



NOVA Workforce Board
May 25, 2022 Meeting Minutes

PRESENT: D. Bini, R. Brunson, L. Dalla Betta, R. Foust, P. Guevara, B. Guidry-Brown, N. Leonor, S. Levy, J. Lind, J. Miner, J. Morrill, M. Nemits, S. Porter, and A. Switky

ABSENT: T. Baity, C. Galy, H. Goodkind, E. Hamilton, A. Manwani, K. Vartan, and N. Williams

ALSO PRESENT: M. Sessions, C. Stahl, J. Cheyer, D. Gamble and E. Stanly of NOVAworks staff, and guest K. Ramirez of Santa Clara County Housing Authority

Meeting was held remotely via videoconference call.

1. CALL TO ORDER

Co-Chairperson J. Morrill called the meeting to order at 12:03 p.m.

2. PUBLIC ANNOUNCEMENTS

No public announcements.

3. APPROVAL OF AGENDA

It was moved by R. Foust, seconded by R. Brunson, and carried by voice vote to approve the agenda as submitted.

4. REPORT FROM THE CHAIR

4A. Customer Success: At the beginning of each Board meeting, a NOVAworks customer success story is featured to provide the customer job search experience. An audio recording of a customer's testimonial was played for the Board. Support from NOVAworks was key in encouraging the customer to stay engaged in an extensive job search that led to a position in data analytics.

4B. Presentation from Board Member R. Brunson of the Santa Clara County Housing Authority: R. Brunson presented on the Santa Clara County Housing Authority, its mission, housing stock and programs, individuals served and the community impact, partnerships, and new housing development that is increasing and the challenges encountered with this approach. To review slide presentation, click here: https://novaworks.org/documents/Ongoing/SCCHAPresentation5_25_22.pdf.

5. PUBLIC HEARING

5A. Approval of Minutes:

5A1. Approval of Minutes of March 23, 2022 Meeting: It was moved by P. Guevara, seconded by L. Dalla Betta, and carried by voice vote to approve the March 23, 2022 meeting minutes as submitted.

5A2. Approval of Minutes of April 27, 2022 Special Meeting: It was moved by R. Foust, seconded by A. Switky, and carried by voice vote, with two abstentions from J. Miner and J. Morrill, to approve the April 27, 2022 special meeting minutes as submitted.

5B. GENERAL BUSINESS:

5B1. Approval of 2022 WIOA Memorandums of Understanding: The federal Workforce Innovation and Opportunity Act (WIOA) requires that a Memorandum of Understanding (MOU) be renewed

with WIOA mandated partners every three years. The MOU represents the one-stop system's shared services to shared customers using shared resources. The MOU is now due for renewal in 2022. NOVA's MOU is comprised of nearly 30 partners representing 12 mandated categories. For the past two months, staff have been working with these partners to review and approve the MOU. There were very few changes made to the 2022 MOU compared to the current 2019 MOU. As in previous years, there are two MOUs: one for Santa Clara County and one for the remaining WIOA mandated partners. It was moved by J. Lind, seconded by P. Guevara, and carried by voice vote to approve the 2022 WIOA Memorandums of Understanding as submitted.

5B2. Approval of Revisions to Board Bylaws: During a state monitoring visit in 2021, the State asked that several technical changes be made to the Board Bylaws in compliance with WIOA. These changes would not affect the Board operations or business practices. As per Board Bylaws, the recommended changes were distributed to the Board at least one month prior to voting. The changes included: a description of the nomination process to select new members; confirmation there are no other conditions governing appointment; to maintain cohesion, no proxy and alternative designee process is used for meeting attendance; when feasible, the use of technology is used to promote Board participation; and a housekeeping item to reduce the number of members to 20-25 to reflect the change in membership requirements under WIOA. It was moved by P. Guevara, seconded by S. Porter, and carried by voice vote to approve the revisions to the Board Bylaws.

5B3. Approval of Applications for DOL Apprenticeship Building America (ABA) and State Regional Equity and Recovery Partnerships (RERP) Grants: NOVAworks applied for a \$5.8 million ABA grant, in partnership with the San Francisco and San Jose workforce boards, with NOVAworks taking the lead. The four-year project would create new and expand existing apprenticeships and launch a community of practice for disenfranchised communities to engage apprentices. This community of practice will entail partnering with key community stakeholders that include organized labor. NOVAworks also applied for a \$1.6 million State RERP grant, in partnership with the San Francisco and San Jose workforce boards and four community colleges, to provide access for underserved and underrepresented communities to training in key sectors. Given the tight application deadlines, these applications were approved by the Board co-chairs, in lieu of Board and Executive Committee meetings. Several months ago, NOVAworks also participated in a U.S. Department of Commerce Good Jobs Challenge grant solicitation, with San Francisco workforce board taking the lead as applicant. To date, the Commerce Department has not announced awards.

5B4. Presentation on Milpitas COVID-19 Workforce Recovery Program: Last year, NOVAworks partnered with the City of Milpitas on the COVID-19 Workforce Recovery Program. NOVAworks manager J. Cheyer presented on the results of the project. To review slide presentation, click here: https://novaworks.org/documents/Ongoing/MilpitasCOVID_19WorkforceRecoveryPresentation5_25_22.pdf.

5C. GENERAL INFORMATION:

5C1. Grant Status/Status of Funds: The reports were included in the meeting packet. NOVAworks Business Operations Manager D. Gamble is retiring in June. Board members thanked her for her contributions to the Board and the organization.

6. **REPORT FROM THE EXECUTIVE DIRECTOR**

6A. Upcoming Board Survey: In June, the Board will be asked to complete an electronic survey. This is an opportunity for the director to assess Board member engagement and explore new opportunities to promote interest and participation.

6B. Update Additional Assistance Grant: Recruiting and Engaging Customers: Last year,

NOVAworks was awarded a State Additional Assistance Grant to serve individuals who have been laid off from industries impacted by COVID-19. As part of this project, customer recruitment activities were procured last November. Two proposals were received: one to serve the San Mateo County community and one to serve the Santa Clara County community. NOVAworks contracted with these two agencies, with one agency withdrawing due to staffing issues. The remaining contractor, United Way Bay Area, who's serving San Mateo County, has worked successfully with community partners on different recruitment activities. To date, NOVAworks has served more than 100 customers toward the project goal of 200. A large layoff is expected in Santa Clara County and NOVAworks will be providing onsite assistance with the expectation that this goal will be achieved.

6C. Update "Whole Person" Pilot: The San Mateo County Board of Supervisors approved a six-month pilot to serve individuals impacted by COVID-19 using the "whole person" concept. A Santa Clara County Board of Supervisor approached NOVAworks about launching a similar model in Santa Clara County.

6D. Other Updates: The U.S. House of Representatives approved the reauthorization of WIOA that contains an infusion of workforce development funding. It is expected to face opposition when the bill moves to the U.S. Senate for consideration.

7. ADJOURNMENT

The meeting was adjourned at 1:20 p.m.