

## WORKFORCE DEVELOPMENT BOARD YOUTH COMMITTEE MEETING

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

WEDNESDAY, JULY 10, 2019 at 12:30 PM – 2:00 PM

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, 6<sup>th</sup> 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, 6<sup>th</sup> Floor, San Bernardino, CA, 92415. The agenda and its supporting documents can be viewed online at [www.sbcounty.gov/workforce](http://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

12:30 PM 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
- 6) Approve Minutes from May 22, 2019 Youth Committee Meeting

### PUBLIC COMMENT

- 7) Comments from the General Public in Attendance

### WORKSHOP

- 8) Foster Youth Focus Group
  - Kristin Hinds, Child Welfare Services Manager
- 9) GenerationGo! Career Pathways Toolkits

### ADJOURNMENT

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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, 6<sup>th</sup> 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, 6<sup>th</sup> 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.

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

**MEETING DATE:** July 10, 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, 6<sup>th</sup> Floor, San Bernardino, California

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

**MINUTES**

**Attendees:**

<b>Members</b>	<b>Present</b>
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*

<b>Staff to WDB</b>	<b>Present</b>
Devra Bell	X
Sandy Harmsen	X
Reg Javier	X
<b>WDD Staff</b>	
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, 6<sup>th</sup> Floor, San Bernardino, CA 92401.

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Devra Bell – WDB Secretary

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

**MEETING DATE:** July 10, 2019

**ITEM:** (6)

**SUBJECT:** Approve Minutes from May 22, 2019 Youth Committee Meeting

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

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

**RECOMMENDATION:** Approve Minutes from May 22, 2019 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, 6<sup>th</sup> Floor, San Bernardino, California

**WEDNESDAY, MAY 22, 2019 10:15 a.m.**

**MINUTES**

**Attendees:**

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

*\*Public Members*

<b>Staff to WDB</b>	<b>Present</b>
Devra Bell	X
Reg Javier	X
Molly Wiltshire	X
<b>WDD Staff</b>	<b>Present</b>
Fred Burks	X
Mariann Johnson	X
Stephanie Murillo	X

**OPENING**

- 1) **Chair called meeting to order** at 10:23 a.m.
- 2) **Pledge of Allegiance** led by Dale Marsden
- 3) **Adoption of Agenda**

Chair called for a motion to adopt the agenda. Dale Marsden motioned; Jon Novack seconded. None opposed, motion carried.

- 4) **Introductions** were made.

**REVIEW AND APPROVAL OF MEETING MINUTES**

- 5) **Approve Minutes from the November 14, 2018 Youth Committee Meeting**

Due to quorum not being met, the minutes were unable to be approved. The minutes will be brought to the July 10, 2019 Youth Committee meeting for approval.

**PUBLIC COMMENTS**

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

There were no Public Comment cards presented.

**DISCUSSION**

- 7) **Approval of LaunchPath Subscription Renewal**

Due to quorum not being met, this item was unable to be approved. The item will be brought to the May 30, 2019 General Board meeting for approval.

## **WORKSHOP**

### **8) Generation!Go Update**

Molly Wiltshire provided an overview of statistical information for the GenerationGo! Career Pathways program ("Gen!Go"). We anticipate having 210 students participate in the program during the Fall of 2019. In 2020, the Rialto school district will be included in this program. Ms. Wiltshire reported on a \$10 million request that was made to the State of California for the GenGo! program. Ms. Wiltshire also noted that the San Bernardino Workforce Development Board received the NACo 2019 Achievement Award. Mariann Johnson reported that she and Janeth Tran visited the airports and had the interns speak to the group. Each of the interns put together a Powerpoint to talk about their specific experiences in the program. Businesses were invited to this presentation, so they could understand the purpose of this program. Mike Gallo from the Workforce Development Board attended this event.

B.J. Patterson reported on his visit at Sorenson Engineering, Inc. and his tour of the facility. He noted that the currently have approximately 20 open positions and they are excited about the Gen!Go program. A discussion ensued about the need for interns and how to fund them in the future, so businesses continue to work with the program. Dale Marsden noted that he is in contact with their lobbyist to discuss allowing individuals under the age of 18 the ability to work on machinery.

### **9) Foster Youth/Transitional Aged Youth**

B.J. Patterson reported the high number of foster youth and unemployed youth in our community. A discussion ensued about the need to identify these individuals and get them engaged in our programs. Mr. Patterson has discussed this with Sheriff McMahan. Andre Bossieux discussed the need to build relationships with these youth and gain their trust. He also noted that we need to collaborate with school districts and colleges to help support their efforts. Dale Marsden reported that there are approximately 7000 kids that are considered homeless and we need to make these individuals a priority for our services.

### **10) Additional Priorities for the Youth Committee**

B.J. Patterson requested referrals of individuals that should be on the Youth Committee and asked the committee members to make recommendations if there is something not currently being addressed at the meetings.

## **ADJOURNMENT**

Chair called for a motion to adjourn. Lowell King motioned and Dale Marsden seconded the motion. None opposed; motion carried.

Meeting adjourned at 11:27 a.m.

The next WDB Youth Committee meeting is scheduled for Wednesday, July 10, 2019, 2019 at 12:30 pm to be held at WDD Admin, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92401.

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Devra Bell – WDB Secretary