

GENERAL BOARD MEETING

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

WEDNESDAY, JANUARY 25, 2017, 12:00 p.m.

MINUTES

In attendance:

WDB Members Present

Anita Tuckerman
B.J. Patterson
Cherilyn Greenlee
Dale Marsden
Henry Shannon
John Andrews
Jonathan Novack
Jonathan Weldy
Joseph Williams
Kenneth Boshart
Mike Gallo
Paul Moreno
Phil Cothran
Tony Myrell
William Sterling

WDB Members Absent

Laurie Stalnaker
Rene Castellanos
Robert Loeun
Terry Klenske

Staff and Special Guests

Fred Burks, Admin. Supervisor II
Gina Beltran- Executive Secretary II
James Johnson, Business Services Mgr.
Mariann Ruffolo – Deputy Director
Miguel McQueen- Deputy Director
Reg Javier – DEO
Sandy Harmsen, Project Executive
Sophie Akins- Deputy County Counsel

Opening

- 1) Chair called the meeting to order at 12:12 pm and pledge of allegiance was led by John Andrews.
- 2) Chair called for the adoption of the agenda.

3) Success Stories

- a) *Business-* Sal Monica presented Eric Schmidt. Their working relationship has developed over the years due to the services Sal has provided to Eric and his small company in the High Desert. Eric currently uses the OJT recruitment system and has been able to recruit additional personnel. Eric is proud to express how he came into contact with Will Walker. Will was an out of work Veteran of the US Navy and was at the point of giving up until he attended a High Desert job fair. As a result of this job fair, he is now employed and doing well. Eric closed his presentation by thanking Business Services for their flexibility in working with business communities and the paperwork for the services is quick and easy to fill out and as a result, has brought on five new employees who are still with his company.
- b) *AJCC Client-* Paul Aguirre, Workforce Development Technician of the Rancho Cucamonga AJCC presented Rosa Lopez. Rosa was laid off from her job in accounting and as a result was having a difficult time finding employment. She came to the AJCC seeking employment and training. She started school at New Horizons, went through resume workshops and mock interviews which lead her to gain employment with the County of San Bernardino. She was very thankful for the whole team at the job center and for all their hard work with helping her find another job.

- c) *Youth* – Ariel Nieves from First Institute presented a youth. His youth was a 23 year old female Fontana resident who was working in a warehouse when she found out she was pregnant. Due to a lot of heavy lifting she delivered her son at 29 weeks. Needing to provide income for her and her son she was seeking help and turned to First Institute. The process was not easy for her because her son had health issues and her living arrangements were unstable however, with the encouragement from the First Institute instructors she was able to finish the program. She completed the program and on January 9, 2017 and was certified as a, Medical Assistant. She is now working on her internship and doing a little better thanks to First Institute. She also expressed her appreciation for the Y4 event.

CONSENT

4) Approval of Minutes from the December 06, 2016 Workforce Development Board meeting

Tony Myrell called for a motion to approve. Jon Novack motioned to approve. Will Sterling seconded the motion. None opposed. Motion carried.

5) Approval of Career Services Provider.

Tony Myrell called for a motion to approve. Jon Novack motioned to approve. Shannon Henry seconded the motion. None opposed. Joseph Williams abstained himself from the vote.

DISCUSSION

There are no discussion items.

INFORMATION

6) Local Plan Overview by Stephanie Murillo

Stephanie went over the goals and strategies of the Local Plan and how it aligns with the board's goals and vision. The strategic goals are an important piece of the plan and the feedback from the meeting in May will be included in the report. The Local and Regional plan requires the Counties to post the plans for a 30 day comment period. Once we are ready for posting, we will send out a link for all board members to view the plans and also gather data and comments.

7) Committee Reports

- a) Executive Board Report given by Tony Myrell. There are plans to elect a nomination committee and once Tony has made a decision on who will be in that committee he will give them a personal phone call. This committee is busy and is meeting their goals, one of which is putting a powerful brand together with the 20/20 Network on a marketing plan. The department has hired a new Director, Reg Javier. The establishment of the 501(c) is still under discussion and this goal is still in progress.
- b) Youth Committee Report given by B.J. Patterson. The CWA Youth Conference was a very good event and there were lots of good discussions. This committee is still looking for youth to be on the committee as a participant. This committee is scheduled to meet with WDD staff to take a look at the new website and see the changes they made to make the youth page more tailored towards youth.
- c) Economic Development and Business Resource Committee Report given by Jon Novack. Jon congratulated business services for getting out and meeting with businesses. He also congratulated Mariann for working to develop the new website and making it business friendly. The High Desert Manufacturing with Anita Tuckerman will be presenting at the next meeting, they are working on job training and development.

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

8) County Report given by Mariann Ruffolo, Deputy Director.

Mariann reported they the department received notice in December from the State designating this board as a high performing board. She is working towards getting the new website up and running and hopes to have it go live on March 1, 2017. The Regional and Local plan will get posted through February 27, 2017 and Gina will send a link to all the board members when that happens. Due to the posting time period, the Executive Committee will be re-scheduled to March 1, 2017. The rest of the committee's will meet on February 22, 2017.

EDA will now be invited to attend the board meetings and share what potential and current activities they are working on.

PUBLIC COMMENT

No public comment.

ADJOURNMENT

Tony called for a motion to adjourn. William Sterling motioned to adjourn. Jon Novack second. Motion carried. Meeting adjourned at 1:39 pm.

The next WDB general meeting is scheduled for March 15, 2017 at the WDD Admin Office.

Gina Beltran, Executive Secretary II