SPECIAL POPULATIONS COMMITTEE MEETING
Workforce Development Board Conference Room
Workforce Development Department Administration Office
290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, APRIL 12, 2017 at 12:30 p.m.

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 www.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
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 Board’s consideration of the Agenda item.”

AGENDA

12:30 PM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT SPECIAL POPULATIONS COMMITTEE

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

CONSENT
4) Approve Minutes from January 11, 2017 Special Populations Committee Meeting

DISCUSSION
5) Discuss Next Steps on Special Populations Committee Strategic Action Items

INFORMATION
6) Workforce Readiness Program with Crafton Hills College
7) 100 People Video
8) 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, 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 Board Secretary at least three (3) business days prior to the Board meeting. The Board Secretary’s telephone number is (909) 387-9886 and the office is located at 290 North D Street, 6th Floor, San Bernardino, California 92415. 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.
MEETING DATE: April 12, 2017

ITEM: (4)

SUBJECT: Approve Minutes from January 11, 2017 Special Populations Committee Meeting

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

CONSENT ___ X ___ DISCUSSION___ INFORMATION____

RECOMMENDATION: Approve Minutes from January 11, 2017 Special Populations Committee Meeting

BACKGROUND: See attached Minutes
MINUTES

1) Chair called meeting to order at 2:35 p.m. In attendance:

<table>
<thead>
<tr>
<th>Committee Members Present</th>
<th>Committee Members Absent</th>
<th>Staff</th>
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<tbody>
<tr>
<td>William Sterling</td>
<td>Laurie Stalnaker</td>
<td>Reg Javier, Deputy Executive Officer</td>
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<tr>
<td>Robert Loeun</td>
<td>Joseph Williams</td>
<td>Mariann Ruffolo, Deputy Director</td>
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<tr>
<td>Tony Myrell</td>
<td>Enrique Martinez</td>
<td>Miguel McQueen, Deputy Director</td>
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<tr>
<td>Phil Cothran</td>
<td>Pauline Pina</td>
<td>Gina Beltran, Executive Secretary</td>
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<tr>
<td>Jonathan Weldy</td>
<td>Audrey Mathews</td>
<td>Sandy Harmsen, Project Executive</td>
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<td>Vince Toms</td>
<td>Stephanie Congdon</td>
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<td>Beth Burt</td>
<td>Yukiko Long</td>
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<td>Douglas Fazekas</td>
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<td>Tamica Fouts-Rachel</td>
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OPENING
Pledge of allegiance was led by Miguel McQueen and introductions were made.

CONSENT
ITEM 3- Motion to approve Minutes from September 14, 2016 and November 9, 2017 Special Populations Meetings
The Chair called for a motion to approve both sets of minutes. Will Sterling made a motion to approve. Jonathan Weldy seconded the motion. None opposed. Motion carried.

PRESENTATION
ITEM 4 – Veterans Affairs
John Reynolds came to speak about Veterans Affairs and what services his department has to offer Veterans. Their purpose is to get compensation for the Veteran's who are in need of services due to their injuries. He also spoke about how the basic soldier coming home have leadership and technical skills but lack the direction and funding to find employment. They are working with the local Airport and EDD to fill vacant spots however, the referral process is not being used as much as he would like to see. The main goal is to figure out how to engage our educational services to help the Veteran's.

DISCUSSION
ITEM 5- New Website Overview
The goal is to continue working on the website pages so they can get approved at the February Board meeting. There were some concerns about the site not being able to accommodate vision impaired people. The website is unable to expand on the font size but is web based and can be used with vision readers software.

ITEM 6- Discuss Next Steps on Special Populations Committee Strategic Action Items
One of the goals discussed was to see more collaboration with the San Bernardino partners for special populations. Clarissa Jimenez will add this to the spreadsheet.

INFORMATION
County Report given by Miguel McQueen
The Annual Manufacturers Summit is due to take place on February 3, 2017 in Ontario.

PUBLIC COMMENT
There was no public comment.
ADJOURNMENT
The Chair called for a motion to adjourn. Will Sterling made a motion to adjourn. Tony Myrell seconded the motion. None opposed. Motion carried. Meeting adjourned at 3:25 p.m.

The next WDB Executive Board Committee meeting is scheduled for Wednesday, April 12, 2017 at 12:30 p.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, Ca 92401.

Gina Beltran, Executive Secretary II