



NOVAworks Workforce Board  
January 24, 2024 Meeting Minutes

**PRESENT:** T. Baity, C. Berdiansky, D. Bini, R. Brunson, J. Cohen, R. Foust, P. Guevara, N. Leonor, J. Lind, J. Morrill, B. Murphy, M. Nemits, A. Switky, and K. Vartan

**ABSENT:** G. Biggs, L. Lambert, S. Levy, A. Manwani, S. Porter, M. Vittal, N. Williams, and T. Woo

**ALSO PRESENT:** M. Sessions, L. Anders, C. Bernhardt, J. Cheyer, R. Reed, and E. Stanly of NOVAworks staff and D. Cima of Foothill-De Anza Foundation

**1. CALL TO ORDER**

Co-Chairperson J. Morrill called the meeting to order at 12:04 p.m.

**2. PUBLIC ANNOUNCEMENTS**

A member announced there is a compelling bill pending in Congress titled, “Working Cooperative Development and Support Act.” There were no other public announcements.

**3. CONSENT AGENDA**

It was moved by N. Leonor, seconded by J. Lind, and carried by voice vote to approve the agenda as submitted. It was moved by N. Leonor, seconded by B. Murphy, and carried by voice vote to approve the minutes to the Nov. 29, 2023, meeting as submitted.

**4. PUBLIC HEARING/GENERAL BUSINESS**

4A. Approval of Revisions to Board Bylaws: At the Nov. 29, 2023, Board meeting, the Board considered proposed revisions to the Board Bylaws pertaining to the Vice Chairperson seats. The proposal would revise the requirements to both Vice Chairperson seats representing the private sector. This is a change from the current one seat representing the private sector and one seat representing the other organizations. A concern was expressed that the revision would preclude public sector members from serving as Vice Chairperson. The vote was postponed until the Jan. 24, 2024, meeting pending further discussion by the Executive Committee. The Executive Committee met and proposed revisions to the Bylaws. It proposed that at least one Vice Chairperson seat must represent the private sector and the other seat may represent either the private sector or the other organizations. This would address the need for succession planning, continuity in leadership, and provide flexibility for public sector representation. New leadership opportunities will be also be explored for public sector members that may include more Executive Committee participation. It was moved by K. Vartan, seconded by J. Lind, and carried by voice vote to approve the revisions to the Board Bylaws as submitted.

4B. Election of NOVAworks Workforce Board Officers for Calendar Year 2024: As per Board Bylaws, the election of Board officers takes place at the last scheduled Board meeting of the calendar year. Due to the postponed vote on the Bylaws at the Nov. 29, 2023, meeting, which would impact the election of officers, the election was also postponed until the Jan. 24, 2024, meeting. The slate of prospective candidates for the election of Board officers for 2024 was: Co-chairpersons R. Foust and A. Switky (both private sectors), and Vice Chairpersons J. Morrill and M. Nemits (both private sectors.) There were no nominations from the floor. It was move by J. Lind, seconded by N. Leonor, and carried by voice vote to approve the slate of candidates for 2024 Board officers.

**5. REPORT FROM THE CHAIR**

5A. Customer Success: An audiotaped customer testimonial was shown highlighting their job search experience in the healthcare industry. NOVAworks was thanked for its contributions to their employment success.

5B. Presentation from Board member Jean Cohen of South Bay Labor Council: Board member J. Cohen presented on the Labor and Building Trades Councils. To view the slides, click here, <https://novaworks.org/documents/Ongoing/NOVAworksSBLC.pdf>.

## 6. **INFORMATION ONLY REPORTS/ITEMS**

6A. Update Young Adult Program: Model Pilot for Replication: Last summer, NOVAworks partnered with San Mateo Union High School District and CA Department of Rehabilitation on an innovative program for differently abled young adults. The model can also be replicated to serve other target groups. Given the success of this program, NOVAworks intends to apply this approach to its newly redesigned young adult program. The program will serve 80 young adults the first year that will grow to 200 served in subsequent years. To view a video of the summer program, click here, <https://www.youtube.com/watch?v=ilOjpzWbVAo>.

6B. Presentation on New Job Connector Platform: NOVAworks has launched an online job connector platform that will rapidly match identified skills from jobseekers with talent requirements from employers. The platform can also be used for career exploration. Jobseekers can identify online learning opportunities for their current careers and research skills/credentials needed for a new occupation of interest. To view the slide presentation, click here, <https://novaworks.org/documents/Ongoing/NOVAworksJobConnector.pdf>.

## 7. **REPORT FROM THE EXECUTIVE DIRECTOR**

Highlights of Director Sessions' report included:

- Board member Julie Lind has been named Woman of the Year by the San Mateo Chamber of Commerce. Board Co-chairperson Rosanne Foust will be inducted into the 2024 San Mateo County Women's Hall of Fame. Board member David Bini was invited to meet with President Biden and Vice President Harris.
- Christopher Bernhardt was introduced as the new Senior Management Analyst at NOVAworks.
- Board member Theresa Woo of the CA Department of Rehabilitation (DOR) is retiring from DOR and the Board. Lee Lambert, Chancellor, Foothill-De Anza Community College District has been appointed to the Board representing an education seat.
- The State recently conducted its annual WIOA financial and program monitoring visit. This visit focused on youth services. No findings are expected.
- A new WIOA Reauthorization bill has been introduced in the House of Representatives titled, A Stronger Workforce for America Act. It will be closely tracked given the proposed new requirement of 50% expenditure for training.

## 8. **ADJOURNMENT**

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