

WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

| Members Present | Members Absent | Staff & Guests |
|-----------------------|-------------------|-----------------------|
| Kim Armstrong (Chair) | Bradford Barto | Sal Barajas |
| Glenn Agoncillo | Vacant – Business | Sandra Brizuela |
| Regina Cash | Vacant – Business | Julian Cernuda |
| Xochitl Cobarruvias | Vacant – EDD | Jowen Pete Elma |
| Tommy Faavae | | Ken Gomez |
| Melissa Infusino | | Utilia Guzman |
| Vernard Johnson | | Carla Hendy- Anguiano |
| Frederick Johring | | Adelita Lopez |
| Simon Kim | | Lucius Martin |
| Jannet Kornblatt | | Alisa Munoz |
| Weston LaBar | | Julia Olson |
| Larry Rice | | Jaime Ramirez |
| Peter Santillan | | Nick Schultz |
| Graham Scott | | Erick Serrato |
| Vivian Shimoyama | | Julia Smay |
| | | Dawn Swann |
| | | Adey Tesfaye |

Pacific Gateway Workforce Development Board (PGWDB) convened in a regular meeting on August 18, 2020 via WebEx and at Pacific Gateway/The WorkPlace, located at 4811 Airport Plaza Drive, Long Beach, CA 90815.

I. **Call to Order**

Chair Kim Armstrong called the meeting to order at 7:46 a.m.

Roll call was taken by Utilia Guzman. Quorum confirmed.

II. **Public Comment**

Pacific Gateway’s Board is currently in flux, as Elizabeth Castillo and Vernard Johnson have resigned from the Board. Ken Gomez, Sandra Brizuela, and Adey Tesfaye are in the process of being appointed by the Mayor. Last, Jannet Kornblatt is officially a Pacific Gateway Board Member.

Vernard Johnson was recognized for his commitment and dedication to serving on the Board and was presented with a City of Long Beach Certificate of Recognition.

III. **Minutes**

Motion to approve the PGWDB Meeting Minutes from June 30, 2020, was made by Peter Santillan and seconded by Glenn Agoncillo. No discussion.

Motion Approved.

IV. Local Workforce Development System

A. Pacific Gateway PY 2020-2021 Budget

During the last Board meeting, Pacific Gateway committed to bring forward any changes made to the Gateway PY 2020-2021 Budget. There are no significant changes to the budget previously presented. There were numerous variables that Pacific Gateway continue to track and monitored as part of the budget.

The cost for Cleaning and Sanitation for PY 20-21 is estimated to be approximately \$11,000, but is not a large impact to the budget.

Pacific Gateway expects to receive additional funding/grants from the Federal or State government in response to COVID-19.

The City of Long Beach is currently working on their FY 20-21 budget, and the City Manager is considering to furlough City employees as a cost savings. Pacific Gateway is unsure if the furloughs would apply to Pacific Gateway's staff, since Pacific Gateway is grant funded. If staff is furloughed, then it would have a major impact on the grants and service delivery.

B. Nominating Committee for Board Chair and Vice Chair

Per Pacific Gateway Workforce Development Bylaws, the Board selects a Chair and Vice Chair biennially. Pacific Gateway will be requesting nominations from the Board and will convene the Nominations Committee. Peter Santillan is the Chair of the Nominations Committee. The Nominations Committee will present the slate at the next Board meeting for approval.

C. Pacific Gateway Policies

The Access of PG Services by Family Members policy has been removed and Board will not be approving the policy.

There are two policies presented to the Board for approval:

Work Experience – Revision to existing policy to allow for remote and virtual work experience, and occupational activities. This policy provides the flexibility for Adults and Youth to work with employers who can provide virtual employment.

Unlikely to Return to A Previous Industry and Occupation – New policy that includes the criteria for establishing “Unlikely to Return” and determining program eligibility for individuals who have been laid-off. This policy states who is eligible and will help support those that were impacted by the pandemic.

Motion to approve the Pacific Gateway policies made by Simon Kim and seconded by Regina Cash. No discussion.

Motion Approved.

D. Work Long Beach – Childcare Supportive Services

Pacific Gateway Workforce Partnership, Inc., the non-profit, is promoting Work Long Beach, an in-home childcare provider. Due the pandemic, essential workers has challenges with childcare. Pacific Gateway partnered with a local agency to help support not only essential workers, but any parents needing childcare.

Through the CARES Act, Pacific Gateway secured funding to provide childcare for essential workers and parents.

Utilia Guzman shared how parents are accessing childcare utilizing Work Long Beach, as part of the Strengthening Working Families Initiative grant.

Simon Kim: Is there any liability issues or concerns?

Nick Schultz: Skills4Care is the agency providing the childcare services. Pacific Gateway follows the City of Long Beach procurement process.

Glenn Agoncillo: Was Skills4Care able to add Pacific Gateway as additional insured on their insurance policy?

Utilia Guzman: Yes, actually the City of Long Beach requires it and Pacific Gateway is unable to move forward without having the endorsement.

V. Industry Engagement

A. Local Area Rapid Response Activities

Pacific Gateway is currently facing an economic downturn and has been receiving many WARN letters from local and regional employers. Since, the start of the pandemic, Pacific Gateway has received a total of 85 WARN letters. The industry sectors impacted the most are: Hospitality, Retail, Tourism, and Aerospace & Aviation.

Vivian Shimoyama: What advice are you providing as it relates to Rapid Response services and how is Pacific Gateway reaching out to individuals?

Lucius Martin: Pacific Gateway receives the WARN notices after the employer submits the notice, and immediately reaches out to the company to offer services.

Vivian Shimoyama: Recommended to record Rapid Response Sessions and post it online to ensure others have the opportunity to access the same information.

Erick Serrato: Pacific Gateway is part the City's Economic Development Department, and the team is leading initiatives to connect with local employers directly. The team is on the front lines attempting to understand

what is happening with each business and providing the necessary resources available to them.

Weston LaBar: Depending on the industry, there are employers who are experiencing challenges with getting workers to return to work due to COVID-19. How is Pacific Gateway assisting employers who are in need of employees?

Nick Schultz: Data does not reflect this, but there are other challenges as to why employees are not willing or not able to return to work. This is due to concern of the pandemic, childcare and the payment being provided by Unemployment Insurance. Pacific Gateway continues to support each business in providing them with the talent they need.

VI. Career Services

Adult Services – WorkPlace

A. PACE (Willow Springs Homeless Pilot)

Pacific Gateway received \$300,000 to provide services to homeless individuals in a new way. The program was designed to serve 15 homeless, transport them to a local park, provide them with subsidized employment, and assist with creating a pathway for self-sufficiency.

This program has worked well, now Pacific Gateway will be scaling this program and more information will be provided at the next Board meeting.

B. Virtual Services

A list of all virtual services can be found on Pacific Gateway's website: www.pacific-gateway.org.

Pacific Gateway offers webinars to customer on employment, labor market information, etc. In addition, all Pacific Gateway orientations have been moved online. There are several free online platforms that individuals can access.

Adult Services – Harbor Gateway WorkSource Center

C. No Discussion

Youth Services – Long Beach

D. COVID-19 Community Ambassadors

Pacific Gateway developed a youth program to assist the City in addressing the needs of the City in response to COVID-19. This program has received a lot of positive attention from City employees and youth.

Pacific Gateway deployed youth to the Emergency Operations Center, Parks, Recreation & Marine, Health Department, and Economic Development. Youth served as COVID Testing Site Ambassadors, Contract Tracing Ambassadors, Call-Center Ambassadors, and Business Outreach Ambassadors. Pacific Gateway recruited over 70 youth, 59 completed training and 50 have been placed in various positions.

Youth Services – Harbor YouthSource Center

E. No discussion.

VII. Grants Updates

Pacific Gateway has no grants update, as it is the beginning of a new program year. No new grants have been awarded.

VIII. Leadership Reports

A. Board Chair Report

Thanked Pacific Gateway staff for their work during the pandemic and for maintaining the centers open.

Expressed condolences to Mayor Robert Garcia for the loss of both of his parents.

B. Executive Director Report

On the Federal and State level, there is no update as it relates to additional funding in support of the current pandemic. Pacific Gateway will monitor the situation.

Pacific Gateway staff has been extremely responsive to the needs of customers and employers during the pandemic.

City is proposing furlough days to balance its FY 20-21 budget. Pacific Gateway will continue to push back on this proposal as staff are grant funded.

IV. Presentation

A. The 2020 Census

A presentation on the City's outreach efforts and importance of completing the census was provided by Julian Cernuda, 2020 Census Project Manager for the City of Long Beach.

Vivian Shimoyama: There is a 64.1% response rate, what was the prior response rate? Due to COVID-19, there may be individuals that may have challenges in responding.

Julian Cernuda: COVID-19 has really impacted the Census timeline. An extension was granted to September 30th and the City continues to work diligently to increase the number of applications, as in 2010 the response rate was at 68%.

Vivian Shimoyama: How is social media being used to help spread awareness?

Julian Cernuda: The City is utilizing all its social media platforms. The City has contracted local community-based organizations to help spread awareness, especially with targeting specific populations.

V. Adjournment

Board Chair Kim Armstrong adjourned the meeting at 9:30 a.m. without objection.

Next Board Meeting: Tuesday, February 16, 2021 at 7:45 a.m.