



**AGENDA**  
**Full Workforce Development Board (WDB) Meeting**  
**Virtual via Zoom**  
**November 13, 2020, 8:30 -10:30 a.m.**

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

*Email Public Comment: To submit public comment to the Full Workforce Development Board, please email [gohumco@co.humboldt.ca.us](mailto:gohumco@co.humboldt.ca.us). Provide your name and the agenda item 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 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 932 2296 3552.** When it is time for public comment on the item you wish to speak on, the Workforce Development Board 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/93222963552?pwd=d3NtYVpuTUNYaC8rTVhQL0kxV0NUdz09>

*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, 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.*



Time	Agenda Item	Who	Action
8:30	<b>Opening</b> <ul style="list-style-type: none"> <li>• Meeting Called to Order</li> <li>• Introductions</li> <li>• Staffing Update</li> <li>• Board and Executive Director Announcements</li> <li>• Adjustments to Agenda</li> <li>• Public Comment</li> </ul>	Chair Staff  Allison Tans	Discussion
8:45	<b>Special Guest Ryan Derby, COVID-19 Emergency Operations Center Manager</b>	Chair Ryan Derby	Presentation
9:00	<b>Consent Agenda</b> <ul style="list-style-type: none"> <li>• Approval of minutes from August 14, 2020 Attachment A</li> <li>• Approval of Executive Director's Report Attachment B</li> </ul>	Chair Staff	Vote to Approve Consent Agenda
9:10	<b>Approval of New Board Member</b> <ul style="list-style-type: none"> <li>• Attachment C – Shelley Nilsen, Express Employment Professionals</li> </ul>	Chair Members	Approve New Member
9:15	<b>Prison to Employment</b>	Chair Mark Weller and Heidi Benzonelli	Presentation Discussion
9:50	<b>Regional and Local Planning Process</b>	Chair Racy Ming	Discussion
10:30	<b>Meeting Adjourned</b>	Chair	
	<b>Next Meeting:</b> February 12, 2021, 8:30 to 10:30 a.m. Nordic Aquafarms Presentation		

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Date: November 9, 2020

To: Workforce Development Board

From: Allison Tans, Acting Executive Director

Re: Executive Director's Report

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## **Staff Update**

Cristina Plocher will be joining the Economic Development Team and the Workforce Development Board as an Administrative Analyst II on November 30, 2020. Cristina has worked for Humboldt County Health & Human Services for 14 years and will be arriving to our team from Child Welfare Services. Prior to working for the county, Cristina worked in the Economic Development arena in the Midwest.

Stephanie Souter will continue to work part-time for the office as an Extra Help Administrative Analyst. This spring, she will be teaching a course in psychology at Humboldt State University, while also dedicating time to a research project for them. Since the middle of September, her assistance has been greatly appreciated and we look forward to her ongoing support.

## **Board Member Ethics Training Update**

- Bill (AB) 1234 mandates that Workforce Development Board members must complete Ethics training every two years.

Here is a link to the training: <http://localethics.fppc.ca.gov/login.aspx>

Please submit your certificate to Allison Tans by email at [altans@co.humboldt.ca.us](mailto:altans@co.humboldt.ca.us) prior to December 31, 2020. Thank you in advance for your cooperation.

## **Membership Update**

During the October 15, 2020 Executive Committee meeting, Daniel Dixon was appointed by the Chair to serve on the Executive Committee after Dan Heinen retired. One membership application was reviewed and approved for a seat on the Humboldt County Workforce Development Board (HCWDB). The following application must now be approved by the Full Board before moving to the Board of Supervisors for official appointment.

- 1) Shelley Nilsen, Private Industry – Management and Innovation

There continue to be open positions on the board. Given that the majority of board members work in public industry, and the Board is required to be composed of 51% private industry members, the Board is encouraged to assist with recruitment of qualified candidates.

### **Vacancies**

<b>Member</b>	<b>Seat</b>
Vacant	Private Industry - Management and Innovation Services

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Vacant	Private Industry – Business that offers Competitive Integrated Employment (CIE)
Vacant	Private Industry - Cannabis
Vacant	Public Industry – Federally Funded Agency Serving Low-Income Individuals

Please contact Allison Tans by email: [altans@co.humboldt.ca.us](mailto:altans@co.humboldt.ca.us) for an application.

**Negotiated Performance Goals**

Program Year 2020 - 2021					
	Employment Rate 2nd Quarter After Exit	Employment Rate 4th Quarter After Exit	Median Earnings	Credential Attainment	Measurable Skill Gains
<b>ADULT</b>	79.90%	64%	\$6,500	70%	75%
<b>DISLOCATED WORKER</b>	89.10%	66%	\$8,070	60%	77%
<b>YOUTH</b>	65.40%	65%	\$3,400	60%	50%

For negotiations, the Employment Development Department (EDD) takes the following three factors into consideration:

- The state’s negotiated rate with the DOL
- The estimated level of performance populated by the Statistical Adjustment Model (SAM), which is a regression model
- Continuous improvement over previous years actual performance numbers
- 

Humboldt specifically stated, “The Statistical Adjustment Model (SAM/regression model) does not factor in the impact that COVID-19 and high rates of unemployment will have on performance outcomes. With that being said, the Humboldt County Workforce Development Board/North Coast region will make every possible effort to meet the goals that were agreed upon as we collaborate with the EDD, CWDB, our AJCC/CBO partners and local employers.”

Per EDD, “Unfortunately, the DOL was unwilling to take COVID-19 into consideration when negotiating goals, and so the EDD was also not able to take COVID-19 into consideration during negotiations with Local Areas since they need to make their best effort to meet our state negotiated goals.”

The Dislocated Worker Median Earnings appear high, given that they are typically a a challenging population to serve. These are the numbers EDD looked at:

- The state’s negotiated rate: \$8,070
- The estimated level of performance in the SAM: \$11,118
- Continuous improvement in Humboldt: PY17 - \$8,736; PY18 - \$9,533; PY19 - \$7,988

## HUMBOLDT COUNTY WORKFORCE DEVELOPMENT BOARD

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Humboldt's proposal was \$7,900. The state counter-proposed with the state's rate of \$8,070, and was unwilling to negotiate any further down.

\$8,070 is not far from Humboldt's original proposal of \$7,900, but gets Humboldt to meet two of the three factors that we are looking at (the state's rate & a slight continuous improvement from PY19).

Local Areas that have negotiated goals that are lower than the state's rate typically means that their estimated level of performance in the SAM and their actual performance numbers for the last few program years indicates that they should be at a lower negotiated rate.

### **WIOA Youth Update**

Smart Business Resource Center, who is managing the Adult and Dislocated Worker, the Rapid Response and Layoff Aversion and multiple grant programs entered into an agreement with the HCWDB in October to manage the Eureka and Eel River Valley Youth programs. There continues to be concern that the performance measures will be a challenge given the long contract process and that one fourth of the program year had already been completed. This is no way is Smart's fault. The Employment Development Department was made aware of these concerns and was only willing to slightly modify their proposed negotiations. The Workforce Development Board is confident that Smart will do their best to meet performance during these challenging times, and that the programs at Dream Quest, Mattole Restoration Council and the McKinleyville Family Resource Center will continue to thrive.

### **Letters of Support and Commitment**

- College of the Redwoods – Department of Labor Grant for Aquaculture Program 9/23/2020
- Humboldt County Office of Education – Strong Workforce Grant 10/15/2020
- Northern California Indian Development Council – HB1 Rural Healthcare Grant 11/3/2020

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	AAO 201 Adult Formula Rd 1	AAO 202 Adult Formula Rd 2	AA1 201 Adult Formula Rd 1	AA1 202 Adult Formula Rd 2	AAO 501 DW Formula Rd 1	AAO 502 DW Formula Rd 2	AA1 501 DW Formula Rd 1	AA1 502 DW Formula Rd 2	AAO 301 Youth Formula	AA1 301 Youth Formula
<b>GRANT START</b>	7/1/2019	7/1/2019	7/1/2020	7/1/2020	7/1/2019	7/1/2019	7/1/2020	7/1/2020	7/1/2019	7/1/2020
<b>GRANT END</b>	6/30/2021	6/30/2021	6/30/2022	6/30/2022	6/30/2021	6/30/2021	6/30/2022	6/30/2022	6/30/2021	6/30/2022
<b>ALLOCATION</b>	\$40,180	\$214,204	\$44,749	\$223,299	\$40,193	\$191,352	\$43,433	\$194,412	\$292,846	\$311,324
<b>EXPENDITURES</b>	\$40,180	\$200,021	\$4,475	\$0	\$40,193	\$170,045	\$4,343	\$0	\$232,159	\$3,775
<b>OBLIGATIONS</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>BALANCE</b>	\$0	\$14,183	\$40,274	\$223,299	\$0	\$21,307	\$39,090	\$194,412	\$60,687	\$307,549
<b>% EXPENDITURES</b>	100%	93%	10%	0%	100%	89%	10%	0%	79%	1%
<b>% GRANT TERM</b>	63%	63%	13%	13%	63%	63%	13%	13%	63%	13%

	AAO 540 Rapid Response Formula Rd 1	AAO 541 Rapid Response Formula Rd 2	AA1 540 Rapid Response Formula Rd 1	AA1 541 Rapid Response Formula Rd 2	AAO 292 Layoff Aversion Rd 1	AAO 293 Layoff Aversion Rd 2	AA1 292 Layoff Aversion Rd 1	AAO 293 Layoff Aversion Rd 2
<b>GRANT START</b>	7/1/2019	7/1/2019	7/1/2020	7/1/2020	7/1/2019	7/1/2019	7/1/2020	7/1/2020
<b>GRANT END</b>	6/30/2021	6/30/2021	6/30/2022	6/30/2022	6/30/2021	6/30/2021	6/30/2022	6/30/2022
<b>ALLOCATION</b>	\$19,540	\$92,644	\$17,318	\$77,516	\$4,933	\$23,390	\$4,111	\$18,400
<b>EXPENDITURES</b>	\$19,540	\$88,419	\$4,892	\$0	\$4,933	\$23,391	\$1,142	\$0
<b>OBLIGATIONS</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>BALANCE</b>	\$0	\$4,225	\$12,426	\$77,516	\$0	\$0	\$2,969	\$18,400
<b>% EXPENDITURES</b>	100%	95%	28%	0%	100%	100%	28%	0%
<b>% GRANT TERM</b>	63%	63%	13%	13%	63%	63%	13%	13%

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	<b>K91139 Opioid Crisis NDWG</b>	<b>K9 1145 SlingShot RPI 2.0</b>	<b>K9 1144 Reg Org / Reg Training</b>	<b>K9 1147 WAF 7.0</b>	<b>AAO 1168 SlingShot RPI 3.0</b>	<b>1187 COVID Supportive Services</b>	<b>COVID Disaster Rec NDWG</b>	<b>AAO 2286 P2E Supportive Services</b>	<b>AAO 2287 P2E Direct Services</b>
<b>GRANT START</b>	10/1/2018	4/1/2019	4/1/2019	5/1/2019	4/1/2020	3/1/2020	4/1/2020	12/1/2019	12/1/2019
<b>GRANT END</b>	3/31/2022	9/30/2020	3/31/2021	12/31/2020	3/31/2022	12/31/2020	3/31/2022	3/31/2022	3/31/2022
<b>ALLOCATION</b>	\$1,655,872	\$150,000	\$157,300	\$150,000	\$325,000	\$63,000	\$400,000	\$336,861	\$247,708
<b>EXPENDITURES</b>	\$775,435	\$150,000	\$147,881	\$82,985	\$13,052	\$7,019	\$0	\$7,357	\$161,989
<b>OBLIGATIONS</b>	\$0	\$0	\$7,253	\$0	\$40,250	\$0	\$0	\$0	\$0
<b>BALANCE</b>	\$88,437	\$0	\$2,166	\$67,015	\$271,698	\$55,981	\$400,000	\$329,504	\$85,719
<b>% EXPENDITURES</b>	47%	100%	99%	55%	16%	11%	0%	2%	65%
<b>% GRANT TERM</b>	55%	100%	71%	85%	21%	70%	25%	36%	36%

	<b>DEPARTMENT TOTAL</b>
<b>ALLOCATION</b>	\$5,339,585
<b>EXPENDITURES</b>	\$2,183,226
<b>OBLIGATIONS</b>	\$47,503
<b>BALANCE</b>	\$2,316,857



## **Regional Training Update**

### **Past:**

- ❖ July 1 – September 23: Workforce Career Development (WCDC) Certification; one HCWDB staff and five AJCC partners representing DHHS Employment & Training Division and Smart Business Resource Center completed the training and earned certificates in WCDC and National Career Development Association Facilitating Career Development Training (12 week/ 120-hour training).
- ❖ September 8-10: Two staff representing HCWDB and eleven partners representing College of the Redwoods, DHHS Employment & Training Division, Humboldt County Office of Education and Smart Business Resource Center attended the conference.
- ❖ October 27 – November 9: Workforce Business Services Consultant (WBSC) Certification; one HCWDB staff and six AJCC partners representing Department of Rehabilitation, DHHS Employment & Training Division and Smart Business Resource Center participated in the training (10-hour training).

### ❖ **Future:**

- ❖ TBD: UCSD Online Training Essentials – this one-week course will teach staff and AJCC Partners to create a virtual training/orientation that can be posted on the Job Market site.
- ❖ January 19-22, 2021: California Workforce Association Youth@Work Virtual Conference – Empowering Changemakers. Tickets: \$299 for full conference or \$99 for the Youth Track.

## **Grant Initiatives – Upcoming**

Regional Plan Implementation (RPI) 4.0 was announced during October and is due December 4. As of today, the proposal will include:

- An overall theme of equity inclusion, high road jobs that offer a living way, dignity and respect;
- An updated Labor Market Information Report, similar to the Targets of Opportunity, and focused on the next five years;
- Professional development training for HCWDB staff and AJCC partners, and a HCWDB retreat;
- On-going modern-youth apprenticeship initiative with a tech focus; and
- Partnership with Humboldt County Office of Education with an emphasis on the population in the Court and Community Schools.

## **Grant Initiatives – In process**

### **Adaptive Workforce Development Pilot (Workforce Design Exchange – renamed during the pilot)**

HCWDB staff and AJCC Partners representing the Employment Development Department and Smart Business Resource Center completed a six-session pilot sponsored by the James Irvine Foundation and led by Virginia Hamilton, founder of the California Workforce Association and Rachel Dzombak of the Haas School of Business and the Blum Center for Developing Economies, at UC Berkeley. The work was with three other Workforce Development Board areas and focused on Design Thinking and Human Centered Design. An emphasis was placed on focusing on improving the customer's experience, rather than on performance. When the customer is valued, positive performance occurs organically. The team was challenged with identifying a problem and using a step-like process to reach the solution, while becoming experts at the use of a digital platform called Miro. The project included interviewing Job Market customers to really learn what they thought about the services they received and how the Job Market could be improved. Customers were compensated with gift cards. An additional \$5,000 will be coming to the team to continue striving for the solution. The team will continue to convene with expert facilitators using Miro over the next few months.

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**COVID-19 Supportive Services**

On April 24, 2020, the California Employment Development Department (EDD) and the Labor & Workforce Development Agency (LWDA) announced \$10 million for 42 Local Workforce Development Areas. This is the result of initiatives Governor Gavin Newsom announced previously to support California's workers impacted by the COVID-19 pandemic. Humboldt will use the emergency funds to provide supportive services to underserved populations. The additional assistance will provide up to \$800 per person for basic needs such as childcare, housing and utility assistance, and transportation costs. Assistance needed for teleworking along with digital services for Wi-Fi access is also available. Humboldt received \$126,000. It has been challenging to spend down these funds, so half of the funding was returned to the Employment Development Department in September. The remaining funds must be spent down by December 31.

**Disaster Recovery National Dislocated Worker Grant**

On May 15, 2020, the California EDD announced \$400,000 for the HCWDB to fund disaster recovery aid by providing temporary employment opportunities to workers who are unemployed or underemployed as a result of COVID-19. Job opportunities include clean-up and sanitation of public spaces, as well as providing humanitarian aid. Approved worksites include: City of Arcata, City of Eureka, DHHS Public Health and Cooperation Humboldt. The grant will serve a minimum of 21 participants. Smart is the partner.

**2018 Phase II National Dislocated Worker Grant - Opioid Crisis**

On December 18, 2018, the California EDD received a \$3.9 million National Health Emergency Dislocated Worker Grant from the U.S. Department of Labor to address the opioid crisis. The funding provides employment services to 110 people and temporary jobs for 54 individuals. The CA EDD awarded \$1,655,872 to the HCWDB, who partners with Smart, to serve a minimum of 35 participants with temporary jobs and 25 with career training services in the health professions. Partner worksites include: Crossroads Behavioral Health, Humboldt Recovery Center, K'ima:w Medical Center, Redwood Teen Challenge and Waterfront Recovery Services. The term was extended through March 31, 2022.

On October 16, the County Administrative Office of Economic Development (GoHumCo) won a gold category award for its Humboldt Opioid National Dislocated Worker Grant (NWDG), a project in the category of Economic Equity and Inclusion of the International Economic Development Council (IEDC). The honor was presented at an awards ceremony on October 16 during the IEDC Annual Conference in Washington, DC. Many thanks to Kian Shores and the Smart staff administering the program.

**Prison to Employment Initiative – Direct and Supportive Service Grants**

The HCWDB received funding in the amount of \$584,569. The project got off to a slow start due to COVID-19. Modifications were made, and it is currently progressing well. The Direct Service grant award is \$247,708 and the Supportive Service grant award is \$336,861. Partners include College of the Redwoods Adult Education, College of the Redwoods Workforce and Community Education, DHHS-Employment Training Division and the Westside Community Improvement Association (WCIA), which houses the Jefferson Center. The second Cohort launched in October. Participants received EPA Lead Abatement Certification. Most participants are co-enrolled in both programs. who are co-enrolled in both programs. WCIA has provided Holistic Counseling and Financial Literacy training for an additional 15 individuals and hosted the Cohort construction site. At least ninety staff (numerous AJCC Partners and law enforcement agencies) and who work with justice involved individuals have participated in Mindfulness training, offered through College of the Redwoods with Flurina Niggli, a certified mindfulness practitioner. Participants recently began attending Mindfulness training sessions at the Jefferson Center as part of their Cohort.

## HUMBOLDT COUNTY WORKFORCE DEVELOPMENT BOARD

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### **Regional Organizer, Regional Training Coordinator and Regional Training Fund 2.0**

The Regional Organizer serves to foster the three policy objectives of the CWDB: 1) Fostering demand-driven skills attainment in “high road” jobs that are in demand; 2) Enabling upward mobility for all Californians, including populations with barriers to employment; and 3) Aligning, coordinating, and integrating programs and services to economize limited resources to achieve scale and impact, while also providing the right services to clients. The Training Funds serve to help staff, partners and board members grow professionally.

### **RPI 2.0**

The Labor and Workforce Development Agency (LWDA), the California Workforce Development Board (CWDB) and the California EDD awarded the HCWDB \$150,000 for the SlingShot 2.0 Dental and Oral Health Program. The project is in the closeout phase.

### **RPI 3.0**

The LWDA, the CWDB and the California EDD announced \$5 million awarded to California’s 14 Regional Planning Units. The North Coast Regional Planning Unit is HCWDB, and received \$325,000 for this grant, which is comprised of two sections. The first section is historically known as the SlingShot 3.0 Project. The HCWDB partners with the HCOE to fund the North Coast Workforce Pipeline, which works with employers to place students in an internship pilot. The hope is that this project will evolve into a Swiss-style Modern Youth Apprenticeship Program. Many youth are experiencing and being mentored through their first work experience. Businesses are expected to see a Return on Investment from developing their own pipeline of workers. The second part of the grant is the Regional Organizer, Regional Training Coordinator and Training Funds. The Regional Organizer serves to foster the three policy objectives of the CWDB are referenced in RPI 2.0. The Training Funds serve to help staff, partners and board members grow professionally in the world of workforce development. The term is April 1, 2020 through September 2021.

### **High Road Construction Careers (HRCC): SB1**

The North Central Counties Consortium received a \$1,960,000 award for the North State Builds MC-3 program that will serve Regions 9: Humboldt, Del Norte, Shasta, Trinity, Lassen, Tehama, Modoc & Siskiyou & 11: Colusa, Glenn, Sutter, Yuba, Butte & Plumas. Two Multi-Craft Core Curriculum (MC3) Pre-apprenticeship programs will serve 20 participants during each Cohort. Funding will cover the cost of the curriculum and stipends for the participants. The Humboldt team is comprised of the HCWDB, the Blue Lake Rancheria, the Building and Construction Trades Council, and the Operating Engineers. The timeline for the program is currently next June through July, but it may be moved forward to the spring.

### **Workforce Accelerator Fund (WAF) 7.0 CareerHub**

The California Workforce Development Board and the Labor and Workforce Development Agency provided the Humboldt County Workforce Development Board with an Innovation Impact Award totaling \$150,000 for the CareerHub Humboldt Project. The project partners are Humboldt County Probation and the WIOA Youth Programs to provide virtual services to participants through texts. The project is progressing well, and Humboldt State University’s California Center for Rural Policy (CCRP) will complete the evaluation during November. The term was extended to December 31, 2020. Probation is very pleased with the outcome and plans to continue using the app once the grant term ends.

**FOR IMMEDIATE RELEASE**  
November 9, 2020

Contact: Curtis Notsinneh  
[media@cwdb.ca.gov](mailto:media@cwdb.ca.gov)

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## CALIFORNIA WORKFORCE DEVELOPMENT BOARD HOSTS

### PAVING THE HIGH ROAD TO A RESILIENT ECONOMY: The Power of Pre-Apprenticeship for Equity, Climate, and Quality Jobs

Sacramento, CA – In celebration of National Apprenticeship Week (NAW) 2020, the California Workforce Development Board (CWDB) presents PAVING THE HIGH ROAD TO A RESILIENT ECONOMY: The Power of Pre-Apprenticeship for Equity, Climate, and Quality Jobs. *This* weeklong celebration focusing on the strength of High Road Construction Careers (HRCC) and will highlight the latest resources and programs available to the workforce community.

Registrants and workforce partners will receive emails on Monday, Tuesday, and Wednesday featuring the latest and greatest HRCC resources, including:

- [Final Jobs and Training Report to the Prop 39 Citizen's Oversight Committee](#)
- [Best practices reports](#)
- [Guidelines for MC3-based pre-apprenticeship](#)
- [Short videos highlighting Prop 39-funded pilot projects.](#)

The celebration will conclude on Thursday with PAVING THE HIGH ROAD TO A RESILIENT ECONOMY: A Virtual Forum, targeting policymakers, government influencers, and legislative, agency and department staff.

Register for the [Paving the High Road to a Resilient Economy: A Virtual Forum](#).

NAW is a nationwide celebration that brings together business leaders, career seekers, labor, educational institutions, and other critical partners to demonstrate their support for apprenticeship. NAW also provides apprenticeship sponsors with the opportunity to showcase their programs, facilities, and apprentices in their community. The week-long celebration highlights the benefits of apprenticeship in preparing a highly-skilled workforce to meet the talent needs of employers across diverse industries. NAW will occur November 8-14, 2020.

The CWDB oversees a suite of investments and policy initiatives to advance construction careers for disadvantaged Californians as a reliable pathway to the middle class. The HRCC program prioritizes partnerships that link local building and construction trades councils to workforce boards, community colleges, and community-based organizations. These partnerships create structured pathways with a standard core curriculum and critical supportive services that lead to state-certified apprenticeships in a variety of crafts.

Through various state funding sources, the CWDB has invested, and continues to invest millions of dollars in pre-apprenticeship partnerships across California. These investments

connect programs directly to regional labor market demand through a campaign to expand the use of Community Workforce Agreements. The programs then wrap targeted local hire provisions into public infrastructure projects, including projects critical to safeguarding the environment.

Learn more about [High Road Construction Careers](#) and the California Workforce Development Board at [www.cwdb.ca.gov](http://www.cwdb.ca.gov).

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## APPLICATION FOR APPOINTMENT

PART I — Personal Information			
<b>Applicant Name (Last, First, and Middle Initial)</b> <b>Nilsen, Shelley</b>	<b>Home Telephone</b> <div style="background-color: black; width: 100px; height: 15px;"></div>	<b>E-Mail Address</b> <b>Shelley.nilsen@expresspros.com</b>	
<b>Mailing Address</b> <b>14 West Wabash Ave</b>	<b>City</b> <b>Eureka</b>	<b>State</b> <b>CA</b>	<b>Zip</b> <b>95501</b>
<b>Residence Address (if different from mailing address)</b> <div style="background-color: black; width: 100%; height: 15px;"></div>	<b>City</b> <div style="background-color: black; width: 100%; height: 15px;"></div>	<b>State</b> <div style="background-color: black; width: 15px; height: 15px;"></div>	<b>Zip</b> <div style="background-color: black; width: 40px; height: 15px;"></div>
<b>Name of Business, Agency, or Tribe</b> <b>Express Employment Professionals</b>	<b>Occupation/Title</b> <b>Business Owner</b>		
<b>Business Address</b> <b>14 West Wabash Ave</b>	<b>City</b> <b>Eureka</b>	<b>State</b> <b>CA</b>	<b>Zip</b> <b>95501</b>
<b>Business Phone</b> <b>707.268.1866</b>	<b>Business Fax</b> <b>707.268.1862</b>		

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

<b>1. Dan Heinen – Recently retired WDB BOD Member and Ops Manager, Express Employment Pros</b> <div style="background-color: black; width: 100%; height: 15px;"></div>
<b>2. Donna Wright – CEO, Eureka Chamber of Commerce</b> <div style="background-color: black; width: 100%; height: 15px;"></div> <a href="mailto:donnawright@eurekachamber.com" style="color: blue; text-decoration: underline;">donnawright@eurekachamber.com</a>
<b>3. Heidi Benzonelli-Burden – President, Westside Community Improvement Association</b> <div style="background-color: black; width: 100%; height: 15px;"></div> <a href="mailto:heidibenzonelli@yahoo.com" style="color: blue; text-decoration: underline;">heidibenzonelli@yahoo.com</a>

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](mailto: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



\_\_\_\_\_  
 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

<b>FOR OFFICE USE ONLY:</b>		
<b>Date Rec'd:</b>	<b>Staff:</b>	<b>Submittal Date:</b>