



NOVA Workforce Board
March 24, 2021 Meeting Minutes

PRESENT: T. Baity, C. Cimino, L. Dalla Betta, V. Dang, R. Foust, C. Galy, H. Goodkind, B. Guidry-Brown, E. Hamilton, L. Labit A. Manwani, J. Morrill, and A. Switky

ABSENT: M. Alvarado, S. Borgersen, J. Chu, P. Guevara, S. Levy, M. Lucero, J. Miner, S. Porter, J. Ruigomez, C. Springsteel, and J. Sugiyama

ALSO PRESENT: K. Stadelman, L. Jackson, C. Stahl, and E. Stanly of NOVA staff; and guests T. Brimacomb, N. Chhay and A. Ha of EDD and R. Brunson of Santa Clara County Housing Authority

Meeting was held remotely via videoconference call.

1. CALL TO ORDER

Co-Chairperson J. Morrill called the meeting to order at 12:05 p.m.

2. PUBLIC ANNOUNCEMENTS

Vice Chair R. Foust was recognized for her “2021 Assembly District 22 Woman of the Year” award presented by Assembly Speaker Pro Tem Kevin Mullin. Board member nominee R. Brunson of the Santa Clara County Housing Authority was welcomed to the meeting.

3. APPROVAL OF AGENDA

It was moved by V. Dang, seconded by A. Switky and carried by voice vote to approve the agenda as submitted.

4. EXECUTIVE DIRECTOR’S REPORT

Director K. Stadelman reported out on the following items:

4A. Update Procurement of WIOA Career Services in San Mateo County: One-Year Contract with CLCP and JobTrain per Sole Source Procurement: NOVA currently contracts out services in San Mateo County to two service providers that have performed successfully over the years: Central Labor Council Partnership (CLCP) operates the San Mateo Job Center and JobTrain operates a young adult program in Menlo Park. These programs are competitively procured. This year, the current contracts will end June 30, 2021 and are due to be procured once again. Given the impacts of the pandemic on the service-delivery system, NOVA will need time to determine the best model for delivering services going forward that may entail a hybrid approach with both in-person and remote services. With that in mind, the City of Sunnyvale and the State have granted NOVA permission to postpone the competitive procurement process for another year. NOVA will be initiating a sole source contract, based on exigency, with CLCP and JobTrain for one year only, at level funding, without the option of renewal. A Request for Proposal procurement will then be released next spring. The Executive Committee was informed of this development at its February 17, 2021 meeting and now it is being forwarded to the Board.

4B. Future Funding Opportunities: In January, the U.S. Department of Labor (DOL) notified the State that its grant application to serve airport workers (that included a request from NOVA) was not approved. DOL has encouraged the State to re-apply given the continued need for funding. In the recent American Rescue Plan relief package, funding will be allocated to support the airline industry,

so there is concern that this may negatively impact the State's future success with this grant request. However, the relief package also includes funding for State and local governments, who will be given discretion on how the funding is used. This may create new opportunities for local workforce development agencies given the expressed need for more employment assistance and retraining for local residents. Additional funding opportunities may also come from San Mateo County as part of its COVID-19 economic recovery efforts. The estimated Workforce Innovation and Opportunity Act (WIOA) formula funding allocations were released: adult and youth funding increased by 5% and dislocated worker funding decreased by 5%. Every year, NOVA plans for a 10% cut, so is prepared for this periodic fluctuation in funding.

5. PUBLIC HEARING

5A1. Approval of Minutes of December 2, 2020 Meeting: It was moved by C. Cimino, seconded by R. Foust and carried by voice vote to approve the December 2, 2020 Board meeting minutes as submitted.

5A2. Approval of Minutes of January 27, 2021 Retreat: It was moved by R. Foust, seconded by H. Goodkind and carried by voice vote to approve the January 27, 2021 Board retreat meeting minutes as submitted.

5B. GENERAL BUSINESS:

5B1. Approval of WIOA Local and Regional Plans: WIOA requires that local workforce boards in a designated regional planning unit develop local and regional plans every four years, with modifications to these plans every two years. In 2017, local and regional plans were developed for PY 2017 to 2020, with modifications completed in 2019. In 2021, the State has required that local boards develop new local and regional plans for PY 2021 to 2024. Today, the Bay Peninsula Regional Plan Unit (RPU) consists of three workforce boards: NOVA, work2future and San Francisco. This differs from the last time the plans were developed when the region also included San Benito County. These plans are primarily compliance documents and must adhere to the requirements of the State and align with the State Plan. According to State Directive WSD20-05, the State Plan has three policy objectives: 1) Fostering demand-driven skills attainment through programs such as apprenticeships and other "earn and learn" models; 2) Enabling upward mobility for all Californians by providing greater access to workforce and education programs for all residents, particularly populations with barriers to employment; and 3) Aligning, coordinating and integrating programs and services with a focus on promoting greater equity and efficiency among all agencies offering workforce services. The workforce boards of the Bay Peninsula RPU convened a virtual stakeholders' meeting on February 1, 2021 to discuss the workforce needs in the region, with nearly 100 community partners in attendance. The event included a presentation on the regional plan outline that was followed by breakout group discussions for each of the local plans. Then the plans were released for public comment. The input received was very positive, with recommendations to include strategies to serve at-risk youth and the value of partnerships to address the impact of automation on low-wage workers, the importance of internet literacy, the issue of homelessness, and COVID recovery efforts. The plans have been posted on the website, with weblinks included in the Board report. It was moved by A. Manwani, seconded by L. Dalla Betta and carried by voice vote to approve the WIOA Local and Regional Plans.

5B2. Approval of WIOA Local Area Subsequent Designation and Local Board Recertification Application: Every two years, WIOA requires that local workforce areas apply for local area subsequent designation and local board recertification. The State criteria for local area subsequent designation is based on a variety of factors that include performed successfully, engaged in regional

planning, sustained fiscal integrity, and adhered to WIOA requirements and other federal and state laws, regulations and guidance. The State criteria for local board recertification is based on compliance with WIOA membership requirements and the other factors outlined above. NOVA complies with all of the requirements for local area subsequent designation and local board recertification. Given the tight deadline, the application was approved by the Executive Committee, on behalf of the Board, at its February 17, 2021 meeting and by the Sunnyvale City Council at its March 16, 2021 meeting. This action is being forwarded to the Board for information.

5B3. San Mateo County Economic Recovery Initiative: Over the past five months, NOVA has partnered with the County of San Mateo on its COVID-19 recovery efforts. NOVA was awarded a grant to launch two projects: conduct a work experience program for impacted workers by providing temporary employment during the holiday season that would also support small businesses; and 2) conduct a feasibility study based on interviews with job seekers and employers and labor market data about the optimal time for launching a workforce development program in 2021. The first project was completed at the end of 2020 and experienced challenges with workers fearful of returning to the workplace and businesses reluctant to hire given the periodic shutdowns. The second project resulted in a report that was presented at a San Mateo County Board of Supervisors meeting in March. The report contained eight recommendations and focused on three areas: save the jobs that remain following the pandemic by supporting small businesses; upskill the workforce for current and emerging jobs; and make a better connection between talent and employers. The Board of Supervisors accepted the report and will explore allocating \$2.5 million to rescue small businesses in partnership with the San Mateo County Economic Development Association and Renaissance Entrepreneurship Center. It will also explore an allocation of up to \$2.5 million to rescue workers. An initial \$50,000 was granted to NOVA to convene a design group to develop a workforce development plan, with the opportunity to apply for up to \$2.5 million in additional funds to execute this work over the summer. In addition, Board Vice Chair R. Foust has been instrumental in engaging NOVA in the work of the County's committees targeting economic recovery. NOVA's success with the County may result in new opportunities with the County of Santa Clara.

In looking ahead, one of the challenges will be convincing workers, who come from decimated industries, that their jobs may not come back after the pandemic and will need retraining for growing and emerging industries. The expected surge in economic activity after the pandemic may only be temporary as businesses could permanently scale back their activities. In the future, the current NOVA Board task forces will need to be reconstituted to focus on these recovery initiatives.

5C. DISCUSSION:

5C1. Opportunity for Dialogue among Board Members and Director: No topics were identified.

5D. GENERAL INFORMATION:

5D1. Grant Status/Status of Funds: The reports were included in the meeting packet. Due to the impacts of the pandemic and the reluctance of job seekers to return to work, the enrollment figures have declined. As a result, NOVA is slightly underspent in its expenditures. Other local boards are having a similar experience and the State has been asked to waive the expenditure requirement, so unspent funding can be carried over into the coming fiscal year where it will be needed most.

5D2. 2021 NOVA Board Meeting Schedule: The schedule was included in the meeting packet.

6. ADJOURNMENT

The meeting was adjourned at 1:25 p.m.