



## Napa-Lake Workforce Investment Board

### Meeting Agenda

Thursday February 14, 2013 ♦ 3:00 p.m. ♦ @ Calistoga Community Center

**1307 Washington Street, Calistoga, CA 94515**

Item	Time	Discussion	Facilitator
A.	3:00	<b>CALL TO ORDER</b>	Gill
B.	3:01	<b>Public Comment</b>	Gill
C.	3:05	<b>Welcome and Introductions</b>	Gill
D.	3:15	<b>Napa-Lake Fiscal Report (Attachment D)</b>	Haynes
E.	3:25	<p><b>Consent Calendar</b>            These matters typically include routine financial or administrative actions. Any item on the CONSENT CALENDAR will be discussed separately at the request of any person. CONSENT CALENDAR items are usually approved with a single motion</p> <ol style="list-style-type: none"> <li>1. Approve NLWIB Minutes – November 2012 <b>(Attachment E1)</b></li> <li>2. Approve Napa Steering, Lake Steering and Executive Committee Recommendations to increase MPIC 2012-2013 budget for program services. <b>(Attachment E2)</b></li> <li>3. Establish an NLWIB Adhoc Committee to oversee the Annual Strategic Planning process for Napa-Lake Workforce Investment Area and ensure policy alignment <b>(Attachment E3)</b></li> </ol>	Gill
F.	3:30	<p><b>Napa County Workforce Investment Act Program Provider Overview (Presentation)</b>            Workforce Investment Act Staff from the WorkforceNapa Business and Career Center will provide a program overview of career services provided at the One-Stop. As a part of this presentation, they will touch on 1) how individuals access services; 2) the flow of services delivery; and 3) the results of their services.</p>	Gill
G.	3:50	<p><b>Napa County Youth Service Provider (Presentation) (Action)</b>            WIA Youth Services Staff will provide a program overview of WIA youth services delivered through the Explorations Career Center. Following the presentation, Board members will determine a potential contract increase to the youth contractor for enhanced services for existing clients.</p>	Gill
H.	4:10	<p><b>NLWIB Member Recruitment (Discussion) (Action) (Attachment H)</b>            By law, the NLWIB must have particular interests represented on the Board. At the present time, there are a number of vacancies that must be filled in order to bring the NLWIB into full compliance with the intent of the Workforce Investment Act. The NLWIB Chair will request discussion and thought on the vacancies and a motion to open a two to three week recruitment process to fill vacancies.</p>	Gill
I.	4:30	<p><b>Napa Incubator Project (Presentation)</b>            In May of 2012, the Napa-Lake WIB agreed to participate in the planning and research of a business incubator in Napa County. In part, the purpose of the incubator is to provide job opportunities in growth industries for those that have lost employment in declining industries. At this meeting, the NLWIB will hear the results of this project and potential next steps.</p>	Gill

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J	4:40	<b>NLWIB Director and Member Reports (Discussion)</b> Committee members and staff may report on items and activities of interest to the community workforce agenda. <ol style="list-style-type: none"><li>1. Day at the Capitol – <b>(Attachment J1)</b></li><li>2. Workforce Investment Board – Apprenticeship Program Meeting <b>(Attachment J2)</b></li><li>3. NLWIB Policy Context</li><li>4. Other</li></ol>	All
K.	5:00	<b>Adjourn</b>	Gill