

**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, NOVEMBER 10, 2021, 9:00 AM - 10:30 AM

MEETING MINUTES

ATTENDANCE:

Members				Staff to WDB	
	Present		Present		Present
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		Brad Gates	X
Orlando Acevedo		Robert Loeun			
Cinnamon Alvarez	X	Dale Marsden	X		
Ken Boshart	X	Lina Montes			
Ricardo Cisneros		Henry Shannon	X		
Jimmy Elrod		Shannon Shannon	X		
Mike Gallo		Jonathan Weldy	X		
Cherilyn Greenlee	X				

OPENING

- 1) **Chair Call Meeting to Order** at 9:00 AM
- 2) **Pledge of Allegiance** – Henry Shannon 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 comments.

CONSENT AGENDA (Roll Call Vote)

5) Approval of Minutes from September 22, 2021 General Board Meeting

The Chair requested a motion to approve the consent agenda. Will Sterling motioned; Lowell King seconded the motion.

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

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

Without further comment or objection, motion carried.

DISCUSSION ITEMS

6) Ratification and Adoption of Resolution to Make Certain Findings as Required by California Government Code section 54953(e) to Participate in Public Meetings via Teleconference

Brad Gates provided an overview of the item. The Chair requested a motion to ratify the resolution that was previously approved at a special Executive Board meeting on October 13, 2021. The Chair requested a motion to approve. Henry Shannon motioned; Dale Marsden seconded the motioned. 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: Absent
Cinnamon Alvarez: Aye
Kenneth Boshart: Aye
Ricardo Cisneros: Absent
Jimmy Elrod: Absent

Mike Gallo: Absent
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Aye
Louie Lopez: Absent
Robert Loeun: Absent
Dale Marsden: Aye
Lina Montes: Absent
B.J. Patterson: Aye
Henry Shannon: Aye
Shannon Shannon: Aye
Will Sterling: Aye
Jonathan Weldy: Aye

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

7) Approval to Develop Agreement with Victor Valley College for Pilot Incumbent Worker Training Program

Brad Gates provided an overview of the item, which was presented and approved at the October 13, 2021 Economic Development Business Resource (EDBR) Committee meeting. He noted that during that meeting, there were adjustments made to the costs allowed for the training, which are now included in the item. A discussion ensued about the training and how it will assist the firefighters. The Chair requested a motion to approve. Cinnamon Alvarez motioned; Cherilyn Greenlee 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: Absent
Cinnamon Alvarez: Aye
Kenneth Boshart: Aye
Ricardo Cisneros: Absent
Jimmy Elrod: Absent
Mike Gallo: Absent
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Aye
Louie Lopez: Absent
Robert Loeun: Absent
Dale Marsden: Aye
Lina Montes: Absent
B.J. Patterson: Aye
Henry Shannon: Aye
Shannon Shannon: Aye
Will Sterling: Aye
Jonathan Weldy: Aye

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

8) Approval of America's Job Center of California System Memorandum of Understanding

Brad Gates provided an overview of the item. The State requires the AJCC Memorandum of Understanding (MOU) be updated every three years. Will approval of this item, it will go to the Board of Supervisors for final approval. The MOU will take effect January 1, 2022-December 31, 2025. The Chair requested a motion to approve. B.J. Patterson motioned; Ken Boshart 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: Absent
Cinnamon Alvarez: Aye
Kenneth Boshart: Aye
Ricardo Cisneros: Absent
Jimmy Elrod: Absent
Mike Gallo: Absent
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Aye
Louie Lopez: Absent
Robert Loeun: Absent
Dale Marsden: Aye
Lina Montes: Absent
B.J. Patterson: Aye
Henry Shannon: Aye
Shannon Shannon: Aye
Will Sterling: Aye
Jonathan Weldy: Aye

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

9) Election of Workforce Development Board Officers: Chair, 1st Vice Chair and 2nd Vice Chair

Brad Gates introduced Scott Kuethen, Chair of the Nomination Committee. Mr. Kuethen provided an overview of the Nominations Committee meeting that took place on October 22, 2021, which also included Cinnamon Alvarez, Shannon Shannon, Brad Gates and Devra Bell. He discussed the process and rationale behind the members nominated. The slate that was put forward was: Phil Cothran, Chair; Will Sterling, 1st Vice Chair and B.J. Patterson, 2nd Vice Chair. Mr. Kuethen introduced Board Secretary, Devra Bell. Ms. Bell called on each member on the slate, to confirm their acceptance of the nomination. She then asked for any additional nominations from the floor. Henry Shannon motioned to close the nominations. A roll call vote was completed on the slate as presented.

Phil Cothran, Chair: Aye
Orlando Acevedo: Absent
Cinnamon Alvarez: Aye
Kenneth Boshart: Aye
Ricardo Cisneros: Absent

Jimmy Elrod: Absent
Mike Gallo: Absent
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Aye
Louie Lopez: Absent
Robert Loeun: Absent
Dale Marsden: Aye
Lina Montes: Absent
B.J. Patterson: Aye
Henry Shannon: Aye
Shannon Shannon: Aye
Will Sterling: Aye
Jonathan Weldy: Aye

REPORTS/INFORMATION

10) Committee Reports

The Chair introduced the Committee Chairs:

- EDBR: Cinnamon Alvarez discussed the Victor Valley College agreement regarding fire fighter training; the various hiring events and the EDBR work plan, with its accomplishments this year.
- Special Populations: Jonathan Weldy discussed the committee goals and the accomplishments over 2021; the business convening that was occurring that day; work on the employer tool kit; the UScience pilot program and legislative updates/transportation convening.
- Youth: B.J. Patterson provided an overview of the Youth Refresh and discussed the upcoming Youth RFP. He also introduced the new Youth member on the committee.
- AJCC Ad Hoc: Scott Kuethen reported on the efforts of adding services at satellite offices, as the county covers a large area. They are hoping to have many partners sharing facilities.

ADJOURNMENT

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

The meeting adjourned at 9:51 AM

The next meeting of the General Board is scheduled for February 9, 2022, at 8:30 AM at the WDD Administration Office, 290 North D Street, 6th Floor, San Bernardino, CA 92415



Devra Bell, WDB Secretary