

FOOTHILL WORKFORCE DEVELOPMENT BOARD MEETING

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

MINUTES OF DECEMBER 6, 2018 FWDB MEETING

INTRODUCTION AND ROLL CALL

The Foothill Workforce Development Board Chair, Dan Lien, welcomed the board members, staff members and guests and called the meeting to order at 9:01 a.m.

Present - FWDB

Dan J. Lien, Chair, DJL Professional Services
Tina Carey, Amada Miyachi America Inc.
Hector Delgado, Teamsters Local Union No.396
Steven Gutierrez, Rager's Abbey Flooring & Window Covering
Jennifer Hiramoto, City of Glendale, Community Development Dept
Gene Hurd, UAW Local 509
Betty McWilliams, Foothill Unity Center, Inc.
Tony Tartaglia, The Gas Company
Cesar Valladares, Employment Development Department
Laurie Wheeler, South Pasadena Chamber of Commerce

Absent - FWDB

Jeff Allred, San Gabriel Valley Economic Partnership (SGVEP)
Ron Carter, The Carter Agency
Salvatrice Cummo, Pasadena City College
Carolyn Dallas, Kaiser Permanente
Matt Dunphy, Southwest Carpenters Training Fund
Flint Fertig, Monrovia Unified School District
Patricia Flores, City of Hope
Robert Helbing, Air Tro, Inc.
Denise McKnight, Department of Rehabilitation
Alfredo Mejia, CIBA Real Estate
Sandra Mejia, M & R Professional Services
Tom Selinske, FocusOut LLC (Excused)
Laura Pancake, Pacific Clinics
Jane Templin, NECA/IBEW Electrical Training Trust (Excused)
Brenda Trainor, Vice-Chair, Frontier Trail, Inc.

Staff Present

Joumana Barakat, Annette Kelly-Whittle, Rita Magno, Julie McElrath, Sarah Mendoza-Jaime, Ricardo Quezada, and Dianne Russell-Carter, FWDB Executive Director

Guests Present

Denise Banuelos, City of Hope
David Caleb, Soldier for Life
Herman Corteza, Pacific Clinics
Eric Duyshart, City of Pasadena
Elia Evans, UEI College

Robert Lee, EDD LMD
Don Nakamoto, ProPath, Inc
Olabisi Oyewo, Employment Development Department
Jordan Ton-That, Kaiser Permanente
Clara Wong, City of Pasadena
Michelle Yanez, San Gabriel Valley Economic Partnership (SGVEP)
Nona Yegiazaryan, Employment Development Department

APPROVAL OF MINUTES

The minutes of the September 20, 2018 meeting were approved as submitted.

M/S Tartaglia/Gutierrez Approved unanimously

PUBLIC COMMENTS

None

CHAIR'S REPORT

Chair Dan Lien started the meeting at 9:01a.m. and proceeded with member self-introductions and a membership roll call for attendance.

Chair Lien stated that the FWDB had a very good and busy year. He mentioned that FWDB had facilitated five (5) community public forums so far. FWDB is required to modify its Local Plan and had scheduled a series of five (5) public forums to obtain community and stakeholder input on the modifications of the local plan. Chair Lien reported that he attended the community forum last Oct. 11, 2019 at the Monrovia Public Library and reported that it was well attended and presented great information.

Next, Chair Lien encouraged the Board to check out the "Hire Ground Podcasts" on the FWDB website. The Hire Ground podcast features digital audio recordings of FWDB's work with job seekers and employers and real stories of success.

Chair Lien announced he and Executive Director, Dianne Russell-Carter have been working together with the FETC Policy Board to come up with bylaws governing FWDB Code of Conduct. Chair Lien shared that the FETC Policy Board with assistance from Eric Duyshart, City of Pasadena Economic Development Manager, will be moving this forward and hopefully will have a timeline on when the FWDB Code of Conduct policy will be developed.

Chair Lien explained that the FWDB Code of Conduct will give the board members a clearer understanding as to their roles, expectations and engagement levels. Chair Lien enjoined the board to reach out to him first or to Vice Chair Jennifer Hiramoto, rather than going directly to Dianne Russell-Carter or the FWDB staff.

Lastly, Chair Lien declared that compared to other workforce boards, FWDB has board members that are very engaged and that FWDB have the strength of partnerships. He mentioned that FWDB is way ahead in regionalism and that he is hopeful that all these factors will pave a clearer path for

all board members and give them a better understanding and help each board member in their own represented companies, organizations, and community.

DIRECTOR'S REPORT

Executive Director Dianne Russell-Carter reported that she continues to send out the monthly activity updates to keep the Board members up to speed and she hopes that these updates continue to be beneficial.

Dianne Russell-Carter reported that she will concentrate her director's report on what is happening on the regional and local level. On the regional level, she shared that FWDB has been busy and to date has hosted five (5) community forums designed to provide the community an opportunity to provide input into the way workforce development services are provided in their communities. She announced that these forums have unveiled and solidified new partnerships and services to participant groups. The exchange of ideas during these forums were very helpful for both the Los Angeles Basin Regional Planning Unit (LA RPU) regional plan and FBDB local plan biennial modifications.

Dianne Russell-Carter announced that FWDB will be facilitating the final community forum as part of the Regional Planning process on December 13, 2019. FWDB will be inviting partners, businesses, community members, and participants in order to get input for the Los Angeles RPU Regional plan.

On December 17, 2019, Dianne Russell-Carter announced that FWDB will be facilitating a peer-to-peer discussion/meeting with other Workforce Development Board Directors and members of their Executive Committees. As part of the Los Angeles Basin Regional Planning Unit implementation plan, she reported that FWDB is responsible for Initiative 10 which is Board Development on Regional Collaboration. This involves the RPU's consultants assisting local workforce areas in developing strategies to engage their boards in regional collaboration and achieving their regional plan goals. This peer-to-peer meeting will be facilitated by John Chamberlin.

Lastly, Dianne Russell-Carter talked about two (2) initiatives that FWDB is working on. The Los Angeles Performance Partnership Pilot (P3) is an initiative by the City of LA to help disconnected youth. P3 provides a second chance for youth ages 16 to 24 who have dropped out of high school, to get help in employment and career start, access to housing, health and social resources and services to those most in need. Dianne Russell-Carter stated that this is a good initiative because it gets to the heart of the disconnected youth. The City of Los Angeles has offered FWDB a contract of \$45,000 for the provision of P3 services from January 1, 2018 to June 30, 2019. Dianne Russell-Carter explained that the City of Los Angeles is requiring a resolution from the board to accept the \$45,000 for P3.

The second initiative is the Prison to Employment (P2E). Dianne Russell-Carter explained that the governor released \$37 million for Prison to Employment programs and FWDB is part of the Los Angeles Regional Planning Unit that is working on this initiative. She reported that the first \$190,000 was already received for planning purposes. More funds for P2E are forthcoming for support services and follow up activities.

ACTION ITEMS

- A. FWDB Resolution to Accept Los Angeles Workforce Board P3 Contract and \$45,000 Allocation to FWDB for P3 Services - It is recommended that the FWDB approve a resolution to accept the P3 Contract and the \$45,000 allocation for P3 services.

M/S Gutierrez/McWilliams Approved unanimously

ONE-STOP OPERATOR UPDATE

Don Nakamoto of Pro-Path reported that there was a meeting of the One Stop partners in November 2018. The attendees were mostly education organizations. Don Nakamoto mentioned that one of the main issues discussed at the meeting was the low enrollment in classes. Schools are having trouble finding enough people to fill the classroom seats and Don Nakamoto reports that this is occurring throughout Southern California. He noted that these educational institutions want to work together to find ways to improve their enrollment numbers and he is heartened to see that there is a real desire among the partners to work together and coordinate their activities.


Don Nakamoto reported that the other issue tackled in the meeting was the need by partners to get labor market information and economic information that is specific to their individual cities. Don Nakamoto stated that labor market and economic information can be accessed through LA County data, but it is so broad. The partner organizations are requesting labor market data on industries, industry sectors, occupations specific within their own city. Don Nakamoto assured the partners that he would get this information to them.

AWARDS PRESENTATION

Chairman Dan Lien and FWDB Staff, Julie McElrath handed out the following awards of recognition to the following:

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| Huntington Hospital – Pasadena | Foothill WDB Employer of the Year Award |
| Methodist Hospital - Arcadia | Foothill WDB Employer of the Year Award |
| East San Gabriel Valley Regional Occupation Program | - Foothill WDB Partner of the Year Award |
| Jordan Ton-That | Foothill WDB Participant of the Year Award |

Following a roundtable of announcements by the Board, Chair Dan Lien adjourned the meeting at 10:08am.

Signed: 

Dianne Russell-Carter
Executive Director