



AGENDA

Workforce Development Board (WDB) Meeting
 Humboldt County Office of Education, Annex Room, 901 Myrtle Ave, Eureka
 November 8th, 2019 8:30 - 10:30 a.m.

Time	Agenda Item	Who	Action
8:30	Opening <ul style="list-style-type: none"> • Meeting Called to Order • Introductions • Board and Executive Director Announcements • Adjustments to Agenda • Public Comment 	Chair Staff	Discussion
8:45	Consent Agenda <ul style="list-style-type: none"> • Approval of minutes from 08/09/2019 See Attachment A • Approval of Executive Director’s Report See Attachment B • Approval of New Board Members See Attachments E & F 	Chair	Approve Consent Agenda
8:55	Presentation from Bob Lanter California Workforce Association, Executive Director Regional Technical Assistance Provider	Chair	Discussion
10:00	WIOA Quarterly Program Reports Youth program Adult and Dislocated Worker/AJCC Report See Attachment D	Chair Staff	Discussion
10:15	Business Engagement Committee Seeking Board Members	Chair Staff	Discussion Appointment
10:30	Meeting Adjourned The next WDB meeting will be held on February 14th, 2020 from 8:30 - 10:30 a.m. at the Humboldt County Office of Education, Annex Room	Chair	

Auxiliary aids and services are available to individuals with disabilities upon request. Please call 707-445-7745 at least 72 hours prior to the meeting.

ATTACHMENT B



November 8, 2019

To: Workforce Development Board (WDB)

From: Cara Owings, Executive Director

Re: Executive Director's Report

Membership Update

Vacancies/Resignations:

Member	Seat
Vacant	Private Sector
Vacant	Governmental Economic Development Seat

At the last meeting Maggie Gainer's position was automatically terminated due to missing three consecutive meetings. I spoke with Maggie via phone call and asked if she wished to pursue reversal of this termination. She declined and stated that her travel prohibits her from continuing with the HC-WDB commitment. This newly vacated position actually created two open positions. One within the private sector and one within Governmental Economic and Community Development. Currently, there is one application on file for the Governmental Economic and Community Development seat that will go before the Executive Committee on December 12, 2019.

For the previous vacant Diversified Healthcare position, there were two very qualified applicants. Due to private sector board composition being below the required 51% threshold, it was determined by the Executive Committee to approve both positions as they are both private sector positions to bring the threshold back above the 51% requirement.

It is advised to add one more private sector position to further ensure that we remain above the 51%.

Staff Update

Hiring

We are currently in the recruitment process for a temp Extra-Help Administrative Analyst to assist with this year's Business Engagement Data Project. This position will assist the Business Engagement Data team on the collection of surveys from employers. Additionally, this position will also assist with transcription of Deep-Dive interviews that are currently being conducted by Deb Claesgens through Sequoia Personnel Services. This open position closes 11/12/19.

Debbie Damiano will be retiring out of her position in early January. The County Administrative Office-Office of Economic Development will be recruiting for this position and has received approval from the Board of Supervisors (BOS) for a two-month overlap for training purposes. This job posting closed on 11/6/2019 and the hiring process is beginning immediately.

Regional Trainings Update

Best Coast Engagement Tour-10/15/2019 Sacramento 3 staff/partner agencies attended

CareerHUB Training-Cancelled due to PG&E PSPS and will need to be rescheduled
10/29/19-10/30/19- Workforce Accelerator Fund 7.0 CareerHUB Partnership with Probation

Mindfulness Training 12/06/19 with Flurina Niggli for staff and partners who are working with justice involved individuals

Windmills Training 12/10/2019 with Cassie Kemic for staff, partners, and employers

California Workforce Association's Youth 01/14/2020-01/16/2020 San Jose for staff and youth services partners

Grant Initiatives

Prison To Employment Planning

Staff is currently developing an Employer Engagement Event to close out this grant. The funds are available for use through March 2020. We have reached out to Dave's Killer Bread, Van Jones and have not heard any responses. Any organizations that work/or advocate for and with previously incarcerated populations to gain life sustaining wages would be a great Keynote for this event. Please forward any recommendations to Allison or Cara.

Prison To Employment Implementation

This contract has been finalized with the State. We are currently in the preliminary stages of beginning the activities under this grant. Currently, we are awaiting local contracts and MOU's to progress through the partnering agencies and County Counsel to begin final routing for BOS Approval.

National Health Emergency Dislocated Worker Grant to address the opioid crisis update

The State Employment Development Department awarded the WDB \$1, 655,872 to serve a minimum of 35 participants with temporary jobs and career training services in the health professions. Smart Business Resource Center, located at the Job Market, has hired three Career Advisors for this initiative. Currently there have been 22 participants who have received training services under this initiative and 10 are either currently or have completed the temporary job placement activities under this grant.

Workforce Accelerator Fund 7.0 CareerHUB

The launch and partnership training between Workforce Staff, Youth Subgrantee's and Probation has been delayed due to the PG&E Power outage. This training on CareerHUB technologies is being rescheduled to November with a hopeful December launch date.

Trades Regional Planning Implementation 3.0 and SB1 Update

On October 14th The Regional Planning and Implementation 3.0 grant RFA was released and we are working with HCOE and other stakeholders on the development of this application. The purpose of the RPI/Slingshot 3.0 funding is to support the RPU's in their efforts to develop regional leadership, and organize regional industry leaders and workforce, education, and economic development partners to attain scale and impact.

Additionally, to support priority objectives the CWDB has designed the High Road Training Partnership (H RTP) and the High Road Construction Careers (HRCC) approach to model a sector strategy that can address critical issues of equity, job quality, and environmental sustainability.

The RPI/SlingShot 3.0 funds will continue the efforts of the RPU s to actualize the goals and objectives of the regional plans. Funds will be allocated to regions proposing to implement one or more regional initiatives that further the three policy objectives of the State Plan. RPU s must propose regional initiatives that were not included in their RPI Phase 1.0 or 2.0 work plans, or clearly state how the activities proposed will build upon, scale, or expand the initiatives in RPI Phase 1.0 or 2.0. Applications are due November 25th, 2019.

SB1- The Executive Committee has created a Stakeholder/Steering Committee to assist with the development and direction of this grant application activities. Please see Attachment C. This Request for Proposals is expected to be released in mid-November.

ATTACHMENT C

Trades Steering Committee

Nate McKeever	Nate@mckeeverenergy.com	Electrical Trades
Dale Maples	dmaples@maplesplumb.com	Plumbing Trades
Jeff Hunerlach	jhunerlach@oe3.org	Operator Engineers Local 3
Derek Glavich	Derek-Glavich@Redwoods.edu	College of The Redwoods
Pru Ratliff	pru-ratliff@redwoods.edu	WDB Member
Susi Huschle	shuschle@HCOE.org	HCOE
Jack Sheppard	jsheppard@nohum.k12.ca.us	HCOE Trades Academy
Rob McBeth	rmcbeth@omindustries.com	Builder's Exchange
Jana Ganion	jana.ganion@bluelakerancheria-nsn.gov	Blue Lake Rancheria
Lori DeVoist	lori.d@piersoncompany.com	Pierson Construction
Dan Heinen	dan.heinen@expresspros.com	WDB Member
Dena McCullough	denamccullough@mcculloughconstructioninc.com	WDB Member

ATTACHMENT DD

Contractual Obligations																							
Regions	Registered Youth Participants (Aggregate)				Minimum Registered Target	New Enrollments (Aggregate)				Newly Enrolled Annual Target	In-School Youth (Aggregate)				Out-of-School Youth (Aggregate)				Exits (Aggregate)				Carry In Enrollments
	Q1	Q2	Q3	Q4	Annual Total	Q1	Q2	Q3	Q4	Annual Total	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Annual Total
Eastern Humboldt	10				12	3				8	4				6				1				7
Eel River Valley	7				17	3				11	3				4				0				4
Eureka	12				23	3				16	4				8				4				9
Northern Humboldt	18				18	0				11	1				17				0				18
Southern Humboldt	12				11	3				7	2				10				0				9

Data Source: CalJOBS

Smart Business Resource Center

Quarter 1- 2019-2020

The Job Market

Program	Carry In Enrollments	New Enrollments	Entered Employment
WIOA Adult	24	9	10
WIOA Dislocated Worker	20	5	8
Total Number of New WIOA Applications			14
Total WIOA On-the-Job Placements			1
Total WIOA Participants to receive Vocational Training			22
WIOA Adult and Dislocated Worker with Measurable Skills Gains			18
WIOA Adult and Dislocated Worker with Credential Attainment			16
Total Business Services for On-the Job Trainings			8



RECEIVED
OCT - 8 2019
ECONOMIC DEVELOPMENT

APPLICATION FOR APPOINTMENT

PART I – Personal Information			
Applicant Name (Last, First, and Middle Initial) Dalton, Jessica F	Home Telephone	E-Mail Address	
Mailing Address	City	State	Zip
Residence Address (if different from mailing address)	City	State	Zip
Name of Business, Agency, or Tribe St. Joseph Health	Occupation/Title Sr. Recruiter & Talent Sourcer		
Business Address 2700 Dolbeer Street	City Eureka	State CA	Zip 95501
Business Phone (707) 499-5623	Business Fax		

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

1. Michele Rieke,	
2. Carolyn Lane	
3. Naomi Johnson,	

Please indicate which industry you represent

PRIVATE INDUSTRY (please specify which sector you represent)

- | | |
|---|---|
| <input checked="" 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 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"/> College of the Redwoods |
| <input type="checkbox"/> K-12 | |
| <input type="checkbox"/> Community Based Organization (specify) | |

- | | |
|---|--|
| <input type="checkbox"/> Native American Employment Development | <input type="checkbox"/> Child Care |
| <input type="checkbox"/> Employ People with Barriers | <input type="checkbox"/> Youth Employment, Training, or Education |
| <input type="checkbox"/> Train People with Barriers | <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: 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 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.

St. Joseph Health
 (Agency/Organization/Association Name)

hereby formally nominates

Jessica Dalton
 (Applicant's Name)

for appointment to the Workforce Development Board of Humboldt County

[Signature]
 Signature of Chair/Director/Chief of Nominating Agency

10/1/19
 Date

PART IV – Applicant Certification and Signature



APPLICATION FOR APPOINTMENT

PART I – Personal Information			
Applicant Name (Last, First, and Middle Initial) Den Ouden, Rosemary F	Home Telephone	E-Mail Address	
Mailing Address	City	State	Zip
Residence Address (if different from mailing address)	City	State	Zip
Name of Business, Agency, or Tribe Humboldt IPA	Occupation/Title CEO		
Business Address 2662 Harris St.	City Eureka	State CA	Zip 95503
Business Phone 707-443-4563	Business Fax 707-443-2627		

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

1. Martin Love
2. Amy Jester
3. Trisha Cooke

Please indicate which industry you represent

PRIVATE INDUSTRY (please specify which sector you represent)

- | | |
|---|---|
| <input checked="" 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 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 |
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| <input type="checkbox"/> Assembly/State Representative | <input type="checkbox"/> Labor Organization |
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| <input type="checkbox"/> Adult | <input type="checkbox"/> K-12 |
| <input type="checkbox"/> Community Based Organization (specify) | <input type="checkbox"/> Child Care |
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| <input type="checkbox"/> Employ People with Barriers | <input type="checkbox"/> Federally Fund Programs/Services for Low-Income Residents |
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3. Forward the completed application to:

Workforce Development Board
 520 E Street
 Eureka, CA 95501
 Attn: Allison Tans, WDB Executive Director
altans@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/1709/Workforce-Development-Board>

PART III – Nomination

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Humboldt Independent Practice Association
 (Agency/Organization/Association Name)

hereby formally nominates

Rosemary Den Ouden
 (Applicant's Name)

for appointment to the Workforce Development Board of Humboldt County

[Signature]
 Signature of Chair/Director/Chief of Nominating Agency

9/26/19
 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]
 Signature of Applicant

9/26/19
 Date

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