



MEETING MINUTES

Workforce Development Board Meeting (WDB)

Via Zoom Web Conferencing

February 26, 2021

8:30 – 10:30 a.m.

MEMBERS PRESENT: Dena McCullough (Chair), Mike Newman (Vice Chair), Supervisor Michelle Bushnell, Jennifer Budwig, , Lee Cunningham, Daniel Dixon, Madison Flynn Carl Hansen, Jeff Hunerlach, Dennis Leonardi, Libby Maynard, Shelley Nilsen, Patrick Owen, Mark Plubell, Pru Ratliff, Cedar Reuben, Larry Siler, Karling Skoglund, Robyn Stalcup, Treston Shull, Kerry Venegas

MEMBERS ABSENT: Jessica Dalton, Rosemary DenOuden, Madison Flynn, Michael Hetticher, Susan Seaman

OTHERS PRESENT: Brian Mistler, Lynette Mullen, Marianne Naesse, Frank Richards, Janet DePace, Leila Roberts, Veronica Champayne

STAFF PRESENT: Allison Tans, Scott Adair, Stephanie Souter, and Cris Plocher

Opening

1. Call to Order

Chair Dena McCullough called the meeting to order at 8:31 a.m. A quorum was present.

2. Introductions

Roll call was conducted to determine which board members were in attendance.

3. Staffing Update

Chair McCullough discussed staffing recommendations from 2019 and proposed to have Executive Committee review prior staffing recommendations. There is need for a staff policy to maintain sufficient staffing levels of 3.5 full-time equivalents (FTE). Pru Ratliff also suggested to look at other WDBs on their staffing policies.

4. Board and Executive Director Announcements

Pru Ratliff mentioned that College of the Redwoods (CR) will have 50% of classes open by June 1st and then continue opening classes further in phases. Dennis Leonardi suggested looking at meshing two-year and four-year programs between CR and HSU.

Executive Director Announcements:

- Allison Tans mentioned the county' WDB was awarded \$342,500 for Slingshot 4.0, North Coast Workforce Pipeline II.
- Recently compliance reviews were completed by the Employment Development Department for the Opioid National Dislocated Worker Grant program and the

Workforce Investment Opportunity Act (WIOA) fiscal monitoring. There were no reported findings.

- Allison reminded board members to complete their ethics training to comply with WIOA regulation.
- Allison mentioned there is an opportunity to apply for the Voice of the Customer Workforce Development Board Maturity Model Project, a project funded by the James Irvine Foundation which would involve commitment from one staff member and one board member on the project to adapt to new ways of doing business skill sets and tool to improve the customer experience and outcomes for unemployed and underemployed people . work on getting feedback from customers. A human-centered design approach will be used during a ten session training that will focus on policy and system change within the Job Market.
- Staff is working on a new board member packet that will be shared with the board in the future.
- Training by the California Workforce Association on the roles of the Workforce Development Board members will be available this spring and information will be sent out when it is available.
- Vice Chair Newman asked about definitions of the vacancy categories and requested a list of businesses that may qualify for the Competitive Integrated Employment (CIE) category so that the Board can assist with recruitment. Allison shared that this is a requirement of businesses who receive federal contract dollars, and there are at least a few in Humboldt County. Larry Siler offered to share additional CIE information with the board.

5. Adjustments to the Agenda

No adjustments were made to the agenda.

6. Public Comment

There was no public comment.

Consent Agenda

- Pru Ratliff noted a correction in the 11/13/20 minutes where her title is the “Director of Adult and Community Education.” It was moved by Pru Ratliff and seconded by Cedar Reuben to approve the minutes from November 13th. Chair called for public comment – none received. Motion carried unanimously.
- Cedar Reuben commended Allison Tans for a well written and thorough Executive Director’s report. Chair McCullough asked about how labor market information is getting distributed to businesses. Allison Tans mentioned she is working with EDD Labor Market Analyst, Randy Weaver, on this. It was moved by Jeff Hunerlach and seconded by Mike Newman to approve the Executive Director’s Report. Motion carried unanimously.

Approval of New Board Members

Board members reviewed the Application for Appointment of John McGinnis with Bear River Band of the Rohnerville Rancheria to fill the WDB vacancy of Council Member-at-Large. It was moved by Pru Ratliff and seconded by Madison Flynn to approve appointment, which will then

be sent to the Board of Supervisors for approval. The chair called for public comment – none received. Motion carried unanimously.

Transfer of Funds

Smart Business Resource Center (SMART) is asking for \$80,000 to be transferred from the Dislocated Worker to the Adult fund. This is because it is more challenging to serve dislocated workers and the Adult program is still able to serve them, if necessary. Allison Tans explained this transfer request is common and recommends this transfer. Mark Plubell moved and seconded by Jennifer Budwig to approve transfer. Motion carried unanimously.

Regional and Local Planning Process

Allison Tans reported that every four years a new Local Plan and Regional Plan are developed. The Regional Plan information has allowed the North Coast region to bring in a significant amount of money for programs (e.g. Healthcare, Dental, Trades, Opioid, etc.). For future planning an emphasis will be on a new report produced by the Labor Market Information Division and developing new regional indicators. The plan recommends the board create two new policies: Job Quality and Equity. Allison stated that Cara has been working on these. **There was a brief discussion about “living wage” and baseline.** Cedar Reuben offered to meet with Allison to review the definition of this. The Executive Committee will review the two plans and make modifications as needed. The public comment period will be open for one month and will go to the Board of Supervisors approval. The plans are due to the state at the end of April. The state will allow the plans to be submitted without the Board of Supervisors signature, if the meeting schedule does not align with the comment period.

SMART is working on updating the Job Market website. Meetings are recurring on Friday mornings.

Nordic Aquafarms Presentation

Marianne Naess, Chair of Nordic Aquafarms, gave a presentation on the proposed indoor fish farm planned for the Samoa Peninsula. The corporate office is based near Oslo, Norway. There is another facility also being developed in Belfast, Maine. The facility would import (quarantined) fish eggs and grow the fish to about 8 – 10 lbs before harvesting. Harvested fish are processed at the facility, then shipped out as fresh fish. 99% of the water used in the tanks is recirculated. A large wastewater treatment system treats all water using multiple technologies, including .04 micron filtration and sterilization, before discharging it 1.5 miles out into the ocean using an existing outflow pipe. No wastewater will be discharged into the Bay. The Humboldt County Planning Department, California Water Quality Control Board and the Coastal Commission oversee permitting. All studies and permit applications have been submitted. Clean up of site is expected to start in late summer of 2021 and construction may begin sometime next year.

Gilbane Building Company will act as the project construction manager and will focus on providing as many opportunities as possible to Humboldt-based contractors and construction workers. The project is anticipated to provide 200- 300 jobs during construction. The facility

would employ approximately 150 people (at full operation). The facility has been designed to withstand earthquakes and tsunamis. Solar panels will be installed on the facility rooftops.

Nordic Aquafarms contracted with GHD to conduct the tribal consultation. GHD hired Archaeologist, Jamie Roscoe, who worked directly with the Tribal Historic Preservation Officers (THPOs) from the Wiyot Tribe, Blue Lake Rancheria and Bear River Rancheria to prepare the Cultural Resources Report.

Examples of future employment opportunities at the Nordic facility include: hatchery manager and assistant manager, production manager/assistant manager, aquaculture technicians, processing manager/assistant manager, maintenance personnel, lab manager, quality control coordinator and lab technician. In-house training will be provided. Norwegian companies generally offer very strong employee benefits so it is expected that Nordic Aquafarms will also provide a good benefits package in Humboldt County.

Nordic Aquafarms is currently working with College of the Redwoods, Humboldt County Office of Education and Humboldt State University to develop and provide workforce education and training opportunities in aquaculture.

Discussion also involved the type of businesses that may benefit and offspring from the Nordic Aquafarms by-products, such as medicine/health products, fertilizer supplements, and eco-system entrepreneurships.

Adjourn

Chair Dena McCullough adjourned the meeting at 10:25 AM

The next meeting will be Friday, May 14, 2021 from 8:30 – 10:30