

# ECONOMIC DEVELOPMENT & BUSINESS RESOURCE MEETING

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

WEDNESDAY, APRIL 12, 2017 at 11:00 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

11:00 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE COMMITTEE

### OPENING

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

### CONSENT

- 4) Approve Minutes of February 22, 2017 Economic Development and Business Resource Committee Meeting

### DISCUSSION

- 5) Discuss Next Steps on EDBR Strategic Action Goals

### INFORMATION

- 6) Hi Desert In Tech Center Update
- 7) County Report by Miguel McQueen

### 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, 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) 387-9886 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.

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

**MEETING DATE:** April 12, 2017

**ITEM:** (4)

**SUBJECT:** Approve Minutes from February 22, 2017 EDBR Committee Meeting

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

**CONSENT**  **DISCUSSION** \_\_\_\_\_ **INFORMATION** \_\_\_\_\_

**RECOMMENDATION:** Approve Minutes from February 22, 2017 EDBR Committee Meeting

**BACKGROUND:** See attached Minutes

**WDB Action:**

*Motion:*

*Second:*

*Affirmative:*

*Negative:*

*Abstention:*

**DATE:**

**Workforce Development Board**  
**BUSINESS AND ECONOMIC DEVELOPMENT 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, FEBRUARY 22, 2017, 12:30 p.m.

**MINUTES**

1) Chair called the meeting to order at 12:32 pm. In attendance:

**Committee Members Present**

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

**Committee Members Absent**

Laurie Stalnaker  
Mike Gallo  
Robert Loeun  
Peggi Hazlett

**Staff**

Reg Javier, Deputy Executive Officer  
Mariann Ruffolo, Deputy Director  
Miguel McQueen, Deputy Director  
Gina Beltran- Executive Secretary  
Sandy Harmsen, Project Executive

**OPENING**

Pledge of Allegiance was led by Will Sterling and introductions were made.

**CONSENT**

**ITEM 3- Motion to approve Minutes of January 22, 2017 EDBR Meeting**

The chair made a motion to approve the minutes. Anita Tuckerman motioned to approve. Will Sterling seconded the motion. None opposed. Motion carried.

**INFORMATION**

**ITEM 4 – County Report by Miguel McQueen**

The State of the County is scheduled for March 8, 2017.

The State approved the County of San Bernardino to take over services for the City of San Bernardino. Business Services will also engage the City of San Bernardino businesses. There will be a job fair at the San Bernardino Airport in May. Date and details to be determined.

The Annual Manufactures Summit is scheduled to take place in Ontario on February 3, 2017.

**WORKSHOP**

**ITEM 5 – High Desert Manufacturing Training Center**

Steve Tyrell from the Manufacturing High Desert Council gave a presentation about the need for a career vocational education system in the High Desert. He requested support from the Workforce Development Board for purchasing of equipment.

The next High Desert Manufacturing Council meeting is scheduled for March 21, 2017 and will be at Spring Valley Country Club.

**DISCUSSION**

**ITEM 6- Consider recommendation that High Desert Training Center presentation be made to the Full Workforce Development Board**

The committee would like to see a breakdown of the costs Steve Tyrell is asking for prior to making a recommendation to the full WDB. Steve did not have a breakdown of costs and will work on a budget proposal and bring it back to the committee.

**PUBLIC COMMENT**

There was no public comment.

**ADJOURNMENT**

The Chair called for a motion to adjourn. Will Sterling made a motion to adjourn. Anita Tuckerman seconded the motion. None opposed. Motion carried.

Meeting adjourned at 1:43 p.m.

The next WDB EDBR Committee meeting is scheduled for Wednesday, April 12, 2017 at 11:00 a.m. 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