

**Workforce Development Board
EXECUTIVE BOARD MEETING**
Workforce Development Board Conference Room
Workforce Development Department Administration Office
290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, JUNE 14, 2017, 8:30 p.m.

MINUTES

Attendees:

Members	Present
Tony Myrell (Chair)	X
Phil Cothran (Vice Chair)	X
William Sterling (Second Vice Chair)	X
Robert Louen	X
Jon Novack	X
B.J. Patterson	X
Staff to WDB	Present
Gina Beltran	X
Sandy Harmsen	X
Reg Javier	X

WDD Staff	Present
Fred Burks	X
James Johnson	X
Miguel McQueen	X
Stephanie Murillo	
Mariann Ruffolo	X
Madeline Tsang	X
Nidia Vargas	X

OPENING

Chair called meeting to order at 8:39 am

Chair called for a motion to adopt the agenda. Jon Novack motioned and B.J. Patterson seconded. None opposed; motion carried.

CONSENT

ITEM 2- Motion to approve Minutes from April 12, 2017 Meeting

Chair called for a motion to approve the minutes from the April 12, 2017 meeting.

Will Sterling motioned and Robert Loeun seconded. B.J. Patterson abstained since he was not in attendance on April 12. None opposed; motion carried.

DISCUSSION

ITEM 3- Agreement with Spaulding Thompson & Associates

Reg Javier presented this item asking the board to approve the funding for professional communication and media coordination services provided by Spaulding Thompson & Associates. The firm is currently under contract with Economic Development Agency (EDA) and the hope is to have this firm work with the 20/20 Network which is the media firm for Workforce Development Department (WDD) to align strengths. Spaulding Thompson & Associates works on the external image of the County and 20/20 Network focuses on the internal image of the County. Spaulding Thompson & Associates has proven to show economic growth on the EDA side and Reg would like that for the WDD side.

This item asks for the board to approve the contract for the firm to provide services for WDD similar to what they are currently providing for EDA. There was a lot of discussion around this item and the Chair decided to table this item and postpone voting for another Executive Board meeting.

Chair called for a motion to postpone this item. Will Sterling motioned and B.J. Patterson seconded. None opposed; motion carried.

ITEM 4 – Next Steps on Executive Board Strategic Action Goals

Mariann Ruffolo presented this item and mentioned she spoke with Tony Myrell about how the goals get reported out. It was decided as projects are completed they will be removed off the spreadsheet and only the on-going projects will be tracked. Mariann reported there was a State board hearing on Regional Plan submission this week and out of all the plans submitted, there were only four not approved. She has not heard if one of those four were ours, but she is thinking it wasn't because the department would have heard something by now. The Local Plan we submitted had some language missing about procurement and needed further clarification however, staff were able to gather the information needed to send it back to the State. The AJCC Phase II MOU is moving and we have 9 of the 25 signatures needed and the deadline to get the rest is September 1, 2017. Last, the full board agenda format may look a little different moving forward because the idea is to have the agenda's tie back to strategic goals developed at the retreat.

INFORMATION

ITEM 5 – Expenditure Report

Madeline presented this item. The report showed figures up to April 30, 2017. She went over the Adult Grant, Dislocated and Youth WIOA funding and Non-WIOA funding sources. She is currently working on year end numbers and the next report should have more accurate figures for expenditures.

ITEM 6 – ITA Report

Mariann Ruffolo presented this item. The information on this report is a follow up from last meeting and includes wages next to the various industry sectors. If there is no amount next a provider, it means the participants is still in training and there is no information available until completion. There is a summary at the heading for each section that provides an average.

ITEM 7 – PR Report by 20/20 Network

Steve Lambert presented this item and provided a hand out that showed the various posts he put out in April and May. He mentioned there were a lot of media hits on the Chmura Report on the WDD website. The other handout he went over was the draft newsletter that was discussed at the last Executive meeting. He suggested providing this newsletter on a quarterly basis in the beginning and eventually a monthly basis. The board liked the format but would like to have more discussion around what content should be in the newsletter.

ITEM 8 – County Report

Mariann Ruffolo presented this item. She reported an update to the Inland Empire Regional Training Coordinator funding – Riverside County WDB released an RFP for Regional Training Coordinator for the IE, San Bernardino Community College District was the only applicant and will therefore be awarded the contract.

WDD is working on an Memorandum of Understanding (MOU) with Children and Family Services (CFS) to try and develop a way to work better with foster care. This MOU would have no money involved and would be more of a referral process. The MOU is in the final stages of getting signed. Last, the CFS foster youth have been invited to attend this year's Y4 event.

The Bill, AB1111 moved out of the assembly and is now at the Senate Budget Committee and CWA has a good feeling it will get funded. The Bill is anticipated to have 50 million dollars available for work with the Special Populations groups.

This week is workforce week and Ivanka Trump is having meetings to discuss workforce. If anyone tweets this week, use the #workforceweek and get our message out there. In addition to social media, we sent success stories to Ron Painter who will be hitting the hill tomorrow.

The East Valley is having a job fair on June 22, 2017 from 9:00 a.m. to 1:00 p.m. at the National Orange Show. They are expecting around 60 employers who are all hiring and offering close to 700 jobs. The event is free to attend for anyone 18 years and older.

Reg Javier mentioned the County Homeless Taskforce to end homeless for veterans in San Bernardino County and that group is actively working on this goal. The next focus of this taskforce is chronic homeless, women and reducing the number of dependents on public assistance.

PUBLIC COMMENT


There was one public comment.

ADJOURNMENT

Chair called for a motion to adjourn. Will Sterling motioned and B.J. Patterson seconded. None opposed; motion carried.

Meeting adjourned at 10:03 a.m.

The next WDB Executive Board Committee meeting is scheduled for Wednesday, July 12, 2017 at 8:30 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, Ca 92401.



Gina Beltran, Executive Secretary II