

FOOTHILL WORKFORCE DEVELOPMENT BOARD (FWDB) MEETING

Minutes of August 20, 2025 FWDB Meeting

INTRODUCTION AND ROLL CALL

Vice Chair Wheeler called the meeting to order and welcomed all attendees. Staff member Raymond Delgado conducted the roll call, and a quorum was established at 9:06 a.m.

Present - FWDB

Laurie Wheeler, Vice Chair, President/CEO, South Pasadena Chamber of Commerce

Alexis Carter, Deputy Division Chief, Los Angeles/Coastal, EDD-Workforce Services

Keshia Darden, Owner, Simply Divine

Rachelle Arizmendi, President, Arizmendi Consulting Group

Vicki Brannock, Senior Director, Workforce Strategy and Innovation Biocom

Soyinka Allen, Program Director, Hospital Association of Southern California

Dr. Salvatrice Cummo, Vice President – Economic & Workforce Dev., Pasadena City College – 9:12 AM

Amy Foell, Workforce Development Consultant, San Gabriel Valley Economic Partnership – 9:40 AM

Hector Delgado, Vice President, Teamsters Local 986

Anthony Angulo, Owner, Legacy Kenpo Karate

Absent - FWDB

Tom Selinske, Chair, Owner, Selinske and Associates Consulting

Dan J. Lien, DJL Professional Services

Emilia Rojas, Staff Services Manager, California Department of Rehabilitation

Noel Tony De Trinidad, Business Representative, Painters & Allied Trades DC 36

Flint Fertig, Director of Adult Education, Monrovia Unified School District

K-Rahn Vallatine, CEO, Inner Sun Consulting

John Frala, Owner, Clean Fuel Education

Gene Hurd, President, UAW Local 509

Zachary Solomon, Business Representative, IBEW Local 11

Staff Present

Michael Trogan, Sarah Mendoza, Alma Estevez, and Raymond Delgado,

Other Attendees

David Baquerizo – ProPath, Denise McKnight

PUBLIC COMMENTS

No public comments.

APPROVAL OF MINUTES

The minutes of the Joint FETC and FWDB Full Board Meeting May 21, 2025, FWDB meeting were approved.

Motion: Rachelle Arizmendi **Seconded:** Hector Delgado

Roll call vote: Ayes- Unanimous (Wheeler, Carter, Darden, Arizmendi, Brannock, Allen, Delgado, Angulo)

Nays – 0

CHAIR COMMENTS

Vice Chair Wheeler referred to the last page of the packet to remind board members of the meeting dates for the rest of the year.

PROGRAM UPDATE – Michael Trogan

Vice Chair Wheeler introduced the item and referred to Acting Executive Director Michael Trogan. Michael welcomed everyone and provided an overview of accomplishments from the previous program year, as well as priorities for the current year.

Michael presented a PowerPoint summarizing performance outcomes, noting that the center achieved 104 percent of its goal. He explained that one data point appeared low, 18 individuals employed out of 184 exited participants, due to delayed reporting from the State of California, which tracks employment outcomes six and twelve months after program exit. He noted that complete reporting data typically becomes available about one year after the close of the program year.

Michael reported a 56 percent increase in new enrollments compared to the five-year average. The goal for the current program year is to increase enrollments by an additional 16 percent. He also noted a 13 percent increase in funding for the current year, attributed to allocations from the previous federal administration. However, he stated that future funding levels remain uncertain.

Michael outlined the program goals for the current year, which include:

- On the Job Training
- Sector Strategies
- Job Search and Direct Hires/Placement
- Expand Partnerships
- In School Youth Programs

BUDGET – Michael Trogan

Acting Executive Director Michael Trogan introduced the item, referring to page 13 of the packet. Michael explained that the budget had been presented to the City of Pasadena's Finance Committee and was approved. He noted that the document provides an overview of the previous three years as well as the current year. Michael reported that the overall budget reflects an increase from the prior year. He also stated that three vacant positions were eliminated. Michael further explained that one of the federal requirements is to allocate 30 percent of funds toward training opportunities.

CONSIDERATION OF REPLACING BOARD MEMBER EMILIA ROJAS – DEPARTMENT OF REHABILITATION (DOR) WITH DENISE MCKNIGHT – DEPARTMENT OF REHABILITATION (DOR)

Vice Chair Wheeler introduced the item and referred to Acting Executive Director Michael Trogan. Michael explained that former Board Member Denise McKnight, who had previously stepped down following a promotion and was replaced by Emilia, has expressed interest in returning to the Board.

APPROVAL OF RECOMMENDATION TO REPLACE EMILIA ROJAS – DEPARTMENT OF REHABILITATION (DOR) WITH DENISE MCKNIGHT – DEPARTMENT OF REHABILITATION (DOR)

Motion: Keshia Darden **Seconded:** Vicki Brannock

Roll call vote: Ayes- Unanimous (Wheeler, Carter, Darden, Arizmendi, Brannock, Allen, Delgado, Angulo, Cummo, Foell)

Nays – 0

EXECUTIVE COMMITTEE UPDATE

Vice Chair Wheeler introduced the item and announced that K-Rahn Vallatine has agreed to serve as Chair of the Business Services Committee and will work with David Baquerizo in leading the committee. Vice Chair Wheeler invited David to provide comments. David stated that he looks forward to working with everyone to reactivate the Business Services Committee. Vice Chair Wheeler encouraged all Board Members to participate in one or more of the committees.

YOUTH COMMITTEE UPDATE

Vice Chair Wheeler introduced the item and referred to Keshia Darden, Youth Committee Chair, for comments. Keshia stated that one of the current goals of the Youth Committee is to develop a vision statement. She also noted that recent discussions have focused on apprenticeship opportunities and strategies to better support youth in the current job market.

FWDB MEMBER COMMENTS/ROUNDTABLE UPDATE

Vice Chair Wheeler introduced the item and asked Acting Executive Director Michael Trogan for comments. Michael referred to the list of priorities on page 9 of the agenda packet and discussed how the Board can engage clients in alignment with these priorities. He emphasized the importance of maximizing outcomes this year, noting that funding is likely to decrease in the following year.

Anthony Angulo mentioned two businesses in the City of Duarte that may be suitable for on-the-job training. Michael stated that the Business Services Representative will follow up to make the connection.

Vicki Brannock noted that apprenticeships may be less common in the bio-science sector, as many companies prefer internships. She also reported that the recent economic impact report for the biomedical field found that nearly 32 percent of life sciences jobs are in manufacturing.

Vice Chair Wheeler highlighted that the creative industry has evolved and encouraged individuals with a passion for the arts to remain open to non-traditional career paths within the sector.

Michael emphasized the importance of keeping staff up to date on industry changes and ensuring they are equipped to coach clients on job searches and the use of AI. Alexis Carter agreed, noting the widespread use of AI and the need for staff to stay current. Alexis also shared that the Executive Committee had discussed the potential coordination of a business summit to inform local community and business partners about the Board's services.

Vice Chair Wheeler thanked everyone for their participation, and the meeting was adjourned at 10:14 AM.