

**MEMORANDUM**

**DATE:** November 1, 2019  
**TO:** Family and Human Services Committee  
**CC:** Enid Mendoza, CAO Sr. Deputy County Administrator  
**FROM:** Donna Van Wert, Executive Director  
**SUBJECT:** **Appointment to Workforce Development Board**

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 candidates for the vacant Workforce & Labor Seat #2- to the new WIOA-compliant board (*Attached application & board roster*)
- Interview Date – August 22, 2019
  - Joshua Anijar - Approved on October 15, 2019 at the Executive Committee Meeting
  - No other candidate competed for the vacant Workforce & Labor Seat # 2

**NEW APPOINTMENT**

Seat	Last Name	First Name	Address & District #	Term of Expiration	District (Resident)
Workforce & Labor Seat # 2	Anijar	Joshua	<div></div> Martinez, CA 94553 District # 5	6/30/2023	District #5

Thank you

DVW/rms  
attachment