittee</li> <li>• Paula McCray – Napa Advisory Subcommittee</li> <li>• Rebecca Southwick – Lake Advisory Subcommittee</li> </ul> <p>Motion made to approve Consent Calendar M/S Lene Vinding / Suzie Byrne Motion carried: 5-0 Yea: 5 Nay: 0 Abstentions: 0 Absent: Amar Inalsingh</p>
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**REGULAR CALENDAR**

III.	<p>A. Accept Additional Assistance Grant – Accept funds from the State of California to assist COVID-19 impacted workers and direct staff to move to AJCC’s for implementation.</p> <p>Motion made to accept Additional Assistance Grant  M/S Lene Vinding / Suzie Byrne  Motion carried: 5-0  Yea: 5  Nay: 0  Abstentions: 0  Absent: Amar Inalsingh</p> <p>B. Accept National Dislocated Worker Funds from State of California to train/place COVID19 impacted workers and direct staff to move to the AJCC’s for implementation.</p> <p>Motion made to accept National Dislocated Worker Funds  M/S Suzie Byrne / Lene Vinding  Motion carried: 5-0  Yea: 5  Nay: 0  Abstentions: 0  Absent: Amar Inalsingh</p> <p>C. Receive Rapid Response Report from Business Services Team – Provide direction.  Stacey Caico and Sylwia Palczewska reported on Business Team activities. As of May 12, there was 91 WARN notices in WANB region. The team is hosting weekly webinars for laid off and furloughed workers. Our partners go over Unemployment Insurance, health care options, and other resources to help through this pandemic. Attendees have an opportunity to ask specific questions and learn about the support offered by CareerPoint North Bay and our network of partners. Presentations are given by Community Health Initiative, Department of Labor, CareerPoint North Bay and Employment Development Dept. Workforce Services Representatives.</p> <p>D. Membership – Committee will review membership and discuss recruitment  Executive Director Wilson updated board members that the Lake Advisory Subcommittee Chair position is vacant and needs to be filled by a representative from a business sector.</p>
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**MEMBER/DIRECTOR REPORTS**

IV.	<p>A. Member  David Tam reported that most of his staff was directed to work for Unemployment Insurance Program. Most inquires coming from the public is about UI. Jeri Hansen reported that all Chambers of Commerce in Napa county team up to provide reopening guidance input to Napa County Public Health Officer.</p> <p>B. Director  Recently proposed Heroes Act includes \$2 billion dollars for the workforce programs. All CareerPoint Centers are open for remote services. Using the regional approach each center is preparing two online workshops to be offered for the clients.</p> <p style="padding-left: 40px;">a. Business Assistance Program(s)</p>
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		<p>WANB is partnering with local leaders in each community focusing on developing recovery strategies for businesses.</p> <p>All business serving agencies in WANB region will be encouraged to provide their information to be included in the Business Directory posted on WANB website.</p> <p style="padding-left: 40px;">b. Ecological Restoration Initiative</p> <p>Racy Ming reported on the WANB cooperation with the ecological restoration industry champion.</p>
<b>ADJOURN</b>		
V.		<p>A. Adjourn</p> <p>The meeting was adjourned at 9:52 AM.</p>