

**Workforce Development Board**  
**ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE MEETING**

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

WEDNESDAY, SEPTEMBER 14, 2016, 1:30 p.m.

**MINUTES**

- 1) Chair Called Meeting to Order at pm. led members in the Pledge of Allegiance. Members introduced themselves. In attendance:

**Committee Members Present**

Jon Novack  
Peggi Hazlett  
Anita Tuckerman  
William Sterling  
Laurie Stalnaker  
Phil Cothran  
Audrey Mathews

**Committee Members Absent**

Mike Gallo  
Tony Myrell  
John Andrews  
Terry Klenske

**Staff and Special Guests**

Miguel McQueen- Deputy Director  
Mariann Ruffolo- Deputy Director  
Kristi Sandberg- Executive Secretary  
Fred Burks- Administrative  
Supervisor II

**CONSENT**

**ITEM 3 Approve Minutes of August 10, 2016 Economic Development and Business Resource Committee Meeting**

William Sterling motioned to approve. Second by Audrey Mathews. Motion carried.

**DISCUSSION**

**ITEM 4 Discuss Business Surveys**

Miguel McQueen reports in response to questions at last meeting- question about impact of minimum wage hike has been added to survey. Staff would like to hear from committee members what type of questions would they like added to survey. Miguel defined total visits- new and repeat business visits (knock on door with material left behind is considered a contact). James is curious as to how often committee would like report – Jon responded that quarterly report is appropriate.

Peggi Hazlett shared how Ontario Chamber developed online pdf fillable available to business and they share trends in a quarterly report to partners. Current topics: minimum wage impact, PTO (paid time off) impact and minimum wage impact to salaried employees

Jon mentioned that point is to gather trending information that will help direct policy direction.

Anita asked about other groups like Ontario that committee could collaborate with on gathering data.

**ITEM 5 Discuss Next Steps on Economic Development and Business Resource Committee Strategic Action Items**

Members did not discuss next steps on strategic action items.

**INFORMATION**

**Ashley Furniture Update given by James Johnson**

Reference power point presentation

Jon Novack recognized great job achieved by Business Service Team in setting up job fair for laid off Ashley employees

**County Report given by Miguel McQueen**

West Valley job fair September 21 at old Ontario Airport

Jon Novack welcomed Peggi Hazlett to committee

**PUBLIC COMMENT**

There is no public comment.

**ADJOURNMENT**

William Sterling motioned to adjourn. Second by Anita Tuckerman. Motion carried. Meeting adjourned at 2:46 p.m. The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, October 12, 2016 to be held at WDD Admin, 290 N. "D" Street, 6<sup>th</sup> Floor, San Bernardino, Ca 92401.

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Kristi Sandberg, Executive Secretary II