

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

WEDNESDAY, OCTOBER 13, 2021 AT 8:30 AM – 9:30 AM

At this time, the Workforce Development Board (Board) is continuing to hold Board and Committee meetings to conduct essential business pursuant to California Government Code section 54953(e). Members of the public are encouraged to watch and participate electronically.

Topic: WDB EDBR Committee Meeting
Time: Oct 13, 2021 08:30 AM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/83202055049?pwd=ZUV4QzQ0UEM2UjZjc2lza0JZdVYwQT09>

Meeting ID: 832 0205 5049
Passcode: 598584
One tap mobile
+16699006833,,83202055049#,,,,*598584# US (San Jose)

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

Find your local number: <https://us02web.zoom.us/u/keoLfrJWdj>

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 Committee 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 Committee 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 Committee on any item on the agenda and on any matter that is within the Committee's jurisdiction.

To address the Committee regarding an item that is on the agendas, please "Raise Hand" in the Zoom meeting as follows:

- **To raise your hand in Zoom's desktop app, click the "Reactions" button and then select "Raise Hand" button.**
- **In the mobile app, you can raise your hand by tapping your phone screen; click on the "More" button and then select the "Raise Hand" button**
- **If you later change your mind about raising your hand, you can lower it by clicking "Lower Hand."**

After raising your hand, the Executive Secretary to the Committee will unmute your account and you will have up to three minutes to address the Committee.

Conflict of Interest Advisement

WDB members please be advised: If an item on the Agenda 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
ECONOMIC DEVELOPMENT BUSINESS RESOURCE COMMITTEE**

AGENDA

WEDNESDAY, OCTOBER 13, 2021 AT 8:30 AM – 9:30 AM

OPENING

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

PUBLIC COMMENT (8:35am-8:40am)

- 4) Comments from the General Public in Attendance

CONSENT AGENDA (Roll Call Vote)

- 5) Approve Minutes from August 11, 2021 Economic Development Business Resource (EDBR) Committee Meeting

DISCUSSION

- 6) Authorize Agreement with Victor Valley College for Incumbent Worker Training
- 7) High Quality Jobs - Policy Discussion

PRESENTATION

- 8) Year in Review

REPORTS AND INFORMATION

- 9) Manufacturing Day Updates

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 Committee 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 Committee 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
Economic Development & Business Resource Committee
Agenda Item**

MEETING DATE: October 13, 2021

ITEM: (5)

SUBJECT: Approve Minutes from August 11, 2021 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 August 11, 2021 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, AUGUST 11, 2021 – 8:30 AM – 9:30 AM

MINUTES

Attendance:

Members	Present
Cinnamon Alvarez (Chair)	
Orlando Acevedo	X
Phil Cothran	X
*Willie Ellison	
Jimmy Elrod	X
Mike Gallo	
*Peggi Hazlett	X
Lina Montes	X
B.J. Patterson	
Shannon Shannon	X
*Reginald Webb	
*Public Members	

STAFF TO WDB	Present
Devra Bell	X
Marlena Sessions	
Brad Gates	X

OPENING:

Orlando Acevedo was the Acting Chair for this meeting, due to the absence of the Chair, Cinnamon Alvarez.

- 1) **The Acting Chair called meeting to order** at 8:34 AM
- 2) **Pledge of Allegiance** – Jonathan Weldy led the Pledge of Allegiance
- 3) **Introductions** – The Acting Chair introduced new members to the committee: Willie Ellison and Reginald Webb. The Board Secretary took roll call attendance.

CONSENT AGENDA:

- 4) **Approval of Minutes from the May 12, 2021 Economic Development and Business Resources (EDBR) Committee Meeting**

The Chair requested a motion to approve the minutes from the May 12, 2021 meeting. Peggi Hazlett motioned; Lina Montes seconded the motion.

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

Cinnamon Alvarez, Chair: Absent
Orlando Acevedo: Aye
Phil Cothran: Aye
Willie Ellison: Absent
Jimmy Elrod: Aye
Mike Gallo: Absent

Peggi Hazlett: Aye
Lina Montes: Aye
B.J. Patterson: Absent
Shannon Shannon: Aye
Reginald Webb: Absent

PUBLIC COMMENT

5) **Comments from the General Public in Attendance** – No public comment cards provided.

DISCUSSION:

6) **Recommend Funding for Business Services Outreach Support to the Chino Valley Chamber of Commerce, Greater Ontario Business Council, Greater High Desert Chamber of Commerce, Greater Ontario Chamber of Commerce, IE CEEM and Redlands Chamber of Commerce.**

Brad Gates provided an overview of the item. A discussion ensued regarding the number of businesses these chambers represent and if the chambers could service businesses outside of these specific areas. The start date of these contracts would be October 1, 2021-September 30, 2022. The Acting Chair requested a motion to approve. Lina Montes made a motion; Jimmy Elrod seconded the motion.

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

Cinnamon Alvarez, Chair: Absent
Orlando Acevedo: Aye
Phil Cothran: Abstained
Willie Ellison: Absent
Jimmy Elrod: Aye
Mike Gallo: Absent
Peggi Hazlett: Abstained
Lina Montes: Aye
B.J. Patterson: Absent
Shannon Shannon: Abstained
Reginald Webb: Absent

PRESENTATION:

7) **San Bernardino Community College District**

Mariann Johnson introduced Ynez Canela, Administrator, Local Business Outreach Measure CC. Ms. Canela introduced herself and played a video. She reviewed their service area; discussed the local participation tracking; the various teams at the college; and various project lists. Members discussed the need for a pipeline of trained individuals in the future.

REPORTS AND INFORMATION

8) Update on Victor Valley College Cohort Project

Mariann Johnson reported the program started the prior week and there are 9 students participating. The training will continue for an additional two weeks, at which time, interviews will take place to obtain a new job.

9) Update on Regional Manufacturing Sector Work

Mariann Johnson noted that two action teams came up with goals for this group. She also reported on the connection made with the Manufacturers Council in the Inland Empire, so efforts of these groups will not be duplicated. Our communications team, the 20/20 Network, will assist with the marketing of these regional manufacturing efforts.

10) EDBR Goals Work Plan Review

Curtis Compton reviewed the list of goals for the EDBR Committee and reported on the progress. A discussion ensued regarding the search for a Healthcare individual to help represent that sector. One of the committee members had a recommendation for a possible candidate to fill that opening.

11) EDBR Dashboard

Curtis Compton shared that we are one of few boards that allocate WIOA funding to Business Services. He reviewed data that is currently available on the dashboard, which includes On-the-Job (OJT) Training; the breakdown of the 89 participating businesses; training & hiring events; layoff aversion activities; and rapid response information.

ADJOURNMENT

The Acting Chair requested a motion to adjourn. Peggi Hazlett motioned. Jimmy Elrod seconded. None opposed; motion carried.

Meeting adjourned at 9:31 AM

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, October 13, 2021 at 8:30 AM and will be held via Zoom Conference.

Devra Bell, WDB Secretary

**San Bernardino County
Workforce Development Board
Economic Development and Business Resource Committee
Agenda Item**

MEETING DATE: October 13, 2021

ITEM: (6)

SUBJECT: **Agreement with Victor Valley College for Incumbent Worker Training**

PRESENTED BY: Mariann Johnson, Deputy Director
Workforce Development Department

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

RECOMMENDATION: Authorize the development of an agreement with Victor Valley College in an amount not to exceed \$55,260 for incumbent worker training in January 2022.

BACKGROUND: WIOA tasks the San Bernardino County Workforce Development Board (WDB) with building linkages with employers in the region to support employer utilization of the local workforce development system and to support workforce development activities. The WDB ensures that these activities meet the needs of employers and support economic growth in the region. The WDB is assigned the role of leading efforts in the local area to develop and implement career pathways by aligning employment, training, and education. Incumbent worker training is designed to benefit business and industry by assisting in existing employees' skill development and by increasing employee productivity and company growth. This program is made available to businesses throughout the County and is expected to result in the creation of high demand new jobs, the retention of such jobs that otherwise may be eliminated, and net increases to the wages of the trained workers.

The Victor Valley College Fire Technology Program is a fully accredited regional training program recognized by the California Office of the State Fire Marshal. The VVC District encompasses fire departments that provide all risk fire services to its customers and those departments rely heavily on the VVC Fire Technology Program for its entry level, specialty, and continuing education. Since 2017, the Big Bear Fire Department, Apple Valley Fire District, Victorville Fire Department, and Barstow Fire Department have hired a combined 98 professional firefighters, many of which are Fire Academy Graduates from Victor Valley College. Of the 98 firefighters hired in the last 4 years, only 34 have been able to attend a Truck Academy. Each of these departments has a fleet of fire apparatus including aerial fire apparatus (Ladder Trucks) that perform high risk / low frequency skills and respond to a multitude of emergencies requiring specially trained personnel.

The "Multi-Agency Truck Academy" trains fire service personnel to respond to all types of fire and rescue emergencies and perform the high-risk truck company operations. Truck Company Operations include search and rescue in zero visibility live fire environments, ventilation, forcible entry, and rapid intervention crew operations intended to save the lives of lost, injured, or trapped firefighters. Graduates of this high intensity, strenuous course will be fully qualified and prepared to work on the region's aerial fire apparatus and safely perform these high-risk skills that will lead to lives saved throughout the college district. Those students that successfully complete the "Multi-Agency Truck Academy" will be eligible for career advancement and could be assigned to work on the Ladder Trucks in the cities of Apple Valley, Victorville, Barstow, Hesperia, and Big Bear. This course offering will train up to an additional 30 fire service personnel making them eligible for advancement for assignment to the region's ladder trucks.

In San Bernardino County, there is a 1.3% forecasted growth for firefighters, however 28.4% of current firefighters are over 45 years old so there will be a need to replace them with equally skilled staff as they retire. This partnership will also allow WDB to pilot the partnership between WDB, VVC and Fire

employers, with the goal of applying for an upcoming High Road Training Partnership grant which will not only allow for incumbent worker training but the development of career pathways for job seekers interested in getting into these good and very needed jobs. The cost per student is \$3,342, with a maximum of 30 students. The employers will each pay \$1,500 and WDD will pay \$1,842 per student, or up to \$55,260.

Approval of this item authorizes WDD staff to negotiate an agreement with VVC for this training course in an amount not to exceed \$55,260.