



NOVA Workforce Board Executive Committee  
August 18, 2021 Meeting  
Minutes

Executive Committee members present: R. Foust, J. Morrill and A. Switky

NOVA staff: K. Stadelman and E. Stanly

Meeting was held remotely via videoconference call.

1. **Call to Order:**

The meeting was called to order at 12:05 p.m.

2. **Action Items:**

a. Approval of June 16, 2021 Meeting Minutes: It was moved by A. Switky, seconded by J. Morrill and carried by voice vote to approve the June 16, 2021 meeting minutes as submitted.

3. **Discussion Items:**

a. Update on Recruitment for New Director: There will be two interview panels scheduled to review prospective candidates: NOVA Board panel and City of Sunnyvale panel. Both panels are scheduled to meet with the top seven candidates on August 25. Recommendations will then go forward to the City Manager and Assistant City Manager for final interviews. The City Manager will make the final appointment that is expected in early September. It is likely that the new director will be given 60 days to start (late October/early November). This will also allow enough time for the transition period.

b. \$3 Million Funding Application for DOL CAREER NDWG Grant: The U.S. Department of Labor (DOL) released a new solicitation for the CAREER National Dislocated Worker Grant (NDWG). A total of \$43 million is available for up to \$3 million per applicant to reemploy dislocated workers impacted by the economic effects of COVID-19. NOVAworks has applied for \$3 million, in partnership with the San Francisco and San Jose-based work2future Workforce Boards, to serve 600 dislocated workers, with a particular focus on airport workers. NOVA would receive \$2 million and San Francisco and work2future would each receive \$500,000. While the deadline for applications was not until August 31, the solicitation stated that grants would be reviewed on a first come, first serve basis. Given the highly competitive nature of these grants, NOVAworks submitted its application quickly. For this reason and, in lieu of a scheduled Board meeting or Executive Committee meeting, the Board co-chairs approved this application submission. This action will be forwarded to the Board at its September 22 Board meeting for information. NOVAworks is expected to receive a decision by the end of August. (Since the Executive Committee meeting, NOVAworks was awarded the grant.)

c. Update on San Mateo County Workforce Development Plan Project: Since last fall, NOVAworks has been collaborating with San Mateo County on its COVID-19 recovery initiatives. As part of this effort, NOVAworks is co-sponsoring the San Mateo County Economic Recovery Roundtable Series. Four roundtables are scheduled, with NOVAworks hosting a September 1, 2021 panel titled, "Getting Back to Work." The panel will consist of a panelist from the Brookings Institution and two job seekers. In addition, with a \$50,000 grant from the County, NOVAworks has convened a design team who is designing future interventions for the workforce system. A concept paper is being developed that will incorporate the recommendations from this design team into workforce development strategies for County funding through the federal American Rescue Plan Act (ARPA). The proposal will incorporate a network of providers and anchor institutions who will take a holistic approach in determining residents' need for training and stipends for participants while in training, in addition to support for childcare and transportation. NOVAworks would serve as the County's agent for administering this workforce

funding. This concept is for a multi-year, multi-million-dollar project and it will be shared with the Board Task Force at the next meeting.

d. Discussion on Strategic Funding Opportunities and Future Directions: The Committee discussed several current and future funding opportunities, as follows:

- The City of Milpitas COVID-19 Workforce Recovery Program has completed the first phase of the grant, specifically, the research component to identify needs. The second phase will entail designing a cohort curriculum customized to Milpitas residents, which will include retooling the MyPlan career navigation platform. The hope is that this new venture, funded by one of NOVAworks' jurisdictions, will lead to future opportunities for funding by other jurisdictions.
- The former County of Santa Clara/Catholic Charities Bridge to Recovery initiative that began at the onset of the pandemic has now been moved under Joint Venture Silicon Valley, as part of its Building Back Better initiative. A new administrative structure is being created to manage this effort. It's unclear what the potential opportunities or challenges may be with this venture and the role of ARPA funding in supporting it.
- The federal Economic Development Administration (EDA) is investing \$3 billion in ARPA funding to assist communities build back better. This funding will be distributed through six innovative programs. One of the initiatives is called "Good Jobs Challenge." NOVAworks is exploring collaborating on a regional proposal for this initiative with several partners including the San Francisco and San Jose-work2future Workforce Boards and the Silicon Valley Economic Development Alliance. The deadline for submission is January 26, 2022.
- The Irvine Foundation has invited NOVAworks to apply for a \$500,000 grant to assist hospitality workers transition to other careers or advance within the hospitality industry. This two-year pilot would employ an approach utilizing a proven "success formula." This is a partnership with the Brookings Institution, BW Research Foundation and the Greater New Orleans Foundation who will also be launching a pilot in their local community. The deadline for submission is September 24. The Irvine Foundation has often formed long-term relationships with its funders to support innovative projects, and NOVAworks is hopeful that this grant will be the first of many in the future.

e. Reflections on Board Vision, Mission and Purpose Statement: With the impending start of the new director, the Committee recommended that this item be postponed for about year to give the new director time to learn more about the organization and consider a future course.

f. Review Draft Agenda for September 22, 2021 Board Meeting: A draft Board meeting agenda was distributed and reviewed.

**4. Information Items:**

a. The next Executive Committee meeting is scheduled for October 20, 2021 at 12 Noon.

**5. Adjournment**

The meeting was adjourned at 1:20 p.m.