

**CALIFORNIA WORKFORCE DEVELOPMENT BOARD
FULL BOARD MEETING NOTICE**

**Wednesday, August 28, 2024
10:00 a.m. to 1:00 p.m.**

Meetings of the California Workforce Development Board (CWDB) are open to the public except when specifically noticed otherwise in accordance with the Bagley-Keene Open Meeting Act. The board may take action regarding any item listed on the agenda unless listed as information only. Times are approximate and subject to change. Agenda items may be taken out of order to accommodate speakers and to maintain a quorum. This meeting may be canceled without notice.

All meeting agendas are posted to the CWDB website ten (10) days prior to the meeting, and a full packet with additional details regarding the scheduled agenda items will be available at any physical meeting locations, and at least 24 hours prior to the meeting on the CWDB website meeting page at: <https://cwdb.ca.gov/meetings/>.

Public Viewing and Comments

The public is welcome to comment on any agenda item. Here are several ways the public may participate in our meetings.

1. The meetings will be live-streamed for public viewing on the CWDB YouTube channel at: <https://www.youtube.com/channel/UC8j2IMLyol-6ifdLHGTXLiQ>. Comments can be posted on the platform and should identify the agenda item being addressed and be submitted prior to or during the discussion of that agenda item.
2. The public may attend the meeting in person and provide comments or questions at the following locations:
 - a. **Sacramento:** California Department of Rehabilitation, 721 Capitol Mall, Room #242, Sacramento, CA 95814
 - b. **Bay Area:** 555 Mission Street, Suite 2400, San Francisco, CA 94105-2933
 - c. **Southern California:** South Bay Workforce Investment Board, 11539 Hawthorne Blvd., Suite 500, Hawthorne, CA 90250

3. Members of the public not physically present at the board meeting may submit public comment to be read during the meeting by emailing BoardPublicComment@cwdb.ca.gov. In the subject line, please identify the agenda item being addressed.

Emailed comments are monitored during the meeting and will be read during the allotted time at the meeting. Please note: This email box will only be monitored 24 hours prior to the scheduled meeting time. Comments or questions in between meetings dates should be directed to CWDBinfo@cwdb.ca.gov.

The public will be allowed to comment or ask questions during the appropriate public comment periods of the meeting if they attend in person. Public comments timely received from email or the CWDB YouTube channel will be read aloud during the public comment period for the agenda item specified. Failure to submit a timely comment or identify the agenda item being addressed may prevent your comment from being read at the meeting.

Any and all written comments provided to the CWDB, including the commentator's identity and contact information, and all contents of emails, will be available to the public in compliance with the Bagley-Keene Open Meeting Act, Government Code section 11125.1 and the California Public Records Act (Division 10 (commencing with [Section 7920.000](#)) of Title 1).

Accommodations

Individuals who require accommodations for their disabilities (including interpreters, sign language translation, alternate document formats, or other auxiliary aids) are requested to contact the California Workforce Development Board staff at (916) 657-1440 at least five business days prior to the meeting in order to ensure the availability of the requested accommodation. Please visit the California Workforce Development Board website at <http://www.cwdb.ca.gov> for additional information.

Contact Person

If you have any questions concerning the agenda, you may contact:

California Workforce Development Board
800 Capitol Mall, Suite 1022
Sacramento CA 95814
T: 916-657-1440
BoardPublicComment@cwdb.ca.gov

**CALIFORNIA WORKFORCE DEVELOPMENT BOARD
MEETING AGENDA**

**Wednesday, August 28, 2024
10:00 a.m. to 1:00 p.m.**

1. Welcome & Opening Remarks
 - a. Roll Call
 - b. Call to Order
2. Updates & Discussion
 - a. Labor Agency Update
 - b. California Jobs First Overview
 - c. Budget Update
 - d. Legislative Update
 - e. State Plan Update
 - f. Potential Board Resolution: Standards for Infrastructure-related Funds
3. Action Items
 - a. Approve May 22, 2024, Meeting Summary
 - b. Approve Amended CWDB Bylaws
4. Other Business
5. General Public Comments
6. Adjournment

CALIFORNIA WORKFORCE DEVELOPMENT BOARD FULL BOARD MEETING SUMMARY

May 22, 2024

The full meeting is available to view on the CWDB YouTube channel.

<https://www.youtube.com/watch?v=chyhjrCSKEo>

Full meeting documents, public comments, agenda, and future meeting dates may be found on the [CWDB website](#).

Members Present in Sacramento:

- Chairperson Dr. Imran Angelov “Angelo” Farooq
- Vice Chairperson Jamil Dada
- Chancellor Sonya Christian, represented by designee Vice Chancellor Tony Cordova
- Nancy Farias
- Secretary Mark Ghaly, represented by Designee Jim Suennen
- Leonard Gonzales
- Secretary Stewart Knox, represented by Designee Abby Snay
- Stephen Monteros
- Fabrizio Sasso
- Jeremy Smith
- Bruce Stenslie
- Director Joe Xavier

Members Present in Oakland:

- Dean Fealk
- Robert Redlo
- Gloria Young

Members Present in Los Angeles

- Diane Factor
- Laurence Frank
- Jason Haider

- Hilary Lentini

CWDB Staff:

- Kaina Pereira, Executive Director
- Jeffrey Jacobstein, Section Manager – Human Resources & Communications
- Myranda Love, Executive Analyst/Executive Directorate
- Ross Villegas, Communications Analyst – Operations & Program Implementation Branch
- Brooke Barnum-Roberts, Chief Counsel
- Ben McDonald, Deputy Counsel & Board Meeting Clerk

AGENDA

- A. Welcome and Opening Remarks
- B. Action Items
 - A. Roll Call
 - B. Approve March 27, 2024, Meeting Summary
 - C. Public Comment
- C. Updates and Discussion
 - A. Updates and Discussion
 - a. Labor Agency Update
 - b. Budget Update
 - c. Legislative Update
 - d. State Plan Update
 - e. Informal Item: SB 150 Follow-Up
 - f. Review of California Workforce Development Board’s Legislative Mandates and Compliance Efforts
 - B. Public Comment
- D. Other Business
- E. General Public Comment
- F. Final Roll Call and Adjournment

1. Opening Remarks & Action Items

- A. Roll Call & Call to Order
 - a. Chairperson Angelo Farooq called the meeting to order at approximately 10:01 am.
 - i. CWDB Deputy Counsel conducted roll call and found 19 members present and advised Mr. Farooq that a quorum was present.
 - b. Chairperson Farooq welcomed and introduced CWDB’s new Executive Director Kaina Pereira.
 - c. Chairperson Farooq also recognized the passing of long-standing CWDB board member and active leader in the private sector, Michael Gallo.

B. Approve March 27, 2024, Meeting Summary

- a. Dir. Stephen Monteros motioned to approve the March 27, 2024, Full Board Meeting Summary prepared by CWDB staff, Dir. Jamil Dada seconded, and the motion carried unanimously.
- b. Public Comment
 - i. None.

2. Updates and Discussion

A. Labor Agency Update & Budget Update

- a. Subject: Update from LWDA Secretary Knox's designee, Abby Snay, on LWDA budget, creation of New Career Education Master Plan with Governor's Office, Infrastructure Strike Team (IST) activities, and new LWDA partnership to build a new cooperation for workforce development using philanthropic funding. Dir. Diane Factor asked about the contents of the Master Plan and Ms. Snay noted that the program considers adult workers and disconnected youth. Dir. Factor asked if planning will consider the demand-side as California becomes a leader in the green economy and Ms. Snay agreed and said that it does. Dir. Factor requested a report from CA Jobs First Council and Chairperson Farooq acknowledged the request.
- b. Action/Vote Taken: None

B. Legislative Update

- a. Subject: Update from LWDA Secretary Knox's designee, Abby Snay, on forthcoming legislation to introduce a new system for teacher apprenticeship in the state.
- b. Action/Vote Taken: None

C. State Plan Update

- a. Subject: Update from CWDB's Executive Director on the State Plan and revisions. The updated report was submitted to the Department of Labor on May 9, 2024.
- b. Action/Vote Taken: None

D. Informal Item: SB 150 Follow-Up

- a. Subject: Informational briefing provided by CWDB Chief Counsel regarding SB 150 legislation.
- b. Action/Vote Taken: None

E. Review of California Workforce Development Board's Legislative Mandates and Compliance Efforts

- a. Subject: Informational Presentation from CWDB Chief Counsel regarding legislative mandate, followed by discussion regarding CWDB's ability to enforce labor equity and climate standards.
- b. Discussion and Motion to Agendize Item for Next Meeting

- i. Dir. Bruce Stenslie requested the adoption of a policy requiring labor equity and climate standards.
 - ii. Motion: Dir. Stenslie moved to agendize a discussion on labor equity and climate standards and enforcement for federal and state transportation infrastructure-related funds. Dir. Jeremy Smith seconded the motion and moved to amend to include a resolution by the CWDB regarding workforce standards. Dir. Leonard Gonzales seconded the new motion. Other board members weighed in on framing the future discussion.
 - c. Vote Taken: Agendize Item for Next Meeting
 - i. Yes: Chairperson Dr. Imran Angelov “Angelo” Farooq, Vice Chairperson Jamil Dada, Chancellor Sonya Christian, represented by designee Vice Chancellor Tony Cordova, Nancy Farias, Secretary Mark Ghaly, represented by Designee Jim Suennen, Leonard Gonzales, Secretary Stewart Knox, represented by Designee Abby Snay, Stephen Monteros, Fabrizio Sasso, Jeremy Smith, Bruce Stenslie, Director Joe Xavier, Robert Redlo, Gloria Young, Diane Factor, Laurence Frank, Jason Haider
 - ii. No: None
 - iii. Abstention: Dean Fealk
 - d. Motion passed with 18 votes
 - i. Executive Director agreed to meet with board members to determine the next steps for this motion.
- F. Public Comment was Received at Sacramento and Oakland Locations, and via Email
 - a. 1:23:09 – [Sacramento Public Comment](#)
 - b. 1:25:15 – [Oakland Public Comment](#)
 - c. 1:27:42 – [Emailed Public Comment](#)

3. Other Business

- A. Chairperson Farooq – Political Reform Act Compliance
 - a. Chairperson Farooq reminded the board that each member must submit a Statement of Economic Interest (Form 700).
- B. Dir. Hilary Lentini – Department of Rehabilitation Updates
 - a. Department of Rehabilitation is changing its name to “Disability Works California.”
 - b. Disability Works California will establish the Office of Employment First to guide strategic planning and support for workforce development for individuals with intellectual and development disabilities.
 - c. Behavioral Health Workforce reports are available to CWDB.
- C. Public Comment

- a. None

4. General Public Comments

- A. Received at Sacramento Location.
 - a. 1:33:27 – [Sacramento Public Comment](#)

5. Final Roll Call and Adjournment

- A. All CWDB business having concluded, Dir. Jamil Dada motioned to adjourn, and Dir. Stephen Monteros seconded the motion.
- B. Vote Taken
 - a. Yes Votes: Unanimous
- C. Adjournment
 - a. Chairperson Farooq adjourned the meeting at 11:39 am in loving memory of Michael Gallo.

CALIFORNIA WORKFORCE DEVELOPMENT BOARD BYLAWS

ARTICLE I: NAME

Public Law 113-128, the Workforce Innovation and Opportunity Act (WIOA) of 2014, requires that each state establish a state workforce development board to carry out certain responsibilities related to the state's workforce investment system. The California Workforce Development Board (CWDB) was established through Executive Order (D-9-99) and formalized through the enactment of state statutes at California Unemployment Insurance Code (Unemp. Ins. Code) section 14010 et seq. in 2006.

ARTICLE II: PURPOSE

The CWDB assists the Governor in developing, overseeing, and continuously improving California's workforce investment system and aligning the education and workforce investment systems to meet the needs of the 21st-century economy and workforce.

ARTICLE III: GOVERNANCE

The CWDB shall reside within the California Labor and Workforce Development Agency and shall report through its Executive Director to the Secretary of the Labor and Workforce Development Agency.

ARTICLE IV: THE CWDB MEMBERSHIP

Section 1 – Appointments

The members of the CWDB are appointed by the Governor in conformity with WIOA §101(b), 20 Code of Federal Regulations (C.F.R.) §679.110, and Unemp. Ins. Code, § 14012. In addition, the Senate President Pro Tem shall appoint two legislative members, and the Speaker of the Assembly shall appoint two legislative members. The Governor may add additional members to those required by the California Unemployment Insurance Code.

Section 2 – Composition

More than 50 percent of the total number of members appointed to the CWDB by the Governor shall be business representatives. (WIOA §101(b).) At least 15 percent of the membership shall be representatives from organized labor. (Unemp. Ins. Code, §14012.) Not less than 20 percent of the members appointed by the governor shall be

representatives of the state workforce. (WIOA §101(b).) The board shall follow all other compositional requirements set forth in the law, including the requirements in WIOA, C.F.R., and Unemp. Ins. Code.

Section 3 – Designees

A Director of a State Department or a Secretary of a State Agency, either of whom is appointed as a member of a State body, may designate a deputy director of that Department or Agency, exempt from State civil service, to act in the Director's or Secretary's place. (Government Code (Gov. Code), §7.5.) Each Department Director or Agency Secretary may have a designee. However, only one designee may vote on behalf of the Department or Agency at any one meeting. If more than one designee is present for a meeting, the Chair will select which designee can participate in voting for that meeting. State Department Directors and Agency Secretaries must notify the Chair in writing of the names and titles of their designees before the designees participate in the CWDB.

A Constitutional Officer may appoint a designee. (Gov. Code, §7.6.) A designee for a Constitutional Officer must be a deputy who is exempt from State civil service. A member of the California Legislature may also name a designee. (Gov. Code, §7.6.) Designees of public agencies shall be employed by or appointees of that agency. The Constitutional Officers must notify the Chair in writing of the names and titles of the designees prior to the designees' participation in the CWDB.

Section 4 – Alternates and Proxies

The CWDB shall not permit absentee or proxy voting at any of its proceedings but shall permit teleconference voting in keeping with Gov. Code, §11123.

Section 5 – Conflict of Interest

Members of the CWDB are subject to a comprehensive body of state law governing conflict of interest. (Gov. Code, §§ 81000-91014). Pursuant to State and federal law, the CWDB has adopted and promulgated a Conflict of Interest Code. The CWDB members, including designees, are required to file statements of economic interests with the CWDB. The CWDB staff will maintain copies on file and deliver the original statements of economic interests to the Fair Political Practices Commission. The statements of economic interests are governed by State law and include the specific kinds of financial information members of the CWDB must disclose. Upon appointment, Board members are required to file an "Assuming Office" statement within 30 days of their appointment.

Thereafter, Board members are required to file annual statements. Board members are also required to file “Leaving Office” statements upon vacating their positions.

Section 6 – Resignation and Notice to Governor

Any member may resign from the CWDB at any time by giving written notice to the Governor, the Chairperson, and the Executive Director. Resignation shall take effect on the date of receipt of such notice or any later time specified therein. The CWDB shall then notify the Governor in writing by electronic submission immediately when a vacancy occurs and when a vacancy on the Board remains unfilled for more than 60 days.

Section 7 – Removal

The Governor has sole authority to appoint and remove members of the CWDB, except with respect to the legislative members appointed under Article IV, Section 1, who may be removed by their respective appointing authorities. The Chair, on behalf of the Executive Committee, may request the written resignation of any The CWDB member who fails, without good cause, to attend three consecutive The CWDB meetings or who otherwise demonstrates an inability or unwillingness to actively participate in the meetings, discussions, activities, and decisions of the CWDB. In the event that such a member fails to submit a written resignation, the Chair, on behalf of the Executive Committee, may forward a written recommendation for removal to the Governor.

Section 8 – Term Limits

Members serve at the pleasure of the appointing authority until such a time as they resign or are removed from office. The Board shall consider the number of current vacant seats before submitting a recommendation for removal to the Governor. Any such recommendation shall include the number of current vacant seats.

ARTICLE V: OFFICERS

The CWDB shall have two officers: the CWDB Chair (Chair) and the CWDB Vice-Chair (Vice-Chair). The Chair shall be a business representative on the board appointed by the Governor and shall serve at the pleasure of the Governor.

The Chair shall call and preside at all CWDB meetings and perform other duties as required by the CWDB. The Vice-Chair shall act as Chair in the Chair’s absence and perform other duties as required.

ARTICLE VI: COMMITTEES

Section 1 – Committee Structure

The CWDB will operate with a committee structure comprised of standing committees, special committees, and ad hoc committees:

Standing Committees—These are permanent committees of the CWDB constituted to perform continuing functions. A standing committee is comprised of CWDB members for voting purposes. A standing committee shall have a minimum of five members in addition to the chair and vice chair. A standing committee is established or discontinued through an amendment to these bylaws. With the exception of the Executive Committee, the Chair shall designate the chair, vice-chair, and members of a standing committee annually, subject to ratification by the full CWDB.

The committee chair shall be the presiding officer at all committee meetings. In the chair's absence, the committee vice-chair shall assume the chair's duties.

Special Committees – are assigned specific tasks and assignments by the CWDB Chair. Membership may include the CWDB members, state and local partners, stakeholders, practitioners, and customers, all of whom are voting members. Unless otherwise specified in the description of the committees adopted as part of these bylaws, the CWDB Chair shall designate the chair, vice-chair, and members of each special committee, subject to ratification by the Executive Committee.

The committee chair shall be the presiding officer at all committee meetings. In the chair's absence, the committee vice-chair shall assume the chair's duties.

Ad Hoc Committees are informal workgroups, task forces, councils, and other formal subgroups comprised of CWDB members and/or CWDB staff and/or State and local partner, stakeholder, and practitioner staff. Ad hoc committees may be established by the Chair, the Executive Director, or special committee chairs and are not subject to ratification by the full CWDB or the Executive Committee.

Ad hoc committees are time-limited and task-oriented and are formed to develop work products for the CWDB. Each Ad hoc committee shall remain in existence only as long as necessary to fully address the task with which it is charged.

Section 2 – Standing Committees

There shall be two standing committees of the CWDB:

The Executive Committee – shall be chaired by the CWDB Chair and shall consist of the Vice-Chair, the Secretary of the Labor and Workforce Development Agency (or the Secretary’s designee), and the Executive Director of the CWDB. The membership of the Executive Committee shall reflect the membership of the full CWDB. The CWDB Chair shall have the discretion to appoint additional members to the Executive Committee as deemed appropriate.

The Executive Committee shall meet at the call of the Chair, as required by CWDB meetings, issues, activities, and workflow. It shall provide recommendations to the full CWDB regarding committee assignments; coordinate the work of standing, special, and ad hoc committees; develop agendas for CWDB meetings; and shall be empowered to take action on behalf of the full CWDB in instances where urgency and time constraints do not permit items to be acted upon by the full CWDB. All such actions and commitments shall be reported to the full CWDB at its next regularly scheduled meeting.

The Green Collar Jobs Council shall be comprised of appropriate representatives from the CWDB’s existing membership who will meet at the Chair’s call. The Green Collar Jobs Council shall perform the duties and responsibilities specified in Sections 15002 - 15003 of the California Unemployment Insurance Code and shall report all actions to the full CWDB at its next regularly scheduled meeting.

ARTICLE VII: MEETINGS

Section 1 – Board Meetings

The CWDB shall conduct at least one full public meeting each year. Its goal, however, is to conduct full meetings three to four times each year and in such locations to facilitate the CWDB’s work and the public’s participation. Each board member is expected to attend meetings regularly. The meetings will be open and accessible to the public and publicly announced. Subcommittee and ad hoc committee meetings shall be conducted in compliance with open meeting rules.

The CWDB and its Committees may hold a meeting by conference telephone or other electronic equipment (e.g., electronic video screen communications) by means of which (a) all members participating in the meeting can simultaneously hear or read each other’s communications during the meeting, and (b) all meetings are publicly noticed and

accessible to the public by the Bagley-Keene Open Meeting Act. Electronic participation in any such meeting shall constitute presence at the meeting, in accordance with Gov. Code §11123 et seq.

Section 2 – Board Quorum

A quorum is defined as a majority of the members appointed to the CWDB. If a quorum is not present at a CWDB meeting, the CWDB may not vote or take action, but members in attendance may continue to meet for the purpose of discussion, including taking public testimony on agenda items.

ARTICLE VIII: CLOSED MEETINGS

A closed session of the CWDB may be called to discuss personnel issues, pending litigation, or any other matters appropriate for a closed meeting under Gov. Code §11126. The Chair may call for a closed meeting, or any member with a majority vote may call one.

ARTICLE IX: PARLIAMENTARY AUTHORITY

Robert’s Rules of Order shall govern the CWDB in all cases in which they are applicable and in which they are not inconsistent with these Bylaws, any special rules of order the Board may adopt, or any applicable State and federal laws and regulations.

ARTICLE X: CHANGES IN BYLAWS

These Bylaws may be amended or replaced, and new Bylaws adopted by the approval of a majority vote by those members voting at a CWDB meeting with a quorum present, provided that the amendment is not in conflict with any State or federal laws/regulations and had been noticed in writing to all CWDB members 30 days in advance of any proposed action by the CWDB.