



AGENDA ITEM NO.
C-7

COUNTY OF HUMBOLDT

For the meeting of: May 10, 2016

Date: April 19, 2016
To: Board of Supervisors
From: Amy Nilsen, County Administrative Officer *AN*
Subject: New appointment to the Humboldt County Workforce Development Board (HC-WDB).

RECOMMENDATIONS:

That the Board of Supervisors:

1. Reviews the attached membership application for Lee Cunningham;
2. Appoint Lee Cunningham to the HC-WDB for a term of two years effective immediately, in accordance with the HC-WDB bylaws.

SOURCE OF FUNDING:

Workforce Innovation and Opportunity Act administrative funds.

DISCUSSION:

The HC-WDB is a commission, appointed by the Board of Supervisors, required by the Workforce Innovation and Opportunity Act (WIOA) to oversee the workforce system and WIOA funds that come into Humboldt County, the Local Workforce Investment Area. The mission of the HC-WDB is to bring together resources to meet employer and employee needs and advance the prosperity of local communities. WIOA requires certain public agencies and labor unions to be members of the HC-WDB, and for that membership to be balanced with an equal number, plus one of private sector members, so that the private sector makes up at least 51 percent of the HC-WDB membership.

Prepared by Cindy Harrington, HC-WDB Executive Director CAO Approval *E. Hansen*

REVIEW:	Auditor _____	County Counsel _____	Personnel _____	Risk Manager _____	Other _____
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TYPE OF ITEM:
 Consent
 Departmental
 Public Hearing
 Other _____

PREVIOUS ACTION/REFERRAL:

Board Order No. C-7
Meeting of: 8/18/2015

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT
 Upon motion of Supervisor Fennell Seconded by Supervisor Bass
 Ayes Sundberg, Fennell, Lovelace, Bohn, Bass
 Nays _____
 Abstain _____
 Absent _____

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Dated: May 10, 2016
By: *Kathy Hayes*
Kathy Hayes, Clerk of the Board

Lee Cunningham represents Bay Tank, was nominated by Express Employment Professionals, and fulfills the Manufacturing required membership seat. The HC-WDB Executive Committee reviewed Ms.Cunningham's application and recommended her appointment at their March 17, 2016 meeting. The proposed appointment is in accordance with the HC-WDB bylaws.

FINANCIAL IMPACT:

The requested action has no financial impact. Appointments to the HC-WDB support your Board's Strategic Framework Core Roles of supporting business and workforce development.

OTHER AGENCY INVOLVEMENT:

No other agency involvement.

ALTERNATIVES TO STAFF RECOMMENDATIONS:

Your Board may choose not to appoint this applicant and ask the HC-WDB to conduct an additional search for applicants.

ATTACHMENTS:

HC-WDB Application for Appointment:

- Lee Cunningham

ATTACHMENT

HC-WDB Application for Appointment:

- Lee Cunningham



HUMBOLDT WDB
WORKFORCE DEVELOPMENT BOARD

APPLICATION FOR APPOINTMENT

PART I - Personal Information			
Applicant Name (Last, First, and Middle Initial)		Home Telephone	E-Mail Address
Lee Cunningham		[REDACTED]	[REDACTED]
Mailing Address	City	State	Zip
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Residence Address (if different from mailing address)	City	State	Zip
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
Name of Business, Agency, or Tribe	Occupation/Title		
BT Metals	owner		
Business Address	City	State	Zip
825 W 14th St	Eureka	CA	95501
Business Phone	Business Fax		
707-443-0934	707-443-0989		

Please provide three references (name, address, phone # and e-mail)

1. Marim Corady - City of Eureka	[REDACTED]
2. Mike Banner - Banner	[REDACTED]
3. Sue Sanchez - Personal Choice	[REDACTED]

Please indicate which industry you represent

PRIVATE INDUSTRY (please specify which sector you represent)

- | | |
|---|---|
| <input type="checkbox"/> Diversified Health Care | <input type="checkbox"/> Specialty Food, Flowers, and Beverages |
| <input type="checkbox"/> Building and Systems Construction | <input type="checkbox"/> Investment Support Services |
| <input type="checkbox"/> Management and Innovation Services | <input checked="" type="checkbox"/> Niche Manufacturing |
| <input type="checkbox"/> Forest Products | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> Other: | |

PUBLIC INDUSTRY (please specify which sector you represent)

- | | |
|---|--|
| <input type="checkbox"/> Wagner-Peyser Act | <input type="checkbox"/> Economic Development |
| <input type="checkbox"/> Board of Supervisors Representative | <input type="checkbox"/> Vocational Rehabilitation |
| <input type="checkbox"/> Assembly/State Representative | <input type="checkbox"/> Labor Organization |
| <input type="checkbox"/> Education (specify) | <input type="checkbox"/> College of the Redwoods |
| <input type="checkbox"/> Adult | <input type="checkbox"/> K-12 |
| <input type="checkbox"/> Community Based Organization (specify) | <input type="checkbox"/> Child Care |
| <input type="checkbox"/> Native American Employment Development | <input type="checkbox"/> Youth Employment, Training, or Education |
| <input type="checkbox"/> Employ People with Barriers | <input type="checkbox"/> Federally Fund Programs/Services for Low-Income Residents |
| <input type="checkbox"/> Train People with Barriers | |

PART II - Guidelines

The following guidelines have been developed to assist the Board of Supervisors in the process of recruiting and appointing new Workforce Development Board members.

To become a member of the Workforce Development Board, you must:

1. Represent the sector for which you are applying (be an owner of a business, a chief executive/operating officer of a business or agency, or other business executive or employer with optimum policy-making or hiring authority).
2. Be formally nominated by an open-membership business organization (i.e., a chamber of commerce or a professional or business organization such as Kiwanis or Rotary), a business trade association, or an agency board of directors. *Your nomination must be secured prior to submitting this application by completing Part III below.*
3. Forward the completed application to:

Workforce Development Board
 520 E Street
 Eureka, CA 95501
 Attn: Cindy Harrington, WDB Executive Director
charrington@co.humboldt.ca.us

Applicants selected for employment will be required to file Form 700, Statement of Economic Interest.

For questions or additional information, please call (707)445-7745 or visit our website @ <http://humboldt.gov.org/1709/Workforce-Development-Board>

PART III - Nomination

PLEASE NOTE: Applicant must secure the nomination and signature of an appropriate Agency, Organization, or Association as described in Part II - #3 above, prior to submitting the application to the Workforce Development Board.

EXPRESS EMPLOYMENT PROFESSIONALS
 (Agency/Organization/Association Name)

hereby formally nominates

Lee Cunningham
 (Applicant's Name)

for appointment to the Workforce Investment Board of Humboldt County

Don Heinen
 Signature of Chair/Director/Chief of Nominating Agency

APRIL 1, 2016
 Date

PART IV - Applicant Certification and Signature

I hereby certify all answers and statements are true and complete to the best of my knowledge. I understand the County may verify information, and that untruthful or misleading answers are cause for rejection of this application.

Lee Cunningham
 Signature of Applicant

2-10-16
 Date

FOR OFFICE USE ONLY:

Date Rec'd: _____ Staff: _____ Submittal Date: _____