



CONTRA COSTA COUNTY
Committee Meeting Minutes
Workforce Development Board

Tuesday, November 4, 2025

3:00 PM

**4071 Port Chicago Hwy., #250
 Federal Glover Conference Room, Concord
 6200 Village Parkway, Suite 200
 Dublin, CA 94568**

**Zoom Meeting ID: 880 0668 9890 Passcode
 901064:**

**Zoom: [https://us06web.zoom.us/j/88006689890?](https://us06web.zoom.us/j/88006689890?pwd=hNFWrZfYLYxGwMYAZPSGovDbMfZ)
 pwd=hNFWrZfYLYxGwMYAZPSGovDbMfZ**

Qvr.1

**3:00 WELCOME AND CALL TO ORDER
 REMINDER OF POTENTIAL CONFLICT OF INTEREST
 PUBLIC COMMENT**

**Terry Curley, WDB Chair, called the meeting to order at 3:13 p.m. Present:
 Terry Curley, Michael McGill, Nichol Caranza, Natasha Paddock, Patience
 Ofodu, Joshua Anijar, Timothy Jeffries, Tim Sbranti, Kelly Schelin, Leslay
 Choy, Richard Johnson, Gregory Brooks**

No Public Comment

**3:10 DIRECTOR'S REPORT
 CHAIR'S REPORT
 COMMITTEE REPORT**

Director Brown acknowledged new Board Members Patience Ofodu and Tim Sbranti.

3:25 PRESENTATION ITEM

Director Brown presented the WDBCCC annual report, reviewing the 2025 strategic vision, providing a fiscal overview, reviewing performance data, and offering program highlights.

The Board recognized outgoing Board Member Richard Johnson, who is retiring after 26 years of service to the State of California.

P1 WDB Annual Report

Highlights progress towards WDB's mission and vision, key accomplishments, financial results, and major initiatives, while demonstrating commitment to

innovation, community service, and sustainability. Provides community, business, and workforce/economic development leaders with an overview of completed and ongoing work, achieved outcomes, and the goals and priorities that will guide the Board in the coming year.

3:40 CONSENT AGENDA

C1 Approve May 13, 2025 Full Board Meeting Minutes

The Board approved the May 13, 2025 Minutes as presented.

Motion/Second: Richard Johnson/Mike McGill

Motion: Passed

AYES: Terry Curley, Mike McGill, Nichol Carranza, Natasha Paddock, Patience Ofodu, Josh Anijar, Timothy Jeffries, Tim Sbranti, Kelly Schelin, Leslay Choy, Richard Johnson, Gregory Brooks

NAYS: None

ABSTENTIONS: Natasha Paddock

C2 Accept WDBCCC Annual Report

The Board accepted the WDBCCC Annual Report as presented.

Motion/Second: Richard Johnson/Nichol Caranza

Motion: Passed

C3 Approve Re-Appointment to Board (Business Seat #5)

The Board approved the re-appointment of Douglas Lezameta to the Board.

Motion/Second: Richard Johnson/Timothy Jeffries

Motion: Passed

C4 Accept Board Resignation/Withdrawal

The Board accepted the resignation of retiring Board Member Richard Johnson and the withdrawal of Board Member Brandy Leidgen as presented.

Motion/Second: Richard Johnson/Nichol Caranza

Motion: Passed

AYES: Terry Curley, Mike McGill, Nichol Carranza, Natasha Paddock, Patience Ofodu, Josh Anijar, Timothy Jeffries, Tim Sbranti, Kelly Schelin, Leslay Choy, Gregory Brooks

NAYS: None

ABSTENTIONS: Richard Johnson

3:50 ACTION ITEMS

A1 Approve Triennial Sunset Review of Appointed Boards, Committee and Commissions

Phase III - Final

The Board approved the final Triennial Sunset Review of Appointed Boards, Committees, and Commissions Phase III as presented.

Motion/Second: Patience Ofodu/Richard Johnson
Motion: Passed

A2 Approve Selection of Pre-Apprenticeship Services Provider

The Board approved the selection of Pittsburg Power as the WIOA Pre-Apprenticeship Service Provider, permitting the WDBCCC to proceed with negotiations and execute a contract in an amount not to exceed \$300,000.

Motion/Second: Terry Curley/Joshua Anijar
Motion: Passed

A3 Approve a Contract Extension for the American Job Center of California (AJCC) Career Services, maintaining current terms and services through June 2027

The Board approved an extension of the current AJCC WIOA career services contract with Rubicon Programs through June 2027 and the postponement of an AJCC provider procurement process by one year.

Motion/Second: Kelly Schelin/Timothy Jeffries
Motion: Passed

A4 Accept James Irvine Foundation Grant and Advancement of Nonprofit Workforce Intermediary Initiative

The Board accepted a James Irvine Foundation Better Careers Grant in the amount of \$300,000 for a two-year term in support of East Bay Works Regional Workforce Board collaboration (Richmond Workforce Board, Alameda County Workforce Board, and Oakland Workforce Development Board).

Motion/Second: Richard Johnson/Patience Ofodu
Motion: Passed

A5 Approve/Accept Proposed 2026 WDB Board Committee Meeting Calendar

The Board approved the 2026 WDB Board and Committee Meeting Calendar with the selection of 12:00-2:00 PM as the Full Board/Executive Committee meeting time.

Motion/Second: Richard Johnson/Tim Sbranti
Motion: Passed

4:20 INFORMATIONAL/UPDATE ITEM(S)

I1 Measure X Youth Centers Update

I2 Employment and Training Pathways Program Grant – PY 25-26

5:00 ADJOURN

The meeting was adjourned at 4:09 p.m.

UPCOMING COMMITTEE MEETINGS

Full Board/Executive Committee: Wednesday, March 18, 2026

Youth Committee Meeting: Wednesday, January 21, 2026

Business & Economic Development Committee Meeting: Wednesday, February 18, 2026