

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

WEDNESDAY, APRIL 10, 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, 6<sup>th</sup> 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](mailto: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](http://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 January 24, 2024 Special Populations Committee Meeting

**PRESENTATIONS**

- 6) Justice Involved Services – *Presented by: Russell Degnan*

**DISCUSSION**

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

**REPORTS AND INFORMATION**

- 9) Directors Report
- 10) 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, 6<sup>th</sup> 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:** April 10, 2024

**ITEM:** (5)

**SUBJECT:** Approve Minutes from January 24, 2024 Special Populations Committee Meeting

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

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

**RECOMMENDATION:** Approve Minutes from January 24, 2024 Special Populations Committee Meeting

**BACKGROUND:** See attached minutes

**WORKFORCE DEVELOPMENT BOARD  
SPECIAL POPULATIONS COMMITTEE MEETING**

**WEDNESDAY, January 24, 2024 – 11:30 AM – 12:30 PM**

**MINUTES**

**Attendance:**

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

*\*Public Members*

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

**OPENING**

- 1) **Chair called meeting to order** at 11:33 AM
- 2) **Pledge of Allegiance** – Lowell King led the Invocation and Clint Miller 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 the July 12, 2023 Special Populations Committee Meeting**
- 6) **Approve Minutes from the October 11, 2023 Special Populations Committee Meeting**

The Chair requested a motion to approve the consent agenda. Louie Lopez made a motion to approve; Russell Degnan seconded the motion. All approved. None opposed. Motion carried.

## **PRESENTATION**

### **7) Disability Navigator**

Curtis Compton introduced Vanessa Suberville, who speaks with employers in San Bernardino County about the benefits of hiring people with disabilities. A discussion ensued regarding challenges she encounters when working with the businesses. Ms. Suberville stated employers can be hesitant to hire people with disabilities, as they don't think they can do the job. She educates those businesses about individuals with disabilities and asks them to identify the barrier the business is seeing, so she can look at ways to overcome those barriers. She also lets the employer know that we can provide supportive services to help those individuals. Lastly, the committee members discussed status updates at a future meeting to see if we are making an impact getting businesses to hire individuals with disabilities.

## **DISCUSSION**

### **8) Special Populations Dashboard**

Fred Burks provided an update regarding the development of a dashboard for the Special Populations Committee to review. Much of the information can be collected from CalJOBS but it also requires individuals to self-report their disabilities or we would not have a complete picture with accurate data. Some of the challenges in getting these individuals to self-report is their misunderstanding that they might not get services if they disclose that information.

### **9) Goals/Work Plan for Special Populations Committee**

This item was suspended until the next meeting of the Special Populations Committee.

## **REPORTS AND INFORMATION**

### **10) Prison to Employment Update**

Funding was received and the Prison to Employment program started up again to help justice involved individuals get training and jobs.

### **11) Directors Report**

Bradley Gates notified the members that the 20/20 Network is currently working on the annual report. He also provided an update on the WIOA Reauthorization, which has received bipartisan support in the House of Representatives. It will be heading to the Senate next. Updates will be provided at the next meeting.

### **12) Chair Report**

Jonathan Weldy challenged the committee members to come up with ideas that would help move the needle. He would like to help these individuals before, during and after they are hired. Lastly, he reported on future field trips to other locations, including the AJCC offices and partners.

## **ADJOURNMENT**

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

Meeting adjourned at 12:43 PM

The next WDB Special Populations meeting is scheduled for Wednesday, April 10, 2024 at 11:30 AM and will be held at the WDD Administration Office, 290 North D Street, 6<sup>th</sup> Floor, San Bernardino, CA 92415.

---

Devra Bell, WDB Secretary