

## GENERAL BOARD MEETING

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

WEDNESDAY, MAY 17, 2017, 12:00 p.m.

### MINUTES

In attendance:

#### WDB Members Present

Anita Tuckerman  
Cherilyn Greenlee  
Henry Shannon  
John Andrews  
Jonathan Novack  
Jonathan Weldy  
Joseph Williams  
Kenneth Boshart  
Paul Moreno  
Phil Cothran  
Rene Castellanos  
Tony Myrell  
William Sterling  
B.J. Patterson  
Dale Marsden  
Mike Gallo  
Robert Loewn

#### WDB Members Absent

Laurie Stalnaker  
Terry Klenske

#### Staff and Special Guests

Reg Javier, DEO  
Gina Beltran, Executive Secretary II  
Sandra Harmsen, Project Executive  
Miguel McQueen, Deputy Director  
Mariann Ruffolo, Deputy Director  
Sophie Akins- Deputy County Counsel  
Marissa Rivera, EDA

#### Opening

- 1) Chair called the meeting to order at 12:10 pm
- 2) Pledge of Allegiance was led by Paul Moreno
- 3) Introductions

#### 4) Presentation and Adoption of Agenda

There was one change to the agenda. The Youth success story will not be heard today due to a family emergency.

Will Sterling motioned to approve the agenda with the change. Jon Novack seconded the motion.

None opposed. Motion carried.

#### 5) Success Stories

- a) *AJCC Client*- Vanessa Valadez from the High Desert AJCC presented customer, Ann Marie Duran.
- b) *Business* – Mike Holtz from Business Services presented employer, Jose Villanueva, the CFO of Everrank Investment Group, Inc.

#### CONSENT

#### 6) Approval of Minutes from the March 15, 2017 Workforce Development Full Board meeting

There was an edit needed to mark Mariann Ruffolo as not in attendance and to mark Mike Gallo in attendance.

Tony Myrell asked for a motion to approve the minutes with these two edits.

Will Sterling motion, Anita Tuckerman seconded; B.J. Patterson abstained from the motion because he was not at the March 15, 2017 meeting.

None opposed and motion carried.

## **DISCUSSION**

### **7) One Stop Operator Selection and Contract Award**

Mariann Ruffolo presented - she reported that an Ad Hoc meeting was held on April 11, 2017 to select the One Stop Operator. There were three proposals received and the committee made a selection. The committee recommended a contract for a 4 year term per County's new guidelines on contract length. The contract will not exceed \$600,000 for the term, and \$150,000 annually. Staff is asking for approval from the board to move this item forward to the Board of Supervisors on June 13, 2017.

Tony Myrell called for a motion to approve the Ad-Hoc's selection of the One Stop Operator as Workforce Development Solutions, Inc. and move the contract forward to the Board of Supervisors.

B.J. Patterson motioned to approve; Will Sterling seconded.

None opposed. No abstentions. Motion carried.

### **8) City of San Bernardino WIOA Youth Program Selection and Contract Awards**

Prior to this item being discussed, Joseph Williams recused himself and stepped out of the room due to a conflict of interest. Mike Gallo and Dale Marsden recused themselves from this item due to a potential conflict.

Mariann Ruffolo presented - she reported that an Ad Hoc meeting was held on April 19, 2017 to review the recommendations from staff for the 8 proposals that were determined to be responsive to the Youth RFP. This item will allow Workforce Development to serve a minimum of 134 at risk youth under WIOA Youth Program for the 2017-19 program cycle. Staff is asking for approval to move this item forward to the Board of Supervisors on June 13, 2017.

Tony Myrell called for a motion to approve the recommendation of the Youth Ad Hoc Committee and recommended funding for the contracts listed in the item and to move the contracts forward to the Board of Supervisors.

Henry Shannon motioned to approve; Will Sterling seconded.

Joseph Williams, Mike Gallo and Dale Marsden abstained from this item. None opposed. Motion carried.

### **9) Youth Provider Contract Amendments**

Mariann Ruffolo presented - she reported that an Ad Hoc meeting was held on April 19, 2017 to review the recommendations from staff about the funding for the current ten WIOA youth program contracts. This amendment will allow the contractors to continue to provide academic enhancement, employment skills, and occupational training services for eligible youth participants under WIOA by adding a program cycle and extending the term for an additional year. The item outlined the ten contracts and the proposed amendment along with the two tier barriers.

Tony Myrell called for a motion to approve the recommendation of the Youth Ad Hoc Committee and recommended funding for the ten contracts and to move the contracts forward to the Board of Supervisors.

B.J. Patterson motioned to approve; Ken Boshart seconded.

None opposed. Motion carried.

## **INFORMATION**

### **10) America's Job Center of California System Memorandum of Understanding Presentation**

Stephanie Murillo presented, covering the WIOA Phase I and Phase II of the MOU and the components of each.

### **11) Economic Development Agency Updates**

Marissa Rivera reported on the current events for Economic Development Agency. She recently attended an Inland Empire World Trade Conference at the San Bernardino Airport which focused on Aerospace & Defense, International Trade, and Cybersecurity. There will be another event next year but it may not be in San Bernardino.

The Comprehensive Economic Development Strategy draft is in review and will be presented to the Board of Supervisors on June 13, 2017. One important strategy from the advisory committee, which Jon Novack was a part of, was working more closely with Workforce Development. It is important to better understand the needs of local employers and industry.

The Mayor of Taoyuan, Taiwan is scheduled for a visit to the area in July to continue discussions about how to link business-to-business opportunities and future growth at Ontario International Airport.

The ED team will be attending the International Council of Shopping Centers event in Las Vegas this month. The event will focus on retail development and will support all local economic development for the region.

The Linked Learning Hubs of Excellence Convening was held May 16-17, 2017 and San Bernardino County was the host. Attendees included Maria Flynn, Executive Director of Jobs for the Future; Hubs from East Bay; Tulare-Kings; Los Angeles; Coachella Valley; Long Beach and of course San Bernardino. The San Bernardino County team focused their discussion on Work-Based Learning in Career Pathways.

### **12) Strategic Planning Retreat**

Tony Myrell presented. Tony gave an update on the retreat and what is needed in preparation for the strategic planning session. The facilitator, John Baker has asked for the Board to bring some stories, ideas and thoughts around the following questions: What could we do? What should we do? What will we do?

In addition, Gina Beltran gave an update about other retreat details and logistics.

### **13) Committee Reports**

- a) **Executive Board given by Tony Myrell** – Exec has reviewed a new PR year-to-date report which led to conversations about how to better engage businesses. As a result, a draft newsletter from 20/20 was created and will be presented at the next committee meeting then will be presented at the next full board. The committee members also reviewed the most recent ITA report which showed training by industry.
- b) **Youth Committee given by B.J. Patterson** –The next Y4 Conference will be held, November 17, 2017. The location is still to be determined.
- c) **Economic Development and Business Resource Committee (EDBR) given by Jon Novack** – EDBR continues to work with the High Desert Manufacturing Council on conversations about the mining industry and working on job growth and developing a high desert training center.
- d) **Special Populations report given by Robert Loeun** – The committee continues to invite community partners as guests to the Special Population Committee meetings and to share partnership information, resources and educating. Robert hopes to develop a cross-training for front-line staff on partnership resources, networking and building strong relationships.

Inland Regional Center provided in-services information on internship funding up \$10,400 per consumer on work based learning and he hopes to collaborate with Inland Empire Disabilities Collaboration Expo in September 2017. The focus on that expo is on building and developing a tracking system for special population clients accessing AJCC services.

**PUBLIC COMMENT**

No public comment.

**ADJOURNMENT**

Tony called for a motion to adjourn. William Sterling motioned; Jon Novack seconded.

None opposed. Motion carried.

Meeting adjourned at 2:12 pm.

The next WDB general meeting is scheduled for July 19, 2017 at the WDD Admin Office.

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Gina Beltran, Executive Secretary II