



September 10, 2024

Board of Supervisors  
County of Ventura  
800 S. Victoria Avenue  
Ventura, CA 93009

**Subject:** Reappointment of Bill Pratt and Dr. Cynthia Herrera to the Workforce Development Board of Ventura County.

**Recommendation:**

It is recommended that your Board reappoint the following current Workforce Development Board of Ventura County (WDB) members, for three-year terms, retroactively, as listed below.

Name & Title	Category	Employer/Agency Represented	Current Term End Date	New Term End Date
Bill Pratt, VP Operations and Director of Creative Design	Business	Kinamed, Inc.	08/11/2024	08/11/2027
Cynthia Herrera, Vice Chancellor – Institutional Effectiveness, Strategic Partnerships, Enrollment and Advancement	Education & Training	Ventura County Community College District	08/11/2024	08/11/2027

**Discussion:**

The recommendation before your Board is to reappoint two members to the WDB, as listed above, to new three-year terms, retroactive beginning August 12, 2024, through August 11, 2027. The proposed action is in accordance with WDB requirements for

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membership pursuant to Section V. of the WDB Bylaws, as amended September 2020. The retroactive date is to continue the members' service to the WDB without interruption. The reappointment of the two members was approved at the WDB Board of Directors' meeting on June 27, 2024. As part of their responsibilities, WDB members participate in the planning and oversight of local workforce area-related matters. The current WDB roster is attached for your review.

The establishment of a WDB is mandatory for the County's receipt of federal Workforce Innovation and Opportunity Act (WIOA) revenues. Per WIOA guidance, workforce development boards must maintain certain mandated representation and are to work in partnership with local elected officials in the areas of policy development and oversight of local program investments in workforce preparation. Procedures for nominations established and managed by the WDB have been followed to ensure consistency with membership provisions of WIOA. A brief description of the nominees and the specific membership categories represented are attached. The proposed nominees meet the criteria for representation in their respective membership category.

Although WDB Bylaws call for no fewer than 19 and no more than 45 members, neither the federal Workforce Innovation and Opportunity Act (29 U.S.C. § 3101 et seq.) nor California's equivalent (Unemp. Ins. Code § 14202) require a specific number of local WDB members. Should your Board approve the recommended action, we will have 25 voting members. Moreover, the WDB meets all membership composition requirements, with the majority of its members recruited from the private business sector and the remaining members chosen from labor/workforce, education and training, and government, economic, and community development organizations.

Through recruitment efforts adopted by the WDB and coordinated through your Board, we will continue to work to add new members to meet and maintain membership and composition standards.

If you have any questions, please contact Rebecca Evans, Executive Director, Workforce Development Board of Ventura County, at (805) 477-5306.

Respectfully submitted,



Laura Martinez, Chair

Workforce Development Board of Ventura County