

**Workforce Development Board
EXECUTIVE BOARD MEETING**

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

WEDNESDAY, DECEMBER 4, 2019, 9:00 A.M. – 10:30 A.M.

MINUTES

ATTENDANCE:

Members	Present
Phil Cothran (Chair)	X
William Sterling (First Vice Chair)	X
B.J. Patterson (2 nd Vice Chair)	X
Anita Tuckerman	X
Jonathan Weldy	X
Tony Myrell	
Staff to WDB	Present
Devra Bell	X
Reg Javier	X
Molly Wiltshire	X

WDD Staff	Present
Fred Burks	X
Chen Wu	X

OPENING

- 1) **The Chair called meeting to order** at 9:18 a.m.
- 2) **Adoption of Agenda** – The Chair called for a motion to adopt the agenda. Will Sterling motioned; B.J. Patterson seconded the motion. None opposed. Motion carried.
- 3) **Introductions** were made

REVIEW AND APPROVAL OF MEETING MINUTES

4) Approval of Minutes from November 6, 2019 Executive Board Meeting

The Chair called for a motion to approve the Minutes from the November 6, 2019 Executive Board (Exec) meeting. Will Sterling motioned; B.J. Patterson seconded the motion. None opposed. Motion carried.

PUBLIC COMMENT

- 5) **Comments from the General Public** - There were no public comment cards presented.

DISCUSSION

6) Fiscal Ad-Hoc

Will Sterling circulated an expenditure report, which will be distributed on a regular basis to Exec and the General Board (WDB) members. Also circulated was the program support summary, which showed expenditures of \$87,500 during the 2018/2019 fiscal year. A discussion ensued regarding the return on investment and the need to evaluate each of these expenditures on a regular basis. Also discussed was requiring Board approval on any program support requests of \$5,000 or more. An updated policy item will be brought before the Exec and WDB members at their next respective meetings.

7) By-Laws Ad-Hoc

Will Sterling led the discussion. We are currently in the process of reviewing the existing by-laws and making updates and changes as appropriate. Language will be added to address the authority of the Chair to replace a Past Chair position, in the event a vacancy occurs. This item will be brought before the WDB at a future meeting.

8) Finalize WDB Meeting Calendar for 2020

The Board Secretary circulated a copy of the proposed calendar for 2020. A discussion ensued regarding the annual retreat and the goals that would be set for that meeting. B.J. Patterson suggested we have a presentation format, whereby individuals could present to the WDB on various topics. The calendar was agreed upon by the members.

PRESENTATION

9) Tour of the High Desert Training Center

Anita Tuckerman provided a tour of the High Desert Training Center that is currently in the renovation process. The Exec members were able to go through the facility and see where the training will take place. Completion of the facility is anticipated after the first of the year, in time to start the first training sessions in February, 2020.

REPORTS AND INFORMATION

10) Committee Reports

The Committee Chairs will provide updates on their respective committees at the next meeting.

11) Chairman's Report

The Chair requested an update from Reg Javier from an Economic Development perspective. Mr. Javier reported on the indicators in the County, which suggest that people should be investing within the County. He recently attended the Chmura Conference in Florida, where discussions regarding asset mapping occurred. He stated that leaders are interested in coming to our County to see what we are doing. Mr. Javier also discussed talent development and he met with Disney and they are interested in our GenerationGo! program. They were invited to come to the County and tour the schools, so they can see the various career pathways available. Lastly, Mr. Javier discussed Inland Rising.

ADJOURNMENT

Chair called for a motion to adjourn. B.J. Patterson motioned; Will Sterling seconded the motion. None opposed; motion carried.

Meeting adjourned 10:57 a.m.

The next WDB Executive Board Committee meeting is scheduled for December 11, 2019 at 11:30 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



Devra Bell – WDB Secretary