

## 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, JULY 20, 2016, 12:00 p.m.

### MINUTES

- 1) Chair Called Meeting to Order at 12:13 pm. At the direction of the Chair, Jon Novack led the board in the pledge of allegiance. Members introduced themselves. In attendance:

#### WDB Members Present

Tony Myrell  
Phil Cothran  
William Sterling  
Henry Shannon  
Anita Tuckerman  
John Andrews  
John Gauthier  
Mike Gallo  
Cherilyn Greenlee  
Robert Loewn  
Jonathan Weldy  
Terry Klenske  
Jon Novack  
B.J. Patterson

#### WDB Members Absent

Rene Castellanos  
Joseph Williams  
Kenneth Boshart  
Laurie Stalnaker  
Dale Marsden

#### Staff and Special Guests

Sandy Harmsen- Executive Director  
Sophie Akins- Deputy County  
Counsel  
Kristi Sandberg- Executive Secretary  
Fred Burks- Administrative  
Supervisor II  
Miguel McQueen- Deputy Director

Madeline Tsang, Stephanie Murillo  
Emily Petrus, Curtis Compton  
Mike Holtz, Cheryl Shelby  
Jennifer Sowards, Shari Runstrom

#### Presenters

James Johnson  
Midge Nicosia  
Jose Guevara  
Christina Mendiola

- 2) Chair called for the adoption of the agenda. Motion made by Terry Klenske. Second made by B.J. Patterson. Motion approved.
- 3) Success Stories
  - a) Business- BSR Mike Holtz introduced Midge Nicosia, Executive Director from Victor Valley Community Services Council
  - b) AJCC Client- Jennifer Sowards introduced Jose Guevara
  - c) Youth- Selina Andrade from First Institute introduced Christina Mendiola

### CONSENT

Item 4- Approve Minutes from the June 15, 2016 Workforce Development Board Meeting

Item 5- Approve Funding with Monster Government Solutions, LLC, to provide Youth Enhancement Services, for the period of August 10, 2016 through June 30, 2016, in an amount not to exceed \$324,182

Item 6- Approve Funding with DVT Marketing Enterprises, Inc. to provide Event Planning and Coordination Services for the Annual Y4 Youth Event, for the period of August 10, 2016 through June 30, 2019, in an amount not to exceed \$450,000.

Item 7- Approve Recommendation for the Workforce Development Board to approve Phase 1 Memorandum of Understanding for the America's Job Center of California (AJCC) System between the WDB and the mandated Workforce Innovation and Opportunity Act (WIOA) AJCC Partners.

Item 8- Approve Recommendation to Approve a List of Twelve Occupational/Vocational Training Providers for the Inland Empire SlingShot Initiative

Item 9- Approve Recommendation to Approve the Release of the Requests for Qualifications for a Manufacturing Industry Sector Coordinator and a Healthcare Industry Sector Coordinator under the Job-Driven Training SlingShot Initiative

Motion to approve Items 4, 5, 6, 7, 8, and 9 by Henry Shannon. Second by William Sterling. Phil Cothran abstention Item 6 Mike Gallo abstention Item 8. Motion carried.

## **DISCUSSION**

There are no discussion items.

## **INFORMATION**

### **Special Presentations**

Sandy Harmsen recognized staff on County employment terms

20 years- Shari Runstrom, Jennifer Sowards, Fred Burks

25 years- Cheryl Shelby

Tony Myrell recognizes Sandy Harmsen and her upcoming retirement from the Workforce Development Department.

Sandy Harmsen introduced James Johnson, Business Service

### **Special Presentation about Entrepreneurship given by James Johnson (power point)**

#### **Committee Reports**

Members suggested developing a directory of resources and services for entrepreneurs and starting a small business

#### **-Executive Board Report given by Tony Myrell**

-Committee Assignments (hand out)- Ad Hoc committees (formed based on interest expressed at Strategic Planning meeting) will be created for each strategic objective. Members shared concern about time commitments with addition of Ad Hocs. County Counsel advised that public members cannot participate on Ad Hocs.

-Budget Review (hand out) Sandy briefly reviewed budget report. This year the state extended the 80% expenditure require on grants. Member questioned balance in Column I under Youth Grant- Madeline to check and send out explanation.

-WIOA Final Rule Key Points (hand out) Sandy reviewed data sheet and covered One-Stop Operators requiring procurement but procurement for career services is not mandatory and would be contracted to the WDB and approved by the BOS, Delivery of Adult and Dislocated Worker Activities no longer requires going through specific steps, and Standing Youth Committees are encouraged but Councils are not mandated.

#### **-Youth Committee Report given by B.J. Patterson**

-Quantify WIOA eligible youth participants within the County

-Focus on how to continue to improve outreach to youth

#### **-Economic Development and Business Resource Committee Report given by Jon Novack**

-Focus on demand occupations, recognized certifications, training programs and apprenticeship programs

-Committee aims to "connect the dots" between AJCC's, Chambers, and Board to be able to lead in region

#### **-Special Populations Report given by Robert Loewen**

-Focus disabled, veterans, homeless, and ex-offender

-Track those who already received service and what services are still needed

-Link to business services and help train employers for hiring special populations

### **County Report given by Sandy Harmsen**

Sandy's new grandbaby

New Deputy Director of Administration- Mariann Ruffolo

Miguel's son's baseball success

SlingShot Industry Champion meetings – Manufacturing and Healthcare- looking at training needed for these industries

Loma Linda SACHS Gateway College opening and tour will be planned for board

@LIKE program

**PUBLIC COMMENT**

There is public comment

**ADJOURNMENT**

William Sterling motioned to adjourn. Henry Shannon second. Motion carried. Meeting adjourned at 1:58 pm. The next WDB general meeting is scheduled for Wednesday, September, 21, 2016 at the WDD Admin Office.

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Kristi Sandberg, Executive Secretary II