



EXECUTIVE COMMITTEE AGENDA

Verdugo Jobs Center

January 15, 2020

Location: Victory Salon (2nd Floor)
1255 S. Central Ave, Glendale 91204

The meeting will begin promptly at 8:00 A.M.

RSVP to: Diana Antonio @ (818) 937-8081, dantonio@glendaleca.gov

- I. **Introductions**
 - Approval of Minutes: November 13, 2019 1

 - II. **Director's Report**
 - a) Workforce Innovation and Opportunity (WIOA)

 - b) Program report 6

 - c) Grants and initiatives 11

 - III. **Action Items:**
 - a) None

 - IV **Other Business and Announcements**
 - a) 2020 Executive Committee meeting calendar
- Public comments**
- Adjourn**

Next Executive Committee Meeting: Wednesday, February 12, 2020

The Workforce Innovation and Opportunity Act is an Equal Opportunity Program.
TTY (818) 548-3857. Auxiliary aids and services available upon request.

MISSION: To transform lives, businesses, and the community through innovative workforce services.

**VERDUGO WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING MINUTES**

11/13/2019

8:00 a.m. to 9:00 a.m.

MEMBERS PRESENT: Ara Aslanian, Jim Darcey, Nick Hacopian, Gavin Koon, Cesar Valladares

MEMBERS ABSENT: Marisol Espinoza

**COMMUNITY &
OTHER AGENCY
REPRESENTATIVES:** None

STAFF PRESENT: Judith Velasco, Melissa Younesian, Diana Antonio

CALL TO ORDER: 8:04 am by Chair Ara Aslanian

I. Minutes of October 09, 2019

- A. Quorum confirmed.
- B. Minutes presented and reviewed. **MOTION:** Nick Hacopian 2nd: Cesar Valladares
Action: APPROVED

II. Action Items

- A. **Approve entering into contract with the Armenian Relief Society for Fiscal Year (FY) 2019-20, to provide immigrant acculturation services in the amount not to exceed \$5,000 under the California Adult Education Program (CAEP)**
 - 1. Executive Director Judith Velasco explained that Glendale Community College requested that the VWDB enter into contract with the Armenian Relief Society (ARS) to assist in achieving its goals. A goal of CAEP is to encourage those that are English language learners to develop language skills to enter the workforce.
- B. **Approve entering into contract with Copy & Design for FY 2019-20 and FY 2020-21, to provide communication services in the amount not to exceed \$60,000 for Workforce Programs administered by the VWDB**
 - 1. Funding to support the \$60,000 contract with Copy and Design will be allocated from CAEP, WIOA funds and non-WIOA funds.
- C. **Approve acceptance of funding in the amount of \$308,222 from the South Bay Workforce Investment Board under the Prison to Employment Initiative funded by the California Workforce Development Board for FY 2019-2020, FY 2020-2021, and FY 2021-2022**
 - 1. The Los Angeles Basin Regional Planning Unit (LABRPU) received an award of \$8,273,616 in Prison to Employment Initiative (P2E) funds; the amount that the VWDB will receive is based on the percentage of released individuals in Burbank, Glendale, and La Cañada Flintridge.
 - a. The VWDB will receive a total of \$308,222 to provide services to 28 formerly incarcerated and other justice involved individuals during the periods of FY 2019-2020, FY 2020-2021, and FY 2021-2022.

MOTION FOR CONSENT ITEMS: A – C

Motion: Jim Darcey 2nd: Nick Hacopian

APPROVED

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III. Director's Report

A. Prison to Employment Initiative

1. Ms. Velasco explained that the VWDB may receive additional funding. There are boards that are not able to quickly expend their funding due to not providing direct services, instead they contract services out.
 - a. The Executive Committee commented that the reentry population is harder to serve than people with disabilities. It is a challenge to find employers that are willing to host people with a background.
 - i. Gavin Koon mentioned that construction is booming so this industry may be more willing to hire people with a background.

B. Slingshot 2.0

1. Ms. Velasco provided updates on the Slingshot 2.0 Regional Plan Implementation Grant in which Verdugo has taken the lead to support strategic co-enrollment by helping other boards maximize their resources and funding to help the customers with multiple needs.
 - a. The boards of the LABRPU have been attending monthly meetings held at the Verdugo Jobs Center.

C. Program Report

1. Ms. Velasco announced that grant applications submitted for funding will be appearing in the monthly newsletter.
2. VJC Manager Melissa Younesian summarized the Rapid Response activities held in the Verdugo region.

D. 2020 Proposed Meeting Schedule

1. Ms. Velasco shared that historically the full board meetings held in January have had low attendance. Due to this history, Ms. Velasco proposed to change the schedule of the quarterly meetings.
 - a. Nick Hacopian advised to continue holding quarterly meetings for the Verdugo Foundation; however, holding these meetings on a separate date than the Executive Committee meetings.

IV. Other Business and Announcements

- A. The board social is scheduled for Wednesday, December 4. The details of the location and time will be sent out via email.

V. Public Comments: None

VI. Adjournment: 8:36 am