

**WORKFORCE DEVELOPMENT BOARD
ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE COMMITTEE MEETING**

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

WEDNESDAY, NOVEMBER 14, 2018 at 11:30 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, 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

**11:30 A.M. CONVENE MEETING OF THE WORKFORCE DEVELOPMENT
ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE 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 September 12, 2018 Economic Development and Business Resource (EDBR) Committee Meeting

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

PRESENTATION

- 7) Business Consulting Program

REPORTS AND INFORMATION

- 8) EDBR Committee Program Year 2018-19 Strategic Action Goals Report – Business Field Team
- 9) Member Announcements
- 10) 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.

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ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE COMMITTEE MEETING**

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290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, SEPTEMBER 12, 2018, 11:30 a.m.

MINUTES

Attendance:

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

**Public Members*

Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X
WDD Staff	Present
Fred Burks	X
Michael Ector	X
Mariann Johnson	X
Miguel McQueen	X
Stephanie Murillo	X

OPENING

- 1) **Chair called meeting to order** at 11:38 a.m.
- 2) **Pledge of Allegiance** – Pledge was led by John Andrews
- 3) **Adoption of Agenda** – The Chair requested a motion to adopt the agenda. Will Sterling motioned; Peggi Hazlett seconded. None opposed. Motion carried.
- 4) **Introductions** – Introductions were made.

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approval of Minutes from the May 30, 2018 Economic Development and Business Resources (EDBR) Committee Meeting**

The Chair requested a motion to approve the minutes. Peggi Hazlett motioned; John Andrews seconded. None opposed. Motion carried.

PUBLIC COMMENT

- 6) **Comments from the General Public in Attendance**

No public comment cards were presented

WORKSHOP

7) High Desert Training Center

Fred Burks led the workshop and provided the background for the need to have the High Desert Training Center. In June, Mr. Burks had been notified that the High Desert Manufacturing Council had started working with Victor Valley College (VVC) directly and subsequent meetings occurred with Dr. Wagner of VVC and his staff. It was determined that there is a need for additional training courses outside of Manufacturing, so Dr. Wagner approached the Board of VVC to obtain approval to move forward with obtaining a building for this training. Their Board approved Dr. Wagner's request and further meetings and discussions will continue to move the project along. Jon Novack acknowledged the efforts of Mr. Burks and Anita Tuckerman and many others who have worked tirelessly to get this project moving forward. Reg Javier acknowledged Jon Novack for his efforts as well and requested that the project gets scaled.

8) Business Engagement for GenerationGo!

Mariann Johnson led the workshop. A discussion ensued about the importance of engaging businesses and providing information to those companies to help place students that are completing their Career Pathways program and entering the workforce. Mike Gallo noted that there is a strategic effort to connect students from school to work in the community and there has been a change in expectations from employers with respect to soft skills of potential employees.

REPORTS AND INFORMATION

9) EDBR Committee Program Year 2018-2019 Strategic Action Goals Report – Business Field Team

Curtis Compton provided updates to the committee members. He stated that the Business Services Representatives (BSRs) are now attending Rotary and Chamber of Commerce meetings to help get the GenerationGo! message out to the businesses. He expressed that this initiative is already successful, as the BSRs are visiting businesses that they would not have visited in the past. In addition, these meetings are now leading to invitations to other meetings. Mr. Compton encouraged the Committee members to have a BSR come speak at meetings on behalf of the members, if needed. He also requested that upon completion of a visit with a BSR, each Committee member needs to complete and/or provide information about their visit, so they can see what information was valuable to the member.

10) Member Announcements

Peggi Hazlett announced a pancake breakfast that will take place on Sept. 13th from 7:30-8:30 a.m. at the Ontario Airport Center. There will be a Workforce Housing discussion called "Who Can Afford the American Dream".

11) County Report

Michael Ector reported on the upcoming job fairs, including September 26th at the Ontario Convention Center and October 11th at the Victorville County Fairgrounds. Jon Novack noted that he participated in the last job fair and said there was a lot of energy at the event and he encouraged everyone to attend these events.

ADJOURNMENT

Chair called for a motion to adjourn. William Sterling motioned. John Andrews seconded. None opposed; motion carried.

Meeting ended at 12:39 p.m.

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, November 14, 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