

Verdugo Workforce Development Board

Serving Burbank, Glendale and La Cañada Flintridge

Verdugo Workforce Development Board One-Stop Partnership Quarterly Meeting Agenda

Microsoft TEAMS

September 1, 2021

Toll Free: 323-886-7427

Phone Conference ID: 722225497

9:300 Welcome

Approval of Minutes – June 2, 2021

Presentation on Current Status for Most In-Demand Occupations

By Eliza Dzhaneryan

Partner Survey

To be completed and returned via email to the One-Stop Operator by 9/10

Updated Desk Reference Guide

Partner review and implementation

Business Engagement Strategies

Group discussion

- Identify business needs under current/COVID situation
- Outline steps for implementation

Professional Development Plan

LMI & Caljobs training forthcoming

Upcoming Partner Meetings

December 1, 2021

March 2, 2022

June 1, 2022

New Business Announcements

Public Comments

Adjourn

VERDUGO WORKFORCE DEVELOPMENT BOARD

One-Stop Partnership Meeting

6/2/2021

10:00 a.m. to 11:30 a.m.

MEMBERS PRESENT: Lousia Alexan (Burbank Adult School), Karine Grigoryan (Glendale Youth Alliance), Nancy Osipo-Peera (Department of Rehabilitation), Tom Fitzwater (Job Corps), Judith Velasco (Verdugo Workforce Development Board), Alfred Ramirez (Glendale Community College), Adriana Garcia (Burbank Workforce Connection), Wendy Heard (Burbank Adult School), Sarah Pogosyan (Workforce Development Aging and Community Services), Melissa Younesian (Verdugo Jobs Center)

One-Stop Operator: Eliza Dzhaneryan, Glendale Youth Alliance

CALL TO ORDER: 10:00 am via Microsoft Teams by One-Stop Operator
Eliza Dzhaneryan

I. Minutes of March 3, 2021

A. Approval of Minutes.

1. Motion: Melissa Younesian

Second: Karine Grigoryan

II. Final MOU 2021

One-Stop operator shared that the MOU was approved by VWDB and will be going to the City of Glendale's City Council for approval.

The One-Stop Operator will proceed in collecting the electronic signatures. The MOU will be submitted to the State by June 30th .

VWDB Director, Judith Velasco stated that the VJC continues to deliver virtually. The system set in place for virtual enrollment is user friendly.

III. Presentation on Current Status for Most In-Demand Occupations

By Eliza Dzhaneryan

Presentation focused on data provided on most in-demand occupations by public, private and non-profit organization.

IV. EEO Training

By Eliza Dzhaneryan

One-Stop Operator provided a training on EEO for all of the partners. The electronic link to the video as well as the presentation will be emailed to the partners after the meeting.

V. Partner Survey

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One-Stop Operator requested that all partners complete and return the Partner Survey via email by June 15th.

VI. AJCC Marketing Material

One-Stop Operator requested that all partners in attendance, review and confirm the marketing materials included in the meeting packet. There were no comments or additional suggestions on the items.

VII. Upcoming Partner Meetings

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VIII. New Business Announcements

- Karine Grigoryan/GYA – currently recruiting for Summer Youth Program participants; age 14-24, specific funding for CalWorks recipient families.
- Alfred Ramirez/Garfield Campus – Summer class are open as of 6/14. Instructors are well trained for virtual teaching.
- Wendy Heard/BAS – At this time they are not sure if they will have in person or virtual instruction.
- Melissa Younesian/VJC – Needed clarification on how the referral process worked per the flow chart, prepared by the One-Stop Operator. The One-Stop Operator referred to the flow chart that was available in the meeting packet, which outlines how clients are referred from the first point of contact to the partner agencies, based on their specific need.

IX. Public Comments

None

X. Meeting adjourned at 10:58am