

**WORKFORCE DEVELOPMENT BOARD  
ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE COMMITTEE MEETING**

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

WEDNESDAY, OCTOBER 18, 2017 at 11:00 a.m.

This agenda contains a brief description of each item of business to be considered at today's meeting. In accordance with the Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting on the Workforce Development Board website and on the official Workforce Development Board Bulletin Board outside of the Workforce Development Department Administration Office at 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92415. The agenda, its supporting documents and all writings received by the Board related to these items are public records and available for review during regular business hours at the WDD Administration Office at 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA, 92415. The agenda and its supporting documents can be viewed online at [www.sbcounty.gov/workforce](http://www.sbcounty.gov/workforce). However, the online agenda may not include all available supporting documents nor the most current version of documents. Items listed on the Consent Calendar are expected to be routine and non-controversial and, unless the Board directs that an item be held for further discussion, the entire Consent Calendar will be acted upon as the first item of business on the Discussion Calendar.

Members of the public may address the Board on any item on the agenda and on any matter that is within the Board's jurisdiction. To address the Board regarding an item that is on the agenda, complete and submit the purple form entitled "Public Comment". These requests must be submitted to the Executive Secretary to the Board prior to the time the item is called for consideration or prior to the public comments section on the agenda. The Chair will call speakers forward to present their comments at the appropriate time.

**Conflict of Interest Advisement**

WDB members please be advised: If an item on the Agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, **then please follow these procedures:**

*"When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the Board's consideration of the Agenda item."*

**AGENDA**

11:00 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT  
ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE COMMITTEE

**OPENING**

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Adoption of Agenda
- 4) Introductions

**REVIEW AND APPROVAL OF MEETING MINUTES**

- 5) Approve Minutes from September 13, 2017 Economic Development and Business Resource (EDBR) Committee Meeting

**PUBLIC COMMENT**

**WORKSHOP DISCUSSION**

- 6) Supply and Demand for Positions in the Logistics Industry
- 7) Asset Mapping

**PRESENTATION**

- 8) SlingShot Industry Sector Consultants

**REPORTS AND INFORMATION**

- 9) EDBR Committee Program Year 2017-18 Strategic Action Goals Report
- 10) Committee Appointments
- 11) Member Announcements
- 12) County Report

**ADJOURNMENT**

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In conformity with Government Code section 54957.5, any writing that is a public record, that relates to an item listed on the Agenda, and that will be distributed to all or a majority of the Board less than 72-hours prior to this meeting (or is distributed at this meeting), will be available for public inspection at the time the writing is distributed. This inspection may be made at the office of the Workforce Development Department, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, California 92415, or during this meeting.

The Workforce Development Board meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Board Secretary at least three (3) business days prior to the Board meeting. The Board Secretary's telephone number is (909) 387-9862 and the office is located at 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, California 92415. California Relay Service 711. This WIOA Title -I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aides and services are available upon request to individuals with disabilities.

**San Bernardino County  
Workforce Development Board  
Economic Development & Business Resource Committee  
Agenda Item**

**MEETING DATE:** October 18, 2017

**ITEM:** (5)

**SUBJECT:** Approve Minutes from September 13, 2017 Economic Development and Business Resource (EDBR) Committee Meeting

**PRESENTED BY:** Miguel McQueen, Deputy Director  
Workforce Development Department (WDD)

**CONSENT**   X        **DISCUSSION**             **INFORMATION**       

**RECOMMENDATION:** Approve Minutes from September 13, 2017 EDBR Committee Meeting

**BACKGROUND:** See attached minutes

***WDB Committee Action:***

*Motion:*                                      *Second:*

*Affirmative:*                      *Negative:*

*Abstention:*

DATE:

**Workforce Development Board**  
**ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE 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, SEPTEMBER 13, 2017, 11:00 a.m.**

**MINUTES**

**Attendance:**

<b>Members</b>	<b>Present</b>
Jonathan Novack (Chair)	
John Andrews	X
Phil Cothran	X
Mike Gallo	X
*Peggi Hazlett	X
Terry Klenske	X
*Audrey Mathews	X
Tony Myrell	
B.J. Patterson	X
William Sterling	X
Anita Tuckerman	X

*\*Public Members*

<b>Staff to WDB</b>	<b>Present</b>
Devra Bell	X
Sandy Harmsen	
Reg Javier	X
<b>WDD Staff</b>	<b>Present</b>
Fred Burks	X
Curtis Compton	X
Miguel McQueen	X
Stephanie Murillo	X
Mariann Ruffolo	X

**OPENING**

- 1) **Acting Chair called meeting to order** at 11:12 AM – Phil Cothran is acting Chair for this meeting in Jon Novack's absence.
- 2) **Pledge of Allegiance**
- 3) **Adoption of Agenda** – Chair announced that Discussion Items will be presented prior to the Manufacturing Day presentation. With this change, Chair called for a motion to adopt the agenda. BJ Patterson motioned; Will Sterling seconded. None opposed, motion carried.
- 4) **Introductions** were made.

**CONSENT**

- 5) **Approval of Minutes from the July 13, 2017 Economic Development and Business Resources (EDBR) Committee Meeting**  
 Acting Chair called for a motion to approve the Minutes for July 13, 2017, with one name spelling correction for Jon Novack. Peggi Hazlett motioned; Anita Tuckerman seconded. None opposed, motion carried

**DISCUSSION**

- 6) **Next Steps on EDBR Strategic Action Goals for Program Year 2017-18**  
 In reviewing the spreadsheet, Mr. Gallo inquired about the Chmura Economic Report and requested that the report include the demand occupations and trend analysis with the training providers and a point-in-time count of job demand, so that the WDB can correctly encourage certain training levels. This next level of detail into the report, he said, is beneficial.

The committee requests that at a future EDBR meeting, the Business Services Representatives (BSR) present on their activities: how they do it, what they do, the mechanism of how they are playing out their strategy. This, along with the Chmura data, will help the committee to better decide what strategic investment they want to make.

The Chmura report could be broken down by sub-region within the platform, overlaying the demand and where they are vs education attainment - could this be added for this year? Chmura was here last December, but this year, they will present to the Executive Board in October. They will hold some focus group meetings in November and moving forward; then the big Chmura presentation will be held in January with a deeper dive into the report. BSRs will be a part of the focus groups.

Request to add the Business Field Team onto the spreadsheet. Concentrating on supplemental business visits to go along with the BSRs - Ken Boshart, John Andrews, and Jon Novack are on the task force for this project. Ms. Hazlett brought up representation from the Chamber and the County out among the businesses - support from the chamber makes a difference.

In the conversation about the goals and focus of the committee, the needs of the Transportation industry were discussed. Mr. Klenske said his company, Dalton Trucking, is currently 7 drivers short. There is a need for a driving school in the high desert because more logistics companies are moving up that region. Thousands of jobs are available in logistics, yet California is short 8,000 drivers, according to a report Mr. Patterson read. Mr. Klenske's theory is that they do not have a transition plan to fill positions and one of the challenges is that drivers must be 21 years old (along with other federal guidance for drivers). Military members do not come out of service with a commercial license even though they are fully trained to operate large vehicles. Mr. Javier asked if there is a path to accelerate the training for these folks coming out of the military. Committee members suggested lobbying for legislation. Another challenge may be bad publicity for this type of work. Mr. Patterson spoke on how these are well paying positions and good, stable jobs with positions for local drivers paying about \$50,000 as a starting salary and over the road drivers pay very well. Benefits are great and many companies are paying sign on bonuses. Mr. Gallo asked if the Chmura report identifies logistics and drivers as an area that we should keep focus. He suggested that the Board can tangibly link the report to things they can use to make a difference for residents. Ms. Hazlett suggested that we should look into legislation. There was a discussion about integrating the commercial licenses with the military, so that things transfer for Mechanics and Drivers, etc. Ms. Matthews suggested that we co-author a bill.

Mr. Gallo mentioned a further challenges, in that it takes 30 days or more to take the test at the DMV. Mr. Patterson discussed the gap between military and job and the necessity to get a job as quickly as possible, when transitioning out of the military. Mr. Gallo suggested the formation of an ad-hoc committee for coming up with a parallel plan to go to legislatures, but Mr. Javier asked that rather than forming an ad-hoc, the committee take this on themselves. He spoke about the role of the EDBR and wanted to ensure that projects are systemic in nature; figure out a systemic approach to the supply and demand - like the manufacturing training center - as it address the systematic issue. Mr. Gallo suggests that we work with Career Pathways and educational entities as things move forward. Mr. Javier noted that the committees of the Workforce Development Board are designed for this type of discussion and can handle these challenges.

## **PRESENTATION**

### **7) Manufacturing Day**

The scheduled speaker was unable to attend. The planned presentation was set to ask the committee to publicly endorse Manufacturing Day, scheduled for October 6. Mr. Cothran encouraged people to be a part of the event and announced the flyer that was in the packet and handed out to the public.

## **INFORMATION**

### **8) Next Steps on EDBR Strategic Action Goals for Program Year 2017-18**

Mr. Cothran asked that Anita Tuckerman give the update on the High Desert Training Center. Ms. Tuckerman updated the committee about the location. The group toured the facility at Southern California Logistics Airport, which is about 22,000 square feet of solid building. She said the building is basic and bare-boned, needs interior improvements, but the structure is solid. It is part of a larger building where the proposed site for the training center is 1/3 of the facility with self-contained sections. Vocademy may be involved moving forward and will play a role in the discussion. Next Tuesday will be a manufacturing meeting with Vocademy - BJ Patterson will be there; Mr. Javier asked that staff be there as well. He expressed appreciation to Stirling Development. He then spoke about Steve Tyrrell making headway on the creation of a non-profit in working with Manufacturer's Council of the Inland Empire (MCIE). The MCIE non-profit allowed the High Desert Manufacturing Group to be a subsidiary of the MCIE 501c3. Mr. Javier is ensuring that the Board still has a say in what is happening. Mr. McQueen added that a recent tour of Vocademy was also successful and that Vocademy offers flexibility for the center to go beyond manufacturing. The model of Vocademy would allow for further growth of the training center. If any committee member is interested in a tour of Vocademy, they can let Mr. McQueen know and he will set it up.

### **9) County Report**

Miguel McQueen presented the County Report. The West End Job Fair is coming up. SlingShot, a regional initiative with Riverside County held an Industry Champion Meeting with leaders in the healthcare and manufacturing fields in August, led by contracted Industry Sector Coordinators. The Coordinators will be here in October to talk about SlingShot. Mr. McQueen introduced Devra Bell as the new Workforce Board Executive Secretary.

Curtis Compton then announced that the Workforce Board is partnering with the construction industry for a career exploration day to be held on Sept. 29. The workshop/event will be separated into two tiers, those who are already interested in construction and those that want to get started in the industry. Mr. Cothran suggests that the 20/20 Network highlight this project.

## **PUBLIC COMMENT**

One Public Comment card was submitted. Audrey Mathews of Mathews and Associates announced that announcing the new schedule for the upcoming year of symphony performances at the San Bernardino Symphony with a new maestro.

## **ADJOURNMENT**

The Acting Chair called for a motion to adjourn. Will Sterling motioned and BJ Patterson seconded. None opposed; motion carried.

Meeting ended at 11:16 a.m.

The next WDB Executive Board Committee meeting is scheduled for Wednesday, October 18, 2017 at 11:00 a.m. to be held at WDD Admin, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92415.

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Stephanie Murillo, Acting Staff to the WDB