

NOVA Workforce Board Executive Committee

Draft Minutes

June 17, 2015

Meeting place: Sunnyvale Room on the NOVA Campus

1. The meeting was called to order at 12:12 p.m. Meeting minutes were taken by NOVA staff member Tisha Johnson.
2. Executive Committee Members in attendance: Steve Van Dorn, Chris Galy, Mary Schuppert, Poncho Guevara, Van Dang and Elaine Hamilton (by phone). Also attending the meeting was the Transition Team Chair: Anita Manwani.
3. The Executive Committee reviewed the agenda.
4. The Executive Committee reviewed the Action Items:
 - After reviewing the Minutes of February 18, it was moved by Mr. Van Dorn seconded by Ms. Dang and carried by voice vote that this item be approved as submitted.
5. The Committee then moved on to Discussion items:
 - Updates with WIOA Implementation: The combining of NOVA and San Mateo County is an action item on the California Workforce Investment Board's (CWIB) agenda for next Tuesday. On June 23, Sunnyvale City Council will vote to approve service provider contracts for us to be able to provide services in San Mateo County while we wait for the CWIB approval.
 - Review of Communication Plan for San Mateo County. Ms. Manwani reviewed the Transition Teams strategy for the Communication Plan and the best way to inform the community about services. The Transition Team has also offered to assist in developing a strategy for recruiting/replacing Board Members from San Mateo County.
 - Agenda Items for July 22, 2015, Board Meeting:
 - Industry Presentation from Board Member
 - Recognition of Board Member Laura Stefanski
 - Update on Transition Team
 - Presentation from Year Up
6. Information Items discussed by the Committee:
 - Next Executive Committee Meeting scheduled for August 15 at 12 noon.
7. The meeting was adjourned at 12:53 p.m.