

## GENERAL BOARD MEETING

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

WEDNESDAY, JANUARY 25, 2017, 12:00 p.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, 6<sup>th</sup> Floor, San Bernardino, CA. 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, 6<sup>th</sup> Floor, San Bernardino, CA. The agenda and its supporting documents can be viewed online at <http://cms.sbcounty.gov/wib/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

12:00 PM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT BOARD

### OPENING

- 1) Chair Call Meeting to Order
- 2) Presentation and Adoption of the Agenda
- 3) Success Stories
  - a) Business
  - b) AJCC Client
  - c) Youth

### CONSENT

- 4) Approval of Minutes from the December 6, 2016 Workforce Development General Board meeting
- 5) Approval of Career Services Provider

### DISCUSSION

There are no discussion items

### INFORMATION

- 6) Local Plan Overview by Stephanie Murillo
- 7) Committee Reports
  - a) Executive Board Report given by Tony Myrell
  - b) Youth Committee Report given by B.J. Patterson
  - c) Economic Development and Business Resource Committee Report given by Jon Novack
  - d) Special Populations Committee Report given by Robert Loewn
- 8) County Report given by Mariann Ruffolo, Deputy Director

### 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, 6<sup>th</sup> 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) 387-9886 and the office is located at 290 North "D" Street, 6<sup>th</sup> 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 aides and services are available upon request to individuals with disabilities.

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

**MEETING DATE:** January 25, 2017

**ITEM:** (4)

**SUBJECT:** Approve Minutes from December 6, 2016 Workforce Development Board Meeting

**PRESENTED BY:** Gina Beltran, Board Secretary  
Workforce Development Department (WDD)

**CONSENT**  **DISCUSSION** \_\_\_\_\_ **INFORMATION** \_\_\_\_\_

**RECOMMENDATION:** Approve Minutes from December 6, 2016 Workforce Development Board Meeting

**BACKGROUND:** See attached Minutes

## **GENERAL BOARD MEETING**

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

WEDNESDAY, DECEMBER 06, 2016, 12:00 p.m.

### **MINUTES**

In attendance:

#### **WDB Members Present**

John Andrews  
Kenneth Boshart  
Rene Castellanos  
Phil Cothran  
Terry Klenske  
Tony Myrell  
Jonathan Novack  
B.J. Patterson  
Henry Shannon  
William Sterling  
Anita Tuckerman  
Jonathan Weldy

#### **WDB Members Absent**

Mike Gallo  
John Gauthier  
Cherilyn Greenlee  
Robert Loeun  
Dale Marsden  
Laurie Stalnaker  
Joseph Williams

#### **Staff and Special Guests**

Sophie Akins- Deputy County Counsel  
Reg Javier – DEO  
Gina Beltran- Executive Secretary II  
Fred Burks- Administrative Supervisor II  
Mariann Ruffolo – Deputy Director  
Miguel McQueen- Deputy Director  
James Johnson, Business Services Manager  
Heidi Marshall – Riverside County  
Carrie Harmon – Riverside County

#### **Presenters**

Henry Anchando – Business Services  
Ashley Robledo – AJCC  
Ariel Nievas – Youth

### **Opening**

- 1) Chair called the meeting to order at 12:07 pm
- 2) Introductions were done around the room
- 3) Pledge of Allegiance was done at 12:09 pm
- 4) Chair called for the adoption of the agenda. Motion made by Ken Boshart. Second made by Terry Klenske. Motion approved.
- 5) Success Stories
  - a) Business- Henry Anchando, Business Services Rep in Ranch Cucamonga presented Yuli Gan, Vice President of Administration for Blue Point Fasteners. She is a small business owner who used the WDD OJT services and expressed how easy the services were to use and how they benefited her company. She hired three employees via the OJT program, one of which was promoted to supervisor. This service saved her company an estimated \$10,000. She is looking forward to using the services in the near future and will look towards Henry in assisting her.
  - b) AJCC Client- Ashley Robledo, JD-NEG Specialist from the High Desert AJCC presented Ricardo Canchola. Ricardo is a dislocated worker who has been out for work and was facing some challenges with finding employment due to lack of experience. Due to this challenge, Ricardo attended three employment enhancement workshops which included help with resume and interviewing skills. Ricardo completed training for an HVAC technician and was referred to a HVAC Technician position with

Proteus, Inc. and was successful in interviewing and was offered the position with a starting salary above minimum wage. Ricardo is very grateful for this opportunity as it comes at a good time, during the holidays.

- c) Youth – Ariel Nieves from First Institute presented Johnathan Gonzales who came to WDD in 2013. At that time he was 21 years old seeking healthcare training and went on line and found the program. After he completed his training, he was able to get into a pediatric clinic in Rancho Cucamonga. This was Johnathan’s first training in management and is grateful for this training.

## **CONSENT**

- 6) Approval of Minutes from the September 21, 2016 Workforce Development Board meeting
  - a) Tony Myrell presented, Terry Klenske motioned and Henry Shannon was the second. Approved. Motion carried. None opposed.
- 7) Approval of the Workforce Innovation and Opportunity Act (WIOA) Youth Services Request for Proposal
  - a) Tony Myrell, presented, William Sterling motioned to approve. B.J. Patterson was the second. Approved, motion carried. None opposed.
- 8) Approval of Additional Sling Shot Occupational / Vocational Training Providers
  - a) Tony Myrell, presented, William Sterling made a motion to approve. Jonathan Novack made the second. Approved, motion carried. None opposed.
- 9) Approval of Local Area Modification Application
  - a) Tony Myrell, presented, Anita Tuckerman motioned to approve. Henry Shannon was the second. Approved, motion carried. None opposed.

## **DISCUSSION**

There are no discussion items.

## **WORKSHOP**

Special Presentation by Ron Painter about NAWB updates via video conference. Ron is the Director of National Association of Workforce Boards (NAWB). There are currently 16 State Workforce Boards who are a part of NAWB.

## **INFORMATION**

### **Special Presentations**

- 10) Committee Reports
  - a) Executive Board Report given by Tony Myrell. There are plans to elect a nomination committee. Tony will notify the selected members the first of the year.
  - b) Youth Committee Report given by B.J. Patterson. BJ reported there will be a Youth Conference (Y4) event going on at Cal-State San Bernardino.
  - c) Economic Development and Business Resource Committee Report given by Jon Novack. Jon reported he added a new member to his committee to broaden his base. The new member, Marco Robles works for Cardenas Market and was the former mayor of the City of Pomona and is currently part of the

Hispanic Chambers. Jon also reported he is working with the City of Ontario and modeling the way they address business concerns with the help of EDA and with other chambers.

d) Special Populations Committee Report – the chair of this committee was absent and not able to give a report.

11) County Report given by Miguel McQueen, Deputy Director.

Miguel reported about the Y4 Conference taking place on 12/9/16 at Cal-State San Bernardino. He gave an update on the Sling Shot project. Last, he reported on the progress of the MOU Phases. Phase I was the agreement to support the MOU and Phase II is the collocated financial piece which is in progress.

#### **PUBLIC COMMENT**

Audrey Mathews recommended putting something in the local papers about the change in services from the City of San Bernardino to the County of San Bernardino.

#### **ADJOURNMENT**

William Sterling motioned to adjourn. Anita Tuckerman second. Motion carried. Meeting adjourned at 2:07 pm. The next WDB general meeting is scheduled for January 25, 2017 at the WDD Admin Office.

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Gina Beltran, Executive Secretary II

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

**MEETING DATE:** January 25, 2017

**ITEM:** (5)

**SUBJECT:** **APPLICATION TO SERVE AS AMERICA'S JOB CENTER OF CALIFORNIA ADULT AND DISLOCATED WORKER CAREER SERVICES PROVIDER UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT**

**PRESENTED BY:** Reg Javier, Deputy Executive Officer  
Workforce Development Board

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

**RECOMMENDATION:** Approve the San Bernardino County Workforce Development Board's Application to be America's Job Center of California Adult and Dislocated Worker Career Services Provider under the Workforce Innovation and Opportunity Act for the term of July 1, 2017 through June 30, 2021.

**BACKGROUND:** The Workforce Innovation and Opportunity Act (WIOA) requires the Workforce Development Board (WDB) to identify Providers of Adult and Dislocated Worker Career Services by awarding contracts following a competitive procurement once every four years. A Local Board may be designated as the Career Services Provider without a competitive process with the approval of the Chief Elected Official (CEO) and the Governor.

On December 19, 2016, the Employment Development Department (EDD) released direction regarding the selection of Career Services Providers. In order for a Local Board to be the designated Provider, an application must be submitted to the Governor by the CEO and the Local Board Chair.

Approving the application for the San Bernardino County Workforce Development Board (WDB) to provide Adult and Dislocated Worker Career Services allows for continued and uninterrupted workforce services to the businesses and residents of San Bernardino County. The provision of career services meets the County's goal of Creating, Maintaining and Growing Jobs and Economic Value in the County by promoting a job-driven public workforce system, working to strengthen the partnerships between workforce boards, businesses, and education by developing a skilled labor force, fulfilling business staffing needs.

<b>WDB Committee Action:</b>	
<i>Motion:</i>	<i>Second:</i>
<i>Affirmative:</i>	<i>Negative:</i>
<i>Abstention:</i>	
DATE:	