



WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

MEMBERSHIP COMMITTEE MEETING

Tuesday, April 16, 2019
8:00 a.m. – 9:30 a.m.

New Meeting Date/Time/Location

Human Services Agency (Juniper Room)
855 Partridge Drive, Ventura, CA 93003

AGENDA

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|-----------|---|---|
| 8:00 a.m. | 1.0 Call to Order and Agenda Review | Patty Schulz |
| 8:02 a.m. | 2.0 Public Comments
<i>Procedure: The public is welcome to comment. All comments not related to items on the agenda may be made at the beginning of the meeting only.</i> | Patty Schulz |
| 8:15 a.m. | 3.0 Consent Items <ul style="list-style-type: none">• Approval of Minutes: February 05, 2019 | Patty Schulz |
| 8:30 a.m. | 4.0 Membership Status <ul style="list-style-type: none">• Appointments• Reappointments• Recruitments | Patrick Newburn |
| 9:10 a.m. | 5.0 WIOA Workforce Development Planning <ul style="list-style-type: none">• WDB Member Engagement | Rebecca Evans,
WDB Executive
Director |
| 9:25 a.m. | 6.0 Committee Member Comments | Committee Members |
| 9:30 a.m. | 7.0 Adjournment | Patty Schulz |

Next Meeting

June 04, 2019 (8:30 a.m.-10:00 a.m.)

United Food and Commercial Workers (UFCW), Local 770
816 Camarillo Springs Road (Meeting Room), Camarillo CA

Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the Workforce Development Board of Ventura County staff at (805) 477-5306 at least five days prior to the meeting. TTY line: 1-800-735-2922.



WDB Membership Committee Meeting

Tuesday, February 5, 2019

8:00 a.m. - 9:30 a.m.

United Food and Commercial Workers, Local 770 (UFCW)
816 Camarillo Springs Road (Meeting Room/Suite A), Camarillo

MINUTES

Meeting Attendees

Membership Committee

Patty Schulz, Committee Chair*
Capt. Doug King*

WDB Staff

Patrick Newburn
Rebecca Evans

* *WDB Member*

1.0 Call to Order and Agenda Review

Committee Chair Patty Schulz called the meeting to order at 8:32 a.m.

2.0 Public Comments

No public comments.

3.0 Approval of Minutes: December 04, 2018 and January 07, 2019

Motion to approve: Capt. Doug King
Second: Patty Schulz
Motion carried

4.0 Membership Status

- Reappointments: Jeremy Goldberg, Richard Trogman, Greg Van Ness, and Stephen Yeoh have terms expiring March 8 2019. Committee members reviewed membership terms and discussed each member and agreed to invite all four for reappointment to new three year terms. Committee members accepted assignments to conduct personal contact with each member listed. Additionally, Charles Harrington, Tracy Perez, and Peter Zierhut have terms expiring May 17, 2019. Committee members reviewed membership terms and discussed each member and agreed to invite all three for reappointment to new three-year terms. Committee members accepted assignments to conduct personal contact with each member listed.
- Appointments: Committee members discussed board composition, WIOA categories of representation, required business member and workforce member ratios, and the

engagement/recruitment process. The committee agreed that the WDB will require one Education category representing Adult Education, following the WDB retirement of Roger Rice in January. Although the board is not in compliance in the business category, according to WDB bylaws. the appointment scheduled for Board of Supervisor recommendation on February 19, 2019 for Rosa Serrato will bring the WDB into compliance. The WDB is required to fill the Adult Education vacancy as soon as possible according to by laws

- Recruitments: One new candidate from the education/ Adult Education category has been engaged and has attended committee meetings and WDB meetings. The committee directed staff to provide an application and request resume and reference.

5.0 WIOA Workforce Development Planning

Committee Members discussed and agreed that continued focus and education on roles and responsibilities is needed with the WDB membership. Members requested staff to prepare a schedule for ongoing refresher-orientations to be conducted with WDB members.

Members discussed WDB member attendance at WDB meetings and agreed to review records at next committee meeting in April. Members agreed in the importance of WDB membership regularly attending the bi-monthly meetings is important to provide consistent and informed oversight of WIOA funds and programs.

6.0 Committee Member Comments

Rebecca Evans discussed the importance of transparent membership outreach and engagement as well as announcing vacancies at public meetings. Ms. Evans suggested that the WDB executive and WDB meetings will offer opportunity to announce and enlist support from current membership to provide names of interested individuals in serving on sector committees and the WDB.

7.0 Adjournment

Patty Schulz adjourned the meeting at 9:51 a.m.

Next Meeting

April 2, 2019 (8:30 a.m.-10:00 a.m.)

United Food and Commercial Workers (UFCW), Local 770
816 Camarillo Springs Road (Meeting Room), Camarillo CA