



NOVA Workforce Board
December 4, 2019 Meeting Minutes

PRESENT: M. Alvarado, L. de Maine, R. Foust, E. Hamilton, K. Harasz, B. Knopf, L. Labit, S. Levy, M. Lucero, J. Morrill, S. Porter, C. Springsteel, and A. Switky

ABSENT: T. Baity, S. Borgersen, J. Chu, C. Cimino, C. Galy, L. Dalla Betta, V. Dang, B. Field, H. Goodkind, P. Guevara, B. Guidry-Brown, J. Hill, A. Manwani, J. Miner, J. Ruigomez, and J. Sugiyama

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

1. CALL TO ORDER

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

2. PUBLIC ANNOUNCEMENTS

R. Foust recognized and thanked S. Porter for presenting at the CONNECT19 event designed to engage and educate elected officials and other community leaders about the future of the technology industry. The presentation was very well received.

3. APPROVAL OF AGENDA

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

4. CHAIRPERSON'S REPORT

4A. Report out on Digital Promise Challenge Institute Event: Digital Promise is an internationally recognized nonprofit that seeks to accelerate innovation in education. Digital Promise invited NOVA to attend its three-day prestigious Challenge Institute and two members of the Board, Co-chairperson J. Morrill and member L. de Maine, attended with NOVA staff and a partner agency. Participants were encouraged to think outside the box and broke into smaller groups to tackle complex issues. The NOVA group, named Mind-Shifters, grappled with how best to educate Silicon Valley leadership about the invaluable skills/assets that workers, who don't have college degrees, can contribute to industry.

4B. January 22, 2020 Board Retreat: NOTE: NEW LOCATION: This year the Board retreat is being held on January 22, 2020 at the UC Santa Cruz Extension Silicon Valley campus in Santa Clara that is easily accessible, has a nice meeting space and offers significant parking. This year the program's focus will be on the Future of Work and the employer perspective and will offer opportunities for interesting discussions. Shortly, you will be receiving the

Evite, so please RSVP as soon as possible.

5. EXECUTIVE DIRECTOR'S REPORT

5A. Update NOVAworks Foundation: The Foundation now has a formal agreement between the City of Sunnyvale, the Foundation and the NOVA Board that enables the Foundation to solicit donations for future work. Joint Venture's Silicon Valley Talent Partnership is working with the Foundation to develop fundraising strategies and solicited the assistance of loan executives from Oracle to consult on this effort. As a result of this process, Oracle has donated to the Foundation its NetSuite accounting system and donation platform that will provide the management capability necessary to move forward with a fundraising campaign. The Foundation will also be developing collateral materials and a new website in the future.

5B. Prison2Employment (P2E) Initiative: With funding awarded by the State to serve the formerly incarcerated and justice-involved individuals, NOVA launched a procurement process and has awarded contracts to two providers: JobTrain serving San Mateo County and Center for Employment Opportunities to serve Santa Clara County. P2E is a regional initiative with each local workforce area allocated funding to meet local needs. NOVA is serving as fiscal lead and work2future is serving as project lead, on behalf of the region. Once NOVA's local projects get underway, the providers will be asked to present to the Board on the workforce services they provide to this underserved population and the invaluable skills this population can offer to employers.

5C. Google.org Grant Application: The NOVAworks Foundation applied for a Google.org grant to serve persons with disabilities. While we have not been notified that our application is still under consideration, this was an opportunity to refine the messaging for the Foundation and begin developing a new website.

6. PUBLIC HEARING

6A. Approval of Minutes of September 25, 2019 Meeting: It was moved by R. Foust, seconded by L. de Maine and carried by voice vote to approve the September 25, 2019 meeting minutes as submitted, with abstention from B. Knopf.

6B. GENERAL BUSINESS:

6B1. Election of NOVA Workforce Board Officers for Calendar Year 2020: The Board Bylaws stipulate that the election of Board officers shall take place at the last scheduled Board meeting of the calendar year. The Executive Committee determined the need for two chairperson seats for 2020 because of the challenges and opportunities facing the Board in the coming year. Board officer seats include: two Co-chairperson seats that must represent business as stipulated by WIOA, and two Vice Chairperson seats with one representing business and one representing the public sector as stipulated by the Board Bylaws. The proposed slate of prospective candidates for the election of Board officers for 2020: Co-Chairpersons J. Morrill and A. Switky and Vice Chairpersons R. Foust (representing business) and P. Guevara (representing the public sector). There were no nominations from the floor. It was moved by B. Knopf, seconded by M. Lucero and carried by voice vote to approve the proposed slate of Board officers for Calendar Year 2020.

6B2. Approval of NOVAworks Foundation Board Member: At the September 25 Board meeting, the Board approved the new agreement between the City of Sunnyvale, NOVAworks Foundation Board of Directors and the NOVA Workforce Board. As part of this new agreement, the NOVA Board appoints Board members to the NOVAworks Foundation Board of Directors. Current Board member B. Knopf will be retiring from the County of Santa Clara and NOVA Workforce Board. Given his extensive experience and expertise with NOVA's service-delivery system and economic development and job creation in this community, NOVA staff is recommending B. Knopf's appointment to the NOVAworks Foundation Board. It was moved by K. Harasz, seconded by E. Hamilton and carried by voice vote to appoint B. Knopf to the NOVAworks Foundation Board of Directors, with abstention from B. Knopf. B. Knopf was also thanked for his service on the NOVA Workforce Board.

6B3. Report-out from Finance/Audit Subcommittee: Acceptance of Year-End Financial Statement and Resolution to Acknowledge Staff for High Achievement on WIOA Performance Goals: On November 7, the Finance/Audit Subcommittee met and reviewed the financial and performance data and monitoring reports for the past year, as well as new developments with the NOVAworks Foundation. NOVA staff continues to effectively manage multiple funding sources and consistently achieves WIOA performance goals. The Program Year (PY) 2018 year-end financial statement and the results of PY2018 WIOA performance goals were reviewed. This past year, NOVA exceeded all of its performance goals. Finally, the NOVAworks Foundation will be launching a new fundraising campaign to generate new sources of revenue. The Subcommittee is recommending acceptance of the PY2018 Year-End Financial Statement and resolution to acknowledge staff for high achievement on PY2018 WIOA performance goals. It was moved by R. Foust, seconded by B. Knopf and carried by voice vote to accept the PY2018 Year-End Financial Statement. It was moved by A. Switky, seconded by M. Alvarado and carried by voice vote to accept the resolution to acknowledge staff for high achievement on PY2018 WIOA performance goals. Board members thanked staff for their service to the community. A recommendation was made to share the resolution with elected officials representing the NOVA consortium.

6B4. Approval of State Additional Assistance Grant (AAG) Application: NOVA does not receive sufficient WIOA formula funding allocations to address the high demand for services. Even with the lowest unemployment rate, NOVA received the second highest number of impacted individuals through WARN notices in the State, which is indicative of a technology-driven economy and resulting churn. In response to this dichotomy, NOVA staff is requesting approval to apply for an AAG from the State in the amount of \$2.5 million to serve an additional approximately 678 dislocated workers. The period of service is for 18 months beginning March 1, 2020. It was moved by L. de Maine, seconded by B. Knopf and carried by voice vote to approve the AAG application for submission, with abstention from M. Lucero. It was recommended that the impact the Silicon Valley economy has on its workers and the importance of this assistance to mitigate this impact should be conveyed to the State.

6C. DISCUSSION:

6C1. Opportunity for Dialogue among Board Members and Director: There were no topics identified for discussion at this meeting.

6D. GENERAL INFORMATION:

6D1. Grant Status/Status of Funds: The report was included in the Board meeting packet.

6D2. 2020 NOVA Board Meeting Schedule: The Board meeting schedule for 2020 was included in the Board meeting packet. Members were encouraged to mark their calendars.

7. ADJOURNMENT

The meeting was adjourned at 1:30 p.m.