

**WORKFORCE DEVELOPMENT BOARD  
YOUTH 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 10:00 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**

10:00 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT YOUTH 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 Youth Committee Meeting

**PUBLIC COMMENT**

**WORKSHOP DISCUSSION**

- 6) Asset Mapping

**DISCUSSION**

- 7) Charter School Eligibility Criteria
- 8) Workforce Innovation and Opportunity Act Request for Proposal for Youth Services

**REPORTS AND INFORMATION**

- 9) Career Pathway Project Update
- 10) Youth Committee Program Year 2017-18 Strategic Action Goals Report
- 11) Committee Appointments
- 12) Member Announcements
- 13) 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.



**Workforce Development Board  
YOUTH 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 10:00 a.m.**

**MINUTES**

**Attendees:**

<b>Members</b>	<b>Present</b>
B.J. Patterson (Chair)	X
John Andrews	X
Ken Boshart	X
*Andre Bossieux	X
Phil Cothran	X
*Lowell King	X
Dale Marsden	
*Audrey Mathews	X
Tony Myrell	
Jon Novack	
*Fernando Olivarez	X
William Sterling	X
*Hassan Webb	
Jonathan Weldy	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>
Coley Bowman	X
Fred Burks	X
Curtis Compton	X
Miguel McQueen	X
Stephanie Murillo	X
Mariann Ruffolo	X
Janeth Tran	X

**OPENING**

- 1) Chair called meeting to order at 10:08 AM
- 2) Pledge of Allegiance
- 3) Adoption of Agenda
- 4) Introductions were made.

Chair called for a motion to adopt the agenda. Will Sterling motioned; Ken Boshart seconded. None opposed, motion carried.

**CONSENT**

- 5) Motion to approve Minutes from the July 13, 2017 Youth Committee Meeting

Chair called for a motion to approve the Minutes for July 13, 2013 Youth Committee meeting. Lowell King motioned; John Andrews seconded. None opposed, motion carried

**PRESENTATION**

- 6) Success story

Participant shared experience in school, getting in trouble at school and with the law; he joined the fire explorers, who introduced him to the Inland Empire Healthcare Training Institute. He is now working.

- 7) Youth Build

Felix Marchany from the YouthBuild Inland Empire presented on services Youth Build offers in the area. Youth Build serves youth 16-24 years old. He discussed his program and the connections within the County. He is working on connecting to other organizations to expand connections for youth, especially for career engagement. Originally, YouthBuild began to help assist in the area of construction, but they do much more now. On average, they see 200 kids a year and graduate 20-30 kids a year.

## **DISCUSSION**

### **8) Charter School Process Policy**

Mariann Ruffolo presented this item regarding the policy and criteria for letters of support for Charter School partnerships. Currently, the Workforce Board is officially partnered with three Charter Schools. There have been others requested. Mr. Bossieux asked about this policy and if other counties have the same criteria. Ms. Ruffolo confirmed that Riverside County does not have a policy and that it is suspected that we are one of the first to create such criteria because charter schools are being funded to do specific work only if they are supported by a Workforce Board.

Reg Javier stated that this draft policy is the first attempt to draft something that will expand partnerships with entities that have the same vision as we do -- for vocational pathways and career education leading to careers and meaningful employment.

Mr. Boshart asked how many charter schools open per year and asked about the entity being established before getting an endorsement. Mr. Patterson stated that the Workforce Boards would come after they are established and have their own partners.

Any committee feedback will be added into the document; updates will be made and presented to this committee in October.

Mr. Bossieux mentioned that there are approximately 37 charter schools in the County. Ms. Mathews stated that Charter schools must be certified by the school district and that the school district vett both the curriculum and the school itself.

### **9) Next Steps on Youth Committee Strategic Action Goals**

Mariann Ruffolo presented this item. The Memorandum of Understanding (MOU) with Child Family Services is moving forward.

## **INFORMATION**

### **10) Y4 Update**

Workforce Development staff member, Nidia Vargas presented this item. She informed the committee that based on feedback from participants, the college theme was selected to move forward. Staff is in the process of contacting schools for hosting, but unfortunately, they were not able to accommodate the fall date, so now looking at March of 2018. DVT Marketing (the event planner) is looking at Victor Valley College, the Claremont Colleges, or Loma Linda University for potentially the first or second week of March. It continues to be a bit challenging to find a location that will hold the large group at the colleges.

### **11) County Report**

Mariann Ruffolo presented this item. The West End Job Fair is coming up. A career exploration event is planned for the construction industry 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.

For the Career Pathways project - 3 Superintendents are meeting next week to discuss work based learning in manufacturing and healthcare to target as a pilot. Work-based learning has a special event on Ground Hog Day, so staff is researching opportunities for job shadowing on that day. The committee will hear more about it as things move forward.

Reg Javier gave an update on the Meeting of the Minds, the presentations that were given, and the positive response to the career pathways initiative presentation.

**PUBLIC COMMENT**

Three Public Comment cards were submitted.

Benoni Pantoja from Charter School Partnership spoke on being excited about the process for Charter Schools and the criteria that is being presented because it ensures that the partnership is strong. He expressed appreciation to this committee for leading the way on developing the partnerships and discussions about wrap-around services to youth.

Teresa Taylor from Career Institute suggested that the Charter School criteria include a requirement that an organization be in business for 3 years.

Audrey Mathews of Mathews and Associates announced the new schedule for the upcoming year of symphony performances at the San Bernardino Symphony with a new maestro.

**ADJOURNMENT**

Chair called for a motion to adjourn. Will Sterling motioned and Lowell King seconded. None opposed; motion carried.

Meeting ended at 11:00 a.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, October 18, 2017 at 10:00 am to be held at WDD Admin, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92401.

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Stephanie Murillo, Acting Staff to the WDB