

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

**AGENDA**

WEDNESDAY, JULY 15, 2020 AT 1:00 PM – 2:30 PM

**OPENING**

- 1) Call Meeting to Order
- 2) Introductions
- 3) Adoption of Agenda (Roll Call Vote)

**REVIEW AND APPROVAL OF MEETING MINUTES (Roll Call Vote)**

- 4) Approve Minutes from May 13, 2020 Economic Development Business Resource Committee Meeting

**PUBLIC COMMENT**

- 5) Comments from the General Public in Attendance

**WORKSHOP**

- 6) How Best to Assist Businesses
  - Collaborating with Chambers of Commerce
  - Industry Group Intel
  - Supporting the High Desert Training Center

**INFORMATION**

- 7) Member Announcements

**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

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## WORKFORCE DEVELOPMENT BOARD COMMITTEE MEETINGS

WEDNESDAY, JULY 15, 2020

<b>SPECIAL POPULATIONS COMMITTEE:</b>	<b>9:30 AM – 11:00 AM</b>
<b>YOUTH COMMITTEE MEETING:</b>	<b>11:00 AM – 12:30 PM</b>
<b>ECONOMIC DEVELOPMENT &amp; BUSINESS RESOURCE COMMITTEE:</b>	<b>1:00 PM – 2:30 PM</b>

***THESE MEETINGS WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT***

At this time, the Workforce Development Board (Board) is continuing to hold Board and Committee meetings to conduct essential business. Members of the public are encouraged to watch and participate electronically. Based on guidance from the California Department of Public Health, the Governor's Executive Order and Office, and the San Bernardino County Public Health Officer:

Workforce Development San Bernardino County is inviting you to a scheduled Zoom meeting.

(1) You are strongly encouraged to observe the online video conferenced meetings at:

Join Zoom Meeting

<https://us02web.zoom.us/j/84559636807?pwd=eWJLWHNud0dLTm9HZ1ZF5SWtCNUJ5Zz09>

Meeting ID: 845 5963 6807

Password: 407280

+1 669 900 6833 US (San Jose)

Find your local number: <https://us02web.zoom.us/u/keI0AW8TJq>

These agendas contains a brief description of each item of business to be considered at today's meetings. In accordance with the Brown Act, these meeting agendas are posted at least 72 hours prior to the regularly scheduled meetings 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 agendas, their supporting documents and all writings received by the Board related to these items are public records and available for review on the website or by emailing the Executive Secretary to the Board at [Devra.Bell@wdd.sbcounty.gov](mailto:Devra.Bell@wdd.sbcounty.gov) prior to, or after, the meetings.

The agendas and their supporting documents can be viewed online at [www.sbcounty.gov/workforce](http://www.sbcounty.gov/workforce). However, the online agendas 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 agendas, please email the Executive Secretary to the Board prior to the meeting at [Devra.Bell@wdd.sbcounty.gov](mailto:Devra.Bell@wdd.sbcounty.gov). Up to three minutes of the comments will be read into the record by the Executive Secretary to the Board.

### **Conflict of Interest Advisement**

WDB members please be advised: If an item on the Agendas 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."*

**San Bernardino County  
Workforce Development Board  
Economic Development & Business Resource Committee  
Agenda Item**

**MEETING DATE:** July 15, 2020

**ITEM:** (4)

**SUBJECT:** Approve Minutes from May 13, 2020 Economic Development and Business Resource (EDBR) Committee Meeting

**PRESENTED BY:** Sandra Harmsen, Interim Director  
Workforce Development Department (WDD)

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

**RECOMMENDATION:** Approve Minutes from May 13, 2020 EDBR Committee Meeting

**BACKGROUND:** See attached minutes

**WORKFORCE DEVELOPMENT BOARD  
ECONOMIC DEVELOPMENT BUSINESS SERVICES COMMITTEE 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, MAY 13, 2020 - 10:30 a.m.**

**MINUTES**

**Attendance:**

<b>Members</b>	<b>Present</b>
Anita Tuckerman (Chair)	X
John Andrews	
Phil Cothran	X
Mike Gallo	X
*Peggi Hazlett	X
*Audrey Mathews	X
B.J. Patterson	X
William Sterling	X

*\*Public Members*

<b>Staff to WDB</b>	<b>Present</b>
Devra Bell	X
Sandy Harmsen	X
<b>WDD Staff</b>	<b>Present</b>
Monique Amis	X
Fred Burks	X
Darren Cook	X
Curtis Compton	X

**OPENING**

- 1) **Chair called meeting to order** at 10:32 a.m.
- 2) **Introductions** – The Board Secretary took roll call attendance.
- 3) **Adoption of Agenda** – The Chair requested a motion to adopt the agenda. Peggi Hazlett motioned; Mike Gallo seconded.

Pursuant to Government Code section 54953 (b)(2), a roll call vote was called as follows:

Anita Tuckerman, Chair: Aye  
 John Andrews: Absent  
 Phil Cothran: Aye  
 Mike Gallo: Aye  
 Peggi Hazlett: Aye  
 Audrey Mathews: Aye  
 B.J. Patterson: Aye  
 Will Sterling: Aye

Without further comment or objection, motion carried by unanimous vote.

**REVIEW AND APPROVAL OF MEETING MINUTES**

- 4) **Approval of Minutes from the January 8, 2020 Economic Development and Business Resources (EDBR) Committee Meeting**

The Chair requested a motion to approve the minutes. Mike Gallo motioned; Will Sterling seconded the motioned.

Pursuant to Government Code section 54953 (b)(2), a roll call vote was called as follows:

Anita Tuckerman, Chair: Aye  
 John Andrews: Absent

Phil Cothran: Aye  
Mike Gallo: Aye  
Peggi Hazlett: Aye  
Audrey Mathews: Aye  
B.J. Patterson: Aye  
Will Sterling: Aye

Without further comment or objection, motion carried by unanimous vote.

## **PUBLIC COMMENT**

### **5) Comments from the General Public in Attendance**

No public comment cards were presented

## **PRESENTATION**

### **6) Business Services Results**

Curtis Compton led the presentation. He provided the history and objectives of the survey provided to businesses, as well as the timeline of the survey and the results captured. In part, the results reflected the industry sectors for those businesses that responded; information regarding employees that may be telecommuting and the top impacts to businesses, due to the COVID-19 pandemic. In addition, Mr. Compton reviewed the WARN notices received to date, due to many businesses having the need to furlough employees during the stay at home orders issued by the Governor.

## **WORKSHOP**

### **7) How to Best Support the Needs of Businesses**

The committee discussed how the workforce members could best support the businesses during the shutdown, as well as when they prepare to reopen in the near future. Topics included training businesses for the return of their employees to assist with safety concerns and various webinars are being offered on topics of interest to those businesses. Also discussed were the challenges of getting employees to come back to work, since their unemployment may be more than they make by working, due to the weekly \$600 premium currently being offered through the end of July. Meetings continue between the State agencies and the County to coordinate the reopening in the near future.

## **INFORMATION**

### **8) Member Announcements**

The Chair asked if any members had announcements to provide to the Committee.

## **ADJOURNMENT**

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

Meeting adjourned at 12:01 p.m.

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, July 15, 2020 at 10:30 a.m. and will be held via Zoom Conference.

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Devra Bell, WDB Secretary