

**WORKFORCE DEVELOPMENT BOARD
ECONOMIC DEVELOPMENT AND BUSINESS RESOURCE COMMITTEE MEETING**

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

WEDNESDAY, MAY 22, 2019, 11:30 a.m.

MINUTES

Attendance:

Members	Present
Jonathan Novack (Chair)	X
John Andrews	X
Phil Cothran	
Mike Gallo	X
*Peggi Hazlett	X
*Audrey Mathews	
Tony Myrell	
B.J. Patterson	X
William Sterling	X
Anita Tuckerman	X

**Public Members*

Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	
Reg Javier	X
WDD Staff	Present
Fred Burks	X
Mariann Johnson	X
Stephanie Murillo	X

OPENING

- 1) **Chair called meeting to order** at 11:36 a.m.
- 2) **Pledge of Allegiance** – Pledge was led by John Andrews
- 3) **Adoption of Agenda** – The Chair requested a motion to adopt the agenda. Will Sterling motioned; Anita Tuckerman seconded. None opposed. Motion carried.
- 4) **Introductions** – Introductions were made.

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approval of Minutes from the November 14, 2018 Economic Development and Business Resources (EDBR) Committee Meeting**

The Chair requested a motion to approve the minutes. Will Sterling motioned; Anita Tuckerman seconded the motion. None opposed. Peggi Hazlett abstained. Motion carried.

PUBLIC COMMENT

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

No public comment cards were presented

DISCUSSION

7) Approval to Authorize Agreement for Community Asset Map Operations and Maintenance with ICF Incorporated

Molly Wiltshire provided an overview of the item. Henry Nickel also provided additional input, noting that this contract covers an additional 14 months, during which time internal personnel will need to be trained on the use of the system. Mr. Nickel will come back to the committee on a regular basis to provide updates. Additional discussions included ongoing annual costs and the need to utilize this system will the other committees.

The Chair called for a motion to approve. B.J. Patterson motioned and Mike Gallo seconded the motion. None opposed. Motion carried.

8) Business Services Update

Curtis Compton provided an overview of the activities of the Business Services Unit. A discussion ensued regarding businesses not having awareness of our services and how we can utilize the asset map system to compile information to assist in this process. Jon Novack tasked the EDBR committee members with getting the message out to employers about our hotline services. Mr. Compton indicated that the number of workshops have increased during FY 18/19, due to the addition of webinars.

ADJOURNMENT

Chair called for a motion to adjourn. Peggi Hazlett motioned. Will Sterling seconded. None opposed; motion carried.

Meeting adjourned at 12:59 p.m.

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, July 10, 2019 at 10:30 a.m. and will be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



Devra Bell, WDB Secretary