

**WORKFORCE DEVELOPMENT BOARD COMMITTEE MEETINGS
WEDNESDAY, SEPTEMBER 23, 2020**

SPECIAL POPULATIONS COMMITTEE:	9:30 AM – 11:00 AM
YOUTH COMMITTEE MEETING:	11:00 AM – 12:30 PM
EDBR COMMITTEE MEETING:	1:00 PM – 2:30 PM
FINANCE COMMITTEE MEETING:	2:30 PM – 3:00 PM

THESE MEETINGS WILL BE 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

At this time, the Workforce Development Board (Board) is continuing to hold Board and Committee meetings to conduct essential business. Members of the public are encouraged to watch and participate electronically. Based on guidance from the California Department of Public Health, the Governor's Executive Order and Office, and the San Bernardino County Public Health Officer:

Workforce Development San Bernardino County is inviting you to a scheduled Zoom meeting.

Topic: WDB Committee Meetings
Time: Sep 23, 2020 09:30 AM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/89158727628?pwd=Uk5KRzNNdjh2NFdyOTBWNWw1THRnUT09>

Meeting ID: 891 5872 7628
Passcode: 742034
One tap mobile
+16699006833,,89158727628#,,,,,0#,,742034# US (San Jose)
+12532158782,,89158727628#,,,,,0#,,742034# US (Tacoma)

Dial by your location
+1 669 900 6833 US (San Jose)

Find your local number: <https://us02web.zoom.us/j/krVM5sTC5>

These agendas contains a brief description of each item of business to be considered at today's meetings. In accordance with the Brown Act, these meeting agendas are posted at least 72 hours prior to the regularly scheduled meetings 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 agendas, their supporting documents and all writings received by the Board related to these items are public records and available for review on the website or by emailing the Executive Secretary to the Board at Devra.Bell@wdd.sbcounty.gov prior to, or after, the meetings.

The agendas and their supporting documents can be viewed online at www.sbcounty.gov/workforce However, the online agendas 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 agendas, please email the Executive Secretary to the Board prior to the meeting at Devra.Bell@wdd.sbcounty.gov. Up to three minutes of the comments will be read into the record by the Executive Secretary to the Board.

Conflict of Interest Advisement

WDB members please be advised: If an item on the Agendas 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."

**WORKFORCE DEVELOPMENT BOARD
ECONOMIC DEVELOPMENT BUSINESS RESOURCE COMMITTEE**

AGENDA

WEDNESDAY, SEPTEMBER 23, 2020 AT 1:00 PM – 2:30 PM

OPENING

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Introductions (Roll Call)
- 4) Adoption of Agenda (Roll Call Vote)

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) Approve Minutes from July 15, 2020 Economic Development Business Resource Committee Meeting (Roll Call Vote)

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

PRESENTATION

- 7) High Desert Training Center Industrial Mechanic Apprenticeship Program
 - *Presented by Frank Castanos, Director, Community/Contract Ed Victor Valley College*

WORKSHOP

- 8) Supporting Job Growth in the High Desert Region
- 9) Building Committee Structure to Support Key Industry Sectors

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
Economic Development & Business Resource Committee
Agenda Item**

MEETING DATE: September 23, 2020

ITEM: (5)

SUBJECT: Approve Minutes from July 15, 2020 Economic Development and Business Resource (EDBR) Committee Meeting

PRESENTED BY: Marlena Sessions, Executive Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from July 15, 2020 EDBR Committee Meeting

BACKGROUND: See attached minutes

**WORKFORCE DEVELOPMENT BOARD
ECONOMIC DEVELOPMENT BUSINESS SERVICES COMMITTEE**

“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 – 1:00 p.m.

MINUTES

Attendance:

Members	Present
Anita Tuckerman (Chair)	X
John Andrews	
Phil Cothran	X
Mike Gallo	
*Peggi Hazlett	X
*Audrey Mathews	
B.J. Patterson	X
William Sterling	X

**Public Members*

Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X

OPENING

- 1) **Chair called meeting to order** at 1:03 p.m.
- 2) **Introductions** – The Board Secretary took roll call attendance.
- 3) **Adoption of Agenda** – The Chair requested a motion to adopt the agenda. Peggi Hazlett motioned; Will Sterling seconded.

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

Anita Tuckerman, Chair: Aye
John Andrews: Absent
Phil Cothran: Aye
Mike Gallo: Absent
Peggi Hazlett: Aye
Audrey Mathews: Absent
B.J. Patterson: Aye
Will Sterling: Aye

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

REVIEW AND APPROVAL OF MEETING MINUTES

- 4) **Approval of Minutes from the May 13, 2020 Economic Development and Business Resources (EDBR) Committee Meeting**

The Chair requested a motion to approve the minutes from the May 13, 2020 meeting. B.J. Patterson motioned; Phil Cothran seconded the motioned.

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

Anita Tuckerman, Chair: Aye
John Andrews: Absent

Phil Cothran: Aye
Mike Gallo: Absent
Peggi Hazlett: Aye
Audrey Mathews: Absent
B.J. Patterson: Aye
Will Sterling: Aye

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

PUBLIC COMMENT

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

WORKSHOP

6) How to Best Assist Businesses

Anita Tuckerman, Chair, began the workshop discussing the importance of collaborating with the various Chambers in the county, as the chamber executives can help promote business. Peggi Hazlett, who heads up the Greater Ontario Business Council, discussed creating a list of what services we can offer businesses and help build those relationships. She also discussed how the Ontario/Fontana Chambers came together on the legislative side, so they could become a stronger voice for our region. Ms. Tuckerman also led a discussion regarding industry group and supporting the High Desert Training Center. The members discussed identifying key business owners in our six industry sectors, to determine the skills sets required and work with the college to provide those courses. Additional topics discussed included future trainings and working with focus groups to obtain valuable information to meet the needs of the region.

INFORMATION

7) Member Announcements

The Chair asked if any members had announcements to provide to the Committee. Peggi Hazlett informed the members of a call with Paul Cook the following day and she could provide the access code to anyone able to participate.

ADJOURNMENT

The Chair requested a motion to adjourn. Will Sterling motioned. Phil Cothran seconded. None opposed; motion carried.

Meeting adjourned at 2:28 p.m.

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, September 23, 2020 at 1:00 p.m. and will be held via Zoom Conference.

Devra Bell, WDB Secretary