

WORKFORCE DEVELOPMENT BOARD



ACTION ITEM # III. B

SUBMITTAL DATE: April 20, 2016

SUBJECT: Election of Workforce Development Board (WDB) Interim Chair for 2016.

RECOMMENDATION: That the WDB elect an Interim Chair to preside over the WDB from April 20, 2016, – August 17, 2016.

BACKGROUND: The Interim Officer will preside over the Workforce Development Board for the period commencing April 20, 2016, through August 17, 2016.

Functions and responsibilities of the Chair include:

- Shall be the official representative and spokesperson for the WDB
- Shall preside at all WDB meetings and the WDB Executive Committee meetings
- Shall coordinate with the WDB Director in preparing the agenda for WDB meetings
- Shall call regular and special meetings of the WDB Executive Committee
- Shall appoint the Chair and Vice Chair of the ad-hoc committees of the WDB
- Shall sign on behalf of the WDB all necessary documents
- Perform other responsibilities as determined by the WDB

As per the WDB Bylaws, the Chair shall be chosen from the private sector membership and elected by the WDB members. Private sector representation is as follows:

Barbara Howison	Charles Martin	Deanna Margaritha	Diane Strand
Francisca Hernandez	Jamil Dada	Juan De Lara	Layne Arthur
Lea Petersen	Peter Hubbard	Sonia Nunez	Tina Sewell

Nominations for Chair will be submitted at the time of meeting. In addition, confirmation by the nominees occurs to identify the final nominated candidates. The candidates provide a 2-minute speech to gain the majority vote; the confirmation of a majority vote is accomplished by ballot voting cards.

WORKFORCE DEVELOPMENT BOARD Date: 04/20/16 Approval: Yes	BOARD OF SUPERVISORS CONCURRENCE REQUIRED: No
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