

**WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE MEETING**

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

**WEDNESDAY, JANUARY 17, 2018 at 10:15 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**

**10:15 A.M. CONVENE MEETING OF THE WORKFORCE DEVELOPMENT YOUTH COMMITTEE**

**OPENING**

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Adoption of Agenda
- 4) Introductions

**REVIEW AND APPROVAL OF MEETING MINUTES**

- 5) Approve Minutes from November 15, 2017 Youth Committee Meeting

**PUBLIC COMMENT**

- 6) Comments from the General Public in Attendance

**WORKSHOP**

- 7) Entry and Middle Skill Infographics

**REPORTS AND INFORMATION**

- 8) Youth Committee Program Year 2017-18 Strategic Action Goals Report – Career Pathways
- 9) Member Announcements
- 10) County Report

**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) 387-9862 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.



**Workforce Development Board  
YOUTH COMMITTEE MEETING**

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

**WEDNESDAY, NOVEMBER 15, 2017 10:00 A.M.**

**MINUTES**

**Attendees:**

<b>Members</b>	<b>Present</b>
B.J. Patterson (Chair)	X
John Andrews	X
Ken Boshart	X
*Andre Bossieux	X
Phil Cothran	
*Lowell King	X
Dale Marsden	
*Audrey Mathews	X
Tony Myrell	X
Jon Novack	X
*Fernando Olivarez	
William Sterling	X
*Hassan Webb	
Jonathan Weldy	X

*\*Public Members*

<b>Staff to WDB</b>	<b>Present</b>
Devra Bell	X
Sandy Harmsen	X
Reg Javier	
<b>WDD Staff</b>	<b>Present</b>
Coley Bowman	X
Fred Burks	X
Curtis Compton	X
Miguel McQueen	X
Stephanie Murillo	X
Mariann Ruffolo	X
Janeth Tran	X

**OPENING**

- 1) Chair called meeting to order at 10:02 AM
- 2) Pledge of Allegiance – Led by Ken Boshart
- 3) Adoption of Agenda

Chair called for a motion to adopt the agenda. Tony Myrell motioned; Lowell King seconded. None opposed, motion carried.

- 4) Introductions were conducted.

**REVIEW AND APPROVAL OF MEETING MINUTES**

- 5) Approval of Minutes from the October 18, 2017 Youth Committee Meeting

Chair called for a motion to approve the Minutes for October 18, 2017 Youth Committee meeting. Lowell King motioned; Will Sterling seconded. None opposed, motion carried

**PUBLIC COMMENT**

- 6) No public comments were presented.

## **PRESENTATION**

### **7) Career Pathways Project**

Mariann Ruffolo presented this item, noting some classes in schools may be part of a pathways curriculum, which can be very diverse. As part of the career pathway project, students will receive community college credit while doing work based learning. There are “for credit classes” as well as “not for credit classes” available. In addition, with a community college identification card, students are allowed to take a bus for free. Ms. Ruffolo stated that Committee members are needed to help provide work based learning opportunities for students in this program.

Also discussed was LaunchPath, which is a matching tool. Businesses will decide what service they can provide to students and a teacher will search for businesses that can provide services, such as internships, job shadowing, and classroom speakers for students. During a pilot, three districts identified a pathway. San Bernardino and Yucaipa both identified Healthcare. Colton has an Engineering pathway that provides mechanical and chemical engineering training.

Ms. Ruffolo reached out to the Committee members to further discuss this topic. Some topics that arose include how to tie in businesses, so they become the Employer of Record. Mr. Compton stated there is a standard survey when working with businesses and they are invited to become involved in this process. Marketing materials with information that can be provided at meetings with businesses are in development now. Worker’s Compensation was another topic brought up during the conversation. Mr. Novack wanted to know what happens with Worker’s Compensation with students that are interning. Ms. Ruffolo noted that the employer of record would handle Worker’s Compensation. John Andrews wanted to know what the specific “ask” was from the Committee. Ms. Ruffolo noted that hopefully businesses would donate their time, if they are unable to take any students.

The internship lasts 120 hours and with San Bernardino County. Mr. Myrell noted that if the cost is \$2,000 per student, it would equate to approximately \$16/hour for the 120 hours of training. He suggested the costs should be reviewed, so many employers can participate.

## **REPORTS AND INFORMATION**

### **8) Youth Committee Program Year 2017-2018 Strategic Action Goals Report**

Ms. Ruffolo presented the Report and noted the Y4 Event has been scheduled for March 16, 2018 at Loma Linda University.

### **9) Member Announcements**

Lowell King congratulated Hassan Webb on the birth of his new baby girl.

### **10) County Report**

Ms. Ruffolo reported on the High Desert Job Fair, where 60 employers participated and there were approximately 800 attendees. It was also reported that we worked out how to partner with Youth Build (who presented last month) based on the process they are using in LA County.

**ADJOURNMENT**

Chair called for a motion to adjourn. Will Sterling motioned and Tony Myrell seconded. None opposed; motion carried. Meeting ended at 10:51 a.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, January 17, 2018 at 10:15 am to be held at WDD Admin, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92401.

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Devra Bell – WDB Secretary