



## GOVERNING BOARD MEETING MINUTES

**Friday, June 21, 2019  
9:00 AM**

**Mendocino:** Mendocino County Planning and Building Office, 120 West Fir Street, Fort Bragg, CA

Mendocino County Office, 501 Low Gap Rd. Ukiah, CA

**Napa:** Workforce Alliance of the North Bay Office, 1546 First Street, Second Floor, Napa, CA

**Lake:** Lake County Courthouse, Conference Room B, 255 N. Forbes Street, Lakeport, CA

### CALL TO ORDER

- I. Supervisor Connolly called the meeting to order at 9:07 AM.
- Members Present: Supervisor Damon Connolly, Supervisor Dennis Rodoni, Supervisor Moke Simon, Supervisor Alfredo Pedroza, Supervisor John Haschak.
- Workforce Alliance Staff Present: Executive Director, Bruce Wilson, Fiscal Officer Taylor Swain, Workforce Development Analyst Sylwia Palczewska, Workforce Alliance Consultant Racy Ming.
- Guests: CareerPoint Napa Teresa Brown, EDD Regional Advisor Tim Reynaga.
- Public Comment: none.
- Executive Director Bruce Wilson introduced EDD Regional Advisor Tim Reynaga. Fiscal Officer Swain updated board members on WANB allocations for the upcoming fiscal year 2019-2020. As a whole region Workforce Alliance experienced 8% drop in funding. Each County's contract with the service provider variance (FY 18-19 to FY 19-20):
- Lake County: \$35,251 more
  - Napa County: \$185,121 less
  - Marin County: \$41,302 less
  - Mendocino County: \$308 less
- Tim Reynaga explained that those allocations were estimated based on economic indicators that State uses to apply in their formula. He also provided members with the copy of the formal information notice.
- Executive Director Wilson shared that the Executive Committee has invested in board development training which was presented at the last Regional Workforce Development Board meeting. Wilson expressed that he is very pleased with the outcome.
- Wilson also explained that the State requires us to have signed MOU with each career center and reported on the progress.

### 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.

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| II. | <ul style="list-style-type: none"> <li>A. Approve Meeting Minutes, March 2019 [Attachment II.A]</li> <li>B. Appoint new members to the Regional Workforce Development Board [Board Letter II.B, Attachment II.B – Updated Roster]</li> <li>C. Accept P2E Regional Grant Funds</li> </ul> |
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	<p>D. Ratify Approval of Agreements [Board Letter II.D]</p> <p>E. Accept 3rd Quarter Regional Dashboard Report [Board Letter II.E, Attachment II.E1– Dashboard Reports, Attachment II.E2 – WANB Providers of Service Report]</p> <p>Motion made to approve items on the consent calendar.  M/S: Alfredo Pedroza / Moke Simon  Motion carried: 5-0  Yea: 5  Nay: 0  Abstentions: 0  Absent: Eddie Crandell, Dan Gjerde, Brad Wagenknecht.</p>
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**REGULAR CALENDAR**

III.	<p>A. Year End Report – Context, Challenges &amp; Successes</p> <p>Executive Director Wilson gave a presentation on challenges and successes in the fiscal year 2018-2019.</p> <p>B. Approve 2019-2020 Workforce Alliance Budget [PRESENTATION] (Taylor Swain, WANB Fiscal Officer)  Board members will review and possibly approve new Fiscal Year 2019-2020 budget. Budget will be compared to previous year revenue and expenditures. Additionally, specific County formula allocations will be highlighted. Staff seek motion to approve a) County specific allocations; and b) proposed budget [Board Letter III.A, Attachment III.A] (Possible Action)</p> <p>Motion made to approve 2019-2020 Workforce Alliance budget.  M/S: Alfredo Pedroza / Moke Simon  Motion carried: 5-0  Yea: 5  Nay: 0  Abstentions: 0  Absent: Eddie Crandell, Dan Gjerde, Brad Wagenknecht.</p> <p>C. Consider Reserves Development Strategy [PRESENTATION] (Taylor Swain, WANB Fiscal Officer)</p> <p>Fiscal Officer Swain in response to the last Governing Board meeting request from Supervisor Gjerde prepared a presentation on reserves development strategy. Board members discussed two ways to acquire general funds: member contributions and private donations. Chair Conolly was interested in exploring the subject of private donations, he will consider setting up the subcommittee with Dan Gjerde and Alfredo Pedroza as members to research this topic.</p>
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**MEMBER REPORTS**

IV.	<p>A. Members</p> <p>Any member may report out on economic &amp; workforce development related activities and/or opportunities.  No reports were presented.</p>
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**ADJOURN**

V.	<p>A. Next Meeting and Agenda Items</p> <p>Next meeting will be on September 20. Chair Conolly adjourned the meeting at 10:36 AM.</p>
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