



MEMORANDUM

DATE: November 4, 2022
TO: Family and Human Services Committee
CC: Danielle Fokkema, CAO Sr. Deputy County Administrator
FROM: Tamia Brown, 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.

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 board seat. *(Attached application and board roster) - Approved on October 12, 2022 at the Executive Committee Meeting*

- **Steven A. France** – Education & Training Seat # 1

***No other candidate competed for the Education & Training Seat #1*

NEW APPOINTMENT

Seat	Last Name	First Name	Address & District #	Term Start Date	Term of Expiration	District (Resident)
Education & Training Seat # 1	France	Steven A.	Walnut Creek, CA District #4	10/1/2022	6/30/2026	District #5

Thank you

/rms
attachment