



**NOVAworks WORKFORCE BOARD AGENDA
12:00 p.m. to 1:30 p.m., WEDNESDAY, December 3, 2025**

BIOCOM CALIFORNIA, 1 TOWER PLACE, PAC CONFERENCE ROOM, SOUTH SAN FRANCISCO, CA 94080

Meeting packet is also posted on the NOVAworks website: <https://novaworks.org/>.

- 1. CALL TO ORDER**
- 2. PUBLIC ANNOUNCEMENTS**
- 3. CONSENT AGENDA** **Action**
All matters listed on the consent agenda are considered routine and will be acted upon by one motion. There will be no separate discussion of these items, unless requested by a Board member or a member of the public.
 - 3A. Approval of Agenda
 - 3B. Approval of Minutes of September 24, 2025 Meeting (**Enclosure**)
- 4. ACTION ITEMS**
 - 4A. Election of NOVAworks Workforce Board Officers for Calendar Year 2026 (**Enclosure**) **Action**
- 5. REPORT FROM THE CHAIR**
 - 5A. Customer Success
 - 5B. Biocom California Presentation
- 6. REPORT FROM THE EXECUTIVE DIRECTOR**
- 7. PRESENTATION**
 - 7A. Whole Person Project **Information**
 - 7B. Silicon Valley Economic Correction Grant **Information**
- 8. INFORMATION (ALL DOCUMENTS ENCLOSED FOR REFERENCE)**
 - 8A. Grant Status of Funds **Information**
 - 8B. Performance Report **Information**
 - 8C. State Approval of WIOA Local and Regional Plans **Information**
 - 8D. State Approval of Local Area Designation and Board Recertification **Information**
- 9. ADJOURNMENT**

SCHEDULED MEETINGS

NOVAworks Board Meeting, February 25, 2026, at 12:00 p.m.

Pursuant to the Americans with Disabilities Act, NOVA will make reasonable efforts to accommodate persons with qualified disabilities. If you require special accommodation, please contact NOVA at (408) 730-7240 at least one day in advance of the Workforce Board Meeting. Auxiliary aids and services are available upon request to individuals with disabilities. TTY: 711 (CA Relay Service)



NOVAworks Workforce Board
Draft September 24, 2025, Meeting Minutes

PRESENT: C. Berdiansky, G. Biggs, D. Bini, R. Brunson, C. Chien, D. Dorsey, R. Foust, L. Lambert, N. Leonor, J. Lind, A. Manwani, M. Nemits, S. Porter, and A. Switky

ABSENT: J. Cohen and K. Vartan

ALSO PRESENT: M. Sessions, C. Bernhardt, J. Badiei, J. Cheyer, G. Pham, and E. Stanly of NOVAworks staff, and consultant Kevin Perkey

1. CALL TO ORDER

Co-Chairperson A. Switky called the meeting to order at 11:01 a.m.

2. PUBLIC ANNOUNCEMENTS

There were no public announcements.

3. CONSENT AGENDA

It was moved by J. Lind, seconded by R. Foust, and carried by voice vote to approve the consent agenda as submitted. For this meeting, agenda items included meeting agenda and July 23, 2025, meeting minutes.

4. PLANNING SESSION

4A. A Look Back at Last Year's Retreat Priorities and Progress

4B. Update on Federal Landscape

4C. Shifts in Program Design – The Economy, The Employer

Evolving Model of Service Delivery

Employer Training Strategy

Telling NOVAworks Story

Following an icebreaker exercise where members identified their “superpower” unknown to others, the planning session commenced. A handout was distributed as background for the program, https://novaworks.org/documents/attachments/NOVAworksBoardPlanningSessionMaterials2025_9.pdf. NOVAworks staff presented on the organization's landscape and trends that may impact its future. To view the presentation, click here, https://novaworks.org/documents/attachments/NOVAworksBoardPlanningSessionPresentation2025_9.pdf. Highlights of the discussion included but were not limited to:

- Federal funding is being distributed but is uncertain. It is already impacting NOVAworks partners at EDD, DOR, adult education, and community colleges. It's unclear how the new agreement between the departments of Education and Labor will affect local operations. Workforce Pell Grant offers new opportunities for partnership with the community colleges. At the state level, the director is participating in a Workforce Strategy Group identifying approaches for addressing future challenges and attended a meeting with the Lt. Governor; there are changes in higher education through the CA Career Technical Education Incentive Grant Program (SB638) and the Master Plan for Higher Education to better address today's student needs and alignment with workforce development; and CWA hired a new director who was a former local Board director.

- At last year's retreat, the Board identified three priorities that would shape its work this year: developing and executing sector strategies that include the manufacturing and healthcare sectors; telling the NOVAworks story more often and better to a broader audience; and expanding access to services across the service area, specifically in San Mateo County. This past year, NOVAworks has achieved significant accomplishments in these areas.
- NOVAworks has launched a new website and refreshed the brand for both NOVAworks and the Foundation Launch Lab. In addition, new collateral materials have been developed for services, community presentations, and for information and advocacy. Social media presence has been expanded to include frequent postings and success stories about NOVAworks.
- NOVAworks has taken a leadership role in sector engagement in the manufacturing and healthcare sectors. In the manufacturing sector, NOVAworks is partnering with Western Digital for apprenticeship support, incumbent worker upskilling, and veteran hiring pipelines. With support from the State Regional Equity and Recovery Partnership (RERP) grant, NOVAworks is also partnering with Mission College and De Anza College to promote employer engagement for training participants in mechatronics and industrial automation. In the healthcare sector, a November 5 convening of eight healthcare leaders will provide guidance on influencing federal investment in healthcare talent development. Lightcast will conduct a labor market analysis to inform convening.
- To better serve NOVAworks customers, the service delivery model has been updated to focus on customers residing within its service area; appointments are scheduled up to two weeks in advance (up from two days) to improve planning for customers and staff; appointment times are extended to 45 minutes (up from 30 minutes) for a more in-depth experience; and in-person orientations are now offered, with enrollment following a commitment from customers. NOVAworks is also expanding its reach in San Mateo County through CONNECTION sites in partnership with community partners. A total of 22 sites has been identified, with an initial launch of 6-8 sites.
- Following the presentations, Board members were asked the following questions: How will you leverage your networks to increase employer engagement?, How will you help elevate NOVAworks' voice and brand as a regional leader?, and How will you support our signature initiatives to ensure they deliver real, funded outcomes?. Responses included but were not limited to:
 - Utilize a sector-based model where staff are assigned a specific sector and develop relationships with employers within these sectors. Emerging sectors should be pursued with Advanced Air Mobility, pharmaceuticals/biopharma manufacturing, data center construction, and telecommunications and water and sewer infrastructure. It will be important to stay connected to the chip industry, as the industry is expected to make a comeback.
 - Approach talent acquisition managers and investors/entrepreneurs who want to get connected to decision-makers. Host wine and speed networking.
 - Reshape the legislative letters to elevate the NOVAworks brand. NOVAworks is pursuing short podcasts with Board members and will reach out to other members in the future. Collaborate with community colleges on legislative trips to the Capitol. NOVAworks could be invited to attend visits/events that are convened by member organizations. Collaboration is important and could occur across Board member organizations.

5. ADJOURNMENT

The meeting was adjourned at 1:00 p.m.



Date: December 3, 2025
To: NOVAworks Workforce Board
From: NOVAworks staff
Subject: Election of NOVAworks Workforce Board Officers for Calendar Year 2026

INTRODUCTION:

The NOVAworks Workforce Board Bylaws stipulates that the election of Board officers shall occur at the last scheduled Board meeting of the calendar year. This year, the election of Board officers for Calendar Year 2026 will take place at the Dec. 3, 2025, Board meeting.

DISCUSSION:

In 2026, the Board faces many challenges and opportunities, including: utilizing the Launch Lab to pilot sectoral initiatives and access expansion strategies; deepening engagement with employers and partners in priority industries; exploring strategic partnerships with community-based organizations through new access points; and continuing exploration of diverse funding sources in the context of changing federal priorities. As such, the expanded leadership capacity of two Board chairperson seats will be essential in 2026.

As per Board Bylaws, the election for Calendar Year 2026 shall take place at the last Board meeting of the year, Dec. 3, 2025. The Board will elect two Co-Chairpersons (WIOA requires them to represent business) and two Vice Chairpersons. At least one Vice Chairperson must represent the private sector, and the other Vice Chairperson may represent either the private sector or the other organizations. The officers' terms of office are for one year, although individuals currently holding an office may run again.

The slate of prospective candidates for the election for Calendar Year 2026 is as follows:

Co-Chairpersons: Rosanne Foust and Andy Switky
Vice Chairpersons: Julie Lind and Michelle Nemits

At the Dec. 3, 2025, Board meeting, there will be a report-out on the above candidates interested in the four offices. Nominations will also be taken from the floor at this meeting.

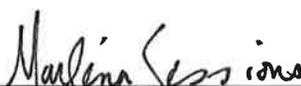
ALIGNMENT WITH STRATEGIC PLAN:

This is in alignment with the NOVAworks Workforce Board Vision, Mission and Purpose/Goals.

RECOMMENDATION:

At the Dec. 3, 2025, NOVAworks Workforce Board meeting, the Board will be asked to conduct an election of Board officers in compliance with its Bylaws.

Prepared by: 
Eileen Stanly, Administrative Analyst

Approved by: 
Marlina Sessions, Executive Director

NOVA Grant Status Report

Through September 30, 2025

Source	Title	Period of Performance From	Period of Performance To	Total Available	Total Spent	Remaining Balance
WIOA	Adult - PY25	07/25	06/27	1,727,628	289,922	1,437,706
WIOA	Dislocated Worker - PY25	07/25	06/27	2,970,486	486,573	2,483,913
WIOA	Youth - PY25	04/25	06/27	1,736,823	530,308	1,206,515
WIOA	Rapid Response - PY25	07/25	06/27	2,707,289	652,512	2,054,777
WIOA	RR Layoff Aversion - PY25	07/25	06/27	1,023,319	206,545	816,774
WIOA	Additional Assistance Grant	09/24	06/25	950,000	938,089	11,911
	<i>Allocation Subtotal</i>			11,115,545	3,103,948	8,011,597
RPU	Regional Equity and Recovery Partnerships (RERP)	12/22	12/26	1,600,000	777,084	822,916
	<i>RPU Subtotal</i>			1,600,000	777,084	822,916
Other	City and County of San Francisco - SFO	07/25	06/26	215,000	69,370	145,630
Other / CWDB	California Jobs First Catalyst - SFOEWD	07/25	09/26	100,000	-	100,000
Other / CWDB	SEMI Foundation - Career Readiness Grant	07/25	03/26	50,925	16,975	33,950
	<i>Other Subtotal</i>			365,925	86,345	279,580
	TOTAL			13,081,470	3,967,377	9,114,093



WIOA Performance PY2024

July 1, 2024 - June 30, 2025

Adult Performance NOVA	Exit Timeframe	# of Participants	PY 24 Actuals	PY 24/25 Goals	Success Rate
Employment Q2	7/1/23 - 6/30/24	<u>556</u> 1016	54.7%	60.0%	91.2%
Employed Q4	1/1/23 - 12/31/23	<u>478</u> 841	56.8%	58.0%	98.0%
Median Earnings	7/1/23 - 6/30/24		\$ 10,936	\$ 13,000	84.1%
Credential Attainment Rate	1/1/23 - 12/31/24	<u>18</u> 29	62.1%	63.0%	98.5%
Measurable Skill Gains*	7/1/24 - 6/30/25	<u>45</u> 73	61.6%	60.0%	102.7%
Dislocated Worker Performance NOVA	Exit Timeframe	# of Participants	PY 24 Actuals	PY 24/25 Goals	Success Rate
Employment Q2	7/1/23 - 6/30/24	<u>394</u> 661	59.6%	68.0%	87.7%
Employed Q4	1/1/23 - 12/31/23	<u>270</u> 437	61.8%	68.0%	90.9%
Median Earnings	7/1/23 - 6/30/24		\$ 21,927	\$ 19,000	115.4%
Credential Attainment Rate	1/1/23 - 12/31/24	<u>39</u> 58	67.2%	72.0%	93.4%
Measurable Skill Gains*	7/1/24 - 6/30/25	<u>150</u> 241	62.2%	52.0%	119.7%
Youth Performance NOVA	Exit Timeframe	# of Participants	PY 24 Actuals	PY 24/25 Goals	Success Rate
Employment Q2	7/1/23 - 6/30/24	<u>17</u> 20	85.0%	75.0%	113.3%
Employed Q4	1/1/23 - 12/31/23	<u>34</u> 38	89.5%	73.0%	122.6%
Median Earnings	7/1/23 - 6/30/24		\$ 7,791	\$ 6,000	129.9%
Credential Attainment Rate	1/1/23 - 12/31/24	<u>24</u> 27	88.9%	73.0%	121.8%
Measurable Skill Gains*	7/1/24 - 6/30/25	<u>33</u> 59	55.9%	54.0%	103.6%



Joanna Rees, Chair

▪ Kaina Pereira, Executive Director

▪ Gavin Newsom, Governor

October 13, 2025

Marlena Sessions
North Valley Job Training Consortium (NOVA)

SUBJECT: Local Workforce Development Plan for Program Years 2025-28

Dear Marlena,

The Local Workforce Development Plan you have submitted for Program Years 2025 - 2028 has been reviewed and evaluated for compliance with the Regional and Local Plan requirements outlined in [Workforce Services Directive WSD24-09](#).

On behalf of the California Workforce Development Board, your Local Workforce Development Plan has been approved. We want to thank you for your efforts to meet the goals outlined in the California Unified Strategic Workforce Development Plan by facilitating a planning process that ensures greater coordination and collaboration with our strategic partners.

If you have any questions, please contact your Employment Development Department Regional Advisor or you can contact us directly at PolicyUnit@cwdb.ca.gov.

A handwritten signature in blue ink, appearing to read 'Kaina Pereira'.

Kaina Pereira, Executive Director
California Workforce Development Board

cc: Teri Brimacomb



Joanna Rees, Chair

▪ Kaina Pereira, Executive Director

▪ Gavin Newsom, Governor

October 13, 2025

Marlena Sessions
North Valley Job Training Consortium (NOVA)

SUBJECT: Regional Workforce Development Plan for Program Years 2025-28

Dear Marlena,

The Regional Workforce Development Plan you have submitted for Program Years 2025 - 2028 has been reviewed and evaluated for compliance with the Regional and Local Plan requirements outlined in [Workforce Services Directive WSD24-09](#).

On behalf of the California Workforce Development Board, your Regional Workforce Development Plan has been approved. We want to thank you for your efforts to meet the goals outlined in the California Unified Strategic Workforce Development Plan by facilitating a planning process that ensures greater coordination and collaboration with our strategic partners

If you have any questions, please contact your Employment Development Department Regional Advisor or you can contact us directly at PolicyUnit@cwdb.ca.gov.

A handwritten signature in blue ink, appearing to read 'Kaina Pereira', with a long horizontal line extending to the right.

Kaina Pereira, Executive Director
California Workforce Development Board

cc: Teri Brimacombe



Joanna Rees, Chair

▪ Kaina Pereira, Executive Director

▪ Gavin Newsom, Governor

October 13, 2025

Marlena Sessions
North Valley Job Training Consortium (NOVA)

SUBJECT: Approval of Local Area Subsequent Designation and Local Board
Recertification for Program Years 2025 and 2026

Dear Marlena,

The California Workforce Development Board has received and carefully assessed your application for Local Area Subsequent Designation and Local Board Recertification Program Years 2025 and 2026, in accordance with the criteria established in [Workforce Services Directive 24-10](#). We are pleased to inform you that you have received approval through June 30, 2027.

If you have any additional questions, please contact your Employment Development Department Regional Advisor or you can contact us directly at PolicyUnit@cwdb.ca.gov.

A handwritten signature in blue ink, appearing to read 'Kaina Pereira', with a long horizontal line extending to the right.

Kaina Pereira, Executive Director
California Workforce Development Board

cc: Teri Brimacomb