

FOOTHILL WORKFORCE DEVELOPMENT BOARD MEETING

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

MINUTES OF DECEMBER 8, 2016 FWDB MEETING AND RETIREMENT RECEPTION FOR PHIL DUNN

Present - FWDB

Tony Tartaglia, Chair, The Gas Company
Ron Carter, The Carter Agency
Hector Delgado, Teamsters Local Union No.396
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
Sandra Mejia, M & R Professional Services
Laura Pancake, Pacific Clinics
Jane Templin, NECA/IBEW Electrical Training Trust
Brenda Trainor, Vice-Chair, Frontier Trail, Inc.
Cesar Valladares, Employment Development Department
Laurie Wheeler, South Pasadena Chamber of Commerce

Absent - FWDB

Jeff Allred, San Gabriel Valley Economic Partnership (SGVEP) (Excused)
Alma Apodaca, City of Hope (Excused)
Tina Carey, Amada Miyachi America Inc. (Excused)
Carolyn Dallas, Kaiser Permanente (Excused)
Salomon Davila, Pasadena City College (Excused)
Matt Dunphy, Southwest Carpenters Training Fund (Excused)
Flint Fertig, Monrovia Unified School District
Betty McWilliams, Foothill Unity Center, Inc. (Excused)
Alfredo Mejia, CIBA Real Estate
Tom Selinske, FocusOut LLC (Excused)

Staff Present

Joumana Barakat, Steve Chase, Serafin Garcia, Susanne Ko, Rita Magno, Julie McElrath, Sarah Mendoza-Jaime, Dianne Russell-Carter, Mario Real and Phil Dunn, FWDB Executive Director

Guests Present

America Solis-Bowman, Employment Development Department
John Chamberlain, Planning Consultant
Ernest Dowdy
TyAnne Evans, Employment Development Department

Bill Huang, City of Pasadena
Bob Joe, City of South Pasadena
Flora Karmiryan, City of Pasadena
Ken Kessler, Southbay Workforce Investment Board
Olin King, Employment Development Department
Juan Millan, Employment Development Department
Danielle Moore, Employment Development Department
Olabisi Oyewo, Employment Development Department
Officer Shannon Robredo, City of South Pasadena
Clara Wong, City of Pasadena

APPROVAL OF MINUTES

The minutes of the September 29, 2016 meeting were approved as submitted.

M/S	Templin/Delgado	Approved
	Helbing	Abstention

CHAIR'S REPORT

Chair Tartaglia welcomed the FWDB members and called the meeting to order at 1:17pm. He announced that this FWDB meeting was moved to an afternoon session for the retirement reception of the outgoing FWDB Executive Director, Phil Dunn. He also announced that Steve Chase, Career Services Division Career Coordinator was retiring on Dec. 30, 2016.

Chair Tartaglia reported that he, Vice Chair Brenda Trainor and Dianne Russell-Carter will be attending the National Association of Workforce Board's (NAWB) yearly conference in Washington D.C. on March 25 – 28th.

Chair Tartaglia also reported that on Nov. 25, 2016, the Executive Committee met and discussed various board policies specifically the FWDB By-laws. He announced that Dianne Russell-Carter will be the Interim Executive Director and thanked Bill Huang, City of Pasadena Housing Director and Steve Mermell, City Manager, for facilitating this smooth transition.

Next, he introduced John Chamberlain as the guest speaker who will talk about Industry-Valued Credentials and how this will relate to workforce development.

DIRECTOR'S REPORT

Phil Dunn started his last Director's Report by expressing his deep appreciation to the Board for their unwavering support throughout his tenure as FWDB Executive Director.

Briefly, Phil Dunn updated the Board that Congress just passed a continuing resolution to keep the government funded. He mentioned that there is a lot of uncertainty in Washington with regards to funding. Phil Dunn also reported that there has not been an announcement for a new Secretary of Labor.

He referred the board to the WIOA Implementation Matrix in the packet and assured the Board that he and Steve Chase are leaving FWDB fiscally sound and with no outstanding audits and in good standing.

ACTION ITEMS

A. FWDB MEMBERSHIP REPORT AND RECOMMENDATION

On behalf of the Executive Committee, Chair Tartaglia recommended that the Foothill Workforce Development Board approve one (1) new nominee for Board membership. Once membership is approved by the FWDB, a recommendation will be made to the FETC Policy Board for them to appoint the new member to the FWDB.

New member nominee:

Patricia Flores, Senior Director, Talent Acquisition, City of Hope

M/S Lien/Templin Approved unanimously

B. Approval of FWDB By-Laws

On behalf of the Executive Committee, Chair Tartaglia updated two (2) lines in Section VI.8 of the By-Laws and then recommended that the Foothill Workforce Development Board approve the FWDB By-Laws with the two (2) amendments.

M/S Helbing/Templin Approved unanimously

PRESENTATION – John Chamberlain

John Chamberlain, Attorney and Consultant of City of Los Angeles, explained to the Board that the Workforce Innovation and Opportunity Act of 2014 (WIOA) mandates a regional workforce plan. The Los Angeles Basin regional workforce plan (the “Plan”) covers the entire County including its seven local Workforce Development Boards, eighty-eight cities and unincorporated areas and the Mr. Chamberlain explained that the Plan covers a 4-year period, July 1, 2017 to June 30, 2021. He explained that the regional Plan seeks to identify sectors in Los Angeles County that are critical to the growth of good jobs in the county for the next 10 years and to focus our money on these sectors. The vital 6 sectors agreed upon for the Plan are healthcare, advanced manufacturing/biotech, transportation and logistics, construction, information technology, and hospitality/leisure.

Next, John Chamberlain outlined the requirement for a local strategic plan for FWDB. He reported on the timetable for the local plan and the process to comply with this requirement.

After a brief question and answer session, Chair Tartaglia adjourned the FWDB meeting at 2:05p.m. and invited everyone to proceed to the Retirement Reception for Phil Dunn.