

WORKFORCE DEVELOPMENT BOARD MEETING MINUTES SPECIAL MEETING

Members Present	Members Absent	Staff & Guests
Glenn Agoncillo	Bradford Barto	J.P. Elma
Carolyn Anderson	Xochitl Cobarruvias	Utilia Guzman
Dr. Kim Armstrong	Tommy Faavae	Nick Schultz
Regina Cash	Vernard Johnson	Erick Serrato
Elizabeth Castillo	Weston Labar	
Reginald Harrison	Larry Rice	
Melissa Infusion		
Fredrick Johring		
Peter Santillan		
Vivian Shimoyama		

Pacific Gateway Workforce Development Board (WDB) convened in a special meeting on March 4, 2019 via teleconference and at the WorkPlace located at 4811 Airport Plaza Drive Long Beach, CA 90815.

Chair Dr. Kim Armstrong called the meeting to order at 2:01 p.m.

1. Roll Call

2. Public Comment

No public comment.

3. New Business

A. Action Items

1. WIOA Youth Programs Investments

This item was discussed at the last board meeting on February 19, 2019. It consists of the investment of \$122,500 of WIOA youth funding to support up to 5 grants of \$24,500 each. This is running in concurrent with the new WIOA model. This is an opportunity for a minimum of 5 community-based organizations, to serve 10 or more youth, with a focus on out-of-school youth.

The approval of the contracts will run from April 1, 2019 through September 3, 2019 and the scope of work provisions would include case management and supportive services. In addition to administrative support, Pacific Gateway would provide training in the form of Individual Training Accounts or cohort training, and work experience. This is similar

to the model we done in the past. These new contracts will help those organizations transition into the new model.

Recommendation to approve the provision of \$122,500, to make the 5 awards possible. Five awards were determined based eligibility. The threshold criteria were those that in the last two procurement periods, were in good standing. Pacific Gateway reviewed the procurement periods and determined the following organizations were eligible: Goodwill SOLAC, Centro CHA, Long Beach Community Action Partnership (LBCAP), United Cambodian Community (UCC), and South Bay Center for Counseling (SBCC).

SBCC provides services now in Long Beach, but originally when procured, services were being offered in the cities of Torrance and Lomita.

The plan is to invite the organizations to a meeting on March 12, 2019 at 3:30 p.m. to layout the 6-month program model and next steps on executing an effective contract as of April 1, 2019.

Peter Santillan: Have other organizations expressed an interest in applying for this funding?

Erick Serrato: Coonnected with these organizations to inform them about the funding, but the awards were contingent on approval from the Board. The Board report from the February 19th Board meeting is public record, and was made available to them. Thus far, 4 of the 5 have confirmed they will be attending the meeting on March 12th.

Peter Santillan: Is there anything new about these grants and is there something new that changed from the old WIOA model?

Erick Serrato: The City of Long Beach's procurement policy, indicates that anything over \$25,000 requires a comprehensive RPF process and anything over \$100,000 has to be approved by City Council. Pacific Gateway wanted to stay under the \$25,000 threshold, and at the same time fund the organizations to do the work they are capable of doing. Pacific Gateway looked at the financial history, in terms of contract, and identified case management to be a huge cost. Therefore we extracted all the other costs outside of case management, to allow these organizations the opportunity to provide case management for the youth.

Nick Schultz: The presentation from August 2018, was for approval under the new WIOA model which Pacific Gateway will move forward. This is additional funds under the existing model, provided to organizations who are still eligible under the existing procurement thresholds.

Erick Serrato: This is a good step in the new direction, because under the new model, Pacific Gateway will continue to assume administration of training and work experience, and is developing the infrastructure for the new model. Once the new model is set, then Pacific Gateway can scale it.

Peter Santillan: From the new WIOA model approval in August 2018, have organizations been funded?

Erick Serrato: No.

Nick Schultz: Pacific Gateway has not procured under the new model, yet. The new procurement will be initiated soon.

Reginald Harrison: What organizations are being considered to receive funding?

Erick Serrato: The five organizations are Goodwill SOLAC, Centro CHA, LBCAP, UCC, and SBCC.

Peter Santillan: There is no concern with approving the item but requesting for staff to provide an update on the five organizations that will be awarded.

Vivian Shimoyama: This item was discussed at the February 19, 2019 meeting and many Board members had an opportunity to weigh in on the discussion.

Nick Schultz: For clarification, if at the March 12th meeting the five organizations are interested going through the process of accepting funding, the Board has allowed us to do so? Not to award \$122,500 of contracts to each.

Nick Schultz: The five organizations are eligible under existing procurement, but Pacific Gateway is not aware of their interested. Space is being created to fund each organization, if they express an interest.

Melissa Infusino: Is further authorization is needed from the Board if only three organizations are interested, and Pacific Gateway would like to increase the amount of contracts? Or is Pacific Gateway not considering increasing the amount because the process would become too cumbersome?

Nick Schultz: No further authorization is needed from the board if less than five organizations want to engage in this model. For each of the five organizations, the max we can amend a contract is for \$24,500 given the procurement cycle.

A motion to approve \$122,500 WIOA Youth Funds to support up to five contracts for WIOA Youth Services was made by Reggie Harrison and seconded by Melissa Infusino.

MOTION APPROVED.

Adjourn

Next official meeting on May 21, 2019.

Join us for the Community WINS Award Ceremony.

Chair Dr. Kim Armstrong adjourned the meeting at 2:17 p.m. without objection.