

**WORKFORCE DEVELOPMENT BOARD
GENERAL BOARD MEETING**

**THIS MEETING WAS 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.**

WEDNESDAY, OCTOBER 14, 2020, 1:00 PM – 3:00 PM

MEETING MINUTES

ATTENDANCE:

Members				Staff to WDB	
	Present		Present		Present
Phil Cothran (<i>Chair</i>)	X	Lowell King	X	Devra Bell	X
Will Sterling (<i>Vice-Chair</i>)	X	Scott Kuethen	X	Sophie Akins	X
B.J. Patterson (<i>Second Vice-Chair</i>)	X	Robert Loewn		Marlena Sessions	X
Cinnamon Alvarez	X	Dale Marsden	X	Brad Gates	X
Ken Boshart	X	Henry Shannon	X		
Ricardo Cisneros		Anita Tuckerman	X		
Mike Gallo	X	Jonathan Weldy	X		
Cherilyn Greenlee	X	Joseph Williams	X		

OPENING

- 1) **Chair Call Meeting to Order** at 1:02 PM
- 2) **Pledge of Allegiance** – Mike Gallo led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.
- 4) **Adoption of the Agenda**

The Chair requested a motion to adopt the agenda. Will Sterling motioned; Dale Marsden seconded the motion.

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

Consent

Phil Cothran, Chair: Aye
 Cinnamon Alvarez: Aye
 Kenneth Boshart: Aye
 Ricardo Cisneros: Absent
 Mike Gallo: Aye
 Cherilyn Greenlee: Aye
 Lowell King: Aye
 Scott Kuethen: Aye

Robert Loeun: Absent
Dale Marsden: Aye
B.J. Patterson: Aye
Henry Shannon: Aye
Will Sterling: Aye
Anita Tuckerman: Aye
Jonathan Weldy: Aye
Joseph Williams: Aye

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

REVIEW AND APPROVAL OF MEETING MINUTES

5) Approval of Minutes from August 19, 2020 General Board Meeting

The Chair requested a motion to approve the minutes from the August 19, 2020 General Board meeting. B.J. Patterson motioned; Lowell King seconded the motion.

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

Consent
Phil Cothran, Chair: Aye
Cinnamon Alvarez: Aye
Kenneth Boshart: Aye
Ricardo Cisneros: Absent
Mike Gallo: Aye
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Aye
Robert Loeun: Absent
Dale Marsden: Aye
B.J. Patterson: Aye
Henry Shannon: Aye
Will Sterling: Aye
Anita Tuckerman: Aye
Jonathan Weldy: Aye
Joseph Williams: Aye

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

PUBLIC COMMENT

6) Comments from the General Public in Attendance

There were no public comment cards presented.

DISCUSSION ITEMS

7) Ratify Second Amendment to the Contract for Community Asset Mapping Operations and Maintenance with ICF Incorporated to Extend Term

Marlena Sessions provided an overview of the item. The Chair requested a motion to approve the minutes from the August 19, 2020 General Board meeting. B.J. Patterson motioned; Lowell King seconded the motion.

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

Phil Cothran, Chair: Aye
Cinnamon Alvarez: Aye
Kenneth Boshart: Aye
Ricardo Cisneros: Absent
Mike Gallo: Aye
Cherilyn Greenlee: Aye
Lowell King: Aye
Consent Scott Kuethen: Aye
Robert Loeun: Absent
Dale Marsden: Aye
B.J. Patterson: Aye
Henry Shannon: Aye
Will Sterling: Aye
Anita Tuckerman: Aye
Jonathan Weldy: Aye
Joseph Williams: Aye

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

WORKSHOP - Note: Items 8 and 9 were reversed in order of presentation

8) Workforce Board Engagement

The Chair introduced Ron Painter, President/CEO of National Association of Workforce Boards (NAWB). Mr. Painter discussed the roles and responsibilities of local workforce development boards. A discussion ensued about potential funding from the federal government; skill gaps that may arise during the pandemic; and strategies for finding additional funding opportunities outside of WIOA.

9) Workforce Legislative and Policy Platform 2021

Maral Hernandez, Legislative Analyst II for the County of San Bernardino, introduced herself and gave an overview of her position responsibilities. She reviewed the Workforce Development Legislative Position & Policy Statement and asked the members for their feedback on the goals of the Workforce Development Board.

REPORTS AND INFORMATION

10) Committee Updates

- Special Populations: Jonathan Weldy reported on his meeting that morning. He also noted that the groundwork was laid for work at the AJCC's.
- Youth Committee: B.J. Patterson reported on the presentation about Mental Health First Aid and encouraged everyone to look at this training. He also discussed the goals for the committee and they would take these in small steps.
- EDBR Committee: Anita Tuckerman noted that there was no meeting scheduled for October, as they will be held every other month. She reported on the High Desert Training Center and the first students taking classes, which will last 8 weeks. Employers commit to hiring these students upon completion of their training.
- Finance Committee: Will Sterling reported on the first meeting of this committee. They will be bringing back reports that will show how the dollars are being utilized. During subsequent meetings, the committee will review the budget and prepare for the next budget workshop in the spring.

- AJCC Ad Hoc Committee: Scott Kuethen reported on the first committee meeting that will be held on October 19th at the East Valley America's Job Center location. He noted that the members will be working on the mission statement/goals.
- Manufacturing: Cinnamon Alvarez reported on her attendance at the prior EDBR meeting, where they discussed industry sectors. She also reported on the need for sales and marketing efforts to help assist businesses in the manufacturing sector.
- Legislative: Maral Hernandez noted that WIOA was discussed at their last meeting. Also noted was the WIOA reauthorization is unknown at this time, but the Board members will be updated, as more information becomes available.

11) County Report

Marlena Sessions reported on the changes to leadership in the County. Leonard Hernandez was named CEO; Luther Snoke is the new COO, Diana Alexander is the new Assistant Executive Officer and Pam Williams became the new Chief of Administration. She also reported on the hiring of Brad Gates, Assistant Director of Workforce Development, as well as the promotion of Cherilyn Greenlee to Division Chief of the Employment Development Department. Curtis Compton reported on the upcoming job fair on October 21st, which will be held via the internet. He noted the Business Services workgroups are now meeting on a weekly basis to discuss feedback from businesses.

12) Chairman's Update

The Chair discussed the upcoming retreat that is scheduled for February 17-19, 2021.

ADJOURNMENT

The Chair called for a motion to adjourn. Scott Kuethen motioned; Will Sterling seconded the motion. None opposed. Motion carried.

The meeting adjourned at 2:54 PM

The next meeting of the General Board is scheduled for Wednesday, October 14, 2020 at 1:00 pm via Zoom Conference.



Devra Bell, WDB Secretary