

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, JULY 12, 2017, 11:00 a.m.

MINUTES

Attendance:

Members	Present
Jonathan Novack (Chair)	
John Andrews	X
Phil Cothran	X
Mike Gallo	X
*Peggi Hazlett	X
Terry Klenske	X
*Audrey Mathews	X
Tony Myrell	X
B.J. Patterson	X
William Sterling	X
Anita Tuckerman	X

**Public Members*

Staff to WDB	Present
Gina Beltran	X
Sandy Harmsen	
Reg Javier	
WDD Staff	Present
Fred Burks	X
Gustavo Cisneros	X
James Johnson	X
Miguel McQueen	
Stephanie Murillo	X
Henry Nickel	
Mariann Ruffolo	X

OPENING

Tony Myrell was asked by Jon Novack to chair today's committee and called the meeting to order at 11:00 a.m.

Pledge of Allegiance was led by William Sterling.

Tony Myrell called for a motion to adopt the agenda. William Sterling motioned and B.J. Patterson seconded. None opposed; motion carried.

Member introductions were done and Tony Myrell informed the committee of committee roster changes. One person was added and two members were removed for not meeting the attendance requirements of the Workforce Development Board By-laws.

CONSENT

ITEM 4- Motion to approve Minutes of February 22, 2017 EDBR Meeting

Tony Myrell called for a motion to approve the February 22, 2017 Economic Development and Business Resource meeting minutes. Anita Tuckerman motioned and William Sterling seconded. B.J. Patterson, Peggi Hazlett and Mike Gallo abstained. None opposed; motion carried.

DISCUSSION

ITEM 5 - Next Steps on EDBR Strategic Action Goals

Tony Myrell asked the committee if they would like to have discussion on updating the goals spreadsheet and the committee agreed to wait until Jon Novack was present.

INFORMATION

ITEM 6 - County Report

Mariann Ruffolo presented and highlighted the East Valley job fair that took place at the San Bernardino National Orange Show on June 22, 2017. There were 69 employers present and 774 people in attendance. Of those people who attended, 28% left with interviews and 30% were currently employed and looking for their next job. It was noted that the majority of the people who attended the job fair came dressed for an interview and were prepared with their resume. Business Services will be hosting another job fair in September in the West End and the High Desert will have a job fair in October. Both of these events will be advertised on social media.

Staff are working with Riverside County to figure out a better way to streamline Regional and SlingShot funds. Any ideas or recommendations will go to the Executive Board first.

With regard to the business consultant contracts, there is one vendor who is not able to continue. Z-CO has decided not to continue their contract. It could be due to a logistics standpoint since they are located in Colorado.

ITEM 6 – cont.

The Customer Design Team was selected to go to DC. This team has been focusing on improvements for the AJCC lobbies, streamlining and improving customer access. .

There will be Workforce Development Department (WDD) staffing changes. James Johnson, Business Services Manager will be leaving this Friday, July 14, 2017 due to a promotion. Curtis Compton will be the Interim Business Services Manager and Darren Cook will be the Interim Supervisor. Stephanie Murillo has been promoted to Administrative Supervisor I and will work on regional initiatives with Riverside County. Effective July 1, 2017, the roles of the WDD Deputies has changed. Mariann Ruffolo will be over adult and youth programs and the AJCCs and Miguel McQueen will take over the Administration duties. The Business Services and Fiscal units report directly to Reg Javier.

Tony Myrell gave a brief update on a High Desert Training Center meeting. He explained that there was a meeting with Steve Tyrell regarding potential locations and budget for the High Desert Training Center and scheduling is currently underway for a site visit with Sterling Development. The overall recommendation from this meeting was to focus on business as the core structure of the training center. Steve Tyrell is scheduled to attend the next committee meeting and full board.

Gina Beltran reported there have been some Outlook issues and in an attempt to resolve some of the confusion on calendar invites, she reminded the group that any official calendar invite or cancellation for a meeting will come from her. If anyone receives an Outlook invite or cancellation that is not from her, disregard and let her know. She will continue to send reminder emails as a way to track and monitor for quorum.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Tony Myrell called for a motion to adjourn. B.J. Patterson motioned and William seconded. None opposed; motion carried.

Meeting ended at 11:27 a.m.

The next WDB Executive Board Committee meeting is scheduled for Wednesday, August 9, 2017 at 11:00 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



Stephanie Murillo, Acting Staff to the WDB