

**Workforce Development Board
EXECUTIVE BOARD MEETING**

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

WEDNESDAY, APRIL 20, 2016, 11:30 a.m.

MINUTES

Chair Tony Myrell Called Meeting to Order at 11:54 a.m. In attendance:

Committee Members Present

Tony Myrell- Chair
Phil Cothran- Vice-Chair
William Sterling- Second-Vice Chair
B.J. Patterson- Chair, Youth
Committee
Jon Novack- Chair, Business &
Economic Development Committee

Committee Members Absent

Robert Loeun- Chair, Special
Populations Committee

Staff and Special Guests

Sandy Harmsen- Executive Director
Kristi Sandberg- Executive Secretary
Miguel McQueen- Deputy Director
Brad Gates- Deputy Director
Fred Burks- Administrative
Supervisor II

Pulled from agenda- Item 7- Consideration and Approval of Recommendation for Professional Communications and Media Services

CONSENT

Item 2- Approve Recommendation for Human resource Hotline Services

Item 3- Approve Recommendation for Local and regional Strategic Plan Writer

William Sterling motion to approve. Phil Cothran second. Motion carried.

DISCUSSION

Chair explained that an Ad Hoc committee was created to review and make recommendation on Items 4, 5, and 6.

Item 4- Consideration and Approval of Recommendation for Business Workshops. Miguel McQueen presented background information on Item. Members suggested new topics like "increase in minimum wage" and made suggestion to conduct same workshops in multiple locations or utilize technology like webinars.

B.J. Patterson motion to approve the recommended vendors for the \$20,000 as presented. William Sterling second. Motion carried. Abstention- Phil Cothran due to Conflict of Interest with DVT Marketing.

Item 5- Consideration and Approval of Recommendation for Business Process Improvement Consultant Services.

Miguel McQueen presented information that total annual budget is \$190,000 and the cost benefit for the last years is an investment of \$1.1 million resulting in businesses saving \$4.6 million and almost 3000 jobs saved. Recommendation is for the board to approve all five vendors in order to maximize opportunities.

William Sterling motion to approve. Phil Cothran second. Motion carried.

Item 6- Consideration and Approval of Recommendation for Labor Market Services.

Brad Gates presented Ad Hoc recommendation to continue funding of Chmura Analytics as well as funding Reach Out in the amount of \$24,000.

B.J. Patterson motion to approve. William Sterling second. Motion carried.

Item 8- Consideration and Approval of Process for Recruitment and Appointment of Workforce Development Board Committee Members

Members discussed if Executive Board members should sit on every committee. County Counsels provided direction that there is no violation of Brown Act if quorum of Executive Board members are also on any of the three standing committees due to the fact that the Executive Board is not the governing body. Members discussed criteria to be used for determining public members involvement and appointment to the three standing committees. Criteria for community members is that they must have demonstrated experience in the subject matter to be addressed by the standing

committee. It was determined that public members will be sought for "community input and not community control". It was decided that standing committees will maintain a majority of WDB members on each committee.

William Sterling motion to approve that standing committees will have a minimum of nine members and a maximum of 17 members while maintaining a maximum nine and/or majority of WDB members. Jon Novack second. Motion carried.

INFORMATION

County Report given by Sandy Harmsen

Update about CMTC

Tony appointed to NAWB Board

MOU meetings with workforce partners on track for June 30, 2016 deadline

Slingshot Compact has been approved by the State

Update about Alliance for Education- Lynne Kennedy: Sandy suggests having her present at a WDB meeting

Staff Analyst Emily Petrus awarded Workforce Professional of the Year at the CWA Spring Conference

Update about SBETA

There are no public comments at this time.

ADJOURNMENT

William Sterling motioned to adjourn. Phil Cothran second. Motion carried. Meeting adjourned at 1:15 pm. The next WDB Committee meeting is scheduled for Wednesday, June 15, 2015 to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.


Kristi Sandberg, Executive Secretary II