



## COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C-4

For the meeting of: January 24, 2017

Date: December 22, 2016  
To: Board of Supervisors  
From: Amy S. Nilsen, County Administrative Officer *AN*  
Subject: New Appointment to the Humboldt County Workforce Development Board (HC-WDB).

### RECOMMENDATIONS:

That the Board of Supervisors:

1. Review the attached membership application for Dena McCullough.
2. Appoint Dena McCullough 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 *Eashua*

#### REVIEW:

Auditor \_\_\_\_\_ County Counsel \_\_\_\_\_ Personnel \_\_\_\_\_ Risk Manager \_\_\_\_\_ Other \_\_\_\_\_

#### 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 \_\_\_\_\_  
Seconded by Supervisor \_\_\_\_\_

Ayes  
Nays  
Abstain  
Absent

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

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Kathy Hayes, Clerk of the Board

Dena McCullough represents McCullough Construction Inc., was nominated by Humboldt Builder's Exchange, and fulfills required business membership seat. The HC-WDB Executive Committee reviewed Ms. McCullough's application and recommended her appointment at their November 15, 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:

- Dena McCullough

ATTACHMENT

HC-WDB Application for Appointment

Dena McCullough



HUMBOLDT WDB  
WORKFORCE DEVELOPMENT BOARD

RECEIVED  
NOV 30 2016  
ECONOMIC DEVELOPMENT

APPLICATION FOR APPOINTMENT

<b>PART I - Personal Information</b>			
Applicant Name (Last, First, and Middle Initial) McCullough, Dena A.		Home Telephone [REDACTED]	
		E-Mail Address [REDACTED]	
Mailing Address [REDACTED]	City [REDACTED]	State [REDACTED]	Zip [REDACTED]
Residence Address (if different from mailing address) S/A	City S/A	State S/A	Zip S/A
Name of Business, Agency, or Tribe McCullough Construction Inc.		Occupation/Title Vice-President	
Business Address 57 Alder Grove Road	City Arcata	State CA	Zip 95521
Business Phone 707-825-1014	Business Fax 707-825-1769		

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

1. Kathy Rodrigues, McKinleyville, CA [REDACTED]
2. Heidi Olsen and Associates, Fortuna, CA, [REDACTED]
3. Lawrence Ford, George-Peterson Insurance Group [REDACTED]

Please indicate which industry you represent

☒ PRIVATE INDUSTRY (please specify which sector you represent)

- ☐ Diversified Health Care
- ☒ Building and Systems Construction
- ☐ Management and Innovation Services
- ☐ Forest Products
- ☒ Other: Humboldt Builders Exchange

- ☐ Specialty Food, Flowers, and Beverages
- ☐ Investment Support Services
- ☐ Niche Manufacturing
- ☐ Tourism

☐ PUBLIC INDUSTRY (please specify which sector you represent)

- ☐ Wagner-Peyser Act
- ☐ Board of Supervisors Representative
- ☐ Assembly/State Representative
- ☐ Education (specify)
  - ☐ Adult
  - ☐ K-12

- ☐ Economic Development
- ☐ Vocational Rehabilitation
- ☐ Labor Organization
- ☐ College of the Redwoods

- ☐ Community Based Organization (specify)
  - ☐ Native American Employment Development
  - ☐ Employ People with Barriers
  - ☐ Train People with Barriers

- ☐ Child Care
- ☐ Youth Employment, Training, or Education
- ☐ Federally Fund Programs/Services for Low-Income Residents

## 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](mailto: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/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.

\_\_\_\_\_  
Humboldt Builder's Exchange  
(Agency/Organization/Association Name)

hereby formally nominates

\_\_\_\_\_  
Dena McCullough  
(Applicant's Name)

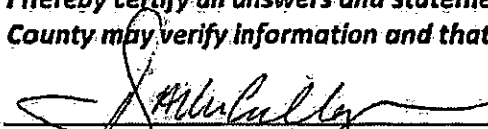
for appointment to the Workforce Investment Board of Humboldt County

  
Signature of Chair/Director/Chief of Nominating Agency

\_\_\_\_\_  
11/30/16  
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.

  
Signature of Applicant

\_\_\_\_\_  
11/30/16  
Date

FOR OFFICE USE ONLY:

Date Rec'd: \_\_\_\_\_

Staff: \_\_\_\_\_

Submittal Date: \_\_\_\_\_