

## **WORKFORCE DEVELOPMENT BOARD GENERAL BOARD MEETING**

Workforce Development Department Administration Office  
Large Conference Room  
290 North D Street, Suite 600, San Bernardino, CA 92415

WEDNESDAY, FEBRUARY 22, 2023 8:30 AM – 10:30 AM

This agenda contains a brief description of each item of business to be considered at today's meeting. In accordance with the Brown Act, this meeting agenda are posted at least 72 hours prior to the regularly scheduled meeting 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, 6<sup>th</sup> Floor, San Bernardino, CA 92415. The agenda, its 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](mailto:Devra.Bell@wdd.sbcounty.gov) prior to, or after, the meetings.**

The agenda and its supporting documents can be viewed online at [www.sbcounty.gov/workforce](http://www.sbcounty.gov/workforce). However, the online agenda 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 Committee's jurisdiction.

To address the Board regarding an item that is on the agenda, complete and submit the purple form entitled "Public Comment". These requests must be submitted to the Executive Secretary to the Board prior to the time the item is called for consideration or prior to the public comments section on the agenda. The Chair will call speakers forward to present their comments at the appropriate time.

### **Conflict of Interest Advisement**

WDB members please be advised: If an item on the Agenda 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 Committee's consideration of the Agenda item."*

## **AGENDA**

8:30 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT GENERAL BOARD

### **OPENING**

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Introductions
- 4) Success Stories
  - a) AJCC Client
  - b) Business Services
  - c) Youth

### **PUBLIC COMMENT**

- 5) Comments from the General Public in Attendance

### **CONSENT AGENDA**

- 6) Approval of Minutes from December 7, 2022 General Board Meeting

### **PRESENTATION**

- 7) LAUNCH Apprenticeship Network – *Presented by Charles Henkels*

## **DISCUSSION**

- 8) Approval of Workforce Innovation and Opportunity Act San Bernardino County Local Plan and Inland Empire Regional Plan 2-Year Modification for Plan Years 2021-2024

## **REPORTS AND INFORMATION**

- 9) Committee Updates:
  - Executive Board
    - Fiscal Reports
    - Legislative Updates
  - EDBR Committee
  - Special Populations Committee
  - Youth Committee
- 10) County Report
- 11) Chair Report

## **ADJOURNMENT**

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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, 6<sup>th</sup> Floor, San Bernardino, California 92415, or during this meeting.

The Workforce Development Board meeting 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. 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  
Agenda Item**

**MEETING DATE:** February 22, 2023

**ITEM:** (6)

**SUBJECT:** Minutes from December 7, 2022 Workforce Development Board  
General Meeting

**PRESENTED BY:** Brad Gates, Director  
Workforce Development Department (WDD)

**CONSENT**   X                      **DISCUSSION** \_\_\_\_\_                    **INFORMATION** \_\_\_\_\_

**RECOMMENDATION:** Approve Minutes from December 7, 2022 Workforce Development Board  
General Meeting

**BACKGROUND:** See attached minutes

**SAN BERNARDINO COUNTY WORKFORCE DEVELOPMENT BOARD**  
**General Board Meeting**  
**Workforce Development Administration**  
**290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92415**

**WEDNESDAY, DECEMBER 7, 2022**

**MEETING MINUTES**

**ATTENDANCE:**

<b>Members</b>			
	<b>Present</b>		<b>Present</b>
Phil Cothran <i>(Chair)</i>	X	Lowell King	
Will Sterling <i>(Vice-Chair)</i>	X	Scott Kuethen	X
Orlando Acevedo	X	Louie Lopez	
Cinnamon Alvarez	X	Robert Loeun	
Ken Boshart	X	Dale Marsden	X
Ricardo Cisneros		Lina Montes	X
Jimmy Elrod		Henry Shannon	X
Mike Gallo		Shannon Shannon	X
Cheri Greenlee		Jonathan Weldy	X

<b>Staff to WDB</b>	
	<b>Present</b>
Devra Bell	X
Brad Gates	X
<b>WDD Staff</b>	
Fred Burks	X
Curtis Compton	X
Mariann Johnson	X

**OPENING**

- 1) **Chair Call Meeting to Order** at 12:01 PM
- 2) **Pledge of Allegiance** – Scott Kuethen led the pledge
- 3) **Introductions** - The Chair led introductions around the room
- 4) **Success Stories**
  - **AJCC:** Lucia La Rosa presented on behalf of recipient Victor Betancurt, who was unable to attend the meeting. She provided Mr. Betancurt’s background and work with his career coach at the AJCC office. He was able to obtain a position netting \$3,000 per week, working 50 hours per week.
  - **Business Services:** Carmela Giliberto introduced Eric Goodman, CEO/President of Mountain View Services. His firm is the leading supplier of groceries, medical supplies, janitorial supplies, durable medical equipment and more. Mr. Goodman shared the story of an employee that had been placed in the “On the Job Training” program and she now leads their billing team.
  - **Youth:** Haimanot from El Proyecto introduced the Youth success story recipient, Ajaney Shannon. Ms. Shannon is a 22 year-old with 5 children and participated in the CNA program, where she graduated in the top 3 of her class. She aspires to go back to school at San Bernardino Valley College to become a Registered Nurse.

## **PUBLIC COMMENT**

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

There were no public comment cards presented at the meeting

## **CONSENT AGENDA**

### **6) Approval of Minutes from the September 15-16, 2022 Workforce Development Board General Meeting**

### **7) Approval of Minutes from the September 28, 2022 Workforce Development Board Special Board Meeting**

The Chair requested a motion to approve the consent calendar. William Sterling made a motion; Lina Montes seconded the motion. All in favor, non-opposed. Motion passed.

## **DISCUSSION**

### **8) Approve Contract Award and Funding with Future Fit/AI Workforce Compass for AJCC Enhancement Services for a total aggregate amount not to exceed \$150,000, for a two-year period of January 1, 2023, through December 31, 2024.**

Bradley Gates, Director, provided an overview of the item and the product, which utilizes Artificial Intelligence to match employees to jobs, utilizing a web-based technology. A discussion ensued about the firm's ability to work with schools and colleges, as well as workforce boards. The Chair requested a motion to approve the item. Henry Shannon motioned; Cinnamon Alvarez seconded the motion. All in favor, non-opposed. Motion passed.

### **9) Election of Workforce Development Board Officers: Chair, Vice Chair and Treasurer**

Cinnamon Alvarez provided the Board with an overview from the Nomination Committee meeting and the resulting slate that was selected. The Chair asked each member nominated if they accepted the nomination, which was affirmative. He also requested any additional nominations from the floor. Receiving none, the Chair requested a motion to approve the slate as follows: William Sterling, Chair; Scott Kuethen, Vice Chair; Shannon Shannon, Treasurer. The Chair requested a motion to approve. Dale Marsden made a motion; Lina Montes seconded the motion. All in favor, none opposed. Motion passed.

## **REPORTS/INFORMATION**

### **10) Committee Updates**

- Executive Board: Brad Gates reviewed the Fiscal reports and noted we no longer have any regional dollars available but are awaiting updates from the State regarding RPI 5.0, which may provide additional funding. Mr. Gates also provided a Legislative update. The Workforce Innovation and Opportunity Act Reauthorization is currently sitting with the House of Representatives, but many are optimistic this will be addressed in the near future. Lastly, Mr. Gates reported that Patty Murray, Senator in the State of Washington, is set to lead the Senate Appropriations Committee next year.
- EDBR Committee: Cinnamon Alvarez reported on the Economic Recovery Business Services Outreach Support Project, which included performance over the past year. She also reviewed the EDBR goals and workplan highlights. Lastly, she reminded the members where they can find the Business Services dashboard on the WDB website.
- Special Populations Committee: Jonathan Weldy discussed the committee's review of data at their last meeting, regarding the different populations and how they compared to

the overall WIOA data. They also discussed the YouScience outcomes; provided updates on the quarterly special populations covering meeting, which focused on apprenticeships; the Uniquely Abled cohort will begin in January; the submission of the Disability Navigator grant and lastly, the submission of the Prison 2 Employment grant by Riverside County, who is the lead on this regional grant.

- Youth: Shannon Shannon reported on the presentation made to the Youth Committee from the Victor Valley Transportation Authority regarding their new Microlink Transport program. She also noted the Youth providers continue to meet monthly and WDD staff is working with Roadtrip Nation on the contract, which they hope to have approved by the Board of Supervisors in January. Lastly, Ms. Shannon reminded the members where they can find the Youth dashboard, which is updated monthly and can be accessed through the WDB website.

### **11) County Report**

Brad Gates discussed the UFI layoff in Victorville and how the strength of our Business Services team led to a quick outreach and subsequent job fair, to assist employees who had been displaced, as a result of the layoff. At the job fair, these individuals had the opportunity to meet with businesses in the area to help secure new employment. Mr. Gates also discussed a recent audit, which resulted in zero findings, and reported on a contract for a new Business Services workshop, which is provided in Spanish.

### **12) Chair Report**

Phil Cothran thanked everyone on the Board for their service, since this is his last meeting as the Chair, but will remain on the Board as the Immediate Past Chair.

## **ADJOURNMENT**

The Chair requested a motion to adjourn the meeting. Lina Montes motioned; Henry Shannon seconded the motion.

The meeting adjourned at 1:41 pm

The next Workforce Development Board General Meeting is scheduled for Wednesday, February 22, 2023, located at the WDD Administrative Office, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92415.

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Devra Bell, WDB Secretary

**San Bernardino County  
Workforce Development Board  
General Board  
Agenda Item**

**MEETING DATE:** February 22, 2023

**ITEM:** (8)

**SUBJECT:** Workforce Innovation and Opportunity Act San Bernardino County Local Plan and Inland Empire Regional Plan 2 Year Modification for Program Years 2021 - 2024

**PRESENTED BY:** Bradley Gates, Director  
Workforce Development Department (WDD)

**CONSENT** \_\_\_\_\_ **DISCUSSION**  X  **INFORMATION** \_\_\_\_\_

**RECOMMENDATION:** Approve and authorize the submittal of the Workforce Innovation and Opportunity Act (WIOA) 2 Year Modification for Program Years 2021-2024 San Bernardino County Local Plan and Inland Empire Regional Plan to the San Bernardino County Board of Supervisors.

**BACKGROUND:** In 2016, the California Workforce Development Board (CWDB) designated Regional Planning Units comprised of Local Workforce Development Boards for the purpose of implementing regional activities under the Workforce Innovation and Opportunity Act (WIOA). The Inland Empire Regional Planning Unit (IERPU) includes the San Bernardino County Workforce Development Board (SBCWDB) and the Riverside County Workforce Development Board (RCWDB). The first IERPU regional plan was completed in 2016. A modification was done in 2018.

WIOA requires Local Workforce Development Boards to submit modifications for their multi-year Local Plans for services in Workforce Development Areas (Local Area) and Regional Plans for Regional Planning Units (RPU) to define strategies for workforce development that are responsive to the training needs of businesses, job seekers, and employees. The San Bernardino County Workforce Development Board's (WDB) Program Years 2021 – 2024 Local and Regional Plan Modifications are due March 31, 2023.

On April 21, 2021, the WDB approved the WIOA Local and Regional Plans for Program Years 2021-2024. WIOA requires Regional Plans and partnerships to function under the California Workforce Development Board's (CWDB) State Plan as the primary mechanism for aligning educational and training provider services with regional industry sector needs in California's WIOA RPU. California state law requires coordination between the K-12, Community Colleges, and WIOA systems and requires the use of sector strategies as the operational framework for the workforce system. In leading the development of the Regional Plan, the IERPU included key stakeholders and customers across the region to participate in the assessment of current workforce activities, including those funded through WIOA and those funded through other sources.

While the Regional Plan outlines the implementation of the workforce development system at the regional level, the Local Plan describes the workforce system in the County and how to achieve the WDB's vision of transforming lives and strengthening business. The Local Plan was developed with the focus on the vision while gathering input from the partners and key stakeholders representing education, labor, economic development, community-based organizations as well as customers including job seekers, youth, and businesses. Partners, stakeholders and customers participated in a series of virtual stakeholder sessions. All sessions were held via Zoom and leveraged a collaborative whiteboard tool to provide feedback and conduct assessment of local workforce activities as well as the workforce development system. Their input was used to develop the 2-year modification of the Regional and Local Plans.

With this 2-year modification, a new shared industry sector of Government/Education in the regional plan and Mining in the local plan were added. Definitions of a high-quality job and equity were also established in the regional plan:

A measurable, high-quality job:

- will, within a specified period, lead to a livable wage and benefits and has a clear career pathway for advancement that leads to a long-term career.
- allows the worker to be fulfilled, self-sufficient, and meets their financial and essential needs for their current stage in life.
- empowers the worker to live, thrive, and stay in the region.
- is vital to the economy, both now and in the future.

Equity:

Everyone has value and can contribute to our regional economy. Ensuring equity in workforce development means intentionally targeting accessible resources to individuals who have traditionally experienced systemic barriers in the labor force, allowing them to obtain or retain a high-quality job that enables them to thrive.

Every employer in the region, large and small, contributes to our economy. Ensuring equity in the workplace means supporting employer awareness and expertise in understanding how a diverse labor force can help business flourish.

SBCWDB and RCWDB will focus on collaborative strategies to be implemented across both Local Areas to attain regional goals and objectives. Each Local Board will oversee operational alignment with the strategic objectives of the Regional Plan, and coordination with local partners to highlight key service-delivery strategies. The IERPU will work with partners across the region to ensure services are effectively meeting the needs of employers while transitioning residents to gainful employment, breaking cycles of poverty and increasing economic equity for long lasting prosperity.

Consistent with State of California Employment Development Department (EDD) requirements, the Local and Regional Plans were made available for public review and comment for a 30-day period beginning January 23, 2023 through February 21, 2023. A public notice on how to access the plans for review and comments was posted on the WDB's website, social media platforms and web blasts were sent to stakeholders across the region announcing the availability of the plans and a link to provide comments/feedback. Public comments received within the 30-day period that expressed disagreement with the plans will be submitted to the CWDB along with the plans.

The Regional and Local Plans demonstrate the WDB's commitment to the expansion of a comprehensive, coordinated system for providing workforce services to residents. The WDB envisions San Bernardino County and the Inland Empire region as a magnet, attracting residents and businesses because of the quality of life, availability of a strong workforce and high-quality education that is unmatched across the nation. Efforts are strategically targeted, focused on San Bernardino County as a place where people are proud to live, work, and play and where businesses want to locate. The WDB believes this focus will result in transformed lives, stronger businesses and economic prosperity throughout the County and the region as a whole.

Approval of this recommendation will allow for submittal of the San Bernardino County Local Plan and Inland Empire Regional Plan to the San Bernardino County Board of Supervisors for approval prior to the submission deadline of March 31, 2023.