

## EXECUTIVE BOARD MEETING

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

WEDNESDAY, NOVEMBER 9, 2016 10:30 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. 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, 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

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

10:30 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT EXECUTIVE BOARD

### OPENING

- 1) Chair Call Meeting to Order

### CONSENT

- 2) Approve Minutes of October 12, 2016 Executive Board Meeting
- 3) WIOA Youth Services RFP

### DISCUSSION

- 4) Local Plan Report Out by MaryAnn Pranke
- 5) Discuss Next Steps on Executive Board Strategic Action Items

### INFORMATION

- 6) Budget Report
- 7) Attendance Report
- 8) County Report given by Mariann Ruffolo

### PUBLIC COMMENT

### 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 92415-0041, 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 Staff Aide at least three (3) business days prior to the Board meeting. The Staff Aide's telephone number is (909) 387-9886 and the office is located at 290 North "D" Street, 6<sup>th</sup> Floor, San Bernardino, California 92415-0041. 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.

Agenda November 9, 2016 Executive Board Meeting

**Workforce Development Board  
EXECUTIVE BOARD MEETING**

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

WEDNESDAY, OCTOBER 12, 2016, 10:30 a.m.

**MINUTES**

1) Chair Called Meeting to Order at 10:38 am. In attendance:

**Committee Members Present**

Tony Myrell  
William Sterling  
Phil Cothran  
Jon Novack  
BJ Patterson

**Committee Members Absent**

Robert Loeun

**Staff**

Reg Javier, Deputy Executive Officer  
Mariann Ruffolo, Deputy Director  
Miguel McQueen, Deputy Director  
Gina Beltran- Executive Secretary  
Fred Burks- Administrative  
Supervisor II  
Sandy Harmsen, Project Executive  
James Johnson, Business Services  
Manager

**Public Members**

Steve Lambert The 20/20 Network

**CONSENT**

**ITEM 2- Motion to approve Minutes of August 10, 2016 Meeting**

Motion by William Sterling. Second by Jon Novack. Motion carried.

**DISCUSSION**

**ITEM 3- Legislative update by Josh Candelaria.**

He reported that the term limits have been extended from 6 years to 12 years in California which could lead to more consistency in policies.

**ITEM 4- Discuss SlingShot Occupational/Vocational Training Providers**

Mariann Ruffolo reported the majority of the initial 12 providers came from San Bernardino so Riverside had asked for an additional release of the RFQ. As a result, there were 7 additional providers added to the Recommended Training Providers list for a total of 19 providers. This item was discussed at the Sling Shot Steering Committee meeting and it was decided to have a streamline process put in place to keep items like this moving forward in a more efficient and timely manner.

Tony asked for a motion to approve the Recommended Training Provider list which contains 7 additional providers.

Will Sterling made a motion to approve  
Jonathan Novack seconded the motion

**ITEM 5- Discuss Next Steps on Executive Board Strategic Action Items**

Mariann Ruffolo reported on the WDB Executive Board 2016-17 Goals. Members reviewed goals handout. The Regional and Local Plan kickoff meeting will be held today at Azusa Pacific right after this meeting. There is one more additional Regional Plan meeting to be scheduled with date and time to be determined.

**INFORMATION**

**Budget Report** (current to August 30, 2016) given by Mariann Ruffolo  
Budget update given by Mariann Ruffolo.  
Budget as of August 31, 2016.  
Members reviewed Budget handout.

**Attendance Report** given by Mariann Ruffolo  
Letters were sent out to board members regarding poor attendance and the possibility of dismissal. The Executive Committee requested that the attendance sheet for the full WDB meetings.

**County Report** given by Mariann Ruffolo  
Mariann provided department updates. She also reviewed the upcoming conferences and attendance so the travel approvals can be obtained.

**PUBLIC COMMENT**

There are no public comments.

**ADJOURNMENT**

William Sterling motioned to adjourn. Second by BJ Patterson. Motion carried. Meeting adjourned at 12:06 p.m.

The next WDB Executive Board Committee meeting is scheduled for Wednesday, November 9, 2016 at 10:30 am to be held at WDD Admin, 290 N. "D" Street, 6<sup>th</sup> Floor, San Bernardino, Ca 92401.

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Gina Beltran, Executive Secretary II