

**Workforce Development Board  
EXECUTIVE BOARD MEETING**

*“Pursuant to the Governor’s Executive Order N-29-20, the Committee meeting was held via teleconference and a publicly noticed location was provided for public observation and comment.”*

**WEDNESDAY, MARCH 18, 2020, 8:00 A.M. – 9:00 A.M.**

**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
<b>WDB/WDD Staff</b>	<b>Present</b>
Devra Bell	X
Sandy Harmsen	X
Monique Amis	X
Fred Burks	

**OPENING**

- 1) **Call Meeting to Order** - The Chair called meeting to order at 8:11 a.m.
- 2) **Adoption of Agenda** – The Chair called for a motion to adopt the agenda. B.J. Patterson motioned; Anita Tuckerman seconded the motion. None opposed. Motion carried.
- 3) **Introductions** – The Board Secretary took roll call.

**\*\*Note: Item #7 was moved up in the agenda to the slot before the approval of minutes\*\***

**7) Status Update on Recruitment for the Workforce Development Director Position  
Presented by Leonard X. Hernandez, Chief Operating Officer for San Bernardino County**

Mr. Hernandez provided an update on the recruitment for a Director of Workforce Development. He noted that there are strong applicants, who were initially screened and we will begin scheduling interviews over the phone and/or in person, beginning in late April. Mr. Hernandez also reported that the Economic Development Agency’s personnel are putting together focus groups with businesses within the County. Sandy Harmsen reported on her extensive communications with Mr. Hernandez, who has provided significant support to the Workforce Development Department and Workforce Development Board.

**REVIEW AND APPROVAL OF MEETING MINUTES**

**4) Approval of Minutes from February 4, 2020 Executive Board Meeting**

The Chair called for a motion to approve the Minutes from the February 4, 2020 Executive Board (Exec) meeting. B.J. Patterson motioned; Jonathan Weldy seconded the motion. None opposed. Motion carried.

**PUBLIC COMMENT**

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

## **DISCUSSION**

### **6) Recommend Approval of Second Amendment to Contract for Professional Communication and Media Coordination Services by the 20/20 Network, LLC.**

Sandy Harmsen provided an overview of the item. A discussion ensued about the detailed costs of the contract and if there were any changes to those annual costs. The Chair requested a motion to approve the second amendment as written. B.J. Patterson motioned; Will Sterling seconded the motion. None opposed. Motion carried.

The Chair provided an update on the appointments for two vacant Workforce Development Board positions in District 4. Two individuals will be put forward on the agenda at the March 24, 2020 Board of Supervisors meeting. In addition, the reappointments for expired seats are also expected to appear on the agenda at this same meeting. Lastly, there was a brief update regarding GenerationGo! and the status of the program, in light of the Covid-19 pandemic. Currently, students are unable to continue their internships, due to the closure of the school districts.

## **ADJOURNMENT**

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

Meeting adjourned 9:03 a.m.

The next WDB Executive Board Committee meeting is scheduled for April 15, 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