



FOOTHILL EMPLOYMENT AND TRAINING CONSORTIUM

FETC POLICY BOARD MEETING

Thursday, October 21, 2021

9:00 am – 10:00 am.

AGENDA

- I. CALL TO ORDER
- II. OFFICIAL ROLL CALL AND VISITOR INTRODUCTIONS
- III. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA
- IV. APPROVAL OF MINUTES OF JUNE 24, 2021 MEETING
- V. PRESENTATION OF FETC CHAIR'S REPORT – Rachele Arizmendi, – FETC Chair
- VI. PRESENTATION OF FWDB DIRECTOR'S REPORT – Dianne Russell-Carter, FWDB Executive Director
- VII. UPDATE ON LOCAL AREA MODIFICATION FOR CITY OF MONROVIA
- VIII. VOTING ITEMS
 - A. Confirmation of New FWDB Membership Applications
 - Denise Allevato, CA EDD Deputy Division Chief
 - Tashera Taylor, Foothill Unity Center Chief Executive Director
 - B. Option to conduct meetings virtually
- IX. ROUNDTABLE – OPEN DISCUSSION
- X. ADDITIONAL ITEMS CONTAINED IN PACKET – FWDB Operations and Business Services Report, FWDB Budget Status, AJCC DATA Report, FETC Policy Roster
- XI. ADJOURNMENT

THE FETC POLICY BOARD MEETING FOR OCTOBER 21, 2021 AT 9:00 A.M. WILL TAKE PLACE SOLELY BY VIDEOCONFERENCE/TELECONFERENCE.

IN ORDER TO FACILITATE PUBLIC PARTICIPATION AT THIS MEETING HELD SOLELY BY ELECTRONIC MEANS, THE FETC POLICY BOARD WILL ACCEPT PUBLIC COMMENT IN THE FOLLOWING MANNER: **BY EMAIL:** PUBLIC COMMENT WILL BE ACCEPTED BY EMAIL TO RMAGNO@FOOTHILLETC.ORG BEFORE 5:00 PM ON OCTOBER 20, 2021.

IN ORDER TO FACILITATE PUBLIC PARTICIPATION ON ZOOM, COPY AND PASTE THE FOLLOWING LINK:

Join Zoom Meeting

<https://us02web.zoom.us/j/81469071106?pwd=UGlmbFRNc0JuTmxjVmttS092eFNBZz09>

Meeting ID: 814 6907 1106

Passcode: 159490

In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact FETC Staff thru email at rmagno@foothilletc.org.



POLICY BOARD MEETING

Virtual Zoom Meeting

MINUTES OF JUNE 24, 2021 MEETING

Present

Mayor Rachelle Arizmendi, Chair, Sierra Madre
Mayor Sho Tay, Arcadia
Councilmember Vinh Truong, Duarte
Councilmember Tyron Hampton, Pasadena
Councilmember Larry Spicer, Monrovia
Councilmember Evelyn Zneimer, South Pasadena

FWDB Member Present

Dan Lien, Chair

Staff Present

Dianne Russell-Carter
Rita Magno
David Eder

Guest Present

Eric Duyshart, City of Pasadena

Approval of Minutes

The minutes of the March 25, 2021 meeting were approved as submitted.

M/S Sho Tay/Zneimer Approved Unanimously

Public Comments

None

Chair's Report

Mayor Rachelle Arizmendi, FETC Policy Board Chair welcomed the Board members and called the meeting to order at approximately 9:05 a.m. The Chair proceeded to welcome public comments. There were no public comments.

Administrator's Report

WDB Executive Director, Dianne Russell-Carter briefed the board on the status and updates on the various programs that FWDB was working on. FWDB is still operating the regular WIOA Adult, Dislocated worker and Youth Programs but she stated that some programs like Higher Path 2 program will be closing out on June 30, 2021. She reported that FWDB is applying for additional assistance grant money for the Higher Path 3 program.

Dianne Russell-Carter then talked about the Beacon Media news articles that were written about FWDB. She reported that these news articles had an abundance of inaccurate information and mistruths about how the FWDB is operating. She mentioned that the City of Pasadena City Attorney's office and City Manager's office were working with Beacon Media and notified them that they needed to allow for some correction of the information that was incorrect. She emphasized that correct and truthful information is important especially when it is shared to the public as a news article.

Discussion on Local Area Modification for City of Monrovia

Chair Arizmendi reported that the City of Monrovia had filed a Local Workforce Development Area Modification Application to leave the Foothill Workforce Development Board (FWDB) and move to the Los Angeles County Workforce Board (WDB). Dianne Russell-Carter explained the official process and procedures of the Local Modification application that was submitted by the Los Angeles County. Dianne Russell-Carter stated that the Local Modification timeline process usually takes a year.

Chair Arizmendi shared that she has spoken to the California Workforce Development Board (CWDB) Executive Director, Tim Rainey, about the Local Modification Application for the City of Monrovia. Chair Arizmendi stated that it will take possibly a year or two years for this process and was told that the State has no plans of creating a new workforce board for California.

Chair Arizmendi enjoined the Policy Board members that if there are any questions or actions they plan to undertake, it would be ethical and respectful to communicate it to the board or to her, as the Chair, so that it could be discussed by the body. She emphasized that Policy Board meetings are an opportunity to communicate to the board and discuss important issues.

Councilmember Tyron Hampton commented that he would not want to oppose any city from leaving the FETC consortium just as long as their documentation is accurate and there is no disinformation in their application. Mayor Sho Tay agreed and stated that he also supports the City of Monrovia leaving the FETC Consortium.

Action Items

- A. It was recommended that the Foothill Employment and Training Consortium Policy Board (FETC) approve the Foothill Workforce Development Board (FWDB) Final Local Area Plan for Program Year 2021-2024.

M/S Hampton/Truong Approved unanimously

- B. It was recommended that the Foothill Employment and Training Consortium Policy Board (FETC) approve the Foothill Workforce Development Board (FWDB) Final Local Area Recertification Application for Program Year 2021-2023.

M/S Hampton/Spicer Approved unanimously

After a roundtable discussion, Chair Arizmendi adjourned the meeting at 9:57 am.

AGENDA REPORT

TO: FETC POLICY BOARD **DATE:** October 21, 2021

FROM: Dianne Russell-Carter, FETC Administrator

SUBJECT: APPROVAL OF NEW FOOTHILL WORKFORCE DEVELOPMENT BOARD (FWDB) MEMBERSHIP APPLICATIONS: DENISE ALLEVATO, DEPUTY DIVISION CHIEF, CALIFORNIA EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD) AND TASHERA TAYLOR, EXECUTIVE DIRECTOR, FOOTHILL UNITY CENTER CHIEF

RECOMMENDATION:

It is recommended that the FETC Policy Board approve two new FWDB membership applications.

This item was considered and approved by the Foothill Workforce Development Board at its Quarterly Meeting held online via Zoom on September 15, 2021.

BACKGROUND:

The Joint Exercise of Powers Agreement (JPA, No. 17,318-1, signed March 2017) among the cities of Arcadia, Duarte, Monrovia, Sierra Madre, South Pasadena and Pasadena establishes the Foothill Employment and Training Consortium, its Policy Board, the Foothill Workforce Development Board and the Designated Administrator and defines the responsibilities of each of these entities. As per this JPA, Section 5,

Section 5. Responsibilities of the Policy Board

“It shall be the responsibility of the Policy Board to:

- A. Appoint members to the Workforce Development Board in accordance with Section 107 of the Workforce Innovation and Opportunity Act (WIOA)”

In addition, as per the Foothill Workforce Development Board By-Laws,

Section III. 1 Appointments

“Members of the FWDB shall be appointed by the FETC Policy Board in accordance with the Workforce Innovation and Opportunity Act (WIOA) of 2014 and the FETC Joint Powers Agreement.”

Section III. 2 Term

“Members shall be appointed for fixed and staggered terms as set out in the Agreement between the Foothill Employment and Training Consortium (FETC) Policy Board and the FWDB so not all member terms expire at the same time. Members may apply for reappointment.”

The FWDB received two new membership applications:

1. Denise Allevato, Deputy Division Chief, State of California Employment Development Department - Category - WIOA Core Partner
2. Tashera Taylor, Chief Executive Director, Foothill Unity Center - Category - WIOA Core Partner

Further, as per the Foothill Workforce Development Board By-Laws,

Section III. 6 Nominations

- A. Nominations to the private sector seats on the FWDB may be made by business, professional, or trade organizations in the workforce development area. There shall be at least one (1) nomination for each vacancy.
- B. Nominations to the non-private sector categories of membership may be made by organizations representing that category.
- C. The WIOA Core Partner seats on the FWDB shall be filled by the highest-ranking representative of the local partner agency or their designee.
- D. Membership categories may change from time to time and shall be filled in accordance with the governing law at the time of nomination, selection and appointment.
- E. Where a member represents more than one category, the Foothill Employment and Training Consortium (FETC) Policy Board may appoint him or her to represent both categories in accordance with applicable law.
- F. The FWDB may nominate individuals for board membership in accordance with applicable law.
- G. So long as the categories of membership are met, the Foothill Employment and Training Consortium (FETC) Policy Board may appoint individuals to the FWDB that they believe will be of value to the implementation of workforce activities in the local workforce area.

Consequently, the FWDB followed the above referenced Foothill Workforce Development Board By-Laws section to reappoint the members identified. The Board considered and approved these nominations at its Quarterly Meeting, held on September 15, 2021.

FWDB

Prepared by : David Eder

Respectfully submitted,



Dianne Russell-Carter
Executive Director



FOOTHILL WORKFORCE DEVELOPMENT BOARD

Membership Application and Disclosure Statement

Section I

(To be completed by individual interested in membership on the Workforce Development Board)

Denise Allevato	Deputy Division Chief
(Name)	(Business Title)
Employment Development Department	
(Employer/Firm Name)	
1255 S Central Ave. Glendale CA	91204
(Business Address)	(Zip Code)
denise.allevato@edd.ca.gov	818-409-0447
(Email Address)	(Business Phone Number)

Statement of Interest: Please state briefly your interest in employment and training programs.

I would like to bring my experience in workforce to assist the FWDB in expanding its services to contribute to the economic vitality of the Pasadena, South Pasadena, Sierra Madre, Arcadia, Monrovia and Duarte communities.

Community Services: Please list boards, commissions, committees, and organizations on which you presently serve or have served and indicate office(s) held:

None

To help preclude a potential conflict of interest, also please list any organization with which you are affiliated, which may contract with the Workforce Development Board employment and training services.

None

Education and Training: Please list post-secondary education/training, including relevant professional or vocational licenses or certificates.

Institution	Address	Degree/License or Certificate
Woodbury University	7500 N Glenoaks Blvd, Burbank, CA	Masters of Organizational Leadership
Woodbury University	7500 N Glenoaks Blvd, Burbank, CA	Masters of Business Administration
State University of Rio de Janeiro	Rio de Janeiro - Brazil	B.A. Social Work

Please check and complete **one** category that qualifies you for membership on the Workforce Development Board

Private Sector Business Representative (If yes, check all that apply)

- Owner
- Chief Executive or Chief Operating Officer
- Executive with Substantial Management or Policy Responsibility
- Minority Business
- Small Business*
- Other Specify _____

Public Sector Representative (If yes, check all that apply)

- Educational Agency: _____ Public _____ lic Private
- Public Employment Service
- Organized Labor - Apprenticeship
- Rehabilitation Agency
- Economic Development Agency
- Community Based Organization**
- Other Specify _____

* Private for profit enterprise employing 500 or fewer employees

**Private nonprofit organization which represents a significant segment in the community and which provides job training services

EMPLOYMENT: Please list your current employment, stating title and primary duties and responsibilities. Also indicate past employment and relevant volunteer experience.

Date	Employer	# Employed by Company	Job Title	Duties/ Responsibilities
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Please refer to resume.

ADDITIONAL INFORMATION: You may attach a resume to supplement the questionnaire. Additional pages providing pertinent data may be enclosed to assist in the evaluation process.

Should you need any assistance or have any questions concerning this application, please call Dianne Russell-Carter at (626) 584-8393.

Denise Allevato

(Signature)

6/14/2021

(Date)

RETURN OF APPLICATION: Please return your application, upon completion to:

Dianne Russell-Carter
 Executive Director
 Foothill Workforce Development Board
 1207 E. Green Street
 Pasadena, CA 91106
 Tel (626) 584-8393
 Fax (626) 585-6782

Denise Allevato

Email: denise.allevato@edd.ca.gov

Phone 818-409-0447

Objective: Foothill Workforce Development Board Member

PROFESSIONAL EXPERIENCE

Employment Development Department (EDD) Deputy Division Chief – Region 3 (2021)

2012- Present

Overseeing the implementation and execution of programs, personnel and properties of the Glendale, Pasadena, Hollywood, Canoga Park, and Lancaster America's Job Center of California (AJCC). Conveying and interpreting Departmental policies. Working closely with Workforce Innovation and Opportunity Act partner agencies to improve and expand employment and training services. Contributing to program development by studying and questioning operating policies and procedures and recommending modifications to improve the efficiency and service of the Department. Modeling EDD's vision, culture, values and code of ethics for internal and external clients.

San Fernando/Antelope Valley Cluster Manager (2012-2021)

Managing the Canoga Park and Lancaster AJCC sites. Integrating the staff and resources of the multiple sites to effectively provide services to employers and jobseekers in the surrounding communities. Working with various partner agencies to coordinate efforts in educating, training jobseekers with the ultimate goal to achieve job placement.

California Department of Insurance Associate Insurance Compliance Officer

2012

Investigating insurance complaints to enforce compliance with insurance rules and regulations. Communicating with insurance agencies, brokers, and policyholders and acting as a mediator for insurance issues.

- Recovery of premium and broker fees for policyholders.
- Policy reinstatement and extension of coverage for losses originally denied.

State Compensation Insurance Fund

1989- 2012

Loss Control Manager, Monterey Park, CA (2010-2012)

Managed a team of seven Loss Control Consultants assigned to monitoring employers' safety practices to accounts to ensure compliance with local, state and federal regulations.

- Analyzed safety report of team, met tight deadlines. Promoted positive relationships with brokers and employers by reducing claims and premium.
- Designed a Loss Control matrix to determine service to simplify requirements for each account.
- Attended training provided by safety professional organizations, such as Cal-OSHA (Division of California Occupational Safety and Health) to increase knowledge and remain current on trends and regulations.
- Coordinated the planning of educational safety seminars held in-house and outside locations to educate employers.

Bill Resolution Manager, Monterey Park, CA (2010)

Managed 6 Senior Audit Specialists addressing an average of 110 monthly audit disputes.

- Developed and implemented procedures for new unit to address audit disputes more efficiently.
- Received a Corporate Encore Leadership award for the smooth integration of all members into newly-created Bill Resolution Unit.
- Trained Call Center employees on new procedures for routing audit disputes.
- Participated in the Leadership Mentoring program as a mentee to sharpen leadership skills.

Audit Manager, Monterey Park, CA (2002-2009)

Managed 10 Worker's Compensation Payroll Auditors staff handling an average of 3000 yearly audits

- Developed training materials and office procedures on new auditing database software, receiving the Outstanding Supervisor Award.
- Participated in the selection, hiring and training process of new Auditors to the region.

Workers' Compensation Senior Payroll Auditor, Monterey Park, CA (2002)

Conducted Worker's Compensation payroll audits for high-visibility accounts and accounts with annual premiums exceeding \$100,000.

- Recognized by auditors, Senior Auditors and Audit Managers as subject matter expert on premium calculations.
- Provided on-the-job training and assistance to new auditors.

Workers' Compensation Payroll Auditor, Woodland Hills, CA (1989-2002)

Conducted Workers' Compensation payroll audits through review of payroll, tax and business records and personal financial records to determine proper classification and exposure enabling correct premium calculation.

- Communicated audit results to employers, bookkeepers, Certified Professional Accountants, brokers and attorneys in person, on the phone and in writing.
- Determined independent contractor status and Workers' Compensation classification by applying Workers' Compensation Insurance Rating Bureau rules and guidelines as well as case law.

EDUCATION

- Masters of Organizational Leadership - MOL, Woodbury University, Burbank, CA
- Masters of Business Administration - MBA, Woodbury University, Burbank, CA
- B.A. in Social Work, Rio de Janeiro State University, Brazil



FOOTHILL WORKFORCE DEVELOPMENT BOARD

Membership Application and Disclosure Statement

Section I

(To be completed by individual interested in membership on the Workforce Development Board)

Tashera Taylor

Chief Executive Officer

(Name)

(Business Title)

Foothill Unity Center, Inc.

(Employer/Firm Name)

790 W. Chestnut Ave., Monrovia, CA 91016

(Business Address)

(Zip Code)

tashera@foothillunitycenter.org

626-358-3486 x214

(Email Address)

(Business Phone Number)

Statement of Interest: Please state briefly your interest in employment and training programs.

Employment gives people the opportunity to increase their wealth; training gives people the skills to remain employable. My interest comes from a place of serving the most vulnerable, those who are most affected by poverty. Through employment and training, we have an opportunity to help improve the lives of our participants; we have the opportunity to help build wealth and move towards economic stability.

Community Services: Please list boards, commissions, committees, and organizations on which you presently serve or have served and indicate office(s) held:

Boards and Commissions that have served are as follows:
 Human Services Commission - City of Pasadena 2010-2016
 Health Consortium SGV - 2015 - Chair 2017-2019
 COH Community Benefits Advisory Committee - 2015 - Chair 2016/17-2021

To help preclude a potential conflict of interest, also please list any organization with which you are affiliated, which may contract with the Workforce Development Board employment and training services.

At this time, I am not knowledgeable of a potential conflict of interest. However, if there are voting matters that I become aware, I will recuse myself from voting based on my awareness of the conflict.

Education and Training: Please list post-secondary education/training, including relevant professional or vocational licenses or certificates.

Institution	Address	Degree/License or Certificate
Azusa Pacific University	Azusa, CA	Clinical Psychology - M.A.
Azusa Pacific University	Azusa, CA	Leadership and Organizational
Oklahoma State University	Stillwater, OK	Sociology - B.S.

Please check and complete **one** category that qualifies you for membership on the Workforce Development Board

Private Sector Business Representative (If yes, check all that apply)

- Owner
- Chief Executive or Chief Operating Officer
- Executive with Substantial Management or Policy Responsibility
- Minority Business
- Small Business*
- Other Specify _____

Public Sector Representative (If yes, check all that apply)

- Educational Agency: Public Private
- Public Employment Service
- Organized Labor - Apprenticeship
- Rehabilitation Agency
- Economic Development Agency
- Community Based Organization**
- Other Specify Community Action Private Non-Profit

* Private for profit enterprise employing 500 or fewer employees

**Private nonprofit organization which represents a significant segment in the community and which provides job training services

EMPLOYMENT: Please list your current employment, stating title and primary duties and responsibilities. Also indicate past employment and relevant volunteer experience.

Date	Employer	# Employed by Company	Job Title	Duties/ Responsibilities
8/1/2021	Foothill Unity Center, Inc.	33-35	Chief Executive Officer Administration	2010-2021 Foothill Unity Center, Inc. 22-25 Client Services Director Programs Oversight 2000-2010 Santa Anita Family Service 25-30 Program Manager Contract Oversight, Group Facilitator, Supervisor of Interns

ADDITIONAL INFORMATION: You may attach a resume to supplement the questionnaire. Additional pages providing pertinent data may be enclosed to assist in the evaluation process.

Should you need any assistance or have any questions concerning this application, please call Dianne Russell-Carter at (626) 584-8393.

Tashera Taylor
(Signature)

08/04/2021
(Date)

RETURN OF APPLICATION: Please return your application, upon completion to:

Dianne Russell-Carter
Executive Director
Foothill Workforce Development Board
1207 E. Green Street
Pasadena, CA 91106
Tel (626) 584-8393
Fax (626) 585-6782

FOOTHILL  WORKFORCE DEVELOPMENT BOARD

The Workforce Partnership of Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre and
South Pasadena

AGENDA REPORT

TO: Foothill Workforce Development Board **DATE:** September 15, 2021
FROM: Dianne Russell-Carter, Executive Director
SUBJECT: OPERATIONS/EMPLOYER SERVICES REPORT

RECOMMENDATION:

This report is for informational purposes only.

BACKGROUND:

The FWDB Operations and Employer Services Update:

- RPI 3.0
- RPI 4.0
- Veterans' Employment-Related Assistance Program (VEAP) Grant Award
- A Hire Path Additional Assistance Grant Award: 25% Dislocated Workers Assistance Program
- COVID-19 Employment Recovery National Dislocated Worker Grant
- Prison to Employment (P2E)
- Transitional Subsidized Employment (TSE)
- Arcadia's Homeless Resource Hub

RPI 3.0

FWDB convened the Los Angeles Basin Regional Planning Unit (LABRPU) Directors to communicate about regional and state level initiatives and guidance. FWDB established a workgroup with members of each board. The workgroup is tasked with developing best practices as well as solutions to the constraints of the current supportive services policies. The first session was held on September 2, 2021.

RPI 4.0

On February 17, 2021 FWDB was awarded \$350,000 for the RPI 4.0 which staff submitted on behalf of the Los Angeles Basin Regional Planning Unit (LABRPU). FWDB will continue playing the role of the Regional Organizer for the LABRPU. The grant term is from April 1, 2021 to September 30, 2022.

The purpose of the RPI 4.0 funding is to support the RPU's in their efforts to develop regional leadership, and organize regional industry leaders and workforce, education, and economic development partners to promote systems change and worker empowerment by building a "high road" economy based on equity, skills, innovation, and shared prosperity that:

- Supports and achieves equity by assuring quality jobs for all and targets services and training to workers hardest hit by discrimination, economic exclusion, and exploitation
- Builds economically resilient communities by addressing environmental concerns
- Supports and invests collaborating with employers to assure quality jobs are generated that provide the pay, benefits, physical safety, stable schedule, and career pathways that result in economic mobility.

Veterans' Employment-Related Assistance Program (VEAP) Grant Award

FWDB served sixty-one (61) veterans in the program. FWDB is leveraged partnerships and obtained referrals from EDD, Pasadena City College, Rio Hondo College, Leadership Pasadena, Tesla, City of Hope, Volunteers of America, CAL State Los Angeles University, and public and private vendors. Staff is proud to report that enrollees represented a diverse group of veterans including Vietnam veterans, female, and disabled veterans.

The VEAP project was closed out on 6/30/2021.

A Hire Path Additional Assistance Grant Award: 25% Dislocated Workers Assistance Program

FWDB staff collaborated with partners including the Employment Development Department, Hospitality Training Academy (HTA) and the local area consortium cities to promote services to over one thousand workers displaced by COVID-19 which included social media blasts, website announcements, mailers and podcasts.

The response was tremendous. FWDB staff enrolled eleven hundred and seven (1107) dislocated workers with eight hundred and fifty-one (851) participants enrolled. The Hire Path services were available to dislocated workers impacted by recent closures in the hospitality and other industry sectors impacted by COVID-19 closures.

The Hire Path project was closed out on 6/30/2021.

COVID-19 Employment Recovery, National Dislocated Worker Grant:

The funding is intended to provide services to individuals dislocated by COVID-19. Services will focus on dislocated workers impacted by COVID-19 related furloughs and business closures. Classroom vocational training will be offered to ensure measurable skill gains and credential attainment for job placement in high-demand sectors. Support service payments will be offered to ensure the clients ability to successfully receive workforce services and meet their basic needs such as shelter, transportation, and other needs-related payments.

Due to priority focus on the Hire Path project, FWDB's dislocated workers impacted by the pandemic were served through the Additional Assistance grant listed above. Staff is seeking additional AA funds from the state for this purpose and working with EDD representatives on returning a portion of the NWDG funds.

Prison to Employment (P2E)

FWDB staff enrolled 92% of contracted service levels. Participants are participating in project activities such as occupational skills training, on-the-job-training and supportive services. FWDB continues to meet with CDCR, SBWIB, Lived Mentor and Hub teams to advance relationships to enhance services and coordination. Transitional Subsidized Employment (TSE)

Transitional Subsidized Employment (TSE)

South Bay Workforce Investment Board TSE Program: The project continues to see limited activity due to the nature of employer engagement and placements. The paid work experience activity has been very slow due to COVID-19, limited worksites, employers pending reopening, or closed. Staff continually works to identify employers and place participants in earn and learn activities that are safe and meaningful.

Arcadia Homeless Resource Hub

City of Arcadia Recreation and Community Services Department is at the forefront of the City's homelessness initiative and serves as the designated project lead for coordinating the City's response to homelessness. The Department coordinated the City's participation in the annual PIT Count and created resource and referral information for individuals experiencing homelessness.

FWDB supported Arcadia's homeless community. Staff enrolled client referrals from the City of Arcadia and its' partners into workforce development training and paid work experience. These participants played the important role of "Workforce Ambassadors" by conducting the outreach and promoting available services and resources to individuals at the Homeless Resource Hub as well as in the area.

Prepared by : Ricardo Quezada

Respectfully submitted,



Dianne Russell-Carter
Executive Director

FOOTHILL  **WORKFORCE DEVELOPMENT BOARD**

The Workforce Partnership of Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre and South Pasadena

AGENDA REPORT

TO: Foothill Workforce Investment Board **DATE:** Sept. 15, 2021

FROM: Dianne Russell-Carter, Executive Director

SUBJECT: PLANNING COMMITTEE REPORT – FWDB BUDGET STATUS REPORT

RECOMMENDATION:

This report is for informational purposes only.

BACKGROUND:

The FWDB Planning Sub Committee meeting was held on August 24, 2021 at 10:00 a.m. The members present included:

- Dan Lien - FWDB Chair
- Sandi Mejia - FWDB Planning Sub Committee Chair
- Brenda Trainor - FWDB Member

The FWDB Staff present included:

- Dianne Russell-Carter – FWDB Executive Director
- Rey Okamoto – FWDB Budget Analyst

The primary subject for this meeting was to review FWDB’s fiscal year 2022 revenue and fiscal goals. Attached is the fiscal year 2022 budget which summarizes FWDB’s available funding this year. Also attached is a document summarizing the available funds for training, support services, and paid work experience. FWDB staff would like to share the following points:

- The 2022 budget is currently \$5 Million. FWDB’s formula allocation (which is its base allocation) makes up approximately 68% of the total budget. Formula allocations are receiving an increase of 35% in awarded funding from the prior year.
- 32% of the total budget is comprised of new grants obtained competitively. These include the National Dislocated Worker Program, Regional Planning Implementation 3.0, Regional Planning Implementation 4.0, Prison to Employment, Transitional Subsidized Employment, and the LA County Youth at Work programs.
- FWDB has set aside a total of \$1,111,222 in direct service activities for FY22. This includes \$555,290 set aside for training, \$503,997.86 in paid work experience, and \$51,955 in support services.

The following figures represent the budget for the period of July 1, 2021 through June 30, 2022.

Program	Award
Adult PY21	298,109.13
Adult PY22	623,453.00
Dislocated Worker PY21	275,686.38
Dislocated Worker PY22	551,426.00
Youth PY21	230,523.19
Youth PY22	620,910.00
Rapid Response PY21	104,128.26
Rapid Response PY22	549,644.00
Layoff Aversion PY21	28,827.80
Layoff Aversion PY22	164,319.00
National Dislocated Worker Grant PY20	292,372.78
Regional Planning Implementation 3.0 PY20	324,946.77
Regional Planning Implementation 4.0 PY21	350,000.00
High Performing Board PY21	3,846.16
Prison to Employment	173,112.70
Transitional Subsidized Employment	123,500.00
LA County Youth at Work	311,600.00
Totals:	5,026,405.17

Workforce Innovation and Opportunity Act (WIOA) – Adult, Dislocated Worker, and Rapid Response

President Barack Obama signed the Workforce Innovation and Opportunity Act (WIOA) into law on July 22, 2014. The WIOA supersedes the Workforce Investment Act of 1988 (WIA). WIOA is designed to strengthen and improve our nation’s public workforce system and help get Americans, including youth and those with significant barriers to employment, into high-quality jobs and careers and help employers hire and retain skilled workers.

The funding is intended for the Foothill WDB to provide adults and dislocated workers access to employment, education, training, and support services while matching employers with the skilled workers they need to compete in the global economy. The Adult and Dislocated Worker programs serve individuals who face barriers to education, training, and employment. Eligible participants will be offered training opportunities to ensure measurable skill gains and credential attainment for job placement in high-demand sectors. Other program services include activities that lead to attainment of occupational skills training, work readiness, and social skills development. Support services payments will be offered to ensure the clients ability to successfully complete work experience and meet their basic needs such as shelter, transportation, and other needs-related payments. The Rapid Response programs are intended for the Foothill WDB to respond to layoffs and business closures by quickly coordinating services

and providing immediate aid to companies and their affected workers. The Foothill WDB Rapid Response teams will coordinate with employers, partner organizations, and employee representatives to quickly maximize public and private resources to minimize disruptions associated with job loss. Services include connecting displaced workers with access to direct services offered by the Foothill WDB including training, paid work experience, and support service payments. Other services include layoff aversion, on-the-job training, unemployment benefits information, and training on employment rights and regulations.

Workforce Innovation and Opportunity Act (WIOA) – Youth

President Barack Obama signed the Workforce Innovation and Opportunity Act (WIOA) into law on July 22, 2014. The WIOA supersedes the Workforce Investment Act of 1988 (WIA). WIOA is designed to strengthen and improve our nation’s public workforce system and help get Americans, including youth and those with significant barriers to employment, into high-quality jobs and careers and help employers hire and retain skilled workers.

The funding is intended for the Foothill WDB to provide youth access to employment, education, training, and support services while matching employers with the skilled workers they need to compete in the global economy. The Youth Services program serves eligible youth, ages 18-24, who face barriers to education, training, and employment with a focus on out-of-school youth. Eligible youth will be offered up to 420 hours in paid work experience for opportunities to gain knowledge, develop skills, and build work habits that prepare youth for unsubsidized employment opportunities. Other youth program services include activities that lead to attainment of occupational skills training, work readiness, and social skills development. Support services payments will be offered to ensure the clients ability to successfully complete work experience and meet their basic needs such as shelter, transportation, and other needs-related payments.

LA County Youth at Work Program

The funding is intended for the Foothill WDB to provide youth with paid job opportunities that lead to long-term career pathways in high-growth, in-demand industries. The program serves eligible youth, ages 14 to 24, with a focus on at risk youth including foster, system involved, juvenile justice, and low-income populations. Eligible youth will be offered up to 120 hours of paid work experience with a variety of employers in the public, private, or non-profit sectors, providing for opportunities to build knowledge, develop skills, and build work habits that prepare youth for unsubsidized employment opportunities.

Prison to Employment Initiative Program

The Prison to Employment Initiative is a grant program included in the Governor’s 2018 budget and includes \$37 million over three years to operationalize integration of workforce and reentry services in the state’s 14 labor regions. On June 1, 2019, the South Bay Workforce Investment Board, on behalf of the Los Angeles Basin Regional Planning Unit was awarded a grant under the Prison to Employment Initiative from the State of California, California Workforce Development

Board. The South Bay Workforce Investment Board along with the other seven local workforce development boards in the County of Los Angeles, have come together under this initiative as partners to develop regional plans that will help improve and expand reentry services.

On February 25, 2020, the South Bay Workforce Investment Board issued an award notification and distributed a Standard Agreement to the Foothill WDB for Prison to Employment funding in the amount of \$258,222.00. Funding allocations were divided proportionally across eligible workforce development boards based on the number of projected participants.

The funding is intended for the Foothill WDB to participate in developing a regional reentry activity plan, implementing a regional reentry hub model service, and enrolling reentry participants into career services. Services will be focused on formerly incarcerated individuals and their families and will mitigate barriers that are impediments that prevent justice involved individuals from successfully transitioning back to their communities and gaining reentry to the labor force in jobs that have career ladders that lead to living wages.

Regional Planning Implementation 3.0 Program

In January 2020, the Foothill WDB submitted a grant application to the State of California Employment Development Department on behalf of the Los Angeles Regional Planning Unit. The Foothill WDB along with the seven local workforce development boards in the County of Los Angeles, have come together under this initiative as partners to develop regional plans that will help improve and expand reentry services. In May 2020, the State of California Employment Development Department issued an award and distributed a subgrant agreement to the Foothill WDB for Regional Planning Implementation 3.0 funding in the amount of \$400,000 with a term of April 2020 through September 2021.

The funding is intended for the Los Angeles Regional Planning Unit to strategize and develop initiatives and support continued efforts in implementing the three policy objectives of the California's Strategic Workforce Plan: fostering demand-driven skills attainment in high road jobs, enabling upward mobility for populations with barriers, and aligning, coordinating, and integrating programs and services. Services will be focused on the English language learner, formerly incarcerated, individuals with disabilities, veterans, disconnected youth, and low-wage workers and create opportunity through apprenticeship or career pathways for high road jobs.

Regional Planning Implementation 4.0 Program

In December 2020, the Foothill WDB submitted a grant application to the State of California Employment Development Department on behalf of the Los Angeles Regional Planning Unit. The Foothill WDB along with the seven local workforce development boards in the County of Los Angeles, have come together under this initiative as partners to develop regional plans that will address Diversity, Equity, and Inclusion in workforce services. In April 2021, the State of California Employment Development Department issued an award and distributed a subgrant agreement to the Foothill WDB for Regional Planning Implementation 4.0 funding in the amount of \$350,000 with a term of April 2021 through September 2022.

The funding is intended for the Los Angeles Regional Planning Unit to engage in Systems Change Initiatives' activities focusing on race, equity, high road economy, and COVID-19 response. This includes the development of change management strategies and a foundation of change infrastructure to ensure inclusion and a focus on implementing or scaling high road practices. Also includes facilitating community conversations, engagement, and training on issues of race, equity, and high road principles to promote improved service delivery, income mobility for individuals with barriers to employment, and growth in the regional economy.

COVID-19 Employment Recovery National Dislocated Worker Grant

In April 2020, the Foothill WDB, submitted a grant application to the State of California Employment Development Department for additional emergency funds through the National Emergency Grant. Foothill WDB requested funding to provide workforce services to individuals dislocated by the COVID-19 virus. On June 9, 2020, the State of California Employment Development Department issued an award and distributed a subgrant agreement to the Foothill WDB for COVID-19 Employment Recovery National Dislocated Worker Grant funding in the amount of \$525,000 with a term of April 10, 2020 through March 31, 2022.

The funding is intended to provide services to 125 individuals dislocated by the COVID-19 virus. Services will focus on dislocated workers and members of the US Armed Forces. Training will be offered to ensure measurable skill gains and credential attainment for job placement in high-demand sectors. Support service payments will be offered to ensure the clients ability to successfully receive workforce services and meet their basic needs such as shelter, transportation, and other needs-related payments.

Transitional Subsidized Employment:

The funding is intended for the Foothill WDB to provide adults with temporary subsidized employment opportunities to overcome barriers to employment through fully supervised paid work experience, on-the-job training, and classroom training. The program serves the low-income population with a focus on at-risk adults who suffer from homelessness, mental health, substance abuse, domestic violence, and criminal records. Eligible participants will be offered up to 10-months of full-time paid work experience with a variety of employers in the public, private, or non-profit sectors, providing for opportunities to build knowledge, develop skills, and build work habits that prepare participants for unsubsidized employment opportunities.

Prepared by: Rey Okamoto

Respectfully submitted,



Dianne Russell-Carter
Executive Director

Detail Master Summary Report by LWIA

- Region/LWIA: Foothill Workforce Investment Board
- Date range: 07/01/2021 - 09/10/2021

Summary	Total
INDIVIDUAL AND TOTAL SERVICES	
Individuals that Registered	
05 - Foothill Workforce Investment Board	1,733
Total number of Individuals that Registered	1,733
Individuals that Logged In	
05 - Foothill Workforce Investment Board	1,774
Total number of Individuals that Logged In	1,774
Distinct Individuals Receiving Services	
05 - Foothill Workforce Investment Board	1,844
Total number of Distinct Individuals Receiving Services	1,844
Services Provided to Individuals	
05 - Foothill Workforce Investment Board	9,419
Total number of Services Provided to Individuals	9,419
LABOR EXCHANGE SERVICES	
Individual Virtual Recruiters Created	
05 - Foothill Workforce Investment Board	114
Total number of Individual Virtual Recruiters Created	114
Resumes Added	
05 - Foothill Workforce Investment Board	1,120
Total number of Resumes Added	1,120
Internal Job Orders Created	
05 - Foothill Workforce Investment Board	1,416
Total number of Internal Job Orders Created	1,416
Internal Job Referrals	
05 - Foothill Workforce Investment Board	737
Total number of Internal Job Referrals	737
External Job Referrals Created	
05 - Foothill Workforce Investment Board	2,244
Total number of External Job Referrals Created	2,244
EMPLOYER SERVICES	
Services Provided Employers	
05 - Foothill Workforce Investment Board	745
Total number of Services Provided Employers	745

Detail Master Summary Report by LWIA

- Region/LWIA: Foothill Workforce Investment Board
 - Date range: 07/01/2021 - 09/10/2021

Summary	Total
WAGNER PEYSER PROGRAMS (WP) INFORMATION	
Completed WP applications	
05 - Foothill Workforce Investment Board	1,503
Total number of Completed WP applications	1,503
WP Participations	
05 - Foothill Workforce Investment Board	153
Total number of WP Participations	153
WP Exits	
05 - Foothill Workforce Investment Board	184
Total number of WP Exits	184
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA) PROGRAM INFORMATION	
Completed WIOA applications	
05 - Foothill Workforce Investment Board	10
Total number of Completed WIOA applications	10
WIOA Participations	
05 - Foothill Workforce Investment Board	6
Total number of WIOA Participations	6
WIOA Exits	
05 - Foothill Workforce Investment Board	739
Total number of WIOA Exits	739
TRADE ADJUSTMENT ACT PROGRAM (TAA) INFORMATION	
TAA Exits Created	
05 - Foothill Workforce Investment Board	3
Total number of TAA Exits Created	3
Summary	Total
Total Rows: 17	



**FOOTHILL EMPLOYMENT AND TRAINING CONSORTIUM
POLICY BOARD ROSTER
2021**

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