

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

WEDNESDAY, JULY 12, 2017 at 12:00 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

12:00 PM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT SPECIAL POPULATIONS COMMITTEE

OPENING

- 1) Chair Call Meeting to Order and Pledge of Allegiance
- 2) Adoption of Agenda
- 3) Member Introductions

CONSENT

- 4) Approve Minutes from June 14, 2017 Special Populations Committee Meeting

PRESENTATION

- 5) Uniquely Aabled Project by Goodwill

DISCUSSION

- 6) Next Steps on Special Populations Committee Strategic Action Goals

INFORMATION

- 7) Assistive Technology Equipment
- 8) County Report

PUBLIC COMMENT

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) 387-9886 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: July 12, 2017

ITEM: (4)

SUBJECT: Approve Minutes from June 14, 2017 Special Populations Committee Meeting

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from June 14, 2017 Special Populations Committee Meeting

BACKGROUND: See attached Minutes

WDB Action:

Motion:

Second:

Affirmative:

Negative:

Abstention:

DATE:

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 JUNE 14, 2017 12:00 p.m.

MINUTES

Attendees:

| Members | Present |
|----------------------|----------------|
| Robert Louen (Chair) | X |
| *Beth Burt | X |
| *Stephanie Congdon | X |
| Phil Cothran | X |
| *Douglas Fazekas | X |
| *Tamica Fouts-Rachal | X |
| Cherilyn Greenlee | |
| *Yukiko Long | X |
| *Enrique Martinez | |
| *Audrey Mathews | X |
| Tony Myrell | |
| *Pauline Pina | X |
| *Jessica Rodriguez | X |
| Laurie Stalnaker | |
| William Sterling | X |

**Public members*

| Members | Present |
|---------------------|----------------|
| Vince Toms | X |
| Jonathan Weldy | |
| Joseph Williams | |
| Staff to WDB | Present |
| Gina Beltran | X |
| Sandy Harmsen | X |
| Reg Javier | X |
| WDD Staff | Present |
| Fred Burks | X |
| Clarissa Jimenez | X |
| James Johnson | X |
| Stephanie Murillo | |
| Mariann Ruffolo | X |
| Miguel McQueen | X |

OPENING

Chair called the meeting to order at 12:08 p.m.

Pledge of Allegiance was led by Pauline Pina.

Chair called for a motion to adopt the agenda. Will Sterling motioned and Beth Burt seconded. None opposed; motion carried.

Member introductions were made.

CONSENT

ITEM 4- Motion to approve Minutes of April 12, 2017 Meeting

Chair called for a motion to approve the minutes. Will Sterling motioned and Douglas Fazekas seconded. None opposed; motion carried.

PRESENTATION

ITEM 5 – Inland Empire Fatherhood Involvement Coalition

C.J. Cook from Inland Regional Center (IRC) presented on the scope of fatherlessness in our County and had a short powerpoint presentation. Children and Family Services will be hosting breakfasts for fathers on Saturday, June 17, 2017 at the West Side Kinship Center in San Bernardino and Saturday, June 24, 2017 in Victorville. If anyone has questions, they can contact C.J. Cook. C.J. left business cards and flyers with his contact information on the sign in table.

DISCUSSION

ITEM 6- Next Steps on Special Populations Committee Strategic Action Items

Miguel McQueen presented this item and reported on the outcome of the Board retreat. The Board had lengthy discussions about what one big project to work on this year and the Board identified three initiatives. They created the following sub committees who will meet and report out their progress on their particular project:

1. Career Pathway - to provide a work based learning which can help kids to better understand what it takes to get into the workforce.
2. Business Field Team – with the help from the WDD Business Services Team, identify businesses where they can go out and get a deeper understanding of their needs
3. High Desert Training Center – work on creating a model from the In Tech center in Fontana.

Miguel mentioned that since this is a newer committee, this group may need to figure out what they want to move forward to the full board. Staff will continue to update the committee on what they are working on but the committee is encouraged to think about the key gaps and what they may want the full board to take action on.

INFORMATION

ITEM 7 – Inland Empire Disabilities Collaboration (IEDC)

Chair reported on an upcoming event put on by the Inland Empire Disabilities Collaborative taking place on June 20, 2017 at San Bernardino Valley College. Flyers are available at the sign in table if anyone wants more information.

ITEM 8 – Attendance Policy – WDB By Laws

Gina Beltran presented this item and referred to a handout from the WDB By Laws, section 5.06 Meeting Attendance. The attendance policy states that if a committee member misses more than half of the scheduled meetings within a 12 month period or 3 consecutive meetings he/she can be subject to recommendation for dismissal by the Committee Chair to the WDB Chair. The Board Secretary maintains the attendance records and updates the Chairs periodically.

ITEM 9 – County Report

Miguel McQueen presented this item and reported Business Services will be hosting a job fair at the National Orange Show in San Bernardino on June 22, 2017 from 9:00 a.m. to 1:00 p.m. They are expecting around 60 employers who are all hiring and offering close to 700 jobs. The event is free to attend for anyone 18 years and older.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

The Chair asked for a motion to adjourn. Will Sterling motioned and Phil Cothran seconded. None opposed; motion carried.

Meeting adjourned at 1:00 p.m.

The next WDB Special Populations Committee meeting is scheduled for Wednesday, July 12, 2017 at 12:00 p.m. to be held at WDD Admin, 290 North D Street, 6th Floor, San Bernardino, Ca 92401.

Gina Beltran, Executive Secretary II

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

MEETING DATE: July 12, 2017

ITEM: (6)

SUBJECT: Discuss Next Steps on Special Populations Committee Strategic Action Goals

PRESENTED BY: Mariann Ruffolo, Deputy Director
Workforce Development Department (WDD)

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

RECOMMENDATION: Discuss Next Steps on Special Populations Committee Strategic Action Goals

BACKGROUND:

Discuss and review the 2016-17 strategic action goals for the Special Populations Committee.

WDB Action:

Motion:

Second:

Affirmative:

Negative:

Abstention:

DATE: