



NOVAworks Workforce Board Executive Committee
April 24, 2024 Meeting
Minutes

Executive Committee members present: D. Cima, A. Manwani, M. Nemits, J. Morrill, S. Porter, A. Switky, and N. Williams

NOVAworks staff: M. Sessions, C. Bernhardt, and E. Stanly

Guest: Consultant Kevin Perkey

1. Call to Order:

The meeting was called to order at 12:01 p.m.

2. Action Items:

- a. February 22, 2024, Meeting Minutes: It was moved by A. Switky, seconded by D. Cima, and carried by voice vote to approve the February 22, 2024, retreat minutes as submitted, with one abstention by A. Manwani, and one change to the minutes under 2. General Business Action Item: a. "...to approve the December 13, 2023, (changed 2024 to 2023) meeting minutes as submitted."

3. Discussion Items:

- a. Proposed Revised Board Bylaws: Consultant Kevin Perkey reviewed the discussion at the February 22, 2024 retreat and memo, "Recommendations for Enhancing NOVAworks Workforce Board Bylaws",

https://www.novaworks.org/documents/Ongoing/Memo_RecommendationsEnhancingBoardBylaws.pdf. In addition, recommended changes to the Board Bylaws were reviewed. Highlights of the discussion included, but were not limited to:

- Minimize specificity regarding WIOA requirements and include WIOA citations for discussion only.
- Consider Board business practices as a separate document.
- Recommend including cap for number of Board members.
- Include Board officers on Governance Committee, that committee chair differs from Board co-chairs, and add Board development to committee responsibilities.
- Replace the term diversity with clarifying language on composition.
- Provide clarifying language on membership "Change in Status" and "Terms", standing committees, and membership appointment by Executive Committee.
- Consider elimination of Board Alumni Network.
- Consider separate guidelines for Foundation Board.
- Change "Revisions" to Board Bylaws provision from "one month" to "30 days", with approval by super majority in attendance.

Recommended changes to the Board Bylaws will be agendaized for discussion at the May 22 Board meeting, with recommendations forwarded to the Board one month before a scheduled vote at a later Board meeting.

- b. Follow-up to Executive Committee Retreat: Virtual Coffee Chats: Virtual coffee chats have been scheduled with Board members to discuss the new Innovation Launch Lab concept. NOVAworks and the NOVAworks Foundation will work in tandem to develop, test, and invest in new workforce development models. The chats are going well with input received from Board members. There will be a report-out at the next Board meeting.
- c. Report-out from February 13, 2024, NOVAworks Foundation Board Meeting: A handout of the report-out was distributed that can be reviewed by clicking here, https://novaworks.org/documents/Ongoing/Report_OutFeb13FoundationBoardMtg.pdf.
- d. Federal Update: WIOA Reauthorization: The WIOA reauthorization bill was passed by the U.S. House of Representatives and is being considered by the U.S. Senate. The bill includes a controversial provision to raise the training requirement expenditure from 30% to 50%. Some local workforce boards are concerned about meeting this goal without cutting other services to customers. The proposed bill will also include clarity on infrastructure and youth programs.
- e. Other Updates: The City of Mountain View recognized NOVAworks Director Marlena Sessions and NOVAworks manager Lelan Anders as contributors to the City's Economic Vitality Strategic Plan. In addition, the U.S. Department of Labor is interested in recognizing NOVAworks as a best practice with its CAREER National Dislocated Worker grant.
- f. The next Executive Committee Meeting is scheduled for June 26, 2024, at 12:00 p.m.

4. Adjournment:

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