

**WORKFORCE DEVELOPMENT BOARD
ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE COMMITTEE MEETING**
Workforce Development Board Conference Room
Workforce Development Department Administration Office
290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, MAY 30, 2018, 11:30 a.m.

MINUTES

Attendance:

Members	Present
Jonathan Novack (Chair)	X
John Andrews	X
Phil Cothran	X
Mike Gallo	
*Peggi Hazlett	X
Terry Klenske	
*Audrey Mathews	
Tony Myrell	
B.J. Patterson	X
William Sterling	X
Anita Tuckerman	X

**Public Members*

Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X
Reg Javier	
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 11:31 a.m.
- 2) **Pledge of Allegiance** – Led by Lowell King.
- 3) **Adoption of Agenda** – This item was moved to the end of agenda, awaiting additional members to arrive for quorum.
- 4) **Introductions** – Introductions were made.

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approval of Minutes from the January 17, 2018 Economic Development and Business Resources (EDBR) Committee Meeting**
This item was moved to the end of agenda, awaiting additional members to arrive for quorum.

PUBLIC COMMENT

- 6) **Comments from the General Public in Attendance**
No public comment cards were presented

WORKSHOP

7) Business Services Quarterly Report

Curtis Compton reviewed a PowerPoint presentation with the committee members and discussed unemployment rates in the County, which are currently low at 3.6%. Mr. Compton discussed the Business Services visits and partnering with the MOU partners through the America Job Centers of California. Mr. Compton further reported on retention surveys and how these are used as tools for the unit after a business has been visited, such as helping to direct future conversations and see what is trending.

PRESENTATION

8) High Desert Training Center Update

Fred Burks provided an update of the High Desert Training Center, which included a handout showing the project timeline. He reviewed the status of the Request for Proposal (RFP), which had been completed without any bids for a project manager. Mr. Burks said that he will be speaking with Steve Terrell from the High Desert Manufacturing Council (HDMC) to get a commitment on their funding. A discussion ensued about the options available if the funding falls through. B.J. Patterson suggested giving the HDMC a timeline for providing those funding commitments.

REPORTS AND INFORMATION

9) EDBR Committee Program Year 2017-2018 Strategic Action Goals Report – Business Field Team

Mr. Compton noted that there was good feedback received from the members who attended the annual retreat regarding the Business Field Team. The General Board members were informed that they would be receiving a call from a Business Services Representative to go on business visits with each Board member.

10) Member Announcements

There were no member announcements.

11) County Report

Mr. Compton reported on the job fair that will be held on June 14th at the Orange Show Fairgrounds. He noted that 38 businesses have confirmed their attendance, with possibly 70 businesses in total that may attend. Mr. Compton noted that attendance is slowing down somewhat, due to the low unemployment rate.

ITEMS REVISTED:

3) Adoption of Agenda

John Andrews arrived at 11:35 and quorum was met. The Chair asked for a motion to approve the agenda. Will Sterling motioned; B.J. Patterson seconded the motion. None opposed. Motion Carried.

5) Approval of Minutes from the January 17, 2018 Economic Development and Business Resources (EDBR) Committee Meeting

John Andrews arrived at 11:35 and quorum was met. The Chair asked for a motion to approve the minutes from the January 17, 2018 EDBR Committee Meeting. Will Sterling motioned; Peggi Hazlett seconded the motion. None opposed. Motion Carried.

ADJOURNMENT

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

Meeting ended at 12:22 p.m.

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, July 18, 2018 at 11:30 a.m. and will be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



Devra Bell, WDB Secretary