

**WORKFORCE DEVELOPMENT 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, DECEMBER 12, 2018, 12:00 p.m.**

**MEETING MINUTES**

**ATTENDANCE:**

<b>Members</b>			
	<b>Present</b>		<b>Present</b>
Tony Myrell <i>(Chair)</i>	X	Robert Loeun	X
Phil Cothran <i>(Vice-Chair)</i>	X	Dale Marsden	X
Will Sterling <i>(Second Vice-Chair)</i>	X	Paul Moreno	
John Andrews	X	Jon Novack	X
Ken Boshart	X	B.J. Patterson	X
Rene Castellanos		Henry Shannon	X
Mike Gallo	X	Anita Tuckerman	X
Cherilyn Greenlee	X	Jonathan Weldy	X
Terry Klenske	X	Joseph Williams	X

<b>Staff to WDB</b>	
	<b>Present</b>
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X
Molly Wiltshire	X
<b>WDD Staff &amp; Other</b>	
Fred Burks	X
Michael Ector	X
Mariann Johnson	X
Miguel McQueen	X
Stephanie Murillo	X
Chen Wu	X

**OPENING**

- 1) **Chair called the meeting to order** at 12:15 p.m.
- 2) **Pledge of Allegiance** was led by Mike Gallo
- 3) **Adoption of the Agenda** - Chair asked for a motion to adopt the agenda. Will Sterling motioned; B.J. Patterson seconded the motion. None opposed. Motion carried.
- 4) **Introductions** – Introductions were made around the room.
- 5) **Success Stories**
  - Business Services/AJCC: Ryan Niesen introduced Leeahna Wright. Ms. Wright noted that she came into the AJCC office in August of 2018 and took advantage of the services they provided. She subsequently went to a hiring event and was hired on the spot. She thanked the Workforce Development Board for providing her this opportunity.
  - Youth: Elizabeth Hulseley from Goodwill introduced Rachael Jacobs. Ms. Jacobs provided her background and in an effort to change careers, she started the job readiness program and was scheduled to graduate from the CNA program on 12/13/18. She was grateful for the assistance in helping her move forward in her career.

## **SPECIAL PRESENTATION**

Tony Myrell presented a Resolution to Terry Klenske, who will retire from the Workforce Development Board effective 12/31/18. In addition, Sandy Harmsen told some stories about her work with Mr. Klenske over the years. Mr. Myrell and Mrs. Harmsen then presented Mr. Klenske with an achievement award. Mr. Klenske thanked everyone for their hard work over the years.

## **WORKSHOP**

### **6) National Updates by Ron Painter, Executive Director, NAWB**

Ron Painter provided Washington D.C. updates, which included the impact of the recent mid-term elections for both the House and Senate, as well as the potential for impacts to the budget. After Mr. Painter's presentation, a discussion ensued from the WDB members regarding support for the education system; potential consequences of a government shutdown; Mr. Painter's advice regarding Workforce and their goals; funding levels that we could expect to see from the new budget and the potential to see a reauthorization of WIOA.

## **REVIEW AND APPROVAL OF MEETING MINUTES**

### **7) Approval of Minutes from the October 17, 2018 Workforce Development Board General Meeting**

Chair asked for a motion to approve the minutes from the October 17, 2018 General Board meeting. Will Sterling motioned; Dale Marsden seconded. None opposed. Motion carried.

## **PUBLIC COMMENT**

### **8) Comments from the General Public in Attendance**

There were no Public Comment cards presented

## **DISCUSSION**

### **9) Approval to Release the Request for Qualifications for Human Resource Hotline Services**

### **10) Approval to Release the Request for Qualifications for Business Workshops**

### **11) Approval to Release the Request for Qualifications for Business Process Improvement Consulting Services**

Miguel McQueen led the discussion on all three items. After a general discussion occurred, the Chair requested a motion to vote on the approval of all three items noted. Phil Cothran made a motion to approve; Joseph Williams seconded the motion. None opposed. Motion carried.

## **REPORTS AND INFORMATION**

### **12) Committee Reports**

- Executive Board – Tony Myrell reported on the Labor Market Report that was presented at the previous Executive Committee meeting. He noted that more time was needed to review the information and additional workshops would be set up, so the members could refine the data. A final presentation would be made to the General Board members upon completion. Mr. Myrell also noted that articles for the 501(c)3 were filed with the State and applications to obtain Federal and State tax ID numbers were forthcoming.
- Youth Committee – B.J. Patterson noted that we are making efforts to get businesses more involved in helping to place our interns. A future meeting with the top businesses in the county will be held to get the buy in from those businesses. There are currently 62 students that will need to be placed, with an additional 200+ students heading into the readiness program.

- EDBR Committee – Jon Novack thanked Terry Klenske for all of his assistance over the years. Ken Boshart gave an update on Business Engagement, which included a report on visits between the Board members and businesses in the community. He noted that focusing attention on smaller businesses may also help increase our visibility and services offered. One goal is to ensure our business visits continue, with both large and smaller businesses, and we continue to include the Board members in those visits. Fred Burks provided an update on the High Desert Training Center. The lease was expected to go to the Board of Trustees on January 15, 2019. A new President will be starting at the Victor Valley College, replacing Dr. Wagner. Tenant improvements are expected to take 4-6 months to complete. A discussion ensued regarding the WDB's role in this project and defining the training needs required.
- Special Populations – Anita Tuckerman reported on the Statement of Interest forms that were sent to all members of the committee and requested that those members that would like to stay on the Committee should send the document back to the Board Secretary. These will be reviewed and additional consideration will be given to individuals that could help support some of the populations that are currently not represented.

**13) One Stop Operator Report** – Angela Gardner provided an update and noted that a quarterly MOU meeting had recently occurred. She indicated that they are having good momentum, with 50+ people showing up for that meeting. Her focus going forward is to continue engaging staff within the Workforce Development Department.

**14) Economic Development Agency Report** – Monique Carter discussed the State of County, which will be held on February 12, 2019. The theme this year is “Innovate, Transform and Grow”. Ms. Carter also reported on the Roadmap Event that will be scheduled for January 17, 2019. Rhonesia discussed the tourism realm and stated that the County may build 5-6 hotels in the near future. The mountain regions have been the largest for tourism in the county and we are generating good money from those visits.

**15) County Report** – Miguel McQueen reported on the launch of Vision2Succeed that will occur at the December 18, 2018 Board of Supervisors meeting. In addition, he reported on the JP Morgan Chase Advancing Cities program and the Workforce Roadmap Launch on January 17, 2019. Mariann Johnson reported on the TET National Emergency Grant, which is a grant to support dislocated workers.

## **ADJOURNMENT**

Chair called for a motion to adjourn. Will Sterling motioned; Anita Tuckerman seconded the motion. None opposed; motion carried. Meeting adjourned at 2:19 p.m.

The next Workforce Development Board General Meeting is scheduled for Wednesday, February 27, 2019 to be held at WDD Administration, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92415.

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Devra Bell, WDB Secretary