MINUTES

1) Chair Called Meeting to Order at 1:52 pm. Members introduced themselves. In attendance:

**Committee Members Present**
- Robert Loeun
- Vince Toms
- Joseph Williams
- Tamica Foot-Rachal
- William Sterling
- Pauline Pina
- Jonathan Weldy
- Phil Cothran
- Laurie Stalnaker
- Audrey Mathews

**Committee Members Absent**
- Cherilyn Greenlee
- Tony Myrell
- Enrique Martinez

**Staff and Special Guests**
- Sandy Harmsen- Executive Director
- Kristi Sandberg- Executive Secretary
- Fred Burks- Administrative Supervisor II
- Mariann Ruffolo- Deputy Director
- Miguel McQueen- Deputy Director

Chair shared vision for Committee
- Initial focus population groups: disabled, veterans, homeless, ex-offender
- Outreach to include
  - Tracking those who receive training
  - Soft-skills training
  - Identifying populations who need training
  - Identify barriers to employments for special populations
  - Placement of services
  - Work experience/OJT
  - CORE training- short & long-term

Sandy also mentioned
- Identify populations to serve and needs
- Identify services to be provided for these populations
- Committees have smaller “task forces” to do research and bring back ideas to committee so recommendations can be made to full WDB about programs and funding

CONSENT
There were no consent items including Minutes as this is the first meeting of the Workforce Development Board Special Populations Committee meeting.

DISCUSSION
Members provided feedback to Chair’s vision:
- Needs for disability clients are very specific and so training needs to specific and individualized
- Important for organizations to partner and share resources to “fill in gaps"
- Recommendation made to utilize business service team to help better connect with employers
- Importance of training the employers
- Recommendation for DOR training at AJCCs
- WINDMILL training for Riverside and San Bernardino Counties
- Suggestion for small scale job fair/employment placement using “job placement circles”
- Suggestion to utilize state board (CWDB) policy regarding policy experts participation at meetings
- Track clients served to see if represented needs are being met
- No "special" funding for serving special populations- 30% of adult/dislocated is for training
- Request for a report of self-identified special population clients who are being served
- Recommended that committee members work with populations they have a passion for
• Recommend community inventory (asset mapping) in each of the focus segments (disabled, veterans, homeless, ex-offender) so committee can review and identify gaps
• Tamica Fouts-Rachal offered to provide data since it may be different from AJCC data
• Importance of training for AJCC staff to adequately handle influx of special population clients
• Suggestion of checking with vendors to display assistive technology equipment in offices
• Challenges working with veterans

INFORMATION

County Report given by Sandy Harmsen
Four new hires at Admin- Mariann, James, Shellie, Nidia

PUBLIC COMMENT

There were no public comments at this time.

ADJOURNMENT

William Sterling motioned to adjourn. Second by Laurie Stalnaker. Motion carried. Meeting adjourned at 2:53 p.m. The next WDB Special Populations Committee meeting is scheduled for Wednesday, August 10, 2016 is to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.

Kristi Sandberg, Executive Secretary II