



## **AGENDA**

### **Workforce Development Board (WDB) Executive Committee Meeting**

#### **Humboldt County Courthouse**

Conference Room A

825 5<sup>th</sup> St Eureka CA 95501

**July 20, 2022, 9:00AM**

*The County of Humboldt is committed to providing equal access to all county programs, services and activities through the provision of accommodations for individuals with disabilities as required under the Americans with Disabilities Act (ADA). With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the CAO's Office of Economic Development at 707-445-7745 or by email [gohumco@co.humboldt.ca.us](mailto:gohumco@co.humboldt.ca.us) or the ADA Coordinator at 844-365-0352 or by email at [ada@co.humboldt.ca.us](mailto:ada@co.humboldt.ca.us)*

*The Humboldt County Workforce Development Board is an equal opportunity employer / WIOA program. Auxiliary aids and services are available upon request to individuals with disabilities. Please call 707-445-7745 at least 72 hours prior to the meeting.*



## Workforce Development Board (WDB) Executive Committee Meeting

Agenda Item	Who	Action
1. <b>Opening</b> <ul style="list-style-type: none"> <li>• Meeting Called to Order</li> <li>• Roll Call</li> <li>• Director and Staff Updates</li> <li>• Board Announcements</li> <li>• Adjustments to the Agenda</li> <li>• Public Comment on Non-agenda items</li> </ul>	Chair Staff	Discussion
2. <b>Consent Agenda</b> Approval of Minutes from June 15, 2022 (Attachment A)	Chair	Discussion Public Comment Action: Recommend Approval
3. <b>Review WDB seat application for David Wayte</b> (Attachment B)	Staff	Discussion Public Comment Action: Recommend approval of David Wayte to the full WDB for Formal Nomination to the Board of Supervisors.
4. <b>Future Meeting Topics</b>	Chair	Discussion
5. <b>Meeting Adjourned</b>	Chair	

**Next Meeting: September 21, 2022, 9:00 am**

**Attachments available upon request. Please contact us at [Gohumco@co.humboldt.ca.us](mailto:Gohumco@co.humboldt.ca.us) or  
 707-445-7745  
 to receive a copy of the attachments**

## Attachment A

### HUMBOLDT COUNTY WORKFORCE DEVELOPMENT BOARD (WDB) EXECUTIVE COMMITTEE MEETING

June 15<sup>th</sup>, 2022 9:00AM

Via Zoom Web Conferencing

#### MEETING MINUTES



#### Opening

##### **Call to Order:**

Chair, Shelley Nilsen, called the meeting to order at 9:02 AM. A quorum was present.

##### **Committee Members in Attendance** (all attending meeting within Humboldt County):

- Shelley Nilsen (Chair)
- Supervisor Michelle Bushnell
- Daniel Dixon
- Cedar Reuben
- Lee Cunningham (V. Chair)
- Dennis Leonardi- Absent
- Pru Ratliff
- Jeff Hunerlach- Absent

**Staff Present:** Scott Adair, Andy Rix, Peggy Murphy, Kimberly Hopmann, Connie Stewart, Kate Shea

**Adjustments to the Agenda:** N/A

##### **Staff Updates:**

- Peggy shared the newest update on the progress for the MOU was approved by the Board of Supervisors. It will be sent out for signatures and with that will meet the 6.30 deadline. The items for the reappointments, appointments and resignations were approved and will be going for the 6.28 meeting.
- Andy shared that we are in the process of updating member orientation and will be expected to be presented to the board in upcoming meeting
- Connie Stewart shared that they would like for Bob Lantern to come help with Workforce Training and is waiting for possible times for that to occur. Looking at October as a possibility. They are just waiting for dates from the State. They've met with several consultants for Offshore winds and it is on its way. She shared that the leases are going to happen, it's about how the workforce community benefits from the whole project. She fielded questions about the process and leases.
- Scott shared more information about offshore wind and the opportunities to learn more about the entire project and its workforce benefits. He shared that the program is funded by both the Federal Government as well as the State Government. He fielded questions regarding the programs functions and its funding authorities.

**Board Updates:** No Updates

**Public Comment:** N/A

### **Consent Agenda (Attachment A)**

- Approval of minutes from 4.20.22
- It was moved by Cedar Reuben and seconded by Daniel Dixon to approve the minutes. Motion carried 6:0

### **Consider formation of an offshore wind ad hoc and advance the ad hoc formation to the full WDB for creation.**

- Scott recapped statements regarding the ability for the Workforce Development Board to become far more involved in the community with upcoming offshore wind projects and the pipeline and the importance of the ad hoc committee.
- Staff fielded questions about how the ad hoc should be formed.
- BOS M. Bushnell: ad hoc is not a deciding body, they are an advisory body to the full board and will have to bring information to the board.
- C. Reuben expressed the importance of defining the intent to document and record conversations as they develop
- P. Ratliff: Create a presentation that informs the full board what offshore wind is about and what the ad hoc function and responsibilities would be.
- It was moved by Member Reuben and seconded by Member Ratliff to bring the creation of an offshore wind ad hoc to the full board. Motion carried 6:0

### **Receive an update on County of Humboldt Economic Development Projects**

- Scott and Peggy shared information about other programs that Economic Development administer. They overviewed the Headwaters fund. They shared information on the Project Trellis Program and how it functions. They shared an overview of the Samoa Peninsula EIFD project. They discussed CEDS and detailed efforts for updating it and its relevance regarding post pandemic changes. They shared more details about project SOAR and the airport infrastructure updates. They discussed Cal ForestWRX and Film Incentive Program.

### **Thank you to Shelley Nilsen and Lee Cuningham for their time as Chair and Vice Chair.**

- Thanks to Shelley and Lee for stepping up as chair and vice chair for everything they've done with the board this year. The Executive Committee and staff shared their feelings of gratitude for their commitment to the board and about their term.

### **Future Meeting Topics/Requests**

- Offshore wind is set for August full board meeting
- Gilbaine and Nordic would be good to contact
- Kerry Venegas for Childcare and ARPA Grants
- Prepare more information about the Ad Hoc and how it can guide the need

### **Adjourn**

Chair Nilsen adjourned the meeting at 10:25am

**Next Executive Committee Meeting Date:** July 20th at 9:00am.

*WDB Agendas and Minutes can be found at:*

*<http://humboldt.gov.org/1709/Workforce-Investment-Board/>  
or by contacting Economic Development at (707)445-7745.*



## APPLICATION FOR APPOINTMENT

PART I – Personal Information			
<b>Applicant Name (Last, First, and Middle Initial)</b> <div style="text-align: center; padding: 5px;">Wayte, David A</div>	<b>Home Telephone</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>E-Mail Address</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	
<b>Mailing Address</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>City</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>State</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>Zip</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>
<b>Residence Address (if different from mailing address)</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>City</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>State</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>Zip</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>
<b>Name of Business, Agency, or Tribe</b> <div style="text-align: center; padding: 5px;">Department of Rehabilitation</div>	<b>Occupation/Title</b> <div style="text-align: center; padding: 5px;">Regional Director</div>		
<b>Business Address</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>City</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>State</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>Zip</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>
<b>Business Phone</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>	<b>Business Fax</b> <div style="text-align: center; padding: 5px;">[REDACTED]</div>		

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

1. Mark Erlichman	[REDACTED]
2. Katie Greaves	[REDACTED]
3. Bruce Wilson,	[REDACTED]

**Please indicate which industry you represent**

**PRIVATE INDUSTRY (please specify which sector you represent)**

- |  |   |
|--|---|
| <input type="checkbox"/> Diversified Health Care<br><input type="checkbox"/> Building and Systems Construction<br><input type="checkbox"/> Management and Innovation Services<br><input type="checkbox"/> Forest Products<br><input type="checkbox"/> Other: | <input type="checkbox"/> Specialty Food, Flowers, and Beverages<br><input type="checkbox"/> Investment Support Services<br><input type="checkbox"/> Niche Manufacturing<br><input type="checkbox"/> Tourism |
|--|---|

**PUBLIC INDUSTRY (please specify which sector you represent)**

- |   |   |
|---|---|
| <input type="checkbox"/> Wagner-Peyser Act<br><input type="checkbox"/> Board of Supervisors Representative<br><input type="checkbox"/> Assembly/State Representative<br><input type="checkbox"/> Education (specify)<br><input type="checkbox"/> Adult <input type="checkbox"/> K-12<br><br><input type="checkbox"/> Community Based Organization (specify)<br><input type="checkbox"/> Native American Employment Development<br><input type="checkbox"/> Employ People with Barriers<br><input type="checkbox"/> Train People with Barriers | <input type="checkbox"/> Economic Development<br><input checked="" type="checkbox"/> Vocational Rehabilitation<br><input type="checkbox"/> Labor Organization<br><br><input type="checkbox"/> College of the Redwoods<br><br><input type="checkbox"/> Child Care<br><input type="checkbox"/> Youth Employment, Training, or Education<br><input type="checkbox"/> 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  
 520 E Street  
 Eureka, CA 95501  
 Attn: Scott Adair, Economic Development Director  
[sadair@co.humboldt.ca.us](mailto: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.**

Larry Siler  
(Agency/Organization/Association Name)

hereby formally nominates

David Wayte  
(Applicant's Name)

for appointment to the Workforce Development Board of Humboldt County

*Lawrence D. Siler*

7/15/2022

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.**

*David Wayte*

7/15/2022

Signature of Applicant

Date

**FOR OFFICE USE ONLY:**

Date Rec'd:

Staff:

Submittal Date: