

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

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

**MINUTES**

Chair Called Meeting to Order at 11:32 am. In attendance:

**Committee Members Present**

BJ Patterson  
Dale Marsden  
Hassan Webb  
John Andrews  
Jon Novack  
Jonathan Weldy  
Ken Boshart  
Lowell King  
Phil Cothran  
Will Sterling

**Committee Members Absent**

Andre Bossieux  
Audrey Mathews

**Staff**

Gina Beltran- Executive Secretary  
Mariann Ruffolo, Deputy Director  
Miguel McQueen, Deputy Director  
Reg Javier, Deputy Executive Officer  
Sandy Harmsen, Project Executive

**OPENING**

Pledge of Allegiance was led by Phil Cothran and introductions were made around the table.

**CONSENT**

**ITEM 3- Motion to approve Minutes of January 11, 2017 Youth Committee Meeting**

Motion by Lowell King and second by Jon Novack. None opposed; motion carried.

**PRESENTATION**

**ITEM 4 – Youth Success Story**

Cathy Toole from Chino Valley Unified School District presented their youth who shared his success story.

**DISCUSSION**

**ITEM 5- Y4 Video**

Mariann Ruffolo played a video that was taken during the Y4 event that took place at Cal State San Bernardino College. The Y4 Youth Advisory Committee which had youth on the committee helped plan this event. The youth also worked to help design the resource room and added a vision wall.

**ITEM 6- Discuss Next Steps on Executive Board Strategic Action Items**

We purchased ESRI mapping license and software and we are looking at different dashboard tools, the timeline for this project is next fiscal year. Mapping will be presented at the board retreat. There was an update on foster youth and underserved youth in our County and it was discovered most of which reside in City of San Bernardino. Workforce Development is working with Children and Family Services (CFS) and with City of San Bernardino youth providers to set aside slots for these youth. There is a pilot project grocery prep program where youth will go through the program and then go through on the job training (OJT) with the employer. This program will be through the City of San Bernardino Youth RFP.

There is a mandatory bidder's conference for the Youth RFP scheduled for March 6, 2017, proposals are due March 27, 2017 then there will be an internal process for scoring. The target date for the contract to begin is July 1, 2017.

**INFORMATION**

**ITEM 7 - County Report given by Mariann Ruffolo**

State of the County is March 8, 2017 and tickets are still available. If anyone is interested, please see Gina Beltran. The new website is going live March 1, 2017. The committee's feedback was considered and there was an added section to youth page which contains a sample career ladder. There is a program with Dale Marsden in the works to have an education liaison position created within the school district. This program would help link the school and workforce system to help the student succeed in the education and workforce systems. We would like to bring in a person who already knows the school and workforce system and can pass along resources before it's too late for the student. This type of program would work with student and their family.

**PUBLIC COMMENT**

There are no public comments.

**ADJOURNMENT**

Chair asked for a motion to adjourn. William Sterling motioned and Lowell King seconded. None opposed; motion carried.

Meeting adjourned at 12:21 p.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, April 12, 2017 at 10:00 am to be held at WDD Admin, 290 N. D Street, 6<sup>th</sup> Floor, San Bernardino, Ca 92401.

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Gina Beltran, Executive Secretary II