

Attachment A

HUMBOLDT COUNTY WORKFORCE DEVELOPMENT BOARD (WDB) EXECUTIVE COMMITTEE SPECIAL MEETING



May 26, 2022 10:30AM
Via Zoom Web Conferencing

MEETING MINUTES

Opening

Call to Order:

Chair, Shelley Nilsen, called the meeting to order at 10:34 AM. A quorum was present.

Committee Members in Attendance (all attending meeting within Humboldt County):

- Shelley Nilsen (Chair)
- Supervisor Michelle Bushnell (absent)
- Daniel Dixon
- Cedar Reuben
- Lee Cunningham (V. Chair)
- Dennis Leonardi
- Pru Ratliff
- Jeff Hunerlach

Staff Present: Scott Adair, Peggy Murphy, Kim Hopmann, Cathie Childs

Board announcement: Pru made comments regarding the late notice for this meeting. She requests to have more notice regarding meetings. Staff will discuss and address this continued issue.

1. **Executive Committee (EC) to appoint Nomination Ad Hoc Committee which must include two general members of the full WDB and direct the Ad Hoc to fulfill their obligations regarding nomination of applicants to the full WDB, EC membership, and officer nomination. Staff recommendation is to appoint two members of the full WDB and one member of the executive committee who is not currently seeking reappointment or nomination as an officer on the EC.**

Discussion: To conform to the WDB bylaws, there must be a nomination committee. An ad hoc needs to be created. Staff shared details of the bylaws. Chair Nilsen volunteers to be the EC ad hoc member. Chair requested recommendations from the full board. A list of eligible members was given to the committee. Chair Nilsen appointed RoseMary Den Ouden and Michael Hetticher to the Ad hoc Nomination Committee.

Public Comment: n/a

Action: it was moved by Dennis Leonardi and seconded by Cedar Reuben to approve the appointed ad hoc nomination committee.

Motion passes unanimously.

2. Review and possible action on WDB seat application for Leslie Castellano (Attachment A)

Discussion: Chair lead a brief discussion on Leslie Castellano's WDB seat application.

Public Comment: n/a

Action: It was moved by Jeff Hunerlach and seconded by Dennis Leonardi to move forward with the WDB seat application: Motion carried unanimously.

Adjourn: Meeting Adjourned at 10:46am

Next meeting June 15 2022

WDB Agendas and Minutes can be found at:

*<http://humboldt.gov/1709/Workforce-Investment-Board/>
or by contacting Economic Development at (707)445-7745.*