



EXECUTIVE COMMITTEE AGENDA

Verdugo Jobs Center

September 11, 2019

Location: Victory Salon (2nd Floor)
1255 S. Central Ave, Glendale 91204

The meeting will begin promptly at 8:00 A.M.

RSVP to: Diana Antonio @ (818) 937-8081, dantonio@glendaleca.gov

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|-------------|----------|--|----------------------|
| 8:00 | 1 | Introductions
Approval of Minutes: July 9, 2019 | 1 |
| 8:05 | 2 | Director's Report
a) Updates: <ul style="list-style-type: none">• Local and Regional Activities• New Report Formats b) Program Report and Overview – Melissa Younesian
c) Grants & Initiatives – Mary Ann Pranke | 3
9 |
| 8:10 | 3 | Action Items
a) Approve a contract amendment for the FY 19-20 Foundation for California Community Colleges to add \$63,100 to the contract amount, with an overall revised contract total of \$113,000 to support paid work experience for the board's RIISE program, WIOA-Adult program and DEA 5 program | 11 |
| 8:30 | 4 | Other Business and Announcements
a) 2019 Executive Committee meeting calendar | 13 |

Public comments

Adjourn

Next Executive Committee Meeting: Wednesday, October 09, 2019, 8am

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

7/9/2019

8:00 a.m. to 8:30 a.m.

MEMBERS PRESENT: Marisol Espinoza, Jim Darcey, Gavin Koon, Nick Hacopian, Cesar Valladares

MEMBERS ABSENT: Ara Aslanian, Debbie Kukta, George Palazzo

**COMMUNITY &
OTHER AGENCY
REPRESENTATIVES:** None

STAFF PRESENT: Judith Velasco, MaryAnn Pranke, Diana Antonio

CALL TO ORDER: 8:02 am by Chair Marisol Espinoza

I. Minutes of May 14, 2019 and June 19, 2019

- A. Quorum Confirmed.
- B. Minutes presented and reviewed. **MOTION:** Gavin Koon **2nd:** Debbie Kukta
Action: APPROVED

II. Director's Report

- A. Executive Director Judith Velasco deferred the director's report to the Full Board Meeting immediately following the Executive Committee Meeting.

III. Action Items

- Ms. Velasco reviewed the slate of consent items as follows:
- A. **Approval of Verdugo Workforce Development Board Budget for PY 2019-2020**
 - 1. Ms. Velasco clarified that a preliminary budget was approved during the May Meeting. This final budget estimate is based on Workforce Innovation and Opportunity Act (WIOA) allocations, it includes: carryover funds, Rapid Response and Layoff Aversion funds, and other program funding that the VWDB administers.
 - 2. Ms. Velasco acknowledged and thanked VWDB staff MaryAnn Pranke for her grant submissions that generated funds for PY 2019-2020.
- B. **Approval of Allocation of \$406,526 to Glendale Youth Alliance to Provide Workforce Innovation and Opportunity Act Youth Services as the Youth Provider for Fiscal Year 2019-2020**
 - 1. Glendale Youth Alliance (GYA) is the VWDB's Youth Provider. During the 2019-2020 fiscal year a Request For Proposal (RFP) for Youth Services will open. Board members will be needed to participate as raters for the proposals that will be received.
- C. **Approval of Allocation of \$120,500 to the Burbank Workforce Connection to Provide Services in the City of Burbank as the Verdugo Jobs Center Affiliate Site for Fiscal Year 2019-2020**
 - 1. The Burbank Workforce Connection (BWC) assists with Rapid Response layoffs in Burbank.

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- D. Approval of 2019-20 Slate of Officers for the Verdugo Workforce Development Board**
1. Ara Aslanian is recommended for Chair, Marisol Espinoza for Vice Chair and Cesar Valladares for Public Vice Chair.

MOTION FOR CONSENT ITEMS A-D:

Motion: Gavin Koon 2nd: Cesar Valladares

APPROVED

IV. Other Businesses and Announcements

- A. Ms. Velasco thanked Ms. Espinoza for her leadership as VWDB Chair for Program Year 2018-2019.
- B. Ms. Velasco announced that the Executive and Full Board meetings will be moved to the second Wednesday of the month. A revised calendar will be sent out.

V. Public Comments: None

VI. Adjournment: 8:21 am