

## WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Members Present	Members Absent	Staff & Guests
Glenn Agoncillo	Bradford Barto	Ciro Aguilar
Carolyn Anderson	Tommy Faave	Manuela Almaguer
Kim Armstrong	Rosi Pederson	Sal Barajas
Regina Cash	Byron Reed	Jane Barboza
Elizabeth Castillo	Vacant – Business Rep.	Josefina Cruz
Xochitl Cobarruvias		Vaniah De Rojas
Reginald Harrison		Alfred Escobar
Melissa Infusino		Danny Flores
Vernard Johnson		Christopher Gallegos
Fredrick Johring		Ryan Guthrie
Weston Labar		Utilia Guzman
Larry Rice		Carla Hendy-Anguiano
Peter Santillan		Lisete Hernandez
Vivian Shimoyama		Cynthia Howell
		Brendan King
		Nicolas Lippa
		Lucius Martin
		Alisa Munoz
		Karla Olivas
		Julia Olson
		Jorge Perez
		Jessica Quintana
		Jaime Ramirez
		Sam Rath
		Marina Riley
		Eli Romero
		Gregory Sanders
		Nick Schultz
		Erick Serrato
		Susana Sngiem
		James Suazo
		Dawn Swann
		Stella Ursua
		Mary Lou Vachet
		Joseph Velasco

Pacific Gateway Workforce Development Board (WDB) convened in a regular meeting on August 21, 2018 at the WorkPlace located at 4811 Airport Plaza Drive Long Beach, CA 90815.

Chair Glenn Agoncillo called the meeting to order at 8:09 a.m.

**1. Public Comment**

Stella Ursua, Green Education Inc., provide comment on non-agenda item

Sam Rath, United Cambodian Community, provided comment on the New WIOA Youth Model (V.A.1)

Jessica Quintana, Centro CHA, provided comment on Pacific Gateway Policies (Item V.A.2)

Manuela Almaguer, Centro CHA, provided comment on youth services.

Brendon King, Centro CHA, provided comment on funding for youth programs.

Alejandro Lozano Frayre, Centro CHA, provided comment on workforce funding.

Lisette Hernandez, Centro CHA, provided comment on the Pacific Gateway Policies (Item V.A.2)

James Suazo, Long Beach Forward, provided comment Project Labor Agreement Administration (PLA) (Item V.B.3)

**2. Minutes**

A motion to approve the minutes for May 8, 2018 was made by Larry Rice and seconded by Kim Armstrong.

**Motion Approved.**

**3. Presentations**

WorkPlace Center Overview

Erick Serrato, Pacific Gateway deputy director, presented the new branding of the center, the Long Beach/Signal Hill WorkPlace and shared information about the layout of the center.

Holland Partner Group: Housing Complex Project

Ryan Gurthrie, Holland Partners development manager, shared information about a new housing complex in development located in downtown Long Beach.

Annual One-Stop Performance

Jaime Ramirez, Performance Excellence Partners vice president, presented on Pacific Gateway's performance. Data was presented related to all programs, projects and special grants.

Youth WIOA Model

Erick Serrato, Pacific Gateway deputy director, provided a comprehensive presentation on the new WIOA youth model and the benefits of moving towards a new model.

#### 4. New Business

##### A. Action Items

###### 1. New WIOA Youth Model

The Board was presented with a detailed presentation of the new youth model based on best-practices in serving disconnected youth, evaluations from past programs successes and challenges, and an analysis of WIOA policy direction that aimed to connect high-need youth with a diversity of opportunities tied to the local labor market.

The new youth model encompassed a focus on career -Focused Mentorship; change in composition of contracts, contract periods, and funding; customer experience; and outcomes.

Motion to approve new WIOA Youth Model as presented was made, seconded and carried.

###### 2. Pacific Gateway Policies

Pacific Gateway continues to update WIOA Adult, Dislocated Worker, and Youth policies. The following policies have been reviewed and/or updated to align with WIOA:

1. Career Services
2. Limited English Proficiency (LEP)
3. Procurement of Equipment and Related Services
4. Code Conduct and Conflict Interest
5. Audit Requirements, Audit Resolution, Debt Collection

Motion to approve Pacific Gateway policies was made, seconded, and carried.

###### 3. Election of Officers

The Nominations Committee presented the following slate for board approval:

1. Kim Armstrong, Chair
2. Weston LaBar, Vice Chair

Motion to recommend and approve the Nominations Committee slate for Board Chair and Vice Chair was made, seconded and carried.

A recommendation was suggested to have a Culture and Gender Sensitivity for all Board members to participate.

##### B. Discussion Items

###### 1. Grants Update

Pacific Gateway continues to pursue grant opportunities from various funding sources. Currently, the organization has been awarded \$360,000 and is seeking to secure approximately \$8M.

2. Pacific Gateway Project Updates

Staff shared information on status of Pacific Gateway Special Projects, including outreach, recruitment, activities, deliverables and success stories for the following projects:

1. Pathways to Justice Careers for Youth
2. Strengthening Working Families Initiative
3. Harbor Opportunities in Workforce

3. Project Labor Agreement Administration (PLA)

As of October 1, 2018, Pacific Gateway will serve as the Project Labor Agreement administrator for the City of Long Beach. As part of this responsibility a new staff will be added to the team and a one-time funding will be received to help support the transition.

4. Community Hospital Efforts

Pacific Gateway continues to work with impacted Memorial MedicalCare/Memorial Care to assist those affected by the layoffs.

The Long Beach City Council identified the new operator of the Community Hospital and since then the City's Economic Development Department has worked closely with the operator to implement an operational transition. Pacific Gateway participates in weekly calls to address workforce opportunities.

**5. Executive Director's Report**

- A. The City of Long Beach was awarded the Living Cities grant, in addition to the USCM Community WINS.
- B. The City of Long Beach has a Cannabis Equity Program in place.
- C. Pacific Gateway will assist the Economic Development Department in hosting a FUSE Fellow to increase access to capital.
- D. Councilwoman Lena Gonzalez introduced a Digital Inclusion Initiative and Pacific Gateway will host a staff to assist on this initiative around technology platform.
- E. Long Beach College Promise Fellowship partners continue to work closely to
- F. Bill AB1111 has received a \$15M funding to help support individuals with multiple barriers and the release of the funds has been delayed by the State

**Adjourn**

Chair Glenn Agoncillo adjourned the meeting at 10:26 a.m. without objection.