



## Humboldt County Workforce Investment Board

**EXECUTIVE COMMITTEE MEETING**  
Thursday, March 7, 2008 1:30 – 3:30 pm  
Prosperity Center Conference Room  
520 E Street, Eureka, CA

### MINUTES

**Members Present:** Cedar Reuben (Chair), Janet DePace, Terry Coltra, Madelin Holtkamp, Jon Sapper, John Woolley

**Members Absent:** Bob Sampson (Vice Chair)

**Others Attending:** Jacqueline Debets, José Quezada, and Sandy Alcaraz

#### 1. OPENING

**1.1 Call to Order:** Chair Cedar Reuben called the meeting to order at 1:35 pm with a quorum.

**1.2 Adjustments to the Agenda:** None

#### 2. PUBLIC COMMENT: None

#### 3. DISCUSSION and ACTION ITEMS

**3.1 Approval of previous meeting's minutes (2/7/2008):** **Motion** made by Madelin Holtkamp, second by Terry Coltra to accept previous minutes. Motion carried unanimously.

**3.2 Membership:** Good on balance, Butch Barker is resigning and will provide us with a name to replace himself. Dale Maples has missed the past 5 meetings. Jacqueline will continue to talk with him. Larry Glass has an application but hasn't turned it in yet. Cedar has contacted Ron Samuels who would like to attend the April meeting.

**3.3 Occupational Analysis:** John Melville gave a PowerPoint presentation. See attached document. Collaborative Economics developed Targets of Opportunity. We now have data based on surveys, which is typically heavily suppressed. Analyzed changing occupations from 2003-2006, also looked at projections for growth. What will change from 2004-2010? As expected, retirement is affecting workforce. There is more retirement than we have seen before. Some jobs will simply disappear because the industry will have downsized. Higher degree of entry-level skills and corresponding education of requirements are needed in today's labor market. This represents changes over the years; the projection might be a higher level today than it was yesterday or 30 years ago. It reinforces the fact that the original industries are growing. There are occupations that are growing that are not in the original 6 areas. As far as education goes we need to know what "top growing" means so that the educational system can gear towards this upswing.

**3.4 MOA for youth work experience coordinator:** Jose and Jacqueline changed the language in the MOA and it has been run through County Counsel. Will run this by County Counsel again for future BOS approval. **Motion** made by John Woolley to approve the MOA, second by Janet DePace. Motion carried unanimously.

**3.5 Nominations:** No additional nominations to the nominations committee. **Motion** made by Terry Coltra to nominate Cedar Reuben Chair 2008-09 and Bob Sampson Vice Chair 2009-10. Second by John Woolley, passed unanimously.

#### 4. REPORTS

**4.1 Staff:** Richardson's Grove project seems to have turned to the positive. Regional Conference update-will do a Thursday afternoon and early evening only. Will move the full conference to sometime in May or June. Thursday only should be very productive.

**4.2 Youth Council:** RFP evaluation committee got together to review the submitted proposals. It appears that we have all areas of the county participating although it seems some proposals are weak. The proposals add up to \$500,000.00 more than what we have to offer (over the 3 year period). Proposed budgets need to be

reduced by at least 40%. It's possible that we may have to put out another RFP again for in-school youth in Northern Humboldt. One new and exciting element contained in one proposal includes a "Targets of Opportunity Board" made up of employers representing each target area.

**4.3 Job Market:** Green Diamond is laying people off. There is money to help timber grant.

5. **ANNOUNCEMENTS:** Michael Kraft from SBDC said there was lots of interest, energy and great ideas during Young Entrepreneurs Week.
6. **CLOSING:** The meeting adjourned at 3:37 pm.