

**WORKFORCE DEVELOPMENT BOARD  
GENERAL BOARD 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, AUGUST 19, 2020, 1:00 PM – 3:00 PM**

**MEETING MINUTES**

**ATTENDANCE:**

<b>Members</b>				<b>Staff to WDB</b>	
	<b>Present</b>		<b>Present</b>		<b>Present</b>
Phil Cothran ( <i>Chair</i> )	X	Scott Kuethen	X	Devra Bell	X
Will Sterling ( <i>Vice-Chair</i> )	X	Robert Loewn		Sophie Akins	X
B.J. Patterson ( <i>Second Vice-Chair</i> )	X	Dale Marsden	X	Sandy Harmsen	X
Cinnamon Alvarez	X	Paul Moreno	X		
John Andrews	X	Henry Shannon	X	<b>WDD Staff</b>	
Ken Boshart	X	Anita Tuckerman	X	Monique Amis	X
Ricardo Cisneros	X	Jonathan Weldy	X	Fred Burks	X
Mike Gallo	X	Joseph Williams		Curtis Compton	X
Cherilyn Greenlee	X			Darren Cook	X

**OPENING**

- 1) **Chair Call Meeting to Order** at 1:03 PM
- 2) **Pledge of Allegiance** – Ken Boshart led the Pledge of Allegiance.
- 3) **Introductions** – The Board Secretary took roll call attendance.
- 4) **Adoption of the Agenda**

The Chair requested a motion to adopt the agenda. B.J. Patterson motioned; Anita Tuckerman seconded the motion.

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

- Phil Cothran, Chair: Aye
- Cinnamon Alvarez: Aye
- John Andrews: Aye
- Kenneth Boshart: Aye
- Ricardo Cisneros: Aye
- Mike Gallo: Aye
- Cherilyn Greenlee: Aye
- Lowell King: Aye
- Scott Kuethen: Aye
- Robert Loewn: Absent

Dale Marsden: Aye  
Paul Moreno: Aye  
B.J. Patterson: Aye  
Henry Shannon: Aye  
Will Sterling: Aye  
Anita Tuckerman: Aye  
Jonathan Weldy: Aye  
Joseph Williams: Absent

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

## **REVIEW AND APPROVAL OF MEETING MINUTES**

### **5) Approval of Minutes from June 17, 2020 General Board Meeting**

The Chair requested a motion to approve the minutes from the June 17, 2020 General Board meeting. Lowell King motioned; Cinnamon Alvarez seconded the motion.

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

**Consent**

Phil Cothran, Chair: Aye  
Cinnamon Alvarez: Aye  
John Andrews: Abstain  
Kenneth Boshart: Aye  
Ricardo Cisneros: Abstain  
Mike Gallo: Aye  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Aye  
Robert Loeun: Absent  
Dale Marsden: Aye  
Paul Moreno: Aye  
B.J. Patterson: Aye  
Henry Shannon: Aye  
Will Sterling: Aye  
Anita Tuckerman: Aye  
Jonathan Weldy: Aye  
Joseph Williams: Absent

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

## **PUBLIC COMMENT**

### **6) Comments from the General Public in Attendance**

There were no public comment cards presented.

## **DISCUSSION**

### **7) Approve Recommendation of America's Job Center of California System Memorandum of Understanding**

The chair introduced Ravi Brahmbhatt, who presented an overview of the item for the Board members. A discussion ensued regarding the purpose and benefits of approving this MOU. The Chair requested a motion to approve. 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  
Cinnamon Alvarez: Aye  
John Andrews: Aye  
Kenneth Boshart: Aye  
Ricardo Cisneros: Aye  
Mike Gallo: Absent  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Aye  
Robert Loeun: Absent  
Dale Marsden: Aye  
Paul Moreno: Aye  
B.J. Patterson: Aye  
Henry Shannon: Aye  
Will Sterling: Aye  
Anita Tuckerman: Aye  
Jonathan Weldy: Aye  
Joseph Williams: Absent

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

**8) Approve Recommendation for Authorization and Funding for an Employer Data Agreement with Dun & Bradstreet, Inc.**

The Chair introduced Henry Nickel who provided an overview of the item. A discussion ensued about the costs of obtaining the data; the age of the data we would receive and how we could best cross reference the data with other systems. Additional topics included who will be able to utilize the data, which is currently for internal use only, due to licensing requirements. The Chair requested a motion to approve. B.J. Patterson motioned; Henry Shannon seconded the motion.

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

**Consent** Phil Cothran, Chair: Aye  
Cinnamon Alvarez: Aye  
John Andrews: Aye  
Kenneth Boshart: Aye  
Ricardo Cisneros: Aye  
Mike Gallo: Aye  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Aye  
Robert Loeun: Absent  
Dale Marsden: Aye  
Paul Moreno: Aye  
B.J. Patterson: Aye  
Henry Shannon: Aye  
Will Sterling: Aye  
Anita Tuckerman: No  
Jonathan Weldy: Aye  
Joseph Williams: Absent

Without further comment or objection, the item passed

**9) Approve Recommendation for Authorization and Funding Approval for a Visualization and Analytics Software License Agreement with Tableau Software, LLC**

The Chair introduced Henry Nickel who provided an overview of the item. Approval of the item will initiate a one year license, starting September 1, 2020. The Chair requested a motion to approve. Mike Gallo; Scott Kuethen seconded the motion.

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

**Consent**  
Phil Cothran, Chair: Aye  
Cinnamon Alvarez: Aye  
John Andrews: Aye  
Kenneth Boshart: Aye  
Ricardo Cisneros: Aye  
Mike Gallo: Aye  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Aye  
Robert Loeun: Absent  
Dale Marsden: Aye  
Paul Moreno: Aye  
B.J. Patterson: Aye  
Henry Shannon: Aye  
Will Sterling: Aye  
Anita Tuckerman: Aye  
Jonathan Weldy: Aye  
Joseph Williams: Absent

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

**PRESENTATION**

**10) San Bernardino County Airport**

The Chair introduced Mike Burrows, Executive Director, who provided background information regarding the airport, including aircraft activity, cargo activity, growth and opportunities. A discussion ensued about the employment needed to support the Amazon Air Regional hub and how we can best partner to support their growing employment needs.

**REPORTS AND INFORMATION**

**11) Committee Reports**

- Jonathan Weldy, Chair of the Special Populations Committee, reported on the pursuit of social enterprising and connecting county resources. He also discussed the research that is being conducted by Scott Kuethen, to look at the AJCC offices to identify the effectiveness of our partners and how to best utilize the funding.
- B.J. Patterson, Chair of the Youth Committee, reported on the committee's continued focus on Foster Youth. He also noted three individual youth providers will continue to provide their updates at each meeting, with the goal of creating synergy between each firm. Henry Nickel created a dashboard that will be revealed during the Youth meeting and will provide data that will assist with determining the areas of focus for the committee.
- Anita Tuckerman, Chair of the EDBR Committee, reported on the work with Chambers and the completion of the High Desert Training Center, which is up and running. They are working with colleges to pass additional programs.
- Will Sterling, chair of the Finance Committee, reported on the first meeting that will begin in September.

- Scott Kuethen, Chair of the AJCC Ad Hoc Committee, continues to research and plans to visit an AJCC office.
- Cinnamon Alvarez reported on the manufacturing sector and her discussion with the industry sector consultant, Ron Hurst.

## **12) County Report**

There was nothing to report at this meeting.

## **13) Chairman's Update**

Phil Cothran made a special presentation to John Andrews, who retired from Workforce Development Board after five years of service.

## **ADJOURNMENT**

The Chair called for a motion to adjourn. B.J. Patterson motioned; Lowell Ling seconded the motion. None opposed. Motion carried.

The meeting adjourned at 2:33 pm.

The next meeting of the General Board is scheduled for Wednesday, October 14, 2020 at 1:00 pm via Zoom Conference.



---

Devra Bell, WDB Secretary