

ECONOMIC DEVELOPMENT & BUSINESS RESOURCE MEETING

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

WEDNESDAY, FEBRUARY 22, 2017 at 12:30 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 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, 6th Floor, San Bernardino, CA, 92415. 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

12:30 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 January 11, 2017 Economic Development and Business Resource Committee Meeting

INFORMATION

- 4) County Report given by Miguel McQueen

WORKSHOP

- 5) High Desert Manufacturing Training Center

DISCUSSION

- 6) Consider recommendation that High Desert Training Center presentation be made to the full Workforce Development Board.

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

MEETING DATE: February 22, 2017

ITEM: (3)

SUBJECT: Approve Minutes from January 11, 2017 EDBR Committee Meeting

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

CONSENT **DISCUSSION** _____ **INFORMATION** _____

RECOMMENDATION: Approve Minutes from January 11, 2017 EDBR Committee Meeting

BACKGROUND: See attached Minutes

WDB 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, 6th Floor, San Bernardino, California

WEDNESDAY, JANUARY 11, 2017, 1:30 p.m.

MINUTES

In attendance:

Committee Members Present

Jon Novack
Anita Tuckerman
Audrey Mathews
BJ Patterson
John Andrews
Peggi Hazlett
Phil Cothran
Terry Klenske
Tony Myrell
William Sterling

Committee Members Absent

Laurie Stalnaker
Mike Gallo
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
Gustavo Cisneros, Staff Analyst II
Henry Nickel, Staff Analyst II

OPENING

Chair called the meeting to order at 1:32 pm and the pledge of allegiance was led by B.J. Patterson.

Member introductions were done.

CONSENT

ITEM 3- Motion to approve Minutes of November 9, 2016 Meeting

Jon Novack called for a motion to approve the minutes. Will Sterling made a motion to approve. John Andrews second the motion. None opposed. Motion carried.

DISCUSSION

ITEM 4- New Website Overview

Mariann Ruffolo and ISD presented to the committee WDD's new website by way of a video demonstration. The new website is due to go live March 1, 2017. The new website will be mobile friendly and offers stackable content and scrollable content for tablet and smart phone viewing. There was a comment about the EDBR page being too wordy and a suggestion was made to use hyperlinks. This comment will be taken into consideration by the team working on the website. John Andrews thanked SB WDD and the ISD staff for all their hard work on putting together this website.

ITEM 6- Discuss Next Steps on Economic Development and Business Committee Strategic Action Items

Miguel McQueen reported one of the goals of this committee is to work with 20/20 and ensure they are using the elevator pitch in any external communications on an ongoing basis. Another goal was to work on the Local and Regional Plan, this has been done and staff are expecting to post the plans on line for public comment. The Phase II MOU meetings have been taking place and the MOU templates are expected to go to the BOS in April 2017.

INFORMATION

County Report given by Miguel McQueen. Miguel mentioned the upcoming 6th Annual Manufacturing Summit which is scheduled to take place on February 3, 2017 at the Ontario Convention Center.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Jon Novack called for a motion to adjourn. Will Sterling made a motion to adjourn. Peggy Hazlett second the motion. Motion carried. Meeting adjourned at 2:27 p.m.

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, February 22, 2017 at 1:30 p.m. to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.

Gina Beltran, Executive Secretary II

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

MEETING DATE: February 22, 2017

ITEM: (6)

SUBJECT: Consider recommendation that High Desert Training Center presentation be made to the full Workforce Development Board.

PRESENTED BY: Jon Novack, Chair
Workforce Development Board (WDB)

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

RECOMMENDATION: Consider recommendation that High Desert Training Center presentation be made to the full Workforce Development Board.

BACKGROUND: Workshop

WDB Action:

Motion:

Second:

Affirmative:

Negative:

Abstention:

DATE: