

**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE BOARD SPECIAL 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, NOVEMBER 10, 2021, 8:00 A.M. – 8:30 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
Scott Kuethen	X
Jonathan Weldy	X
WDB Staff	Present
Devra Bell	X
Bradley Gates	X

OPENING

- 1) **Call Meeting to Order** - The Chair called meeting to order at 8:01 AM.
- 2) **Pledge** – Jonathan Weldy led the pledge
- 3) **Introductions** – The Board Secretary took roll call attendance.

CONSENT AGENDA

4) Approval of Minutes from October 13, 2021 Executive Board Meeting

The Chair requested a motion to approve the minutes from the October 13, 2021 Executive Board meeting. B.J. Patterson made a motion; 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
Scott Kuethen: Aye
Jonathan Weldy: Aye

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

PUBLIC COMMENT

5) Comments from the General Public - There were no public comments.

DISCUSSION

6) WDB Committees

Bradley Gates provided an overview of the various committees and how to make meetings more efficient. He discussed rolling the Fiscal Committee, the America's Job Center of California (AJCC) Ad Hoc Committee and all legislative discussions into the Executive Committee. A discussion ensued about streamlining the meetings to quarterly and extending the length of each meeting to 90 minutes each. Also discussed were those committees that would roll up to the Executive Committee and since the Chairs of those committees also sit on the Executive Committee, the appropriate updates would be made.

7) WDB Meeting Calendar 2022

The Chair reviewed the proposed meeting calendar with the members. Brad Gates discussed the recommendation of going to quarterly meetings and extending the length of the meetings to 90 minutes. With the meetings held quarterly, there was discussion about how to best ensure the momentum continues with each committee. Mr. Gates noted that since we have developed goals and workplans for each committee, this will help keep the committees focused on achieving those goals. Also discussed was the intent to move to in person meetings, beginning in January, 2022.

8) Director Updates

Brad Gates provided updates including progress on the annual report; the Open House that will take place at the East Valley AJCC on Friday, December 17, 2021; updates on the welding training program that was completed; the ESP Grant that was submitted to EDD for \$2 million to serve four special populations (Foster, Disabled, Homeless and Justice Involved populations); and the completion of Career Coach training for our Workforce Development Specialists at the AJCC offices.

9) Chair Updates

The Chair stated that we have had a couple of interesting years and we have a phenomenal Board. He shared his appreciation for everyone that assists with moving the needle forward in the work we do.

ADJOURNMENT

The Chair called for a motion to adjourn. B.J. Patterson motioned; Will Sterling seconded the motion.

Meeting adjourned 8:55 AM

The next WDB Executive Board Committee meeting is currently scheduled for January 12, 2022 at the WDD Administration Office, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



Devra Bell – WDB Secretary