

**WORKFORCE DEVELOPMENT BOARD COMMITTEE MEETINGS
WEDNESDAY, SEPTEMBER 23, 2020**

SPECIAL POPULATIONS COMMITTEE:	9:30 AM – 11:00 AM
YOUTH COMMITTEE MEETING:	11:00 AM – 12:30 PM
EDBR COMMITTEE MEETING:	1:00 PM – 2:30 PM
FINANCE COMMITTEE MEETING:	2:30 PM – 3:00 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:

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

Topic: WDB Committee Meetings
Time: Sep 23, 2020 09:30 AM Pacific Time (US and Canada)

Join Zoom Meeting
<https://us02web.zoom.us/j/89158727628?pwd=Uk5KRzNNdjh2NFdyOTBWNWw1THRnUT09>

Meeting ID: 891 5872 7628
Passcode: 742034
One tap mobile
+16699006833,,89158727628#,,,,,0#,,742034# US (San Jose)
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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, SEPTEMBER 23, 2020 AT 9:30 AM – 11:00 AM

OPENING

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

REVIEW AND APPROVAL OF MEETING MINUTES

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

PUBLIC COMMENT

- 6) Comments from the General Public in Attendance

WORKSHOP

- 7) Windmill Training Update
- 8) Veterans Services & Suicide Awareness
- 9) Prison to Employment Updates
 - a) Staff
 - b) Partners
- 10) Asset Mapping Update
- 11) AJCC Access Update
- 12) Autism Society program
- 13) Special Populations Committee – Member Goals

REPORTS AND INFORMATION

- 14) 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: September 23, 2020

ITEM: (5)

SUBJECT: Approve Minutes from August 19, 2020 Special Populations
Committee Meeting

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

CONSENT **DISCUSSION** **INFORMATION**

RECOMMENDATION: Approve Minutes from August 19, 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, AUGUST 19, 2020 – 9:30 AM – 11:00 AM

MINUTES

Attendance:

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

**Public Members*

Staff to WDB	Present
Devra Bell	X
Sandy Harmsen	X
Marlena Sessions	X

OPENING

- 1) **Chair called meeting to order** at 9:33 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; Stephani Congdon 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: Absent
 Cherilyn Greenlee: Aye
 Scott Kuethen: Aye
 Lowell King: Aye
 Yukiko Long: Aye
 Audrey Mathews: Absent
 B.J. Patterson: Aye
 Pauline Pina: Aye
 Jessica Rodriguez: Aye
 William Sterling: Aye
 Anita Tuckerman: Absent

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

REVIEW AND APPROVAL OF MEETING MINUTES

5) Approval of Minutes from July 15, 2020 Special Populations Committee Meeting (Roll Call Vote)

The Chair called for a motion to approve the minutes. Stephani Congdon 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
Stephani Congdon: Aye
Phil Cothran: Aye
Tamica Fouts-Rachal: Absent
Cherilyn Greenlee: Aye
Scott Kuethen: Aye
Lowell King: Aye
Yukiko Long: Aye
Audrey Mathews: Absent
B.J. Patterson: Aye
Pauline Pina: Aye
Jessica Rodriguez: Aye
William Sterling: Aye
Anita Tuckerman: Absent

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) Prison to Employment (P2E)

Mariann Johnson led the discussion and noted the P2E planning grant was extended until December 31, 2020. Referrals have started from the Department of Parole and services began on June 1, 2020 with three providers: Operation New Hope, Goodwill and San Bernardino Community College District. Also discussed was the challenges of obtaining social security cards, which is currently taking 6-8 months, as this is one of the documentation requirements to obtain employment. WDD staff is looking at funding and reports are being developed to track spending, as the first batch of invoices from the three providers have now been received.

Jessica Rodriguez from Goodwill provided an update on their experience with this program. They are receiving referrals from the Parole department for resume assistance and employment. She shared a success story for one of their program participants. Russell Degnan from Operation New Hope also reported on the success they have encountered with this program. A discussed ensued about the need to increase collaboration so we can all move the needle.

8) Department of Rehabilitation

Yuki Long and T. Wade led the discussion regarding the Windmills Training, which provides individuals with introspective training on how they interact with individuals within the special populations. Training has been provided to some staff at the AJCC offices and the current training is moving to a virtual setting. A discussed ensued about providing this training to the Workforce Board members and business partners. Efforts will be made to bring this training into a webinar format that can offered to employers.

9) Asset Mapping Update

Mariann Johnson noted that we win the process of transitioning the maintenance of the asset map from ICF to the Workforce Development Department (WDD) and some training was conducted on the Tableau system. Henry Nickel then provided background to the members regarding the asset mapping project and how it started and what data can be obtained from the system. A discussion occurred about who will have access to this system. This system will be utilized internally during the roll out and further discussions will occur to determine if it can be shared with external departments in the future to help recoup our costs.

10) Social Enterprise Business & Employment

This topic was postponed due to time constraints.

11) Hope Through Housing (HTH) Update

Jonathan Weldy provided updates including efforts to get HTH connected to our AJCC offices. Introductions will be made, so we can partner in our efforts.

12) Special Populations Committee – Member Goals

This item was postponed due to time constraints.

REPORTS AND INFORMATION

13) County Report

This item was postponed due to time constraints.

14) Special Populations Future Calendar Dates

The Chair noted that the next meeting of the Special Populations Committee has been scheduled for September 23rd at 9:30 am.

ADJOURNMENT

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

Meeting ended at 10:57 AM

The next meeting of the Special Populations Committee is scheduled for Wednesday, September 23, 2020 at 9:30 AM and will be held via Zoom Conference.

Devra Bell, WDB Secretary