

# FOOTHILL WORKFORCE DEVELOPMENT BOARD MEETING

Virtual Zoom Meeting

## MINUTES OF JULY 22, 2020 FWDB MEETING -AMENDED

### 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 9:00a.m.

### Present - FWDB

Dan J. Lien, Chair, DJL Professional Services  
Salvatrice Cummo, Pasadena City College  
Hector Delgado, Teamsters Local Union No.396  
Elia Evans, UEI College  
Flint Fertig, Monrovia Unified School District  
John Frala, Rio Hondo College  
Betty McWilliams, Foothill Unity Center, Inc.  
Tom Selinske, FocusOut LLC  
Jane Templin, NECA/IBEW Electrical Training Trust  
Brenda Trainor, Frontier Trail, Inc.  
Cesar Valladares, Employment Development Department  
Laurie Wheeler, South Pasadena Chamber of Commerce

### Absent - FWDB

Denise Banuelos, City of Hope  
Carolyn Dallas, Vice-Chair, Kaiser Permanente  
Tony de Trinidad, Painters & Allied Trades DC 36  
Steven Gutierrez, Rager's Abbey Flooring & Window Covering  
Robert Helbing, Air Tro, Inc.  
Gene Hurd, UAW Local 509 (Excused)  
Denise McKnight, Department of Rehabilitation (Excused)  
Sandra Mejia, M & R Professional Services

### Staff Present

Dianne Russell-Carter, FWDB Executive Director, Rita Magno, Julie McElrath, Sarah Mendoza, Rey Okamoto and Ricardo Quezada

### **Guests Present**

Rachelle Arizmendi, FETC Policy Board Chair/Mayor Pro Tem, City of Sierra Madre  
Michelle P. Bankston, Department of Rehabilitation  
David Baquerizo, ProPath Inc.  
Anthony Crouch, Employment Development Department  
Shomari Davis, IBEW Local 11  
Eric Duyshart, City of Pasadena  
Ricky Kuo, City of Pasadena  
Helen Romero-Shaw, Southern Gas Company  
Michael Wangler, Citrus College  
Nona Yegiazaryan, Employment Development Department

### **APPROVAL OF MINUTES**

The approval of the minutes of the Dec. 4, 2019 meeting was deferred due to no quorum of voting members.

### **PUBLIC COMMENTS**

None

### **CHAIR'S REPORT**

Chair Dan Lien reported that he and Executive Director, Dianne Russell-Carter had many meetings with various State and Local level workforce officials with regards to the Covid-19 situation in relation to the workforce boards. He noted that because of the COVID-19 downturn, economic recovery might take a long time. However, he declared that there is good news in terms of getting financial help and funding thru various grants and government financial programs.

Chair Lien spoke briefly about the Business Services aspect of FWDB. He emphasized the need for FWDB to be ready and informed of the needed resources and tools that small businesses will need in this time of economic uncertainty. He stated that he plans to conduct a Business Services Zoom meeting with staff and Board members to discuss various programs geared to help small businesses. He reported that there are a lot of resources like the Small Business Administration (SBA) and there are various government loans available like COVID-19 Economic Injury Disaster Loan (EIDL), Paycheck Protection Program (PPE) and other small business financing loans. FWDB members, Salvatrice Cummo, Cesar Valladares, Tom Selinske, Laurie Wheeler and John Frala contributed valuable input to this discussion. In closing, Chair Lien enjoined everyone to "do the work" and move forward in these challenging times.

### **DIRECTOR'S REPORT**

Executive Director, Dianne Russell-Carter reported that since March 2020, the AJCC One-Stop Center/ Employment Development Department (EDD) office in Green St. is closed to the public and FWDB staff are alternately working in the office and working from home.

On the State level, she announced that the Employment Development Department is looking to hire 4,800 new employees to help with the unprecedented surge of unemployed people filling Unemployment Insurance claims. She also reported that lease of FWDB in the EDD office is up so EDD and FWDB are now renegotiating the lease.

On the Local level, Dianne Russell-Carter stated that FWDB is working hard on the various grants and staff are busy helping clients using virtual and online services like DocuSign. She then asked FWDB Staff, Rey Okamoto to report on the status of the FWDB budget. Lastly, Ricardo Quezada, Deputy Director, reported on the various programs and grants being worked on by staff and gave updates on each grant.

### **ACTION ITEMS**

- A. A roll call vote was called for the approval of a New Member Application for Shomari Davis, Business Representative, IBEW Local 11

M/S Templin/Fertig Approved


### **ONE-STOP OPERATOR UPDATE** – David Baquerizo, ProPath Inc.

David Baquerizo, President of ProPath Inc. announced that Don Nakamoto has retired from ProPath and so David is taking over and will now be handling FWDB. With COVID-19 situation, David Baquerizo stated that One-Stop Operators have limited access to One-Stop Partners and One-Stop Staff. Hence, he reported that there were no Partner meetings conducted during this time.

He announced that as a One-Stop Career Service Provider for 13 Workforce Development Boards in California, he has researched COVID-19 relief efforts provided by both State and Federal Agencies. Also, he noted that One-Stop services are changing to adapt to a COVID-19 environment. There will be more partner meetings via Zoom and most Job Search and Job Fairs are now being done via a virtual platform. Traditional One-Stop activities will need to be assessed and he emphasized that we have to stay focused on the customers and employers in our area and the recovery or assistance benefits that are available to them.

Lastly, David Baquerizo stated that he is researching all the information that would be needed to adapt the One-Stop Centers to safely provide services to customers and protect staff in a COVID-19 environment.

After a roundtable of announcements, Chair Dan Lien adjourned the meeting at 11:00 a.m.

Signed:   
Dianne Russell-Carter

Executive Director