

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

WEDNESDAY, SEPTEMBER 13, 2017 12:00 p.m.

MINUTES

Attendance:

Members	Present
Robert Loeun (Chair)	
*Beth Burt	x
*Stephanie Congdon	
Phil Cothran	x
*Douglas Fazekas	x
*Tamica Fouts-Rachal	x
Cherilyn Greenlee	
*Yukiko Long	x
*Enrique Martinez	
*Audrey Mathews	x
Tony Myrell	
*Pauline Pina	
*Jessica Rodriguez	x
Laurie Stalnaker	
William Sterling	x

**Public Members*

Members	Present
* Vince Toms	
Jonathan Weldy	x
Joseph Williams	
Staff to WDB	Present
Devra Bell	x
Sandy Harmsen	
Reg Javier	x
WDD Staff	Present
Fred Burks	x
Curtis Compton	x
Stephanie Murillo	x
Mariann Ruffolo	x
Miguel McQueen	x

OPENING

- 1) **Chair called meeting to order at 12:25 pm** – Will Sterling is acting Chair for this meeting in Robert Loeun's absence
- 2) **Pledge of Allegiance**
- 3) **Adoption of Agenda** – Acting Chair called for a motion to adopt the agenda. Beth Burt motioned; Phil Cothran seconded. None opposed, motion carried.
- 4) **Introductions** were made.

CONSENT

- 5) **Approval of Minutes from the July 13, 2017 Special Populations' Committee Meeting**
Acting Chair called for a motion to approve the Minutes. Audrey Matthews motioned; Beth Burt seconded. None opposed, motion carried.

PRESENTATION

- 6) **American's with Disabilities Act Accessibility and Equipment**
Mariann Ruffolo gave introduction to the planned presentations. She spoke about Assistive Technology (AT) under the Americans with Disabilities Act (ADA equipment) as an important component of the America's Job Center (AJCC) Certification process. This committee has championed the cause and Ms. Ruffolo expressed appreciation to the committee and specifically to Tamica Fouts-Rachal for putting the presentation together.

Kevin Bujo started off the presentation discussing AT and the service Rolling Start, Inc. provides. Businesses and individuals have the ability to borrow equipment to "try it before you buy it." He covered the AT website and the tools therein where one can search by category. Kevin has toured the West Valley AJCC office with workforce staff to check out the AT equipment. He demonstrated a few devices for

individuals with disabilities (on-screen multipliers, devices for individuals with low mobility or low vision). He informed the committee that the most common requested items are the magnifiers.

Gustavo Cisneros, Workforce Development Staff Analyst II, presented the AT inventory for each of the offices. The West Valley AJCC would pass initial certification. Ms. Burt asked who determined the list and Mr. Cisneros explained that the list was created based on what we have in the offices. Mr. Cisneros and other staff are working with Kevin and Department of Rehabilitation (DOR) to ensure that the equipment is properly upgraded. Ms. Burt suggested double checking, so that the equipment that is needed by the customers are in the center.

Ms. Fouts-Rachal mentioned that the majority of equipment listed is for sight impairments and explained that different departments of DOR specialize in different types of impairments. She will help connect staff with the correct people, so the equipment reaches a variety of individuals with disabilities, including connections to the deaf, hard of hearing unit and employer education units. Mr. Jonathan Weldy noted that employers may be hesitant to hire, unless they understand how technology affects the employer.

Reg Javier discussed systemic conversations and encouraged the committee to have these types of discussions, rather than equipment in the centers. He charged the committee to tackle the systemic changes that are needed so that they focus on the access to jobs and sustainability.

Jessica Rodriguez suggested that workshops for employers would be beneficial, perhaps at job fairs. Mr. Weldy suggested that it is a great start to begin with the centers, and suggests conversations about how to expand it to the employers.

Ms. Fouts-Rachal described how equipment is assessed along with the individual to ensure that the technology can appropriately support the person who would use it. As an employer, you would want to hire people who are on the same level walking in the door as all other employers. Ms. Fouts-Rachal then spoke about an upcoming employer summit designed to gather feedback from employers. She mentioned that Cal State San Bernardino has programs that she will connect staff to as well, to help with gaps on the list of equipment.

PRESENTATION

7) Next Steps on Special Populations Committee Strategic Action Goals

Committee reviewed the Strategic Action Goals for Program Year 2017-18. Ms. Burt stated that she would like to see more progress on the goals of the committee and expressed that the asset map be put as a priority for upcoming projects.

INFORMATION

8) County Report

Mariann Ruffolo presented on the upcoming West Valley Job Fair and the construction career exploration day, scheduled for September 29. Workforce staff is working with a group out of Fontana called Purple Hearts that assists victims of domestic violence. They took a tour of the East Valley center and our staff will be visiting them to help facilitate connections.

Reg Javier suggested that the Purple Heart group present to this committee. He spoke about business outreach and employer training regarding awareness of AT and other tools available. He said that these are the broader system discussions that he would like to see the committee take on. He asked that this be added to the next Special Populations Committee agenda so that the committee can brainstorm about what the Workforce Board can do to support the system change. He suggested training for business services staff. He said that the goal is to have real discussions about what we want to launch as we move forward as a committee. Mr. Sterling, as an employer, mentioned that knowing that the support is there would be beneficial and asked about adding to the HR Hotline as an idea. Mr. Weldy suggested teaching our business services folks to have these conversations to help build capacity in employers. DOR has

Employment Coordinators that can go out and provide information and training. He suggested that the Workforce Board put on mini-workshops/quick presentations as employers arrive for job fairs, so they do not have to attend something new. Mr. Javier asked that this be a facilitated discussion for the next meeting.

PUBLIC COMMENT

One Public Comment card was submitted. Audrey Mathews of Mathews and Associates announced the new schedule for the upcoming year of symphony performances at the San Bernardino Symphony with a new maestro.

ADJOURNMENT

The Acting Chair asked for a motion to adjourn. Audrey Matthews motioned and Beth Burt seconded. None opposed; motion carried.

Meeting adjourned at 1:10 pm

The next WDB Special Populations Committee meeting is scheduled for October 18, 2017 at 12:00 p.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92401.



Stephanie Murillo, Acting Staff to the WDB