

**WORKFORCE DEVELOPMENT BOARD
GENERAL BOARD MEETING**
Thinkwise Credit Union
599 North E Street, 2nd Floor, San Bernardino, California

WEDNESDAY, MAY 10, 2023 9:00 AM – 5:00 PM

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, 6th 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 prior to, or after, the meetings.**

The agenda and its supporting documents can be viewed online at 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

9:00 CONVENE MEETING OF THE WORKFORCE DEVELOPMENT GENERAL BOARD

OPENING

- 1) Call Meeting to Order

PUBLIC COMMENT

- 2) Comments from the General Public in Attendance

CONSENT AGENDA

- 3) Approval of Minutes from March 22, 2023 General Board Meeting

DISCUSSION

- 4) Approval of PUMA Enrollments for Program Year 2023-2024
- 5) WDB Member Training
- 6) WIOA Reauthorization
- 7) Economic Development Business Resource Committee Goals
- 8) Youth Committee Goals
- 9) Special Populations Committee Goals

REPORTS AND INFORMATION

- 10) Director Report
- 11) Chair Report

ADJOURNMENT

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, 6th 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: May 10, 2023

ITEM: (3)

SUBJECT: Minutes from March 22, 2023 Workforce Development Board
General Meeting

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

CONSENT X **DISCUSSION** _____ **INFORMATION** _____

RECOMMENDATION: Approve Minutes from March 22, 2023 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, 6th Floor, San Bernardino, CA 92415

WEDNESDAY, MARCH 22, 2023

MEETING MINUTES

ATTENDANCE:

Members				Staff to WDB	
	Present		Present		Present
Will Sterling <i>(Chair)</i>	X	Scott Kuethen	X	Devra Bell	X
Orlando Acevedo		Louie Lopez	X	Brad Gates	X
Cinnamon Alvarez		Robert Loeun	X	Sophie Curtis	X
Ricardo Cisneros		Dale Marsden	X		
Phil Cothran	X	Lina Montes	X	WDD Staff	
Jimmy Elrod	X	Henry Shannon	X	Fred Burks	X
Mike Gallo		Shannon Shannon	X	Curtis Compton	X
Cheri Greenlee	X	Jonathan Weldy		Mariann Johnson	X
Lowell King	X				

OPENING

- 1) **Chair Call Meeting to Order** at 8:37 AM
- 2) **Pledge of Allegiance** – Lowell King led the pledge
- 3) **Introductions:** The Chair led introductions around the room.

PUBLIC COMMENT

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

CONSENT AGENDA

- 5) **Approval of Minutes from the February 22, 2023 Workforce Development Board General Meeting**

The Chair requested a motion to approve the consent agenda. Lowell King motioned; Louie Lopez seconded the motion. All in favor, none opposed. Motion passed.

WORKSHOP

6) Budget Workshop

Bradley Gates led the workshop and noted the prioritization of resources is to train individuals. He reviewed the budget highlights, expenditures and reimbursements and reported on the transparency our county provides, as it relates to budget information. Mr. Gates provided an overview of how we obtain WIOA funding and the projections for the next fiscal year, although final figures will not come out until the end of the current fiscal year. Other topics discussed included upcoming grants, WDD staffing levels, number of job fairs increasing and WARN notifications that are coming through. A discussion ensued regarding the ability to move funding between categories, goals for serving Youth and supportive services available.

DISCUSSION

7) Approval of Fiscal Year 2023-24

Bradley Gates provided an overview of the item. The Chair requested a motion to approve. Louie Lopez made a motion; Lina Montes seconded the motion. All in favor, none opposed. Motion passed.

8) Approval of Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2023-2025

Bradley Gates provided an overview of the item, noting WIOA requires we reapply every 2 years to continue as a Workforce Development area and receive funding. The approval of this item will be to submit the application for continued designation. He also reported that we had no findings in our last audit from EDD. The Chair requested a motion to approve the item. Dale Marsden made a motion; Lowell King seconded the motion. All in favor, none opposed. Motion passed.

REPORTS/INFORMATION

9) Chairs Report

The Chair noted that a presentation was going to be made to retiring Board member Kenneth Boshart, but he was unable to attend the meeting.

ADJOURNMENT

The Chair requested a motion to adjourn the meeting. Dale Marsden motioned; Lowell King seconded the motion. All in favor. Motion passed.

The meeting adjourned at 10:17 am

The next Workforce Development Board General Meeting is scheduled for Wednesday, May 10, 2023, at 9:00 am, located at the Thinkwise Credit Union, 599 North E Street, 2nd Floor, San Bernardino, CA 92401.

Devra Bell, WDB Secretary

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

MEETING DATE: May 10, 2023

ITEM: (4)

SUBJECT: PUMA Enrollments for Program Year 2023-204

PRESENTED BY: Bradley Gates, Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Approve the recommendation of the Youth Committee for Workforce Innovation and Opportunity Act (WIOA) Youth Program to amend PUMA (Public Use Microdata Area) Enrollment Provider Goals for Program Year 2023-2024.

BACKGROUND: The Workforce Development Board's (WDB) WIOA youth program provides academic enhancement, employment skills, and occupational training services to eligible youth participants in San Bernardino County. Contracted youth service providers are selected through competitive bid and serve youth on a two-year program cycle. While a youth is in their first year of a program cycle, the contractors provide youth with occupational training, work experience, counseling, tutoring and supportive services to place the youth in employment or higher education. While a youth is in the second year of a program cycle, the contractors provide the youth with follow up services to ensure success utilizing the skills obtained during the prior year.

On May 11, 2022, the WDB approved the PUMA (geographical areas assigned by the Census) enrollment goals for each youth provider. Further, the approval set these as the annual requirement for each provider for the length of the contract cycle, which dates from July 1, 2022 through June 30, 2025.

A Youth Ad Hoc Committee of the WDB convened on April 3, 2023, to review data related to the current performance of WIOA youth providers and approved the PUMA enrollment goals for Program Year 2023-2024. Subsequently, the Youth Committee approved the PUMA enrollment goals on April 12, 2023, with the caveat that if new Census data was made available prior to the WDB's approval of the goals, then the PUMA enrollment goals would be reflective of the new data.

After the Youth Committee's approval on April 12, 2023, new data was made available regarding disconnected youth rates in the PUMAs. Based on this development, the following tables represent the PUMA goals and provider allocations for Program Year 2023-2024:

PUBLIC USE MICRODATA AREA (PUMA)	22-23 PUMA	23-24 PUMA	YOUTH PROVIDER	22-23 Goals	23-24 Goals
#1 Big Bear City, Big Bear Lake, Crestline, Lake Arrowhead, Running Springs, and Wrightwood	89	110	California Association Health & Education Linked Professions	39	48
			Arbor E&T, LLC dba Equus Workforce Solutions	50	62
#2 San Bernardino and Muscoy	258	297	El Proyecto del Barrio, Inc.	86	115
			Youth Action Project, Inc.	86	96
			Operation New Hope	86	86
#3 Victorville and Adelanto	158	158	California Association Health & Education Linked Professions	158	158

#4 Rialto and Bloomington	105	63	Youth Action Project, Inc.	50	30
			El Proyecto del Barrio, Inc.	55	33
#5 Hesperia, Apple Valley, and Lucerne Valley	129	165	California Association Health & Education Linked Professions	129	129
			First Institute Training and Management, Inc.	0	36
#6 Twentynine Palms, Barstow, Needles, Yermo, Joshua Tree, Newberry Springs, and Yucca Valley	108	89	First Institute Training and Management, Inc.	108	89
#7 Fontana	180	116	Arbor E&T, LLC dba Equus Workforce Solutions	90	58
			First Institute Training and Management, Inc.	90	58
#8 Ontario	111	124	Arbor E&T, LLC dba Equus Workforce Solutions	97	97
			Hawkeye Properties and Workforce Innovation, Inc.	14	27
#9 Colton, Loma Linda, and Grand Terrace	62	62	Arbor E&T, LLC dba Equus Workforce Solutions	31	31
			El Proyecto del Barrio, Inc.	31	31
#10 Redlands, Yucaipa, Mentone, and Highland	74	80	Arbor E&T, LLC dba Equus Workforce Solutions	74	80
#11 Chino and Chino Hills	86	64	Hawkeye Properties and Workforce Innovation, Inc.	86	64
#12 Upland, Montclair, and Rancho Cucamonga	143	175	Operation New Hope	100	59
			Hawkeye Properties and Workforce Innovation, Inc.	43	84
			First Institute Training and Management, Inc.	0	32
1,503			1,503	1,503	1,503

YOUTH PROVIDER	PUMA(s)	23-24 ENROLLMENTS	23-24 ALLOCATION	PERCENTAGE
California Association Health & Education Linked Professions	1, 3, 5	335	\$1,116,555	22.29%
El Proyecto del Barrio, Inc.	2, 4, 9	179	\$596,607	11.91%
Arbor E&T, LLC dba Equus Workforce Solutions	1,7, 8, 9, 10	328	\$1,093,224	21.82%
First Institute Training and Management, Inc.	5, 6, 7, 12	215	\$716,595	14.31%
Hawkeye Properties and Workforce Innovation, Inc.	8, 11, 12	175	\$583,275	11.64%
Operation New Hope	2, 12	145	\$483,285	9.65%
Youth Action Project, Inc.	2, 4	126	\$419,958	8.38%
		1,503	\$5,009,499	100%

With the WDB's approval, the PUMA enrollment goals will be established for the WIOA Youth Workforce System for Program Year 2023-2024 as set forth in the green columns above.