



POLICY BOARD MEETING

AJCC One-Stop Pasadena
1207 E. Green Street
Pasadena, CA 91106

MINUTES OF NOVEMBER 21, 2019 MEETING

Present

Mayor Pro Tem Rachelle Arizmendi, Chair, Sierra Madre
Vice Mayor Tyron Hampton, Pasadena
Mayor Pro Tem Bob Joe, South Pasadena
Mayor Pro Tem Larry Spicer, Monrovia

Staff Present

Dianne Russell-Carter, FETC Administrator

FWDB Member Present

Dan Lien, Chair

Guest

John Chamberlin, Consultant

Chair's Report

Mayor Pro Tem Rachelle Arizmendi, FETC Policy Board Chair welcomed the Board members and called the meeting to order at approximately 10:15 a.m. The Chair proceeded to welcome public comments. There were no public comments.

Chair Arizmendi proceeded to report that she and FETC Administrator, Dianne Russell-Carter are planning to schedule a WIOA (Workforce Innovation and Opportunity Act) 101 training session for both FETC Policy Board members and Foothill Workforce Development Board (FWDB) members. This will be a basic refresher course on WIOA and a great opportunity to learn and get a solid foundation of understanding WIOA.

Chair Arizmendi mentioned that Pasadena City College's Workforce and Economic Development (WED) division and FWDB plan to collaborate for a future Workforce Conference for regional workforce boards.

Lastly, Chair Arizmendi announced that she would like to set the dates for all future FETC Policy Board meetings. The meetings will be quarterly and the various meeting dates will be sent out to all Board members.

Discussion of Three-Way Agreement Between FETC, FWDB and City of Pasadena - John Chamberlin

As an overview, John Chamberlin stated that the Workforce Innovation and Opportunity Act (WIOA) requires that there is an agreement between the Policy Board (elected officials), the workforce board,

and the fiscal agent. This agreement should clearly identify the roles of each entity. He mentioned that this Three-Way agreement is a good thing to have so that everyone is clear on what their roles are.

He noted that the role of the fiscal agent, the city of Pasadena is spelled out clearly in the Six-cities consortium Joint Powers Agreement (JTA). He explains that in the Joint Powers Agreement, the role of the fiscal agent is not just to track the money and spend it properly, but it is in the JTA Agreement that the fiscal agent, City of Pasadena, is tasked to employ the executive director and the staff. So the role of the City of Pasadena is clearly described in the Joint Powers Agreement.

John Chamberlin explains that if a dispute arises among the three parties and it is unclear in the Joint Powers Agreement, the dispute will be decided by the Policy Board. He states that the reason for this is because the Policy Board appoints the workforce board and the resolution of disputes wrestles with Policy Board majority in accordance with FETC Policy board terms and conditions.

John Chamberlin announced that the term of this three-way agreement will be in perpetuity until one party withdraws. And if the Policy Board, the Workforce board, or the city of Pasadena wishes to withdraw, they should give six months advance notice. The withdrawal would be effective on June 30, which is the end of the program year.

On a side note, Chair Arizmendi brought up the question of an option of withdrawal in the Joint Powers Agreement if one of the six cities would like to withdraw from the consortium. John Chamberlin explained that the city will still be served through the consortium but it is up to the California State Board on where that city will be moved to.

As to removing or replacing the City of Pasadena as the fiscal agent in the Joint Powers Agreement, all six cities will have to go through each of their councils for the modification of the terms of the JTA. John also stated that there will be a fairly substantial review done by the CA State Board for the city who will take over as the fiscal agent.

Chair Arizmendi also questioned the term "appointing" with regards to the approval of new FWDB members by the FETC Policy Board. In response, John Chamberlin stated that under the law, the chief local elected official appoints workforce board members and the chief local elected official acts in accordance with their consortium agreement. It was the Policy Board's consensus that appointments shall be made by the Chief local elected official, based upon approval by the majority of Policy Board members.

In closing, Chair Arizmendi encouraged the Policy Board members to provide their feedback and comments to John Chamberlin for the Three-Way Agreement and announced that this agreement will also have to go to the other two parties (City of Pasadena and FWDB) for review and approval. Hopefully, by the next FETC Policy Board meeting, the members will be able to vote on it.

Chair Arizmendi adjourned the meeting at approximately 11:09 a.m.