



AGENDA
Workforce Development Board (WDB) Executive Committee Meeting
Virtual via Zoom
October 15, 2020, 1:30 – 3:30 p.m.

In accordance with Executive Order N-29-20 the Workforce Development Board Executive Committee meetings will be held virtually until further notice.

Email Public Comment: To submit public comment to the Workforce Development Board Executive Committee please email gohumco@co.humboldt.ca.us, provide your name and the agenda item number(s) on which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.

Zoom Public Comment: When it is time for public comment on the item you wish to speak on, the Workforce Development Board Executive Committee Chair will ask for public comment. You may virtually raise your hand using the raise hand function on Zoom and staff will unmute your phone. Staff will then ask you to state your name and begin your comment. You will have 3 minutes to comment.

*Phone Public Comment: **You may call into the meeting by dialing 1 669 900 6833 and entering using meeting ID 989 0546 7187.** When it is time for public comment on the item you wish to speak on, the Workforce Development Board Executive Committee Chair will ask for public comment. Staff will unmute phone lines and you may introduce yourself and express your desire to speak. Staff will then ask you to state your name and begin your comment. You will have 3 minutes to comment.*

You may access the live stream of the meeting by using the following link:
<https://zoom.us/j/98905467187?pwd=V3J4MHp2dkVQYlV5dml1U2J4eStnZz09>

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 or the ADA Coordinator at 844-365-0352 or by email at ada@co.humboldt.ca.us

Time	Agenda Item	Who	Recommended Action
1:30	Opening 1. Meeting Called to Order 2. Introductions 3. Adjustments to the Agenda 4. Board or Executive Director Announcements 5. Public Comment Auxiliary aids and services are available upon request to individuals with disabilities. Please call 445-7745 at least 72 hours in advance.	Chair	Discussion



1:45	Consent Agenda Approval of Minutes from June 18, 2020 Attachment A Approval of Minutes from July 16, 2020 Attachment B	Chair	Approve Consent Agenda
1:50	Appointment to Executive Committee	Chair Daniel Dixon	Information
1:55	Business Seat Shelley Nilsen application Private Industry – Management and Innovation Services Attachment C	Chair	Recommend Approval
2:00	Vacant Seats Private Industry - Management and Innovation Services Private Industry – Business that Employs People with Disabilities Private Industry – Cannabis Public – Federally Funded Serving Low-Income Individuals	Chair Staff	Discussion
2:10	WIOA Allocations Attachment D	Chair Staff	Information
2:30	Humboldt Labor Market Information	Randy Weaver	Presentation Discussion
3:30	Meeting Adjournment	Chair	

Next Meetings

November 13, 2020 – Full Board

December 17, 2020 – Executive Committee

Auxiliary aids and services are available upon request to individuals with disabilities.
Please call 445-7745 at least 72 hours in advance.

Attachment C



APPLICATION FOR APPOINTMENT

PART I — Personal Information			
Applicant Name (Last, First, and Middle Initial) Nilsen, Shelley	Home Telephone [REDACTED]	E-Mail Address Shelley.nilsen@expresspros.com	
Mailing Address 14 West Wabash Ave	City Eureka	State CA	Zip 95501
Residence Address (if different from mailing address) [REDACTED]	City [REDACTED]	State [REDACTED]	Zip [REDACTED]
Name of Business, Agency, or Tribe Express Employment Professionals	Occupation/Title Business Owner		
Business Address 14 West Wabash Ave	City Eureka	State CA	Zip 95501
Business Phone 707.268.1866	Business Fax 707.268.1862		

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

1. Dan Heinen – Recently retired WDB BOD Member and Ops Manager, Express Employment Pros [REDACTED] [REDACTED]
2. Donna Wright – CEO, Eureka Chamber of Commerce [REDACTED] [REDACTED] donnawright@eurekachamber.com
3. Heidi Benzonelli-Burden – President, Westside Community Improvement Association [REDACTED] [REDACTED] heidibenzonelli@yahoo.com

Please indicate which industry you represent

PRIVATE INDUSTRY (please specify which sector you represent)

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

PUBLIC INDUSTRY (please specify which sector you represent)

- | | |
|--|--|
| <input type="checkbox"/> Wagner-Peyser Act | <input type="checkbox"/> Economic Development |
| <input type="checkbox"/> Board of Supervisors Representative | <input type="checkbox"/> Vocational Rehabilitation |
| <input type="checkbox"/> Assembly/State Representative | <input type="checkbox"/> Labor Organization |
| <input type="checkbox"/> Education (specify) | |
| <input type="checkbox"/> Adult | <input type="checkbox"/> Higher Education |
| <input type="checkbox"/> K-12 | |

- 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 and a copy of applicants resume to:

Workforce Development Board
 520 E Street
 Eureka, CA 95501
 Attn: Cara Owings, WDB Executive Director
cowings@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://humboldt.gov.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.

Greater Eureka Chamber of Commerce

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

Shelley Nilsen

for appointment to the Workforce Development Board of Humboldt County



Signature of Chair/Director/Chief of Nominating Agency

9/24/20

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

Sept. 24, 2020

Date

FOR OFFICE USE ONLY:		
Date Rec'd:	Staff:	Submittal Date:

Attachment D



Workforce Innovation and Opportunity Act Budget FY 2020-21

Fund	Agency	Allocations	Carry-Forward	Total
Adult	Smart	\$241,243.20	\$83,867.51	\$325,110.71
Dislocated Worker	Smart	\$214,066.50	\$78,677.32	\$292,737.82
Youth – Northern	McKinleyville Family Resource Center	\$46,474.13	\$14,633.08	\$61,107.21
Youth – Eastern	Dream Quest	\$77,483.59	\$8,510.52	\$85,994.11
Youth – Southern	Mattole Restoration Council	\$45,510.41	\$0	\$45,510.41
Youth – Eel River Valley	Smart	\$45,499.06	\$24,042.92	\$69,541.98
Youth – Eureka	Smart	\$48,412.93	\$37,014.16	\$85,427.09
Rapid Response	Smart	\$85,350.60	\$0	\$85,350.60
Layoff Aversion	Smart	20,259.90	\$0	\$20,259.90
HCWDB 10% Admin				\$93,456.20