

YOUTH COMMITTEE MEETING

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

WEDNESDAY, AUGUST 10, 2016, 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. 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

12:30 PM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT YOUTH COMMITTEE

OPENING

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

CONSENT

- 3) Approve Minutes from July 6, 2016 Youth Committee Meeting

DISCUSSION

- 4) Discuss Report about County Youth Demographics
- 5) Discuss Next Steps on Youth Committee Strategic Action Items

INFORMATION

- 6) Special Presentation and Success Story given by Werner von der Heide from Hesperia Unified School District
- 7) County Report given by Mariann Ruffolo

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.

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, 6th 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.

**San Bernardino County
WDB Youth Committee
Agenda Item**

MEETING DATE: August 10, 2016

ITEM: (3)

SUBJECT: Approve Minutes from July 6, 2016 Youth Committee Meeting

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from July 6, 2016 Youth Committee Meeting

BACKGROUND: See Attached Minutes

**Workforce Development Board
YOUTH COMMITTEE MEETING**

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

WEDNESDAY, JULY 6, 2016, 11:30 a.m.

MINUTES

Chair B.J. Patterson called meeting to order at 11:49 am. Lowell King led members in the pledge of allegiance. Members introduced themselves. In attendance:

Committee Members Present

B.J. Patterson
John Andrews
Kenneth Boshart
Phil Cothran
Lowell King
Jonathan Weldy

Committee Members Absent

Dale Marsden
Tony Myrell
Jon Novack
William Sterling

Staff and Special Guests

Sandy Harmsen- Executive Director
Kristi Sandberg- Executive Secretary

Fred Burks- Administrative
Supervisor II
Miguel McQueen- Deputy Director
Mariann Ruffolo-

Youth Providers

Ariel Nieves- First Institute
Cathy Toole- Chino Valley Unified
Israel Riley- Inland Empire Health
Jessica Rodriguez- Goodwill
Marina Mejia- Reachout
Patti Munson- Mental Health
Systems
Werner Vonderheide- Hesperia
Unified

Chair welcomed everyone to the first WIOA Youth Committee meeting. BJ shared that committee exists to provide guidance and feedback so that staff and committee can help fulfill the vision of the WDB by providing resources and remove obstacles for those serving the youth.

CONSENT

There are no consent items.

DISCUSSION

There are no discussion items.

INFORMATION

Teresa Taylor presented about Career Institute (handout) and some success stories.

- a. Daniel from Hospitality Work Experience and Training School
- b. Georgia Burkel graduated from CSUSB

Lowell King asked what the biggest obstacle was for the youth providers and how can the committee better serve the providers. Teresa answered that finding the youth is difficult and the committee can assist with recruitment of youth. BJ asked about the "secret to their success". Teresa answered that it has to do with having the "right people" who understand the mission and vision of the organization work with the youth and on their staff. Phil asked for "word of wisdom" for new providers and Teresa responded that new providers should "ask questions" as there are no bad questions.

Projects and programs update by Fred Burks and Emily Petrus (power point)

Youth Provider Training Update by Emily Petrus that covered eligibility, applications, submission of forms and other pertinent information. Future trainings will include activity code, case note, and fiscal training.

County Update provided by Sandy Harmsen

- Budget has been approved by BOS
- DOL Regulations came out last week
- New Deputy Director is Mariann Ruffolo
- New PR firm is 20/20 Network Marketing
- Our board has been recertified and only 12/49 in California obtained full recertification
- James Johnson has been hired as the new Business Services Manager and will begin on Monday, July 11

In response to reports and updates members mentioned specific information they would like to see at next meeting:

- Funding allocation for youth program
- Total number of WIOA Eligibility youth within County
- Address provider recruitment issues
- Bring in 20/20 Marketing

PUBLIC COMMENT

There are no public comments at this time.

ADJOURNMENT

Lowell King motioned to adjourn. Kenneth Boshart second. Motion carried. Meeting adjourned at 1:16 pm. The next WDB Committee meeting is scheduled for Wednesday, August 10 at 12:30 pm to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.

Kristi Sandberg, Executive Secretary II

**San Bernardino County
WDB Youth Committee
Agenda Item**

MEETING DATE: August 10, 2016

ITEM: (4)

SUBJECT: Discuss Report about County Youth Demographics

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT _____ **DISCUSSION_X**_____ **INFORMATION**_____

RECOMMENDATION: Discuss Report about County Youth Demographics

BACKGROUND: See Handout

**San Bernardino County
WDB Youth Committee
Agenda Item**

MEETING DATE: August 10, 2016

ITEM: (5)

SUBJECT: Discuss Next Steps on Youth Committee Strategic Action Items

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT _____ **DISCUSSION_X**_____ **INFORMATION**_____

RECOMMENDATION: Discuss Next Steps on Youth Committee Strategic Action Items

BACKGROUND: See Handout