

**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE BOARD MEETING**
Workforce Development Department Administration Office
290 North D Street, 6th Floor, San Bernardino, CA 92415

WEDNESDAY, MARCH 1, 2023, 8:30 AM – 9:30 AM

MEETING MINUTES

ATTENDANCE:

Members	Present
William Sterling (Chair)	X
Cinnamon Alvarez	X
Phil Cothran	X
Scott Kuethen	X
Shannon Shannon	X
Jonathan Weldy	
WDB Staff	Present
Devra Bell	X
Bradley Gates	X

OPENING

- 1) **Call Meeting to Order** - The Chair called meeting to order at 8:35 AM.
- 2) **Introductions** – The Chair started introductions around the room.

PUBLIC COMMENT

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

CONSENT AGENDA

4) Approval of Minutes from September 14, 2022 Executive Board Meeting

The Chair requested a motion to approve the consent calendar. Shannon Shannon made a motion; Cinnamon Alvarez seconded the motion. All approved, motion passed.

DISCUSSION

5) Strategies for Day at the Capitol and NAWB Forum 23 Conference

Bradley Gates led the discussion and introduced Brad Jensen, from the San Bernardino County Legislative office. They first discussed the meeting schedule for the CWA Day at the Capitol visits. Next, they discussed the topics they hoped to cover, which included: Budget appropriations; Assembly Bills currently under consideration; and support of updating the Brown Act to allow teleconferencing of meetings. Next, the members discussed the NAWB conference and their visits to legislators in Washington D.C. Mr. Gates noted their focus for these visits are different than those for the Sacramento trip, as they will want to discuss WIOA Reauthorization at these meetings.

6) Mini-Retreat

Bradley Gates discussed the history and timing of the annual retreat/strategic planning sessions for the General Board members. They had typically occurred in the Spring, but due to COVID, they were shifted to late summer. In an effort to go back to the annual Spring date, a one-day planning session will occur in May of 2023, which will reset these sessions going forward. He reviewed the topics that will be covered at the May meeting, which included WIOA training and establishing committee goals for the next fiscal year.

ADJOURNMENT

The Chair called for a motion to adjourn. Cinnamon Alvarez motioned; Shannon Shannon seconded the motion. All in favor. Motion passed.

Meeting adjourned at 10:03 AM

The next WDB Executive Board Committee meeting is currently scheduled for June 14, 2023 at 8:30 AM at the WDD Administration, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



Devra Bell – WDB Secretary