



**NOVA WORKFORCE BOARD
MINUTES
July 22, 2015**

PRESENT: F. Benest, M. Case, J. Chu, D. Cima, C. Cimino, V. Dang, J. Garcia, P. Guevara, E. Hamilton, K. Harasz, B. Knopf, S. Levy, A. Manwani, J. Morrill, M. Schuppert, L. Stefanski

ABSENT: T. Baity, S. Borgersen, B. Guidry-Brown, L. Dalla Betta, J. Dittrick, B. Field, C. Galy, H. Goodkind, A. Grewal, J. Hill, L. Labit, M. Marlaire, M. Rajavel, J. Sugiyama, A. Switky and S. Van Dorn

ALSO PRESENT: K. Stadelman, S. Quick, C. Stahl, E. Stanly

1. CALL TO ORDER

Co-Chairperson Mr. Cima called the meeting to order at 12:04 p.m.

2. PUBLIC ANNOUNCEMENTS

There were no public announcements.

3. APPROVAL OF AGENDA

It was moved by Mr. Guevara, seconded by Mr. Benest and carried by voice vote that the agenda be approved as submitted.

4. CHAIRPERSON'S REPORT

Mr. Cima recognized retiring Board Member Laura Stefanski with a certificate of appreciation for her time and contributions to the NOVA Board. Ms. Stefanski will continue her work with NOVA by participating on the NOVA Foundation Board. Board Members wished her well in her retirement.

Mr. Cima invited Jay Banfield, the Executive Director from Year Up Bay Area to give a presentation about their services. Year Up is a one-year program that assists low-income youth ages 18-24 with a high school diploma or GED certification transition into professional

careers. The program seeks highly motivated youth that lack opportunities and connect them with companies that have a hard time finding talented employees. The youth spend six months getting trained in skills employers are looking for, and spend six months working in a company to further their work experience. Students graduate from the program when the year is complete.

Ms. Manwani gave an update on the San Mateo County Transition Team Board Taskforce. The Taskforce has been working on a plan and divided it into four parts:

1. Guiding Principles
2. Communication
3. Service Delivery
4. Infrastructure

The Taskforce will continue its work on these four areas, and will begin rolling them out when the Governor approves the combining of the two areas.

5. EXECUTIVE DIRECTOR'S REPORT

Ms. Stadelman gave update on Federal Workforce Innovation and Opportunity Act (WIOA) implementation. We are still waiting for updates on the funding for this year. The State has told us that there will not be any additional funds available to apply for as they are using most of the funds for the WIOA transition. We are exploring the possibility of applying for a National Emergency Grant (NEG) from the Department of Labor. We will continue to keep the Board updated.

Ms. Stadelman showed a video on the impacts of overtime pay.

6. APPROVAL OF MINUTES

Approval of Minutes of the May 27, 2015 Board Meeting: It was moved by Mr. Benest, seconded by Mr. Guevara and carried by voice vote that the minutes to the May 27, 2015 Board meeting be approved as submitted.

7. PUBLIC HEARING

General Business:

Approval to Apply for Grants for Up to \$20,000 to Produce Playbook Based on San Mateo County Transition. With the addition of San Mateo County to the NOVA consortium we are on the forefront of innovation. A recommendation was made to have the NOVA Workforce Board's San Mateo County Transition Team create a playbook that will provide guidance to other areas looking to combine workforce areas in the future. The playbook would include best practices, lessons learned and questions asked and answered.

It was moved by Mr. Benest seconded by Ms. Manwani and carried by voice vote that the Approval to Apply for Grants for up to \$20,000 to Produce a Playbook Based on San Mateo County Transition be approved as submitted.

8. ADJOURNMENT

Co-chairperson Mr. Cima adjourned the meeting at 1:21 p.m.

Respectfully Submitted by Tisha Johnson