

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

WEDNESDAY, JANUARY 12, 2022 AT 8:30 AM – 10:00 AM

***THIS MEETING WILL BE CONDUCTED VIA TELECONFERENCE PURSUANT TO THE PROVISIONS
OF AB 361***

At this time due to the COVID 19 public health emergency and pursuant to the provisions of AB 361, the Workforce Development Board (Board) is holding Board and Committee meetings via teleconference 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:

Topic: WDB EDBR Committee Meeting
Time: Jan 12, 2022 08:30 AM Pacific Time (US and Canada)

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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.

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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:**

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

AGENDA

WEDNESDAY, JANUARY 12, 2022 AT 8:30AM-10:00AM

OPENING

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

CONSENT AGENDA

- 4) Approve Minutes from October 13, 2021 Economic Development Business Resource (EDBR) Committee Meeting

PUBLIC COMMENT

- 5) Comments from the General Public in Attendance

DISCUSSION

- 6) Approve Economic Development Business Resource Committee Goals for 2022

REPORTS AND INFORMATION

- 7) Business Services Dashboard

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
Economic Development & Business Resource Committee
Agenda Item**

MEETING DATE: January 12, 2022

ITEM: (4)

SUBJECT: Approve Minutes from October 13, 2021 Economic Development and Business Resource (EDBR) Committee Meeting

PRESENTED BY: Bradley Gates, Interim Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from October 13, 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, OCTOBER 13, 2021 – 8:30 AM – 9:30 AM

MINUTES

Attendance:

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

STAFF TO WDB	Present
Devra Bell	X
Brad Gates	X

OPENING:

- 1) **The Chair called meeting to order** at 8:31 AM
- 2) **Pledge of Allegiance:** Shannon Shannon led the Pledge of Allegiance
- 3) **Introductions:** The Board Secretary took roll call attendance.

PUBLIC COMMENT

- 5) **Comments from the General Public in Attendance** – No public comments made.

CONSENT AGENDA:

- 4) **Approval of Minutes from the August 11, 2021 Economic Development and Business Resources (EDBR) Committee Meeting**

The Chair requested a motion to approve the minutes from the August 11, 2021 meeting. Peggi Hazlett motioned; Shannon Shannon seconded the motion.

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

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

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

DISCUSSION:

6) Authorize Agreement with Victor Valley College for Incumbent Worker Training

Mariann Johnson provided an overview of the item. The fire academy training is over a 2 week period and the individual will receive a certificate upon completion. The total cost of the training is \$3,300, \$1,500 of which would be provided by the college and the remainder by the Workforce Development Board. A discussion ensued regarding upskill training and the benefits to the existing fire staff to complete the training. Also discussed were the costs and whether other agencies could help contribute or if there could be grants in the future to help offset the costs. The committee agreed to cap the training at \$50,000 total, and a maximum of \$1,500 per person.

With the limits noted above, the Chair requested a motion to approve, which those changes. Phil Cothran motioned; Shannon Shannon seconded the motion.

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

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

7) High Quality Jobs – Policy Discussion

Mariann Johnson provided an overview and recommended the committee create a policy at the next meeting to define what would make a “high quality job”. The Chair requested a motion to approve. Peggi Hazlett motioned; Orlando Acevedo seconded the motion.

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

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

PRESENTATION

8) Year in Review

Brad Gates and Curtis Compton reviewed a PowerPoint with the committee members. Mr. Gates discussed the committee's accomplishments and next steps, which included: collaboration with chambers; identifying industry organizations in target sectors; collaboration with industry associations to identify emerging industries; and the assessment of services provided to the business community and the evaluation of any enhancements, expansions or improvements that should be made. Mr. Compton discussed the recruitments that occurred throughout the year, as well as the rapid response services that have been provided.

REPORTS AND INFORMATION

9) Manufacturing Day

Cinnamon Alvarez noted that October is Manufacturing month and she reported on her radio interview through NextGen Partnership. Ms. Alvarez also discussed "California Competes" and encourage the committee members to get this information out to our businesses. Curtis Compton reported on 3 consulting projects that are occurring with our manufacturing consultants.

ADJOURNMENT

The Chair requested a motion to adjourn. Phil Cothran motioned. B.J. Patterson seconded. None opposed; motion carried.

Meeting adjourned at 9:29 AM

The next WDB Economic Development and Business Resource Committee meeting is scheduled for Wednesday, January 12, 2022 at 8:30 AM and will be held at the WDD Administration Office, located at 290 North D Street, 6th Floor, San Bernardino, CA 92415.

Devra Bell, WDB Secretary