

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

AGENDA

WEDNESDAY, NOVEMBER 18, 2020 AT 1:00 PM – 2:30 PM

OPENING

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

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) Approve Minutes from September 23, 2020 Economic Development Business Resource Committee Meeting (Roll Call Vote)

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

PRESENTATION

- 7) Recent Merger of High Desert Chambers
 - *Presented by: Mark Creffield, Greater High Desert Chamber of Commerce*
- 8) Supporting our Business Communities
 - *San Bernardino County Workforce Development Programs*

WORKSHOP

- 9) Working Together: Collaboration to Strengthen our Region
- 10) EDBR Committee Goals

REPORTS AND INFORMATION

- 11) EDBR 2021 Meeting Dates
 - 1/31/21 – 8:30-9:30 am
 - 3/10/21 – 8:30-9:30 am
 - 5/12/21 – 8:30-9:30 am
 - 8/11/21 – 8:30-9:30 am
 - 10/13/21 – 8:30-9:30 am

ADJOURNMENT

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, 6th 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, 6th Floor, San Bernardino, California 92415. California Relay Service 711

This WIOA Title –I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aides and services are available upon request to individuals with disabilities.

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

WEDNESDAY, NOVEMBER 18, 2020 AT 1:00 PM – 2:30 PM

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.

Topic: WDB EDBR Committee Meeting
Time: Nov 18, 2020 01:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/86286031253?pwd=ZVdraURzQjllWDRzenpGVEZNekRuZz09>

Meeting ID: 862 8603 1253
Passcode: 374490
One tap mobile
+16699006833

Dial by your location
+1 669 900 6833 US (San Jose)

Find your local number: <https://us02web.zoom.us/j/86286031253?pwd=ZVdraURzQjllWDRzenpGVEZNekRuZz09>

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, 6th 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 prior to, or after, the meetings.

The agendas and their supporting documents can be viewed online at 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. 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: November 18, 2020

ITEM: (5)

SUBJECT: Approve Minutes from September 23, 2020 Economic Development and Business Resource (EDBR) Committee Meeting

PRESENTED BY: Marlena Sessions, Executive Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from September 23, 2020 EDBR Committee Meeting

BACKGROUND: See attached minutes

**WORKFORCE DEVELOPMENT BOARD
ECONOMIC DEVELOPMENT BUSINESS SERVICES COMMITTEE**

“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, SEPTEMBER 23, 2020 – 1:00 PM – 2:30 PM

MINUTES

Attendance:

Members	Present
Anita Tuckerman (Chair)	X
Phil Cothran	X
Mike Gallo	X
*Peggi Hazlett	X
*Audrey Mathews	
B.J. Patterson	X
William Sterling	X

**Public Members*

Staff to WDB	Present
Devra Bell	X
Marlena Sessions	X

OPENING

- 1) **Chair called meeting to order** at 1:04 p.m.
- 2) **Pledge of Allegiance** – Peggi Hazlett led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.
- 4) **Adoption of Agenda** – The Chair requested a motion to adopt the agenda. B.J. Patterson motioned; Peggi Hazlett seconded the motion.

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

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

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

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approval of Minutes from the July 15, 2020 Economic Development and Business Resources (EDBR) Committee Meeting**

The Chair requested a motion to approve the minutes from the July 15, 2020 meeting. Peggi Hazlett motioned; Mike Gallo seconded the motioned.

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

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

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

PUBLIC COMMENT

6) Comments from the General Public in Attendance - No public comment cards were presented.

PRESENTATION

7) High Desert Training Center Industrial Mechanic Apprenticeship Program

The Chair, Anita Tuckerman, introduced Frank Castanos, Director of Community/Contract Education at Victor Valley College and Mariann Johnson, Deputy Director of Workforce Development, who provided an overview of the Industrial Mechanic Apprenticeship Program. Topics discussed included: background of the training module; participating employers and positions that could be obtained after training; timeline and costs; and the potential for program expansion.

WORKSHOP

8) Supporting Job Growth in the High Desert Region

The committee members discussed opportunities for additional trainings that could occur at the High Desert Training Center and the committee's work with Victor Valley College in identifying those needs. Also discussed was the need to identify employers and work with them to identify employee training that may be needed to assist both parties in the future. The need to work with Chambers was also discussed, to help connect with the businesses.

9) Building Committee Structure

The Chair discussed the need to add members to the committee that could represent the Healthcare, Cybersecurity and Green Technology sectors, as those seem to be the newer demand sectors emerging. The Chair asked committee members to provide the names of any individuals from these additional sectors, who may be interested in sitting on the committee.

ADJOURNMENT

The Chair requested a motion to adjourn. B.J. Patterson motioned. Phil Cothran seconded. None opposed; motion carried.

Meeting adjourned at 2:01 PM

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, November 18, 2020 at 1:00 PM and will be held via Zoom Conference.

Devra Bell, WDB Secretary