

WORKFORCE DEVELOPMENT BOARD GENERAL MEETING

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

ADDITIONAL LOCATIONS:

Bing Wong Elementary School, 1250 East 9th Street, San Bernardino, California
Curtis Middle School, 1050 Del Rosa Avenue, San Bernardino, California
Indian Springs High School, 650 Del Rosa Drive, San Bernardino, California

WEDNESDAY, OCTOBER 17, 2018, 11:00 AM

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

11:00 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT BOARD

OPENING

- 1) Chair Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Adoption of the Agenda

REVIEW AND APPROVAL OF MEETING MINUTES

- 4) Approval of Minutes from the August 8, 2018 Workforce Development Board General Meeting

PUBLIC COMMENT

- 5) Comments from the General Public in Attendance

PRESENTATIONS

- 6) Success Story – Business Engagement
- 7) Success Story – Youth

SITE VISITS

- 8) Bing Wong Elementary School, 1250 East 9th Street, San Bernardino, California (11:45 am)
- 9) Curtis Middle School, 1050 Del Rosa Avenue, San Bernardino, California (12:15 pm)
- 10) Indian Springs High School, 650 Del Rosa Drive, San Bernardino, California (12:50 pm)

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.

**San Bernardino County
Workforce Development Board
Agenda Item**

MEETING DATE: October 17, 2018

ITEM: (4)

SUBJECT: Minutes from August 8, 2018 Workforce Development Board
General Meeting

PRESENTED BY: Miguel McQueen, Deputy Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from August 8, 2018 Workforce Development Board
General Meeting

BACKGROUND: See attached minutes

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

WEDNESDAY AUGUST 8, 2018, 12:00 p.m.

MEETING MINUTES

ATTENDANCE:

Members			
	Present		Present
Tony Myrell <i>(Chair)</i>	X	Dale Marsden	X
Phil Cothran <i>(Vice-Chair)</i>	X	Paul Moreno	
Will Sterling <i>(Second Vice-Chair)</i>	X	Jon Novack	X
Jon Andrews	X	B.J. Patterson	X
Ken Boshart		Henry Shannon	X
Rene Castellanos	X	Laurie Stalnaker	
Mike Gallo	X	Anita Tuckerman	X
Cherilyn Greenlee	X	Jonathan Weldy	X
Terry Klenske	X	Joseph Williams	X
Robert Loeun	X		

Staff to WDB	
	Present
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X
WDD Staff & Other	
Fred Burks	X
Michael Ector	X
Mariann Johnson	X
Miguel McQueen	X
Stephanie Murillo	X
Soua Vang	X

OPENING

- 1) **Chair called the meeting to order** at 12:10 p.m.
- 2) **Pledge of Allegiance** was led by Phil Cothran.
- 3) **Adoption of the Agenda** – Chair called for a motion to adopt the agenda. Will Sterling motioned. B.J. Patterson seconded the motion. None opposed, motion carried.
- 4) **Introductions** were made around the room.
- 5) **Success Stories**
 - a) **Business Services/AJCC Client** – Marti Baca and Don Duenez introduced Heather McDougall from Garner Holt. Ms. McDougall had been laid off from her job in Human Resources and went to the America's Job Center of California and used their business center to look for jobs and send out her resume. She subsequently received services from the Transitional Assistance Department and was a WEX worker. She was introduced to the WIOA program and utilized the STEPS program to determine her strongest skills. She went on an interview at Garner Holt, where she ended up completing their on-the-job (OJT) training program. She has since been promoted and is their Human Resources Manager.

b) Youth – Savannah Robertson from the Youth Action Project started the program in April of 2018 and attended an after school program. She is currently attending San Bernardino College and working.

PRESENTATIONS

6) Robert Lovingood, Chairman, First District Supervisor

Supervisor Lovingood commended the Workforce Development Board for all of the progress that has been made with the various initiatives that were introduced at last years' retreat. He is very supportive of the efforts being made with the Career Pathways program and is sharing this initiative with others. He encouraged the Board to continue their efforts on these projects as move forward.

7) Al Arguello, Senior Vice President, Bank of America

Al Arguello introduced himself to the Board and provided some personal background and his ties to the County for the past 34 years. He discussed Bank of America and the positive impact they have had with their partners in the County. Mr. Arguello shared that Bank of America accessed National dollars for work with youth and the workforce. Upon reviewing several organizations, the Youth Action Project (YAP) was chosen to receive \$30,000 from Bank of America, which represents a dollar for dollar match to the WIOA funds that YAP received. Mr. Arguello presented Joseph Williams with a check for \$30,000.

8) Rod Hoover, Co-Chair of the Manufacturers' Council of the Inland Empire

Rod Hoover introduced himself and discussed the goals of the Manufacturers' Council of the Inland Empire (MCIE), which is to retain manufacturing firms in San Bernardino County. The MCIE is represented by a group of manufacturers that formed a 501(c)3, which allows for training of incumbent workers. They support the Manufacturers Summit and have state and federal recognition.

REVIEW AND APPROVAL OF MEETING MINUTES

9) Approval of Minutes June 6, 2018 Workforce Development Board General Meeting

Chair called for a motion to approve minutes. Terry Klenske motioned. Henry Shannon seconded the motion. None opposed. Motion carried.

PUBLIC COMMENT

10) Comments from the General Public in Attendance

Cindy Corrales commented on the IE Solar Career Fair that will take place on Thursday, August 16th from 3:00-6:00 pm at the Center for Employment Training in Colton. Ms. Corrales made flyers available and noted that this job fair is to specifically hire for solar jobs.

DISCUSSION

11) Approval of Worksite Agreement for Private Businesses Template for Career Pathways Youth

Mariann Johnson provided an overview of the worksite agreement and thanked the Executive Board members for their input. With the added input and discussions with Risk Management, the length of the agreement was able to be reduced by several pages. The Chair called for Motion to approve. Jon Novack motioned. B.J. Patterson seconded the motion. None opposed. Motion carried.

REPORTS AND INFORMATION

12) Committee Reports

- i) Executive Board – Tony Myrell informed the Board that a presentation had been made to the Board of Supervisors regarding the Career Pathways program, which was then approved. Mr. Myrell thanked Dale Marsden and Mariann Johnson for their participating in that presentation and also thanked the Executive Board for all of the work that is coming out of their meetings.
- ii) Youth Committee - B.J. Patterson reported on the importance of programs, such as Career Pathways, to ensure that we are continuing to train the next generation. He expressed his appreciation for those that are utilizing the GenerationGo! branding when out with businesses and visiting those in the County. Mr. Patterson deferred a story to Tony Myrell, who attended the recent NAWB meeting and discussed the Career Pathways program. Many of those attending wanted additional information about this initiative and how we are handling this in San Bernardino County. Mariann Johnson reported on the 14 students that completed their program at Arrowhead Regional Medical Center and noted that 4 of those students have already qualified for a job.
- iii) Economic Development and Business Resource Committee – Jon Novack updated the committee on the High Desert Training Center initiative. There was a meeting with members from Victor Valley College and there is a collaborative effort to work through this project. Fred Burks reported that he had been in touch with the Carpenter's Union and they had expressed an interest in having a training center in the High Desert. This may open the door for other Trade Unions to work with us in the area. Reg Javier thanked the Board members for their participation in seeing the various businesses, so we can obtain information about what pathways may be needed in the future, as the economy shifts. Anita Tuckerman shared a story from a business visit she had made with a firm in the High Desert. After building a relationship with this business, we are able to also see what the County can do to help those businesses as well.
- iv) Special Populations Committee – Anita Tuckerman reported on her progress with obtaining additional members for the Committee that could represent Veterans, Native Americans, Seniors, Homeless and the Re-Entry populations. She has identified some individuals and will be conducting interviews in the near future. In the meantime, she asked the Board members to let her know if they are aware of any individuals that would be a good fit for the Committee.

13) One-Stop Operator Report

Angela Gardner reviewed two reports with the members, which covered the end of the last fiscal year, as well as the new fiscal year. She noted that the certification dates on the spreadsheet are approximated, as they may change based on the State's guidance. Ms. Gardner stated that we are deepening our relationships with our MOU partners and she thanked the Board members for their efforts of the past year.

14) Economic Development Agency

Soua Vang provided statistical data on business visits and manufacturing projects that have been completed over the past year, noting that 100 businesses had been visited by four individuals in the department. In addition, she noted that the department had been invited to present at the ESRI conference. Ms. Vang also provided a handout called "Workforce Magicians, which highlighted Garner Holt, as well as the work of the WDB Board.

15) County Report

Miguel McQueen reported on the local and regional plans. We are midway through our plan and are currently reviewing and updating with Riverside County. The completion date is scheduled for March, 2019, where we will supply a modification to the plan. Mr. McQueen also reported on the West Valley Job Fair that is scheduled in Ontario on 9/26 from 4:00-7:00 pm. He also advised the Board that we are working with Riverside and other partners to get applications ready for the October/November grant period. Mr. McQueen introduced the members to the new Prison to Employment initiative and Reg Javier introduced the new Business Services Manager, Michael Ector, to the Board members. Tony Myrell advised the Board that the Meeting of the Minds conference would be held in Monterey in early September and that we had staff that would be presenting during that conference.

ADJOURNMENT

Chair called for a motion to adjourn. Will Sterling motioned. Jon Novack seconded the motion. None opposed; motion carried. Meeting adjourned at 1:35 p.m.

The next Workforce Development Board General Meeting is scheduled for Wednesday, October 17, 2018 to be held at WDD Administration, 290 North D Street, 6th Floor, San Bernardino, CA 92415.

Devra Bell, WDB Secretary