

- 8B.** City Manager – Reappoint Torrance Representative to the South Bay Workforce Investment Board.  
Expenditure: None.  
Recommendation of the City Manager that City Council reappoint Kimberley Miller as representative to the South Bay Workforce Investment Board for the City of Torrance.



Date: May 20, 2025

To: Honorable Mayor and Members of the City Council

From: Aram Chaparyan, City Manager

By: Fran Fulton, Economic Development Director | [FFulton@TorranceCA.gov](mailto:FFulton@TorranceCA.gov)

Subject: City Manager – Reappoint Torrance Representative to the South Bay Workforce Investment Board. Expenditure: None.

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## RECOMMENDATION

Recommendation of the City Manager that City Council reappoint Kimberley Miller as representative to the South Bay Workforce Investment Board for the City of Torrance.

## FUNDING

None required.

## DISCUSSION

Since July 1, 2015, the South Bay Workforce Investment Board (SBWIB) has managed the federal funds distributed by the state that provide workforce development employment and training services for the community in the City of Torrance.

The current Board has 50 members, comprised of representatives from the 10 cities that encompass the South Bay workforce investment area, as well as neutral seats representing partnering organizations. Kimberley Miller, Vice President of Human Resources for Bachem Americas, Inc., has agreed to continue representing the business community of Torrance on the Workforce Investment Board, and is seeking Council's support for her reappointment:

With the Council's concurrence to approve this reappointment, Ms. Miller will hold a business private sector seat on the South Bay Workforce Investment Board for the City of Torrance for the term July 1, 2025 until June 30, 2029.

## ATTACHMENTS

1. SBWIB Letter of Request to Fill Vacant Seat
2. Torrance Area Chamber of Commerce Nomination Letter



www.sbwib.org

SOUTH BAY WORKFORCE INVESTMENT BOARD

SBWIB

## MEMBERS

GLENN MITCHELL  
CHAIRPERSON

AMBER MESHACK  
AMEET BUTALA  
ANDREW FOWLER  
ARMANDO PENA  
DR. BRENDA THAMES  
BRIGETTE CALDERON  
CAROLYN WOODARD  
CATHERINE HOLDBROOK-SMITH  
CHRISTINA SMITH  
CRYSTAL SPENCER  
DAWN HARRIS  
DONALD FORD  
EDUARDO LEIVA  
FAISAL HASHMI  
FRAN FULTON  
GLENN GRINDSTAFF  
J. KIM MCNUTT  
JACKIE CHOI  
JANICE JIMENEZ  
JEFF WILSON  
JEFFREY R. JENNISON  
JEREMY DIAZ  
JOE AHN  
JOHN MATHESON  
JOSH LAFARGA  
KEN GOMEZ  
DR. KENDRICK ROBERSON  
KIMBERLEY MILLER  
LOUIE DIAZ  
MARK PANGER  
MARC WEISS  
MARIA CAMACHO  
MIKE COSTIGAN  
MIKE HARRIEL  
MITCH PONCE  
MOHAMMAD NASER  
NAYEEM KHAN  
ODEST RILEY  
PATRICIA BENNETT  
PATRICIA DONALDSON  
PAUL GUZMAN  
PETER BLANCO  
RUTHI DAVIS  
SANJAY MURTY  
SARAH GONZAGA  
DR. STEPHANIE LEWIS  
TAMALA LEWIS  
TED CORDOVA  
TOD SWORD  
TOM BAKALY  
WALTER AHHAITY

March 24, 2025

Mr. Aram Chaparyan, City Manager  
City of Torrance  
3031 Torrance Blvd.  
Torrance, CA, 90503

Dear Mr. Chaparyan:

Currently, there is one Torrance business private sector seat on the South Bay Workforce Investment Board (SBWIB), that needs to be filled. The new term of office for this seat will take effect July 1, 2025, through June 30, 2029.

Pursuant to the legislative mandates outlined in the Workforce Innovation and Opportunity Act (WIOA) of 2014, Public Law 113-128, for the creation and composition of the Workforce Investment Boards Private Sector Members of the South Bay Workforce Investment Board must be nominated by local business organizations or business trade associations. Nominees are appointed by the Participating Cities' Mayor and City Council and ratified by the South Bay Workforce Investment Area Chief Locally Elected Official.

On March 18, 2025, the Torrance Area Chamber of Commerce re-nominated Ms. Kimberley Miller, Vice President of Human Resources for Bachem Americas, Inc., to serve a full four-year term on the SBWIB as a Torrance business private sector representative. Ms. Miller was appointed last year under an existing term of office, with a term end date of June 30, 2025. We are requesting that the Mayor and City Council please initiate the process to re-appoint Ms. Kimberley Miller to the SBWIB at the City of Torrance's next regularly scheduled City Council meeting or at your earliest convenience.

Your cooperation in this matter is greatly appreciated. If you have any questions or require assistance, please contact me, or my assistant, Sha'Ron Berry, at (310) 970-7700.

Sincerely,

Jan Vogel  
Executive Director

JAN VOGEL

EXECUTIVE DIRECTOR

Attachments



3480 Torrance Blvd., Suite 305, Torrance CA 90503 | (310) 540-5858 | [www.TorranceChamber.com](http://www.TorranceChamber.com)

March 18, 2025

Honorable Mayor Chen and City Council:  
City of Torrance  
3031 Torrance Blvd.  
Torrance, CA 90503

Dear Honorable Mayor Chen and City Council:

On behalf of the Board of Directors of the Torrance Area Chamber of Commerce, please accept the nomination of the following individual to be appointed to serve on the South Bay Workforce Investment Board as a representative of the Torrance business private sector:

Kimberly Miller, Vice President of Human Resource, Bachem Americas, Inc., to serve as a business private sector representative under a four-year team of office from July 1, 2025, to June 30, 2029.

Thank you for your consideration.

Sincerely,

Donna Duperron  
President & CEO

