

**Workforce Development Board  
EXECUTIVE BOARD MEETING**

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

**WEDNESDAY, FEBRUARY 4, 2020, 8:30 A.M. – 10:30 A.M.**

**MINUTES**

**ATTENDANCE:**

<b>Members</b>	<b>Present</b>
Phil Cothran (Chair)	X
William Sterling (1 <sup>st</sup> Vice Chair)	X
B.J. Patterson (2 <sup>nd</sup> Vice Chair)	X
Anita Tuckerman	X
Jonathan Weldy	X
Tony Myrell	
<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
Sophie Akins	X

**OPENING**

The Chair called meeting to order at 8:29 a.m.

**PUBLIC COMMENT**

There were no public comment cards presented for the Closed Session.

**CLOSED SESSION**

- 1) Public Employee Appointment (Government Code section 54957)  
Title: Executive Director to Workforce Development Board**

The Chair convened the Closed Session at 8:57 a.m. No reportable action was taken in the Closed Session.

**PUBLIC SESSION**

- 2) Call Meeting to Order** - The Chair reconvened the open session of the meeting at 9:03 a.m.
- 3) Adoption of Agenda** – The Chair called for a motion to adopt the agenda. Anita Tuckerman motioned; Will Sterling seconded the motion. None opposed. Motion carried.
- 4) Introductions** – The Chair started introductions.

**REVIEW AND APPROVAL OF MEETING MINUTES**

- 5) Approval of Minutes from January 8, 2020 Executive Board Meeting**

The Chair called for a motion to approve the Minutes from the January 8, 2020 Executive Board (Exec) meeting. Will Sterling motioned; Anita Tuckerman seconded the motion. None opposed. Motion carried.

**PUBLIC COMMENT**

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

## **DISCUSSION**

### **7) Workforce Development Board By-Laws**

The updated By-Laws were provided to the members for their review and discussion. Attendance was discussed further and it was noted that the Board Supervisor would be required to remove a member for sub-par attendance to the meetings. The second topic discussed in further detail was Article VII – Exec Board. Language had been added to allow 3-5 members from the General Board to be eligible for selection to sit on the Executive Board and anyone currently sitting as the Chair of a Committee would not automatically be appointed to the Executive Board.

### **8) Annual Retreat**

The Chair informed the members that the annual WDB retreat will be moved up to April 20-22, 2020 and will again be held at the Lake Arrowhead Resort & Spa. The primary topic that will be discussed is the structure of the WDB Board going forward. Suggestions were made to have a few Workforce Board Directors from other Counties attend the retreat and provide information about their various structures.

## **REPORTS AND INFORMATION**

### **9) Committee Reports**

- Youth Committee: B.J. Patterson reported on meetings he had with Lowell King and Andre Bossieux to discuss the Foster Youth population and is looking forward to additional meetings. He requested additional information regarding the roll out of the GenGo! toolkits to the school districts and this will be further discussed at the next Youth Committee meeting.
- EDBR Committee: Anita Tuckerman is working with Fred Burks to put together the High Desert Focus Group, so we can identify the needs for Victor Valley College. She also gave an update on the progress of the High Desert Training Center (HDTC), which is scheduled to start classes on April 1<sup>st</sup>. Discussions occurred about having a grand opening of the HDTC with the college.
- Special Populations Committee: Jonathan Weldy requested additional meetings of the committee and suggested having them every month, with offsite meetings occurring every other month. He reported that with the departure of Stephanie Murillo, Mariann Johnson will be taking her place, assisting with the committee. Molly Wiltshire reported that initiatives and information related to the First Steps program should be reported out to the Special Populations Committee.

## **ADJOURNMENT**

The Chair called for a motion to adjourn. B.J. Patterson motioned; Jonathan Weldy seconded the motion. None opposed; motion carried.

Meeting adjourned 10:05 a.m.

The next WDB Executive Board Committee meeting is scheduled for March 18, 2020 at 8:00 a.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92415.



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Devra Bell – WDB Secretary