

WORKFORCE DEVELOPMENT BOARD GENERAL & COMMITTEE MEETINGS

WEDNESDAY, JUNE 17, 2020

SPECIAL POPULATIONS COMMITTEE MEETING: 9:00 AM – 10:30 AM
YOUTH COMMITTEE MEETING: 10:30 AM – 12:00 PM
GENERAL BOARD MEETING: 12:00 PM – 2:00 PM

THESE MEETINGS WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20 DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT

At this time, the Workforce Development Board (Board) is continuing to hold Board and Committee meetings to conduct essential business. Members of the public are encouraged to watch and participate electronically. Based on guidance from the California Department of Public Health, the Governor's Executive Order and Office, and the San Bernardino County Public Health Officer:

(1) You are strongly encouraged to observe the online video conferenced meetings at:

Topic: WDB Meetings

Time: Jun 17, 2020 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81824176276?pwd=RWpDdjZVUXB6dTczWWtEeFZ4VEZWUT09>

Meeting ID: 818 2417 6276

Password: 666366

Dial by your location

+1 669 900 6833 US (San Jose)

Find your local number: <https://us02web.zoom.us/j/81824176276?pwd=RWpDdjZVUXB6dTczWWtEeFZ4VEZWUT09>

These agendas contains a brief description of each item of business to be considered at today's meetings. In accordance with the Brown Act, these meeting agendas are posted at least 72 hours prior to the regularly scheduled meetings 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 agendas, their supporting documents and all writings received by the Board related to these items are public records and available for review on the website or by emailing the Executive Secretary to the Board at Devra.Bell@wdd.sbcounty.gov prior to, or after, the meetings.

The agendas and their supporting documents can be viewed online at www.sbcounty.gov/workforce. However, the online agendas 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 agendas, please email the Executive Secretary to the Board prior to the meeting at Devra.Bell@wdd.sbcounty.gov. Up to three minutes of the comments will be read into the record by the Executive Secretary to the Board.

Conflict of Interest Advisement

WDB members please be advised: If an item on the Agendas 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."

**WORKFORCE DEVELOPMENT BOARD
SPECIAL POPULATIONS COMMITTEE MEETING**

AGENDA

WEDNESDAY, JUNE 17, 2020 AT 9:00 AM – 10:30 AM

OPENING

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

REVIEW AND APPROVAL OF MEETING MINUTES

- 4) Approve Minutes from May 13, 2020 Special Populations Committee Meeting

PUBLIC COMMENT

- 5) Comments from the General Public in Attendance

WORKSHOP

- 6) Operation New Hope – *Presenter: Russel Degnon, Chief Executive Officer*
- 7) Defy Ventures – *Presenter: Andrew Glazer, President & Chief Executive Officer*
- 8) Prison to Employment
- 9) Public Relations Discussion
- 10) Social Enterprise Business & Employment

REPORTS AND INFORMATION

- 11) County Report
- 12) Special Populations Future Calendar Dates

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: June 17, 2020

ITEM: (4)

SUBJECT: Approve Minutes from May 13, 2020 Special Populations
Committee Meeting

PRESENTED BY: Sandra Harmsen, Interim Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from May 13, 2020 Special Populations Committee Meeting

BACKGROUND: See attached minutes

**WORKFORCE DEVELOPMENT BOARD
SPECIAL POPULATIONS COMMITTEE MEETING**

“Pursuant to the Governor’s Executive Order N-29-20, the Committee meeting was held via teleconference and a publicly noticed location was provided for public observation and comment.”

WEDNESDAY, MAY 13, 2020 - 9:00 a.m.

MINUTES

Attendance:

| Members | Present |
|---------------------------|----------------|
| Jonathan Weldy (Chair) | X |
| *Stephani Congdon | X |
| Phil Cothran | X |
| *Tamica Fouts- Rachal | X |
| Cherilyn Greenlee | X |
| *Yukiko Long | |
| *Audrey Mathews | X |
| *Pauline Pina | X |
| *Jessica Rodriguez | X |
| William Sterling | X |
| Anita Tuckerman | X |

**Public Members*

| Staff to WDB | Present |
|---------------------|----------------|
| Devra Bell | X |
| Sandy Harmsen | X |
| WDD Staff | Present |
| Monique Amis | X |
| Fred Burks | X |
| Curtis Compton | X |
| Darren Cook | X |

OPENING

- 1) **Chair called meeting to order** at 9:03 a.m.
- 2) **Introductions** – The Board Secretary took roll call attendance.
- 3) **Adoption of Agenda (Roll Call Vote)** - Chair called for a motion to adopt the agenda. Stephani Congdon motioned; Jessica Rodriguez seconded the motion.

Pursuant to Government Code section 54953 (b)(2), a roll call vote was called as follows:

Jonathan Weldy, Chair: Aye
 Stephani Congdon: Aye
 Phil Cothran: Aye
 Tamica Fouts-Rachal: Aye
 Cherilyn Greenlee: Aye
 Yukiko Long: Absent
 Audrey Mathews: Aye
 Pauline Pina: Aye
 Jessica Rodriguez: Aye
 William Sterling: Aye
 Anita Tuckerman: Aye

Without further comment or objection, motion carried by unanimous vote.

REVIEW AND APPROVAL OF MEETING MINUTES

4) Approval of Minutes from April 22, 2020 Special Populations Committee Meeting (Roll Call Vote)

The Chair called for a motion to approve the minutes. Stephani Congdon motioned; Jessica Rodriguez seconded the motion.

Pursuant to Government Code section 54953 (b)(2), a roll call vote was called as follows:

Jonathan Weldy, Chair: Aye

Stephani Congdon: Aye

Phil Cothran: Aye

Tamica Fouts-Rachal: Aye

Cherilyn Greenlee: Aye

Yukiko Long: Absent

Audrey Mathews: Aye

Pauline Pina: Aye

Jessica Rodriguez: Aye

William Sterling: Aye

Anita Tuckerman: Aye

Without further comment or objection, motion carried by unanimous vote.

PUBLIC COMMENT

5) Comments from the General Public in Attendance

No public comments were submitted.

WORKSHOP

6) Workforce Development Staff Update

Sandy Harmsen reported on a departmental restructure underway and interviews being conducted for some of the open positions. She noted that the staff has been telecommuting during the COVID-19 pandemic and all services are being provided remotely. Ms. Harmsen is working with the State regarding funding and to understand the mandates for reopening the offices.

7) Special Populations Future Calendar Dates

The Chair reported on the next two meetings of the Special Populations Committee, which will be held on June 17, 2020 and July 15, 2020 from 9:00 a.m. -10:30 a.m.

8) Prison to Employment (P2E) Report

Fred Burks provided updates from the prior P2E discussion. Those updates included meeting with the managers at the AJCC offices; met with three subcontractors to discuss timeline for meeting with clients; and lastly, the budget was reviewed for this initiative. Also discussed were the staffing requirements needed at the AJCC offices to support P2E.

9) Asset Mapping Status Report

Henry Nickel led the presentation. He discussed the Asset Map project summary and timeline, as well as the next steps in the process, including the continuation of the testing phase, which should conclude in approximately 6 weeks. A discussion ensued about the availability of this data to other organizations and Mr. Nickel noted that this information is currently for internal purposes only and there are licensing requirements that would need to be addressed, before any outside organizations may be able to obtain this data. Further information will be provided to the various committees, based on their needs, once the testing phase is completed.

10) Social Enterprise Businesses & Employment

The Chair introduced Karthick Ramakrishnan, Founding Director of U.C. Riverside's Center for Social Innovation and Gregory Erickson, Associate Director of Regional Partnerships for REDF. They discussed the goals of social enterprise and their current work. The committee discussed the potential to create a steering committee and the Chair requested that anyone interested in being part of the steering committee, should reach out to the Board Secretary.

11) Public Relations Discussion

The Chair reported on the need to highlight the Special Populations Committee and their efforts in greater detail. A discussion ensued about the topics that could be included over social media, including the Prison to Employment initiative, as well as highlight success stories of individuals who have overcome obstacles in their lives. The members were encouraged to send any recommendations to the Board Secretary, who will then discuss with the Communications team, with the goal of bringing those stories to the General Board for consideration.

ADJOURNMENT

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

Meeting ended at 10:14 a.m.

The next meeting of the Special Populations Committee is scheduled for Wednesday, June 17, 2020 at 9:00 a.m. and will be held via Zoom Conference.

Devra Bell, WDB Secretary