



WORKFORCE DEVELOPMENT BOARD

FINANE COMMITTEE MEETING

Workforce Development Department Administration Office

Large Conference Room

290 North D Street, Suite 600, San Bernardino, CA 92415

WEDNESDAY, NOVEMBER 12, 2025 10:30 AM – 11:00 AM

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 are 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 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 agenda and its supporting documents can be viewed online at Workforce.SBCounty.gov. 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 Committee'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

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 Committee's consideration of the Agenda item."

AGENDA

OPENING

1. Call Meeting to Order

PUBLIC COMMENT

2. Comments from the General Public in Attendance

CONSENT AGENDA

3. Approval of Minutes from February 12, 2025 Finance Committee Meeting
4. Approval of Minutes from August 13, 2025 Finance Committee Meeting

DISCUSSION

5. FY25-26 Expenditure Reports

REPORTS AND INFORMATION

6. Director's Report
7. Chair Report

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.

10. Approve the submission of the San Bernardino County Workforce Development Board's Application to be America's Job Center of California Adult and Dislocated Worker Career Services Provider under the Workforce Innovation and Opportunity Act for a term of four years from July 1, 2025, to June 30, 2029.
11. Approve funding for \$199,999 a year and exercise the two, one-year options to extend the Business Improvement Services contracts, for a total aggregate contract amount of not to exceed \$999,995 per vendor and total contract term of July 1, 2022, through June 30, 2027 with the following vendors:
 - a. Welborn Social Media
 - b. Instructional Access, Inc.
 - c. California Manufacturing Technology Consulting
12. Approve funding for \$50,000 a year and extending the contract by two years for HR Hotline Services with the California Employers Association for a total aggregate contract amount not to exceed \$250,000 and total contract term of July 1, 2022, through June 30, 2027.
13. Approve funding for \$50,000 a year and exercise the two, one-year options to extend the Business Workshops contracts, for a total aggregate contract amount of not to exceed \$250,000 per vendor and total contract term of July 1, 2022, through June 30, 2027 with the following vendors:
 - a. Build ED
 - b. Asociacion de Emprendedoras
 - c. Welborn Social Media
 - d. California Employers Association