

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

WEDNESDAY, JANUARY 17, 2018 10:15 a.m.

MINUTES

Attendees:

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

**Public Members*

Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X
WDD Staff	Present
Coley Bowman	
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 10:29 a.m.
- 2) **Pledge of Allegiance** led by Lowell King
- 3) **Adoption of Agenda**
Chair called for a motion to adopt the agenda. Will Sterling motioned; Phil Cothran seconded. None opposed, motion carried.
- 4) **Introductions** were made.

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approve Minutes from November 15, 2017**
Chair called for a motion to approve the Minutes from November 15, 2017 Youth Committee Meeting. Jon Novack motioned; Lowell King seconded. None opposed; Motion carried.

PUBLIC COMMENTS

- 6) **Comments from the General Public in Attendance**
No public comments presented.

WORKSHOP

- 7) **Entry and Middle Skill Infographics**
Mariann Ruffolo led the workshop and shared handouts with the committee members. She noted that staff had attended the Youth Conference in Sacramento the prior week. One of the meetings discuss non-linear career pathways, which looks at data at a point in time, and shows where the youth started in their job and where they ended up at a designated point in time. Some data suggested that after five years, many people were still doing the same job, but information on which pathway (direction) they could go in their career was also provided. A discussion ensued regarding different career pathways provided in the slides and how those individuals may progress into other fields. It was noted that Youth who were provided with Customer Service training, learned skills, such as conflict resolution and communicating with others. Also discussed was the need to do a study in our specific area and report on the jobs needed and available.

REPORTS AND INFORMATION

8) Strategic Action Goals Report – Career Pathways

Mariann Ruffolo presented the report and stated that 15 Youth in the Medical Assisting program at Cajon High School have completed the Work Readiness Certificate with Valley College. They received a Career Readiness Certificate and soft skills training. Now that this training has been completed, they are currently working with Arrowhead Regional Medical Center and the Department of Public Health personnel to be matched up for a position.

9) Member Announcements

There were no member announcements.

10) County Report

Mariann Ruffolo provided updates regarding a job fair on 2/23/18; the Manufacturers' Summit will be hosted in Ontario on 2/15; Asset Mapping was released on 12/29/17; January is Poverty Awareness month and we partnered with Human Services for various activities; the AJCC MOU was executed and went into effect on 1/1/18 (Adult funding).

ADJOURNMENT

Chair called for a motion to adjourn. Will Sterling motioned and Ken Boshart seconded. None opposed; motion carried.

Meeting adjourned at 11:13 a.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, March 21, 2018 at 10:15 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92401.



Devra Bell – WDB Secretary