



NOVAworks Workforce Board  
May 22, 2024 Meeting Minutes

**PRESENT:** T. Baity, C. Berdiansky, G. Biggs, P. Guevara, L. Lambert, N. Leonor, A. Switky, M. Vittal, and N. Williams

**ABSENT:** D. Bini, R. Brunson, J. Cohen, R. Foust, S. Levy, J. Lind, A. Manwani, J. Morrill, B. Murphy, M. Nemits, S. Porter, and K. Vartan

**ALSO PRESENT:** M. Sessions, C. Bernhardt, J. Badiei, J. Cheyer, E. Edstrom, G. Pham, and E. Stanly of NOVAworks staff, and guests consultant Kevin Perkey and Lucy Wicks of Stanford University

**1. CALL TO ORDER**

Co-Chairperson A. Switky called the meeting to order at 12:04 p.m.

**2. PUBLIC ANNOUNCEMENTS**

Lucy Wicks, Assistant Vice President, Government Affairs at Stanford University was introduced and thanked for hosting the Board meeting at Stanford University Redwood City campus. Board members introduced themselves.

**3. CONSENT AGENDA**

It was moved by N. Leonor, seconded by M. Vittal, and carried by voice vote to approve the consent agenda as submitted. For this meeting, the agenda items included the meeting agenda and March 27, 2024, meeting minutes.

**4. REPORT FROM THE CHAIR**

4A. Customer Success: Two videotaped customer testimonials were shown highlighting diverse career paths and the different programs that were utilized at NOVAworks. NOVAworks was thanked for its contributions to their employment success.

4B. Presentation from Board member Greg Biggs of Vander-Bend Manufacturing (new name: Vantedge): G. Biggs presented on the work of Vander-Bend Manufacturing that has evolved to Vantedge Medical. To view the slides, click here, [https://novaworks.org/documents/Ongoing/Vantedge\\_NOVABoardPresentation.pdf](https://novaworks.org/documents/Ongoing/Vantedge_NOVABoardPresentation.pdf).

**5. REPORT FROM THE EXECUTIVE DIRECTOR**

A copy of Director Sessions' report was handed out and discussed which can be reviewed by clicking here: [https://novaworks.org/documents/Ongoing/NOVA\\_Director\\_Report.pdf](https://novaworks.org/documents/Ongoing/NOVA_Director_Report.pdf).

## 6. **PUBLIC HEARING**

### 6A. GENERAL BUSINESS:

6A1. Proposed Revised Board Bylaws: Consultant Kevin Perkey presented on the proposed changes to the Board Bylaws. Highlights of the changes were included in the memo, “Recommendation for Enhancing NOVAworks Workforce Board Bylaws” that were reviewed and discussed. To review the memo, click here: [https://novaworks.org/documents/Ongoing/ByLawsMemo\\_May22BoardMeeting.pdf](https://novaworks.org/documents/Ongoing/ByLawsMemo_May22BoardMeeting.pdf). A redlined version of the Bylaws will be sent out to the Board for review. In response to a question, to address the proposed term limits, a phasing process will be developed to ensure a smooth transition.

6A2. Update Virtual Coffee Chats: The virtual coffee chats have been very successful. They were organized to obtain input from Board members on the proposed innovative approaches to workforce development. The Foundation’s role will evolve and expand to increase flexible funding to support current pilots and future projects.

6A3. Status of Extension of Contract Agreement for WIOA-funded Adult and Dislocated Worker Services through June 30, 2025

6A4. Updates on Western Digital and Biocom California Institute Initiatives

6A5. Grant Updates: RERP and NDWG\_CAREER

NOVAworks manager Christopher Bernhardt presented updates on the Central Labor Council Partnership program in San Mateo County that will be recommended for funding for another year through June 30, 2025; progress on current initiatives with Biocom California Institute and Western Digital; and updates with regional grants through Regional Equity and Recovery Partnership (RERP) and CAREER National Dislocated Worker initiatives. To review the presentation, click here:

[https://novaworks.org/documents/Ongoing/SanMateoPartnership\\_IndustryEngagementInitiatives\\_RegionalGrantInitiatives.pdf](https://novaworks.org/documents/Ongoing/SanMateoPartnership_IndustryEngagementInitiatives_RegionalGrantInitiatives.pdf).

## 7. **ADJOURNMENT**

The meeting was adjourned at 1:26 p.m.