



**Meeting of the Board of Directors**

**Tuesday, October 4, 2022 12:00 p.m. to 1:00pm**

**Please Note: Meeting will be held via videoconference call:**

**Zoom Link:**

**<https://us02web.zoom.us/j/86393261790?pwd=ZURoaFN0cTVyL1BnL0FycTdpS3ZzQT09>**

**Meeting ID: 863 9326 1790; Passcode: 917715; Phone: (669) 900-6833**

**Agenda**

Call to Order	
Approval of Agenda	Action
Approval of Meeting Minutes:	
• May 10, 2022 (Enclosure)	Action
• September 20, 2022 (Enclosure)	Action
Approval of Financial Statement (Enclosure)	Action
Election of Board Officer	Action
Board Membership Updates	Information
Marketing to Women and Youth re: Construction Trades (Enclosure)	Discussion
Update on Grant Progress	Information
Foundation Administrative Update	Information
Adjournment	

NOVAworks Foundation  
Special Meeting of the Board of Directors  
Draft May 10, 2022 Meeting Minutes

Meeting was held remotely via videoconference.

Present: Carl Cimino, Dennis Cima, Frank Benest, Jen Morrill

Secretary/Treasurer: Marlana Sessions

NOVA Staff: Luther Jackson

1. The meeting was called to order at 2:33 p.m. by president, Mr. Cimino.
2. It was moved by Mr. Benest, seconded by Mr. Cima and carried by voice vote that the agenda be adopted as submitted.
3. It was moved by Mr. Benest, seconded by Mr. Cima, and carried by voice vote that the minutes of the meeting of September 20, 2021, be approved as submitted.
4. It was moved by Mr. Benest, seconded by Ms. Morrill and carried by voice vote that the Board of Directors approve the Foundation Financial Statement (through April 30, 2022).
5. The Board of Directors discussed personnel updates including Mr. Cimino's decision to remain as president of the Foundation board despite his retirement from the Pipe Trades Training Center. Ms. Sessions said she is seeking new members for the Foundation board.
6. Ms. Sessions discussed the James Irvine grant (\$575,000) to support the Foundation's engagement in a national initiative to explore career mobility opportunities for hospitality workers.
7. Ms. Sessions discussed the Foundation's receipt of a \$250,000 Google grant. Mr. Benest asked for a staff report regarding specific plans for the grant at the board's next meeting.
8. Ms. Sessions briefed the board regarding the potential for a \$250,000 grant from the County of Santa Clara to scale the "whole person" pilot that NOVAworks has deployed in San Mateo County.
9. In a discussion of the Foundation's ongoing partnership with LinkedIn, Mr. Benest encouraged the Foundation and NOVAworks to contact other tech companies with the goal of scaling the LinkedIn model.
10. Ms. Sessions reviewed the Foundation's development strategy and her vision for the Foundation to leverage NOVAworks' status as a "petri dish for innovation" and become a "think and do tank." Mr. Benest said he viewed the vision as viable but wanted to ensure that the Foundation continued to have an impact on people's lives.
11. The meeting was adjourned at 3:18 pm.

NOVAworks Foundation

Special Meeting of the Board of Directors

Draft September 20, 2022 Meeting Minutes

Meeting was held remotely via videoconference.

Present: Dennis Cima, Frank Benest, Steve Levy

Secretary/Treasurer: Marléna Sessions

NOVA Staff: Giang Pham, Luther Jackson, Eileen Stanly

1. The meeting was called to order at 12:32 p.m. by Vice President Mr. Cima.
2. Approval of Roadtrip Nation Project for Youth Services:
  - a. Background/Context: Roadtrip Nation project offers the opportunity to dispel the fear and uncertainty about the future of work among young adults and replace it with greater awareness, empowerment, innovation, and hope. It also provides the vehicle for expanding NOVA's current footprint in the community in serving young adults.
  - b. Discussion: The project proposes to develop a digital community hub that will engage participants in an interactive career development exploration, utilizing mentors that have faced challenges in their own career search. Roadtrip Nation will also launch a road trip for participants to interview inspiring leaders and professionals in the community. This will be videotaped for a potential feature on public television. NOVAworks and Foundation and Board members will have the opportunity to identify leaders for this project. This model has been launched in other communities, including Wichita, Kansas, Chicago, Illinois, and Tampa, Florida. The total project will entail a small amount of funding from the Foundation (\$150,000 — \$100,000 from Google, \$25,000 from the Irvine Foundation and \$25,000 from LinkedIn) and will be leveraged with approximately \$600,000 in WIOA funding (pending NOVAworks Board approval) and \$75,000 from Roadtrip Nation's parent company, Strada Collaborative. Strada Collaborative is also interested in implementing an evaluation component to measure success and impact in areas of school completion, matriculation to post-secondary and job placement, wages, and retention. A recommendation was made to identify metrics for the project and report out to the Board the indicators selected, with periodic updates on the progress of the project. It was also recommended that career pathways include opportunities for young adults who are not pursuing the college degree track. The project should build on NOVAworks' current work that will benefit services long after it is concluded.
  - c. Action: It was moved by Mr. Benest, seconded by Mr. Levy, and carried by voice vote to approve the Roadtrip Nation project and the expenditure of \$150,000 in Foundation funding.
3. The meeting was adjourned at 12:51 p.m.



IRS Tax I.D. 94-3055138

Fiscal Year 2022 - 2023  
July 1, 2022 thru August 31, 2022

### Statement of Operations

#### NOVA Condensed Summary of Net Assets as of August 31, 2022

Current Assets	\$1,121,353.41
Liabilities	\$0
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Total Net Assets	\$1,121,353.41

#### Condensed Summary of Revenues, Expenses

Revenue / Donations	\$220.00
Operating Expenses	\$521.42
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Operating Income	\$ (301.42)

Summary of NOVAworks Foundation	7/1/22 – 8/31/2022
<b>SUMMARY</b>	
<b>Beginning Balance</b>	<b>\$1,121,654.83</b>
<b>Contributions this Fiscal Year</b>	
Individual Donations	\$220.00
<b>Total Available</b>	<b>\$1,121,874.83</b>
<b>Expenses this Fiscal Year</b>	
Youth Work Experience Wages / Youth Support	\$283.00
Insurance / Taxes / Fees	\$238.42
<b>Ending Balance</b>	<b>\$1,121,353.41</b>



**Meeting of the Board of Directors**  
**Tuesday, October 4, 2022 at 12:00 p.m. to 1:00 p.m.**  
**For Discussion: Marketing to Women and Youth re: Construction Trades**

Nationally, about 3-4% of the building trades workforce are women. The construction trades offer an important career pathway to higher-wage jobs with advancement opportunities, benefits, and employment security. The construction trades can be of value to women as well as disadvantaged workers, who have had limited access in the past, and young adults exploring career opportunities. In addition, increasing the diversity of the trades workforce can offer an expanded and rich talent pool, beneficial to an industry in improving its services and addressing workforce shortages.

Effective marketing and recruitment strategies are key to increasing access to the construction trades. Three possible options have been identified for discussion by the Foundation Board: 1) subsidize recruitment and implementation for the Santa Clara County Construction Careers Council (S4CA) and the South Bay Apprenticeship Coordinators Association SBACA Hands-On Career Fair with a focus on women; 2) assist the Trades Orientation Program (TOP) and Trades Introduction Program (TIP) for Santa Clara and San Mateo counties in recruiting more women; and 3) convene a Women in Apprenticeship event at the Pipe Trades Training Center to attract more women to the trades. These options may include collaborating with Tradeswomen Inc. as well as trades councils and community-based organizations that are working with disadvantaged communities and young adults.

This agenda item is for discussion and consideration of one or more of three options outlined above to effectively market and recruit women, disadvantaged workers, and young adults to the construction trades.