

**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, DECEMBER 16, 2020, 8:00 A.M. – 9:30 A.M.

MEETING MINUTES

ATTENDANCE:

Members	Present
Phil Cothran (Chair)	X
William Sterling (1 st Vice Chair)	X
B.J. Patterson (2 nd Vice Chair)	X
Cinnamon Alvarez	X
Mike Gallo	X
Anita Tuckerman	X
Jonathan Weldy	X
Joseph Williams	X
WDB Staff	Present
Devra Bell	X
Marlena Sessions	X

OPENING

- 1) **Call Meeting to Order** - The Chair called meeting to order at 8:02 AM.
- 2) **Pledge of Allegiance** – Jonathan Weldy led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.

Marlena Sessions, Executive Director of the Workforce Development Board, introduced Diana Alexander, Assistant Executive Officer of San Bernardino County, to the Executive Board members. Ms. Alexander provided her background prior to her new position and noted that she is happy to be working with the Workforce Development Board and Committees.

PUBLIC COMMENT

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

CONSENT AGENDA (Roll Call Vote)

5) Approval of Minutes from November 18, 2020 Executive Board Meeting

The Chair called for a motion to approve the consent agenda. Will Sterling motioned; Anita Tuckerman seconded the motion.

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

Consent Phil Cothran, Chair: Aye
 Will Sterling, 1st Vice Chair: Aye
 B.J. Patterson, 2nd Vice Chair: Aye

Cinnamon Alvarez: Aye
Anita Tuckerman: Aye
Mike Gallo: Aye
Jonathan Weldy: Aye
Joseph Williams: Aye

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

WORKSHOP

6) Youth System

The Chair, Phil Cothran, introduced Brad Gates, Assistant Director, who noted the WIOA Youth providers' current contract is valid from July 1, 2018 through June 30, 2021, with two optional one-year extensions available. He reviewed the services available from the youth provider, as well as an overview of their performance measures, enrollments and budget information. Based on an evaluation of the current 12 youth providers, a recommendation of extending the contracts for 10 providers was put before the Executive Board members for consideration at the end of June, 2021. In addition, recommendation was made to release a RFP for additional providers that could support the Needles and San Bernardino regions. Mr. Gates noted that this request would come through the Youth Committee and be brought forward to the General Board at a later date. A discussion ensued about the two youth providers that did not receive a recommendation for extension and whether those providers have been monitored and made aware of their status. These two providers had been offered assistance by the Workforce Development staff and they have not been responsive. Additional topics discussed during the workshop included the compilation of statistical information regarding the youth and employment they received, including wages. Mr. Gates advised the Board that the 10 providers would be informed of our intent to extend their contracts and a scope of work would be created to discuss with the Youth Committee members, prior to releasing the RFP.

REPORTS AND INFORMATION

7) Virtual MOU Hiring Event

The Chair introduced Curtis Compton, who provided updates on the Virtual MOU Hiring Event, which was a pilot recruitment that was completed virtually. A discussion ensued about the number of people that registered for the event vs. attended the event, as well as how the interviews were conducted virtually. Mr. Compton reported on the use of Zoom breakout rooms, so employers could interview applicants. There were 12 job offers extended during the event, but only 7 applicants accepted, mostly due to their concerns with COVID-19.

8) Asset Map Updates

The Chair introduced Mariann Johnson, Deputy Director, who provided updates on the Asset Map User Acceptance Testing. She went through the background, user feedback, tester comments and next steps and noted that a data refresh will be provided in January. A discussion ensued about having a few key providers test and filter through the information. In addition, a few individuals from the Special Populations and Youth Committees may be able to test the data, as well.

9) Legislative Updates

The Chair introduced Maral Hernandez, Legislative Analyst and Dan Feliz, Partner at Potomac Partners. Ms. Hernandez provide the state updates, which included individuals that were sworn in to their new positions the prior week. She also noted they will reconvene on January 4th and plans to release the budget should occur on January 10th. Mr. Feliz provided federal updates, including the status of the continuing resolution and stimulus updates. He provided updates on our new delegation, WIOA authorization status and complimented San Bernardino County as a "top notch" county.

10) Chairman's Report - The Chair had nothing additional to report at this time.

ADJOURNMENT

The Chair called for a motion to adjourn. Cinnamon Alvarez motioned; Will Sterling seconded the motion. None opposed; motion carried.

Meeting adjourned 9:31 AM

The next WDB Executive Board Committee meeting is currently scheduled for February 17, 2021 at 8:00 AM to be held via Zoom Conference.



Devra Bell – WDB Secretary