

**WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE MEETING**

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

WEDNESDAY, MAY 22, 2019 at 10:15 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

10:15 A.M. CONVENE MEETING OF THE WORKFORCE DEVELOPMENT YOUTH 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 November 14, 2018 Youth Committee Meeting

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

DISCUSSION

- 7) Approval of LaunchPath Subscription Renewal

WORKSHOP

- 8) GenGo! Update
- 9) Foster Youth/Transitional Aged Youth
- 10) Additional Priorities for the Youth Committee

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 aids and services are available upon request to individuals with disabilities.

**San Bernardino County
Workforce Development Board
Youth Committee
Agenda Item**

MEETING DATE: May 22, 2019

ITEM: (5)

SUBJECT: Approve Minutes from November 14, 2018 Youth Committee Meeting

PRESENTED BY: Molly Wiltshire, Assistant Director
Workforce Development Department (WDD)

CONSENT X **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from November 14, 2018 Youth Committee Meeting

BACKGROUND: See attached minutes

**Workforce Development Board
YOUTH COMMITTEE MEETING**

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

WEDNESDAY, NOVEMBER 14, 2018 10:15 a.m.

MINUTES

Attendees:

Members	Present
B. J. Patterson (Chair)	X
John Andrews	
Ken Boshart	X
*Andre Bossieux	X
Phil Cothran	X
*Lowell King	X
Dale Marsden	X
*Audrey Mathews	X
Tony Myrell	X
Jon Novack	X
*Fernando Olivarez	X
William Sterling	X
*Hassan Webb	X
Jonathan Weldy	

**Public Members*

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

OPENING

- 1) **Chair called meeting to order** at 10:22 a.m.
- 2) **Pledge of Allegiance** led by Phil Cothran
- 3) **Adoption of Agenda**
Chair called for a motion to adopt the agenda. Lowell King motioned; Will Sterling seconded. None opposed, motion carried.
- 4) **Introductions** were made.

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approve Minutes from the September 12, 2018 Youth Committee Meeting**
Chair called for a motion to approve the minutes. Tony Myrell motioned; Dale Marsden seconded. None opposed, motion carried.

PUBLIC COMMENTS

- 6) **Comments from the General Public in Attendance**
There were no Public Comment cards presented.

NOTE - The Workshop and Presentation were reversed from their original order on the agenda, therefore, the GenerationGo! Presentation occurred first, followed by the Workshop for Youth Program Capacity Building.

PRESENTATION

8) GenerationGo! Presentation

Mariann Johnson led the presentation. The revised video of the Career Pathways program was shown to the Youth Committee members. A discussion ensued about the steps taken once a student shows interest in doing an internship from their chosen Career Pathway. Ms. Johnson explained that the student is given an interest card and once they are placed with an employer, those students will be monitored and evaluated. This would include site visits to the business the student is working,

and those students will subsequently receive a grade, based on their progress. Ken Boshart asked how the employer could obtain an intern for the program and Ms. Johnson stated that a Business Services Representative would work with the business to get a student placed. The next round of interns will be placed during the week of February 11, 2019.

WORKSHOP

7) Youth Program Capacity Building

Miguel McQueen led the discussion and introduced Clarissa Jimenez to discuss some of the statistical data surrounding the Youth performance standards. Mr. McQueen followed up that discussion with a workshop to discuss how we can better build capacity down the road. A discussion ensued about the costs per student and our methods for tracking the number of placements vs. dollars spent. Mr. McQueen reported on the importance of having a good partnership with the school districts and tracking those students that will be graduating soon, so they are aware of our services. Additional suggestions were made to reduce costs of facility related expenses, to allow for more dollars being allocated to the students' training.

REPORTS AND INFORMATION

9) Member Announcements

Dale Marsden complimented Mariann Johnson on her successful recent presentations. Dr. Marsden also requested consideration to have some of our Youth members attend the Department of Labor discussion at the National Association of Workforce Board meetings in March, 2019. He also invited any member of Youth Committee to join him on trips to Sacramento, to discuss our mission.

10) County Report

Miguel McQueen gave an update regarding the Y4 event and advised the Committee members that our previous event organizer is no longer in business. We are looking at possible replacements for this event and will then secure a contract, which could take 4-5 months to get through the procurement process.

ADJOURNMENT

Chair called for a motion to adjourn. Will Sterling motioned and Ken Boshart seconded the motion. None opposed; motion carried.

Meeting adjourned at 11:18 a.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, January 9, 2019 at 10:15 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92401.

Devra Bell – WDB Secretary

**San Bernardino County
Workforce Development Board
Youth Committee
Agenda Item**

MEETING DATE: May 22, 2019

ITEM: (7)

SUBJECT: **LaunchPath Platform Subscription Renewal**

PRESENTED BY: Molly Wiltshire, Assistant Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Recommend the approval of the submission to the Workforce Development Board of the subscription renewal with the Foundation for California Community Colleges (Foundation) for the LaunchPath Platform with a funding amount not to exceed \$31,000 annually through 2023.

BACKGROUND: The LaunchPath Platform is a web-based tool used to facilitate work-based learning matches between youth, teachers, and employers for GenerationGo! Career Pathways work experience.

On February 21, 2018, the Workforce Development Board (WDB) approved the contract with the Foundation to customize and implement the LaunchPath Platform for GenerationGo! in an amount not to exceed \$69,125 in the first year with option to extend with an annual subscription fee for up to four years if implementation was successful. The Phase 1 and 2 of LaunchPath role out have been completed. Phase 1 determined capacity and identified work-flow and Phase 2 implemented the platform. The next cohort of students completing their work experience in the summer of 2019 will be the first to utilize LaunchPath. The Foundation continues to provide on-going technical assistance (Phase 3) as WDD scales up the number of students using LaunchPath.

Using LaunchPath, WDD will be able to connect employers and educators for the following:

1. Internships (unpaid or paid)
2. Guest Speakers
3. Job Shadowing
4. Worksite Tours
5. Informational Interviews
6. Networking Events

Based on the first year success of the LaunchPath Platform and the plan to expand GenerationGo!, staff recommends the approval of the funding to cover the annual \$31,000 subscription fees through 2023, for a total amount of up to \$124,000.

With approval, this item will be submitted to the WDB for review and approval on May 30, 2019.