



CONTRA COSTA COUNTY
Committee Meeting Minutes
Workforce Development Board

Wednesday, October 8, 2025

11:30 AM

4071 Port Chicago Hwy., #250

Conference Room A, Concord

Zoom Meeting ID: 824 1690 5217 Passcode:
537553

Zoom: <https://us06web.zoom.us/j/82416905217?pwd=2CIctjQuoE4ob3DmE88FRdCSRb78wB.1>

Executive Committee

11:30 WELCOME AND CALL TO ORDER
 REMINDER OF POTENTIAL CONFLICT OF INTEREST
 PUBLIC COMMENT

Terry Curley, WDB Chair, called the meeting to order at 11:36 a.m.
Present: Terry Curley, Nichol Caranza, Michael McGill, Joshua Anijar

Three representatives of ARTSCCC spoke during public comment: Jeremy Phillips and Jose Cordon, Youth Arts Connection Lead Workshop Artists and Facilitators, and Jenny Balisle, Executive Director. They thanked the Board for supporting their Youth Arts Connection program through the awarded Measure X grant. Their program brings free after-school art, poetry, and music workshops for youth ages 12-18 to libraries in Pittsburg, Antioch, and Brentwood, providing nutritious food to participants.

11:40 EXECUTIVE DIRECTOR REPORT
 CHAIR'S REPORT
 COMMITTEE CHAIR REPORTS

11:50 CONSENT AGENDA

C1 - Approve Minutes from August 13, 2025 Executive Committee Meeting

The Executive Committee approved the August 13, 2025 Minutes as presented.

Motion/Second: Mike McGill/Nichol Carranza

Motion: Passed

C2 - Accept WDBCCC Annual Report Draft

The Executive Committee accepted the WDBCCC Annual Report Draft as presented.

Motion/Second: Mike McGill
Motion: Nichol Carranza
C3 - Approve Board Application

The Executive Committee approved Douglas Lezameta's application to the WDBCCC Board.

Motion/Second: Mike McGill
Motion: Nichol Carranza

12:00 ACTION ITEMS

A1 - Approve Triennial Sunset Review of Appointed Boards, Committees, and Commissions – Phase III

The Executive Committee approved the WDBCCC's Phase III draft report for the Triennial Sunset Review of Appointed Boards, Committees, and Commissions as presented.

Motion/Second: Nichol Carranza?/Mike McGill
Motion: Passed

A2 - Approve the Release of RFP for AJCC Service Providers

The Executive Committee approved the development and release of an RFP for the operation and career services of the comprehensive AJCC within the Local Area funded by WIOA.

Motion/Second: Nichol Carranza?/Mike McGill
Motion: Passed

12:15 DISCUSSION ITEM

D1 - Business & Economic Development Committee 2026 Priorities

The strategy focuses on strengthening the local economy through small business support, investment attraction, workforce development, infrastructure improvement, and sustainable growth. Key efforts include expanding access to funding, mentorship, and technical assistance for small and minority-owned businesses; attracting new industries and investors to diversity the economy; and enhancing workforce skills through stronger alignment between education and employer needs. The plan to emphasizes collaboration with local businesses, infrastructure improvements to support expansion and connectivity and promoting inclusive, sustainable economic development that benefits all community members.

12:45 INFORMATIONAL ITEMS

II - Extreme Heat and Community Resilience Program Grant

I2 - 2026 WDB Board Committee Meeting Calendar Draft

12:55 Next Agenda Item(s)

1:00 ADJOURN

The meeting was adjourned at 12:30 p.m.

UPCOMING COMMITTEE MEETINGS: Subject to change if needed

Full Board: Tuesday, November 4, 2025

Youth Committee Meeting: Wednesday, November 19, 2025

Executive Committee Meeting: Wednesday, January 14, 2026

BED Committee Meeting: TBD

Any appropriate public records related to an open session item on a regular meeting agenda and distributed by the Workforce Development Board and any of its committees to a majority of members of the Workforce Development Board and/or its committees, less than 72 hours prior to that meeting are available and for public inspection at 4071 Port Chicago Highway, Suite 250, Concord, CA during normal business hours.

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