

**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, SEPTEMBER 22, 2021, 8:00 AM - 9:00 AM**

**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	X	Sophie Akins	X
B.J. Patterson ( <i>Second Vice-Chair</i> )	X	Louie Lopez	X	Marlena Sessions	X
Orlando Acevedo	X	Robert Loeun	X	Brad Gates	X
Cinnamon Alvarez	X	Dale Marsden	X		
Ken Boshart	X	Lina Montes			
Ricardo Cisneros	X	Henry Shannon			
Jimmy Elrod		Shannon Shannon	X		
Mike Gallo		Jonathan Weldy	X		
Cherilyn Greenlee	X				

**OPENING**

- 1) **Chair Call Meeting to Order** at 8:00 AM
- 2) **Pledge of Allegiance** – Lowell King led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.

**PUBLIC COMMENT**

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

## **CONSENT AGENDA (Roll Call Vote)**

- 5) Approval of Minutes from May 19, 2021 General Board Meeting**
- 6) Approval of Minutes from July 15-16, 2021 General Board Meeting**
- 7) Approve Funding for Business Services Outreach Support to the Chino Valley Chamber of Commerce, Fontana Chamber of Commerce, Greater High Desert Chamber of Commerce, Greater Ontario Business Council, IE CEEM, and Redlands Chamber of Commerce**

The Chair, Phil Cothran, recused himself from leading the consent agenda, due to a conflict of interest with item #7. The Vice Chair, Will Sterling, asked for any discussion regarding the consent agenda. With no discussion, he requested a motion to approve the consent agenda. Scott Kuethen motioned; Cheri Greenlee seconded the motion.

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

Phil Cothran, Chair: Recused  
Orlando Acevedo: Aye  
Cinnamon Alvarez: Absent  
Kenneth Boshart: Absent  
Ricardo Cisneros: Absent  
Jimmy Elrod: Absent  
Mike Gallo: Absent  
Cherilyn Greenlee: Aye  
Lowell King: Recused  
Scott Kuethen: Aye  
Louie Lopez: Aye  
Robert Loebun: Aye  
Dale Marsden: Aye  
Lina Montes: Absent  
B.J. Patterson: Aye  
Henry Shannon: Absent  
Shannon Shannon: Recused  
Will Sterling: Aye  
Jonathan Weldy: Aye

Without further comment or objection, motion carried.

Mr. Sterling handed the meeting back to Mr. Cothran.

## **DISCUSSION ITEMS**

### **8) Approval of America's Job Centers of California Certification**

Brad Gates provided an overview of the item. The Chair noted that participation in this certification included himself, Scott Kuethen and Shannon Shannon. Each discussed their experience with the process. Angela Gardner, the One Stop Operator, thanked everyone for their hard work and participation.

The Chair requested a motion to approve. Dale Marsden motioned; Lowell King seconded the motion. The Board Secretary took a roll call vote.

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

Phil Cothran, Chair: Aye  
Orlando Acevedo: Aye  
Cinnamon Alvarez: Aye  
Kenneth Boshart: Aye  
Ricardo Cisneros: Aye  
Jimmy Elrod: Absent  
Mike Gallo: Absent  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Aye  
Louie Lopez: Aye  
Robert Loeun: Aye  
Dale Marsden: Aye  
Lina Montes: Absent  
B.J. Patterson: Aye  
Henry Shannon: Absent  
Shannon Shannon: Aye  
Will Sterling: Aye  
Jonathan Weldy: Aye

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

**9) Approve Selection of Goodwill of Southern California as the One Stop Operator for San Bernardino County**

Brad Gates provided an overview of the item and noted that selection of a One Stop Operator (OSO) must be done every 4 years. Angela Gardner was our original OSO and he thanked her for her years of hard work. Mr. Gates also noted 2 RFP's were released and both failed. The State gave permission for a sole source and Goodwill of Southern California was selected to fill that role. Several Board members expressed their appreciation to Ms. Gardner for her assistance during the past several years.

The Chair requested a motion to approve. Ricardo Cisneros motioned; B.J. Patterson seconded the motion. The Board Secretary took a roll call vote.

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

Phil Cothran, Chair: Aye  
Orlando Acevedo: Aye  
Cinnamon Alvarez: Aye  
Kenneth Boshart: Aye  
Ricardo Cisneros: Aye  
Jimmy Elrod: Absent  
Mike Gallo: Absent  
Cherilyn Greenlee: Aye  
Lowell King: Recused  
Scott Kuethen: Aye

Louie Lopez: Aye  
Robert Loeun: Aye  
Dale Marsden: Aye  
Lina Montes: Absent  
B.J. Patterson: Aye  
Henry Shannon: Absent  
Shannon Shannon: Aye  
Will Sterling: Aye  
Jonathan Weldy: Aye

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

**10) Approve Selection of EMSI/Burning Glass to Provide Labor Market and Intelligence Services**

Brad Gates provided an overview of the item and noted that this request for an Economist came from a recommendation from the WDB Finance Committee. A discussion ensued about the timing of the data and what information would be included in these reports. Also discussed were how this information may fit with our internal metrics for measuring our successes.

The Chair requested a motion to approve. Cinnamon Alvarez motioned; Orlando Acevedo seconded the motion. The Board Secretary took a roll call vote.

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

Phil Cothran, Chair: Aye  
Orlando Acevedo: Aye  
Cinnamon Alvarez: Aye  
Kenneth Boshart: Aye  
Ricardo Cisneros: Aye  
Jimmy Elrod: Absent  
Mike Gallo: Absent  
Cherilyn Greenlee: Aye  
Lowell King: Abstained  
Scott Kuethen: Aye  
Louie Lopez: Aye  
Robert Loeun: Aye  
Dale Marsden: Aye  
Lina Montes: Absent  
B.J. Patterson: Aye  
Henry Shannon: Absent  
Shannon Shannon: Aye  
Will Sterling: Aye  
Jonathan Weldy: Aye

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

## **ADJOURNMENT**

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

The meeting adjourned at 8:52 AM

The next meeting of the General Board is scheduled for November 10, 2021, at 9:00 AM via Zoom Conference.



---

Devra Bell, WDB Secretary