

WORKFORCE DEVELOPMENT BOARD SPECIAL MEETING

THIS MEETING WAS CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

WEDNESDAY, MARCH 25, 2020, 3:00 – 4:00 p.m.

MEETING MINUTES

ATTENDANCE:

Members			
	Present		Present
Phil Cothran (<i>Chair</i>)	X	Scott Kuethen	X
Will Sterling (<i>Vice-Chair</i>)	X	Robert Loeun	X
B.J. Patterson (<i>Second Vice-Chair</i>)	X	Dale Marsden	X
Cinnamon Alvarez	X	Paul Moreno	X
John Andrews		Henry Shannon	
Ken Boshart	X	Anita Tuckerman	X
Ricardo Cisneros	X	Jonathan Weldy	X
Mike Gallo	X	Joseph Williams	X
Cherilyn Greenlee	X		

Staff to WDB	
	Present
Sandy Harmsen	X
Devra Bell	X
WDD Staff	
Monique Amis	X

OPENING

- 1) **Chair Call Meeting to Order** at 3:04 pm
- 2) **Adoption of the Agenda** - The Chair requested a motion to adopt the agenda. Will Sterling motioned; B.J. Patterson seconded the motion. None opposed. Motion carried.

PUBLIC COMMENT

- 3) **Comments from the General Public in Attendance**
There were no public comment cards presented.

DISCUSSION

4) **State Board Updates**

Joseph Williams and Mike Gallo provided updates from the State Board. The EDD's unemployment claims process has improved. Tim Rainey continues to look for additional directives to determine how much funding the State may receive. Mr. Williams encouraged the Board members to send their questions for the State through the Directors.

5) Workforce Development Updates

Sandy Harmsen provided updates regarding the Workforce Development Department (WDD). She introduced herself to the members and provided her background. She reported on the WDD staff that had left the department in the past year. She discussed the extensive support for WDD being received by the County's Administrative Office, including from the Chief Executive Officer and the Chief Operating Officer. Ms. Harmsen also discussed the closure of the County offices to the public, per the Governor's Executive Order. The WDD staff remained at the America's Job Centers of California offices, but were only taking appointments for those services. Cherilyn Greenlee from the Employment Development Department (EDD) informed the Board members that their offices were also closed to the public and their staff was currently telecommuting. She noted that much of their staff was being redirected to handling Unemployment Insurance (U/I) claims, as the new claims received were at their highest level in 20 years.

A discussion ensued about the recovery process and how the Workforce Development Board can best support those efforts. The members discussed the creation of a survey that could be provided to businesses to see how we can best meet their needs.

Phil Cothran noted that this process will be driven, in part, by businesses. Mr. Cothran updated the Board members on the status of the open positions on the General Board that were recently filled, including the addition of Cinnamon Alvarez, President of A19 Artisan Lighting and Scott Kuethen, CEO of Amtec Human Capital. Both Ms. Alvarez and Mr. Kuethen provided the members with their background. Mr. Cothran also reported on the addition of three new members to the Executive Committee; Mike Gallo, Joseph Williams and Cinnamon Alvarez.

ADJOURNMENT

The Chair called for a motion to adjourn. Dale Marsden motioned; Joseph seconded the motion. None opposed. Motion carried. The meeting adjourned at 4:09 pm.

The next Workforce Development Board General Meeting is scheduled for April 7, 2020 at 2:00 pm via Zoom.



Devra Bell, WDB Secretary