

# FOOTHILL WORKFORCE DEVELOPMENT BOARD MEETING

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

## MINUTES OF DECEMBER 4, 2019 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 9:50 a.m.

### Present - FWDB

Dan J. Lien, Chair, DJL Professional Services  
Denise Banuelos, City of Hope  
Tony de Trinidad, Painters & Allied Trades DC 36  
Flint Fertig, Monrovia Unified School District  
Steven Gutierrez, Rager's Abbey Flooring & Window Covering  
Robert Helbing, Air Tro, Inc.  
Gene Hurd, UAW Local 509  
Tom Selinske, FocusOut LLC  
Tony Tartaglia, The Gas Company  
Brenda Trainor, Frontier Trail, Inc.  
Cesar Valladares, Employment Development Department  
Laurie Wheeler, South Pasadena Chamber of Commerce

### Absent - FWDB

Tina Carey, Amada Miyachi America Inc. (Excused)  
Ron Carter, The Carter Agency (Excused)  
Salvatrice Cummo, Pasadena City College  
Carolyn Dallas, Vice-Chair, Kaiser Permanente (Excused)  
Hector Delgado, Teamsters Local Union No.396 (Excused)  
Elia Evans, UEI College (Excused)  
John Frala, Rio Hondo College  
Denise McKnight, Department of Rehabilitation  
Betty McWilliams, Foothill Unity Center, Inc. (Excused)  
Sandra Mejia, M & R Professional Services  
Jane Templin, NECA/IBEW Electrical Training Trust (Excused)

### Staff Present

Dianne Russell-Carter, FWDB Executive Director and FWDB staff

### Guests Present

Keshia Bowen, Simply Divine  
Veronica Champayne, Employment Development Department  
Don Nakamoto, ProPath, Inc  
Larry Spicer, City of Monrovia  
Michelle Yanez, Citrus College  
Nona Yegiazaryan, Employment Development Department

### **APPROVAL OF MINUTES**

The minutes of the September 25, 2019 meeting were approved with a one correction.

M/S Hurd/Valladares                      Approved

### **PUBLIC COMMENTS**

None

### **CHAIR'S REPORT**

Chair Dan Lien started the meeting at 9:50 a.m. and welcomed all the FWDB members and guests in attendance. Chair Dan Lien announced the FWDB Member Orientation/Guidance Manual was now available to board members for distribution. He cited the FWDB Mission, Vision and Value Statement on Section 1 of the manual and urged all board members to make a difference as a board member of the FWDB.

Chair Lien reported that Dr. Erika Endrijonas, the new President of Pasadena City College was invited to be the speaker for this meeting but declined due to her heavy schedule. In lieu of this, Chair Lien thanked FWDB member, Denise Banuelos, for stepping in and agreeing to do a presentation on Diversity and Inclusion.

Chair Lien reported that the new FETC Policy Board Chair is Mayor Pro Tem Rachelle Arizmendi, City of Sierra Madre. He stated that FETC Policy Board Chair Arizmendi will be scheduling regular meetings with him and FWDB Executive Director, Dianne Russell-Carter. He also reported that the FETC Policy Board is working on the Three-Way Agreement for the Foothill Employment and Training Consortium, The Foothill Workforce Development Board and the City of Pasadena.

Lastly, Chair Lien announced that he and Executive Director, Dianne Russell-Carter, will be scheduling various visits to each of the six-cities in the consortium and will do a presentation of FWDB in each of their council meetings. He reported that a FWDB Board retreat is also being planned for all members.

### **DIRECTOR'S REPORT**

Executive Director Dianne Russell-Carter reported on the Federal level that the Workforce Innovation and Opportunity Act (WIOA) is scheduled for reauthorization in 2021. She mentioned that last November 22, 2019, the Department of Labor put out a press release announcing a record high number of 2,500 new apprentices in the fiscal year 2019. Apprenticeships are a critical pathway for job seekers and apprenticeship programs and apprenticeship initiatives are the fourth largest funding source for Workforce Development.

On the State level, Dianne Russell-Carter stated that there are not many opportunities as far as acquiring new funding and competitive grants. She reported that FWDB did not get approval for a grant that was submitted for Assembly Bill (AB) 1111 - Removing Barriers to Employment Act: Breaking Barriers to Employment Initiative. She reported that in September 2019, FWDB in

partnership with Foothill Unity Center submitted an application for AB1111 but the State did not approve the application. She will meet with the State to find out why FWDB grant request was not approved.

On the Regional level, she gave an update on the Prison to Employment (P2E) Grant that is being managed by the South Bay Workforce Investment Board. Dianne Russell-Carter shared that there have been delays on this initiative and the contracts will not get to FWDB till January 2020. She also reported that FWDB will need to service 26 clients in this grant.

Then, Dianne reported that FWDB was chosen as the Regional Planning Unit Organizer for the 14 Regional Planning Units in Los Angeles for the next 20 months. Deputy Director, Ricardo Quezada, will be the point person for FWDB. Lastly, she shared that she and FETC Policy Board Chair, Rachelle Arizmendi, met with Pasadena City College (PCC) President, Dr. Erika Endrijonas, and confirmed that PCC and FWDB agreed to work together and strive to establish a fluid relationship. Both parties agreed to discuss employer initiatives together as a workforce development board and as a community college.

### **ONE-STOP OPERATOR UPDATE**

Don Nakamoto of Pro-Path reported that the quarterly meeting of the One-Stop partners in October 9, 2019 was very productive. He pointed out that the One-Stop partners were updated on new state directives and information items. One topic of discussion was the consolidation of the four (4) State agencies (including Employment Development Department) into one Workforce department. Ms. Donna Plank of Employment Development Department was on hand to discuss and answer the questions from the One-Stop partners.

Don Nakamoto reported that FWDB Deputy Director, Ricardo Quezada, updated all the One-Stop partners about the various grant projects; State Veterans Grant, Regional Planning Grant, Dislocated Worker Additional Assistance and Community Development Block Grant. It was also reported that there has been an increase in the number of major layoffs in recent months in the Foothill area.

Don Nakamoto announced that each of the One-Stop partners provided updates on their programs and announced upcoming activities. Don Nakamoto noted that this is a valuable process because through this process of communication, each of the One-Stop partners can understand more about the services that the other One-Stop partners provide and also the type of clients they serve.

Lastly, Don Nakamoto disclosed that there was extensive discussion among partners about the state of the local labor market and about a potential recession with the rising number of WARN notices in the region.

### **ACTION ITEMS**

- A. Approval of New Member representing Private Sector – It was recommended that the Board approve the new membership of Victor LaGroon, Director of Strategic Partnerships/Alliance from the City of Hope

M/S Fertig/Hurd

Approved unanimously

- B. Approval of a contract between the City of Pasadena, acting as agent for the FWDB and the SBWIB to provide Individual Training Account Services.


M/S Selinske/Wheeler Approved unanimously

**PRESENTATION**

FWDB Diversity and Inclusion Sub Committee Chair, Denise Banuelos, shared her that she has 8 years' experience working in diversity inclusion in the private sector with utility and health care. She urged the members to join this committee and agreed that this committee should also be integrated into the other FWDB committees. She pointed out that a responsibility of the FWDB is to educate the local community employers about diversity in the workplace and this committee is going to focus specifically on the emerging diversity needs in our communities. She reported that Unconscious Bias Training was presented to the members and to the local community recently. She noted that the Unconscious Bias Training was quite interesting because it brought up other important issues like the topic of disability, gender identity and the generation gap.

In closing, Denise Banuelos encouraged the board members to join this committee and announced the first meeting is scheduled for February 2020,

With no roundtable announcements, Chair Dan Lien adjourned the meeting at 10:10 a.m.

Signed:   
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Dianne Russell-Carter  
Executive Director