

**WORKFORCE DEVELOPMENT 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 DECEMBER 20, 2017, 11:30 am

**MEETING MINUTES**

**ATTENDANCE:**

<b>Members</b>			
	<b>Present</b>		<b>Present</b>
Tony Myrell <i>(Chair)</i>	X	Dale Marsden	X
Phil Cothran <i>(Vice-Chair)</i>	X	Paul Moreno	
Will Sterling <i>(Second Vice-Chair)</i>	X	Jon Novack	X
Jon Andrews	X	B.J. Patterson	X
Ken Boshart	X	Henry Shannon	X
Rene Castellanos	X	Laurie Stalnaker	X
Mike Gallo	X	Anita Tuckerman	X
Cherilyn Greenlee	X	Jonathan Weldy	X
Robert Loewn			

<b>Staff to WDB</b>	
	<b>Present</b>
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X
<b>WDD Staff &amp; Other</b>	
Fred Burks	X
Curtis Compton	X
Miguel McQueen	X
Stephanie Murillo	X
Marissa Rivera	X
Mariann Ruffolo	X

**OPENING**

- 1) **Chair called the meeting to order** at 11:46 am.
- 2) **Pledge of Allegiance** led by Ken Boshart
- 3) **Adoption of the Agenda** – Chair called for a motion to adopt the agenda. Will Sterling motioned. Laurie Stalnaker seconded the motion. None opposed, motion carried.
- 4) **Introductions** were made around the room.
- 5) **Success Stories**
  - Youth – Stacy Shaver from the Needles Center for Change/Mental Health Systems shared the story of Fidel Connacher via video teleconference. Mr. Connacher has been in the program for 10 months, which has helped him to obtain valuable work experience.
  - Business Services – Don Duenez, Business Services Representative introduced Mary Valdez of Metroll in Fontana to discuss their success story.
  - AJCC Client – Christine Watson from the High Desert America’s Job Center of California introduced Gregory Lincoln, who presented his own success story.

## **WORKSHOP**

### **6) National Updates by Ron Painter, National Association of Workforce Boards**

Ron Painter provided an overview of our current political climate, including a look ahead in our House of Representatives and Senate; a map of the 2016 Presidential votes by Congressional districts; generic ballot polling from May, 2017-November, 2017; the Midterm Elections vs. Presidential approval and how that may affect the seats held in both Houses; and some of the 2018 issues that should be addressed, including the Farm Bill (SNAP), Higher Education Bill and Reforms.

A discussion ensued about training requirements that should be considered going forward, which includes working with colleges/universities and the Business community to determine some of those long term needs' requirements. Training and certification programs were also discussed, as apprenticeship programs may be beneficial to individuals that may not choose to attend a traditional college or university.

## **REVIEW AND APPROVAL OF MEETING MINUTES**

### **7) Approval of Minutes August 16, 2017 Workforce Development Board General Meeting**

Chair called for Motion to approve minutes. Will Sterling motioned. Terry Klenske seconded the motion. None opposed. Phil Cothran abstained. Motion carried.

## **PUBLIC COMMENT**

### **8) Comments from the General Public in Attendance**

- Teresa Taylor and Judy Takano from the Career Institute thanked the Workforce Development Board (WDB) for their leadership
- Daniel Peeden from Assembly member Eloise Reyes' office introduced himself to the General Board members.

## **DISCUSSION**

### **9) Ratification of Contract with Riverside County for Inland Empire Regional Plan Development**

Miguel McQueen led the discussion and noted that \$600k was awarded on 12/20/17. Chair called for a motion to approve item. Will Sterling motioned. Dale Marsden seconded the motion. None opposed. Motion carried.

### **10) Approval to Release the Request for Proposals for Community Asset Mapping and Environmental Scan**

Miguel McQueen presented item. Chair called for a motion to approve item. Michael Gallo motioned. Terry Klenske seconded the motion. None opposed. Motion carried.

### **11) Approval of Comprehensive America's Job Center of California Certification Process and Matrix Baseline Criteria**

Mariann Ruffolo presented item. Chair called for a motion to approve item. Laurie Stalnaker motioned. Michael Gallo seconded the motion. None opposed. Motion carried.

**12) Approval of Employer of Record Program for January 24, 2018 through June 30, 2020**  
Mariann Ruffolo presented item. Chair called for a motion to approve item. B.J. Patterson motioned. Terry Klenske seconded the motion. None opposed. Dale Marsden abstained. Motion carried.

**13) Approval of Monster Government Solutions Contract Amendment for Fiscal Year 2017-2018 and 2018-2019.**

Mariann Ruffolo presented item. Chair called for a motion to approve item. Terry Klenske motioned. Will Sterling seconded the motion. None opposed. Motion carried.

**14) Approval of School District Workforce Development Coordinator**

Dale Marsden and Michael Gallo recused themselves from this discussion and left the room. Mariann Ruffolo presented item. Phil Cothran discussed total dollars allowed (\$100k) and Henry Shannon discussed training in early education. B.J. Patterson noted that dropout rates plummet when students are offered alternative training, such as vocational programs. Anita Tuckerman asked if workshops for middle school students had been explored. Chair called for a motion to approve item. Jon Novack motioned. Ken Boshart seconded the motion. None opposed. Dale Marsden and Michael Gallo had recused. Motion carried.

**15) Approval to Release the Request for Proposal for Workforce Innovation and Opportunity Act Youth Services**

Mariann Ruffolo presented item. Chair called for a motion to approve item. Will Sterling motioned. Jon Novack seconded the motion. None opposed. Motion carried.

## **REPORTS AND INFORMATION**

### **16) Committee Reports**

- **Executive Board** – Tony Myrell introduced Anita Tuckerman as the newest member of the Executive Board, as well as the Chair of the Special Populations Committee. Mr. Myrell also gave an update on the Chmura report, indicating that public comments were taken at the Forum conducted, which was attended by several Board members. The final report will be provided early in 2018. The communications team (20/20 and the Spaulding Group) are working to rebrand the Chmura report to what will be known as the Workforce Roadmap, which will provide a platform for the Board to share its vision of where we can go as a County and address what we need to do going forward. Mr. Myrell also reported that Angela Gardner, our One Stop Operator, has held several successful meetings with the Partners and started several workgroups to implement the strategies in the Memorandum of Understanding.
- **Youth Committee** – B.J. Patterson reported that the Y4 conference will be held on March 16, 2018 at the Loma Linda University Draycen Center. He also noted that the Career Pathways pilot is moving forward with San Bernardino and Yucaipa identifying healthcare and Colton identifying Engineering, as their industry section for the pilot. Also reported was 15 seniors from Cajon High School had completed the Career Readiness Certificate, so they will begin their internship in the Spring semester, while being concurrently enrolled and receiving college credit at Valley College.

- **Economic Development and Business Resource Committee** – Jon Novack introduced Fred Burks, who provided an update on the High Desert Manufacturing Training Center. Ken Boshart provided an update on the Business Field Team. Members of the Board will be paired with a Business Services Representative and they will jointly visit businesses in the County to discuss our goals and services.
- **Special Populations Committee** – Anita Tuckerman noted that she took over as the Chair of the Committee in December and a discussion ensued about the need for the committee members to represent the various populations, including individuals with disabilities, Re-Entry (Justice involved), Veterans, Homeless and Native American populations. The focus in the coming year will be centered on how to build capacity with employers regarding the hiring of these individuals.

**17) One-Stop Operator** – An updated report was provided to the Board.

**18) Economic Development Agency Report**

Marissa Rivera from the Economic Development Agency (EDA) provided updates.

**19) County Report**

Miguel McQueen announced two awards that were received for the Workforce Development Board (WDB). On 12/7, the Building Industry Association (BIA) awarded WDB with the “Good Government Award. On 12/8, INTECH – Chaffey College awarded WDB with “Excellent Service for the TAACCCT Grant”.

Tony Myrell thanked the Board members for all of their hard work and contributions during 2017 and noted that he has enjoyed being the Chair.

**ADJOURNMENT**

Chair called for a motion to adjourn. William Sterling motioned. BJ Patterson seconded the motion. None opposed. Motion carried.

Meeting adjourned at 2:07 pm.

The next WDB General Board Meeting is scheduled for February 21, 2018 at the WDD Admin Office at: 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92415.

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Devra Bell, WDB Secretary