



**NOVA WORKFORCE BOARD
MINUTES
September 26, 2018**

PRESENT: S. Borgersen, L. de Maine, R. Foust, E. Hamilton, K. Harasz, B. Knopf, L. Labit, A. Manwani, M. Merrick, J. Miner, J. Morrill, J. Ruigomez, A. Switky

ABSENT: T. Baity, J. Chu, C. Cimino, V. Dang L. Dalla Betta, B. Field, C. Galy, H. Goodkind, P. Guevara, B. Guidry-Brown, J. Hill, S. Levy, M. Lucero, and J. Sugiyama

ALSO PRESENT: K. Stadelman, T. Johnson

1. CALL TO ORDER

Co-Chairperson J. Morrill called the meeting to order at 12:16 p.m.

2. PUBLIC ANNOUNCEMENTS

Ms. Foust thanked NOVA Staff Jeanette Langdell and Luther Jackson for attending the San Mateo County Economic Development Association (SAMCEDA) meetings.

3. APPROVAL OF AGENDA

It was moved by Ms. Foust, seconded by Mr. Switky and carried by voice vote the agenda be approved as submitted.

4. CHAIRPERSON'S REPORT

Ms. Morrill asked Members to provide feedback and suggestions for improvement on the Study Session that was held on July 25th.

5. EXECUTIVE DIRECTOR'S REPORT

Ms. Stadelman gave an update on the following items:

- Regional Prison to Employment Initiative with California Department of Corrections and Rehabilitation (CDCR): Our Regional Planning Unit (RPU) received a planning grant and has begun discussions on serving the prison to employment population. We anticipate an implementation grant will be coming to begin providing services in our workforce areas.

- WIOA Regional Plan Modification: We have begun updates to our Regional Plan that includes four new mandated partners: Food Stamps, California Department of Corrections and Rehabilitation, Child Support Enforcement and Department of Rehabilitation specific programs. As part of the plan, we will be required to hold open after hours input sessions and are currently in the planning stages.
- Regional Planning/Collaboration Discussions: A regional collaboration meeting was held that included areas beyond our Regional Planning Unit (RPU) to discuss collaboration with other areas including the East Bay and South Bay to encourage achieving common goals.
- 2020 Census: The City of San Jose has enlisted NOVA to assist with the recruitment of enumerators for the upcoming census. Enumerators will be required to have the right to work and must be English proficient.

6. PUBLIC HEARING

6A. Approval of Minutes:

- 6A1. Approval of Minutes of the May 23, 2018 Board Meeting: It was moved by Ms. Harasz, seconded by Mr. Ruigomez and carried by voice vote that the minutes to the May 23, 2018 Board Meeting be approved as submitted. Mr. De Maine and Ms. Miner abstained from the vote.
- 6A2. Approval of Minutes of the July 25, 2018 Study Session Meeting: It was moved by Ms. Manwani, seconded by Mr. Merrick and carried by voice vote that the minutes to the July 25, 2018 Study Session be approved as submitted. Ms. Harasz abstained from the vote.

6B. GENERAL BUSINESS:

- 6B1. Approval of the Amended Biennial Conflict of Interest Code: Board Members review the report on recommended changes to the Biennial Conflict of Interest Code as requested by the Santa Clara County Board of Supervisors County Counsel's office.

It was moved by Ms. Harasz, seconded by Ms. Manwani and carried by voice vote that the Approval of the Amended Biennial Conflict of Interest Code be approved as submitted.

- 6B2. Board Members reviewed the report on the National Trade and Economic Transition Dislocated Worker Grant Application. Given the short timeline on this grant application, NOVA Board co-chairs approved the submittal of the application. NOVA submitted a request to the State for \$1 million to serve 350 dislocated workers. Ms. Morrill thanked NOVA staff for their great grant writing skills and the ability to submit an application with the short one week timeline.

7. ADJOURNMENT

The meeting was adjourned at 1:23 p.m.