

HUMBOLDT COUNTY WORKFORCE DEVELOPMENT BOARD



EXECUTIVE COMMITTEE SPECIAL MEETING
Thursday • May 9, 2019 • 1:30 – 2:30 p.m.
Prosperity Center Conference Room
520 E Street, Eureka, CA

MEETING MINUTES

MEMBERS PRESENT: Rex Bohn, Dan Heinen, Susi Huschle, Dennis Leonardi, Jeff Nelson, Mike Newman

MEMBERS ABSENT: Dena McCullough

OTHERS PRESENT: Mark Schaffner, Allison Tans, Cara Owings, Debbie Damiano

Call to Order

The meeting was called to order by Chair Jeff Nelson at 1:32 p.m. A quorum was present. Introductions were made around the room.

Adjustments to the Agenda

There were no adjustments to the agenda.

Board or Executive Director Announcements

Staff reported Cara Owings has been hired with Economic Development as an extra help Administrative Analyst.

Public Comment

There were no public comments.

Consent Agenda

It was moved by Mike Newman and seconded by Dan Heinen to approve the March 14, 2019 draft minutes as written. Chair called for public comment – none received. Motion carried unanimously.

It was moved by Mike Newman and seconded by Dennis Leonardi to approve the March 25, 2019 draft minutes after correcting a typographical error on page 1. Chair called for public comment – none received. Motion carried unanimously.

2019 Reappointments to the Workforce Development Board

Dan Heinen, Michael Hetticher, Jeff Hunerlach, Dean Kerstetter, Kari Love, Libby Maynard, Dena McCullough, and Pru Ratliff are all up for consideration for reappointment. They all wish to remain on the board. Dave Wells is also up for reappointment but has declined consideration as he will be stepping down from the board.

It was moved by Dennis Leonardi and seconded by Rex Bohn to recommend the Board of Supervisors reappoint the members up for reconsideration who wish to remain on the board. Chair called for public comment – none received. Motion carried unanimously.

Review Nomination Committee Chair/Vice Chair Recommendations for FY 2019-2020

Cedar Rueben and Alison Talbott served as the nomination committee. They are recommending appointing Dena McCullough as Chair and Mike Newman as Vice Chair.

It was moved by Dennis Leonardi and seconded by Susi Huschle to recommend the slate to the full board as presented. Chair called for public comment – none received. Motion carried unanimously.

Local and Regional Workforce Plans Two Year Update

Staff explained the plans have been updated to blend in new partners and to align them with the State's plan. Four local planning sessions were held with all partner agencies involved in revisions. All partners have reviewed this update and find it acceptable.

It was moved by Dennis Leonardi and seconded by Rex Bohn to recommend the full board approve the plan as written. Chair called for public comment – none received. Motion passed unanimously.

Local Board Certification Process

Staff provided the updated certification for review. Staff has performed an assessment of the America's Job Center of California (AJCC – referred to locally as The Job Market) and reviewed the hallmarks of excellence which was put in place to ensure there is continuous quality improvement. Staff did note that one of the milestones the AJCC has been unable to meet is having a sign installed identifying it as an AJCC. Rex Bohn offered to reach out to a local sign maker to see if he can help with facilitating the manufacture and installation of a sign.

It was moved by Dan Heinen and seconded by Rex Bohn to approve the AJCC certification as presented. Chair called for public comment – none received. Motion carried unanimously.

Adjournment

Chair Nelson adjourned the meeting at 1:58p.m.

Next Meeting Date: June 13, 2019 – 1:30-3:30 p.m. – Prosperity Center

*WDB Agendas and Minutes can be found at
<http://humboldtqov.org/1709/Workforce-Investment-Board/>
or by contacting Economic Development at (707)445-7745.*