



AGENDA

Wednesday, February 10, 2021

8:30 am – 10:00 am

The meeting will begin promptly at 8:30 A.M.

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

- | | | |
|------------|--|----|
| I. | Introductions | |
| | Approval of minutes: November 04, 2020 | 4 |
| II. | Action Items | |
| | a) Approve award of \$21,440 to the American Federation of Musicians Local 47 to implement a training program for musicians who have been dislocated as a result of the COVID-19 and Safer at Home Order | 6 |
| | b) Approve acceptance of funding from the Los Angeles County Department of Workforce Development, Aging, and Community Services of \$99,000 in Measure H funds to provide work experience for clients | 7 |
| | c) Approval of the recommendation to the Arroyo Verdugo Communities Joint Powers Authority for Pamela Marcello to be appointed to the Verdugo Workforce Development Board, in compliance with State and Federal requirements under the Workforce Innovation and Opportunity Act of 2014 | 8 |
| | d) Approve acceptance of funding from the City of Glendale of \$1,315,000 for the LIFERAP program which provides housing and employment assistance to low income families and to award Glendale Youth Alliance \$201,620 to provide case management services for a 2 year period, January 1, 2021 through January 1, 2023 | 11 |
| | e) Approve the acceptance of \$31,055 of Workforce Innovation and Opportunity Act from the Foothill Workforce Development Board to implement goals under the Slingshot 3.0 regional grant | 13 |
| | f) Approve the acceptance of \$650,000 of Workforce Innovation and Opportunity Act, Additional Assistance grant to continue implementing a regional biotechnology technician industry-valued credential and Approve Contracts with Los Angeles Valley College for \$80,000, Glendale Community College for \$120,000 and Copy & Design for \$20,000 for a total amount not to exceed \$240,000 | 14 |
| | g) Approve the submission of the Career Services Application to the Governor of California requesting the Verdugo Workforce | 16 |

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.



**Development Board to be the America’s Job Center of CaliforniaSM
Adult and Dislocated Worker Career Services Provider for the
Verdugo Workforce Development Area**

a.	Career Services Application Draft	19
h)	Approve the Verdugo Workforce Development Board’s Conflict of Interest Policy	42
a.	VWDB Conflict of Interest Policy	43
III.	Board Chair Report – Ara Aslanian	
IV.	Director’s Report – Judith Velasco	
a)	COVID-19 Updates	
b)	Verdugo Jobs Center Program Report	50
c)	Grant Projections	60
d)	One-Stop Operator Report	61
e)	Youth Provider	63
f)	Labor Market Information Report	64
V.	Discussion Topic: Career Services Application and WIOA Requirements	
VI.	Other Business and Announcements	
a)	Verdugo School to Career Coalition	
b)	List of current WDB board of directors/contact information	68
c)	2021 full board meeting calendar	69

Public Comments

Adjourn

Next Full Board Meeting: Wednesday, May 12, 2021

**VERDUGO WORKFORCE DEVELOPMENT BOARD
FULL BOARD MEETING MINUTES**

11/4/2020

8:30 a.m. to 9:05 a.m.

MEMBERS PRESENT: John Acosta, Ara Aslanian, Lee Casady, Jim Darcey, Marisol Espinoza, Nick Hacopian, Mary Hamzoian, Jennifer Hiramoto, Steve Kaplan, Gavin Koon, Nancy Osipo-Peera, Veronica Romero, Julio Ruiz, Teresa Sánchez, Cesar Valladares

MEMBERS ABSENT: Greg Astorian, Onnig Bulanikian, Debbie Kukta, Chris Lenz, BJ McGuire, Michael Ritterbrown

**COMMUNITY &
OTHER AGENCY
REPRESENTATIVES:** Melanie Bautista, Juan Millan, Adriana Rios, and Anahit Yegiazaryan, (Employment Development Department), Jan Swinton (Glendale Community College)

STAFF PRESENT: Judith Velasco, Diana Antonio, MaryAnn Pranke, Melissa Younesian

CALL TO ORDER: 8:32 am by Chair Ara Aslanian via conference call

I. Introductions

- A. VWDB Chair Ara Aslanian welcomed the VWDB to the November meeting, he reminded the attendees that they would be muted during the meeting and will unmuted during the discussion session.

II. Minutes of September 16, 2020

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

III. Action Items

- VWDB Executive Director Judith Velasco reviewed the slate of consent items as follows:
 - a) Approve entering into contract with the Social Security Administration for the 2020 Employment Network (EN) Ticket Program Agreement (TPA) for a term of 10 years, with a contract amount up to \$1,000,000, to continue to provide employment services for Social Security disability beneficiaries
 - b) Approve acceptance of additional funding from Los Angeles County of \$199,170 for Youth@Work Program, and to award an estimated amount of \$181,002 to Glendale Youth Alliance through an amended contract amount not to exceed \$355,920 for the Fiscal Year 2020-2021
 - c) Approval of STEPS contract amendment with Glendale Youth Alliance adding funds of \$24,000 to administer work readiness training stipends, for a revised contract amount of \$154,140

VERDUGO WORKFORCE DEVELOPMENT BOARD
FULL BOARD MEETING MINUTES
11/4/2020
8:30 a.m. to 9:05 a.m.

MOTION FOR CONSENT ITEM A-C:

Motion: Gavin Koon

2nd: Lee Casady

APPROVED

IV. Director's Report

A. Presentation and Discussion: *Workforce Trends – Our Economy Amidst COVID-19*

1. Ms. Velasco facilitated the presentation and discussion. She reviewed an overview of the trends in Unemployment Insurance (UI) claims.
 - a. A total of 149 businesses have laid off employees in the Verdugo Region. Businesses are currently not required to submitted lay-off notices, so the number may be greater.
 - b. The Employment Development Department (EDD) has begun to collect data on claimants based on gender and age. For example, males are unemployed at a slightly higher rate of 54.4% compared to the rate of females at 45.5%.
 - c. The number of small businesses open in Los Angeles County decreased by 22.2% in August and continued to decline to 27.2% as of September 29th compared to January 2020. This trend line follows the revenue trend line which also shows recovery based on the CARES Act benefits including Paycheck Protection Program (PPP) and the Pandemic Unemployment Assistance (PUA) UI payments.
 - d. Consumer spending data shows that the category of Entertainment and Recreation was the most impacted with a decline of 77.3%. Meanwhile consumer spending for Grocery has increased, with the trend starting in March as consumers stocked up on items to prepare for the Safer at Home Order.
 - e. VWDB staff will continue to monitor the areas with job growth potential.

V. Other Businesses and Announcements

A. Verdugo School To Career Coalition (VSTCC)

1. Ms. Velasco reported that the VSTCC had met to touch base with the educational partners.
2. The VWDB and Ms. Velasco congratulated Jan Swinton, Dean at Glendale Community College (GCC) on her retirement and acknowledged her for being a strong champion for workforce programs

VI. Public Comments: None

VII. Adjournment: 9:02 am