

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

WEDNESDAY, FEBRUARY 27, 2019, 12:00 p.m.

MEETING MINUTES

ATTENDANCE:

Members		Present		Present
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		Anita Tuckerman		X
Cherilyn Greenlee	X	Jonathan Weldy		X
		Joseph Williams		X

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

OPENING

- 1) **Chair Call Meeting to Order** at 12:11 pm
- 2) **Pledge of Allegiance** was led by Ken Boshart
- 3) **Adoption of the Agenda** - Chair requested a motion to adopt the agenda. Dale Marsden motioned; Anita Tuckerman seconded the motion. None opposed. Motion carried.
- 4) **Introductions** – Introductions were made around the room.
- 5) **Success Stories**
 - **Business Services:** Mike Holtz from the High Desert AJCC introduced Darryl Evey, Executive Director of the Family Assistance Program. Mr. Evey provided background of their business and their work with the San Bernardino County Workforce Development in training individuals with no skills. After 90 days of training, the students start working hard at this business. Tony Myrell asked him to provide more information on their program and Mr. Evey discussed their programs, which include assistance for domestic violence, homelessness, runaway youth and human trafficking.
 - **AJCC Client:** Christine Watson and Sam McMakin introduced Topaz Jones, who is a disabled veteran. Ms. Jones discussed her history of being homeless and how she was able to turn her life around after working with the AJCC. She thanked the staff and the Workforce Board for helping her get back on her feet and was grateful for their assistance.
 - **Youth:** Anthony Mello from Career Institute provided an introduction regarding the Ambassadors from the Career Institute. He also introduced Alyssa Guay, who provided her background related

to her time in the program. She did the training program at the Career Institute and completed Financial Freedom. She is now a certified EMT and her goal is to start college to become a Registered Nurse. She will be taking classes while working as an EMT. She is helping others come into the program.

REVIEW AND APPROVAL OF MEETING MINUTES

6) Approval of Minutes from December 12, 2018 Workforce Development Board General Meeting

The Chair requested a motion to approve the minutes from the December 12, 2018 General Board meeting. Will Sterling motioned; Henry Shannon seconded the motion. None opposed. Motion carried.

PUBLIC COMMENT

7) Comments from the General Public in Attendance

There were no public comment cards presented.

PRESENTATION

8) Local and Regional Plan Modification

Stephanie Murillo and Anita Cirillo presented the Local and Regional Plan Modification. In 2017, the San Bernardino County Workforce Development Board had released a four year Local and Inland Empire Regional Workforce Plan, which requires a biennial review. There are four areas of focus required to develop plan modifications; CalFresh on the Employment and Training Program, Child Support Agencies for Non-Custodial Parents, Department of Rehabilitation on the Competitive Integrated Employment, and partners to serve English Language Learners, Foreign Born individuals and Refugees. Ms. Murillo also discussed the required modification content pertaining to the Regional Plan, which includes Re-entry and Workforce Services to the Formerly Incarcerated Individuals, as well as the Multi-Craft Core Curriculum Pre-Apprenticeship in Construction. A discussion ensued about the various programs and how we can best measure their success. Mrs. Murillo noted that we are utilizing the funds from the grant to create systems together and develop a tracking system.

DISCUSSION

9) Approve the Submission of the Local and Regional Plan Modification

Molly Wiltshire provided an overview of the item. With no additional discussion, the Chair requested a motion to approve the Local and Regional Plan Modification. Phil Cothran motioned; Will Sterling seconded the motion. None opposed. Motion carried.

10) Approve the Release of a Request for Qualification for Training Providers

Molly Wiltshire provided an overview of the item. With no additional discussion, the Chair requested a motion to approve the release of a Request for Qualification for Training Providers. B.J. Patterson motioned; Jon Novack seconded the motion. None opposed. Motion carried.

REPORTS AND INFORMATION

11) Committee Reports

- Executive Board – Tony Myrell announced the Nomination Committee for this year, which includes John Andrews, Cheri Greenlee and Dale Marsden.
- Youth Committee – B.J. Patterson reported that the format for the Youth Committee will be changed to create an engaging environment and this will be reflected in the next Committee meeting. The first meeting will include goals for the committee and the first workshop topic will center around the homeless youth, who are transitioning out of Foster care. In addition, Mr. Patterson reported on the need for businesses to provide feedback regarding the Career Pathways program.
- Economic Development and Business Resource Committee – Jon Novack also reported on the changes to the EDBR Committee format. The committee will monitor and look at the Labor Market report and include sessions that will dive down into some of that data. Mr. Novack would also like to receive collaboration from the other committees, so they can look at parallel ideas.
- Special Populations Committee – Anita Tuckerman reported on the strategy session was conducted and how the committee will now focus on one special population at each meeting. The

first population will surround the Justice Involved and we would have individuals with real life experiences attend the meeting and participate.

12) One-Stop Operator Report

Angela Gardner provided updates and reported on the Hallmarks of Excellence. There was a certification that occurred at the two affiliate offices, including the High Desert on 2/26 and the East Valley office on 2/28. Ms. Gardner thanked Tony Myrell, Phil Cothran and B.J. Patterson for their time and assistance in evaluating those offices. The High Desert passed with 76% and some of the items received 4.5 out of a possible 5 score. A discussion ensued about the scoring process and the reporting guidelines. Ms. Gardner noted that a detailed report and timeline recommendations will be provided and information from these two affiliates will be included with the Hallmarks of Excellence quarterly reports provided to the Executive Board.

13) Economic Development Agency Report

Reg Javier reported on the South Korea Trade Mission and provided handouts to the members. He noted that one-on-one meetings will occur with businesses in South Korea and there will be facility tours. He stated if other businesses are interested in joining EDA on this trip, to reach out to Reg. A discussion ensued about sectors they are looking at, which included technology, logistics and the building industry.

14) County Report

Molly Wiltshire provided updates on the CWA Day at the Capitol event, which will occur on March 6, 2019, in Sacramento, California. She also reported on the NAWB Forum 19 conference, which will take place in Washington D.C. from March 23rd-28th. In addition, an AJCC orientation video was shown to the Board members.

The Chair, Tony Myrell, left the meeting at 2:10 pm. Phil Cothran, Vice Chair, took over as the Acting Chair for the remainder of the meeting.

WORKSHOP

15) Labor Market Update – UC Riverside

Adam Fowler from U.C. Riverside provided an update of the Labor Market in San Bernardino County. A discussion ensued about how to best utilize this data.

ADJOURNMENT

The Acting Chair called for a motion to adjourn. Will Sterling motioned; Anita Tuckerman seconded. None opposed. Motion carried. The meeting adjourned at 2:38 pm.

The next Workforce Development Board General Meeting is scheduled for Wednesday, April 17, 2019 at 12:00 pm, to be held at WDD Administration, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



Devra Bell, WDB Secretary