

Adult Education Implementation Meeting

Verdugo Jobs Center
1255 S. Central Avenue, Glendale CA 91204
February 20, 2020 ♦ 1:00pm-3:00pm

Agenda

Agenda Item		Purpose	Person(s) Responsible	Timeframe
I.	Introduction	A. Welcome & Introductions	Alfred	5 min.
II.	Public Comment	A. Community Comments	Community	5 min.
III.	Minutes	A. Review & Approval of Minutes for January 16, 2020	Board	5 min.
IV.	Director's Report	A. Updates from the Director	Alfred	20 min.
V.	Annual & Three Year Plan Goals	A. Industry Sector Strategy: BioScience B. ELL Apprenticeship	MaryAnn	45 min.
VI.	Member & Partner Updates	A. Partner Updates	All	40
VII.	Next Meeting	A. Next meeting date: March 19, 2020		
VIII.	Adjourn	A. Adjourn: 3:00pm		



Adult Education Implementation Meeting

Verdugo Jobs Center
1255 S. Central Avenue, Glendale CA 91204
January 16, 2020 ♦ 1:00pm-3:00pm

Attendees: Tina Andersen-Wahlberg, Abigail Espericueta, Kim Fedrick, Louis Melendez, Jesse Villareal, Emma Sanchez, Naomi Sato, Joylene Wagner

Members: Alfred Ramirez, Judith Velasco

Staff: MaryAnn Pranke

Meeting Notes

Agenda Item		Outcome
I.	Introduction	A. Welcome & Introductions <ol style="list-style-type: none"> 1. Director Alfred Ramirez opened the meeting and welcomed all attendees. 2. DSPS Name:
II.	Public Comments	A. Community Comments <ol style="list-style-type: none"> 1. No community comments submitted.
III.	Minutes	A. Review & Approval of Minutes for December 19, 2019 <ol style="list-style-type: none"> 1. Minutes unanimously approved as presented.
IV.	Director's Report	A. Updates from the Director <ol style="list-style-type: none"> 1. CAEP received a COLA increase 2. MIS Accountability Workshop is being held throughout state. Staff from Garfield may also attend. 3. Medical office building lease is almost complete and classes will be offered there in the spring. May be leasing additional space at the medical office building while Garfield construction is being done. 4. Additional parking is being made available as construction continues and will be assigned for staff and faculty. They will have temporary buildings in the current parking lot to accommodate classes while construction continues. 5. Reduced enrollment requires a review of classes with enrollments and low enrollments may be cancelled.

Agenda Item		Outcome
		<p>6. Community relations will expand outreach and enrollment to identify needs and create classes to address skill gaps. Incumbent workers may be another option for enrollment.</p> <p>7. Judy suggested that Verdugo Jobs Center (VJC) include GCC information in Rapid Response packets that are delivered to workers identified for layoffs. The Rapid Response Team goes out to companies and delivers information to the affected workers. Can also survey the workers on the type of trainings they might need. MaryAnn will provide brochures to Gerald at VJC,</p> <p>8. MaryAnn will send information regarding Miller layoff to Judy.</p>
V.	Annual & Three-Year Plan	<p>A. Branding & Marketing</p> <ol style="list-style-type: none"> 1. One pager flyer and brochure on GlendaleLEARN 2. College will be rebranding as well as Career Education will be making changes 3. Need to explore using social media for GlendaleLEARN signature programs. 4. MaryAnn will look into coordinating training for making documents and social media ADA accessible. <p>B. ELL Navigator Meeting: January 24th</p> <ol style="list-style-type: none"> 1. MaryAnn discussed the option of focusing this meeting and technical assistance on customizing a current apprenticeship program for ELL. Apprenticeship is UAC and DOL certified and can be an opportunity for GL to design pre-apprenticeship and offer VESL to new and current apprentices. 2. MaryAnn will invite Edith to the meeting. 3. Naomi will join meeting at 12:30pm to discuss ESL as a component of the apprenticeship. <p>C. College & Career Pathways</p> <ol style="list-style-type: none"> 1. Jesse conducted a presentation/orientation on the College and Career Pathways courses that will be offered this summer for individuals with disabilities. Jesse clarified that only College Pathways will be offered this summer and details will be share with the group as they are made available. CNC Academy students take this course as a prep for entering the Academy.

Agenda Item		Outcome
		D. CNC Machinist Academy Graduation 1. MaryAnn announced that the Graduation is scheduled for March 18, 2020 at 6:00pm. An orientation to the program and tour will be held immediately following, at 7:00pm. MaryAnn encouraged all partners to attend the special event.
VI.	Partner Updates	A. Partner Updates 2. Kim Fedrick from JVS So Cal discussed the services the partner offers in the Glendale area to refugees and GROW participants. JVS just signed a partner MOU with GlendaleLEARN and is looking to co-enroll participants with other partner services in order to maximize services to mutual customers.
VII.	Next Meeting	A. Next meeting date: February 20, 2020; 1:00 – 3:00pm.
VIII.	Adjournment	Meeting Adjourned at 2:50pm.

ADDRESSING CONCERNS ABOUT WIOA AND PUBLIC CHARGE

In August 2019, the federal government released a new “public charge” policy that expands the type of public benefits that may be considered in a “public charge” determination. In response to various legal challenges, including one brought by California, several courts entered orders preventing the rule from taking effect as the cases proceed. However, on January 27, 2020, the United States Supreme Court entered an order that allows the federal government to implement the “public charge” rule.

The America’s Job Center of CaliforniaSM (AJCC) system should know that *Workforce Innovation and Opportunity Act* (WIOA) Title I and Title III programs are not a public benefit considered under the amended “public charge” rule.

AJCC staff may receive questions and concerns from individuals about how their participation in WIOA Title I or Title III programs may negatively impact their immigration application or their family. AJCC staff should inform individuals that the new “public charge” rule does not include WIOA Title I or Title III programs or services.

When assisting individuals, AJCC staff should not offer immigration legal advice. Individuals with additional questions related to their immigration status and the use of public benefits may be referred to one of the Immigration Services Contractors available through the [California Department of Social Services](#). These nonprofit contractors are qualified to provide accurate immigration guidance and information.

For more information, please refer to Immigrant Legal Resource Center’s Community Flyer, [Five Things to Know Public Charge \(PDF\)](#), or the National Immigration Law Center’s [Public Charge: Does this Apply to Me \(PDF\)](#) which can be printed and made available within the AJCC and to the public. Additional information can also be found through [California’s Immigrant Guide](#).

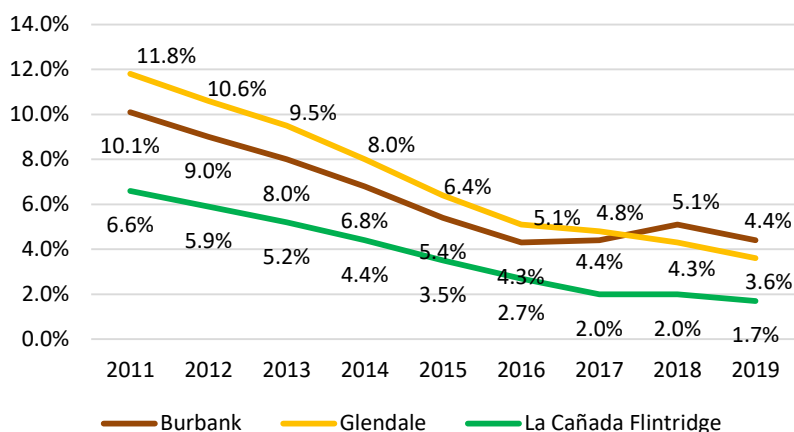
/s/ JAIME L. GUTIERREZ, Chief
Central Office Workforce Services Division

Verdugo Workforce Development Board Labor Market Report: Verdugo Region

February 2020
Quarterly Issue

The Verdugo Workforce Development Board (VWDB) envisions an economically vibrant, tri-city region with thriving businesses, youth, and job-seekers on career paths that reflect their highest potential.

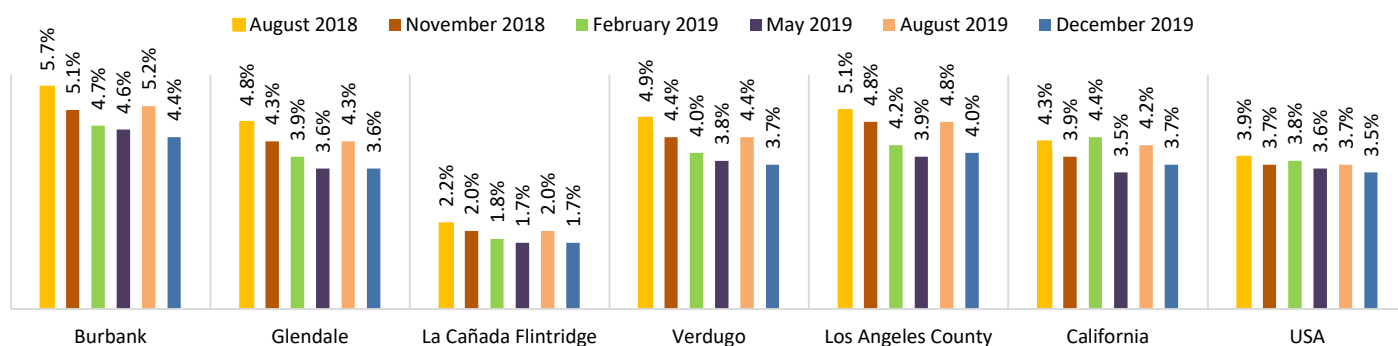
ANNUAL UNEMPLOYMENT RATES BY CITY



Unemployment Rates Comparison

Verdugo: 3.7%
LA County: 4.0%
California: 3.7%
USA: 3.5%

UNEMPLOYMENT RATES COMPARISON



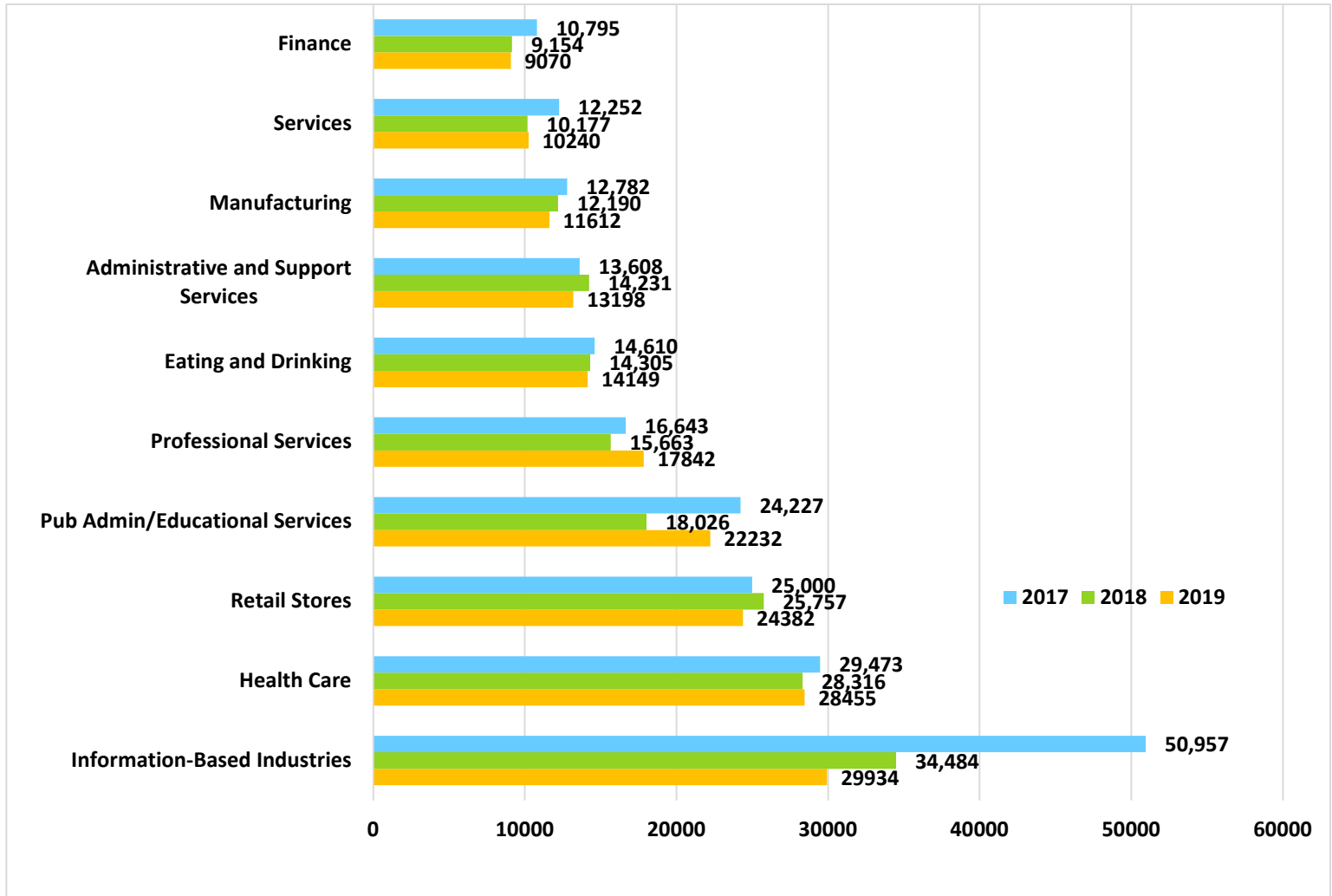
The unemployment rates have decreased in all three cities, contributing to the overall decrease in the Verdugo region. Unemployment rates are based on residency in the three cities, county and state.

VERDUGO REGION LABOR FORCE (RESIDENTS)



Labor force numbers are also based on EDD estimates of the number of residents who earned at least \$1 during the reporting period. These residents may be working outside of the Verdugo Consortium. The total Verdugo labor force as of December 2019 is 175,900.

TOP 10 INDUSTRY SECTORS FOR EMPLOYMENT- VERDUGO CONSORTIUM



Employment in the Verdugo Consortium by industry sector is based on payroll data and the number of employees for firms that are located within the three cities. Employers determine their industry sector by selecting the North American Industry Classification System (NAICS) code when they register with Dun & Bradstreet.

The *Information* sector includes publishing, broadcasting and social media; however, Information Technology falls under *Professional Services*. *Services* includes repair and maintenance as well as personal services such as housekeeping and laundry. *Administrative and Support Services* include office, employment, travel, and security services.

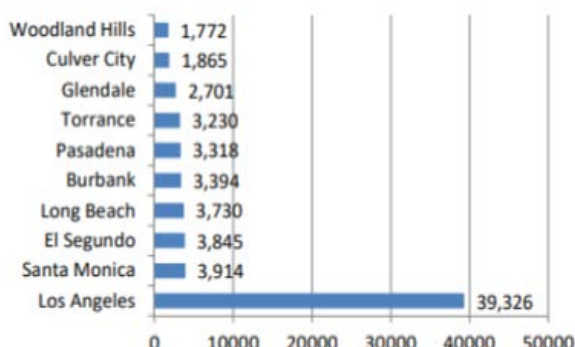
In 2019, *Professional Services* continued to increase in the number of employed compared to 2018. While the *Information* sector continues to be the leading industry in employment, the decrease in employment continues in 2019 by 13% compared to 2018. Public Administration/Education Services gained 23% in the number employed between 2018 and 2019. Professional Services increased by 14% since 2018. This data continues to support the target industry sectors identified by the VWDB: *Health Care, Retail, Manufacturing, and Professional Services/Information Technology*, all which are included in the top 10 sectors.

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CITIES WITH THE MOST JOB ADS

Cities with Most Job Ads



Help Wanted Online from The Conference Board and WANTED Technologies report the top ten cities in the Los Angeles County with the most job ads. Consistently, Burbank and Glendale are reported amongst these top ten cities with the number of job ads posted for the reporting month. This indicates the economic vibrancy of the businesses in the Verdugo community relative to the other cities located in the region.

TOP OCCUPATIONS IN JOB ADS - Los Angeles County*

OCCUPATION	# OF JOB ADS
1. Registered Nurses	3,945
2. Retail Salespersons	3,939
3. Software Developers, Applications	2,776
4. First-Line Supervisors of Retail Sales Workers	2,580
5. Security Guards	2,558
6. Marketing Managers	1,974
7. First-Line Supervisors of Food Preparation and Serving Workers	1,946
8. First-Line Supervisors of Office and Administrative Support Workers	1,798
9. Customer Service Representatives	1,752
10. Market Research Analysts and Marketing Specialists	1,570

*The Top Occupations in Job Ads listed above are for Los Angeles County. We are not able to report on the Verdugo region data for this reporting period due to the State EDD Labor Market Information Division delay with local data. Once we obtain the Verdugo area data, we will update this report.

TOP 3 EMPLOYERS POSTING JOBS – VERDUGO AREA*



1,139 Ads



1,102 Ads



1,048 Ads

*We are only reporting on the top 3 Verdugo region employers for this reporting period due to the State EDD Labor Market Information Division experiencing delays with local data. Once we obtain the full Verdugo area data, we will update this report.

DEFINITIONS

Labor force: Persons classified as employed or unemployed.

Employed persons: Persons 16 years and over in the civilian noninstitutional population who, during the reference week, (a) did any work at all (at least 1 hour) as paid employees; worked in their own business, profession, or on their own farm, or worked 15 hours or more as unpaid workers in an enterprise operated by a member of the family; and (b) all those who were not working but who had jobs or businesses from which they were temporarily absent because of vacation, illness, bad weather, childcare problems, maternity or paternity leave, labor-management dispute, job training, or other family or personal reasons, whether or not they were paid for the time off or were seeking other jobs. Each employed person is counted only once, even if he or she holds more than one job. Excluded are persons whose only activity consisted of work around their own house (painting, repairing, or own home housework) or volunteer work for religious, charitable, and other organizations.

Unemployed persons: Persons aged 16 years and older who had no employment during the reference week, were available for work, except for temporary illness, and had made specific efforts to find employment sometime during the 4-week period ending with the reference week. Persons who were waiting to be recalled to a job from which they had been laid off need not have been looking for work to be classified as unemployed.

Unemployment rate: The unemployment rate represents the number unemployed as a percent of the labor force.



Verdugo CNC Machinist Academy **@ GLENDALE COMMUNITY COLLEGE**

For Adults with Disabilities

SAVE THE DATE *Cohort 5 Completion Celebration*

Join us to celebrate the accomplishments of the
2019 FALL SEMESTER
CNC MACHINIST ACADEMY COHORT

Wednesday, March 18, 2020

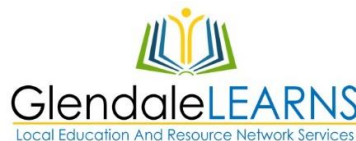
6:00 pm-8:00 pm

Glendale Community College Student Center

1500 N. Verdugo Rd, Glendale, CA 91208

**An orientation for prospective students and tour of the machine shop
will immediately follow the celebration.**

Please RSVP by March 11, 2020
at <https://cncacademy2019.eventbrite.com>



FRANK D. LANTERMAN
REGIONAL CENTER



“Change Happens” – Successfully Managing Transitions Saturday, March 7, 2020 PRE-REGISTRATION FORM

Name(s): _____ School: _____
District: _____ Parent ☐ Staff ☐ Other _____
Phone number: _____ Email: _____

Do you need translation services? ☐ No ☐ Yes
If you need translation, we must receive your registration no later than Tues, February 25th
If yes, please indicate: ☐ Armenian ☐ Korean ☐ Spanish ☐ Sign Language

For more information on the Breakout Sessions, please go to the Foothill SELPA Website:

www.foothillselpa.org

Breakout Session I (Check only one session)

9:00 – 10:00 am

- ☐ Session 1 – Transitions Can Be Harder on Us, the Parent, Than on Our Child, the Student
- ☐ Session 2 – Supporting Preschool/Elementary Transitions for Children on the Autism Spectrum
- ☐ Session 3 – Mental Health Awareness in Adolescence
- ☐ Session 4 – Career and College Options After High School
- ☐ Session 5 – Change is Inevitable but Suffering is Optional
- ☐ Session 6 – New to IEP's? A Parent's Guide
- ☐ Session 7 – Executive Functioning Skills and Supporting your Student through Change and Transition
- ☐ Session 8 – Are You Up for the Challenge? (Preschool)
- ☐ Session 9 – Effective Limit Setting—Providing a Secure Structure in Which Children Can Make Choices and Act with Freedom
- ☐ Session 10 – Department of Rehabilitation Services – What We Can Provide

Breakout Session II (Check only one session)

11:00 – Noon

- ☐ Session 11 – Being Hard on the Problem and Gentle with Each Other While Transitioning
- ☐ Session 12 – Supporting Preschool/Elementary Transitions for Children on the Autism Spectrum (Repeat of #2)
- ☐ Session 13 – Mental Health Awareness in Adolescence (Repeat of #3)
- ☐ Session 14 – Adult Support Services
- ☐ Session 15 – Change is Inevitable but Suffering is Optional (Repeat of #5)
- ☐ Session 16 – New to IEP's? A Parent's Guide (Repeat of #6)
- ☐ Session 17 – Executive Functioning Skills and Supporting your Student through Change and Transition (Repeat of #7)
- ☐ Session 18 – Are You Up for the Challenge? (Preschool) (Repeat of #8)
- ☐ Session 19 – Effective Limit Setting—Providing a Secure Structure in Which Children Can Make Choices and Act with Freedom (Repeat of #9)

Please be aware that NO confirmation will be mailed. Your place is guaranteed unless otherwise notified. *Registration is on a first-come, first-served basis.*

Four ways to register!

To register ONLINE, go to www.foothillselpa.org and look under “Welcome”
OR MAIL to Foothill SELPA, 223 N. Jackson Street, Glendale CA 91206
OR FAX to 818-246-3537
OR EMAIL Lisa McGeorge: lmcgeorge@gusd.net

Any questions, please call the Foothill SELPA office at (818) 246-5378 OR email questions to lmcgeorge@gusd.net

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FREE ESL Classes!

ESL Level 4 High-Intermediate - English for Work

Spring 2020 (February 18 – June 10, 2020)

Mondays, Tuesdays, Wednesdays, Thursdays, 8:30 a.m. - 11:40 a.m.

Noncredit ESL Class Ticket #: 3784

Instructor: Alex Christy

Verdugo Jobs Center, Suite A

1255 S. Central Ave., Glendale, CA 91204

For more information, please call:

(818)240-1000 x 5033 or 5691

Join a Tuition-FREE ESL class!

Free parking and easy access to local buses



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