

**Workforce Development Board
EXECUTIVE BOARD MEETING**

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

WEDNESDAY, DECEMBER 5, 2018, 8:30 A.M.

MINUTES

ATTENDANCE:

Members	Present
Tony Myrell (Chair)	X
Phil Cothran (Vice Chair)	X
William Sterling (Second Vice Chair)	X
B.J. Patterson	X
Jon Novack	X
Anita Tuckerman	X
Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X
Molly Wiltshire	X

WDD Staff	Present
Fred Burks	X
Curtis Compton	X
Mariann Johnson	X
Miguel McQueen	X
Stephanie Murillo	X

OPENING

- 1) **Chair called meeting to order** at 8:33 A.M.
- 2) **Adoption of Agenda** – The Chair called for a motion to adopt the agenda. Will Sterling motioned; Anita Tuckerman seconded the motion. None opposed, motion carried.
- 3) **Introductions** were made. Reg introduced Molly and gave her background. Molly introduced herself to the members. Introductions occurred around the room.

REVIEW AND APPROVAL OF MEETING MINUTES

- 4) **Approval of Minutes from November 14, 2018 Executive Board Meeting**
The Chair called for a motion to approve the Minutes from the November 14, 2018 Executive Board (Exec) meeting. Will Sterling motioned; B.J. Patterson seconded. None opposed. Motion carried.

PUBLIC COMMENT

- 5) **Comments from the General Public in Attendance**
No public comment cards presented.

DISCUSSION ITEMS:

Miguel McQueen presented items 6, 7 & 8 as one discussion item.

- 6) **Approve the Release of a Request for Qualifications for Human Resource Hotline Services**
- 7) **Approve the Release of a Request for Qualifications for Business Workshops**
- 8) **Approve the Release of a Request for Qualifications for Business Process Improvement Consulting Services**

Jon Novack and B.J. Patterson requested information about the outcome from the services provided. Curtis noted there were over 600+ individual calls from employers. Each year the volume has been increasing. A discussion ensued about the need to get the word out in the community to publicize these services, including utilizing social media pages. Additional discussions regarding setting target goals and providing reports occurred.

The Chair requested a motion to approve the release of all three Requests for Qualification. Will Sterling motioned. B.J. Patterson seconded. None opposed. Motion carried.

PRESENTATION

Adam Fowler & Alysa Hannon from UC Riverside led the presentation. The first item discussed was "Education" and the data included information from other counties, to provide some perspective to the numbers. Mr. Fowler noted that there is a good percentage of individuals that start college, but they are not necessarily completing their degrees. Also discussed was researching the distance to schools and how it impacts people completing their degree. San Bernardino County (SBC) currently has the same level of attainment of a degree, whereas other counties have seen an increase in the attainment of degrees.

The next topic discussed was "Migration" and Mr. Fowler noted that people are being pushed out to different counties, particularly when housing costs have had a financial impact. Additional costs to maintain a house is very different between counties and SBC is much lower than other counties. The number of people and ages of those in a household can also impact the results. Also noted was the level of disposable income in SBC is lower than other counties.

The "Labor Force Participation Rate" in SBC is currently trending lower and especially with those that have a lower education. SBC has seen a higher drop of individuals obtaining their high school diploma. A discussion ensued about what people are doing to survive financially, if they are not continuing their education or working. Mr. Fowler noted that some of the people are out of the workforce due to their choice (stay at home parents or early retirement). Most counties should see somewhat of the same statistics for that "opt out", but SBC is different than the other counties. Going forward, the statistics in the reporting will exclude public assistance dollars from the calculations.

Next, Mr. Fowler and Ms. Hannon discussed "Industry" projections and issues surrounding robotics and automation in the various industries. Automation provides opportunities for businesses to expand what they are doing and offering additional services to their customers. Mr. Fowler noted that we have record openings that are outpacing the employees available. Housing costs and the salary paid are factors in filling these positions. Small companies will not have the technology and automation to keep up with the larger companies. In addition, smaller companies are competing with the large companies with respect to the salary they can offer, as the larger companies are paying the higher salaries.

Lastly, industry sectors were discussed and SBC currently has a higher percentage of manufacturing jobs than other counties. We are looking for a breakdown of the types of manufacturers in the county, so we can accelerate training to help fill those positions.

REPORTS AND INFORMATION

6) Legislative Report

Josh Candelaria provided the legislative updates. He noted that there is now a 2/3 super majority in California, which will allow legislators to raise taxes, change constitutional amendments and put new initiatives on the ballot.

11) County Report

Miguel McQueen provided updates. A report showing the Top 10 Employers in the County will be circulated to the Executive Board members for review and we will subsequently invite these businesses to attend a meeting to discuss the Career Pathways initiative and how the businesses can take part in supporting that effort. Mr. McQueen also introduced the County's new initiative, Vision2Succeed, which will be brought before the Board of Supervisors at the 12/18/18 meeting. The Board members were informed that iPads will be used in 2019 at the Board meetings, replacing hard copy documentation. Mariann Johnson discussed the updates currently being made in Suite B at the West Valley AJCC.

ADJOURNMENT

Chair called for a motion to adjourn. Will Sterling motioned and B.J. Patterson seconded the motion. None opposed; motion carried.

Meeting adjourned 10:29 A.M.

The next WDB Executive Board Committee meeting is scheduled for January 9, 2019 at 8:30 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



Devra Bell – WDB Secretary