



MEMORANDUM

**DATE:** June 24, 2020  
**TO:** Family and Human Services Committee  
**CC:** Dennis Bozanich, CAO Sr. Deputy County Administrator  
**FROM:** Donna Van Wert, 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.

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 board seats. *(Attached application and board roster) - Approved on June 24, 2020 at the Emergency Executive Committee Meeting*

- **Jose Carrascal** - Workforce Business Seat #6
- **Monica Magee** - Workforce Business Seat #12

*\*\*No other candidate competed for the Workforce Business Seat #6 & #12. \*\**

**NEW APPOINTMENT**

<b>Seat</b>	<b>Last Name</b>	<b>First Name</b>	<b>Address &amp; District #</b>	<b>Term Start Date</b>	<b>Term of Expiration</b>	<b>District (Resident)</b>
Workforce Business Seat # 6	Carrascal	Jose	[REDACTED] Pittsburg, CA District #4	7/1/2020	6/30/2024	District #3
Workforce Business Seat #12	Magee	Monica	[REDACTED] San Ramon, CA District 2	7/1/2020	6/30/2024	District #5

Thank you

DVW/rms  
attachment