



# Humboldt County Workforce Development Board Executive Committee Meeting

**Location: Humboldt County Office of Education  
Annex**

**901 Myrtle Ave, Eureka, CA 95501**

**April 24, 2026 9:00AM**

**Public Attendance Options:**

**In Person** at address listed above.

**Virtual via Teams** You may access the live stream of the meeting by using the following link:

[https://teams.microsoft.com/l/meetup-join/19:meeting\\_ZWRkMDExZTctZWU4Ny00ZTgzLTlkNDktYWQzOWMxNzYwNWZh%40thread.v2/0?context={\"Tid\": \"c00ae2b6-4fe8-44f1-9863-7b1adf4b27cb\", \"Oid\": \"1c523ba8-f658-4c84-ace2-83ac8856d469\"}](https://teams.microsoft.com/l/meetup-join/19:meeting_ZWRkMDExZTctZWU4Ny00ZTgzLTlkNDktYWQzOWMxNzYwNWZh%40thread.v2/0?context={\)

Meeting ID: 293 208 241 989

Passcode: VMsr7A

**Email Public Comment:** To submit public comment to the Full Workforce Development Board, please email [workforce@co.humboldt.ca.us](mailto:workforce@co.humboldt.ca.us). Provide your name and the agenda item which you wish to comment. All public comment submitted after the agenda has been published will be included with the administrative record after the fact.

**Virtual Public Comment:** When it is time for public comment on the item you wish to speak on,

the Workforce Development Board Chair will ask for public comment. You may virtually raise your hand using the raise hand function on Teams and staff will unmute your phone. Staff will then ask you to state your name and begin your comment. You will have 3 minutes to comment.

**Phone Public Comment:** You may call into the meeting by dialing **1 949 508 0813** and entering using meeting Webinar ID **761 675 980#**. When it is time for public comment on the item you wish to speak on, the Workforce Development Board Chair will ask for public comment. Staff will unmute phone lines and you may introduce yourself and express your desire to speak. Staff will then ask you to state your name and begin your comment. You will have 3 minutes to comment.

### **ADA Accommodations:**

The County of Humboldt is committed to providing equal access to all county programs, services, and activities through the provision of accommodations for individuals with disabilities as required under the Americans with Disabilities Act (ADA). With 72 hours prior notice, a request for reasonable accommodation or modification can be made. Please contact the CAO's Office of Economic Development at 707-445-7745, by email [gohumco@co.humboldt.ca.us](mailto:gohumco@co.humboldt.ca.us) or the ADA Coordinator at 844-365-0352 or by email at [ada@co.humboldt.ca.us](mailto:ada@co.humboldt.ca.us).

## **1. Opening**

### **1.a. Meeting Called To Order**

### **1.b. Roll Call**

### **1.c. Adjustments To The Agenda**

### **1.d. Public Comment On Non-Agenda Items**

## **2. Consent Items**

1. Public Comment

2. Action

### **2.a. Attendance Review**

Documents:

[Attendance Review 4.24.26.pdf](#)

### **2.b. Grant Tracking**

Documents:

[Grant Detail for Board.pdf](#)

### **2.c. Meeting Minutes For January 30, 2026**

Documents:

[Draft EC 1\\_30\\_2026 - Minutes.pdf](#)

## **3. Items Pulled From Consent**

## **4. Action Items**

#### 4.a. **Nomination Committee**

1. Discussion
2. Public Comment
3. Action

Recommended Action Appoint an Executive Committee member to create and lead a nomination committee.

#### 4.b. **HCWDB 2026-2027 Meeting Schedule**

1. Discussion
2. Public Comment
3. Action

Recommended Action Approve the HCWDB 2026-2027 meeting schedule to bring to the full board for review.

Documents:

[2026-2027 HCWDB Meeting Schedule.pdf](#)

#### 4.c. **Full Board Draft Agenda For May 29, 2026**

1. Discussion
2. Public Comment
3. Action

Recommended Action Approve the draft agenda for the full board meeting on May 29, 2026.

Documents:

[05.29.26 HCWDB Draft Agenda.pdf](#)

### 5. **Discussion Items**

#### 5.a. **Director And Staff Updates**

1. Discussion
2. Public Comment

#### 5.b. **Future Agenda Items**

Documents:

[WDB Future Agenda Items.pdf](#)

### 6. **Adjourn**

		Executive Committee																										
Meeting Dates 2023-2025	18-Aug-23	20-Oct-23	17-Nov-23	15-Dec-23	12-Jan-24	16-Feb-24	11-Mar-24	22-Mar-24	19-Apr-24	17-May-24	21-Jun-24	23-Aug-24	27-Sep-24	31-Oct-24	22-Nov-24	21-Feb-25	21-Mar-25	25-Apr-25	16-May-25	20-Jun-25	25-Jul-25	29-Aug-25	26-Sep-25	31-Oct-25	21-Nov-25	30-Jan-26	27-Feb-26	27-Mar-26
Michelle Bushnell	X	X	EX	X	EX	EX	X	X	UE	X	EX	X	X	X	EX	X	X	EX	EX	EX	X	X	X	X	X	EX	EX	X
Amber Cavanaugh															V				X		EX				X	X	X	
Lee Cunningham	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	UE	UE	X	X	X	X	X	UE	
Daniel Dixon	X	X	X	X	X	X	X	X	X	EX	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Cody Freitas															X				X			X			X	X	X	
Madison Flynn	X		EX			X				X					UE	X			X		X	X	X	X	X	X	X	
Dennis Leonard	X	X	X	X	X	X	X	X	X	X	X	X	X	X	EX	X	X	X	X	X	X	X	X	X	X	X	X	X
Steve Madrone																												
Shelley Nilsen	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	EX	X	X	EX	
Kerry Venegas	X	X	X	X	UE	X	EX	X	X	X	X	X	X	X	X	EX	X	X	X	X	X	EX	EX	X	X	X	X	X

		Full Board																			
	18-Aug-23	17-Nov-23	16-Feb-24	17-May-24	23-Aug-24	22-Nov-24	21-Feb-25	16-May-25	20-Jun-25	25-Jul-25	29-Aug-25	26-Sep-25	31-Oct-25	21-Nov-25	27-Feb-26	27-Mar-26					
Chris Albright				X		X		X			EX			X		X					
Swan Asbury	X		EX	UE		X		EX			EX			X		X					
Jada Brotman																X					
Cindy Bumgarner				UE	X	X	UE	X	EX	X	X	UE	EX	UE	UE						
Kenneth Carswell	EX	X	X	EX	EX	EX	X	EX	X					X	EX						
Leslie Castellano	X	X	X	X	X	X	EX	X						X	X						
Rosemary Den Ouden	X	X	EX	X	X	X	V	EX						X	X						
Ciara Emery														X							
James Forbes	X	X	X	X	X	X	X	X						X	X						
Michelle Glancy														X	X						
Gary Huddle	EX	X	X	X	X	EX	X	EX	X	EX	EX	X	X	X	EX						
Jeff Humerlach	X	X	EX	EX	X	X	X	X	EX	EX	X	EX	EX	X	X	EX					
Sel Hee Hwang																					
Danny Kelley								UE						X	X						
Kevin Lemnox		X	X	X	X	EX	EX	X						X	X						
John McEntagart	EX	X	X	X	EX	X	X	X						X	EX	EX					
Jared Mumm														X	EX						
Claudia Obera De Luna														X	EX						
Cedar Reuben	X	X	X	X	X	X	X	X	X	X	X	X	X	X	EX	EX					
Rex Bohn	X	EX	X	EX	EX	EX	EX	EX	X	EX	EX	EX	EX	EX	EX						
Treston Shull	EX	X	X	X	X	X	X	EX						X	X						
Aaron Sweat								X						X	X						
Justin Takata								X						X	X						
Scott Thompson								X						UE	X						
Tanya Trump	X	EX	X	X	X	X	EX	EX	X	X	X	X	X	X	EX	EX					
Ashley Vellis								X						EX	EX						
Matthew Ziesak								X						X	EX						

- Key**
- Special Meeting
  - Excused Absence (notified 24+hrs in advance of meeting)
  - Unexcused Absence (less than 24 hrs notice or no communication regarding absence)
  - 3 or more consecutive meetings missed
  - No meeting/not yet a member
  - X = present in person, V = present virtually

Annual Formula Allocations							
Program Name	Grant Round/Term	Program Detail	Funder	Allocation Total	Expenditures to Date	Partners	Program Update
<b>Adult</b>	AA5 (7/1/24-6/30/26)	Individualized career and training services to those over the age of 24 with priority going to veterans and their spouses, recipients of other public assistance, those of whom are low income, and/or who are basic skills deficient.	Employment Development Department	\$ 377,977.00	\$ 368,202.89		AA5 spendown on track and nearing completion.
	AA6 (4/1/25-6/30/27)			\$ 493,753.00	\$ 148,390.33		Round one complete, started spendown on AA6 round two.
<b>Youth</b>	AA5 (4/1/24-6/30/26)	Individualized career and training services to those between the ages of 16-24 if they are out-of-school and 14-21 if they are in-school. Youth participants must also face barriers to employment such as dropping out of school, incarceration, houselessness, foster care placement, low-income household, etc.	Employment Development Department	\$ 442,639.00	\$ 442,639.00	Mattole Restoration Council, Dream Quest	AA5 spendown complete.
	AA6 (4/1/25-6/30/27)			\$ 568,184.00	\$ 95,184.68		AA6 spendown started. This includes encumbrances for youth partners.
<b>Dislocated Worker</b>	AA5 (7/1/24-6/30/26)	Individualized career and training services to adult populations who are displaced and face a number of barriers such as exhausted unemployment insurance and unable to return to the industry, facility closure, unemployed from self-employment due to economic conditions, displaced homeworkers, and/or veteran spouses who face barriers to employment due to duty relocation.	Employment Development Department	\$ 277,184.00	\$ 275,920.92		AA5 spendown nearing completion.
	AA6 (4/1/25-6/30/27)			\$ 362,750.00	\$ 106,563.24		Round one complete, started spendown on AA6 round two.
<b>Rapid Response Layoff Aversion</b>	AA5 (7/1/24-6/30/26)	The primary purpose of Rapid Response Layoff Aversion is to work with businesses to prevent layoffs altogether by providing labor market and workforce information, integrating industry requirements into training strategies and career pathways, brokering relationships and job connections, making services efficient and easy to access and coordinating with regional partners to reduce duplication.	Employment Development Department	\$ 61,298.00	\$ 61,298.00		AA5 spendown complete.
	AA6 (4/1/25-6/30/27)			\$ 65,085.00	\$ 5,002.91		AA6 spendown started.
<b>Rapid Reponse</b>	AA5 (7/1/24-6/30/26)	The primary purpose of Rapid Response is to enable affected workers to return to work quickly following a layoff by providing wrap around resources to them.	Employment Development Department	\$ 208,440.00	\$ 106,825.02		AA5 Spendown on track.
	AA6 (4/1/25-6/30/27)			\$ 172,190.00	\$ -		AA6 funds not started.

Competitive Grants							
Program Name	Grant Term	Program Detail	Funder	Allocation Total	Expenditures to Date	Partners	Program Update
<b>Regional Equity and Recovery Partnerships Grant (RERP)</b>	5/31/23-12/30/26	A partnership with College of the Redwoods and the HCWDB to create a high-road pipeline for those wishing to enter aquaculture.	California Workforce Development Board	\$ 500,000.00	\$ 479,071.48	College of the Redwoods, Cal Poly Humboldt, Blue Lake Rancheria	Spending winding down as participants exit and transition to other funding sources.
<b>Public Workforce Capacity Fund</b>	1/1/25-6/30/26	To advance racial equity by addressing barriers to serving communities of color, supporting low-income workers and their families, and promoting quality job creation within our community over the next two years.	James Irvine Foundation	\$ 500,000.00	\$ 232,318.80	Northern California Indian Development Council	Spending is on track. This includes encumbrance for partner agency.
<b>Disability Access, Equity, and Inclusion Grants</b>	10/22/25-4/30/27	Local Workforce Development Area (LWDA) Administrators to participate in a collaborative project to serve people with disabilities in America's Job Centers of California (AJCC). Projects will work towards lasting systems change that results in increased collaboration between Workforce Innovation and Opportunity Act (WIOA) Title I and IV programs and increased employment and career advancement for individuals with disabilities across California.	Employment Development Department	\$ 600,000.00	\$ 35,038.56	Department of Rehabilitation	Spending has started as admin begins preparations to admit participants.

## 1. Opening

### 1.a. Meeting Called To Order

- Meeting called to order at 9:01 a.m.

### 1.b. Roll Call

- Dennis Leonardi
- Shelley Nilsen
- Steve Madrone
- Amber Cavanaugh
- Lee Cunningham - 9:02 a.m.
- Daniel Dixon
- Madison Flynn - 9:15 a.m.
- Cody Freitas
- Kerry Venegas

### 1.c. Adjustments To The Agenda

- None.

### 1.d. Public Comment On Non-Agenda Items

- None.

## 2. Consent Items

1. Public Comment
  1. None.

2. Action

1. Chief Local Elected Official (CLEO) Madrone moved to approve the consent items. Member Venegas seconded this motion. Motion passed 8:0.

### 2.a. Attendance Review

### 2.b. Grant Tracking

### 2.c. Meeting Minutes For October 31, 2025

## 3. Items Pulled From Consent

## 4. Action Items

### 4.a. Full Board Draft Agenda For February 27, 2026

1. Discussion
  1. Members reviewed each item of the draft agenda.

2. Public Comment
  1. None.

3. Action

1. Member Dixon moved to approve the full board draft agenda. Member Venegas seconded the motion. Motion passed 8:0.

#### 4.b. **HCWDB Applications**

1. Discussion

1. Members reviewed the HCWDB applications from Sei Hee Hwang, representing Adult Education, and Ciara Emery, representing Native American Employment Development.

2. Public Comment

1. None.

3. Action

1. Member Nilsen moved to approve the two HCWDB applications. Member Dixon seconded the motion. Motion passed 9:0.

#### 5. **Discussion Items**

##### 5.a. **California Workforce Development Board (CWDB) North State Representative**

1. Discussion

1. Staff reminded board members of the visit from the director of CWDB in October 2025, who shared there is currently no North State representative on the CWDB. Members suggested looking at the composition of the current CWDB roster and determining who on our HCWDB would be a competitive applicant.

2. Public Comment

1. None.

##### 5.b. **Director And Staff Updates**

1. Discussion

1. Staff provided the following updates:

1. The HCWDB has a new CLEO, Supervisor Steve Madrone.

2. Staff member Logan Ashworth was promoted to Economic Development Coordinator, and Peggy Murphy was promoted to the Economic Development Director position.

3. Performance numbers that came from the state appeared poorly due to the transition of job center services and there's a possibility of sanctions as a result. The state is aware of the reasons for poor performance numbers and staff are receiving subsequential guidance.

4. Staff provided an update on the conversations being held regarding a truck driving program with CalTrans. Discussions are being had about co-sponsoring students through Jiffy Trucking School. Member Cavanaugh mentioned the potential for a closed cohort for College of the Redwoods' trucking program so we can help support funding.

5. Chair Leonardi expressed interest in inviting the new Cal Poly Humboldt President to a future Executive Committee meeting.

2. Public Comment

1. None.

##### 5.c. **Future Agenda Items**

1. Discussion

1. The following future agenda items were requested:

1. A modification of an item naming Changing Tides Family Services was requested.

2. Request for CoAd to discuss how community responds to disasters.

3. Invite Supervisor Michelle Bushnell, currently the CLEO alternate, to apply for the timber business seat on the HCWDB.

4. Request for CLEO Madrone to give an update in the next full board meeting regarding the new McKinleyville Ordinance.

2. Public Comment

1. None.

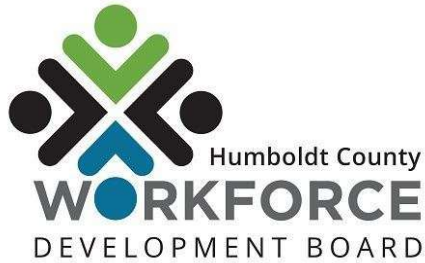
#### 6. **Adjourn**

- Meeting adjourned at 10:02 a.m.



## 2026-2027 HCWDB Meeting Schedule

	HCWDB Meetings	HCWDB Executive Committee
	<i>Quarterly Humboldt County Office of Education Annex</i>	<i>2x Each Quarter Humboldt County Office of Education Annex</i>
July 2026		Friday 7/31/26 9-11 a.m.
August 2026	Friday 8/28/26 9-12 p.m.	
September 2026		Friday 9/25/26 9-11 a.m.
October 2026		Friday 10/30/26 9-11 a.m.
November 2026	Friday 11/20/26 9-12 p.m.	
December 2026		No Meeting
January 2027		Friday 1/29/27 9-11 a.m.
February 2027	Friday 2/26/27 9-12 p.m.	
March 2027		Friday 3/26/27 9-11 a.m.
April 2027		Friday 4/30/27 9-11 a.m.
May 2027	Friday 5/28/27 9-12 p.m.	
June 2027		Friday 6/25/27 9-11 a.m.



# Humboldt County Workforce Development Board Meeting

**Location: Humboldt County Office of Education Annex  
901 Myrtle Ave, Eureka, CA 95501  
May 29, 2026 9:00 a.m.**

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A. **Opening**

A.1. **Call To Order**

A.2. **Roll Call**

A.3. **Adjustments To The Agenda**

A.4. **Public Comment On Non-Agenda Items**

B. **Consent Items**

1. Public Comment

2. Action

B.1. **Grant Tracking**

B.2. **Meeting Minutes For February 27, 2026**

Documents:

Draft 2\_27\_2026 - Minutes.pdf

C. **Items Pulled From Consent**

D. **Action Items**

D.1. **HCWDB Reappointments**

1. Discussion

2. Public Comment

3. Action

Recommended Action Approve reappointments for recommendation to the Board of Supervisors.

D.2. **HCWDB Executive Committee Nominations**

1. Discussion

2. Public Comment

3. Action

Recommended Action Approve the HCWDB Executive Committee nominations for recommendation to the Board of Supervisors.

### **D.3. HCWDB 2026-2027 Meeting Schedule**

1. Discussion
2. Public Comment
3. Action

Recommended Action Approve the HCWDB 2026-2027 Meeting Schedule.

### **E. Discussion Items**

#### **E.1. Amazon Warehouse In McKinleyville**

1. Discussion
2. Public Comment

#### **E.2. Housing Collaboration**

1. Discussion
2. Public Comment

#### **E.3. Presentation From Fishing Industry**

1. Discussion
2. Public Comment

#### **E.4. Presentation From Ken Nim Regarding City Build**

1. Discussion
2. Public Comment

#### **E.5. Presentation From Technology Sector**

1. Discussion
2. Public Comment

#### **E.6. Quarterly Job Market Report**

1. Discussion
2. Public Comment

#### **E.7. Chief Local Elected Official Report Out**

1. Discussion
2. Public Comment

#### **E.8. Director And Staff Updates**

1. Discussion
2. Public Comment

E.9. **Future Agenda Items**

1. Discussion
2. Public Comment

F. **Adjourn**

	Future Agenda Item
<b>Project Updates</b>	St. Joseph Emergency Room Status
	COREHub Updates
<b>Workforce &amp; Economic Development</b>	Difference Between Labor Union and Open Shops
	Grant Funding Opportunities and Cost Benefits Analysis
	Top Employers
	Workforce Study
	Analyze Other Grant Options
	Budgeting: Travel Spending Cap
	Community Benefits - BOEM
	Federal Funding updates
	Dental Provider Accessibility for Support of Local Workforce
	Health Certification Standards, Alignment for County and State
	Contingency Fund for AJCC Clients' Program Completion
	Amazon Warehouse in McKinleyville
	Mattole Watershed Restoration
	Artificial Intelligence and Job Availability
	Undocumented Worker Support
<b>Collaboration &amp; Partnerships</b>	Housing: Varied Incomes, Market Rates, Developer Perspectives
	College of the Redwoods Truck Driving Program
<b>Board Operations &amp; Training</b>	Staffing Agreement
	Brown Act Training (specific to Bylaws)
	Chief Local Elected Official Role & Reporting
	Potential for Non-Profit Organization/Structure
	Annual Notification/Reminder of Attendance Requirements
	Board Engagement Strategies
<b>Presentations &amp; Reports</b>	PG&E
	Tip of the Spear
	Municipality Involvement
	Fishermen's Dockside Market and Fishing Industry
	Project Labor Agreements - Pros & Cons
	Kin Nim regarding City Build
	Transmission Report from Harbor District Terminal
	McKinleyville Town Center Plan & Relation to Life Plan Humboldt
	Caltrans Last Chance Grade Bid
	Technology Sector - Artificial Intelligence
	Nonprofit Sector Role and Involvement with Workforce
<b>Logistics &amp; Administration</b>	Public Relations & Marketing Options
	Strategies to Keep Wind Taxes Local
<b>Recurring Items</b>	Headwaters Fund liaison Report Out
	Labor Market Updates - Quarterly
	Industry Sector - Quarterly