

**WORKFORCE DEVELOPMENT BOARD
GENERAL BOARD MEETING
BUDGET WORKSHOP FY 2022-2023**

**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, MARCH 23, 2021, 8:30 AM - 10:30 AM

MEETING MINUTES

ATTENDANCE:

Members				Staff to WDB	
	Present		Present		Present
Phil Cothran (<i>Chair</i>)	X	Lowell King	X	Devra Bell	X
Will Sterling (<i>Vice-Chair</i>)	X	Scott Kuethen	X	Sophie Akins	X
Orlando Acevedo		Louie Lopez	X	Brad Gates	X
Cinnamon Alvarez	X	Robert Loeun			
Ken Boshart	X	Dale Marsden	X		
Ricardo Cisneros	X	Lina Montes (arrived at 9:20)	X		
Jimmy Elrod	X	Henry Shannon	X		
Mike Gallo (arrived at 9:53)	X	Shannon Shannon	X		
Cherilyn Greenlee	X	Jonathan Weldy (left mtg at 9:30)	X		

OPENING

- 1) **Chair Call Meeting to Order** at 8:31 AM
- 2) **Pledge of Allegiance** – Dale Marsden led the pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.

PUBLIC COMMENT

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

CONSENT AGENDA (Roll Call Vote)

- 5) Adoption of Resolution to Make Certain Findings as Required by California Government Code section 54953(e) to Participate in Public Meetings via Teleconference**
- 6) Approval of Minutes from February 9, 2022 General Board Meeting**

The Chair requested a motion to approve the consent agenda. Will Sterling motioned; Scott Kuethen 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: Absent
Cinnamon Alvarez: Aye
Kenneth Boshart: Aye
Ricardo Cisneros: Aye
Jimmy Elrod: Aye
Mike Gallo: Absent
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Aye
Louie Lopez: Aye
Robert Loeun: Absent
Dale Marsden: Aye
Lina Montes: Absent
Henry Shannon: Aye
Shannon Shannon: Aye
Will Sterling: Aye
Jonathan Weldy: Aye

Without further comment or objection, motion carried.

WORKSHOP

7) Budget Workshop – FY 2022-2023

Brad Gates discussed the guiding principles of the budget workshop, as well as the budget timelines for development and approvals. He noted the budget needs to be submitted by March 28, 2022, with approvals by the Board of Supervisors currently scheduled for June 14, 2022. He also reviewed the budget highlights, which included the Workforce Development Departments total budget and expenditures.

Next, Mr. Gates reviewed the proposed revenues by Grant, which included funding for FY 2021-2022, as well as, carryover amounts; estimated funding allocated for FY 2022-2023 and the total of all funds available. He noted these estimates are based on level funding, as actual funding information will not be made available until later in the Spring of 2022. Members asked how well our estimates from the prior FY came through and Mr. Gates noted that some came in higher and some came in lower. He also noted that some are based on a formula.

The next category discussed was proposed expenditures, which was broken out into nine categories: Salaries/Benefits, Services/Supplies, County Expenses, Travel, Program/Training, Equipment, Transfers, Reimbursements and Reserves. Mr. Gates reviewed information from the FY 2021-2022 budget, estimated expenditures from the same fiscal year, recommended budgets for FY 2022-2023, dollar amount changes between those years and the percent of the budget these categories each represent. There was discussion about the reserves and how those funds can be utilized or moved to another category, if needed.

Mr. Gates then reviewed the various training and direct services we provide and their prior budget information, estimated expenditures and new recommended budget. The Board members requested additional information regarding the Prison to Employment category, as nothing was budgeted going forward. Mr. Gates noted the program ends on 3/31/2022, so we are unable to note any potential funding in the budget at this time. It is anticipated that more funding will follow later in the year and the budget will be adjusted accordingly. The last item covered was to reiterate the budget highlights and statistics for a couple of key categories (salary and benefits, county costs and offsets, rent and budgets for program and training costs.

DISCUSSION ITEMS

8) Approval of Fiscal Year 2022-2023 Budget

Brad Gates provided an overview of the item. The Chair requested a motion to approve. Dale Marsden motioned; Lina Montes seconded the motion. The Board Secretary took a roll call vote.

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

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

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

ADJOURNMENT

The Chair called for a motion to adjourn. Henry Shannon motioned; Scott Kuethen seconded the motion. None opposed. Motion carried.

The meeting adjourned at 10:26 AM

The next meeting of the General Board is scheduled for May 11, 2022, at 8:30 AM at the WDD Administration Office, 290 North D Street, 6th Floor, San Bernardino, CA 92415



Devra Bell, WDB Secretary