

**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, DECEMBER 16, 2020, 11:00 AM – 1:00 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	Lowell King	X	Devra Bell	X
Will Sterling ( <i>Vice-Chair</i> )	X	Scott Kuethen		Sophie Akins	X
B.J. Patterson ( <i>Second Vice-Chair</i> )	X	Robert Loewn	X	Marlena Sessions	X
Cinnamon Alvarez	X	Dale Marsden	X	Brad Gates	X
Ken Boshart	X	Henry Shannon	X		
Ricardo Cisneros		Anita Tuckerman	X		
Mike Gallo	X	Jonathan Weldy	X		
Cherilyn Greenlee	X	Joseph Williams	X		

**OPENING**

- 1) **Chair Call Meeting to Order** at 11:03 AM
- 2) **Pledge of Allegiance** – Will Sterling led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.

The Chair, Phil Cothran, introduced representatives from Riverside County WIB, who joined the meeting. He also introduced Diana Alexander, Assistant Executive Officer of San Bernardino County. Ms. Alexander provided her background prior to her new position. Next, Mr. Cothran introduced Leonard Hernandez, Chief Executive Officer of San Bernardino County.

**KEYNOTE SPEAKER**

**4) Leonard Hernandez, Chief Executive Officer**

Mr. Hernandez thanked the Workforce Board members for allowing him time to speak and for being patient with the County during 2020, due to the pandemic. He noted that Workforce is a key component of what the county does and the need for gifted people to contribute to its success. He provided updates on vaccinations that are forthcoming, his desire to be a leader for the County and have the County be the leader for the nation.

## PUBLIC COMMENT

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

There were no public comment cards presented.

## CONSENT AGENDA (Roll Call Vote)

### **6) Approval of Minutes from October 14, 2020 General Board Special Meeting**

### **7) Approval of Minutes from October 14, 2020 General Board Meeting**

### **8) Ratify Selection of Regional and Local Plan Writer**

The Chair provided asked for any discussion regarding the consent agenda. With no discussion, he requested a motion to approve the consent agenda. 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  
Kenneth Boshart: Aye  
Ricardo Cisneros: Absent  
Mike Gallo: Aye  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Absent  
Robert Loeun: Aye  
Dale Marsden: Aye  
B.J. Patterson: Aye  
Henry Shannon: Aye  
Will Sterling: Aye  
Anita Tuckerman: Aye  
Jonathan Weldy: Aye  
Joseph Williams: Aye

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

## DISCUSSION ITEMS

### **9) Approve Selection of Manufacturing Industry Consultant**

Brad Gates provided an overview of the item. A discussion ensued about the responsibilities of the industry consultant. The Chair requested a motion to approve the item. Cinnamon Alvarez 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  
Kenneth Boshart: Aye

Ricardo Cisneros: Absent  
Mike Gallo: Aye  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Absent  
Robert Loeun: Aye  
Dale Marsden: Aye  
B.J. Patterson: Aye  
Henry Shannon: Aye  
Will Sterling: Aye  
Anita Tuckerman: Aye  
Jonathan Weldy: Aye  
Joseph Williams: Aye

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

**10) Approve Application to Serve as American's Job Center of California Adult and Dislocated Worker Career Services Provider under Workforce Innovation and Opportunity Act**

Fred Burks provided an overview of the item. A discussion ensued about other Boards that may run their own AJCC offices. The Chair requested a motion to approve the item. Joseph Williams motioned; Mike Gallo 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  
Kenneth Boshart: Aye  
Ricardo Cisneros: Absent  
Mike Gallo: Aye  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Absent  
Robert Loeun: Aye  
Dale Marsden: Aye  
B.J. Patterson: Aye  
Henry Shannon: Aye  
Will Sterling: Aye  
Anita Tuckerman: Aye  
Jonathan Weldy: Aye  
Joseph Williams: Aye

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

**11) Election - Workforce Development Board Officers: Chair, 1<sup>st</sup> Vice Chair, 2<sup>nd</sup> Vice Chair**

The Chair introduced Mike Gallo, who served as the Chair of the Nomination Committee. Mr. Gallo provided an overview of the Nomination Committee meeting that occurred on October 8, 2020, which included Cinnamon Alvarez and Scott Kuethen, as well as Marlana Sessions and Devra Bell. After discussing all options available, the consensus of Mr. Gallo, Ms. Alvarez and Mr. Kuethen was to maintain our current momentum, as well as begin the preparation for future successions into these positions in the future.

The Nomination Committee recommended Phil Cothran for Chair, Will Sterling for 1<sup>st</sup> Vice Chair and B.J. Patterson for 2<sup>nd</sup> Vice Chair. Mr. Gallo then introduced the Board Secretary, who confirmed that each of those three individuals accepted the nomination. She also asked for any additional nominations from the floor. With no further nominations, the slate was put forward for a roll call vote.

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

**Consent**

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

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

## **WORKSHOP**

### **12) Local Plan Input**

Mariann Johnson provided an overview of the first local meeting & breakout groups to discuss the Local Plan. Matthew Poland from MAP Advisors, provided his background to the members. They discussed the planning process goals, breakout groups and topics for the breakout groups. The Board members provided their input on the process and they will have an opportunity to provide feedback at a future meeting.

## **REPORTS AND INFORMATION**

### **13) Committee Updates**

- Special Populations: Jonathan Weldy reported on the CEEM presentation earlier in the day, as well as their discussion regarding goals for the committee.
- Youth Committee: B.J. Patterson noted that there had not been a meeting the previous month, so they would be working on goals at the meeting in January.
- EDBR Committee: Anita Tuckerman had to leave the meeting and was unable to provide an update.
- Finance Committee: Will Sterling noted that his committee had not met since September, but there are plans to implement Return on Investment reports going forward. The committee will next meet in January.

- AJCC Ad Hoc Committee: Scott Kuethen was unable to attend the meeting and provide an update, although it was reported that the next Ad Hoc meeting will be in January.
- Manufacturing: Cinnamon Alvarez reported on a job fair in January and the industry consultant had been hired.

#### **14) County Report**

Marlena Sessions reported that WIOA allocations appear to be stable for the coming budget year. She also reported on the work to complete the Local Area Designation/Recertification; Partnerships with County Fire to train individuals as firefighters and the status of the recent monitoring.

#### **15) Chairman's Update**

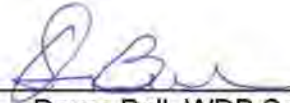
The Chair did not have any additional updates to provide.

### **ADJOURNMENT**

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

The meeting adjourned at 1:00 PM

The next meeting of the General Board is scheduled for Wednesday, February 17, 2021 at 9:00 AM via Zoom Conference.



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Devra Bell, WDB Secretary