



MEETING MINUTES

Workforce Development Board Meeting (WDB)
Humboldt County Office of Education
Sequoia Conference Center, 901 Myrtle Ave, Eureka
February 14th, 2020, 8:30 a.m.– 10:30 p.m.

MEMBERS PRESENT: Shaun Brenneman, Vivian Deniston, Susi Huschle, Kari Love, Libby Maynard, Dena McCullough, Jeff Nelson, Mike Newman, Pru Ratliff, Cedar Reuben, Treston Shull, Larry Siler, Robyn Stalcup, Alison Tabott, Kerry Venegas, Rex Bohn, Rosemary Den Ouden

MEMBERS ABSENT: Virginia Bass, Lee Cunningham, Daniel Dixon, Dan Heinen, Michael Hetticher, Jeff Hunerlach, Dean Kerstetter, Dennis Leonardi, Margaret Talcott, John Wooley, Jessica Dalton

OTHERS PRESENT: Anthony Crouch, Chuck Begay, Megan Bonham, Meri Scolari, Madison Flynn, Janet DePace, Leila Roberts

OPENING

1. Call to Order

Chair Dena McCullough called the meeting to order at 8:32 a.m. A quorum was present.

2. Introductions

Introductions were made around the room.

3. Board and Executive Director Announcements

Board members reported the following:

- Pru Ratliff announced that the Pharmacy Tech class started at the beginning of February and passed around flyers for upcoming CR courses.
- Susi Huschle mentioned the North Coast Workforce Pipeline event, happening in March.
- Kerry Venegas announced that Changing Tides is having a celebration at the Wharfinger Building in June.

Staff reported the following:

- The vacancies for the Native American Employment Training Agency and Private Economic Development seats were announced and the change in the Board of Supervisors representative from Rex Bohn to Virginia Bass. The board then discussed the potential of adding board seats to represent other sectors, such as cannabis.
- The two new hires, Julie Frisbie and Catherine Carter, were introduced to the board.
- Regional training updates included a youth-based apprenticeship model information session on March 5th, 2020, motivational interviewing on March 10th to March 12th, 2020 and an employer engagement even for P2E on March 26th, 2020.

- Staff discussed grant initiatives including Prison to Employment, Dislocated Worker, and the Slingshot 3.0 grant. The board also discussed the CareerHUB app and how it will allow for better communication clients and employers. It was also announced that HC-WDB would no be able to apply as an individual region for SB1, so we strategized to create an application and program that will meet our needs.
- 4. Adjustments to the Agenda
No adjustments were made to the agenda.
- 5. Public Comment
There was no public comment.

CONSENT AGENDA

- It was moved by Libby Maynard and seconded by Cedar Reuben to approve the consent agenda. Chair called for public comment – none received. Motion carried unanimously.

Approval of New Board Members

- Board members reviewed the Application for Appointment of Susan Seaman to the Workforce Development Board.
- It was moved by Kari Love and seconded by Susi Huschle to appoint Susan Seaman to the Workforce Development Board. The chair called for public comment – none received. Motion carried unanimously.

Form 700 Requirement

- Tracy Damico, Deputy Clerk of the Board, gave a short presentation outlining the Form 700 and its requirements. She asked that each board member complete the form and return it to the Humboldt County Clerk of the Boards Office by April 1st, 2020. Board members who needed the form were provided the paperwork and any questions board members had about the Form 700 requirements were answered.

WIOA Quarterly Program Report

- The board looked at the quarter 2 reports for the youth programs and the Smart Business Center – The Job Market.
- Cara Owings explained the Contractual Obligations table, relating to the youth programs, and that they are slightly behind on their targets, but they are working to meet them.
- Angela, from Smart Business Resource Center, talked about their services. Smart's quarter 2 report outlined the enrollments for WIOA Adult and WIOA Dislocated Worker programs. It was discussed how Smart can meet their targets and where money might be allocated.

Rapid Response Program Update

- Leila Roberts, from the Small Business Development Center (SBDC), talked about their Rapid Response program. She expressed the importance of getting involved with

potential business closures early, to ensure that workers can remain employed. Leila offered charts of the primary causes for locally owned business closures and a breakdown of closures by industry. She also clarified that these charts were SBDC's estimates of why businesses close. Janet DePace, from SBDC, also commented on the importance of getting in early and providing options to potential dislocated workers.

Adjourn

Chair Dena McCullough adjourned the meeting at 10:37 a.m.

The next meeting will be Friday, May 8th, 2020 from 8:30 am – 10:30 am