

FOOTHILL WORKFORCE DEVELOPMENT BOARD MEETING

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

MINUTES OF DECEMBER 7, 2017 FWDB MEETING

INTRODUCTION AND ROLL CALL

The Foothill Workforce Development Board Vice-Chair, Brenda Trainor, welcomed the board members, staff members and guests and called the meeting to order at 8:47 a.m.

Present - FWDB

Tony Tartaglia, Chair, The Gas Company
Jeff Allred, San Gabriel Valley Economic Partnership (SGVEP)
Hector Delgado, Teamsters Local Union No.396
Flint Fertig, Monrovia Unified School District
Steven Gutierrez, Rager's Abbey Flooring & Window Covering
Robert Helbing, Air Tro, Inc.
Gene Hurd, UAW Local 509
Daniel Lien, Plaza Bank
Jennifer McLain, City of Glendale, Community Development Dept
Denise McKnight, Department of Rehabilitation
Alfredo Mejia, CIBA Real Estate
Sandra Mejia, M & R Professional Services
Jane Templin, NECA/IBEW Electrical Training Trust
Brenda Trainor, Vice-Chair, Frontier Trail, Inc.
Cesar Valladares, Employment Development Department

Absent - FWDB

Tina Carey, Amada Miyachi America Inc. (Excused)
Ron Carter, The Carter Agency (Excused)
Carolyn Dallas, Kaiser Permanente (Excused)
Matt Dunphy, Southwest Carpenters Training Fund
Patricia Flores, City of Hope
Betty McWilliams, Foothill Unity Center, Inc. (Excused)
Laura Pancake, Pacific Clinics (Excused)
Tom Selinske, FocusOut LLC (Excused)
Laurie Wheeler, South Pasadena Chamber of Commerce

Staff Present

Joumana Barakat, Alex Joya, Rita Magno, Julie McElrath, Sarah Mendoza-Jaime, Gabe Norris, Mario Real, Antonio Vallarta, Suzy Voskerchyan, Lynette Beckles and Dianne Russell-Carter, FWDB Executive Director

Guests Present

Rachel Arizmendi, City of Sierra Madre
Salvatrice Cummo, SBDC Pasadena

Phil Dunn, Retired/FWDB Executive Director
David Eder, City of Los Angeles WDB
Jennifer Goble, Pacific Clinics
Tyron Hampton, City of Pasadena
Bill Huang, City of Pasadena
Norma De Lerma, Retired/ FWDB Staff
Don Nakamoto, ProPath, Inc
Sho Tay, City of Arcadia
Clara Wong, City of Pasadena
Michelle Yanez, San Gabriel Valley Economic Partnership (SGVEP)

APPROVAL OF MINUTES

The minutes of the September 29, 2017 meeting were approved as submitted.

M/S Templin/ Valladares Approved unanimously

PUBLIC COMMENTS

None

CHAIR'S REPORT

Chair Tartaglia announced that the FWDB Executive Committee met on October 24, 2017 and also on November 20, 2018. He reported that the South Bay WIB I-TRAIN Contract was approved by the City of Pasadena on October 30, 2018 in an amount not-to-exceed \$1,000,000.

Chair Tartaglia reported that the recruitment for the position of FWDB Deputy Director has closed on November 24, 2017 and that there were 63 applications received. The City of Pasadena Human Resources Department will perform the first screening and FWDB Executive Director will perform the 2nd screening with the interviews more likely to occur by January 2018.

Next, Chair Tartaglia stated the Executive Committee has looked into the standing FWDB committees and each committee structure. He urged the board members to volunteer for these committees. He also announced that he has appointed Vice-Chair Brenda Trainor as the interim Chair for the FWDB Disability Committee.

Lastly, Chair Tartaglia mentioned the re-introduction of the monthly newsletter from the Executive Director. This will continue to be published monthly to update the FWDB. Also Chair Tartaglia reminded the board about the FWDB Calendar on the website www.fwdbworks.org.

DIRECTOR'S REPORT

Executive Director Dianne Russell-Carter reported on the Federal level that the California Workforce Association (CWA) has been working tirelessly as an intermediary with Washington,

and Sacramento to ensure that workforce development issues are being addressed and worked on. Director Dianne Russell-Carter stated that the CWA under the Workforce Innovation and Opportunity Act was instrumental in the passing of two (2) Assembly Bills last year, AB-1111 Removing Barriers to Employment Act: Breaking Barriers to Employment Initiative and AB-1149 Workforce Investment Boards: Funding. The first bill would help create more funding sources for people with severe barriers through competitive grants and the 2nd bill would help the FWDB in the budget area and leverage and extend the grant funds.

On the topic of apprenticeships and infrastructure, Director Dianne Russell-Carter reported that it would probably be by March 2018 when there will be an update on the funding and the apprenticeship programs available.

On a state level, she announced the FWDB has finished the Phase II process. The Phase II process involved the actual evaluation of how much each of the mandatory workforce partners contributed to the workforce system. All MOU's have been completed and signed. Director Dianne Russell-Carter then advised the Board that the next benchmark for FWDB will be the Baseline Certification.

On a regional level, Director Dianne Russell-Carter announced that guest speaker, David Eder of LA WDB would be reporting on the regional initiative and updates.

Lastly, Director Dianne Russell-Carter announced the three new (3) local projects that the FWDB is working on. The first project is the Measure H Homeless Initiative of \$56,000 from the County of Los Angeles to do some type of workforce development for the homeless in conjunction with the City of Pasadena Housing Department and also with the Foothill Unity Center. The second project is Operation Link with the City of Pasadena Health Department which is an initiative to help the homeless and those people living with aids. And the third project is one with Pacific Gateway called the Gig Economy, an initiative aimed at strengthening workforce opportunities for gig workers.

INFORMATION ITEMS

A. One-Stop Operator Update – Don Nakamoto

Don Nakamoto of Pro-Path reported that the Phase II MOU process has one (1) pending unsigned MOU and that FWDB submitted all the signed MOU's to the State in November 2017.

Don Nakamoto announced that Pro-Path was assigned to conduct the evaluation of the FWDB one-stop system for the Baseline Certification program. The State Workforce Development Board developed a two-stage certification process for all one-stop centers in the state. The first stage is called a Baseline Certification and it addresses the fulfillment of basic one-stop requirements. The second stage, called a Hallmark of Excellence Certification, evaluates the one-stop system against various performance standards.

Since FWD's one-stop system meets the criteria for the Baseline Certification program, Pro-Path Inc. recommends that the Foothill Workforce Board approve the completion of the AJCC Baseline Certification Application.

ACTION ITEM

A. Approval of AJCC Baseline Certification Application

M/S Helbing/Templin Approved unanimously

PRESENTATION

A. **David Eder** – Deputy Director, City of Los Angeles Workforce Development Board and Los Angeles Regional Planning Unit Organizer

David Eder briefed the Board about the Los Angeles Basin Regional Planning Unit and gave an overview of how the Regional Workforce Development Plan 2017 – 2020 was developed. He emphasized that the Workforce Innovation and Opportunity Act (WIOA) mandated regional planning and all the 14 Regional Planning Units (RPU's) created by the CA Workforce Development Board were required to submit a Regional Workforce Plan for 2017-2020.

David Eder reported that the LA Basin collectively identified 13 projects/initiatives and requested for a total of \$940K funding from the State. The State will announce the awards by mid-December 2017.

In closing, David Eder stated that WDB members can do a lot to help in regional planning. He advised on staying informed about regional planning and to hold joint or inter-WDB meetings, convenings, to attend board meetings of the other WDB's and to add "regional planning" to talking points in meetings.

B. **Jeff Allred** – President and CEO, San Gabriel Valley Economic Partnership

Jeff Allred stated that the San Gabriel Valley Economic Partnership was created 27 years ago and their mission is advancing the economic vitality and development of the San Gabriel Valley. The San Gabriel Valley Economic Partnership is a collaboration of businesses, local government, higher education institutions and non-profit organizations. Jeff Allred also shared that the Partnership engages in political advocacy, markets the strengths of the San Gabriel Valley, and facilitates workforce development and connecting cities.

Jeff Allred announced the Partnership interactive website called www.sgvpowersite.com, which has helpful and informative data of various businesses in the San Gabriel Valley.

After a roundtable of announcements, Chair Tony Tartaglia adjourned the FWDB meeting at 10:16 am.