

FOOTHILL WORKFORCE DEVELOPMENT BOARD MEETING

Altadena Town & Country Club
2290 Country Club Drive, Altadena, CA 91001

MINUTES OF APRIL 7, 2016 WDB MEETING

Present - FWDB

Tony Tartaglia, Chair, The Gas Company
Alma Apodaca, City of Hope
Tina Carey, Amada Miyachi America Inc.
Ron Carter, The Carter Agency
Carolyn Dallas, Kaiser Permanente
Hector Delgado, Teamsters Local Union No.396
Steven Gutierrez, Rager's Abbey Flooring & Window Covering
Robert Helbing, Air Tro, Inc.
Gene Hurd, UAW Local 509
Olin King, Employment Development Department
Daniel Lien, Plaza Bank
Denise McKnight, Department of Rehabilitation
Jennifer McLain, City of Glendale, Community Development Dept
Betty McWilliams, Foothill Unity Center, Inc.
Sandra Mejia, M & R Professional Services
Laura Pancake, Pacific Clinics
Tom Selinske, FocusOut LLC
Jane Templin, NECA/IBEW Electrical Training Trust
Brenda Trainor, Vice-Chair, Frontier Trail, Inc.
Laurie Wheeler, South Pasadena Chamber of Commerce

Absent - FWDB

Salomon Davila, Pasadena City College
Matt Dunphy, Southwest Carpenters Training Fund (Excused)
Flint Fertig, Monrovia Unified School District
Alfredo Mejia, CIBA Real Estate

Staff Present

Steve Chase, Rita Magno, Julie McElrath, Sarah Mendoza-Jaime, Dianne Russell-Carter and Phil Dunn, FWDB Executive Director

Guests Present

Stephen Amezcua, Employment Development Department
America Solis-Bowman, Employment Development Department
Rochelle Howard, Pasadena City College
Olabisi Oyewo, Employment Development Department

CHAIRMAN'S REPORT

Chair Tartaglia welcomed the FWDB members and called the meeting to order at 8:53 a.m. He announced that there was no guest speaker for this meeting and that FWDB has new incoming FWDB members. He then held a roundtable of introductions.

He reported that the current FWDB board membership was reduced to 25 members from the previous 32 members. Chair Tartaglia emphasized that the new Board, though smaller in number, will be powerful, impactful, re-energized and revitalized. He announced that the new FWDB under the Workforce Innovation & Opportunity Act (WIOA) is on both the strategic and tactical path and reported that the Department of Labor has not yet released the federal regulations and guidelines for WDB's under the new WIOA law. Chair Tartaglia mentioned that the FWDB has been working with Rochelle Daniels, a consultant, with regards to the WIOA implementation. He also announced that the FWDB has complied with and submitted the Local Workforce Development Board Re-certification Request packet for the Program Years 2016-2018.

Chair Tartaglia announced that the Executive Committee served as an Ad-Hoc Nominating Committee in the membership re-organization of the FWDB. He stated that the roles of each of the FWDB standing committees will be discussed later in the meeting. He emphasized the importance of the FWDB standing committees/workgroups and encouraged the members to sign up for these committees.

Chairman Tartaglia reported that he, Phil Dunn, Vice-Chair Brenda Trainor and FETC Policy Board Chair Bob Joe recently attended the National Association of Workforce Boards (NAWB) conference in Washington, D.C. He noted that over 1800 NAWB members attended the conference and one of the keynote speakers was Christopher Lu, U.S. Deputy Secretary of Labor. Chair Tartaglia noted some highlights of the conference was the discussion about youth and the emphasis on bringing back apprenticeship.

Then, Vice-Chair Brenda Trainor reported about the congressional meetings she attended at Capitol Hill. Vice-Chair Brenda Trainor stated that she met with Congresswoman Judy Chu, Congressman Adam Schiff and the staff of Congresswoman Grace Napolitano. She mentioned that they are all very supportive of the FWDB with emphasis on the Veteran's program.

Lastly, Chair Tartaglia recognized and gave an award to FWDB Board member Jane Templin in recognition for her valued service and continued dedication to the FWDB.

DIRECTOR'S REPORT

Phil Dunn gave a comprehensive PowerPoint presentation on the local implementation of the Workforce Innovation and Opportunity Act (WIOA). He noted that the Local Workforce Development Board Re-certification Request Packet was submitted to the CA Workforce Development Board on 3/24/16. Also, he noted that staff is in the process of working on the Memorandums of Understanding (MOUs) with mandatory partners and updating several

compliance documents (i.e., Joint Powers Agreement, FWDB-Policy Board Agreement, By-laws, and Policy and Procedures Guidelines).

Phil also updated the Board on the timeframes for the development of the regional and local 5-Year Strategic Plans. He mentioned that the seven workforce boards in Los Angeles County have initiated a regional planning process and the regional and local plans are expected to be completed by April 2017.

In addition, Phil stated that the WIOA requires that 75% of the youth funds must be spent on out-of-school youth as opposed to 30% expenditure requirement under the Workforce Investment Act (WIA). Also, out-of-school youth can be up to 24 years old as opposed to age 21 years old under WIA and a minimum of 20% of the youth allocation must be spent on work experience activities.

Finally, Dunn discussed a provision in the WIOA draft regulation that requires local boards to conduct a competitive procurement process for the operation of the One Stop Career Center (i.e. also known as America's Job Center of CA). He presented a thorough review of the One Stop Operator procurement issues and models and he indicated that staff is reviewing all options. Staff is awaiting the final regulations from the U.S. Department of Labor before taking action to issue a Request for Proposal (RFP) for a One Stop Operator.

ACTION ITEMS

On behalf of the Executive Committee, Steve Chase recommended that the Foothill Workforce Development Board approve two (2) Action Items :

A. ACCEPTANCE OF 2016-17 LOS ANGELES COUNTY YOUTH JOBS PROGRAM FUNDS

It is recommended that the Foothill Workforce Development Board accept \$174,000 in Los Angeles County Youth Jobs Program funds and authorize the City of Pasadena to enter into a contract with Los Angeles County on behalf of the FWDB.

M/S King/Templin Approved unanimously

B. ACCEPTANCE OF TRANSITIONAL SUBSIDIZED EMPLOYMENT FUNDS

It is recommended that the Foothill Workforce Development Board accept Transitional Subsidized Employment (TSE) funds from the South Bay Workforce Investment Board, Inc. and authorize the City of Pasadena to enter a contract with the South Bay WIB, Inc. on behalf the FWDB

M/S Helbing/Lien Approved
 Templin Abstain

INFORMATION ITEMS

A. Overview of Committees/Workgroups

Phil Dunn facilitated the overview of the FWDB standing committees and encouraged the members to sign up and join the committees. The different committee chairs, Dan Lien (Operations Committee), Carolyn Dallas (Youth Committee), Steve Gutierrez (Employer Services) with the help of FWDB staff, Dianne Russell-Carter and Sarah Mendoza talked about the functions of each committee. Steve Chase also talked about the functions of the Planning Committee while Vice-Chair Brenda Trainor, who heads the Ad Hoc Marketing Committee, outlined the various FWDB marketing items and tools given to the members.

After a roundtable of announcements, Chair Tartaglia adjourned the meeting at 10:15 a.m.