

Verdugo Workforce Development Board

Serving Burbank, Glendale and La Cañada Flintridge

Verdugo Workforce Development Board One-Stop Partnership Quarterly Meeting Agenda

Verdugo Jobs Center

Location: La Cañada Room
1255 S. Central Ave, Glendale 91204

May 1, 2019

- 9:30**
- 1 Welcome**
Approval of Minutes: March 6, 2019
 - 2 Presentation**
 - a) Department of Rehabilitation – Nancy Osipo-Peera
 - 3 AJCC Partner MOU Phase II**
 - a) Review partner updates
 - 4 New Business/Announcements**
Upcoming Events
 - 5 Meeting Calendar**
2019 calendar
 - 6 Public Comments**
- Adjourn**

**VERDUGO WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE MEETING MINUTES**

3/6/2019

9:45 a.m. to 11:30 a.m.

MEMBERS PRESENT: Lucy Alexan (Burbank Adult School) Adriana Garcia (Burbank Workforce Connection), Diana Giannone (Department of Public Social Services), Nancy Osipo-Peera (Department of Rehabilitation), America Solis-Bowman, Nona Yegiazaryan (Employment Development Department), Alfred Garcia, Jan Swinton (Glendale Community College), Karine Grigoryan (Glendale Youth Alliance), Jacqueline West (Unemployment Insurance), Melissa Younesian (Verdugo Jobs Center)

ONE-STOP OPERATOR Eliza Dzhaneryan, Glendale Youth Alliance

STAFF PRESENT: MaryAnn Pranke, Lori Kurdoghlian, Diana Antonio

CALL TO ORDER: 9:45 am at the VJC by Eliza Dzhaneryan

I. Introductions

- A. Eliza Dzhaneryan introduced herself as the new One-Stop Operator and provided a brief background of her employment history, which includes previous employment with the Verdugo Jobs Center (VJC) and Glendale Youth Alliance (GYA).

II. Minutes of December 05, 2018:

- A. Minutes approved as corrected.
 - 1. **Motion:** Karine Grigoryan **Second:** Diana Giannone

III. Presentations

A. Local Plan Modification Draft and Updates

- 1. VWDB Staff MaryAnn Pranke presented on the VWDB's Local Plan Modification. A copy of the presentation was disseminated to the attendees.
 - a. Ms. Pranke reminded the partners that the modification targeted the following customer groups: People with Disabilities, Cal-Fresh recipients, English Language Learners, and Non-Custodial Parents.
 - i. The common barriers identified for these groups include: mental health services, language barriers, lack of education, lack of in-demand skills, and lack of a support system. The methods on how to address these barriers were included in the modification.
 - b. With the feedback gathered during the forums and meetings, the VWDB will expand its strategies in facilitating access to services and career pathways, integrating new partners into strategic co-enrollment process, and implementing a marketing and branding campaign.

B. Employment Development Department – Employment Services

- 1. Employment Development Department (EDD) manager America Solis-Bowman presented on Employment Services and the services provided.
 - a. Workforce Services is the branch of EDD that is open to the public and provides workshops to assist with job search, resumes, social networking platforms, and interviews. Workforce Services also assists the Unemployment Insurance with the Personalized Job Search Assistance (PJSA) and Reemployment Services and Eligibility Assessments (RESEA).

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- b. Workforce Services has few case managing programs, one of which is for veterans. Veterans have a priority of service.

C. Employment Development Department – Unemployment Insurance

- 1. Jacqueline West provided updates on the 2018 Unemployment Insurance (UI) branch performance.
 - a. UI helped people in person with their Disaster Unemployment Assistance (DUA) in disaster stricken areas.
 - b. UI staff assisted the Department of Motor Vehicles (DMV) offices with REAL ID roll out.
 - i. UI staff helped to manage the lobby and provided assistance to clients before they met with DMV staff.
 - c. Technological innovation has helped to have claims be auto filed by UI online.

IV. AJCC Certification Continues Improvement Plan

- A. The partners broke out into their work groups to discuss quarterly reporting, co-enrollments, and customer satisfaction.
 - 1. The partners mentioned that they are interested in capturing the collaborative work that is being done together, not individual progress.

V. Other Business and Announcements

- A. Ms. Giannone announced that the Department of Public Social Services (DPSS) will be offering a programs training to partners on March 26 and 27 in their Norwalk location.
 - 1. Expungement workshops are held at GAIN Region offices once a month.
- B. Ms. Solis-Bowman shared that EDD's regional Honor a Hero, Hire a Vet Job and Resource Fair will be held in Canoga Park on April 25.
- C. Adriana Garcia announced that the 7th Annual Veteran's Job Fair will be held at the McCambridge Recreation Center on March 14th.
- D. Ms. Dzhanyan announced that the next One-Stop Partnership meeting will be held on at the VJC on June 5th. The September and December dates are tentative.

VI. Public Comments: None

VII. Adjournment: 11:35 am