

**WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE MEETING**

Workforce Development Department Administration Office
Workforce Development Board Conference Room
290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, NOVEMBER 15, 2017 at 10:00 A.M.

This agenda contains a brief description of each item of business to be considered at today's meeting. In accordance with the Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting on the Workforce Development Board website and on the official Workforce Development Board Bulletin Board outside of the Workforce Development Department Administration Office at 290 North D Street, 6th Floor, San Bernardino, CA 92415. The agenda, its supporting documents and all writings received by the Board related to these items are public records and available for review during regular business hours at the WDD Administration Office at 290 North D Street, 6th Floor, San Bernardino, CA, 92415. The agenda and its supporting documents can be viewed online at www.sbcounty.gov/workforce. However, the online agenda may not include all available supporting documents nor the most current version of documents. Items listed on the Consent Calendar are expected to be routine and non-controversial and, unless the Board directs that an item be held for further discussion, the entire Consent Calendar will be acted upon as the first item of business on the Discussion Calendar.

Members of the public may address the Board on any item on the agenda and on any matter that is within the Board's jurisdiction. To address the Board regarding an item that is on the agenda, complete and submit the purple form entitled "Public Comment". These requests must be submitted to the Executive Secretary to the Board prior to the time the item is called for consideration or prior to the public comments section on the agenda. The Chair will call speakers forward to present their comments at the appropriate time.

Conflict of Interest Advisement

WDB members please be advised: If an item on the Agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, **then please follow these procedures:** *"When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the Board's consideration of the Agenda item."*

AGENDA

10:00 A.M. CONVENE MEETING OF THE WORKFORCE DEVELOPMENT YOUTH COMMITTEE

OPENING

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Adoption of Agenda
- 4) Introductions

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) Approve Minutes from October 18, 2017 Youth Committee Meeting

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

PRESENTATION

- 7) Career Pathways Project

REPORTS AND INFORMATION

- 8) Youth Committee Program Year 2017-18 Strategic Action Goals Report
- 9) Member Announcements
- 10) County Report

ADJOURNMENT

In conformity with Government Code section 54957.5, any writing that is a public record, that relates to an item listed on the Agenda, and that will be distributed to all or a majority of the Board less than 72-hours prior to this meeting (or is distributed at this meeting), will be available for public inspection at the time the writing is distributed. This inspection may be made at the office of the Workforce Development Department, 290 North D Street, 6th Floor, San Bernardino, California 92415, or during this meeting.

The Workforce Development Board meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Board Secretary at least three (3) business days prior to the Board meeting. The Board Secretary's telephone number is (909) 387-9862 and the office is located at 290 North D Street, 6th Floor, San Bernardino, California 92415. California Relay Service 711 This WIOA Title –I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aides and services are available upon request to individuals with disabilities.

**Workforce Development Board
YOUTH COMMITTEE MEETING**
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290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, OCTOBER 18, 2017 10:00 A.M.

MINUTES

Attendees:

Members	Present
B.J. Patterson (Chair)	X
John Andrews	X
Ken Boshart	X
*Andre Bossieux	X
Phil Cothran	X
*Lowell King	X
Dale Marsden	X
*Audrey Mathews	X
Tony Myrell	X
Jon Novack	
*Fernando Olivarez	X
William Sterling	X
*Hassan Webb	X
Jonathan Weldy	X

**Public Members*

Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X
WDD Staff	Present
Coley Bowman	X
Fred Burks	X
Curtis Compton	X
Miguel McQueen	X
Stephanie Murillo	X
Mariann Ruffolo	X
Janeth Tran	X

OPENING

- 1) **Chair called meeting to order** at 10:06 AM - Mr. Patterson discussed the updated agenda and informed the attendees that the Public Comment section has been moved to the position after the Approval of Meeting Minutes. He announced that Public Comment cards need to be turned in to the WDB Secretary.
- 2) **Pledge of Allegiance** – Led by Lowell King
- 3) **Adoption of Agenda**
Chair called for a motion to adopt the agenda. John Andrews motioned; Will Sterling seconded. None opposed, motion carried.
- 4) **Introductions** were conducted.

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approval of Minutes from the September 13, 2017 Youth Committee Meeting**
Chair called for a motion to approve the Minutes for September 13, 2017 Youth Committee meeting, with one date change on the minutes. John Andrews motioned; Ken Boshart seconded. None opposed, motion carried

PUBLIC COMMENT

Public Comment card was submitted by Fernando Olivarez. Mr. Olivarez provided information about an upcoming screening of Lives Worth Living.

WORKSHOP DISCUSSION

Mr. Patterson introduced this new section of the Agenda, noting that it is designed to allow Committee Members to obtain feedback from the public, should the Chair determine it would be beneficial.

6) Asset Mapping

Mariann Ruffolo gave an overview of this workshop discussion and the Committee members and members of the Public offered suggestions for the different categories they would like to see on the Asset Map.

DISCUSSION

7) Charter School Eligibility Criteria

Mariann Ruffolo presented this item, looking for approval to move the Criteria to the Executive Board. Mr. Patterson asked if school districts differed in their criteria for Charter School eligibility. Dr. Marsden responded affirmatively. The committee made requests for updates on the Criteria, to which Ms. Ruffolo assured the Committee that they will be added to the document when it is presented to the Executive Board.

8) Workforce Innovation and Opportunity Act Request for Proposal for Youth Services

Ms. Ruffolo presented this item seeking approval for the RFP release to be submitted to the Executive Board. A discussion ensued regarding the length of the contracts and the ability to add or terminate those contracts during the 3 year period. Chair called for a motion to approve. Mr. Boshart motioned; Mr. King seconded. None opposed; motion carried.

REPORTS AND INFORMATION

9) Career Pathway Project Update

Ms. Ruffolo presented this item and discussed the LaunchPath software, which will match youth to the various businesses for work based learning. There was a success story shared regarding the youth in the Audio/Visual Arts Pathway at Pacific High School. These students are currently filming commercials that will be used at the AJCCs. When the project is completed, they will attend a future meeting and present to the Committee. Mr. Javier requested that we reach out to 20/20 for this project, so the videos can be utilized for public relations purposes.

10) Youth Committee Program Year 2017-2018 Strategic Action Goals Report

Ms. Ruffolo presented the Report and the Committee reviewed the updates. Mr. King requested that target dates be added for the projects on the Strategic Action Goals spreadsheet.

11) Committee Appointments

Ms. Ruffolo reported on this item and thanked the members for their service to the committee. There will be an annual review of the needs of the committee and how that committee can best represent the goals of the Workforce Board. Committee members will continue to be chosen by the Committee Chair and WDB Chair based on the representation required to cover those needs.

12) Member Announcements

Chair introduced this new agenda item that will be present on Agendas moving forward. This is an opportunity for members of the Committee to make announcements and share information. There were no member updates today.

13) County Report

Ms. Ruffolo reminded the Committee of the upcoming High Desert Job Fair scheduled for October 26, 2017. She also announced that Gary McBride has been named as the new Chief Executive Officer, which will become effective November 25, 2017.

ADJOURNMENT

Chair called for a motion to adjourn. Tony Myrell motioned and John Andrews seconded. None opposed; motion carried.

Meeting ended at 11:01 a.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, November 15, 2017 at 10:00 am to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92401.

Devra Bell – WDB Secretary