

WORKFORCE DEVELOPMENT BOARD SPECIAL POPULATIONS COMMITTEE MEETING

WEDNESDAY, JANUARY 13, 2021 AT 9:30 AM – 10:30 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.

You are invited to a Zoom webinar.

When: Jan 13, 2021 09:30 AM Pacific Time (US and Canada)

Topic: WDB Special Populations Committee

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82532628547?pwd=UTF1ZU9abEV4NDdQRzI2bEIFUE51Zz09>

Passcode: 930772

Or iPhone one-tap:

US: +16699009128,,82532628547#,,,,*930772#

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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, JANUARY 13, 2021 AT 9:30 AM – 10:30 AM

OPENING

- 1) Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Introductions (Roll Call Attendance)

CONSENT AGENDA (Roll Call Vote)

- 4) Approve Minutes from December 16, 2020 Special Populations Committee Meeting

PUBLIC COMMENT

- 5) Comments from the General Public in Attendance

DISCUSSION

- 6) Approve 2021 Goals for the Special Populations Committee

REPORTS AND INFORMATION

- 7) Services Dashboard
- 8) P2E Update/Budget
- 9) Update on Autism Society
- 10) Special Populations 2021 Meeting Dates
 - 3/10/21 – 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.

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

MEETING DATE: January 13, 2021

ITEM: (4)

SUBJECT: Approve Minutes from December 16, 2020 Special Populations Committee Meeting

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

CONSENT X **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from December 16, 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, DECEMBER 16, 2020 – 9:30 AM – 10:30 AM

MINUTES

Attendance:

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

Staff to WDB	Present
Devra Bell	X
Marlena Sessions	X

**Public Members*

OPENING

- 1) **Chair called meeting to order** at 9:35 AM
- 2) **Pledge of Allegiance** – Russell Degnan led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.

Marlena Sessions, Executive Director of the Workforce Development Board, introduced Diana Alexander, Assistant Executive Officer of San Bernardino County, to the Special Populations Committee members. Ms. Alexander provided her background prior to her new position and noted that she is happy to be working with the Workforce Development Board and Committees.

PUBLIC COMMENT

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

CONSENT AGENDA (Roll Call Vote)

5) Approve Minutes from November 18, 2020 Special Populations Committee Meeting

The Chair called for a motion to approve the consent 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: Aye
Cherilyn Greenlee: Aye
Lowell King: Aye
Scott Kuethen: Absent
Yukiko Long: Aye
Audrey Mathews: Absent
Pauline Pina: Absent
Jessica Rodriguez: Aye
Anita Tuckerman: Absent

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

WORKSHOP

6) Cooperative Economic Empowerment Movement (CEEM)

The Chair, Jonathan Weldy, introduced George Lamb, President/CEO of Faith Advisory Council for Community Transformation and Kyle Webb, Chief Financial Officer of Webb Family Enterprises. Topics discussed included issues with workforce outcomes in the lower socioeconomic areas and how that leads to instability for employees, and higher sustained turnover for employers; CEEM's program offerings and how to measure their successes and success stories of some of their participants. A discussion ensued about connecting CEEM with Business Services to work with employers to train for cultural competencies.

7) Special Populations Committee Goals

Mr. Weldy led the workshop and reviewed the goals discussed at the prior meeting. He provided an update on the asset mapping, which was discussed at the previous Executive Board meeting and would like to get volunteers from the committee to define asset mapping criteria. Additional goals discussed included: Windmill training and whether to have additional sessions; storytelling and who was interested in working with the communications team; participation in the grant writing process and legislative priorities.

REPORTS AND INFORMATION

8) Special Populations 2021 Meeting Dates

The Chair noted the next meeting of the Special Populations Committee will be held on January 13, 2021 at 9:30 am and will now be one hour in length.

ADJOURNMENT

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

Meeting ended at 10:31 AM

The next meeting of the Special Populations Committee is scheduled for Wednesday, January 13, 2021 at 9:30 AM and will be held via Zoom Conference.

Devra Bell, WDB Secretary

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

MEETING DATE: January 13, 2021

ITEM: (6)

SUBJECT: APPROVAL OF 2021 GOALS

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

CONSENT _____ **DISCUSSION_X** _____ **INFORMATION** _____

RECOMMENDATION: Approve the 2021 goals for the Special Populations Committee.

BACKGROUND: In the fall of 2020, each of the Workforce Development Board (WDB) committees had discussions around goals for 2021. The Special Populations Committee reviewed draft goals at the November and December meetings.

As a result of these conversations, three goals were developed:

- Identify collaborative funding opportunities. Determine what grants could be possible and what infrastructure needs to be put in place to be successful in the pursuit of funding.
- Develop a strategy for business engagement beyond the Disability Etiquette training.
- Identify any legislative priorities that impact special populations and employment. Develop strategy for pursuing legislative change as needed.

With Special Populations committee approval of the recommendation, agendas for future 2021 meetings will be developed to support the completion of the goals.