

**WORKFORCE DEVELOPMENT BOARD COMMITTEE MEETINGS
WEDNESDAY, OCTOBER 14, 2020**

**SPECIAL POPULATIONS COMMITTEE:
YOUTH COMMITTEE MEETING:**

**9:30 AM – 11:00 AM
11:00 AM – 12:30 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:

Workforce Development San Bernardino County is inviting you to a scheduled Zoom meeting.

Topic: WDB Special Pops/Youth Committees
Time: Oct 14, 2020 09:30 AM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/88642187746?pwd=ejhzSFhRbGo2ZjJqaVh3VjFQS0l5dz09>

Meeting ID: 886 4218 7746
Passcode: 268397
One tap mobile
+16699006833

Dial by your location
+1 669 900 6833 US (San Jose)

Find your local number: <https://us02web.zoom.us/u/kb77knEy0d>

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, OCTOBER 14, 2020 AT 9:30 AM – 11:00 AM

OPENING

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

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) Approve Minutes from September 23, 2020 Special Populations Committee Meeting

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

PRESENTATION

- 7) Inland Empire Fair Chance Coalition
 - *Presented by Branden Butler, Assistant Deputy Director of Education and Outreach
California Department of Fair Employment and Housing*

WORKSHOP

- 8) Prison to Employment Updates
 - a) Staff
 - b) Partners
- 9) Asset Mapping Update
- 10) AJCC Access Update
- 11) Autism Society program
- 12) Special Populations Committee – Member Goals

REPORTS AND INFORMATION

- 13) 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: October 14, 2020

ITEM: (5)

SUBJECT: Approve Minutes from September 23, 2020 Special Populations Committee Meeting

PRESENTED BY: Marlena Sessions, Executive Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from September 23, 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, SEPTEMBER 23, 2020 – 9:30 AM – 11:00 AM

MINUTES

Attendance:

Members	Present
Jonathan Weldy (Chair)	X
Cinnamon Alvarez	X
*Stephani Congdon	X
Phil Cothran	X
Russell Degnan	X
*Tamica Fouts- Rachal	
Cherilyn Greenlee	X
Lowell King	X
*Yukiko Long	X
Scott Kuethen	X
*Audrey Mathews	
*Pauline Pina	
*Jessica Rodriguez	X
Anita Tuckerman	X

Staff to WDB	Present
Devra Bell	X
Marlena Sessions	X

OPENING

**Public Members*

- 1) **Chair called meeting to order** at 9:31 AM
- 2) **Pledge of Allegiance** – Lowell King led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.
- 4) **Adoption of Agenda (Roll Call Vote)** - Chair called for a motion to adopt the agenda. Lowell King motioned; Russell Degnan seconded the motion.

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

Jonathan Weldy, Chair: Aye
 Cinnamon Alvarez: Aye
 Stephani Congdon: Aye
 Phil Cothran: Aye
 Russell Degnan: Aye
 Tamica Fouts-Rachal: Absent
 Cherilyn Greenlee: Aye
 Lowell King: Aye
 Scott Kuethen: Aye
 Yukiko Long: Aye
 Audrey Mathews: Absent
 Pauline Pina: Absent
 Jessica Rodriguez: Aye
 Anita Tuckerman: Aye

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

REVIEW AND APPROVAL OF MEETING MINUTES

5) Approval of Minutes from August 19, 2020 Special Populations Committee Meeting (Roll Call Vote)

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

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

Jonathan Weldy, Chair: Aye
Cinnamon Alvarez: Aye
Stephani Congdon: Aye
Phil Cothran: Aye
Russell Degnan: Aye
Tamica Fouts-Rachal: Absent
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Aye
Yukiko Long: Aye
Audrey Mathews: Absent
Pauline Pina: Absent
Jessica Rodriguez: Aye
Anita Tuckerman: Aye

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

PUBLIC COMMENT

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

WORKSHOP

7) Windmills Training

Yukiko Long provided an update on the recent Etiquette training, which teaches individuals how to work with those that may have disabilities. Out of the 110 people that registered, 58 called in and participated in the training. Additional trainings will be forthcoming.

8) Veterans Services & Suicide Awareness

In honor of September being "Suicide Awareness Month", Michelle Martinez, U.S. Air Force Veteran and Peer Support Specialist from the VA Loma Linda Healthcare System attended the meeting. She provided an overview of the services provided to Veterans and discussed the challenges of getting the Veteran community to connect and take advantage of the services available. Efforts will be made to connect Ms. Martinez to our AJCC offices, to provide information that can be shared with our customers.

10) Asset Mapping Update – This item was moved to the position ahead of Prison to Employment. Henry Nickel provided an update regarding the procurement changes required to extend the contract for the Asset Mapping software. A meeting to discuss this project will be scheduled for October.

9) Prison to Employment Updates (P2E)

Mariann Johnson provided program updates for those firms participating in the P2E program, including Operation New Hope, Goodwill, San Bernardino Community College District and the AJCC offices. She updated the members on the various goals, including: number of the customers served, number of customers that we are working with and the number of enrolled customers.

Ms. Johnson also reported on the status of interviews for the contact staff being hired and reviewed the budget information for the program. A discussion ensued about the work responsibilities of those contract staff members and if there will be other facilities that may be able to utilize these services. Lastly, members asked questions about the funding for this program, training available and whether there will be continued funding down the road, which will be determined at the State level. A success story was shared by an individual that worked with Operation New Hope and became successful after leaving the justice system.

11) AJCC Access Update

The Chair reported on the progress of the AJCC Ad Hoc Committee's work with the AJCC offices to develop a flowchart of responsibilities.

12) Autism Society Program

The Chair postponed this item, due to time constraints.

13) Special Populations Committee – Member Goals

The Chair postponed this item, due to time constraints.

REPORTS AND INFORMATION

14) Special Populations Future Calendar Dates

The Chair noted that the next meeting of the Special Populations Committee has been scheduled for October 14 at 9:30 am.

ADJOURNMENT

Chair called for a motion to adjourn. Lowell King motioned. Anita Tuckerman seconded the motion. None opposed; Motion carried.

Meeting ended at 10:59 AM

The next meeting of the Special Populations Committee is scheduled for Wednesday, October 14, 2020 at 9:30 AM and will be held via Zoom Conference.

Devra Bell, WDB Secretary