

ECONOMIC DEVELOPMENT & BUSINESS RESOURCE COMMITTEE MEETING

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

WEDNESDAY, NOVEMBER 9, 2016 1:30 p.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, 6th Floor, San Bernardino, CA. 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, 6th Floor, San Bernardino, CA, Suite 301. The agenda and its supporting documents can be viewed online at <http://cms.sbcounty.gov/wib/Home.aspx>. 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

WIB 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

1:30 PM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE COMMITTEE

OPENING

- 1) Chair Call Meeting to Order and Pledge of Allegiance
- 2) Member Introductions

CONSENT

- 3) Approve Minutes of September 14, 2016 Economic Development and Business Resource Committee Meeting

DISCUSSION

- 4) Local Plan Report Out by MaryAnn Pranke
- 5) Discuss Business Surveys
- 6) Discuss Next Steps on Economic Development and Business Resource Committee Strategic Action Items
- 7) Chamber Engagement

INFORMATION

- 8) County Report given by Miguel McQueen

PUBLIC COMMENT

ADJOURNMENT

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, 6th Floor, San Bernardino, California 92415-0041, or during this meeting.

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Workforce Development Board
ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE MEETING

Workforce Development Board Conference Room
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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, 6th Floor, San Bernardino, Ca 92401.

Kristi Sandberg, Executive Secretary II