Humboldt County Workforce Development Board Executive Committee
Meeting Location: Humboldt County Courthouse (Conference Room A)
825 5th Street, Eureka, CA 95501

AGENDA

Date: 1/18/2023 Time: 9:00 AM

Opening

1. Board Chair calls meeting to order
2. Roll Call of Board Members
3. Adjustments to the agenda
4. Director, Staff, & HWC Updates
5. Board Announcements
6. Public comment on non-agenda items

Consent Agenda

1. Oct. 19, 2022 HCWDB Executive Committee meeting minutes (Attachment A)
2. Nov. 28, 2022 HCWDB Executive Committee special meeting minutes (Attachment B)
   a. Discussion
   b. Public comment
   c. Action

Discussion and Action Items

1. HCWDB membership and attendance (Attachment C)
   a. Discussion
   b. Public comment
   c. Action

2. HCWDB applications review (Attachment D)
   a. Discussion
   b. Public comment
   c. Action

3. HCWDB Executive Committee nomination committee
   a. Discussion
   b. Public Comment
   c. Action
4. HCWDB membership application updates (Attachment E)
   a. Discussion
   b. Public Comment
   c. Action

5. HCWDB Rules of Order Ad Hoc
   a. Discussion
   b. Public Comment
   c. Action

6. HCWDB quarterly meeting agenda items
   a. Discussion
   b. Public Comment
   c. Action

   a. Discussion

8. Future Agenda Items

9. Adjourn

Next meeting  03/15/2023
AGENDA DETAIL

HCWDB Membership and Attendance

DISCUSSION:
Per the HCWDB Bylaws the HCWDB Executive Committee will review membership vacancies as they occur and assess associated needs with appointing a replacement. Additionally, the Executive Committee shall routinely review member attendance at board and committee meetings. Members of the Board must not miss more than three (3) consecutive committee and full meetings of the Humboldt Board unless the absences are excused or more than five (5) consecutive committee and full meetings even if some or all of those absences are excused, except that the board may grant the member a leave of absence upon prior request.

Recommended Action: Direct staff to alert members who have exceeded their absence allotment of their retirement from the WDB and to alert Clerk of the Board of these vacancies.

HCWDB Applications Review

DISCUSSION:
Review HCWDB applications received from Kristy Siino, Timmothy Hooven, James Forbes and Marlee Chavez. Discuss and recommend applications to be moved on to the full HCWDB for review and recommendation to the BOS for appointment to the HCWDB. HCWDB composition requirements are as follow:

- Business representatives shall constitute a majority, 51%, of WDB and must include two or more members that represent small business as defined by the U.S. Small Business Administration. Furthermore, business representative seats may reflect the identified major industries and clusters identified in the Humboldt County Comprehensive Economic Development Strategy (CEDS). Their business must provide employment opportunities with high quality work-relevant training and development in local in-demand industry sectors or occupations.

- Representatives of the workforce shall constitute at least 20% of WDB membership, including representatives of labor organizations, which must constitute at least 15% of WDB membership. Labor Union members must be selected from candidates nominated by local labor federations, including a representative of an apprenticeship program. Representatives of the workforce, include labor members who may also
include representatives of organizations, including community-based organizations (CBO) with experience and expertise in addressing barriers to employment, including organizations that serve veterans, individuals with disabilities, or eligible youth, including out of school youth.

- Further required Board membership shall include individuals, as follows:
  - Adult Education/Literacy Representative-Must be nominated by institution or organization;
  - Vocational Rehabilitation Representative;
  - Higher Education Representative- Must be nominated by institution or organization;
  - Wagner-Peyser Representative; and
  - Public Economic Development Agency Representative.

- Members may also include additional local area representatives appointed by the BOS, representing:
  - Local K-12 education;
  - The Board of Supervisors, with an alternate; and
  - A State elected official (Assembly or Senate) representing Humboldt County, with an alternate.

- Up to three representatives of community-based organizations or businesses that provide the following:
  - Native American employment development;
  - Childcare;
  - Employment of people with disabilities;
  - Serves youth employment, training or education; and/or
  - Trains people with barriers to employment.

**Recommended Action:** Direct staff to move selected applications on to the full HCWDB for review and recommendation to the BOS for appointment to the HCWDB.

---

**HCWDB Executive Committee Nomination Committee**

**DISCUSSION:**
Per the HCWDB Bylaws, the HCWDB Executive Committee is to appoint a lead Executive Committee member to create a nomination committee which shall include two at-large HCWDB members. The Nomination Committee will present the slate of candidates for Executive Committee positions, including the Chair and Vice Chair seats, at the final
HCWDB meeting of the fiscal year which shall be included on the agenda. The HCWDB shall be notified of candidates 15 days prior to final WDB meeting of the fiscal year.

**Recommended Action:**
Appoint an Executive Committee member to create and lead a nomination committee which shall include two at-large HC-WDB members.

---

**HCWDB Membership Application Updates**

**DISCUSSION:**
Review and approve updates made to HCWDB application and questionnaire. Applications updates include removal of address for references, clarification of public and private seats, and nominations requirement updates to align with Bylaws. Updates also include a new applicant questionnaire which indicates the requirements of being a HCWDB member and asks for applicants to attest that they are willing and able to meet these requirements.

**Recommended Action:**
Approve updated application for use and distribution.

---

**HCWDB Rules of Order Ad Hoc**

**DISCUSSION:**
Discuss the potential creation and implementation of a HCWDB Rules of Order document, similar to those utilized by the Humboldt County Board of Supervisors and the Humboldt County Planning Commission. Appoint a lead Executive Committee to create a Rules of Order Ad Hoc to assist with the creation and presentation of a HCWDB Rules of Order document to the full HCWDB.

**Recommended Action:**
Appoint an Executive Committee member to create and lead a Rules of Order Ad Hoc to draft and present a Rules of Order Document to the full Workforce Development Board review and implementation.

---

**HCWDB Quarterly Agenda Items**

**DISCUSSION:**
Per the HCWDB Bylaws the Executive Committee shall act on behalf of the full board on all matters of necessity between HC-WDB meetings. That authority shall include setting agendas for HC-WDB meetings. Proposed agenda items for the Feb. 17, 2023 full HCWDB meeting include:

- Approval of meeting minutes from Sept. 14, 2022 meeting
- Review and recommendations to the BOS of HCWDB membership applications
- Membership and recruitment review and discussion
- Finalizing the date of the HCWDB annual retreat
- Review and approve draft HCWDB retreat agenda
- AB2449 Brown Act update
- Quarterly program update
- Annual Humboldt Workforce Coalition update
- HCWDB Offshore Wind Ad Hoc update

**Recommended Action:**
Accept staff recommendations for Feb. 17, 2023 full HCWDB agenda items and provide direction for any additional agenda items.
**Workforce Development Board**
**Executive Committee meeting minutes**

**Date:** 10.19.22  
**Time:** 9:00-11:00  
**Location:** Humboldt County Courthouse: 825 5th St Eureka CA 95501 (Conference Room A)

**MEMBERS ATTENDANCE:**

- Daniel Dixon-Chair  
- Dennis Leonardi-Vice-Chair  
- Pru Ratliff- Absent  
- Cedar Reuben- Absent  
- Jeff Hunerlach  
- Shelley Nilsen  
- Lee Cunningham  
- Kerry Venegas- Joined 9:16am  
- Michelle Bushnell- BOS- Absent  
- Rex Bohn- Alt BOS- Absent

**STAFF:** Peggy Murphy, Kim Hopmann & Scott Adair. Kerry Mayer from College of the Redwoods and Andrew Rix from the Humboldt Workforce Coalition were also in attendance.

1. **Opening:**
   a. Vice Chair Leonardi called the meeting to order at 9:03am  
   b. **Staff Updates:**  
      i. Director Adair updated the committee on Offshore Wind activities. He informed the committee of the upcoming listening session and the Bureau of Ocean Energy Management lease auction as well as the pending item (11/15) for the Board of Supervisors.  
      ii. Peggy Murphy updated the committee on the ongoing fiscal monitoring, RFPs, hybrid meeting guidance from County Council as well as the RPI 5.0 grant and the Humboldt Workforce Coalition (HWC) and staffing needs.  
   c. **Board Announcements:**  
      i. Vice Chair Leonardi mentioned that there was an article stating there are 43 qualified bidders for the Offshore Wind lease.  
      ii. Chair Dixon made suggestions regarding board development and filling vacant seats.  
   d. **Adjustments to the Agenda:**  
      i. No adjustments to this agenda, however staff will be reorganizing future agendas to include adjustments to the agenda prior to staff and board updates.  
   e. **Public Comment on non-agenda items:**  
      i. None

**Consent Agenda**

1. **Approval of 9.21.22 meeting minutes (Attachment A)**
2. **Acknowledge award of $250,000 in National Dislocated Worker Grant (NDWG) funding (Attachment B) and direct staff to take the NDWG award to Board of Supervisors for acceptance and approval**
   a. **Discussion**  
      i. The committee reviewed the attached items and discussed the options available.  
   b. **Public Comment**  
      i. None  
   c. **Action**
i. It was moved by Member Nilsen and seconded by Member Venegas to approve the consent agenda. Motion passed unanimously.

3. **Workforce Development Board Retreat (Attachment C)**
   a. Discussion:
      i. Peggy Murphy went over the Workforce Development Board retreat draft agendas and discussed the options for in person and hybrid meetings.
      ii. The topics to be discussed at the retreat were gone through and suggestions were made to adjust the order and what needs to be addressed prior to the retreat.
      iii. A date for the retreat was suggested for some time in spring and the committee suggested to poll the full WDB for a date.
      iv. Location options were discussed, and it was also recommended to poll the full WDB to decide on a location.
      v. It was decided that the agenda drafts need to be adjusted prior to sharing options with the full WDB.
   b. Public Comment
      i. None
   c. Action
      i. It was moved by Member Hunerlach and seconded by Member Nilsen to retool the agenda, poll the full WDB for a date and poll for a location then present agenda drafts to the full WDB in November. Motion passed unanimously.

4. **WDB Recruitment (Attachment D)**
   a. Discussion
      i. The committee discussed the current board make up and the need for recruitment and the Workforce Innovation and Opportunities Act (WIOA) requirements for these vacancies.
   b. Public Comment
      i. None
   c. Action
      i. It was moved by Member Hunerlach and seconded by Member Nilsen for staff to take immediate action on recruitment for vacant seats. Motion passed unanimously.

5. **Review prompts for quarterly meeting presenters (Attachment E)**
   a. Discussion
      i. The committee went over the prompts suggested for future presenters to ensure their presentations will fall in line with the workforce goals.
   b. Public Comment
      i. None
   c. Action
      i. It was moved by Member Nilsen and seconded by Member Cunningham to accept staff recommendations for presenter prompts. Motion passed unanimously.

6. **Review scheduling and prompts for quarterly WDB member industry report outs (Attachment F)**
   a. Discussion
      i. The committee went over the schedule and prompts for quarterly industry report outs for future full WDB meetings
   b. Public Comment:
      i. None
c.  Action  
   i.  It was moved by Member Venegas and seconded by Member Hunerlach to accept staff recommendations. Motion passed unanimously

7.  Review draft WDB Quarterly Meeting agenda  (Attachment G)  
   a.  Discussion  
      i.  The committee reviewed the suggested agenda. It was mentioned to have time certainty added to ensure we have time for a proper update from Nordic Aquafarms.
      ii. It was suggested to have separate staffing and funding updates as well as a separate Humboldt Workforce Coalition update.
      iii. It was recommended to update the full board on hybrid meetings and the advice from County Council.

b.  Public Comment  
   i.  None  

c.  Action  
   i.  It was moved by member Nilsen and seconded by Member Hunerlach to make the necessary adjustments to the agenda and accept staff recommendations. Motion passed unanimously.  

Adjourn – Time: 10:55AM
Workforce Development Board  
Executive Committee Special meeting minutes  
Date: _11.28.22_ Time: 10:00am  
Location: 2420 6th St Eureka CA 95501- DCSS Multipurpose Room

MEMBERS ATTENDANCE:

- Daniel Dixon-Chair
- Dennis Leonardi-Vice-Chair
- Pru Ratliff- Absent
- Cedar Reuben
- Jeff Hunerlach
- Michelle Bushnell
- Lee Cunningham- Excused
- Kerry Venegas- Excused
- Pru Ratliff- Absent
- Michelle Bushnell- BOS- Excused
- Rex Bohn- Alt BOS- Excused
- Jeff Hunerlach
- Shelley Nilsen

STAFF: Peggy Murphy, Kim Hopmann & Scott Adair

1. Opening:
   a. Chair Dixon called the meeting to order at 10:06 am
   b. Adjustments to the Agenda:
      i. No adjustments to this agenda
   c. Public Comment on non-agenda items:
      i. None

Consent Agenda

1. Review and approve WIOA Request for Proposals (RFP) (Attachment A)
   a. Discussion
      i. The committee members asked questions regarding the three RFP’s and staff fielded questions and assisted in clarification.
   b. Public Comment
      i. No Public Comment
   c. Action
      i. It was moved by member Nilsen and seconded by member Reuben to approve the WIOA RFP’s and have staff submit to BOS for approval. Motion carried 5:0

2. Review and approve WIOA subrecipient contract amendments (Attachment B)
   a. Discussion
      i. The committee reviewed the attached items and discussed the amendments
   b. Public Comment
      i. None
   c. Action
      i. It was moved by Member Reuben and seconded by Member Hunerlach to approve the Subrecipient Contract Amendments and have staff submit to BOS for approval. Motion carried 5:0

Adjourn – Time: 10:18AM
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Daniel Dixon</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Dennis Leonardi</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Shelley Nilson</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Lee Cunningham</td>
<td>x</td>
<td></td>
<td>x</td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Cedar Reuben</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Jeff Hunerlach</td>
<td></td>
<td></td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Kerry Venegas</td>
<td></td>
<td>x</td>
<td></td>
<td>x</td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Michelle Bushnell</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Rex Bohn</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Michael Hettcher</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Mark Plubell</td>
<td>x</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Treston Shull</td>
<td></td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Michelle Vassel</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Megan Bonham</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Rosemary Den Ouden</td>
<td></td>
<td>x</td>
<td></td>
<td>x</td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Madison Flynn</td>
<td>x</td>
<td>x</td>
<td></td>
<td>x</td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Robyn Stalcup</td>
<td></td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>Tanya Trump</td>
<td></td>
<td>x</td>
<td></td>
<td>x</td>
<td></td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
<td>x</td>
</tr>
<tr>
<td>Leslie Castellano</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
<tr>
<td>David Wayte</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>x</td>
</tr>
</tbody>
</table>

**Quroum Met?**
- **CANCELLED**

**Full Board Meeting**

**Executive Committee Meeting**

Excused Absense (notified 24+hrs in advance of meeting)

Unexcused Absense (less than 24 hrs notice or no communication regarding absense)

3 or more consecutive meetings missed

? - Not accepted in outlook - Left message and awaiting reply
## Humboldt County Workforce Development Board Composition

### I. Representatives of Business

<table>
<thead>
<tr>
<th>Category Sub-Totals</th>
<th><strong>SHALL</strong></th>
<th><strong>MAY</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Culture</td>
<td>Ink People Center for the Arts</td>
<td>Leslie Castellano</td>
</tr>
<tr>
<td>Staffing Services</td>
<td>Express Employment Professionals</td>
<td>Shelley Nilsen</td>
</tr>
<tr>
<td>Management &amp; Innovation Services</td>
<td>Kingsview Partners</td>
<td>Daniel Dixon</td>
</tr>
<tr>
<td>Diversified Healthcare</td>
<td>Independent Physicians Association</td>
<td>Rosemary Den Ouden</td>
</tr>
<tr>
<td>Diversified Healthcare</td>
<td>Providence St. Joseph Healthcare/IBM</td>
<td>Megan Bonham</td>
</tr>
<tr>
<td>Specialty Food, Flowers and Beverage</td>
<td>Leonardi Dairy</td>
<td>Dennis Leonardi</td>
</tr>
<tr>
<td>Manufacturing</td>
<td>Bay Tank Metals</td>
<td>Lee Cunningham</td>
</tr>
<tr>
<td>Investment Support Services</td>
<td>Humboldt Investment Capital, LLC</td>
<td>Cedar Reuben</td>
</tr>
<tr>
<td>Building and System Construction</td>
<td>Hooven &amp; Co., Inc.</td>
<td>Timothy Hooven</td>
</tr>
<tr>
<td></td>
<td>Vacant</td>
<td>Vacant</td>
</tr>
<tr>
<td></td>
<td>Vacant</td>
<td>Vacant</td>
</tr>
<tr>
<td></td>
<td>Vacant</td>
<td>Vacant</td>
</tr>
<tr>
<td></td>
<td>Vacant</td>
<td>Vacant</td>
</tr>
<tr>
<td></td>
<td>Vacant</td>
<td>Vacant</td>
</tr>
</tbody>
</table>

### II. Workforce Representatives

<table>
<thead>
<tr>
<th>Category Sub-Totals</th>
<th><strong>SHALL</strong></th>
<th><strong>MAY</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Labor Union</td>
<td>American Postal Workers Union, Local 1056</td>
<td>Michael Hetticher</td>
</tr>
<tr>
<td></td>
<td>Operating Engineers Local #3 Union</td>
<td>Jeff Hunerlach</td>
</tr>
<tr>
<td></td>
<td>Operating Engineers Local #16</td>
<td>Mark Plubell</td>
</tr>
<tr>
<td></td>
<td>Laborer’s Local 324</td>
<td>Treston Shull</td>
</tr>
<tr>
<td>CBO serving employment, training, education for eligible youth</td>
<td>Wiyot Tribe (public community based org)</td>
<td>Michelle Vassel</td>
</tr>
<tr>
<td>CBO addresses employment, training, education for eligible youth</td>
<td>Blue Lake Rancheria Tribal Ed. Agency</td>
<td>Marlee Chavez</td>
</tr>
</tbody>
</table>

### III. Education and Community Development Entities

<table>
<thead>
<tr>
<th>Category Sub-Totals</th>
<th><strong>SHALL</strong></th>
<th><strong>MAY</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Adult Education</td>
<td>College of the Redwoods</td>
<td>Vacant</td>
</tr>
<tr>
<td></td>
<td>Humboldt State University</td>
<td>Vacant</td>
</tr>
<tr>
<td>Wagner-Peyser Act</td>
<td>CA Employment Development Department</td>
<td>Robyn Stalcup</td>
</tr>
<tr>
<td></td>
<td>CA Department of Rehabilitation</td>
<td>James Forbes</td>
</tr>
<tr>
<td></td>
<td>Vacant</td>
<td>Vacant</td>
</tr>
</tbody>
</table>

### IV. Local Area representatives appointed by BOS

<table>
<thead>
<tr>
<th>Category Sub-Totals</th>
<th><strong>SHALL</strong></th>
<th><strong>MAY</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>K-12 Education</td>
<td>Humboldt County Office of Education</td>
<td>Tanya Trump</td>
</tr>
<tr>
<td>Federally funded serving low income</td>
<td>Humboldt County Board of Supervisors</td>
<td>Michelle Bushnell, Rex Bohn (Alt.)</td>
</tr>
<tr>
<td>Chief Elected Official (BOS)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>State elected representative</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Former Youth Council Board Member to serve on the Executive Committee</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Up to 3 representatives from CBO or businesses that provide any of the following services

<table>
<thead>
<tr>
<th><strong>SHALL</strong></th>
<th><strong>MAY</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Native American Employment Development</td>
<td>Changing Tides Family Services</td>
</tr>
<tr>
<td>Child Care non-profit</td>
<td>Ink People</td>
</tr>
<tr>
<td>Employees people with disabilities</td>
<td></td>
</tr>
<tr>
<td>Serves youth employment, training or education</td>
<td></td>
</tr>
<tr>
<td>Trains people with barriers</td>
<td></td>
</tr>
</tbody>
</table>
**APPLICATION FOR APPOINTMENT**

### PART I – Personal Information

<table>
<thead>
<tr>
<th>Applicant Name (Last, First, and Middle Initial)</th>
<th>Home Telephone</th>
<th>E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Siino, Kristy L.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Residence Address (if different from mailing address)</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>McKinleyville</td>
<td>CA</td>
<td>95519</td>
</tr>
</tbody>
</table>

Name of Business, Agency, or Tribe

Redwood Coast Energy Authority

<table>
<thead>
<tr>
<th>Occupation/Title</th>
<th>Business Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>HR and Workforce Development Manager</td>
<td>633 3rd Street</td>
<td>Eureka</td>
<td>CA</td>
<td>95501</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Phone</th>
<th>Business Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>707-269-1700</td>
<td></td>
</tr>
</tbody>
</table>

Please provide three references (name, address, phone # and e-mail)

1. Eileen Verbeck, Deputy Executive Director
   633 3rd Street, Eureka, CA 95501
   707-291-4588, everbeck@redwoodenergy.org

2. Matthew Marshall, Executive Director
   633 3rd St, Eureka, CA 95501
   707-269-1700, mmarshall@redwoodenergy.org

3. Lori Biondini, Business Planning and Finance Director,
   633 3rd St, Eureka, CA 95501
   707-269-1700, lbiondini@redwoodenergy.org

Please indicate which industry you represent

- [ ] PRIVATE INDUSTRY (please specify which sector you represent)
  - Diversified Health Care Specialty Food, Flowers, and Beverages
  - Building and Systems Construction Investment Support Services
  - Management and Innovation Services Niche Manufacturing
  - Forest Products Tourism
  - Other:
PART II – Guidelines

The following guidelines have been developed to assist the Board of Supervisors in the process of recruiting and appointing new Workforce Development Board members.

To become a member of the Workforce Development Board, you must:

1. Represent the sector for which you are applying (be an owner of a business, a chief executive/operating officer of a business or agency, or other business executive or employer with optimum policy-making or hiring authority).

2. Private Sector seats require a formal nomination by an open-membership business organization (i.e., a chamber of commerce or a professional or business organization such as Kiwanis or Rotary), a business trade association, or an agency board of directors. Labor Union seats require a formal nomination from a local labor federation. All other seats require no formal nomination. Your nomination must be secured prior to submitting this application by completing Part III below.

3. Forward the completed application and a copy of applicants resume to:

   Workforce Development Board
   825 5th Street
   Eureka, CA 95501
   Attn: Economic Development Division, Scott Adair sadair@co.humboldt.ca.us

   Applicants selected for appointment will be required to file Form 700, Statement of Economic Interest.

   For questions or additional information, please call (707)445-7745
   or visit our website @ http://humboldtgov.org/1709/Workforce-Development-Board

PART III – Nomination
PLEASE NOTE: Private Sector, Adult Education, Higher Education and Labor Union applications must secure the nomination and signature as described in Part II - #2 above, prior to submitting the application to the Workforce Development Board.

Redwood Coast Energy Authority

(Agency/Organization/Association/Institution Name) hereby formally nominates;

Kristy Siino

(Applicant’s Name)

for appointment to the Workforce Development Board of Humboldt County

Matthew Marshall

Signature of Chair/Director/Chief of Nominating Agency

Dec 5, 2022

Date

PART IV – Applicant Certification and Signature

I hereby certify all answers and statements are true and complete to the best of my knowledge. I understand the County may verify information and that untruthful or misleading answers are cause for rejection of this application.

Signature of Applicant

12/01/2022

Date

FOR OFFICE USE ONLY:

Date Rec’d: ____________________ Staff: ____________________ Submittal Date: ____________________
APPLICATION FOR APPOINTMENT

PART I – Personal Information

<table>
<thead>
<tr>
<th>Applicant Name (Last, First, and Middle Initial)</th>
<th>Home Telephone</th>
<th>E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hooven, Timmothy A</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>McKinleyville</td>
<td>CA</td>
<td>95519</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Residence Address (if different from mailing address)</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Business, Agency, or Tribe</th>
<th>Occupation/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hooven &amp; Co., Inc.</td>
<td>VP/CFO</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>3445 Central Avenue</td>
<td>McKinleyville</td>
<td>CA</td>
<td>95519</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Phone</th>
<th>Business Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>707-839-1291</td>
<td>707-839-2836</td>
</tr>
</tbody>
</table>

Please provide three references (name, address, phone # and e-mail)

<table>
<thead>
<tr>
<th>Reference</th>
<th>Name</th>
<th>Address</th>
<th>Phone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Jim Furtado</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Michael Davies-Hughes</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Rob McBeth</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please indicate which industry you represent

☑ PRIVATE INDUSTRY (please specify which sector you represent)

- [ ] Diversified Health Care
- [ ] Building and Systems Construction
- [ ] Management and Innovation Services
- [ ] Forest Products
- [ ] Other:
- [ ] Specialty Food, Flowers, and Beverages
- [ ] Investment Support Services
- [ ] Niche Manufacturing
- [ ] Tourism

☐ PUBLIC INDUSTRY (please specify which sector you represent)

- [ ] Wagner-Peyser Act
- [ ] Board of Supervisors Representative
- [ ] Assembly/State Representative
- [ ] Education (specify)
  - [ ] Adult
  - [ ] K-12
- [ ] Economic Development
- [ ] Vocational Rehabilitation
- [ ] Labor Organization
- [ ] College of the Redwoods
- [ ] Community Based Organization (specify)
  - [ ] Native American Employment Development
  - [ ] Employ People with Barriers
  - [ ] Train People with Barriers
- [ ] Child Care
- [ ] Youth Employment, Training, or Education
- [ ] Federally Fund Programs/Services for Low-Income Residents
PART II – Guidelines

The following guidelines have been developed to assist the Board of Supervisors in the process of recruiting and appointing new Workforce Development Board members.

To become a member of the Workforce Development Board, you must:

1. Represent the sector for which you are applying (be an owner of a business, a chief executive/operating officer of a business or agency, or other business executive or employer with optimum policy making or hiring authority).

2. Private Sector seats require a formal nomination by an open-membership business organization (i.e., a chamber of commerce or a professional or business organization such as Kiwanis or Rotary), a business trade association, or an agency board of directors. Labor Union seats require a formal nomination from a local labor federation. All other seats require no formal nomination. Your nomination must be secured prior to submitting this application by completing Part III below.

3. Forward the completed application to:

   Workforce Development Board
   825 5th Street
   Eureka, CA 95501
   Attn: Scott Adair, Economic Development Director
   sadair@co.humboldt.ca.us

   Applicants selected for appointment will be required to file Form 700, Statement of Economic Interest.

   For questions or additional information, please call (707)445-7745
   or visit our website: http://pohumco.org/216/Humboldt-County-Workforce-Development-Bo

PART III – Nomination

PLEASE NOTE: Private Sector and Labor Union applications must secure the nomination and signature as described in Part II - #2 above, prior to submitting the application to the Workforce Development Board.

   Humboldt Builders’ Exchange
   (Agency/Organization/Association Name)

   hereby formally nominates
   Tim Hooven
   (Applicant’s Name)

   for appointment to the Workforce Development Board of Humboldt County

   [Signature]
   [Name]
   12-30-2022
   [Date]

PART IV – Applicant Certification and Signature

I hereby certify all answers and statements are true and complete to the best of my knowledge. I understand the County may verify information and that untruthful or misleading answers are cause for rejection of this application.

   [Signature]
   [Name]
   12/3/22
   [Date]

FOR OFFICE USE ONLY:

Date Rec’d: ____________________________ Staff: ____________________________ Submittal Date: ____________________________
**APPLICATION FOR APPOINTMENT**

**PART I – Personal Information**

<table>
<thead>
<tr>
<th>Applicant Name (Last, First, and Middle Initial)</th>
<th>Home Telephone</th>
<th>E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forbes, James, R</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Eureka</td>
<td>CA</td>
<td>95503</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Residence Address (if different from mailing address)</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Same</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Business, Agency, or Tribe</th>
<th>Occupation/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept of Rehabilitation</td>
<td>Team Manager (SSMI)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>1330 Bayshore Way Suite 101</td>
<td>Eureka</td>
<td>CA</td>
<td>95501</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Phone</th>
<th>Business Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>707-445-6304</td>
<td></td>
</tr>
</tbody>
</table>

Please provide three references (name, address, phone # and e-mail)

1. Ana Cristina Mendonça
2. Peggy Martinez - Creative Inclusion Arcata, CA
3. Yvonne Doble - Inarc Arcata

Please indicate which industry you represent

- [ ] PRIVATE INDUSTRY (please specify which sector you represent)
  - [ ] Diversified Health Care
  - [ ] Building and Systems Construction
  - [ ] Management and Innovation Services
  - [ ] Forest Products
  - [ ] Other:

- [ ] Specialty Food, Flowers, and Beverages
- [x] Investment Support Services
- [ ] Niche Manufacturing
- [ ] Tourism

- [ ] PUBLIC INDUSTRY (please specify which sector you represent)
  - [ ] Wagner-Peyser Act
  - [ ] Board of Supervisors Representative
  - [ ] Assembly/State Representative
  - [ ] Education (specify)
    - [ ] Adult
    - [ ] K-12

  - [ ] Community Based Organization (specify)
    - [ ] Native American Employment Development
    - [ ] Employ People with Barriers
    - [ ] Train People with Barriers

  - [ ] Economic Development
  - [ ] Vocational Rehabilitation
  - [ ] Labor Organization

  - [ ] College of the Redwoods

  - [ ] Child Care
  - [ ] Youth Employment, Training, or Education
  - [ ] Federally Fund Programs/Services for Low-Income Residents
PART II — Guidelines

The following guidelines have been developed to assist the Board of Supervisors in the process of recruiting and appointing new Workforce Development Board members.

To become a member of the Workforce Development Board, you must:

1. Represent the sector for which you are applying (be an owner of a business, a chief executive/operating officer of a business or agency, or other business executive or employer with optimum policy making or hiring authority).

2. Private Sector seats require a formal nomination by an open-membership business organization (i.e., a chamber of commerce or a professional or business organization such as Kiwanis or Rotary), a business trade association, or an agency board of directors. Labor Union seats require a formal nomination from a local labor federation. All other seats require no formal nomination. Your nomination must be secured prior to submitting this application by completing Part III below.

3. Forward the completed application to:

   Workforce Development Board
   825 5th Street
   Eureka, CA 95501
   Attn: Scott Adair, Economic Development Director
   sadair@co.humboldt.ca.us

Applicants selected for appointment will be required to file Form 700, Statement of Economic Interest.

For questions or additional information, please call (707)445-7745 or visit our website: http://gohumco.org/216/Humboldt-County-Workforce-Development-Bo

PART III — Nomination

PLEASE NOTE: Private Sector and Labor Union applications must secure the nomination and signature as described in Part II - #2 above, prior to submitting the application to the Workforce Development Board.

California Department of Rehabilitation

(Agency/Organization/Association Name)

hereby formally nominates

James Forbes

(Applicant’s Name)

for appointment to the Workforce Development Board of Humboldt County

__________________________  __________________________
Signature of Chair/Director/Chief of Nominating Agency  Date

PART IV — Applicant Certification and Signature

I hereby certify all answers and statements are true and complete to the best of my knowledge. I understand the County may verify information and that untruthful or misleading answers are cause for rejection of this application.

__________________________  11-22-2022
Signature of Applicant  Date

FOR OFFICE USE ONLY:

Date Rec’d:  Staff:  Submittal Date:
# APPLICATION FOR APPOINTMENT

## PART I – Personal Information

<table>
<thead>
<tr>
<th>Applicant Name (Last, First, and Middle Initial)</th>
<th>Home Telephone</th>
<th>E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mansfield-Chavez, Marlee L</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Eureka</td>
<td>CA</td>
<td>95501</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Residence Address (if different from mailing address)</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Business, Agency, or Tribe</th>
<th>Occupation/Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>Blue Lake Rancheria Tribal Education Agency</td>
<td>Assistant Education Director</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Blue Lake</td>
<td>CA</td>
<td>95525</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Business Phone</th>
<th>Business Fax</th>
</tr>
</thead>
<tbody>
<tr>
<td>707-668-5101</td>
<td></td>
</tr>
</tbody>
</table>

Please provide three references (name, address, phone # and e-mail)

1. Tanya Trump, [Contact Information]
2. Jack Bareilles, [Contact Information]
3. Amber Conway, [Contact Information]

Please indicate which industry you represent

- [ ] PRIVATE INDUSTRY (please specify which sector you represent)
  - [ ] Diversified Health Care
  - [ ] Building and Systems Construction
  - [ ] Management and Innovation Services
  - [ ] Forest Products
  - [ ] Other:

- [ ] SPECIALTY FOOD, FLOWERS, AND BEVERAGES
- [ ] INVESTMENT SUPPORT SERVICES
- [ ] NICHE MANUFACTURING
- [ ] TOURISM

- [ ] PUBLIC INDUSTRY (please specify which sector you represent)
  - [ ] Wagner-Peyser Act
  - [ ] Board of Supervisors Representative
  - [ ] Assembly/State Representative
  - [ ] Education (specify)
    - [ ] Adult
    - [ ] K-12
  - [ ] Community Based Organization (specify)
    - [ ] Native American Employment Development
    - [ ] Employ People with Barriers
    - [ ] Train People with Barriers

- [ ] Economic Development
- [ ] Vocational Rehabilitation
- [ ] Labor Organization
- [ ] College of the Redwoods

- [ ] Child Care
- [ ] Youth Employment, Training, or Education
- [ ] Federally Fund Programs/Services for Low-Income Residents
PART II – Guidelines

The following guidelines have been developed to assist the Board of Supervisors in the process of recruiting and appointing new Workforce Development Board members.

To become a member of the Workforce Development Board, you must:

1. Represent the sector for which you are applying (be an owner of a business, a chief executive/operating officer of a business or agency, or other business executive or employer with optimum policy making or hiring authority).

2. Private Sector seats require a formal nomination by an open-membership business organization (i.e., a chamber of commerce or a professional or business organization such as Kiwanis or Rotary), a business trade association, or an agency board of directors. Labor Union seats require a formal nomination from a local labor federation. All other seats require no formal nomination. Your nomination must be secured prior to submitting this application by completing Part III below.

3. Forward the completed application to:

   Workforce Development Board
   825 5th Street
   Eureka, CA 95501
   Attn: Scott Adair, Economic Development Director
   sadair@co.humboldt.ca.us

Applicants selected for appointment will be required to file Form 700, Statement of Economic Interest.

For questions or additional information, please call (707)445-7745
or visit our website: http://gohumco.org/216/Humboldt-County-Workforce-Development-Bo

PART III – Nomination

PLEASE NOTE: Private Sector and Labor Union applications must secure the nomination and signature as described in Part II - #2 above, prior to submitting the application to the Workforce Development Board.

Blue Lake Rancheria Tribe
(Agency/Organization/Association Name)

hereby formally nominates

Marlee Mansfield-Chavez
(Applicant’s Name)

for appointment to the Workforce Development Board of Humboldt County

Jason Ramos
Signature of Chair/Director/Chief of Nominating Agency
01 / 10 / 2023

PART IV – Applicant Certification and Signature

I hereby certify all answers and statements are true and complete to the best of my knowledge. I understand the County may verify information and that untruthful or misleading answers are cause for rejection of this application.

Marlee Chavez
Signature of Applicant
04 Jan 2023

FOR OFFICE USE ONLY:

Date Rec’d:
Staff:
Submittal Date:
1. Meetings of the Workforce Development Board shall be called and held pursuant to the provisions of the Ralph M. Brown Act.
   Have you ever been participated on a board or committee that adheres to the Brown Act?
   Yes____ No____ If yes, which one? ____________________________________________

2. Appointment to the Humboldt County Workforce Development Board is a commitment for a two-year term starting the date of appointment by the Board of Supervisors through June 30th of the following fiscal year. If appointed to the Workforce Development Board, you are expected to attend meetings quarterly. Each meeting of the full Workforce Development Board is approximately three hours long.
   If appointed to the Workforce Development Board, do you agree to attend these meetings?
   Yes___ No___

3. Upon appointment to the board, you will be provided with a copy of the current Workforce Development Board bylaws.
   Do you agree to review and adhere to the Workforce Development Board bylaws? Yes___ No___

4. Attendance expectations are outlined in the bylaws. Members of the board must not miss more than three consecutive meetings unless excused and no more than five consecutive meetings, whether excused or unexcused, to maintain your seat on the board. Attendance is tracked, reviewed and recorded in the minutes for each meeting. Failure to adhere to the attendance guidelines may result in termination from the Board. If you expect to be absent from a meeting that you must notify the Chair of the Board and/or the Executive Director of the intended absence by no later than 5:00PM the day prior to the scheduled meeting, to be considered excused.
   Do you agree to properly notify staff if you are unable to attend a scheduled meeting? Yes___ No___
   Do you understand the attendance expectations for this Board? Yes___ No___

5. Applicants selected for appointment will be required to submit a Form 700: Statement of Economic Interest, annually
   Do you agree to file the Form 700 annually and disclose any conflict of interest? Yes___ No___

FOR OFFICE USE ONLY:
Date Rec’d: ____________________ Staff: ____________________ Submittal Date: ____________________
# APPLICATION FOR APPOINTMENT

## PART I – Personal Information

<table>
<thead>
<tr>
<th>Applicant Name (Last, First, and Middle Initial)</th>
<th>Home Telephone</th>
<th>E-Mail Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address</td>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Residence Address (if different from mailing address)</td>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Name of Business, Agency, or Tribe</td>
<td>Occupation/Title</td>
<td></td>
</tr>
<tr>
<td>Business Address</td>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Business Phone</td>
<td>Business Fax</td>
<td></td>
</tr>
</tbody>
</table>

Please provide three references (name, phone # and e-mail)

1. 
2. 
3. 

Please indicate which industry you represent

- [ ] PRIVATE INDUSTRY (please specify which sector you represent)
  - [ ] Diversified Health Care
  - [ ] Building and Systems Construction
  - [ ] Management and Innovation Services
  - [ ] Forest Products
  - Other: 

- [ ] PUBLIC INDUSTRY (please specify which sector you represent)
  - [ ] Wagner-Peyser
  - [ ] Board of Supervisors Representative
  - [ ] Assembly/State Representative
  - [ ] Education (specify)
    - [ ] Adult
    - [ ] K-12
  - [ ] Community Based Organization (specify)
    - [ ] Native American employment development
    - [ ] Address Barriers to Employment
  - [ ] Public Economic Development Agency
  - [ ] Vocational Rehabilitation
  - [ ] Labor Union
  - [ ] Higher Education
  - [ ] Childcare
  - [ ] Youth employment, training, or education
PART II – Guidelines
The following guidelines have been developed to assist the Board of Supervisors in the process of recruiting and appointing new Humboldt County Workforce Development Board members.

To become a member of the Humboldt County Workforce Development Board (HCWDB), you must:

1. Represent the sector for which you are applying (be an owner of a business, a chief executive/operating officer of a business or agency, or other business executive or employer with optimum policy making or hiring authority).

2. Secure a Nomination. A nomination must be secured prior to submitting this application by completing Part III below. Guidelines for nominations are as follow:
   - **Private Sector** seats require a formal nomination by an open-membership business organization, a sitting WDB business member or a business trade association, or an agency board of directors.
   - **Labor Union** seats require a formal nomination from a local labor federation.
   - **All other seats** require a nomination from a senior executive from the agency or institution of employment or affiliation.

3. Forward the completed application to:
   Workforce Development Board
   825 5th Street
   Eureka, CA 95501
   Attn: Scott Adair, Economic Development Director
   sadair@co.humboldt.ca.us

   For questions or additional information, please call (707)445-7745 or visit our website: https://www.gohumco.com/162/HC-WDB-Meetings-and-Governance

PART III – Nomination

**PLEASE NOTE:** All applicants must secure the nomination and signature as described in Part II - #2 above, prior to submitting the application to the Workforce Development Board.

____________________________________________________________________________________

( Agency/Organization/Association Name )
hereby formally nominates

____________________________________________________________________________________

(Applicant’s Name)
for appointment to the Workforce Development Board of Humboldt County

____________________________________________________________________________________

Signature of Nominating Party

Date

Print Name

Title

PART IV – Applicant Certification and Signature

I hereby certify all answers and statements are true and complete to the best of my knowledge. I understand the County may verify information and that untruthful or misleading answers are cause for rejection of this application.

____________________________________________________________________________________

Signature of Applicant

Date