

WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Members Present	Members Absent	Staff & Guests
Dr. Kim Armstrong	Brady Barto	Carla Anguiano
Regina Cash	Sandra Brizuela	Sal Barajas
Xochitl Cobarrubias	Melissa Infusino	Lucius Martin
Tommy Faavae	Graham Scott	Alisa Munoz
Ken Gomez		Andy Munoz
Frederick Johring		Julia Olson
Simon Kim		Eli Romero
Janet Kornblatt		Julia Smay
Weston Labar		Dawn Swann
Larry Rice		
Peter Santillan		
Adey Tesfaye		

Pacific Gateway Workforce Development Board (PGWDB) convened in a regular meeting 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 7:49 a.m.

No roll call was taken. Sign-in sheet was provided. Quorum confirmed.

II. Public Comment

No public comments

III. Minutes

Motion to approve the PGWDB Meeting Minutes from June 22, 2021, was made by Peter Santillan and seconded by Tommy Faavae. No discussion.

Motion Approved.

IV. Local Workforce Development System

A. Pacific Gateway PY 2021-2022 Budget

During the previous Board Meeting, the Pacific Gateway staff presented the PY 2021-2022 Draft Final budget for review and approval. Pacific Gateway had pending

allocations from the state and gave a projected allocation based previous program year. Based on the final allocation, the final revenue is \$12,580,802, an increase of \$142,193.

An overview of Pacific Gateway's revenue sources is our adult grants that include 27 funding sources, and Pacific Gateway has received an \$144,281 increase. Youth grants have taken a slight decrease of \$1168. LA County youth at work programs was decreased.

Comments:

Peter Santillan: On the grants, when the year closes, does that mean that all grants have been collected and you don't get any after close?

Alisa Munoz: If the grant ends, then it closes, and we don't get any funding.

Nick Schultz: All these programs are cost-reimbursement, so this is ultimately what we have to draw down against. There's no bank statement at the first of the month of the program year.

Peter Santillan: The reason I ask, the state of California reimburses our training funds, but there are times you don't get it until six months after. Are any of our grants this way?

Alisa Munoz: We submit a monthly report to the funder; it's a cost reimbursement

Pacific Gateway plan expenditures are anticipated to be 12,198,889 in total projected expenditures.

Pacific Gateway's final budget revenue is \$12,580,802, final expenditure is \$12,198,889 and budget for PY 2021-22 of \$381,193. It should be noted that the revenue does not include pending or future grants throughout the year, so we can see an increase.

Comments:

Ken Gomez: The pandemic isn't over, so we're anticipating that we're going to pivot in some areas; how do you think it will impact your expenditures?

Alisa Munoz: It should be an increase in our program participant-related costs; we did receive grants that were related to the pandemic; those grants will be put into this program year. This is the additional funding that we received that we had not received in the past since it was related to COVID.

Nick Schultz: A couple of things that are not on here that are in process, it was somewhat disingenuous to represent them in the final budget at this point in time, so referring to Recovery Act money, there is at different points in time a \$1.5 million that's been committed to Pacific Gateway, the City has had their allocation adjusted internally, we go through a program development process, even though that money is committed by the Feds, none of that money has hit yet, and given that the City is so late in their own fiscal year, which doesn't turn over until October, there's no supplemental cash to put in the budget until that money comes, so you're going to see a boost of this one way or another.

B. Pacific Gateway Policies

There is one policy update for approval

Policy Number: P-WIOA-LLSIL - 4.A | Lower Living Standard Income Level (LLSIL) and Poverty Guidelines 2021- Update

New directive released. Policy updated to reflect new guidance

Recommendation to approve Pacific Gateway's policy presented per WIOA regulations.

Motion to approve Pacific Gateway's presented policy per WIOA regulations was made by Weston Labar and seconded by Peter Santillan.

C. Local Area Subsequent Designation and Local Board Recertification Application PY 2021-2023

Every two years, the Local Board for subsequent designation and recertification, and the Board must meet certain criteria to qualify for the recertification. Pacific Gateway submitted its application in March 2021 for approval, and on June 25, Pacific Gateway was notified that it met the criteria and was recertified effect July 1, 2021, to June 30, 2023. Please refer to the Board Meeting packet to find the letter regarding the recertification.

Comments:

Peter Santillan: What is the process?

Alisa Munoz: It's an application, and they ask specific questions related to the Board membership, fiscal integrity, different policies and procedures, our firewalls, so they want to make sure that we're operating and have all the procedures in place for Workforce Development Board. There's also information related to Business Services.

D. Performance Working Group Update

Introduction by Alisa Munoz:

We had scheduled a performance working group on August 5, but due to limited attendance, we had to reschedule. We decided to share the presentation with the Board Members, so today, we want to provide an overview and highlight our program year 2021 grants.

The presentation reflects grants that all ended on June 30; however, six of the grants presented are Pacific Gateway's traditional grants, adult, dislocated worker, and youth, which all continue under allocation, so although these grants look like they have ended, and fiscally they have, Pacific Gateway get a new allocation.

Three grants end which is the COVID-19 Underserved Impacted Individuals, for both WorkPlace and Harbor and the SWFI (Strengthening Working Families Initiative)

Most grants continued Pacific Gateway goals, as it continues to place customers in training and provide support services. Pacific Gateway is doing well in those areas in most of our grants. A highlight of the Aerospace grant is that almost 50% of the customers have already obtained employment. These customers average an hourly wage of \$40 an hour

During the Pacific Gateway Performance Board Meetings of 2021, the members of the team had some questions related to service delivery, customer volume, and challenges pre and post-pandemic:

When it comes to service delivery, how do we provide services while maintaining safety measures?

- Pacific Gateway Increased Signage, installation of plexiglass, and provided personal protective equipment (PPE) to staff and customers and served individuals remotely- including orientations, hiring events, and many other services that have not been done before.
- Staff began telecommuting, and weekly staff meetings were held to keep everyone informed of all work activities.
- Implementation an online application process.
- Limited in-person visits and limited resource center usage. They have implemented a paperless data submission process. Now customers can choose to have in-person services or online.

Comments:

Tommy: Back to the last slide, regarding the Prison to Employment grant (P2E), does that tie into PLA services on helping folks that come into the apprenticeship program?

Nick Schultz: It could if that's the individual's interest; P2E is not straight sourcing candidates from the community; it is both probation and paroled individuals; some referrals tie into the P2E system. These individuals are sent to us, receive the services related to that grant based on the referral from those specific sources.

For customer volume, has there been an increase in dislocated workers during the pandemic?

As anticipated, there was an increase in dislocated workers, remotely and in person. There was also an influx of customers that wanted unemployment insurance (UI) assistance claims. As a result of the pandemic, Pacific Gateway was able to receive specific dislocated worker grants.

Looking at dislocated workers at Workplace, new dislocated workers, in 2017-2018 Pacific Gateway had 300, and in 2019 Pacific Gateway experienced a 31% decrease about 200 customers, in 2020, we had 148% increase; therefore, the pandemic had a huge role in the amount of dislocated workers. When it comes to enrollment, the total number of participants is always higher than what's attached to the grant because customers that receive basic services are not always enrolled.

What challenges did Pacific Gateway experience during this time?

- Worksites for the Work Experience Program (WEX): The challenge was the worksite's availability to stay open, customers that feared getting COVID while working at these sites, and sites where staff tested positive for COVID.
- Training: Vendors had to shut down before customers could finish training and delays in getting licenses or required paperwork to complete the program.
- Customer Service: Customers needed help with unemployment insurance (UI) assistance, a service that is not provided by Pacific Gateway, while EDD experienced huge challenges

The preliminary success rate is data that represents the current performance at the moment the data is acquired and is the percentage of the negotiated goal to achieve. Pacific Gateway is currently achieving 90% and doing well. Pacific Gateway is still entering data; therefore, it has until August 31 to get all the information in, and the state will send its final report to the Department of Labor (DOL) in October. Between October through December, the state will use statistical information adjustment our performance. Overall, Pacific Gateway is doing great.

Comments:

Peter Santillan: For the performance results, why is the 2nd and 4th quarter being reported instead of the 3rd or 1st?

Dawn Swann: Under WIOA, it shifted to 2nd and 4th quarters, but a lot has to do with the base switch file. There is a time lag in the base switch file, so employment information for all these measures comes from the state's base switch file that they get through EDD records; it's not something that the customer self-reported, and we're recording that. There's a 6-month time lapse.

Adey Tesfaye: Is the negotiated goal unique to Long Beach?

Dawn Swann: The goals are unique to us, not saying that other areas don't have the same, but we negotiate them specifically for Pacific Gateway, we do it in regional planning meeting other workforce boards in our unit are part of that process, but when we come up with a measure we're looking at our own data specific to Pacific Gateway.

Nick Schultz: Two years ago, they combined all the LA Workforce Boards, and they said negotiate as a group. If we drive around Long Beach, it doesn't look like some of the other areas and some of the other workforce development boards, so this year we were able to bring it back around. Although we had to sit with one another during the negotiation with the state, it wasn't a group negotiation.

Peter Santillan: The negotiated rate, is that specific that we (Pacific Gateway) agree to, or is that the regional rate?

Nick Schultz: No, this year and all years prior, except the previous two, we had negotiated ourselves. The two years before this, there were different folks with different ideas at the policy level. But is back to where it needs to be.

Dawn Swann: The negotiated goal is Nick and I discussing our data and past information, getting on a call with all the other areas, and letting the state know what Pacific Gateway's goals should be. The state lets us know what they feel it should be, and we negotiate on something that's acceptable.

Nick Schultz: This is important because there are implications for not meeting these indicators, but it is not what drives us. The needs of our customers locally are what drive us. We tell the state every year during these negotiations and are authentic with ourselves and the staff about what we need to achieve in relation to the program funding.

Simon Kim: I would like to thank the staff for the amazing work that they have done during this pandemic. During the pandemic, you have found ways to serve those dislocated workers, as well as underserved individuals, with supportive services, so thank you for all your hard work.

V. Industry Engagement

A. Pacific Gateway's Role in the Guaranteed Income Program Pilot

Pacific Gateway is playing a mission-critical role in looking into economic equity across the City. Pacific Gateway is still in the early stages of this program development. In partnership with Cal State Long Beach, the pilot will have a group of individuals who will be part of the treatment group, which will access direct cash assistance, and the control group that will be received some time off benefit.

There will be more information provided as the program continues to be developed.

Comments:

Weston Labar: What are the criteria in regards to productivity?

Lucius Martin: What makes the plan in Long Beach different is that leadership in the City of Long Beach wants to offer not just cash assistance but also accessibility to workforce training, childcare assistance, to technology, so it's not going to be a requirement to participate in those activities, but we feel that we'll see a definite interest in folks accessing those services.

Janet Kornblatt: Does the pilot have a beginning and an end?

Lucius Martin: The pilot is going to be a year-long pilot. The start date is a little bit fluid now. The primary funding source is connected to the American Rescue Plan Act funding, and the City hasn't received that money yet, which is somewhere 1.5 million with an additional 100,00 received as part of the Mayors for Guaranteed Income Pilot and additional outside support. The hope is to provide \$500 a month; based on the task force appointed by the Mayor, the pilot is focusing on a specific part of Long Beach that has been the most affected by COVID. When it launches, it will be a full 12 months, and there will 3 months analysis of the impact of the pilot

Kim Armstrong: Just to be clear, Pacific Gateway's role in this program is we're staffing special study sessions and task force, leading to a blueprint, so do we have a role in creating the blueprint or are we just staffing these sessions, and we're not involved in the blueprint?

Nick Schultz: So we're presenting you this because part of Lucius' time over this current budget year is being funded by the Mayor to staff the task force and the work related to guaranteed income and public banking. There's not a single dollar of Pacific Gateway's money that's supporting the guaranteed income program. Some of the individuals participating in this program will be eligible for Pacific Gateway's services, so we want to make them aware of that. We also want to make them aware of work because no guaranteed income program is going to replace the value of work.

Weston Labar: The one thing that I would point out, our charge is to help underemployed people get better job opportunities, and I'd really like to see metrics through this process to see how this helps do that, otherwise, it is not congruent with our mission is.

Simon Kim: In my mind, the guaranteed income program and the program we offer through Pacific Gateway are complementary to each other. It is not so much that one replaces the other, but people who need the guaranteed income are the people that we serve more than anyone else. As we partner with the Mayor's office, I think the chance of them getting out of poverty is much greater.

VI. Career Services

Adult Services – WorkPlace

A. The Ronald R. Arias Health Equity Center

Pacific Gateway has invested time into improving access for individuals that might be disconnected physically as a cause of distance or customers who do not have access to technology to access services remotely.

This new site is located in Houghton Park, in North Long Beach, and it's part of a \$5 million dollar renovation of the center. The center is state of the art and has a fiber-optic connection; there are several meeting rooms, an excellent place for young individuals to maintain their social activities. The space will house community health programs from health education, STD awareness, violence prevention activities, and resources. Pacific Gateway will have two staff members that will be in that location twice a week. The staff at this location will be individuals with specific knowledge and expertise in areas most important to that community—mainly helping individuals who have been previously incarcerated and jobseekers experiencing homelessness.

No Comments

Adult Services – Harbor Gateway WorkSource Center

B. Partnership with LA Care Health Plan and Blue Shield Promise's Wilmington Community Center

Over the last few months, Pacific Gateway has been working in strengthening our partnership with LA Care and Blue Shield, and these agencies recently opened a new community resource center in Wilmington, where they are access to health care, mental health services, case management, social services, housing support, and promote healthy activities in the area's often underserved and predominately Latinx neighborhoods. The facility was designed amid the pandemic, and its very reflective of the things that have come out of this current situation. There are State-of-the-art training facilities and conference rooms, No-cost space sharing, and Improved access for Wilmington and Harbor City residents. Pacific Gateway is working on creating a process to connect individuals to programs and services out of this center.

Comments:

Nick Schultz: a few years back, we brought it to the board, related to the budget oversight committee, there was a recommendation that Pacific Gateway explores placing services in youth centers around the City because prior council recommended that in relation to the City, but we did that and we found that both digital and fiscal infrastructure for us to do that and to be effective was lacking so this is are some of the solutions we came up with.

Youth Services – Long Beach

C. WIOA Youth Program Requests for Proposal (RFP)

In April, Pacific Gateway released the WIOA Youth Program RFP's for agencies and organizations to a six-month youth academy program. The RFP closed on May 27, 2021, but Pacific Gateway re-released it due to the low number of proposals received and closed on June 14, 2021. Pacific Gateway received 12 proposals submitted to The Yyout Program RFP Evaluation Committee, which is comprised of 3 evaluators with experience operating youth programs. After evaluating the proposals they identified two organizations to receive the Youth Academy Awards: The United Cambodian Community (UCC) and Modern Times, Inc. They recommend that they should be funded for 6 months, if they perform well, with option to renew for an additional 6 months for a total \$104,000 of funding to these organizations. It should be noted that Modern Times is pending additional information requested from the City's Purchasing Department. If Modern Times, Inc. doesn not provide the information needed, Pacific Gateway will not be able to move forward with them.

Comments:

Peter Santillan: If Modern Times does not provide the information needed, is there an alternative?

Alisa Munoz: Yes, there is. Our goal was to fund 3 to 4 organizations because of the quality of the proposals we received and the limited experience by the organizations that applied; we were only able to fund two. We can do what we call "an exception to policy" so we can identify other organizations within the City and fund them to operate these Youth Academy projects, without going through the traditional RFP process because we've already gone through the RFP process, we don't need to release another RFP process.

Regina Cash: I know, in the past, Centro CHA has been a recipient, and I know the executive director, so I'm assuming that they did not submit this time around.

Alisa Munoz: They decided, for this RFP, that would not apply. And it should be noted we're also requesting approval with the option to renew up to 2024.

Motion to accept the recommendation that UCC and Modern Times, Inc., pending the additional information requested, to receive the Youth Academy Awards, with the opportunity to renew to 2024 was made by Peter Santillan and seconded by Regina Cash and Tommy Faavae

Peter Santillan: If Modern Times does not provide the information requested, you don't need approval for the other two?

Alisa Munoz: No, we don't

Abstention by Weston Labar due relationship with UCC

Motion Approved

Youth Services – Harbor YouthSource Center

D. Youth Development Committee Update

Update will be provided at a later meeting.

E. LA15 Youth Civics Program

The Harbor YouthSource Center, in collaboration, with the Office of City of Los Angeles Councilmember Joe Buscaino, and the Wilmington Teen Center, have designed a paid work experience program centered around civic engagement that will place 25 youth from families that live in the Wilmington area that currently are receiving CalWORKs benefits. The participants will be placed in a variety of businesses across the region. Different businesses that have expressed interest in placing some of our youth have

been Maritime Petroleum, Phillips 66, and the Port of LA. The youth will complete their hours during the week and participate in weekly civics training opportunities and community-focused activities—a great opportunity to learn more about the community and increase self-esteem amongst youth.

Nick Schultz: I think this is great work. We're guests in the Harbor region of Los Angeles; any channel that we can develop to get the word out about the benefits of our services and programs is important.

VII. Grants Updates

Pacific Gateway has secured \$400,000 in new grants.

\$350,000 from Prologis to support the ongoing utilization of the new goods movement training program.

\$50,000 from Kaiser Permanente, through a partnership with the Office of Youth Development, will coordinate a referral system to connect youth to different services, even outside of employment, also housing and legal services, health services, and educational services.

Nick Schultz: I think we need to name it because it was called out in question last time at the board meeting, so Ken asked about United US, and this \$50,000 is important in experimentation with the United Us platform.

VIII. Leadership Reports

A. Board Chair Report

Thanked Julia Smay for her hardwork in her first meeting.

Shared that coming up in September, some board members and staff will be attending the 2021 CWA Meeting of the Minds.

B. Executive Report

Nick shared that Dr. Armstrong and Mr. Labar joined him in Washington, D.C., after the June Board Meeting.

Shared that we continue to work around WorkLB platform, as part of the Bloomberg Challenge; out of 633 cities, the City of Long Beach made the cut of 50 cities, and its currently working on a design challenge that will have 15 cities receive a \$1,000,000, so there's excitement about that opportunity.

The Leadership team and Officers continue to work around the Service Delivery Model post-pandemic.

Working on organizing a Board Retreat in September

Shared Pacific Gateway's Youth Work, and how the great work continues.

Shared the work that continues to be done with LBEP and Cal State Long Beach around the Quarterly Economic forum. The next forum coming will be around Healthcare.

Announcement of the promotion of Nicolas Lippa to the Business Engagement Management.

Weston Labar: Do you have any proposed dates for the retreat?

Nick Schultz: We're working around facility and costs, but we would like to have everyone for a day, so we're working on getting a facility within the budget.

Shared that the state board has approved our regional and local plan.

Pacific Gateway will be hosting a session at The 2021 CWA Meeting of the Minds around equity and inclusion in the hiring process.

IV. Adjournment

Board Chair Kim Armstrong adjourned the meeting at 9:29 a.m. without objection.

Next Board Meeting: Tuesday, November 16, 3:00 p.m.