

Workforce Development Board
ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE 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, 1:30 p.m.

MINUTES

In attendance:

Committee Members Present

Jon Novack
Anita Tuckerman
Audrey Mathews
BJ Patterson
John Andrews
Peggi Hazlett
Phil Cothran
Terry Klenske
Tony Myrell
William Sterling

Committee Members Absent

Laurie Stalnaker
Mike Gallo
Robert Loeun

Staff

Reg Javier, Deputy Executive Officer
Mariann Ruffolo, Deputy Director
Miguel McQueen, Deputy Director
Gina Beltran- Executive Secretary
Fred Burks- Administrative Supervisor II
Sandy Harmsen, Project Executive
James Johnson, Business Services Manager
Gustavo Cisneros, Staff Analyst II
Henry Nickel, Staff Analyst II

OPENING

Chair called the meeting to order at 1:32 pm and the pledge of allegiance was led by B.J. Patterson.

Member introductions were done.

CONSENT

ITEM 3- Motion to approve Minutes of November 9, 2016 Meeting

Jon Novack called for a motion to approve the minutes. Will Sterling made a motion to approve. John Andrews second the motion. None opposed. Motion carried.

DISCUSSION

ITEM 4- New Website Overview

Mariann Ruffolo and ISD presented to the committee WDD's new 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 comment about the EDBR page being too wordy and a suggestion was made to use hyperlinks. This comment will be taken into consideration by the team working on the website. John Andrews thanked SB WDD and the ISD staff for all their hard work on putting together this website.

ITEM 6- Discuss Next Steps on Economic Development and Business Committee Strategic Action Items

Miguel McQueen reported one of the goals of this committee is to work with 20/20 and ensure they are using the elevator pitch in any external communications on an ongoing basis. Another goal was to work on the Local and Regional Plan, this has been done and staff are expecting to post the plans on line for public comment. The Phase II MOU meetings have been taking place and the MOU templates are expected to go to the BOS in April 2017.

INFORMATION

County Report given by Miguel McQueen. Miguel mentioned the upcoming 6th Annual Manufacturing Summit which is scheduled to take place on February 3, 2017 at the Ontario Convention Center.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Jon Novack called for a motion to adjourn. Will Sterling made a motion to adjourn. Peggy Hazlett second the motion. Motion carried. Meeting adjourned at 2:27 p.m.

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, February 22, 2017 at 1:30 p.m. to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.

Gina Beltran, Executive Secretary II