

WORKFORCE DEVELOPMENT BOARD YOUTH COMMITTEE MEETING

WEDNESDAY, MAY 12, 2021 AT 10:30 AM – 11:30 AM

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 Youth Committee Meeting
Time: May 12, 2021 10:30 AM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/89452416904?pwd=STZvOEUJPbEVxaVhvV3RrNktqWm82UT09>

Meeting ID: 894 5241 6904
Passcode: 056743
One tap mobile
+16699006833,,89452416904#,,, *056743# US (San Jose)

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Meeting ID: 894 5241 6904
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Find your local number: <https://us02web.zoom.us/j/89452416904>

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."

**WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE MEETING**

AGENDA

WEDNESDAY, MAY 12, 2021 AT 10:30 AM – 11:30 AM

OPENING

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Introductions (Roll Call)

CONSENT AGENDA (Roll Call Vote)

- 4) Approve Minutes from March 10, 2021 Youth Committee Meeting (Roll Call Vote)

PUBLIC COMMENT

- 5) Comments from the General Public in Attendance

DISCUSSION (Roll Call Vote)

- 6) Approval of Workforce Innovation and Opportunity Act Youth Program Selections and Contracts Awards for Program Year 2021 Through 2022

WORKSHOP

- 7) Local Apprenticeship Opportunities
 - *Charles Henkels, Interim Director, Regional Apprenticeship & Work-Based Learning*

REPORTS AND INFORMATION

- 8) Youth Committee Goals Work Plan Review

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.

**San Bernardino County
Workforce Development Board
Youth Committee
Agenda Item**

MEETING DATE: May 12, 2021

ITEM: (4)

SUBJECT: Approve Minutes from March 10, 2021 Youth Committee Meeting

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

CONSENT X **DISCUSSION** _____ **INFORMATION** _____

RECOMMENDATION: Approve Minutes from March 10, 2021 Youth Committee Meeting

BACKGROUND: See attached minutes

**WORKFORCE DEVELOPMENT BOARD
YOUTH 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, MARCH 10, 2021 – 10:30 AM – 11:30 AM

MINUTES

Attendees:

Members	Present
B.J. Patterson (Chair)	X
*Joshua Alban	X
*LaJohnae Bertrand	X
Ken Boshart	X
*Andre Bossieux	X
Phil Cothran	X
Lowell King	X
Dale Marsden	X
Jonathan Weldy	X

**Public Members*

Staff to WDB	Present
Devra Bell	X
Marlena Sessions	X

OPENING

- 1) **Chair called meeting to order** at 10:32 AM
- 2) **Pledge of Allegiance** – Dale Marsden led the Pledge of Allegiance.
- 3) **Introductions** – The Board Secretary took roll call attendance.

CONSENT AGENDA

4) Approve Minutes from January 13, 2021 Youth Committee Meeting

The Chair called for a motion to adopt the agenda. Jonathan Weldy motioned; Dale Marsden seconded the motion.

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

B.J. Patterson, Chair: Aye
Joshua Alban: Aye
LaJohnae Bertrand: Aye
Ken Boshart: Aye
Andre Bossieux: Aye
Phil Cothran: Aye
Lowell King: Aye
Dale Marsden: Aye
Will Sterling: Aye
Jonathan Weldy: Aye

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

PUBLIC COMMENTS

5) Comments from the General Public in Attendance - There were no Public Comment cards presented.

DISCUSSION

6) Approve 2021 Goals for the Youth Committee

Brad Gates provided an overview of the 2021 goals for the Youth Committee. The members reviewed and a discussion ensued to further define certain terminology used and consider the reasonableness of the goals, as presented. The Chair requested a motion to approve the goals. Jonathan Weldy motioned; Phil Cothran seconded the motion.

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

B.J. Patterson, Chair: Aye
Joshua Alban: Aye
LaJohnae Bertrand: Aye
Ken Boshart: Aye
Andre Bossieux: Aye
Phil Cothran: Aye
Lowell King: Aye
Dale Marsden: Aye
Will Sterling: Aye
Jonathan Weldy: Aye

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

7) Approve Contract Extensions through June 30, 2022 for the Following Youth Providers: *Apple Valley USD, CAHELP, Career Institute, Chino Valley USD, CRYROP, El Proyecto del Barrio, First Institute Training & Management, Goodwill Industries, Hesperia USD, Pathways Management Group and Youth Action Project*

Brad Gates provided an overview of the item to extend the contracts of 11 Youth providers through the period June 30, 2022. Without further discussion required, the Chair requested a motion to approve the contract extensions. Andrew Bossieux motioned; Phil Cothran seconded the motion.

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

B.J. Patterson, Chair: Aye
Joshua Alban: Aye
LaJohnae Bertrand: Aye
Ken Boshart: Aye
Andre Bossieux: Aye
Phil Cothran: Aye
Lowell King: Aye

Dale Marsden: Aye
Will Sterling: Aye
Jonathan Weldy: Aye

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

PRESENTATION

8) Hire 20/21 Campaign

B.J. Patterson provided an overview of the Hire 20/21 Campaign, which is a collaboration with Riverside County's Workforce Board. The members discussed the logistics industry and how any youth over the age of 18 can apply for those jobs. Also discussed was potentially looking at utilizing marketing campaigns to bring awareness to the need for individuals to fill these logistic positions.

REPORTS AND INFORMATION

9) Youth Provider Performance Data

Brad Gates provided an overview of the most recent performance data available.

10) Youth Dashboard

Brad Gates provided an overview, enrollment information and the breakdown of barriers encountered. He complimented the Youth providers on their work and passion. A discussion ensued regarding caseload totals and the need for a carryover of information, since the information is fluid.

Marlena Sessions reported on the Regional/Local Plan draft that was put out for a 30 day comment period.

ADJOURNMENT

Chair called for a motion to adjourn. Andre Bossieux motioned; Lowell King seconded the motion. None opposed; motion carried.

Meeting adjourned at 11:29 AM

The next WDB Youth Committee meeting is scheduled for Wednesday, May 12, 2021 at 10:30 AM to be held via Zoom Conference.

Devra Bell – WDB Secretary

**San Bernardino County
Workforce Development Board
Youth Committee
Agenda Item**

MEETING DATE: May 12, 2021

ITEM: (6)

SUBJECT: Workforce Innovation and Opportunity Act Youth Program Selections and Contracts Awards for Program Year 2021 Through 2022

PRESENTED BY: Bradley Gates, Assistant Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Approve funding for the two Contractors listed below for a total aggregate amount not to exceed \$309,127. Approval will allow the Contractors to provide academic enhancement, employment skills, and occupational training services for eligible youth participants under the Workforce Innovation and Opportunity Act (WIOA) in the East Valley and Needles regions, for a contract period of July 1, 2021, through June 30, 2022, with the option to renew up to two program cycles.

1. Building A Generation,
2. First Institute Training and Management, Inc.

BACKGROUND: This action will allow the Workforce Development Department (WDD) to serve an additional minimum total of 65 at-risk youth in the East Valley and Needles regions under the WIOA Youth Program for the 2021-2022 program cycle. The Contractors will provide the youth with occupational training, work experience, counseling, tutoring and supportive services in order to place the youth in employment or higher education. In addition, the Contractors are expected to provide the youth with follow up services to ensure continued success utilizing the skills obtained during the prior year.

On February 18, 2021, a Request for Proposal (RFP) No. EDA121-WDD-4119 was released for the procurement of WIOA Youth Providers for the East Valley and Needles regions. The RFP solicited qualified agencies to provide WIOA Youth services from July 1, 2021, through June 30, 2022 with the option to renew up to two program cycles.

On March 22, 2021, four proposals were received and all four were determined to be responsive to the RFP minimum criteria. The proposals were evaluated by a committee of qualified neutral parties from a variety of County department partners who have an understanding of the youth population. Proposals were scored in accordance with the Proposal Review and Evaluation Process outlined in the RFP, including demonstrated ability serving youth, program design and cost reasonableness. After the evaluation process was completed, two Contractors were selected: First Institute and Management, Inc. (FITM), as they were the only Proposer for the Needles area, and who has been successful in providing WIOA youth services in other areas of the County. The second Contractor selected, Building A Generation (BAG), not only demonstrated having local partnerships with County and non-profit organizations, but also has vast experience working with youth.

The table below lists the geographical areas the youth providers will serve.

Provider Name	Geographical Area
Building A Generation	East Valley
First Institute Training and Management, Inc.	Needles

The table below shows an additional minimum enrollment requirement for Program Year 2021-22 – East Valley and Needles regions.

Provider Name	FY 2021/22 Minimum Enrollment	Total
Aggregate Minimum Enrollment	65	65

This action will allow WDD to serve an additional minimum total of 65 at-risk youth under the WIOA Program for the Program Year 2021 through 2022 for these two regions. Approval of this recommendation will allow this item to be submitted to the Workforce Development Board on May 19, 2021, for approval.