

**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, SEPTEMBER 18, 2019 at 12:30 PM – 2:00 PM

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

12:30 PM 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 July 10, 2019 Youth Committee Meeting

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

WORKSHOP

- 7) Work Experience – Out of School Youth Program

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
Youth Committee
Agenda Item**

MEETING DATE: September 18, 2019

ITEM: (5)

SUBJECT: Approve Minutes from July 10, 2019 Youth Committee Meeting

PRESENTED BY: Molly Wiltshire, Assistant Director
Workforce Development Department (WDD)

CONSENT X **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from July 10, 2019 Youth Committee Meeting

BACKGROUND: See attached minutes

**Workforce Development Board
YOUTH COMMITTEE MEETING**

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

WEDNESDAY, JULY 10, 2019 12:30 p.m.

MINUTES

Attendees:

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

**Public Members*

Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X
Molly Wiltshire	X
WDD Staff	Present
Fred Burks	X
Mariann Johnson	X
Stephanie Murillo	X

OPENING

- 1) **Chair called meeting to order** at 12:30 p.m.
- 2) **Pledge of Allegiance** led by Will Sterling
- 3) **Adoption of Agenda**
Chair called for a motion to adopt the agenda. Will Sterling motioned; Lowell King seconded. None opposed, motion carried.
- 4) **Introductions** were made.

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approve Minutes from the November 14, 2018 Youth Committee Meeting**
The Chair requested a motion to approve the minutes from the November 14, 2018 Youth Committee Meeting. Will Sterling motioned; Jon Novack seconded the motion. None opposed. Motion carried.
- 6) **Approve Minutes from the May 22, 2019 Youth Committee Meeting**
The Chair requested a motion to approve the minutes from the May 22, 2019 Youth Committee Meeting. Will Sterling motioned; Jonathan Weldy seconded the motion. None opposed. Phil Cothran abstained. Motion carried.

PUBLIC COMMENTS

- 7) **Comments from the General Public in Attendance**
There were no Public Comment cards presented.

B.J. Patterson reviewed the new format of the workshop and encouraged all attendees to be involved in the discussions. He noted that the providers in the room can help leverage the discussion.

WORKSHOP

8) Foster Youth Focus Group

Kristin Hinds, Child Welfare Services Manager and Myriam Cosey, Independent Living Program Supervisor, introduced Jayshanai Walker, a current Peer and Family Assistant (PFA). A discussion ensued about the Foster Youth system and the challenges these individuals face with obtaining employment. The PFA will reach out to the youth and discuss their goals for employment, assist with the completion of employment applications and forward those to the Workforce Development Department. Ms. Walker discussed some of the barriers they also encounter, such as transportation to and from the centers and/or employers, not having access to internet at their homes and the challenge of these foster youth moving from one home to another, which creates difficulties to maintain consistent support.

Further discussions occurred about how to improve communications between Child and Family Services, Workforce Development and the Providers, to ensure the optimum experience and training opportunities for these Foster Youth. A follow up meeting with Child and Family Services was requested by the Chair in 6 months, to determine if there was improvement in communications between all parties.

9) GenerationGo! Career Pathways Toolkits

Mariann Johnson provided an overview of the documents in the GenerationGo! toolkits, which include brochures for employers explaining the program, worksite agreements, a manual from San Bernardino College, documents from Workforce Development that the students sign and additional sections with documents for school personnel and the interns. The toolkit will ultimately be put on a thumb drive for efficient storage and easy portability.

ADJOURNMENT

Chair called for a motion to adjourn. Dale Marsden motioned and Lowell King seconded the motion. None opposed; motion carried.

Meeting adjourned at 1:58 p.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, September 18, 2019 at 12:30 p.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92401.

Devra Bell – WDB Secretary