

## **FOOTHILL WORKFORCE DEVELOPMENT BOARD MEETING**

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

### **MINUTES OF JULY 13, 2017 FWDB MEETING**

#### **INTRODUCTION AND ROLL CALL**

The Foothill Workforce Development Board Chair, Tony Tartaglia, welcomed the board members, staff members and guests and called the meeting to order at 8:50 a.m.

#### **Present - FWDB**

Tony Tartaglia, Chair, The Gas Company  
Tina Carey, Amada Miyachi America Inc.  
Ron Carter, The Carter Agency  
Carolyn Dallas, Kaiser Permanente  
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  
Jennifer McLain, City of Glendale, Community Development Dept  
Betty McWilliams, Foothill Unity Center, Inc.  
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)  
Matt Dunphy, Southwest Carpenters Training Fund (Excused)  
Flint Fertig, Monrovia Unified School District (Excused)  
Patricia Flores, City of Hope (Excused)  
Daniel Lien, Plaza Bank (Excused)  
Denise McKnight, Department of Rehabilitation  
Alfredo Mejia, CIBA Real Estate  
Sandra Mejia, M & R Professional Services  
Laura Pancake, Pacific Clinics (Excused)  
Tom Selinske, FocusOut LLC (Excused)

#### **Present – FETC POLICY BOARD**

Tyron Hampton – City of Pasadena  
John Fasana, City of Duarte  
Robert S. Joe, Chair – City of South Pasadena  
Larry Spicer - City of Monrovia

#### **Staff Present**

Joumana Barakat, Marife Farinas, Rita Magno, Julie McElrath, Robert Mejia, Sarah Mendoza-Jaime, Mario Real and Dianne Russell-Carter, Interim FWDB Executive Director

### **Guest Present**

David Baquerizo, ProPath, Inc.

### **APPROVAL OF MINUTES**

The minutes of the April 6, 2017 meeting were approved as submitted.

M/S Templin/Helbing

Approved with amendments

### **CHAIR'S REPORT**

Chair Tartaglia welcomed the FWDB members and reported that the Foothill Employment and Training Consortium (FETC) Policy Board had an earlier meeting at 8am. He called on FETC Chair and South Pasadena Councilmember, Bob Joe, to introduce the FETC Policy Board members attending the FWDB meeting.

Chair Tartaglia updated the Board on the status of the hiring process for the FWDB Executive Director/Career Services Administrator. He explained that the hiring process is in the final stages and that an announcement will be made soon. He shared that this was the first time in 25 years that both the FETC Policy Board and the FWDB were involved in the recruitment and selection process.

Also, Chair Tartaglia announced that the FWDB Local Plan has been fully signed and approved. He announced that ProPath was chosen as the One-Stop Operator for the FWDB.

Lastly, Chair Tartaglia reported that Jesse Torres, Deputy Director/CA Small Business Advocate (Go-Biz) was the presenter and asked the board to go over the information items in the packet and raise any questions later in the meeting.

### **DIRECTOR'S REPORT**

Interim Director Dianne Russell-Carter announced that there has been a lot happening in the Federal, State, Regional and Local areas with regards to workforce development. In the Federal level, Interim Director Dianne Russell-Carter stated that the proposed 40% budget reduction in workforce funds is still on the table and no specific details on the reduction have been implemented as of the yet. She reported that President Trump signed an Executive Order to increase the number of U.S. apprenticeships which will produce more accelerated jobs in the area of construction and trades. Interim Director Dianne Russell-Carter reported that a \$1 trillion infrastructure plan was unveiled by President Trump which involves cuts to infrastructure spending and it is unclear what benefits the states, cities and corporations would receive from the deal.

In the State level, she stated that the Department of Labor has been slow in finalizing the budgets for Workforce Development Boards because of the 40% deficit. She reported that FWDB just received the first funding allocation numbers which should have been received in April 2017 and it is \$200,000 less than the estimated allocation.

Next, Interim Director Dianne Russell-Carter reported that ProPath, Inc. was chosen as the One-Stop Operator (OSO) for FWDB. FWDB has successfully complied with the WIOA ruling of having a One-Stop Operator in place by the deadline of July 1, 2017.

Interim Director Dianne Russell-Carter then announced that the next process to hurdle is the One-Stop (OSO) Certification process of Foothill's American's Job Center of California (AJCC) One-Stop Center for the program year 2017 – 2018. The Local Boards will be conducting the certifications based on three (3) key requirements for AJCC certification: the effectiveness of the AJCC or the One-Stop; the physical and programmatic accessibility for the disabled and; continuous improvement efforts.

On the regional level, Dianne Russell-Carter reported that the final Regional Plan is in place and in compliance with the September 1<sup>st</sup> submission deadline. On the local level, she expressed that FWDB funding has been steadily decreasing every year so it is imperative to look for other funding opportunities to be able to continue to serve our clients. She disclosed several funding sources that FWDB is working on and also announced the application of the 25% Discretionary Grant for \$900,000 to service the layoffs in our local workforce area. The companies in Pasadena with layoffs were FEMA and Cordon Bleu.

#### **ACTION ITEM**

On behalf of the Executive Committee, Chair Tartaglia recommended that the Foothill Workforce Development Board approve the signing of a one year contract with ProPath, Incorporated to fulfill the One-Stop Operator (OSO) WIOA requirement.

M/S Gutierrez/McLain

Approved unanimously

#### **PRESENTATION – Jesse Torres**

Jesse Torres, Deputy Director/CA Small Business Advocate, California Governor's Office of Business and Economic Development (GO-Biz), gave a very informative presentation and an overview on the various activities of GO-Biz.

Jesse Torres explained that GO-Biz serves as California's single point of contact for economic development and job creation efforts, offering a range of services to business owners, such as:

- Attraction, retention, and expansion services
- Permit streamlining and clearing of regulatory hurdles
- Small business assistance
- International trade development
- Assistance with state government
- Site selection

He then shared a presentation of business statistics in California and reported on various small businesses that GO-Biz has assisted.

After a round of announcements, Chair Tony Tartaglia adjourned the FWDB meeting at 10:05 am.