

SPECIAL POPULATIONS COMMITTEE MEETING

Workforce Development Board Conference Room
Workforce Development Department Administration Office
290 North "D" Street, 6th Floor, San Bernardino, California

WEDNESDAY, JANUARY 11, 2017 at 2:30 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 <http://cms.sbcounty.gov/wib/Home.aspx>. 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

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 September 14, 2016 and November 9, 2016 Special Populations Committee Meeting

PRESENTATION

- 4) Special Presentation – Veterans Affairs by Frank Guevara

DISCUSSION

- 5) New website overview
- 6) Discuss Next Steps on Special Populations Committee Strategic Action Items

INFORMATION

- 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 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.

Workforce Development Board
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WEDNESDAY, NOVEMBER 09, 2016, 2:30 p.m.

MINUTES

1) Chair Called Meeting to Order at 10:35 am. In attendance:

Committee Members Present

Robert Loeun
Laurie Stalnaker
Phil Cothran
William Sterling
Jon Novack
BJ Patterson
Robert Loeun

Committee Members Absent

Tony Myrell
Cherilyn Greenlee
Vince Toms
Enriquez Martinez
Tamica Fouts-Rachal

Staff

Reg Javier, Deputy Executive Officer
Mariann Ruffolo, Deputy Director
Miguel McQueen, Deputy Director
Gina Beltran- Executive Secretary
Fred Burks- Administrative Supervisor II
Sandy Harmsen, Project Executive
James Johnson, Business Services Manager

Public Members

Audrey Mathews, Public Member
Jessica Rodriguez, Goodwill
Emerson Figueroa, EDD LMID
Linda Hart, Public Member

CONSENT

ITEM 3- Motion to approve Minutes of September 14, 2016 Meeting

This item was not discussed and will be carried over to the next meeting.

PRESENTATION

ITEM 4- Special Presentation – Employment and the Autism Community by Byron and Stephanie Congdon

Beth Burt presented a power point on employment for individuals with Intellectual and Developmental Disabilities.

DISCUSSION

ITEM 5- Local Plan Report Out by MaryAnn Pranke.

MaryAnn was hired as a consultant to write our Local and Regional Plan. She is conducting various workshops with community partners, providers, board members and customers. She was at this meeting to get feedback and input from the board members about strengths, weaknesses, analysis and threats on their thoughts about how they can ensure the board will continue to function as a high performing board. Once Maryann is done gathering information from all sources, she will write up the plan and get it ready for public viewing by the end of December.

ITEM 6- Discuss Next Steps on Special Populations Committee Strategic Action Items

Mariann Ruffolo reported on the WDB Special Populations Committee 2016-17 Goals. Members reviewed goals handout.

INFORMATION

County Report given by Miguel McQueen

Miguel provided department updates. There is a Regional Plan meeting scheduled for November 16, 2016 at the Bourne Technology Center I Riverside from 2:00-4:00 p.m.

PUBLIC COMMENT

There was one public comment.

Linda Hart, Public Member

ADJOURNMENT

Phil Cothran motioned to adjourn. Second by Joseph Williams . Motion carried. Meeting adjourned at 3:34 p.m.

The next WDB Executive Board Committee meeting is scheduled for Wednesday, November 9, 2016 at 10:30 am to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.

Gina Beltran, Executive Secretary II

Workforce Development Board
SPECIAL POPULATIONS COMMITTEE MEETING
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WEDNESDAY, SEPTEMBER 14, 2016, 2:30 p.m.

MINUTES

Chair Called Meeting to Order at 2:49 pm. Members introduced themselves. In attendance:

Committee Members Present

Robert Loeun
Jon Novack
Cherilyn Greenlee
Jonathan Weldy
Tamica Fouts-Rachal
Jessica Rodriguez
Phil Cothran
Audrey Mathews
Joseph Williams
Laurie Stalnaker
William Sterling

Committee Members Absent

Tony Myrell
Vince Toms
Enrique Martinez
Pauline Pina

Staff and Special Guests

Miguel McQueen- Deputy Director
Mariann Ruffolo- Deputy Director
Kristi Sandberg- Executive Secretary
Fred Burks- Administrative
Supervisor II

CONSENT

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

Motioned to approve William Sterling. Second by Phil Cothran Motion carried.

DISCUSSION

ITEM 4 Discuss Report on Enrollment Outcomes

Miguel McQueen referenced handout. Jonathan Weldy asked for clarification on differences between re-entry and veterans. Joseph Williams asked to clarify program length. Miguel confirmed its based on program year. Clarissa identified 3 points of entry for reporting guidelines. Enrollment and registration dates may overlap from one program year to another. Clarissa answered Joseph's question on the option to chart data based on provider services. If a client fell under multiple categories, they were charted under one category to prevent duplication. Cherilyn shared info on the State Piloting Reader module for CalJobs. Clarissa confirmed we will be testing a module over the next few weeks to track the data. Joseph questioned whether the self identifiers drill down further into categories of disabilities. Robert discussed the next steps such as Windmill training and incentives to hire those with disabilities. Robert also discussed the opportunity to offer resource mapping.

ITEM 5 Discuss Next Steps on Special Populations Committee Strategic Action Items

Mariann discussed the handout on goals and activities for Special Populations. She identified Clarissa Jimenez and Fred Moll as staff committee members. Mariann opened it up to all if we are to identify further goals. Committee agreed to keep goals and activities as working document to include new items for the 2017 schedule. Jon Novack suggested outreach to West Valley inmates to offer training and certification before their release. Robert supported the idea as it would assist in preventing homelessness. Miguel discussed the gap from when an inmate is released to when they arrive at our centers as an opportunity to bridge. Jon discussed the refineries in Long Beach as part of the re-entry program. At the end of 3 years, it was approximately 1000 inmates. Cherilyn supported the need to bridge the gap before release. Miguel shared details on the Inroads Program.

INFORMATION

Frank Guevara from Veterans Services was not in attendance.

County Report given by Miguel McQueen

Homeles Veterans Advosrity Committee challenges include housing, disabilities, and transitioning into employment.

Jessica discussed new referrals and existing clients.

Robert discussed October as National Disability Awareness month and the #InclusionWorks program. He also shared the flyer for the 1st Annual Awards Luncheon for the California Department of Rehabilitation at UC Riverside October 24th.

PUBLIC COMMENT

Linda Hart is the Executive Director for African American Mental Health Coalition advocating on behalf of those underserved.

ADJOURNMENT

Joseph Williams motioned to adjourn. Second by Jonathan Weldy. Motion carried. Meeting adjourned at 3:36 p.m. The next WDB Special Populations Committee meeting is scheduled for Wednesday, October 12, 2016 and is to be held at WDD Admin, 290 N. "D" Street, 6th Floor, San Bernardino, Ca 92401.

Kristi Sandberg, Executive Secretary II