



## SUMMARY REPORT

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**Agenda Date:** 7/11/2023

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**To:** Board of Supervisors

**Department or Agency Name(s):** Human Services

**Staff Name and Phone Number:** Katie Greaves (707) 565-8501

**Vote Requirement:** Majority

**Supervisorial District(s):** Countywide

### **Recommended Action:**

Approve the Re-Appointments of Dr. Susan Cooper-Kleinbort, Brad Davis, Keith Dias, Paul Duranczyk, Judy James, Chris Knerr, Anita Maldonado, John McEntagart and Ken Sprague to the Sonoma County Workforce Investment Board for a two-year term beginning July 11, 2023 and ending July 10, 2025.

### **Executive Summary:**

#### **Discussion:**

The Workforce Innovation and Opportunity Act (WIOA) is a federal law designed to prepare youth and adults for entry into the labor force. The Workforce Investment Board (WIB) and its American Job Center of California (AJCC), Job Link, provides support to both Sonoma County job seekers and businesses.

WIOA requires all local regions to create a board comprised of local business and community members to oversee and implement WIOA Title I programs. It also requires the appointment of a policy oversight body, and the Sonoma County WIB serves in this capacity for Sonoma County. The Human Services Department (HSD) is requesting the reappointments of nine current WIB members.

The Employment and Training Division of the HSD runs Sonoma County Job Link, where the public can access basic career search offerings such as workshops and job fairs. There are more intensive services offered to connect those looking for training, education, and work through WIOA programs. Employers can access Job Link Business Services, including funding specifically for different types of workforce training.

Efforts to fill the WIB seats are ongoing through referrals from current members and outreach to businesses, the public, workforce, and private nonprofit organizations. HSD also works closely with the Economic Development Board to identify business members appropriate for the business seats on the WIB.

### **Membership Criteria and Process for Recommending Members for Appointment**

The Sonoma County WIB serves as the policy oversight body for Sonoma County employment and training programs. In accordance with the written agreement between the Board of Supervisors and the WIB, the WIB reviews and approves candidates' applications for membership and forwards its recommendations to the Board of Supervisors for final approval and appointment.

The WIB consists of member categories in compliance with Workforce Act regulation. Business seats must comprise the majority and include representatives of business in the Local Area who are either owners,

chief executives, or operating officers; those who represent businesses that provide employment opportunities which include high-quality, work-relevant training and development in in-demand industry sectors or occupations; or those that are appointed from among individuals nominated by local business organizations and business trade associations. Business must comprise the majority. There are fourteen business seats on the WIB representing 54% of the Board.

Not less than 20% of the members of each local WIB must be representatives of the workforce within the local area, including representatives of labor organizations, apprenticeships, community-based organizations that have experience and expertise in addressing the employment needs of individuals with barriers to employment, and representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of youth. Within this workforce representative category, a minimum of 15% of the seats must represent labor organizations. There are seven workforce representative member seats on the WIB, constituting 26% of the Board. Five of these seats represent labor, constituting 19% of the Board.

Each WIB must include representatives of entities administering education and training activities, including those administering adult education and literacy activities; representatives of institutions of higher education, including community colleges; and representatives of local educational agencies and community-based organizations addressing the education or training needs of individuals with barriers to employment. There are two education and training seats on the WIB.

Each WIB must include representatives of governmental and economic and community development entities, including a representative of economic and community development entities; an appropriate representative from the state employment service office; an appropriate representative of the programs carried out under the Rehabilitation Act of 1973; representatives of agencies administering transportation, housing, and public assistance programs; and representatives of philanthropic organizations serving the local area. There are currently three governmental and economic and community development seats on the WIB.

The WIB seeks business members who provide expertise in Sonoma County's important or emerging employment sectors such as health care, hospitality, and the building and trades. Applications are reviewed by the WIB's Executive Committee and are then recommended to the Board of Supervisors for appointment. Current members in good standing are recommended for reappointment at the end of their term.

### **Member Re-Appointments**

Staff recommends re-appointment of Dr. Susan Cooper-Kleinbort, Brad Davis, Keith Dias, Paul Duranczyk, Judy James, Chris Knerr, Anita Maldonado, and John McEntagart to the WIB.

**Dr. Susan Cooper-Kleinbort** is member of the Board of Directors and the former Executive Director of Community Action Partnership of Sonoma County, an agency dedicated to decreasing the number of people living in poverty. Dr. Cooper-Kleinbort brings knowledge of the challenges and barriers that low-income community members face when trying to find employment. She also brings more than 30 years of experience as a small business owner. Dr. Cooper-Kleinbort fills a business seat on the WIB.

**Brad Davis** is the Dean of Workforce Development and Career Education at Santa Rosa Junior College. In this

role he is involved in the implementation and coordination of workforce development education at the post-secondary level in Sonoma County. He is committed to preparing students to have the skills, training, and education to achieve their career goals, and to offer programs of study that employers can rely on for hiring and retaining outstanding employees. Mr. Davis has been involved with career and technical education for the last 25 years as an instructor and administrator. Mr. Davis fills an education seat on the WIB.

**Keith Dias** is a sheet metal worker and served as the Apprenticeship Training Coordinator for the North Bay. He is currently a business representative in SMART Local #104. Mr. Dias is interested in using his 36 years of experience and connections within the construction industry to help promote the various trade apprenticeship opportunities in Sonoma County. Mr. Dias has worked with several Bay Area WIBs in the past and is currently a member of the Marin County WIB. Mr. Dias fills a workforce labor seat on the WIB.

**Paul Duranczyk** is the Health Care Administrator at Villa Marin, a senior living community of 250 residents in San Rafael. He has served on the Sonoma County Managed Medi-Cal Planning & Implementation Group, the Sonoma County Healthcare Disaster Planning Forum, and the Sonoma County Health Action Committee for Health Care Improvement. Mr. Duranczyk fills a business seat on the WIB.

**Judy James** is the Founder and Managing Partner of Stony Point Vineyards and James Family Cellars. Her broad community leadership experience includes being a board member for Redwood Credit Union and Sonoma County Farm Bureau, Vice Chair of Sonoma County Alliance, former Chair of the Santa Rosa Metro Chamber of Commerce's Board of Directors, and past Chair of the Santa Rosa Metro Chamber's Advocacy Council. Ms. James has a strong record of accomplishments working with elected officials and city and county staff members on local, regional and statewide business issues. Ms. James is retired from Kaiser Permanente where she was Director of Public Affairs. In her role she managed community relations and professional partnerships. She has also worked in leadership positions in agriculture, waste management, technology. Ms. James fills a business seat on the WIB.

**Chris Knerr** is a Business Agent for the Plasterers' & Cement Masons Local 300. He is an advocate for all workers in the North Bay. Mr. Knerr fills a workforce representative-labor seat on the WIB

**John McEntagart** is the Business Manager of the International Brotherhood of Electrical Workers Local 551. He also works with the local apprenticeship program that provides opportunities to local high school graduates and local community members to become electrical workers. Mr. McEntagart fills a workforce representative-labor seat on the WIB.

**Anita Maldonado** is the Chief Executive Officer of Social Advocates for Youth and former administrator of workforce development programs funded by the Workforce Act. The mission of the non-profit Social Advocates for Youth is to provide housing, counseling and jobs to at-risk, vulnerable youth up to age 25. Ms. Maldonado fills a workforce representative seat on the WIB.

**Ken Sprague** is a Sonoma County resident and Associate Director of Government Affairs for BioMarin Pharmaceutical, Inc. In this position he advocates for the need for a highly skilled and well-trained workforce within his company. He cultivates partnerships and works with the state to better to better train their unique workforce. Mr. Sprague will fill a business seat on the WIB.

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**Prior Board Actions:**

January 10, 2012: Reappointed nine members to the WIB

August 9, 2022: Appointed one new member to the WIB

June 13, 2022: Reappointed three members to the WIB

**FISCAL SUMMARY**

<b>Expenditures</b>	<b>FY 23-24 Adopted</b>	<b>FY 24-25 Projected</b>	<b>FY 26-27 Projected</b>
Budgeted Expenses			
Additional Appropriation Requested			
<b>Total Expenditures</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Funding Sources</b>			
General Fund/WA GF			
State/Federal			
Fees/Other			
Use of Fund Balance			
Contingencies			
<b>Total Sources</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**Narrative Explanation of Fiscal Impacts:**

N/A

<b>Staffing Impacts:</b>			
<b>Position Title (Payroll Classification)</b>	<b>Monthly Salary Range (A-I Step)</b>	<b>Additions (Number)</b>	<b>Deletions (Number)</b>

**Narrative Explanation of Staffing Impacts (If Required):**

N/A

**Attachments:**

Proposed Workforce Investment Board Membership Roster

**Related Items "On File" with the Clerk of the Board:**

None