YOUTH COMMITTEE MEETING
Workforce Development Board Conference Room
Workforce Development Department Administration Office
290 North “D” Street, 6th Floor, San Bernardino, California

WEDNESDAY, FEBRUARY 22, 2017 at 11:30 a.m.

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 is 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 during regular business hours at the WDD Administration Office at 290 North “D” Street, 6th Floor, San Bernardino, CA, 92415. The agenda and its supporting documents can be viewed online at http://cms.sbcounty.gov/wdd/Home.aspx. 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 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 Board’s consideration of the Agenda item.”

AGENDA
11:30 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT YOUTH COMMITTEE

OPENING
1) Chair Call Meeting to Order and Pledge of Allegiance
2) Member Introductions

CONSENT
3) Approve Minutes from January 11, 2017 Youth Committee Meeting

PRESENTATION
4) Success Story given by Youth Provider

DISCUSSION
5) Y4 video
6) Discuss Next Steps on Youth Committee Strategic Action Items

INFORMATION
7) County Report given by Mariann Ruffolo

PUBLIC COMMENT

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, 6th Floor, San Bernardino, California 92415, or during this meeting.

The Workforce Development Board meeting facility 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) 387-8986 and the office is located at 290 North “D” Street, 6th Floor, San Bernardino, California 92415. California Relay Service 711

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.
San Bernardino County
Workforce Development Board
Youth Committee
Agenda Item

MEETING DATE: February 22, 2017

ITEM: (3)

SUBJECT: Approve Minutes from January 11, 2017 Youth Committee Meeting

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT ___X___ DISCUSSION____ INFORMATION____

RECOMMENDATION: Approve Minutes from January 11, 2017 Youth Committee Meeting

BACKGROUND: See attached Minutes

WDB Action:

Motion: Second:

Affirmative: Negative:

Abstention:

DATE:
Workforce Development Board  
YOUTH COMMITTEE MEETING  
Workforce Development Board Conference Room  
Workforce Development Department Administration Office  
290 North "D" Street, 6th Floor, San Bernardino, California  

WEDNESDAY, JANUARY 11, 2017, 12:30 p.m.

MINUTES

In attendance:

<table>
<thead>
<tr>
<th>Committee Members Present</th>
<th>Committee Members Absent</th>
<th>Staff</th>
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<tbody>
<tr>
<td>B.J. Patterson</td>
<td>Robert Louen</td>
<td>Reg Javier, Deputy Executive Officer</td>
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<tr>
<td>Andrea Bossieux</td>
<td>Hassan Webb</td>
<td>Mariann Ruffolo, Deputy Director</td>
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<td>Audrey Mathews</td>
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<td>Miguel McQueen, Deputy Director</td>
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<td>John Andrews</td>
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<td>Gina Beltran- Executive Secretary</td>
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<td>Jon Novack</td>
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<td>Fred Burks- Administrative Supervisor II</td>
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<td>Jonathan Weldy</td>
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<td>Sandy Harmsen, Project Executive</td>
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<tr>
<td>Kenneth Boshart</td>
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<td>James Johnson, Business Services Manager</td>
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<tr>
<td>Lowell King</td>
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<td>Phil Cothran</td>
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<td>Tony Myroll</td>
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<tr>
<td>William Sterling</td>
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OPENING

Chair called the meeting to order at 12:32 p.m. and led the pledge of allegiance.

Member introductions were done.

CONSENT

ITEM 3- Approve Minutes from September 14, 2016 and November 9, 2016 Meetings

B.J. Patterson called for a motion to approve the both sets of minutes. Lowell King motioned to approve the minutes. Will Sterling second the motion. None opposed. Motion carried.

PRESENTATION

ITEM 4- Special presentation and success story given by Youth provider

Israel Riley, Program Manager of Inland Empire Health Care Training Institute (IEHCTI) presented his youth, Garrett Cox. Garrett came to IEHCTI initially as a favor for a friend. He attended the orientation and was inspired by what services the youth provider could offer he decided to join the program in 2014. It wasn’t easy for him at first but he was able to work with great mentors and completed drug counseling and support services. Garrett enjoyed the Institute and what it had to offer and became a CPR Instructor, coordinator and is now proud to be serving as a case worker for the institute.

DISCUSSION

ITEM 5- New Website Overview

Mariann Ruffolo and ISD presented the committee with the new WDD website by way of a video demonstration. The new website is due to go live March 1, 2017. The new website will be mobile friendly and offers stackable content and scrollable content for tablet and smart phone viewing. There was a question as to a test site and Mariann said there is a test site however, only select staff is testing it right now. The group made a recommendation to have the youth providers and youth review the website to make suggestions. Additionally, because of the new format of the website, content will be able to be updated much easier.
ITEM 6- Discuss Next Steps on Youth Committee Strategic Action Items
Mariann Ruffolo reported on the Youth Committee Strategic action items and mentioned the success of the Y4 Conference that was held on December 9, 2016. There were about 500 youth in attendance as well as employers who were interviewing and hiring on the spot. A debrief was done with the vendor and WDD staff which was very positive. Plans for next year’s conference are being discussed.

INFORMATION

County Report given by Mariann Ruffolo
Mariann provided department update where she mentioned EDD sent out a notice where they designated our WDB as a high performing board for adult and youth.
The Regional and Local plan overview was presented by MaryAnn Pranke earlier in the day. The posting of the plans for public comment will be soon. Mariann will send notice out to everyone once it’s time for posting.
The CWA Youth Conference is next week and youth providers and youth are encouraged to attend.

PUBLIC COMMENT
There were two public comments.
Dominic Woods – Goodwill
He mentioned the new website needs a more youth flavorful appeal.
Teresa Taylor – Youth Provider
She mentioned the website need to be more youth friendly where it will attract youth.

ADJOURNMENT
B.J. Patterson called for a motion to adjourn. Will Sterling motion to adjourn. Second by Jon Novack. Motion carried.

Meeting adjourned at 1:14 p.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, February 22, 2017 at 12:30 pm to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, CA 92401.

Gina Beltran, Executive Secretary II
MEETING DATE: February 22, 2017

ITEM: (6)

SUBJECT: Discuss Next Steps on Youth Committee Strategic Action Items

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT ____ DISCUSSION __x__ INFORMATION ____

RECOMMENDATION: Discuss Next Steps on Youth Committee Strategic Action Items

BACKGROUND: See handout

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**WDB Action:**

Motion: 

Second:

Affirmative: Negative:

Abstention:

DATE: