



**Napa-Lake Workforce Investment Board
Executive Committee
Meeting Agenda**

Friday, April 27, 2012 ♦ 2:00 p.m. ♦ @ WorkforceNapa
**650 Imperial Way, Suite 103
Napa, CA 94559**

Item	Time	Discussion	Facilitator
A.	2:00	CALL TO ORDER	Mancuso
B.	2:05	Introductions	Mancuso
C.	2:10	Public Comment	Mancuso
D.	2:15	Approval of Minutes	Mancuso
E.	2:25	Lake Adult RFPs (Action) Receive Recommendation on Lake County One-Stop Provider 2012-2013 Committee members will hear the results of the evaluation process and the recommendation of the Lake Standing Committee. Letter of recommendation will be provided along with a request for appropriate actions.	Staff
F.	2:35	Lake County Youth WIA Provider RFP (Action) Receive Recommendation on Lake County WIA Youth Provider 2012-2013 Committee members will hear the results of the evaluation process and the recommendation of the Lake Standing Committee. Letter of recommendation will be provided along with a request for appropriate actions.	Staff
G.	2:45	Napa County Youth WIA Provider RFP (Action) Receive Recommendation on Napa County WIA Youth Provider 2012-2013 Committee members will hear the results of the evaluation process and next steps for the WIA Youth Provider for Napa County.	Staff
H.	2:55	Discussion: Board Membership/Nominations (Discussion) (Possible Action) Board will continue their discussion on board membership/nominations.	Mancuso
I.	3:10	Director's Report	Wilson
J.	3:20	Member Announcements (Chair/Vice Chair)	All
K.	3:30	Adjourn	Mancuso



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Friday, March 30, 2012 ♦ 2:00 p.m. ♦ @ WorkforceNapa
**650 Imperial Way, Suite 103
Napa, CA 94559**

Attendance: Mary Ann Mancuso, Carol Huchingson and John Ussery and Brad Wagenknecht.

Guests: Jill Hoeffler

Staff: Julia Smith, Teresa Zimny and Lisa Fletcher

A. **CALL TO ORDER**

B. **Public Comment**

None

C. **Approval of Minutes**

MOTION: Mary Ann Mancuso made a motion to approve the minutes from February 24, 2012. Second by Teresa Zimny.

VOTE: Passed unanimously.

D. **Supportive Service Policy (Action)**

Julia introduced Lisa Fletcher, the acting Napa WIA Direct Service Supervisor, who is here to ask for a policy change to the LWIA supportive service policy. Lisa distributed a 1-page snapshot of the proposed change. She is proposing to lower the cap on the amount of supportive services payments from \$5000 per participant per enrollment to \$3000 per participant per enrollment. Enrollment is Core B through exiting follow-up. We would also like to propose guidelines within the policy and test this new strategy for six months.

Jill expressed concerns about the mileage limit for Lake County. At the current rate we will reimburse up to \$16.50 per day which is within the federal reimburse rate. These are only guidelines; there will be room to adjust each item at the manager's discretion on a case by case basis.

MOTION: Brad Wagenknecht made a motion to accept staff recommendation of this policy change. Second by John Ussery.

VOTE: Passed unanimously.

E. **Napa & Lake Youth RFP (Update)**

Julia let the committee know that the RFP process is progressing as designed. She distributed and discussed an updated Lake and Napa WIB Committee calendar with revised dates to coincide with the Lake One-Stop RFP that closed today (March 30). Carol pointed out the April 19th date would be a conflict for two of the Lake Standing Committee members. Julia will check with Bruce about a coordinated location. She also let everyone know that the review committee panelists are confirmed.

F. **Strategy Discussion: Board Membership (Discussion) (Possible Action)**

Julia reported that Bruce met with County Counsel to discuss the need to add additional seats to the WIB in order to achieve compliance with all aspects of the WIA. For instance, whereas Napa does not have a native American employment program, the new two county area does and a representative from that program needs to have the opportunity for input as a member of the WIB. Julia stated that Bruce has determined that the board will need to have up to 39 members to be in compliance with WIA regulations, local agreements (i.e. JPA).

MOTION: Brad Wagenknecht made a motion to amend the NLWIB bylaws to increase the board membership up to 39 members in order to comply with WIA regulations and local agreements. Second by Carol Huchingson.

VOTE: Passed unanimously.

G. **Approve New Members (Discussion) (Action)**

Julia stated that the following members have applied for appointment to the NLWIB: Based on the current bylaws there is a vacant seat for all applicants except for Rhonda Slota, but that the amended bylaws, once approved by the Napa Board of Supervisors would have room for Rhonda as well.

Debbie Antonsen	One Stop Partner
Jeri Gill	Private Sector Business
Susan L. Goff (Lake)	Education
Peter J.T. Harsch (Lake)	One Stop Partner
Rhonda Slota	Education/at large
No applications	Labor

MOTION: Carol Huchingson made a motion to approve the above members for appointment to the NLWIB, in the positions that meet the board's need and to approve Rhonda once the bylaws have been approved by the Napa Board of Supervisors. Second by John Ussery.

VOTE: Passed unanimously.

H. **Member Announcements**

(Chair/Vice Chair)

Mary Ann Mancuso said that the nominating committee had met and initially chose Jackie Diaz and Jeri Gill for Chair of the NLWIB. Unfortunately, Jackie Diaz didn't feel she could give the time that the position that it deserves and respectfully declined. Jeri Gill a former board member, who was just approved for appointment was to be approached. She said that John Ussery was selected for vice chair and is willing to accept the nomination.

I. **Adjourn**