AGENDA

2:30 PM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT SPECIAL POPULATIONS COMMITTEE

OPENING
1) Chair Call Meeting to Order and Pledge of Allegiance
2) Member Introductions

CONSENT
3) Approve Minutes from August 10, 2016 Special Populations Committee Meeting

DISCUSSION
4) Discuss Report on Enrollment Outcomes
5) Discuss Next Steps on Special Populations Committee Strategic Action Items

INFORMATION
6) Special Presentation- Veterans Services by Frank Guevara
7) County Report given by Miguel McQueen

PUBLIC COMMENT

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 92415-0041, 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 Staff Aide at least three (3) business days prior to
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.
MEETING DATE: September 14, 2016

ITEM: (3)

SUBJECT: Approve Minutes from August 10, 2016 Special Populations Committee Meeting

PRESENTED BY: Miguel McQueen, Deputy Director
Workforce Development Department (WDD)

CONSENT X DISCUSSION INFORMATION

RECOMMENDATION: Approve Minutes from August 10, 2016 Special Populations Committee Meeting

BACKGROUND: See attached Minutes
MINUTES

Chair Called Meeting to Order at 2:37 pm. Members introduced themselves. In attendance:

<table>
<thead>
<tr>
<th>Committee Members Present</th>
<th>Committee Members Absent</th>
<th>Staff and Special Guests</th>
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<tbody>
<tr>
<td>Robert Loeun</td>
<td>Phil Cothran</td>
<td>Miguel McQueen - Deputy Director</td>
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<tr>
<td>Jonathan Weldy</td>
<td>Joseph Williams</td>
<td>Mariann Ruffolo - Deputy Director</td>
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<tr>
<td>Audrey Mathews</td>
<td>Enrique Martinez</td>
<td>Kristi Sandberg - Executive Secretary</td>
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<tr>
<td>Tony Myrell</td>
<td>Tamica Foots-Rachal</td>
<td>Fred Burks - Administrative</td>
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<td>Pauline Pina</td>
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<td>Supervisor II</td>
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<td>Vince Toms</td>
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<td>Laurie Stalnaker</td>
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<td>Cherilyn Greenlee</td>
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<td>William Sterling</td>
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CONSENT

ITEM 3 Approve Minutes from July 13, 2016 Special Populations Committee Meeting
William Sterling Motioned to approve. Second by Tony Myrell Motion carried.

DISCUSSION

ITEM 4 Discuss Report on Self-Identified Disabled Clients
Miguel McQueen reviewed handout report with committee members
Members briefly discussed referral process and how identification information is gleaned during intake.
Chair suggests tracking employment outcomes and training opportunities for identified clients and members suggest staff and board members receive training about disabled clients.

ITEM 5 Discuss Next Steps on Special Populations Committee Strategic Action Items
Mariann reviewed handouts of strategic and committee goals
Feedback on goals:
- Committee members educate committee regarding services/opportunities with each organization
- Determine outcome results (percentage of population served/trained)
- Refine report numbers to avoid duplicative numbers
- Assistive technologies at AJCCs- inventory and what is currently available and identify needs
  - Assign Dept of Rehab to help inventory/identify needed technology
- Training
  - For staff- raise awareness
  - Convene employers/HR directors and have a presentation for how employers can hire disabled
  - WINDMILLS - sensitivity training

INFORMATION

County Report given by Miguel McQueen
- Miguel participated in County Homeless Veterans Council Meeting
- Meeting with Veterans Services
- Mariann presented samples of asset maps
PUBLIC COMMENT

There is no public comment.

ADJOURNMENT
Audrey Mathews motioned to adjourn. Second by Jonathan Weldy. Motion carried. Meeting adjourned at 3:24 p.m. The next WDB Special Populations Committee meeting is scheduled for Wednesday, September 14, 2016 is to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.

Kristi Sandberg, Executive Secretary II
MEETING DATE: September 14, 2016

ITEM: (4)

SUBJECT: Discuss Report on Enrollment Outcomes

PRESENTED BY: Miguel McQueen, Deputy Director
Workforce Development Department (WDD)

CONSENT _____ DISCUSSION__X__ INFORMATION_____ 

RECOMMENDATION: Discuss Report on Enrollment Outcomes

BACKGROUND: See handout
MEETING DATE: September 14, 2016

ITEM: (5)

SUBJECT: Discuss Next Steps on Special Populations Committee Strategic Action Items

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT _____ DISCUSSION__X_ INFORMATION_____  

RECOMMENDATION: Discuss Next Steps on Special Populations Committee Strategic Action Items

BACKGROUND: See handout