

**WORKFORCE DEVELOPMENT BOARD
SPECIAL POPULATIONS COMMITTEE MEETING**

AGENDA

WEDNESDAY, NOVEMBER 18, 2020 AT 9:30 AM – 11:00 AM

OPENING

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

REVIEW AND APPROVAL OF MEETING MINUTES

- 5) Approve Minutes from October 14, 2020 Special Populations Committee Meeting (Roll Call Vote)

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

WORKSHOP

- 7) Regional Operations/State Plan
 - *Presented by: Tania Morawiec, Deputy Director, California State Council on Developmental Disabilities*
- 8) Autism Partnership and Collaboration
- 9) Special Populations Committee Goals

REPORTS AND INFORMATION

- 10) Special Populations 2021 Meeting Dates
 - 1/31/21 – 9:30-10:30 am
 - 3/10/21 – 9:30-10:30 am
 - 5/12/21 – 9:30-10:30 am
 - 8/11/21 – 9:30-10:30 am
 - 10/13/21 – 9:30-10:30 am

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.

**WORKFORCE DEVELOPMENT BOARD
SPECIAL POPULATIONS COMMITTEE MEETING**

WEDNESDAY, NOVEMBER 18, 2020 AT 9:30 AM – 11:00 AM

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 Populations Committee Meeting
Time: Nov 18, 2020 09:30 AM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/85683271039?pwd=anFJUUh0WVd5d3pDWDE5MUx0c2wwQT09>

Meeting ID: 856 8327 1039
Passcode: 680729
One tap mobile
+16699006833

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

Find your local number: <https://us02web.zoom.us/j/kcRBzCjO3>

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."

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

MEETING DATE: November 18, 2020

ITEM: (5)

SUBJECT: Approve Minutes from October 14, 2020 Special Populations
Committee Meeting

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

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from October 14, 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, OCTOBER 14, 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 Fooks- Rachal	X
Cherilyn Greenlee	X
Lowell King	X
Scott Kuethen	X
*Yukiko Long	
*Audrey Mathews	
*Pauline Pina	
*Jessica Rodriguez	X
Anita Tuckerman	X

**Public Members*

Staff to WDB	Present
Devra Bell	X
Marlena Sessions	X

OPENING

- 1) **Chair called meeting to order** at 9:38 AM
- 2) **Pledge of Allegiance** – Cinnamon Alvarez 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; Scott Kuethen 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 Fooks-Rachal: Aye
 Cherilyn Greenlee: Aye
 Lowell King: Aye
 Scott Kuethen: Aye
 Yukiko Long: Absent
 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 September 23, 2020 Special Populations Committee Meeting (Roll Call Vote)

The Chair called for a motion to approve the minutes. Cinnamon Alvarez motioned; Anita Tuckerman 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: Abstain
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Aye
Yukiko Long: Absent
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.

PRESENTATION

7) Inland Empire Fair Chance Coalition

The Chair introduced Branden Butler, Assistant Deputy Director of Education and Outreach, from the California Department of Fair Employment and Housing (DFEH). Mr. Butler also introduced Jennifer Tilton. The presentation included the mission and responsibilities of DFEH; Employment and The Fair Chance Act. A discussion ensued about certain rules/legal background and how those rules are applied by employers under the Fair Chance Act.

WORKSHOP

8) Prison to Employment Updates

Mariann Johnson provide updates, including recent meetings and technical assistance that is being provided on a weekly basis. A discussion ensued regarding a "Barber" pilot program at Glen Helen that is currently being funded under P2E. The committee members are looking for success stories from individuals that are participating in the program, so their story can be communicated and raise awareness of this program.

Goodwill Industries shared a story of an individual that followed the Inland Empire Fair Chance protocols and received two job offers.

9) Asset Mapping Update

Marlena Sessions informed the committee members of an asset mapping workshop that had been conducted earlier in the day. She noted that training will be conducted to train internal staff within Workforce Development to utilize this technology. Jonathan Weldy noted that this project is now at a policy level and there is a path to start receiving information at the committee level in the near future.

10) AJCC Access Update

The Chair followed up on the efforts of Scott Kuethen, Chair of the AJCC Ad Hoc Committee, and his work with the AJCC offices, to increase access and services for individuals at our AJCC centers. Efforts will continue to determine next steps in the process to improve services for those individuals.

11) Autism Society Program

The Chair brought this topic to the committee to help connect the autism society with our AJCC offices and Workforce Development team. A discussion ensued about our MOU partners' engagement and having those partners come to future meetings and speak to the committee members about how they are supporting this effort.

12) Special Populations Committee – Member Goals

The Chair discussed the need to set goals for the committee, so there is a baseline in which to measure the success of the committees' efforts. Some of the topics discussed included training, such as "Disability Etiquette"; continuing with seminars & workshops and making those accessible on our website or You Tube channel; expediting the intake process for special populations individuals; and reviewing the various grants, for additional funding opportunities. Additional discussions surrounding these proposed goals will continue at a future meeting.

REPORTS AND INFORMATION

13) Special Populations Future Calendar Dates

The Chair noted that the next meeting of the Special Populations Committee has been scheduled for November 18 at 9:30 am.

ADJOURNMENT

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

Meeting ended at 10:56 AM

The next meeting of the Special Populations Committee is scheduled for Wednesday, November 18, 2020 at 9:30 AM and will be held via Zoom Conference.

Devra Bell, WDB Secretary