

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

**WEDNESDAY, NOVEMBER 15, 2017 12:00 p.m.**

**MINUTES**

**Attendance:**

<b>Members</b>	<b>Present</b>
Anita Tuckerman (Chair)	X
*Beth Burt	X
*Stephanie Congdon	X
Phil Cothran	
*Douglas Fazekas	
*Tamica Foots- Rachal	
Cherilyn Greenlee	X
*Yukiko Long	
*Enrique Martinez	
*Audrey Mathews	X
Tony Myrell	X
*Pauline Pina	
*Jessica Rodriguez	X
Laurie Stalnaker	
William Sterling	X

*\*Public Members*

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

**OPENING**

- 1) **Chair called meeting to order** at 12:06 pm
- 2) **Pledge of Allegiance** - Led by Member of the Committee.
- 3) **Adoption of Agenda** - Chair called for a motion to adopt the agenda. Cherilyn Greenlee motioned; Beth Burt seconded. None opposed. Motion carried.
- 4) **Introductions** were made.

**REVIEW AND APPROVAL OF MEETING MINUTES**

- 5) **Approval of Minutes from the October 18, 2017 Special Populations Committee Meeting**  
Jonathan Weldy motioned; Cherilyn Greenlee seconded. None opposed. Beth Burt abstained because she was not present on October 18, 2017. Motion carried.

**PUBLIC COMMENT**

- 6) **Comments from the General Public in Attendance**  
No public comments were submitted.

## **PRESENTATION**

### **7) Workforce Innovation and Opportunity Act and the Specialized Populations**

Stephanie Murillo, Administrative Supervisor for the Workforce Development Department, presented on WIOA and how the law focuses on specific populations, requiring WDBs to emphasize programs and initiatives that support individuals with disabilities, veterans, homeless individuals, those coming out of the judicial system (re-entry population), disconnected youth, migrant-seasonal farmworkers and other in-need individuals. She spoke about the inception of the three standing committees as response to the law.

Anita Tuckerman discussed the need for all populations to be represented on the Special Populations Committee. Committee members noted that there are many categories that could fall under Special Populations, including the homeless, veterans and individuals on the different disability spectrums. There was a suggestion that categories be created and discussed in a future meeting. Ms. Tuckerman noted that for the homeless population, there is a need for transportation, in addition to job placement.

Some goals of the Special Populations committee include strategic goals to determine the needs for the various populations; real time reporting, sharing information via guest speakers and identifying equipment needs at the various AJCC offices. Further discussion ensued regarding statistics of these populations and possibly working with the EDD to show the number of individuals within those populations. In addition, the need to identify organizations that can represent each population would be helpful. Training was another topic and determining if individuals should come into positions with knowledge of a particular job or be trained on the job.

## **REPORTS AND INFORMATION**

### **8) Special Populations Committee Program Year 2018-18 Strategic Action Goals Report**

Mr. McQueen presented this item and the committee reviewed the Strategic Action Goals for Program Year 2017-18.

### **9) Member Announcements**

No member announcements were provided.

### **10) County Report**

Mr. McQueen informed the Committee that Kay Graham was retiring on 11/22/17. She had been with the department for 9 years and with the County for 15 years.

## **ADJOURNMENT**

Chair called for a motion to adjourn. Will Sterling motioned. Tony Myrell seconded the motion. None opposed; motion carried.

Meeting ended at 1:04 p.m.

The next meeting of the Special Populations Committee is scheduled for Wednesday, January 17, 2018 at 12:45 p.m. to be held at WDD Admin, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92401.

---



Devra Bell, WDB Secretary