



NOVA Workforce Board Executive Committee

August 16, 2017 Meeting

**Minutes**

1. The meeting was called to order at 12:05 pm. Meeting minutes were taken by NOVA staff Tisha Johnson.
2. Executive Committee Members in attendance: Andy Switky, Van Dang, Carl Cimino, Elaine Hamilton, Katherine Harasz, Jen Morrill and Dennis Cima by phone. Guest in attendance: Linda Labit
3. The Executive Committee reviewed and voted on the following Action Items:
  - Approval of April 19, 2017 Meeting Minutes: It was moved by Mr. Cimino, seconded by Ms. Hamilton and carried by voice vote to approve the minutes as submitted. Ms. Dang and Mr. Switky abstained from the vote.
4. The Committee reviewed the Discussion items:
  - Status of Transition of Integrated Service Delivery Model in San Mateo County- Youth: As of July 1, JobTrain is our only youth provider in San Mateo County. Jefferson was not recommended for continued funding. The Youth Committee did extend the Jefferson contract through September to give them time to wrap up with youth that were enrolled. CLCP, the provider for Adult and Dislocated worker services has done a great job being able to transition to the NOVA model. Skyline College, our new provider of Adult and Dislocated worker services has a contract that started July 1<sup>st</sup>. Their proposal was good, but they haven't been able to ramp up yet. They have a 2-day training for staff in September that we hope will help move them along.
  - Update on Partnership with Boston Workforce Development Community- We continue with our TTX (Tech Talent Exchange) with the Boston Workforce Community sharing our knowledge about the tech industry while they are sharing information on raising youth funds. We have been talking about

developing a tech pop-up, that would open at a job center for a month at a time. We would like to build and test in Boston and then be able to replicate in Silicon Valley.

- Update on Google.org Grant- The NOVAworks Foundation was the recipient of the Google grant. We are currently working to formalize an agreement with the City, Board and the Foundation. Once that is complete, the agreement will come to the Board for approval.
  - Review Draft Agenda for May 24, 2017 Board meeting:
    - Presentation from Richard Holder, U.S. Bureau of Labor Statistics
    - Updates on NOVA Initiatives, WIOA Implementation, Report out on visits from Elected Officials
    - Approval of July 26, 2017 minutes
    - Approval of AJCC Certification Process
    - Approval of State Additional Assistance Grant Proposal
5. Information Items discussed by the Committee:
- Next Executive Committee Meeting is scheduled for October 18, 2017, 12 Noon.
6. The meeting was adjourned at 1:25 p.m.