

**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE BOARD MEETING**
Workforce Development Department Administration Office
Executive Conference Room
290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, MAY 30, 2018 AT 8:30 AM

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 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, 6th Floor, San Bernardino, CA, 92415. The agenda and its supporting documents can be viewed online at 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

8:30 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT EXECUTIVE BOARD

OPENING

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

REVIEW AND APPROVAL OF MEETING MINUTES

- 4) Approval of Minutes from April 11, 2018 Executive Board Meeting

PUBLIC COMMENT

- 5) Comments from the General Public in Attendance

DISCUSSION

- 6) Approval of Funding for the San Bernardino County Workforce Innovation and Opportunity Act Youth Program Selections and Contract Awards for Program Years 2018 through 2021
- 7) Recommend Approval of Award for Labor Market and Intelligence Services
- 8) Approval of High Growth Industry Sector Change
- 9) Review Worksite Agreement for Private Businesses Template for Career Pathways Youth
- 10) Discuss Recommendation and Agreement of SlingShot Healthcare Industry Sector Consultant

REPORTS AND INFORMATION

- 11) Workforce Development Board Initiatives - Program Year 2017-18
- 12) One-Stop Operator Report
- 13) Attendance Report
- 14) Legislative Report
- 15) Public Relations/Media Report
- 16) County Report

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, 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, 6th 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.

**San Bernardino County
Workforce Development Board
Executive Board
Agenda Item**

MEETING DATE: May 30, 2018

ITEM: (4)

SUBJECT: Approve Minutes from April 11, 2018 Executive Board Meeting

PRESENTED BY: Miguel McQueen, Deputy Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from April 11, 2018 Executive Board Meeting

BACKGROUND: See attached minutes

**Workforce Development Board
EXECUTIVE BOARD MEETING**
Workforce Development Board Conference Room
Workforce Development Department Administration Office
290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, APRIL 11, 2018, 8:30 A.M.

MINUTES

ATTENDANCE:

Members	Present
Tony Myrell (Chair)	X
Phil Cothran (Vice Chair)	X
William Sterling (Second Vice Chair)	X
B.J. Patterson	X
Jon Novack	X
Anita Tuckerman	X
Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	
Reg Javier	X

WDD Staff	Present
Fred Burks	X
Curtis Compton	X
Mariann Johnson	X
Miguel McQueen	X
Stephanie Murillo	X

OPENING

- 1) Chair called meeting to order at 8:37 A.M.
- 2) **Adoption of Agenda** – The Chair announced that Item #10 was pulled from the agenda to allow time for interviews to be conducted between the top two contenders, as their scores were very close. The item will be reintroduced at the Executive Board Meeting on May 30, 2018. In addition, Mr. Myrell noted that Item #7 may need to be pulled, which would be determined as soon as input was received from County Counsel. With these two items removed, the Chair called for a motion to adopt the agenda. B.J. Patterson motioned; Anita Tuckerman seconded the motion. None opposed, motion carried.
- 3) **Introductions** were made.

REVIEW AND APPROVAL OF MEETING MINUTES

- 4) **Approval of Minutes from March 21, 2018 Executive Board Meeting**
The Chair called for a motion to approve the Minutes from the March 21, 2018 Executive Board (Exec) meeting. Will Sterling motioned; B.J. Patterson seconded the motion. None opposed. Motion carried.

PUBLIC COMMENT

- 5) **Comments from the General Public in Attendance**
There were no public comment cards provided

DISCUSSION:

6) Approval of Comprehensive America's Job Center of California Hallmarks of Excellence Certification Matrix

Mariann Johnson presented this item (including two attachments that will be submitted to the State) requesting approval to move this item to the Full Board for approval. The Certification took place in March with a passing score. Ms. Johnson thanked Tony Myrell & Phil Cothran for being on the evaluation team. A continuous improvement plan will be implemented after taking the suggestions into account from the review conducted. B.J. Patterson asked about the scoring and what was needed to pass (passing score is 24 and the AJCC received a 28). Mr. Myrell explained that they looked at everything very fairly and with the new continuous improvement plan, they hope to get closer to the maximum score of 40. Ms. Johnson noted that we need certification for the other two AJCC sites and hope to have higher scores, since the implementation of this new plan will be in place prior to their certification process. Mr. Patterson noted that a spreadsheet would be helpful to track progress. The next two certifications will be conducted within the next year.

Chair called for a motion to approve. B.J. Patterson motioned and Anita Tuckerman seconded the motion. None opposed; motion carried.

7) Approval of Funding for Incumbent Worker Training with Dignity Health Foundation Inland Empire

This item was temporarily bypassed as we were awaiting information from County Counsel regarding a potential quorum issue. Tony Myrell and Will Sterling were required to recuse themselves from this item and during the time that we began discussing item #8, County Counsel advised the Board Secretary that this item would need to be pulled due to a lack of quorum. This item will be brought directly to the General Board at their April 18, 2018 meeting.

8) Approval of Funding for Human Resource Hotline Services

Miguel McQueen presented item. Jenny de la Mora from the Business Services Unit is managing this process. Mr. Myrell requested a comparison between last year and this year as it related to the volume of calls handled. Curtis Compton noted that it has been down a bit, with approximately 380 calls this year to date. He can provide a report (wage and hour seem to be down).

Chair called for a motion to approve. Will Sterling motioned and B.J. Patterson seconded the motion. None opposed; motion carried

9) Approval of Funding for Business Workshops

Miguel McQueen presented item. Curtis Compton noted that it is helpful to have companies come into the centers and increases sales. There are multiple workshops, with the most popular being the Labor Law. There is an increasing footprint of where they are offering these Workshops, including areas outside of the AJCC's. We are on track to do 21 workshops.

Chair called for a motion to approve. Will Sterling motioned and B.J. Patterson seconded the motion. None opposed; motion carried

10) Recommend Approval of Award for Labor Market and Intelligence Services

Chair pulled this item to allow time for interviews to occur between the top two contenders, as their scores were very close. The item will be reintroduced to the Executive Board May 30, 2018.

REPORTS AND INFORMATION

11) Workforce Development Board Initiatives – Program Year 2017-2018

Mariann Johnson discussed Career Pathways. Since the last meeting, all of the participating students have been placed from Cajon High School at ARMC & Valley College (on site work experience). They should be finished with their training by 5/18-5/25. Ms. Johnson noted that we would like to provide certificates to the students at the June General Board meeting. In July, a presentation will be made to the Board of Supervisors and we would like to invite our Board members to participate in that presentation. Mariann will work with the Board Secretary to get this on the meeting calendar. This will be discussed further at the Annual Retreat in May. Rose Gonzalez, who was recently hired as the new Workforce Development Coordinator, will be attending the Executive Board and Youth Committee meetings going forward.

Reg Javier & Mariann Johnson met with Gary McBride and the County will be setting aside resources for further Career Pathways initiatives, as he sees our commitment to this process. The goal is to pay these students to work within the County. Of the three strategies that the Board took on last year, the Career Pathways strategy is growing quickly. A discussion ensued about the work permit process, the challenges of having students under the age of 18 working in areas that have machinery, and the link between academic success and work experience. Additional topics included how to market these programs to the students and gain interest in participating. Businesses will instrumental to this process. At this time, it is anticipated that 400 students will be participating in a summer school program.

Fred Burks discussed the High Desert Training Center and reviewed the timeline with the Executive Board members. Mr. Burks noted that he was expecting 3-4 RFQ's. Representing the Strategy Steering Team for this initiative is Fred Burks, Phil Cothran, Anita Tuckerman, Jon Novack, Steve Terrell & Stacy DuVal. Presenters will be brought to the Executive Board meeting on 5/30 to present, with the hope of moving the item to the General Board on 6/6, followed by the Board of Supervisors. A discussion ensued about the challenges of collecting the funds for the Tenant Improvements (TI). Reg Javier requesting a meeting be set up with Mr. Tyrell and individuals from the High Desert area to discuss funds that would be required, including proof of the dollars available. In addition, Tony Myrell noted that some kind of document (contract) needs to be developed, such as a Memorandum of Understanding (MOU) and requested a timeline for finalization of an MOU and funding. Mr. Javier requested that Mr. Burks create a chart showing the timeline as well as assigning responsibilities to individuals involved. Additional discussions will occur during the Annual Retreat in May. Ms. Tuckerman informed the Board that a Project Manager was supposed to be hired on 6/13, but this may be postponed until other outstanding items on this project have been completed.

Curtis Compton provided the Business Services' updates. He reviewed a handout (Activities & Outcomes) with the Board and noted that business visits are being conducted as frequently as each quarter. Mr. Myrell and Mr. Cothran inquired about adding sectors to the report, as they are interested in knowing if any particular section is diluting the information reported. Mr. Compton noted that the report can be broken down by City, Sector and other additional categories, as needed. Mr. Patterson suggested that with additional data, it would help assist in determining where we send financing, which could assist with providing services for buildings, leases, etc. In addition, Ms. Tuckerman stated that Stirling Development could potentially provide alternative sites in the High Desert region to conduct workshops.

12) One-Stop-Operator Report

Angela Gardner provided an updated report to the Board members and thanked the Board members for approving the certification of the AJCC. In addition to the update presented on the certification process earlier in the meeting, Ms. Gardner noted that a mock certification will be implemented in the two additional AJCC's prior to their certification occurring. Our One-Stop Operator (OSO) will be at WORKCON in May to discuss their role. Mariann Johnson reported that her staff is producing a report showing the people that come out of training, which is being utilized by the AJCC staff and Business Services' Unit to help find employment for those individuals. Ms. Johnson initiated a planning meeting with her team to discuss the steps help place these people and to improve the response time. B.J. Patterson inquired about the messaging use currently use to reach those seeking employment, as we have competition from online job placement firms (such as Zip Recruiter). Further topics included the challenges for business when they require individuals immediately for their business and cannot afford to wait for applicants to come out of training or to hear about our services.

13) Training Report

Clarissa Jimenez provided an updated training report, which was separated by provider and course. B.J. Patterson reported the need for truck drivers and diesel mechanics. Some of the schools for diesel mechanic reportedly charge upward of \$80,000 for training. Cajon High School has a Career Pathway for the mechanic program. Mariann Johnson requested a list of companies that have needs for these applicants, so they can be paired with recent graduates.

14) Public Relations/Media Report

Steve Lambert provided an updated report. He agreed with the Public Relations need for these Career Pathway programs and will make this a priority to help get the word out to the community and businesses. There were eight stories run in March where both the Workforce Development Department (WDD) and the Economic Development Agency were mentioned, as they cross over in their efforts. WDD is live on Facebook and we now an Instagram account, with new followers being added every day.

15) County Report

Miguel McQueen provided updates. The video from the Youth Y4 event has been posted to our website. Mr. McQueen reported on the NAWB visit to Washington D.C. in March and announced that there will be an Ad Hoc Youth meeting on April 18.

ADJOURNMENT

Chair called for a motion to adjourn. Will Sterling motioned and B.J. Patterson seconded the motion. None opposed; motion carried.

Meeting adjourned at 10:39 a.m.

The next WDB Executive Board Committee meeting is scheduled for Wednesday, May 30, 2018 at 8:30 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92415.

Devra Bell – WDB Secretary

**San Bernardino County
Workforce Development Board
Executive Board
Agenda Item**

MEETING DATE: May 30, 2018

ITEM: (6)

SUBJECT: **San Bernardino County Workforce Innovation and Opportunity Act Youth Program Selections and Contracts Awards for Program Years 2018 through 2021**

PRESENTED BY: Mariann Johnson, Deputy Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Approve the recommendation of the Youth Ad Hoc Committee for Workforce Innovation and Opportunity Act (WIOA) Youth Program contract awards and the funding to the service providers listed below in an aggregate amount not to exceed \$13,548,500 for submittal to the Workforce Development Board for the period of June 15, 2018 through June 30, 2021, with services to commence July 1, 2018 and with the option to renew up to two (2) additional terms.

1. Apple Valley Unified School District
2. California Association Health & Education Linked Professions
3. Career Institute
4. Chino Valley Unified School District
5. Colton Redlands Yucaipa Regional Occupation Center (ROP)
6. El Proyecto Del Barrio, Inc.
7. First Institute Training and Management, Inc.
8. Goodwill Industries of Southern California
9. Hesperia Unified School District
10. Gang Reduction Intervention Team (dba Inland Empire Healthcare Training Institute)
11. Mental Health Systems, Inc.
12. Pathways Management Group
13. Youth Action Project

BACKGROUND: The Workforce Development Board's (WDB) WIOA youth program provides academic enhancement, employment skills, and occupational training services to eligible youth participants in San Bernardino County. Contracted youth service providers are selected through competitive bid and serve youth on a two-year program cycle. While a youth is in their first year of a program cycle, the contractors provide youth with occupational training, work experience, counseling, tutoring and supportive services in order to place the youth in employment or higher education. While a youth is in the second year of a program cycle, the contractors provide the youth with follow up services to ensure success utilizing the skills obtained during the prior year.

On December 20, 2017, the WDB approved the release of a Request for Proposal (RFP) for the procurement of WIOA Youth Providers for San Bernardino County. The RFP (EDA118-WDD-2834) was released on February 9, 2018 soliciting qualified agencies to provide WIOA Youth services from July 1, 2018 through June 30, 2021 with the option to renew up to two (2) additional terms.

On March 9, 2018, sixteen proposals were received and sixteen were determined to be responsive to the RFP minimum criteria. The proposals were evaluated by a committee of qualified neutral parties from a variety of County partners that serve the youth population. Proposals were scored in accordance with the Proposal Review and Evaluation Process outlined in the RFP, including demonstrated ability serving youth, program design, and cost reasonableness.

A Youth Ad Hoc Committee of the WDB convened on April 18, 2018 to review the evaluators' recommendations and approved the development of the contracts.

The aggregate contract total is not to exceed \$13,548,500.

The table below lists the geographical areas the youth providers will service.

Provider Name	Geographical Area
Apple Valley Unified School District	High Desert
California Association Health & Education Linked Professions	High Desert
Career Institute	Central Valley, West Valley, Mountains, and Limited High Desert
Chino Valley Unified School District	West Valley
Colton Redlands Yucaipa ROP	East Valley
El Proyecto Del Barrio, Inc.	West Valley and Central Valley
First Institute Training and Management, Inc.	Central Valley, East Valley, and Morongo Basin
Goodwill Industries of Southern California	High Desert, Central Valley, and East Valley
Hesperia Unified School District	High Desert
Gang Reduction Intervention Team (dba Inland Empire Healthcare Training Institute)	East Valley
Mental Health Systems, Inc.	Limited High Desert
Pathways Management Group	West Valley, Central Valley, and East Valley
Youth Action Project	Central Valley and East Valley

The table below illustrates the budget breakdown by provider per fiscal year.

Provider Name	FY 2018/19 Budget	FY 2019/20 Budget	FY 2020/21 Budget	Total
Apple Valley Unified School District	\$ 388,395.00	\$ 280,000.00	\$ 280,000.00	\$ 948,395.00
California Association Health & Education Linked Professions	\$ 388,395.00	\$ 280,000.00	\$ 280,000.00	\$ 948,395.00
Career Institute	\$ 1,109,700.00	\$ 800,000.00	\$ 800,000.00	\$ 2,709,700.00
Chino Valley Unified School District	\$ 388,395.00	\$ 280,000.00	\$ 280,000.00	\$ 948,395.00
Colton Redlands Yucaipa ROP	\$ 443,880.00	\$ 320,000.00	\$ 320,000.00	\$ 1,083,880.00
El Proyecto Del Barrio, Inc.	\$ 221,940.00	\$ 160,000.00	\$ 160,000.00	\$ 541,940.00
First Institute Training and Management, Inc.	\$ 776,790.00	\$ 560,000.00	\$ 560,000.00	\$ 1,896,790.00
Goodwill Industries of Southern California	\$ 776,790.00	\$ 560,000.00	\$ 560,000.00	\$ 1,896,790.00
Hesperia Unified School District	\$ 388,395.00	\$ 280,000.00	\$ 280,000.00	\$ 948,395.00
Gang Reduction Intervention Team (dba Inland Empire Healthcare Training Institute)	\$ 166,455.00	\$ 120,000.00	\$ 120,000.00	\$ 406,455.00
Mental Health Systems, Inc.	\$ 110,970.00	\$ 80,000.00	\$ 80,000.00	\$ 270,970.00

Pathways Management Group	\$ 166,455.00	\$ 120,000.00	\$ 120,000.00	\$ 406,455.00
Youth Action Project	\$ 221,940.00	\$ 160,000.00	\$ 160,000.00	\$ 541,940.00
Total	\$ 5,548,500.00	\$ 4,000,000.00	\$ 4,000,000.00	\$ 13,548,500.00

The table below shows the minimum enrollment requirement by provider per fiscal year.

Provider Name	FY 2018/19 Minimum Enrollment	FY 2019/20 Minimum Enrollment	FY 2020/21 Minimum Enrollment	Total
Apple Valley Unified School District	60	49	49	158
California Association Health & Education Linked Professions	60	49	49	158
Career Institute	170	140	140	450
Chino Valley Unified School District	60	49	49	158
Colton Redlands Yucaipa ROP	68	56	56	180
El Proyecto Del Barrio, Inc.	34	28	28	90
First Institute Training and Management, Inc.	111	91	91	293
Goodwill Industries of Southern California	111	91	91	293
Hesperia Unified School District	60	49	49	158
Gang Reduction Intervention Team (dba Inland Empire Healthcare Training Institute)	26	21	21	68
Mental Health Systems, Inc.	17	14	14	45
Pathways Management Group	34	28	28	90
Youth Action Project	43	35	35	113
Total	850	700	700	2,250

This action will allow the Workforce Development Department (WDD) to serve a minimum of 2,250 at-risk youth under the WIOA Youth Program for the 2018 through 2021 program cycles for San Bernardino County. With approval, this item will be submitted to the WDB for review and approval on June 6, 2018.

**San Bernardino County
Workforce Development Board
Executive Board
Agenda Item**

MEETING DATE: May 30, 2018

ITEM: (7)

SUBJECT: **Approval of Award for Labor Market and Intelligence Services**

PRESENTED BY: Miguel McQueen, Deputy Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Approve the Evaluation Committee recommendation of contract award to University of California Riverside Forecast, LLC (UCR Forecast) for Labor Market and Intelligence Services for submittal to the Workforce Development Board (WDB). Approve contract funding for recommendation to the WDB in a total amount not to exceed \$210,000 for a term of three years beginning July 1, 2018.

BACKGROUND: The WDB commissions an annual analysis and report assessing the County's labor market and access to relevant data. The services guide WDB policy decisions, planning and engagement of both the County's workforce and industry. On February 21, 2018, the WDB approved the release of a Request for Qualifications (RFQ) for Labor Market Information and Intelligence Services given the need for more sophisticated in depth predictive and prescriptive strategic economic analysis and intelligence.

The Scope of Work includes:

- Countywide level and Intra-County granular sub-regional demographic profiles including population, veterans, race, ethnicity, language capability, households, land use, housing, commuting patterns, key infrastructure capacity, employment and income.
- Housing market characteristics, i.e. housing inventories, notices of default and foreclosure, permits and sales.
- Nascent, emerging and maturing socioeconomic trends.
- Economic performance, disruptions and outlook.
- Description of the local labor market, i.e. industry clusters and number of employers per cluster.
- Industry competitiveness.
- Priority industries with high job growth potential.
- Analysis and insights into the fastest growing, stable, at risk and declining industries/occupations.
- Educational attainment of skillsets aligned with current and future industry demand.
- Skills demand and supply mapping.
- Hard to fill jobs.
- Labor force participation rates, unemployment and compensation.

Staff received five (5) submissions. All were determined responsive to the RFQ minimum criteria. On March 30, 2018, an Evaluation Committee of qualified neutral parties representing the Workforce Development Department, Employment Development Department and the Economic Development Department met to evaluate the submissions in accordance with the evaluation process outlined in the RFQ. Chmura Economics & Analytics, LLC and UCR Forecast were selected as finalists and were invited to interview with the Evaluation Committee. Based upon the quality of responses to interview questions, knowledge of the Inland Empire Region and relevant experience compared to the scope of work, the Committee recommends UCR Forecast for award.

Upon Executive Board's approval, the selected vendor will be presented to the WDB for approval of contract award on June 6, 2018.

**San Bernardino County
Workforce Development Board
Executive Board
Agenda Item**

MEETING DATE: May 30, 2018
ITEM: (8)
SUBJECT: High Growth Industry Sector Change
PRESENTED BY: Mariann Johnson, Deputy Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Recommend the Professional/Scientific/Technical Services as a high growth industry sector and the reclassification of the Trade/Transportation/Utilities from a high growth industry sector to a medium growth industry sector to the Workforce Development Board.

BACKGROUND: The Workforce Development Board (WDB) in accordance with the Workforce Innovation & Opportunity Act (WIOA) developed a Local Workforce Development Plan (Local Plan) spanning July 1, 2017 to June 30, 2020. The Local Plan identified the following five industry sectors with high growth rates for targeted investments:

- Transportation and Logistics
- Manufacturing
- Health Care
- Construction
- Trade, Transportation and Utilities

One of the Local Board's regular functions is to ensure workforce and labor market analysis is conducted (WIOA sec.107) which assists in evaluating local economies, identifying industry sector performance, and allocating resources effectively to support continued growth in high growth industries.

WDB utilized Chmura Economics & Analytics to conduct a workforce and labor market analysis of San Bernardino County. The results of which are included in *The State of the San Bernardino County Economy - 2017 Annual Report*. The January 2018 release indicates "while the County's employment growth is forecast to be widespread, it's likely to be led by a handful of sectors, notably healthcare, logistics, professional, scientific and technical services, and construction." Furthermore, the report goes on to add "Professional, scientific, and technical services is another expanding sector in San Bernardino County. With current county employment at 24,553, firms paying an average wage of \$61,863, and a forecast average growth rate of 1.2% over the next ten years, professional service firms are ideal targets for San Bernardino County."

The 2017 Annual Report concludes "The Climate-Capabilities model developed by Chmura helps predict what industries are well-positioned to thrive, and what industries may be more vulnerable due to prevailing trends and conditions during the next ten years. Top industries in the matrix emerged from several different sectors, including from the health care, manufacturing, education, professional services, construction, and transportation and warehousing sectors."

The following high growth industry sectors are recommended for targeted investments to better position San Bernardino County to maximize business growth and improve local economies:

- Transportation and Logistics
- Manufacturing
- Health Care

- Construction
- Professional, Scientific and Technical Services

With approval of this change, the Local Plan will be modified in the coming program year to reflect the adoption of Professional/Scientific/Technical Services as a high growth industry sector. Furthermore, Trade/Transportation/Utilities will be reclassified as medium growth industry sector, with the Annual Report indicating "Vulnerable regional industries highlighted in the matrix were especially concentrated in wholesale and retail trade" and Utilities forecasted to grow at a moderate rate.

Approval of this item will allow this recommendation to be presented to the WDB on 6/6/2018.

**San Bernardino County
Workforce Development Board
Executive Board
Agenda Item**

MEETING DATE: May 30, 2018

ITEM: (9)

SUBJECT: **Worksite Agreement for Private Businesses Template for Career Pathways Youth**

PRESENTED BY: Mariann Johnson, Deputy Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Review and provide feedback on the Worksite Agreement for Private Businesses template for students participating in the Career Pathway Work Experience program.

BACKGROUND: As part of the Career Pathway Work Experience program, the Private Businesses Worksite Agreement template between San Bernardino County and various private businesses in the county will be used to facilitate the placement of high school students in work based learning sites within the county. The Private Businesses Worksite Agreement will allow Workforce Development Department (WDD) to develop work-based learning sites for the youth as expeditiously as possible.

The agreement outlines, in part:

- Worksite responsibilities
- WDD responsibilities
- Insurance requirements

The agreement would be effective for three (3) years, with an optional two one year extensions, and may be terminated at any time, with or without cause, by either party with a thirty (30) day notice.

The agreement would be revised with any recommendation from the Executive Board.

**San Bernardino County
Workforce Development Board
Executive Board
Agenda Item**

MEETING DATE: May 30, 2018

ITEM: (10)

SUBJECT: **SlingShot Healthcare Industry Sector Consultant**

PRESENTED BY: Miguel McQueen, Deputy Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Discuss the recommendation of staff and the agreement of members of the Inland Empire Regional Planning Unit Steering Committee for the Riverside County Workforce Development Department to extend the contract with Reach Out to serve as the Healthcare Industry Sector Consultant for an amount not to exceed \$60,000 for an estimated term of July 1, 2018 to June 30, 2019.

BACKGROUND: On July 20, 2016, the Workforce Development Board (WDB) approved the release of a Request for Qualifications (RFQ) for the procurement of a Healthcare Industry Sector Consultant under the Inland Empire Regional SlingShot Initiative. Through close evaluation of the Statements of Qualifications submitted and interviews with the top candidates, Reach Out was recommended for the consulting position. The SlingShot Steering Committee, made up of members of San Bernardino County WDB and Riverside County Workforce Development Board (RCWDB) approved the selection on January 5, 2017. They were subsequently awarded a one-year contract in the amount of \$90,000 by Riverside County, funded by the SlingShot Initiative, for the term of March 15, 2017 to March 31, 2018.

As the regional Healthcare Sector Consultant, staff of Reach Out have served as regional liaisons between the SlingShot Steering Committee, RCWDB, WDB, healthcare employers, educational entities, and Deputy Sector Navigators. They have offered continued feedback and established relationships that will assist in the sustainability of the SlingShot Initiative, strengthening the connection between the WDBs and the industry. In the last year, Reach Out:

- Produced the in-depth Healthcare Workforce Report on trends and needs in the Inland Empire Region, based on 55 health occupations, including GIS mapping, which was presented to the Inland Empire Regional Planning Unit Steering Committee on April 26, 2018
- Assisted in the development of curriculum through the gathering of feedback from employers
- Conducted 24 in-depth healthcare employer interviews
- Served as liaison for employer, training provider, and staff, developing a cohort of trainees for an immediate need for Certified Nursing Assistants. Workforce Development Staff selected over 30 participants for interviews with Providence Care, who selected 15 candidates to begin training. Providence has now hired the 14 completers
- Facilitated 2 Industry Champion Meetings
- Facilitated training provider convening to debrief and evaluate the Community Health Worker pilot training programs to uncover similarities and provider norms and to discuss future engagement
- Increased employer engagement
- Worked closely with staff to identify strategies and make recommendations on the enhancement of the healthcare sector strategy

To continue the momentum produced by Reach Out within the sector, a contract between Riverside County Workforce Development and Reach Out will be presented for approval to the RCWDB in June, for the term of July 1, 2018 to June 30, 2019, in an amount not to exceed \$60,000. The new contract will be funded by the Regional Plan Implementation grant. The Scope of Work will include:

- Development of training curriculum and deployment of training courses based on immediate need of the healthcare sector
- Incorporation of new healthcare companies to the SlingShot Initiative and stronger engagement of current champions
- Continuous surveyed information and reports showing trends and current needs of employers
- Partnering with Riverside and San Bernardino County experts and Deputy Sector Navigator
- Provision of project management support on identified project(s) that address skills gap or employer needs

More information regarding the contract with Reach Out will be presented at the next Inland Empire Regional Planning Unit Steering Committee Meeting.