

**WORKFORCE DEVELOPMENT BOARD  
ECONOMIC DEVELOPMENT BUSINESS RESOURCE  
COMMITTEE MEETING**

Workforce Development Department Administration Office  
290 North D Street, 6<sup>th</sup> Floor, San Bernardino, California

WEDNESDAY, APRIL 10, 2024 AT 10:00 AM – 11:00 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 Committee 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 Committee 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 Committee on any item on the agenda and on any matter that is within the Committee's jurisdiction.

Members of the public may address the Board on any item on the agenda and on any matter that is within the Board'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**

**OPENING**

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Introductions

**PUBLIC COMMENT**

- 4) Comments from the General Public in Attendance

**CONSENT AGENDA**

- 5) Approval of Minutes from January 24, 2024 Economic Development Business Resource (EDBR) Committee Meeting

**WORKSHOP**

- 6) Business Services Outreach Support Request for Proposals – Consideration of Proposals

**PRESENTATION**

- 7) Workforce Compass Business Services Demonstration

**REPORTS AND INFORMATION**

- 8) Goals/Work Plan for EDBR Committee
- 9) Directors Report
- 10) 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 Committee 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 Committee 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 Committee 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  
Economic Development & Business Resource Committee  
Agenda Item**

**MEETING DATE:** April 10, 2024

**ITEM:** (5)

**SUBJECT:** Approve Minutes from January 24, 2024 Economic Development and Business Resource (EDBR) Committee Meeting

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

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

**RECOMMENDATION:** Approve Minutes from the January 24, 2024 EDBR Committee Meeting

**BACKGROUND:** See attached minutes

**WORKFORCE DEVELOPMENT BOARD  
ECONOMIC DEVELOPMENT BUSINESS SERVICES COMMITTEE**

**WEDNESDAY, JANUARY 24, 2024 – 10:00 AM – 11:00 AM**

**MINUTES**

**Attendance:**

<b>Members</b>	<b>Present</b>	<b>STAFF TO WDB</b>	<b>Present</b>
Cinnamon Alvarez (Chair)	X		
Orlando Acevedo	X	Devra Bell	X
*Pamela Deans	X	Brad Gates	X
*Willie Ellison			
*Peggi Hazlett	X		
Scott Kuethen	X		
*Ryan Rainbolt	X		
*JD Wang			
*Reginald Webb			
*Public Members			

**OPENING**

- 1) **The Chair called meeting to order** at 10:02 AM
- 2) **Pledge of Allegiance:** Orlando Acevedo led the Pledge of Allegiance
- 3) **Introductions:** The Chair started introductions around the room.

**PUBLIC COMMENT**

- 4) **Comments from the General Public in Attendance** – No public comments made.

**CONSENT AGENDA**

- 5) **Approval of Minutes from the October 11, 2023 Economic Development Business Resource (EDBR) Committee Meeting**

The Chair requested a motion to approve. Peggi Hazlett made a motion; Pamela Deans seconded the motion. All in favor, none opposed. Motion carried.

**PRESENTATION**

- 6) **Goals/Work Plan for EDBR Committee**

Curtis Compton led the presentation and shared three success stories. He provided several updates on the goals which included: On-the-Job Trainings are the most popular service we offer, with wages averaging \$22 per hour; he discussed the recent workshops and hiring events; business site tours, where he noted a few board members may want to take a tour of a manufacturer in the near future; and lastly, he reported on the successful work of the 20/20 Network team.

## **7) Business Services Outreach Support Updates**

Curtis Compton reported on the upcoming RFQ for Business Services Outreach Support along with the scope of work. He noted the issue the chambers are struggling to cover all areas in the county, so hopefully additional chambers will apply. All submissions will be scored and if they qualify, a review will be conducted to see what they are requesting to participate in the program.

## **REPORTS/INFORMATION**

### **8) Directors Report**

Due to time constraints, no report was provided.

### **9) Chair Report**

Due to time constraints, no report was provided.

## **ADJOURNMENT**

The Chair requested a motion to adjourn. Orlando Acevedo motioned; Scott Kuethen seconded the motion.

Meeting adjourned at 11:14 AM

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, April 10, 2024 at 10:00 AM and will be held at the WDD Administration Office, located at 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92415.

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Devra Bell, WDB Secretary