

**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, FEBRUARY 17, 2021, 9:00 AM - 11:00 AM**

**MEETING MINUTES**

**ATTENDANCE:**

<b>Members</b>				<b>Staff to WDB</b>	
	<b>Present</b>		<b>Present</b>		<b>Present</b>
Phil Cothran ( <i>Chair</i> )	X	Lowell King	X	Devra Bell	X
Will Sterling ( <i>Vice-Chair</i> )	X	Scott Kuethen		Sophie Akins	X
B.J. Patterson ( <i>Second Vice-Chair</i> )	X	Louie Lopez		Marlena Sessions	X
Orlando Acevedo	X	Robert Loeun	X		
Cinnamon Alvarez	X	Dale Marsden	X		
Ken Boshart		Lina Montes			
Ricardo Cisneros	X	Henry Shannon			
Jimmy Elrod	X	Shannon Shannon	X		
Mike Gallo		Jonathan Weldy	X		
Cherilyn Greenlee	X				

**OPENING**

- 1) **Chair Call Meeting to Order** at 9:02 AM
- 2) **Pledge of Allegiance** – Lowell King led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.

The Chair, Phil Cothran, introduced new Board members Orlando Acevedo, Jimmy Elrod, Louie Lopez, Lina Montes and Shannon Shannon. The Board Secretary took roll call attendance.

**PUBLIC COMMENT**

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

## **CONSENT AGENDA (Roll Call Vote)**

### **5) Approval of Minutes from December 16, 2020 General Board Meeting**

The Chair provided asked for any discussion regarding the consent agenda. With no discussion, he requested a motion to approve the consent agenda. Lowell King motioned; Will Sterling seconded the motion.

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

Phil Cothran, Chair: Aye  
Orlando Acevedo: Aye  
Cinnamon Alvarez: Aye  
Kenneth Boshart: Absent  
Ricardo Cisneros: Aye  
Jimmy Elrod: Aye  
Mike Gallo: Absent  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Absent  
Louie Lopez: Absent  
Robert Loeun: Aye  
Dale Marsden: Aye  
Lina Montes: Absent  
B.J. Patterson: Aye  
Henry Shannon: Absent  
Shannon Shannon: Aye  
Will Sterling: Aye  
Jonathan Weldy: Aye

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

## **DISCUSSION ITEMS**

### **6) Approve Contract with California Steel for Incumbent Worker Training Welder Program**

Marlena Sessions introduced Curtis Compton, who provided an overview of the program. He noted the program will include 12 trainees, who will train for 540 hours to learn welding. The students receive full pay and benefits during the training and will be eligible to take a certification test, once their training is completed. The Chair requested a motion to approve. B.J. Patterson motioned; Will Sterling seconded the motion.

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

Phil Cothran, Chair: Aye  
Orlando Acevedo: Aye  
Cinnamon Alvarez: Aye  
Kenneth Boshart: Absent  
Ricardo Cisneros: Aye  
Jimmy Elrod: Aye

Mike Gallo: Absent  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Absent  
Louie Lopez: Absent  
Robert Loeun: Aye  
Dale Marsden: Aye  
Lina Montes: Absent  
B.J. Patterson: Aye  
Henry Shannon: Absent  
Shannon Shannon: Aye  
Will Sterling: Aye  
Jonathan Weldy: Aye

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

**7) Approval of Local Workforce Area Designation and Local Board Recertification Under the Workforce Innovation and Opportunity Act**

Brad Gates provided an overview of the item. The Chair requested a motion to approve. Dale Marsden motioned; Jimmy Elrod seconded the motion.

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

Phil Cothran, Chair: Aye  
Orlando Acevedo: Aye  
Cinnamon Alvarez: Aye  
Kenneth Boshart: Absent  
Ricardo Cisneros: Aye  
Jimmy Elrod: Aye  
Mike Gallo: Absent  
Cherilyn Greenlee: Aye  
Lowell King: Aye  
Scott Kuethen: Absent  
Louie Lopez: Absent  
Robert Loeun: Aye  
Dale Marsden: Aye  
Lina Montes: Absent  
B.J. Patterson: Aye  
Henry Shannon: Absent  
Shannon Shannon: Aye  
Will Sterling: Aye  
Jonathan Weldy: Aye

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

## **PRESENTATION**

### **8) Regional & Local Plan Summary**

The Chair introduced Marlena Sessions, who provided an overview. She then introduced Mariann Johnson, who reviewed a PowerPoint presentation. Topics presented included the stakeholder/planning process; results from the regional and local goals discussions; and the next steps in the process. The Board members were very impressed with the work that had gone into this process and complimented the consulting firm and our staff that were involved in this process.

### **9) Workforce Board Development**

The Chair introduced Marlena Sessions, who provided an overview for this training. She then introduced Sophie Akins, County Counsel, who reviewed a PowerPoint presentation and discussed Brown Act; meeting protocols; and social media rules.

## **REPORTS AND INFORMATION**

### **10) Committee Updates**

- EDBR Committee: Cinnamon Alvarez discussed her new appointment as the Chair of the committee. She discussed the approval of the manufacturing consultant at the last meeting; reviewing the committee goals that were approved by the previous Chair and ensure they are in alignment with our local/regional goals; and she provided an invitation to the new Board members to determine if they are interested in joining the committee.
- Finance Committee: Will Sterling reported on the search for a provider that can provide us with a Return on Investment report. He also noted the 3/10 Finance Committee meeting will be postponed to 3/17 and will include the annual Budget Workshop.
- Special Populations: Jonathan Weldy welcomed the new Board members and reported on the goals previously established. He plans to discuss the attributes of those goals at the next meeting.
- Youth Committee: B.J. Patterson reported that the committee is working on finalizing their goals and would like to discuss regional initiatives at the next meeting. He would also like to increase services to Foster Youth and assist the unemployed high school graduates in finding employment.
- AJCC Ad Hoc Committee: Marlena Sessions provide the update for Scott Kuethen, who was unable to attend the meeting. She discussed that we are in the process of scheduling the next Ad Hoc meeting will be in March; reviewing processes and procedures at the AJCC offices; and determining what staff training and workshops would be beneficial.

### **11) Dashboards**

Gates reported on the various dashboard locations including Job Information/Industry Sector Dashboard, AJCC Services Dashboard and Youth Dashboard. The dashboards can be found on our website and the information is available at any time and updated, as information becomes available.

## 12) County Report

Marlena Sessions provided several county updates, including:

- Upcoming RFP or Re-procurements for One Stop Operator and Communications Consultant
- Connection Sites – request for information will be put out for review
- Partnership with the San Bernardino County Fire and their firefighter program. The next pilot will be a program for Veterans.
- National news: Relaunching RAWA and hoping it passes to provide workforce funding.
- Updated the members on those individuals at DOL who are changing positions.

The Board members discussed the weekly Friday reports and how much they enjoy receiving those updates.

## 13) Chairman's Update

The Chair asked County Counsel to provide any updates she has heard about changes to the meeting format under the Brown Act, since the Governor's executive order came out last year. At this time, nothing has been decided and meetings will continue, until the Governor announces a change to that order.

## ADJOURNMENT

The Chair called for a motion to adjourn. Jimmy Elrod motioned; Orlando Acevedo seconded the motion. None opposed. Motion carried.

The meeting adjourned at 10:50 AM

The next meeting of the General Board is scheduled for Wednesday, April 14, 2021 at 9:00 AM via Zoom Conference.



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Devra Bell, WDB Secretary