

# HUMBOLDT COUNTY WORKFORCE DEVELOPMENT BOARD



**EXECUTIVE COMMITTEE MEETING**  
Thursday • June 13, 2019 • 1:30 – 3:30 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, Dena McCullough

**MEMBERS ABSENT:** None

**OTHERS PRESENT:** Robyn Stalcup, Pru Ratliff, Aubrey Richeson, Cara Owings, Allison Tans, Debbie Damiano

### **Call to Order**

The meeting was called to order by Chair Jeff Nelson at 1:30 p.m. A quorum was present. Introductions were made around the room.

### **Adjustments to the Agenda**

Staff requested the Audit Resolution policy/procedure be pulled from review as further changes are needed.

### **Board or Executive Director Announcements**

Staff reported the following:

- \$584,570 has been awarded for the Prison to Employment Implementation program
- The Opioid grant contract is scheduled to go before the Board of Supervisors on June 25, 2019
- Joey Zumaya of Linked In is interested in presenting to the full WDB at the August meeting
- The AB 111 grant application period should open in July
- Bob Lanter from the California Workforce Development Board will be facilitating a strategic planning session at the November full WDB meeting

Pru Ratliff provided information on upcoming classes at College of the Redwoods. She also stated they are once again in need of a truck driver instructor and will even consider bringing on someone to do just the classroom portion.

### **Public Comment**

There were no public comments.

### **Consent Agenda**

It was moved by Rex Bohn and seconded by Dan Heinen to approve the May 9, 2019 draft minutes as written. Chair called for public comment – none received. Motion carried unanimously.

### **Dun and Bradstreet Overview and Demonstration of Econovue**

Michele Robertson with Dun & Bradstreet (D&B) and Cheryl Parker with [Urban Explorer](#) were present via conference call to give an overview of the information available from Dun & Bradstreet and how the Econovue platform pulls data from D&B and compiles reports related to workforce which can be used to for trend analysis and business research. The data is updated on a quarterly basis, but Econovue also has the capability to pull up information on a real time basis for individual businesses.

### **Membership Update**

Staff received an application from Daniel Dixon of Wells Fargo Advisors for the vacant Investment Support Services seat. It was moved by Susi Huschle and seconded by Mike Newman to recommend Daniel Dixon's appointment to the Board of Supervisors. Chair called for public comment – none received. Motion carried unanimously.

### **Workforce Innovation and Opportunity Act America's Job Center of California MOU**

Staff provided a draft of the MOU for review. Staff explained the revised MOU adds the Department of Child Support Services and the Probation Department as required partners. Another revision is that Job Corps, Youth Build, and Housing and Urban Development are being removed as partners. Members noted several corrections and modifications to be incorporated prior to submitting to the state. It was moved by Dena McCullough and seconded by Mike Newman to recommend the Board of Supervisors approve the MOU with the corrections and modifications noted by members. Chair called for public comment – none received. Motion carried unanimously.

### **Regional Workforce Plan Approval**

Staff reported receiving approval of the plan from the state. The plan will go before the Board of Supervisors in August.

### **WIOA Policy**

Staff provided draft policies for review. Members noted several corrections/edits. It was moved by Dena McCullough and seconded by Dennis Leonardi to approve all policies with edits, with the exception of the Audit Resolution policy which will be reviewed at a later date. Chair called for public comment – none received. Motion carried unanimously.

### **Adjournment**

Chair Nelson adjourned the meeting at 3:08p.m.

**Next Meeting Date:** July 18, 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.*