

WORKFORCE DEVELOPMENT BOARD
SPECIAL POPULATIONS COMMITTEE MEETING
Workforce Development Department Administration Office
290 North D Street, 6th Floor, San Bernardino, California

WEDNESDAY, JANUARY 24, 2024 AT 11:30 AM – 12:30 PM

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 are 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 Committee 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 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 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.

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 Committee's consideration of the Agenda item."

AGENDA

OPENING

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

PUBLIC COMMENT

- 4) Comments from the General Public in Attendance

CONSENT AGENDA

- 5) Approval of Minutes from July 12, 2023 Special Populations Committee Meeting
- 6) Approval of Minutes from October 11, 2023 Special Populations Committee Meeting

PRESENTATIONS

- 7) Disability Navigator – *Presented by: Vanessa Suberville, Business Services Representative*

DISCUSSION

- 8) Special Populations Dashboard
- 9) Goals/Work Plan for Special Populations Committee

REPORTS AND INFORMATION

- 10) Prison to Employment Update
- 11) Directors Report
- 12) Chair Report

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 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, 6th Floor, San Bernardino, California 92415, or during this meeting.

The Committee meeting 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. 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 24, 2024

ITEM: (5)

SUBJECT: Approve Minutes from July 12, 2023 Special Populations Committee Meeting

PRESENTED BY: Bradley Gates, Director
Workforce Development Department (WDD)

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

RECOMMENDATION: Approve Minutes from July 12, 2023 Special Populations Committee Meeting

BACKGROUND: See attached minutes

**WORKFORCE DEVELOPMENT BOARD
SPECIAL POPULATIONS COMMITTEE MEETING**

WEDNESDAY, July 12, 2023 – 11:30 AM – 12:30 PM

MINUTES

Attendance:

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

**Public Members*

Staff to WDB	Present
Devra Bell	X
Brad Gates	X
Mariann Johnson	X

OPENING

- 1) **Chair called meeting to order** at 11:32 AM
- 2) **Pledge of Allegiance** – Lowell King led the Pledge of Allegiance
- 3) **Introductions** – The Chair led the introductions.

PUBLIC COMMENT

- 4) **Comments from the General Public in Attendance** – No Public Comments

CONSENT AGENDA

5) Approve Minutes from April 12, 2023, Special Populations Committee Meeting

The Chair called for a motion to approve the consent agenda. Louie Lopez motioned; Cinnamon Alvarez seconded the motion. All in favor. Motion passed.

PRESENTATION

6) Disability Navigator Grant

Mariann Johnson provided an overview of the grant. She introduced Michi Story, who now serves as the new Disability Navigator Workforce Development Specialist. Michi provided her background and education and shared her story of changing careers to give back to the community to help those with challenges and disabilities. She will work on a referral process with other departments. Members of the committee offered to connect Michi with other organizations in the county.

PRESENTATION

7) Approve Goals for the Special Populations Committee for the Period July 1, 2023 through June 30, 2024

The Chair, Jonathan Weldy, requested each member provide input from their own perspective to help develop the goals for this committee. Mariann Johnson discussed the proposed goals, which included: 1) Increasing the number of customers in the Uniquely Abled Program; 2) Engage in the Prison to Employment (P2E) program to help justice involved individuals; 3) Provide employer education about benefits to hiring individuals with disabilities; and 4) Increasing the number of disabled customers served.

During the discussion, the following changes were requested to the wording of the goals:

- Goal #3: include all populations, not just disabilities
- Goal #4: replace “disabled customers served” with “Customers with disabilities:
- Goal #4: include all populations, not just disabilities
- Goal #4: ... served, add “and employed”

The Chair requested a motion to approve, with the above amendments. Cinnamon Alvarez motioned; Russell Degnan seconded the motion. All in favor, none opposed. Motion carried.

REPORTS AND INFORMATION

7) Director Report

Bradley Gates reported on the County receiving 160 NACo Awards, 8 of which were from Workforce Development.

ADJOURNMENT

Chair called for a motion to adjourn. Cinnamon Alvarez motioned; Russell seconded the motion. None opposed; Motion carried.

Meeting adjourned at 12:38 PM

The next WDB Special Populations meeting is scheduled for Wednesday, October 11, 2023 at 11:30 AM and will be held at the WDD Administration Office, 290 North D Street, 6th Floor, San Bernardino, CA 92415.

Devra Bell, WDB Secretary

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

MEETING DATE: January 24, 2024

ITEM: (6)

SUBJECT: Approve Minutes from October 11, 2023 Special Populations Committee Meeting

PRESENTED BY: Bradley Gates, Director
Workforce Development Department (WDD)

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

RECOMMENDATION: Approve Minutes from October 11, 2023 Special Populations Committee Meeting

BACKGROUND: See attached minutes

**WORKFORCE DEVELOPMENT BOARD
SPECIAL POPULATIONS COMMITTEE MEETING**

WEDNESDAY, October 11, 2023 – 11:30 AM – 12:30 PM

MINUTES

Attendance:

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

**Public Members*

Staff to WDB	Present
Devra Bell	X
Brad Gates	X
Mariann Johnson	X

OPENING

- 1) **Chair called meeting to order** at 11:33 AM
- 2) **Pledge of Allegiance** – Lowell King led the Pledge of Allegiance
- 3) **Introductions** – The Chair led the introductions.

PUBLIC COMMENT

- 4) **Comments from the General Public in Attendance** – No Public Comments

CONSENT AGENDA

- 5) **Approve Minutes from July 12, 2023, Special Populations Committee Meeting**

This item was postponed to the next meeting due to a lack of quorum.

PRESENTATION

6) Veterans' Services – Presented by Clint Miller

Mariann Johnson introduced Clint Miller, who provided an overview of Veteran's Services' San Bernardino County locations; staff that services the Veterans; services provided; their partnership with Workforce Development; and he shared some of their recent success stories. Mr. Miller reiterated the importance of referring any Veteran to his department to obtain services needed. A discussion ensued about how a Veteran is qualified for services, particularly if they are homeless. Mr. Miller noted they are qualified based on self attestation.

DISCUSSION

7) Workplan for the Special Populations Committee for the Period July 1, 2023 through June 30, 2024

Mariann Johnson provided an overview of the workplan to support the goals. These goals included: Increase number of customers in the Uniquely Abled Program; engage partners with Justice involved; provide employer education about benefits to hiring individuals from special populations; and increase the number of customers served from special populations.

REPORTS AND INFORMATION

8) Director Report

Bradley Gates reported on the NACo Award ceremony. He thanked the members for their hard work and dedication to get work done at the committee level.

ADJOURNMENT

Chair called for a motion to adjourn. Cinnamon Alvarez motioned; Jessica Rodriguez seconded the motion. None opposed; Motion carried.

Meeting adjourned at 12:28 PM

The next WDB Special Populations meeting is scheduled for Wednesday, January 24, 2024 at 11:30 AM and will be held at the WDD Administration Office, 290 North D Street, 6th Floor, San Bernardino, CA 92415.

Devra Bell, WDB Secretary