

**Workforce Development Board  
EXECUTIVE 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, SEPTEMBER 12, 2018, 8:30 A.M.**

**MINUTES**

**ATTENDANCE:**

<b>Members</b>	<b>Present</b>
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
<b>Staff to WDB</b>	<b>Present</b>
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X

<b>WDD Staff</b>	<b>Present</b>
Fred Burks	X
Michael Ector	X
Mariann Johnson	X
Miguel McQueen	X
Stephanie Murillo	

**OPENING**

- 1) **Chair called meeting to order** at 8:35 A.M.
- 2) **Adoption of Agenda** – 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 July 10, 2018 Executive Board Meeting**

The Chair called for a motion to approve the Minutes from the July 10, 2018 Executive Board (Exec) meeting. Anita Tuckerman motioned; Jon Novack seconded the motion. None opposed. B.J. Patterson abstained. Motion carried.

**PUBLIC COMMENT**

**5) Comments from the General Public in Attendance**

There were no public comment cards provided.

**WORKSHOP**

**6) Apprenticeships**

Mariann Johnson led the workshop on Apprenticeships, which was a topic of discussion at the recent CWA Meeting of the Minds conference in Monterey, CA. She noted that funding will be made available and requested input and discussion from the Board members about how to bring apprenticeships to San Bernardino County.

A discussion ensued about the importance of branding, so employers do not look at Apprenticeships as a short term training and employment opportunity for the employee. The Apprenticeships should be designed as a long term opportunity for both parties. Reg Javier suggested looking into an On the Job Training (OJT) that takes someone that is a journeyman in their role, but gives them OJT to help train

an apprentice. This will provide another level of training to both and could incentivize both positions, so there is a path for both employees.

B.J. Patterson mentioned that we need to get out of the mindset of “blue collar workers” when discussing Apprenticeships, as there are large employers that could also participate. We need to approach those businesses and find out their needs. Mr. Patterson suggested approaching the various Chambers of Commerce to assist.

Additional topics discussed included determining the scope of the program vs. business engagement leading to a pipeline of strong talent. Mariann Johnson suggested a possible mini job fair in late winter/early spring, so the high school seniors have an opportunity to see what apprenticeships may be available upon graduation.

## **REPORTS AND INFORMATION**

### **7) Workforce Development Board Initiatives – Program Year 2018-2019**

Mariann Johnson provided the Career Pathways update, which included the successful completion of the first round students (12) this past summer, 4 of which, have been hired by the employer. A new Career Pathways video is being finalized, which includes one of the students that was hired by Garner Holt. Ms. Johnson noted that approximately 130 students will be placed in County departments and the matching of students to departments is currently underway. A tour of some Career Pathways will occur during the General Board meeting on October 17, 2018.

Jon Novack discussed the need for business engagement and the importance of communicating with the various businesses. We need to determine what the needs are of the businesses, so there are Career Pathways to support their future growth, as well as provide employment for those students coming out of the Pathway programs.

### **8) Expenditure Report**

Madeline Tsang provided two reports to the Executive Board members; one dated June 30, 2018 and the second dated July 31, 2018. She reviewed the allocations with the members. A discussion ensued between the members about the allocations and budget amounts listed in the report. After the meeting, Ms. Tsang will be providing an abbreviated report to the members.

### **9) One-Stop-Operator Report**

Angela Gardner discussed the updated report and noted that the first couple of months of this fiscal year has been spent on capacity building. She hopes to work towards the workforce summit and have everyone come together, which must be done by December 2020. Ms. Gardner thanked Phil Cothran for providing a large meeting space and wants to have the summits held at that same facility.

### **10) Public Relations/Media Report**

Steve Lambert reviewed the latest report and reviewed the social media data. For the month of August, we had the most page likes in a single month than in any previous month. Mr. Lambert also followed up with the Executive Board members about communicating with the businesses and he has been sending out materials geared towards businesses. In addition, Mr. Lambert has started communicating with the school districts and colleges regarding GenerationGo!

## **11) County Report**

Miguel McQueen provided updates on two upcoming Job Fairs: 9/26 at the Ontario Convention Center and on 10/11 at the Victorville County Fairgrounds. Mr. McQueen also discussed the First Steps program, which is a non-profit that purchases staffing agencies and fills them with members of the homeless community. First Steps is asking for County funding to assist with the cost of this program. Reg Javier and Mr. McQueen have participated in meetings with the CEO's office and the CAO's office to discuss this opportunity.

Mariann Johnson informed the Committee that GenerationGo! received the Merit Award for the 2018 CSAC (California State Association of Counties) Challenge Awards. Ms. Johnson also discussed the Inland Empire Health Plan (IEHP) and she has attended meetings with Supervisor Hagman to help obtain community health workers.

Tony Myrell reported on the recent CWA Meeting of the Minds Conference. He stated there was a record number of registrants and our staff did a great job of presenting some of the tracts and representing the County. Reg Javier reported on the extension of Sandy Harmer's contract for one more year.

## **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 10:18 a.m.

The next WDB Executive Board Committee meeting is scheduled for November 14, 2018 at 8:30 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



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Devra Bell – WDB Secretary