

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

WEDNESDAY, MAY 22, 2019 at 12:45 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

12:45 P.M. CONVENE MEETING OF THE WORKFORCE DEVELOPMENT SPECIAL POPULATIONS COMMITTEE

OPENING

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Adoption of Agenda
- 4) Introductions

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) Approve Minutes from November 14, 2018 Special Populations Committee Meeting

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

WORKSHOP

- 7) Committee Update
- 8) Justice-Involved Population Focus Group

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) 387-9862 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.

**San Bernardino County
Workforce Development Board
Special Populations Committee
Agenda Item**

MEETING DATE: May 22, 2019

ITEM: (5)

SUBJECT: Approve Minutes from November 14, 2018 Special Populations Committee Meeting

PRESENTED BY: Molly Wiltshire, Assistant Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from November 14, 2018 Special Populations Committee Meeting

BACKGROUND: See attached minutes

**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, NOVEMBER 14, 2018 12:45 p.m.

MINUTES

Attendance:

Members	Present
Anita Tuckerman (Chair)	X
*Beth Burt	X
*Stephanie Congdon	X
Phil Cothran	X
*Douglas Fazekas	
*Tamica Fouts- Rachal	
Cherilyn Greenlee	X
*Yukiko Long	
*Audrey Mathews	X
Tony Myrell	
*Pauline Pina	
*Jessica Rodriguez	X
William Sterling	X

**Public Members*

Members	Present
* Vince Toms	
Jonathan Weldy	
Joseph Williams	
Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X
Reg Javier	
WDD Staff	Present
Fred Burks	X
Michael Ector	X
Mariann Johnson	
Stephanie Murillo	X
Miguel McQueen	X

OPENING

- 1) Chair called meeting to order at 12:52 p.m.
- 2) **Pledge of Allegiance** - Pledge was led by Will Sterling
- 3) **Adoption of Agenda** - Chair called for a motion to adopt the agenda. Will Sterling motioned; Audrey Mathews seconded. None opposed. Motion carried.
- 4) **Introductions** were made.

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) **Approval of Minutes from September 12, 2018 Special Populations Committee Meeting**
The Chair called for a motion to approve the minutes. Will Sterling motioned; Audrey Mathews seconded. None opposed. Phil Cothran abstained. Motion carried.

PUBLIC COMMENT

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

WORKSHOP

7) Prison to Employment Initiative

Stephanie Murillo led the workshop with updated information from the last meeting. We received the Regional Planning Grant and are in the process of updated the regional plan to reflect that our services include the justice involved. A discussion ensued about the training available to inmates while still incarcerated and the importance that they obtain some training before being released, as well as after release. Some of those trainings could include writing resumes, obtaining a GED, securing transportation to a new job and obtaining identification cards. Determining which employers will hire felons was also discussed. Since some employers are not aware of an applicant's former involvement in the justice system until they are in the background process for a job, it may be helpful if employers make a note in their job announcement that a background check will be conducted, so all parties are aware of the situation and a discussion could ensue on the front end during the interview process.

Anita Tuckerman noted that we need to continue having discussions on each of the special population categories, so we can focus our efforts on making progress for each one.

REPORTS AND INFORMATION

8) Special Populations Committee Program Year 2018-19 Strategic Action Goals Report

Miguel McQueen provided updates. The Chair continues to review the makeup of the committee and interviews will be conducted with individuals interested in joining. This may require the reduction of committee members that represent the disabilities category. In addition, the Special Populations Committee members will be sent an interest form, where they will reaffirm their interest in being a Special Populations Committee member. The Chair, Anita Tuckerman, will review and assess the make-up of the Committee to ensure that the members are representative of the targeted special populations groups within the County.

9) Member Announcements

None

10) County Report

Miguel McQueen discussed the Vision2Work initiative, which will promote everything in the county that affects employment. The official name of this initiative will be decided this week by the County Executive Officers. A Board item will be presented at the 12/18 Board of Supervisors meeting and the initiative should begin in January, 2019.

ADJOURNMENT

Chair called for a motion to adjourn. Will Sterling motioned. Audrey Mathews seconded the motion. None opposed; Motion carried.

Meeting ended at 1:56 p.m.

The next meeting of the Special Populations Committee is scheduled for Wednesday, January 9, 2019 at 12:45 p.m. and will be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, CA 92401.

Devra Bell, WDB Secretary