

SAN BERNARDINO COUNTY WORKFORCE DEVELOPMENT BOARD
Strategic Planning Retreat
Lake Arrowhead Resort and Spa
27984 Highway 189
Lake Arrowhead, CA 92352

WEDNESDAY, SEPTEMBER 14, 2022 – FRIDAY, SEPTEMBER 16, 2022

This agenda contains a brief description of each item of business to be considered at today's meeting. In accordance with the Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting 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 agenda, its supporting documents and all writings received by the Board related to these items are public records and available for review during regular business hours at the WDD Administration Office at 290 North D Street, 6th Floor, San Bernardino, CA, 92415. The agenda and its supporting documents can be viewed online at <http://.sbcounty.gov/workforce>. However, the online agenda 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 agenda, complete and submit the purple form entitled "Public Comment". These requests must be submitted to the Executive Secretary to the Board prior to the time the item is called for consideration or prior to the public comments section on the agenda. The Chair will call speakers forward to present their comments at the appropriate time.

Conflict of Interest Advisement

WIB 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."

EXECUTIVE BOARD

AGENDA

WEDNESDAY, SEPTEMBER 14, 2022 AT 1:00 PM - 5:00 PM
Pinnacle Boardroom

OPENING

- 1) Call Meeting to Order
- 2) Welcome and Introductions – Phil Cothran, Chair

PUBLIC COMMENT

- 3) Comments from the General Public in Attendance

CONSENT

- 4) Approve Minutes from the June 15, 2022 Executive Board Meeting

DISCUSSION

- 5) WIOA Reauthorization
- 6) Business Services Outreach Support
- 7) WIOA Fiscal Reports
- 8) Strategic Direction of the Board
 - Legislative Priorities
 - Public Relations/Marketing
 - Service Enhancements

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 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. 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
Executive Board
Agenda Item**

MEETING DATE: September 14, 2022

ITEM: (4)

SUBJECT: Approve Minutes from June 15, 2022 Executive Board Meeting

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

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

RECOMMENDATION: Approve Minutes from June 15, 2022 Executive Board Meeting

BACKGROUND: See attached minutes

**WORKFORCE DEVELOPMENT BOARD
EXECUTIVE BOARD MEETING**
Workforce Development Department Administration Office
290 North D Street, 6th Floor, San Bernardino, CA 92415

WEDNESDAY, JUNE 15, 2022, 9:00 AM – 10:00 AM

MEETING MINUTES

ATTENDANCE:

Members	Present
Phil Cothran (Chair)	X
William Sterling (Vice Chair)	X
Cinnamon Alvarez	X
Scott Kuethen	X
Shannon Shannon	X
Jonathan Weldy	X
WDB Staff	Present
Devra Bell	
Bradley Gates	X
Cher Bliss	X

OPENING

- 1) **Call Meeting to Order** - The Chair called meeting to order at 9:00 AM.
- 2) **Introductions** – The Chair started introductions around the room.

PUBLIC COMMENT

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

CONSENT AGENDA

4) Approval of Minutes from March 9, 2022 Executive Board Meeting

The Chair requested a motion to approve the consent calendar. Shannon Shannon made a motion; Cinnamon Alvarez seconded the motion. All approved, motion passed.

PRESENTATION

5) Virtual Demonstration of Workforce Compass

Bradley Gates introduced Taylor Stockton with Future Fit AI, who provided a demonstration of the Workforce Compass software, via Zoom conference. A discussion ensued about how the system integrates with CalJOBS automatically and how positions in CalJOBS can go directly into their system, as well. Also discussed was Labor Market Data and how it is pulled from a dozen different sources, by region, to personalize the job search experience.

DISCUSSION

6) Approve Recommendation for Contract Award to Future Fit AI/Workforce Compass for a total aggregate amount not to exceed \$150,000, for the two-year period from August 15, 2022 through August 4, 2024

Bradley Gates provided an overview of the item. There was extensive discussion between Board members and Taylor Stockton from Future Fit AI to determine the systems' capabilities and onboarding process. Mr. Stockton discussed the ability of this system to provide a hybrid model of servicing the customer, whether it be in-person or virtually. Also discussed were the impact to businesses and how a connection through the Chambers could be beneficial, although businesses would continue to enter job openings in CalJOBS. Additional topics discussed were the costs of the pilot program and future costs, which Mr. Stockton noted should remain similar to the pilot project; they discussed workflows and how Mr. Stockton's team works to understand our current workflows; and lastly, they discussed assessment tools included and the timeframe for installation and going live would take approximately 3-4 months. The Board would like to discuss this application with Texas, as they are currently using this model.

The Chair requested a motion to approve. William Sterling motioned; Shannon Shannon seconded the motion. Cinnamon Alvarez opposed, pending the receipt of additional information. Motion approved.

REPORTS AND INFORMATION

7) Legislative Updates

Bradley Gates provided an update for WIOA Reauthorization and noted the Bill passed the House and is now in the Senate for consideration. Currently, it is anticipated that the Bill is not expected to go anywhere.

8) WIOA Fiscal Reports

Bradley Gates provided an overview of the fiscal reports. He also reported an Ad Hoc committee was developed to review the current WDB By-Laws and they reviewed the documents and make recommendations that will go before the General Board for review and comment.

9) County Report

Bradley Gates announced and discussed the (8) new Youth provider contracts that passed the Board of Supervisors and the Board approved the new budget. Mr. Gates also announced the Memorandum of Understanding with the City of Ontario was approved to continue operating our satellite office to assist customers in the area.

10) Chair Report

The Chair had no updates to report

ADJOURNMENT

The Chair called for a motion to adjourn. Cinnamon Alvarez motioned; William Sterling seconded the motion.

Meeting adjourned at 10:33 AM

The next WDB Executive Board Committee meeting is currently scheduled for September 14, 2022 at 1:00 pm at the Lake Arrowhead Resort and Spa, 27984 CA-189, Lake Arrowhead, CA 92352.

Devra Bell – WDB Secretary