



## WORKFORCE DEVELOPMENT BOARD OF VENTURA COUNTY

### MEMBERSHIP COMMITTEE MEETING

**Tuesday, February 5, 2019**  
**8:30 a.m. – 10:00 a.m.**

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

### AGENDA

- |            |   |                   |
|------------|---|-------------------|
| 8:30 a.m.  | <b>1.0 Call to Order and Agenda Review</b>  | Patty Schulz      |
| 8:32 a.m.  | <b>2.0 Public Comments</b><br><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      |
| 8:35 a.m.  | <b>3.0 Consent Items</b> <ul style="list-style-type: none"><li>• Approval of Minutes: December 04, 2018</li></ul>   | Patty Schulz      |
| 8:40 a.m.  | <b>4.0 Membership Status</b> <ul style="list-style-type: none"><li>• Appointments</li><li>• Reappointments</li><li>• Recruitments</li></ul>   | Patrick Newburn   |
| 9:05 a.m.  | <b>5.0 WIOA Workforce Development Planning</b> <ul style="list-style-type: none"><li>• WDB Member Training &amp; Orientations Discussion</li></ul>                                  | Patrick Newburn   |
| 9:50 a.m.  | <b>6.0 Committee Member Comments</b>  | Committee Members |
| 10:00 a.m. | <b>7.0 Adjournment</b>  | Patty Schulz      |

#### Next Meeting

April 02, 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**  
**December 04, 2018**

**MINUTES**

**Meeting Attendees**

Membership Committee

Patty Schulz, Committee Chair\*  
Capt. Doug King\*  
Jesus Torres\*

WDB Staff

Patrick Newburn

\* WDB Member

**1.0 Call to Order and Agenda Review**

Committee Chair Patty Schulz called the meeting to order at 8:30 a.m.

**2.0 Public Comments**

No public comments.

**3.0 Approval of Minutes:** October 02, 2018

Motion to approve: Jesus Torres  
Second: Capt. Doug King  
Motion carried

**4.0 Membership Status**

- Reappointments: Victoria Jump, Captain Douglas King, and Alex Rivera were reappointed to three-year terms by the county Board of Supervisors with terms expiring November 3, 2021. Committee members reviewed appointed membership terms and noted that three current WDB member terms due to expire on March 8, 2019 are: Richard D. Trogman, Greg Van Ness, and Stephen Yeoh. No action needed at this time.
- 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 new business category member following the WDB retirement of Byron Lindros in November. Although the board is not in compliance in the business category, according to WDB bylaws, the appointment must be made as soon as reasonably possible.
- Recruitments: One new candidate from the business category has been engaged and invited to attend committee and WDB meetings. This person represents a large agriculture company in Ventura County. The committee directed staff to provide an application and request resume and reference. Committee members expressed a strong desire to have representation from the agriculture sector on the WDB and agreed that this prospect could fulfill the business category vacancy.

## **5.0 WIOA Workforce Development Planning**

Committee Members discussed the October 25, 2018 WDB meeting that featured a consultant educating the board about WIOA education and the role of being a board member. Members agreed that continued focus and education on roles and responsibilities is needed with the membership.

Committee members Committee members reviewed the 2017-2018 Year-End Review and agreed to make the report final and will be presented to the WDB at its February 28<sup>th</sup> Meeting.

## **6.0 Committee Member Comments**

Committee members discussed attendance at WDB meeting and committee meetings. A few WDB members were identified having missed three consecutive meetings. Committee members divided contact list and agreed to extend personal outreach to those identified members to invite renewed meeting participation.

Patrick Newburn announced the application for a National Dislocated Worker Grant issued by the U.S. Department of Labor, to provide temporary jobs for individuals affected by the Woolsey and Hill Fires has been submitted and expected to be approved.

## **7.0 Adjournment**

Patty Schulz adjourned the meeting at 9:50 a.m.

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February 5, 2019 (8:30 a.m.-10:00 a.m.)

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