

**MEMORANDUM**

**DATE:** April 18, 2017  
**TO:** Family and Human Services Committee  
**CC:** Kevin Corrigan, CAO Senior Management Analyst  
Enid Mendoza, CAO Sr. Deputy County Administrator  
**FROM:** Donna Van Wert, Interim Executive Director  
**SUBJECT:** **Appointment to Workforce Development Board**

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This memorandum requests the Family and Human Services Committee recommend to the Contra Costa County Board of Supervisors the appointment of the following candidates to the new WIOA compliant Workforce Development Board of Contra Costa County.

**Background:**

Local board structure and size:

Compared to predecessor legislation, the Workforce Innovation and Opportunity Act (WIOA) substantially changes Local Board composition by reducing local workforce development board size while maintaining a business and industry majority and ensuring representation from labor and employment and training organizations.

The Executive Committee of the local WIOA board met January 21, 2016 and approved a recommended WIOA Board configuration, subsequently approved by the Board of Supervisors on March 29, 2016. To meet the categorical membership percentages, the WDB recommended a board of twenty-five (25) members. This option represents the minimum required local board size under WIOA plus an additional six (6) optional representatives in the following enumerated categories: 1) business; 2) workforce; 3) education and training.

Category – Representatives of Business (WIOA Section 107(b)(2)(A))

- Thirteen (13) representatives (52%)

Category – Representatives of Workforce (WIOA Section 107(b)(2)(A))

- Five (5) representatives (20%)

Category – Representatives of Education and Training (WIOA Section 107(b)(2)(C))

- One (1) Adult Education/Literacy Representative (WIOA title II)
- One (1) Higher Education Representative
- One (1) Economic and Community Development Representative
- One (1) Wagner Peyser Representative
- One (1) Vocational Rehabilitation Representative

Two (2) additional seats from the above categories, including constituencies referenced in Attachment III of Training Employment & Guidance Letter (TEGL) 27-14.

**Recommendation:**

- a) Recommend approval of local board candidate for the vacant Flex Additional seat to the new WIOA-compliant board (*Attached application & board roster*)
- Interview Date – January 30, 2017
  - John Montagh - Approved on April 12,2017 at the Executive Committee Meeting
  - No other candidate competed for the vacant Flex Additional Seats.

**NEW APPOINTMENT**

<b>Seat</b>	<b>Last Name</b>	<b>First Name</b>	<b>Address &amp; District #</b>	<b>Term of Expiration</b>	<b>District (Resident)</b>
Flex Seat #2	Montagh	John	1950 Park Side Drive Concod, CA 94519 District 4	6/30/2020	Not available

Thank you

DVW/rms  
attachment