

# WORKFORCE DEVELOPMENT BOARD SPECIAL POPULATIONS COMMITTEE MEETING

WEDNESDAY, OCTOBER 13, 2021 AT 9:30 AM – 10:30 AM

At this time, the Workforce Development Board (Board) is continuing to hold Board and Committee meetings to conduct essential business pursuant to California Government Code section 54953(e). Members of the public are encouraged to watch and participate electronically.

Topic: WDB Special Populations Committee Meeting  
Time: Oct 13, 2021 09:30 AM Pacific Time (US and Canada)

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The agendas and their supporting documents can be viewed online at [www.sbcounty.gov/workforce](http://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 Committee 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 Committee on any item on the agenda and on any matter that is within the Committee's jurisdiction.

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- **To raise your hand in Zoom's desktop app, click the "Reactions" button and then select "Raise Hand" button.**
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**After raising your hand, the Executive Secretary to the Committee will unmute your account and you will have up to three minutes to address the Committee.**

#### **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."*

**WORKFORCE DEVELOPMENT BOARD  
SPECIAL POPULATIONS COMMITTEE MEETING**

**AGENDA**

WEDNESDAY, OCTOBER 13, 2021 AT 9:30 AM – 10:30 AM

**OPENING**

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

**PUBLIC COMMENT (9:35am- 9:40am)**

- 4) Comments from the General Public in Attendance

**CONSENT AGENDA (Roll Call Vote)**

- 5) Approve Minutes from August 11, 2021 Special Populations Committee Meeting

**PRESENTATION**

- 6) Year in Review

**ADJOURNMENT**

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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 Committee 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, 6<sup>th</sup> 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 Committee meeting. The Board Secretary's telephone number is (909) 387-9862 and the office is located at 290 North D Street, 6<sup>th</sup> 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 13, 2021

**ITEM:** (5)

**SUBJECT:** Approve Minutes from August 11, 2021 Special Populations Committee Meeting

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

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

**RECOMMENDATION:** Approve Minutes from August 11, 2021 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 11, 2021 – 9:30 AM – 10:30 AM**

**MINUTES**

**Attendance:**

<b>Members</b>	<b>Present</b>
Jonathan Weldy (Chair)	X
Cinnamon Alvarez	
*Stephani Congdon	X
*Russell Degnan	X
*Dan Flores	X
Lowell King	X
Scott Kuethen	X
*Yukiko Long	
Louie Lopez	
*Clint Miller	X
*Deborah Napier	X
*Pauline Pina	X
*Jessica Rodriguez	X
*Terrance Stone	X
*Linda Titus	X

<b>Staff to WDB</b>	<b>Present</b>
Devra Bell	X
Marlena Sessions	X
Brad Gates	X

*\*Public Members*

**OPENING**

- 1) **Chair called meeting to order** at 9:34 AM
- 2) **Pledge of Allegiance** – Scott Kuethen led the Pledge of Allegiance
- 3) **Introductions** – The Board Secretary took roll call attendance.

The Chair introduced new members of the Special Populations Committee: Terrance Stone, CEO/Founder of Youth Visionaries Youth Leadership Academy and Linda Titus, Senior Affairs Commission.

**CONSENT AGENDA (Roll Call Vote)**

**4) Approve Minutes from May 12, 2021 Special Populations Committee Meeting**

The Chair called for a motion to approve the consent 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: Absent
- Stephani Congdon: Aye
- Russell Degnan: Aye
- Dan Flores: Aye
- Lowell King: Aye
- Scott Kuethen: Aye
- Yukiko Long: Absent

Louie Lopez: Absent  
Clint Miller: Aye  
Deborah Napier: Aye  
Pauline Pina: Aye  
Jessica Rodriguez: Aye  
Terrance Stone: Aye  
Linda Titus: Aye

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

## **PUBLIC COMMENT**

### **5) Comments from the General Public in Attendance – No Public Comments**

## **REPORTS AND INFORMATION**

### **6) Services Directory**

Brad Gates provided an update of our services directory and showed the committee members how to sort and filter the information. A discussion ensued regarding the AJCC offices being the primary users of the information and secondary users would be the community based organizations. Workforce Development staff will provide the initial training and we will obtain refresh data from United Way (211) on an annual basis.

### **7) Prison to Employment (P2E)**

Mariann Johnson reviewed the P2E program Enrollment and Expenditure Updates for the period June 2020 through June 2021, which included the program summary information for the AJCC offices and each of the providers: Operation New Hope, Goodwill of Southern California and San Bernardino Community College. Ms. Johnson also discussed the P2E challenges and P2E initiative highlights. Lastly, she discussed the barbering program at Glen Helen, but due to COVID restrictions, the program had to be postponed.

### **8) Special Populations Goals Work Plan Review**

Mariann Johnson provided an update regarding the status of each goal in the work plan, which included the addition of new members that round out the special populations; letters of support; employer toolkit; Business Services convening; transportation convening; YouScience pilot and the Uniquely Abled project. Scott Kuethen provided an update on the committee's work with the AJCC offices. Current efforts are being made to learn more about the partners and how they deliver services.

## **WORKSHOP**

### **9) How to Build Community with our Committee Members**

Jonathan Weldy led the workshop and noted that much of the work may need to be done in sub-committee meetings. He asked for suggestions about what groups members would like to see created and requested that anyone interested in participating to contact him.

## **ADJOURNMENT**

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

Meeting adjourned at 10:27 AM

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

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Devra Bell, WDB Secretary