



NOVAworks Workforce Board
January 22, 2025, Meeting Minutes

PRESENT: T. Baity, C. Berdiansky, G. Biggs, D. Bini, R. Brunson, C. Chien, J. Cohen, R. Foust, D. Dorsey, L. Lambert, N. Leonor, M. Nemits, A. Switky, K. Vartan, and N. Williams

ABSENT: J. Lind, A. Manwani, B. Murphy, and S. Porter

ALSO PRESENT: M. Sessions, C. Bernhardt, J. Cheyer, J. De La Torre Martin, G. Pham, and E. Stanly of NOVAworks staff, and guest consultant Kevin Perkey

1. CALL TO ORDER

Co-Chairperson R. Foust called the meeting to order at 12:04 p.m.

2. PUBLIC ANNOUNCEMENTS

New Board member Cary Chien of Western Digital was introduced to the Board, followed by introductions from other Board members present.

3. CONSENT AGENDA

It was moved by N. Leonor, seconded by A. Switky, and carried by voice vote to approve the consent agenda as submitted. For this meeting, the agenda items included the meeting agenda, December 4, 2024, meeting minutes and AJCC Career Services Provider Application.

4. PUBLIC HEARING

4A. GENERAL BUSINESS:

4A1. Approval of WIOA Local and Regional Plans PY 2025-28: Every four years, the State requires that local workforce boards develop a local plan and regional plan as part of a designated Regional Planning Unit (RPU). For NOVAworks, the RPU, referred to as Bay-Peninsula RPU, is comprised of NOVAworks, San Francisco Office of Economic and Workforce Development, and work2future in San Jose. The Regional Plan represents a roadmap for the alignment of resources to meet specific outcomes. The Local Plan details how the local board will coordinate with local partners to ensure effective service delivery. For this year's process, community input was solicited at the November 20, Regional Community Input meeting that was followed by a 30-day public comment period. Comments received were summarized in the public comments section of the plan and incorporated into the plan, when feasible. To view the presentation, click here, https://novaworks.org/documents/Ongoing/WIOALocal_RegionalPlans.pdf. It was moved by A. Switky, seconded by J. Cohen, and carried by voice vote to approve the WIOA Local and Regional Plans for PY 2025-28.

4A2. Approval of Application for NOVAworks to be WIOA AJCC Operator for NOVA Workforce Development Area: The State defines the AJCC Operator as coordinating the service delivery of required AJCC partners and services providers; and ensuring the implementation of partner responsibilities in the WIOA MOU. For several years, NOVAworks has served as the AJCC Operator by convening and facilitating quarterly partner meetings to ensure effective service-delivery to shared customers. NOVAworks has also built relationships and served as a communication hub for information sharing to

promote cohesiveness and continuity. While the State requires that the Operator be competitively procured, NOVAworks is seeking approval to continue to provide the AJCC Operator activities through sole source procurement. This is due to its extensive knowledge of WIOA, performance excellence, beneficial relationships with local partners, and insufficient qualified sources to provide this service. It was moved by C. Berdiansky, seconded by M. Nemits and carried by voice vote to approve the AJCC Operator application, with one absention from N. Williams.

4A3. Presentation on the San Francisco Airport Initiative: NOVAworks has been partnering with the City of San Francisco Office of Economic and Workforce Development to provide outreach, recruitment, job seeker services, and support service assistance for San Mateo County residents interested in working at the San Francisco Airport. To view the presentation on updates to this initiative, click here, <https://novaworks.org/documents/Ongoing/SFOAirportInitiative.pdf>. A discussion followed on the challenges encountered with implementing this project.

4A4. Update on CLCP Program for Adults and Dislocated Workers: NOVAworks contracts with the Central Labor Council Partnership (CLCP) to provide job seekers services to adults and dislocated workers in San Mateo County. Periodically, NOVAworks staff will be providing the Board with updates on the progress with this provider is achieving its performance goals. To view the presentation on updates, click here, <https://novaworks.org/documents/Ongoing/UpdateCLCPProgram.pdf>. NOVAworks staff will continue to work closely with CLCP on achieving expectations and providing guidance on areas that require improvement.

4B. GENERAL INFORMATION

4B1. Grant Status of Funds: The quarterly financial report was included in the meeting packet.

4B2. Performance Report: The quarterly performance report was included in the meeting packet.

4B3. State Approval Letter for AJCC Certification Application: Every three years, NOVAworks applies to the State to be recertified for its AJCC Comprehensive Job Center in Sunnyvale and for the Affiliate Job Center operated by CLCP in San Mateo County. The State approved NOVAworks' application for recertification, with the approval letter included in the meeting packet.

5. REPORT FROM THE CHAIR

5A. Customer Success: A videotaped customer testimonial was shown highlighting career changes that job seekers often encounter in the tumultuous Silicon Valley. Career pathways may also include consulting.

5B. Presentation from Board Member Thomas Baity on ManpowerGroup's Global Work: Board member Thomas Baity presented on ManpowerGroup. To view the presentation, click here, <https://novaworks.org/documents/Ongoing/MPCCompanyOverviewNOVAPresentation.pdf>.

6. REPORT FROM THE EXECUTIVE DIRECTOR

A copy of Director Sessions' report was handed out and discussed which can be reviewed by clicking here, https://novaworks.org/documents/Ongoing/NOVAworksExecutiveDirectorReport1_22_25.pdf.

7. ADJOURNMENT

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