



**NOVA WORKFORCE BOARD  
Draft MINUTES  
March 23, 2016**

**PRESENT:** T. Baity, J. Chu, C. Cimino, V. Dang, L. Dalla Betta, L. DeMaine, J. Garcia, B. Guidry-Brown, K. Harasz, B. Knopf, L. Labit, S. Levy, A. Manwani, A. Switky, S. Van Dorn

**ABSENT:** F. Benest, S. Borgersen D. Cima, J. Dittrick, B. Field, C. Galy, H. Goodkind, A. Grewal, P. Guevara, E. Hamilton, J. Hill, M. Marlaire, J. Morrill, J. Sugiyama

**ALSO PRESENT:** K. Stadelman, C. Stahl, E. Stanly

**1. CALL TO ORDER**

Co-Chairperson Mr. Van Dorn called the meeting to order at 12:05 p.m.

**2. PUBLIC ANNOUNCEMENTS**

There were no Public Announcements.

**3. APPROVAL OF AGENDA**

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

**4. CHAIRPERSON'S REPORT**

Mr. Van Dorn introduced Board Member Katherine Harasz from the Housing Authority of Santa Clara County to give a presentation on her company. In 2008 the Housing Authority was designated by Congress as one of 39 Moving to Work agencies in the Country. As a Moving to Work agency, the Housing Authority has more flexibility to develop local approaches to meet the needs of low-income families in Santa Clara County. In addition to administering the Section 8 Voucher Program, the Housing Authority works to develop and manage affordable housing properties in the County.

Board Member Julian Chu attended NOVA services as a client for a day, and gave a report on his experience. Mr. Chu started his day with Step 1- Power Up Your Job Search/Orientation. He then attended a one-on-one Welcome Appointment with Career Advisor Grace Hays. Lastly, he attended a weekly ProMatch meeting. Mr. Chu provided the following feedback:

- Power Up Your Job Search/Orientation: The session is run well with lots of information provided. About halfway through the session, people started to really understand the value of the services provided. One way to improve Power Up may to show in the beginning information about the programs and results so that individuals can immediately see the value in services provided.
- One-on-One Welcome Appointment: The 30 minute time slot worked well. Mr. Chu previously visited JobTrain and CLCP in San Mateo County who both use a case management approach to provide services. Mr. Chu felt that providing services the way NOVA does is a much more productive service delivery model.
- ProMatch Meeting: Mr. Chu was impressed with the high energy, highly engaged members of ProMatch. He was interested in the success rate of ProMatch, and also possibly developing a sustainable way for the private sector to participate in ProMatch.

## **5. EXECUTIVE DIRECTOR'S REPORT**

Ms. Stadelman gave update on Federal Workforce Innovation and Opportunity Act (WIOA) implementation. While the final regulations are still delayed, we continue to move forward. We are currently focused on arranging Memorandum of Understandings (MOUs) with our partners as is required under WIOA. Also delayed is an update on the future facility space for NOVA and the City Civic Center. The City is still waiting on polling results and should receive some information sometime in May.

Ms. Stadelman also gave an update on the National Association of Workforce Boards (NAWB) Conference. Both Ms. Stadelman and Board Member Jen Morrill from attended the conference in Washington DC. Ms. Morrill was asked to participate on a panel discussion where she did an excellent job representing both NOVA and Silicon Valley.

## **6. APPROVAL OF MINUTES**

Approval of Minutes of the December 2, 2015 Board Meeting: It was moved by Ms. Manwani, seconded by Mr. Cimino and carried by voice vote that the minutes to the December 2, 2015 Board meeting be approved as submitted.

## **7. PUBLIC HEARING**

General Business: Presentation on Customer Satisfaction Survey Results: Ms. Stahl reviewed the customer satisfaction results gather from the providers in San Mateo County

JobTrain and Central Labor Council Partnership (CLCP). We will continue to survey on a regular basis as we do at NOVA to ensure that we are continuously improving and providing excellent service to our customers.

Mr. Jackson gave an update on the Slingshot Initiative. The group has connected with the following industry partners BD Bioscience, LinkedIn, Square, Yahoo, Applied Materials, BioMed Manufacturing, Silicon Valley Leadership Group and the San Jose Chamber but is always looking to add more partners. Please contact Mr. Jackson if you have an industry partner referral.

Mr. Jackson also gave an update on the TechHire Grant Application. The TechHire Grant will focus on the training and placement of tech workers. NOVA is part of two different grant applications. We are currently waiting to hear if either application will be funded.

## **8. ADJOURNMENT**

Co-chairperson Mr. Van Dorn adjourned the meeting at 1:35p.m.

Respectfully Submitted by Tisha Johnson