

**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE BOARD MEETING**

“Pursuant to the Governor’s Executive Order N-29-20, the Committee meeting was held via teleconference and a publicly noticed location was provided for public observation and comment.”

WEDNESDAY, JULY 15, 2020, 8:00 A.M. – 9:30 A.M.

MEETING MINUTES

ATTENDANCE:

Members	Present
Phil Cothran (Chair)	X
William Sterling (1 st Vice Chair)	X
B.J. Patterson (2 nd Vice Chair)	X
Cinnamon Alvarez	X
Mike Gallo	
Anita Tuckerman	X
Jonathan Weldy	X
Joseph Williams	X
WDB Staff	Present
Devra Bell	X
Sandy Harmsen	X

OPENING

- 1) **Call Meeting to Order** - The Chair called meeting to order at 8:02 a.m.
- 2) **Introductions** – The Board Secretary took roll call attendance.
- 3) **Adoption of Agenda (Roll Call Vote)** –The Chair called for a motion to adopt the agenda. Anita Tuckerman motioned; Will Sterling seconded the motion.

Pursuant to Government Code section 54953 (b)(2), a roll call vote was called as follows:

Consent
Phil Cothran, Chair: Aye
Will Sterling, 1st Vice Chair: Aye
B.J. Patterson, 2nd Vice Chair: Aye
Cinnamon Alvarez: Aye
Mike Gallo: Absent
Anita Tuckerman: Aye
Jonathan Weldy: Aye
Joseph Williams: Aye

Without further comment or objection, motion carried by unanimous vote.

REVIEW AND APPROVAL OF MEETING MINUTES

4) Approval of Minutes from June 17, 2020 Executive Board Meeting (Roll Call Vote)

The Chair called for a motion to approve the Minutes from the June 17, 2020 Executive Board meeting. B.J. Patterson motioned; Will Sterling seconded the motion.

Pursuant to Government Code section 54953 (b)(2), a roll call vote was called as follows:

Consent
Phil Cothran, Chair: Aye
Will Sterling, 1st Vice Chair: Aye
B.J. Patterson, 2nd Vice Chair: Aye

Cinnamon Alvarez: Aye
Anita Tuckerman: Aye
Mike Gallo: Absent
Jonathan Weldy: Aye
Joseph Williams: Aye

Without further comment or objection, motion carried by unanimous vote.

PUBLIC COMMENT

5) Comments from the General Public - There were no public comment cards presented.

REPORTS AND INFORMATION

6) Committee Updates

Jonathan Weldy, Chair of the Special Populations Committee, reported that the committee is now meeting on a monthly basis. The committee members have been introduced to Social Enterprise and workshops were recently offered. Mr. Weldy would like to introduce Social Enterprise to the County in the near future.

B.J. Patterson, Chair of the Youth Committee, discussed the format of the meeting and there will be three Youth Providers that will give a presentation at each meeting. This will give the committee members an opportunity to get to the providers better and see how they are executing their programs, particularly during the COVID-19 pandemic. Mr. Patterson also noted that these meetings are also being held monthly and will follow the Special Populations Committee meetings, as there is an overlap between both committees, as it relates to foster youth.

Anita Tuckerman, Chair of the EDBR Committee, discussed the recent Business Services survey and how businesses are doing during the pandemic. She noted that a second survey has been placed on hold for the time being. The committee will be focusing on chambers and how to best collaborate with them, so we can leverage our resources. Ms. Tuckerman also reported on the status of the High Desert Training Center. Training is expected to begin in September, depending on the situation with the pandemic.

7) Finance Report

The Chair introduced Will Sterling, who provided background for these reports and noted that we will be updating and providing the data on a recurring basis. Due to a policy that expenditures are approved by the Board, this information will be provided at those meetings, with an advanced copy provided with the agenda packets. Trent Wiebe reviewed the information with the members. Additional discussions included grant funding and how those funds are utilized.

8) AJCC Office Update

The Chair introduced Gustavo Cisneros, who provided updates on the AJCC offices. He noted that the office staff is seeing customers on an appointment basis only and the number of appointments have been impacted by the COVID-19 pandemic. Discussions with the AJCC Managers occurred to strategize on how to improve performance. A discussion ensued regarding the duties and responsibilities of staff that are telecommuting. Sandy Harmsen reported on her discussion with the State, who had conducted a survey of other local areas to determine how many AJCC offices were open or closed. Curtis Compton led a discussion regarding the efforts of the Business Services unit and the numbers of webinars, workshops and the response of calls to our hotline that had been conducted.

9) Manufacturing Sector Update

The Chair introduced Cinnamon Alvarez for an update on the manufacturing sector. Ms. Alvarez had reached out to Ron Hurst, who served as our manufacturing consultant and they discussed the challenges for the sector and getting students interested in this field. Mr. Hurst ended his contract early due to the pandemic and is currently not looking to renew his contract.

10) County Update

Sandy Harmsen updated the Executive Board on the AJCC offices and their work with customers on an appointment basis. She also provided additional information regarding the survey that CWA conducted to determine how many local areas were working remotely or open to the public, which was approximately 50/50. Ms. Harmsen also provided an update on the status of hiring a new Director for Workforce Development, which is in the final background stage. Joseph Williams provided legislative updates from the State

11) Chairman's Update

No additional information to report from the Chair.

ADJOURNMENT

The Chair called for a motion to adjourn. Cinnamon Alvarez motioned; Anita Tuckerman seconded the motion. None opposed; motion carried.

Meeting adjourned 9:30 a.m.

The next WDB Executive Board Committee meeting is currently scheduled for August 19, 2020 at 8:00 a.m. to be held via Zoom Conference.



Devra Bell – WDB Secretary