

Our Vision: All adult learners will have access to and participate in education and resources leading to meaningful employment or higher education.

Adult Education Implementation Meeting

Verdugo Jobs Center
1255 S. Central Avenue, Glendale CA 91204
October 25, 2018 ♦ 1:00pm-3:00pm

Agenda

Agenda Item		Purpose	Person(s) Responsible	Time Frame
I.	Introduction	A. Welcome & Introductions	Alfred	5 min.
II.	Public Comments	A. Community Comments	Community	5 min.
III.	Minutes	A. Review & Approval of Minutes for August 23, 2018 and September 20, 2018	Board	5 min.
IV.	Director's Report	A. Updates from the Director 1) MMM Conference 2) Board of Trustees Presentation 3) Updates from the Field Team 4) Other Updates	Alfred	15 min.
V.	Planning	A. Local Plan Modification 1) Addressing the Needs of Special Populations: English Language Learners	MaryAnn	45 min
VI.	Member & Partner Updates	A. State Policy Workgroup (MaryAnn) B. Verdugo Workforce Development Board (Judy) C. GUSD (Felix) D. Other Updates	All	40 Min
VII.	Next Steps	A. Next meeting date: October 18, 2018	All	5 min
VII.	Adjourn	Adjourn: 3:00 pm		

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Adult Education Implementation Meeting

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September 20, 2018 ♦ 1:00pm-3:00pm

Attendees: Abigail Espericueta, Carmen Jimenez-Wynn, Rubina Markosyan, Deb Rinder, Naomi Sato, Rick Saunders, Joylene Wagner

Board Members: Judith Velasco

Staff: MaryAnn Pranke

Agenda

Agenda Item		Purpose
I.	Introduction	A. Welcome & Introductions
II.	Public Comments	A. Community Comments 1) No Community Comments were presented.
III.	Minutes	A. Review & Approval of Minutes for August 23, 2018 1) Tabled for October meeting; quorum not achieved for meeting.
IV.	Planning	A. Local Plan Modification 1) Addressing the Needs of Special Populations: MaryAnn reviewed requirements for local plan modification and the four groups that are the focus: non-custodial parents, English language learners, CalFresh recipients, people with intellectual and developmental disabilities. 2) Group Discussion on serving special populations: CalFresh Recipients a. Potential partners to assist in reaching and recruiting individuals: i. Nutritional Services – GUSD ii. Gain/Grow/TANF/WIC

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		<ul style="list-style-type: none"> iii. CalFresh used to use Mobile Units; research to determine if they can come to VJC iv. Could there be access to a recipients' list for Glendale, Burbank residents? v. Can AB1270 be a resource vi. Establish system for referrals b. Specific needs of CalFresh recipients: housing, transportation, supportive services, childcare, job training, safety net: afraid of losing financial assistance, financial education, emotional intelligence, parent education, COC model for service provision <p>3) Non-Custodial Parents: Potential partners that can assist with outreach and recruitment:</p> <ul style="list-style-type: none"> a. Family Court system b. Marketing to single parents c. Foster/homeless youth: connect to the parents d. Substance abuse centers and clinics e. Court appoints parents to attend parenting classes and other services to regain custody. Need to connect to these services f. Corrections /probation g. Mental health service providers <p>4) Intellectual and Development Disabilities: Connect to GUSD TRECK program</p> <ul style="list-style-type: none"> a. Profile of the TRECK students: 18-22-year old's; No diploma; low skills; connected to DOR; some are taking classes at GCC b. Needs of students: easy access to services, fighting reputations of programs, GUSD made cold calls to recruit students
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Our Vision: All adult learners will have access to and participate in education and resources leading to meaningful employment or higher education.

		<ul style="list-style-type: none"> c. Program features: <ul style="list-style-type: none"> i. Schedule is 8am – 2pm: room across the street from GCC Verdugo campus ii. From 8-10am, students come in to check in, plan what they are going to do iii. Checks in throughout the day iv. MaryAnn will follow up to connect with Aaron at TRECK
V.	Next Steps	A. Next meeting date: October 25, 2018
VI.	Adjourn	Adjourn: 3:00 pm

VWDB Local Plan - Populations Definitions

The purpose of assisting the CalFresh Consumer, Non-Custodial Parents, Individuals with Intellectual and Development Disabilities, and English Language Learners populations is to increase the participants' ability to obtain regular employment, advance on a career pathway, and achieve economic self-sufficiency to decrease the reliance on public assistance.

Population: CalFresh Consumers

What is CalFresh?

CalFresh is a nutrition program that can help households buy healthy foods. In CA, CalFresh used be known as the Food Stamp Program. Nationally, the program is called SNAP. It is funded by the federal government. CalFresh benefits are issued on an EBT card that works like a debit card and can be used at most grocery stores and many farmers markets to purchase food.

Population: Non-Custodial Parents

Who is a Non-Custodial Parent?

A non-custodial parent is a parent who does not have physical custody of his or her children. The DCSS has a current caseload of 1.2 million cases and serves over 3.5 million children and families. In Fiscal Year 2015-16, almost 25% of the 1.2 million cases were receiving public assistance and over 50% had previously received public assistance.

Population: Individuals with Intellectual and Developmental Disabilities

Who is considered an Individual with Intellectual and Developmental Disabilities?

An individual with Intellectual Disabilities and Developmental Disabilities (ID/DD) includes those who have an intellectual disability, cerebral palsy, epilepsy, autism and related conditions. The State Council on Development Disabilities (SCDD) reports that the rate of any type of employment for people with ID/DD is only 13.1%. And not many individuals with ID/DD work in integrated job settings offering pay to these individuals of at least minimum wage. According to the SCDD report, approximately only 3 percent of working age regional center clients are engaged in Competitive Integrated Employment (CIE) and over 45% are being paid less than subminimum wage (CIE Policy Brief, September 2017).

Population: English Language Learners

Who is considered an English Language Learner?

An individual who has Limited English Proficiency (LEP) is someone whose primary language for communication is not English and who has a limited ability to read, speak, write and/or understand English. An LEP individual may be competent in English for certain types of communication (e.g., speaking or understanding), but still be LEP for other purposes (e.g., reading or writing) (29 CFR Section 38.9 Appendix). These populations are typically comprised of immigrants, refugees and asylees.

Verdugo Workforce Development Board

Stakeholder & Community Forums For Our Local Workforce Development Plan

The Verdugo Workforce Development Board invites your participation in our Stakeholder and Community Forums to help us develop a plan that is reflective of the needs of our Burbank, Glendale, and La Cañada Flintridge communities.

Individuals with Intellectual and Developmental Disabilities

October 18, 2018 ▪ 1:30 p.m. – 3:30 p.m.

Services to Individuals with Disabilities through Competitive Integrated Employment

RSVP: vwdbforumdisabilities.eventbrite.com

English Language Learners

October 31, 2018 ▪ 9:00 a.m. – 11:00 a.m.

Developing Strategies to Strengthen Services to English Language Learners,
Foreign Born Individuals, and Refugees

RSVP: vwdbforumlanguage.eventbrite.com

CalFresh Consumers

November 8, 2018 ▪ 9:00 a.m. – 11:00 a.m.

Expanding the Continuum of Care Model for CalFresh Consumers

RSVP: vwdbforumcalfresh.eventbrite.com

Non-Custodial Parents

November 15, 2018 ▪ 9:00 a.m. – 11:00 a.m.

Developing a Universal Customer-Centered Service System for Non-Custodial Parents

RSVP: vwdbforumparents.eventbrite.com

Future Workforce

November 15, 2018 ▪ 5:30 p.m.- 7:00 p.m.

Developing the Future Workforce

RSVP: vwdbforumworkforce.eventbrite.com

All forums will be held at the Verdugo Jobs Center
1255 S. Central Avenue, Glendale, CA 91204
818.548.2053 ▪ www.verdugoworkforce.com



The Workforce Innovation and Opportunity Act is an Equal Opportunity Program.
Auxiliary aids and services are available upon request to individuals with disabilities. TTY (818) 548-3857

INFORMATION NOTICE

FORTHCOMING STATEWIDE WIOA CO-ENROLLMENT GUIDANCE

The California Workforce Development Board (State Board), in coordination with state level *Workforce Innovation and Opportunity Act* (WIOA) Unified State Plan partners and representatives from Local Workforce Development Areas, is developing strategic co-enrollment guidance designed to enhance partnerships, share case management, leverage resources, and improve participant experiences and outcomes.

Strategic co-enrollment will help facilitate services that enable upward economic mobility for all Californians, including populations with barriers to employment. Workforce and education programs need to be physically and programmatically accessible in order for all Californians to have opportunities to develop a marketable set of skills and be able to obtain the level of education necessary to achieve both long-term economic self-sufficiency and security.

Co-enrollment is a recommended strategy under WIOA to align programs and services through collaboration to help meet the unique needs of those we serve. Although a federal definition of co-enrollment exists for core WIOA programs, California looks to exceed that standard by facilitating co-enrollment across all WIOA and non-WIOA funded partners, promoting shared responsibility, and promoting the attainment of shared performance goals. Shared responsibility among the partners is key for the successful outcome of each enrollee.

The forthcoming guidance will be vetted and approved by the State Board prior to the adoption and implementation by all WIOA Unified State Plan partners. The Workforce Development Community is expected to convene partners and initiate discussions on how strategic co-enrollment can be included as part of the WIOA Regional and Local Plan Modification process.

For more information regarding strategic co-enrollment, please contact Jennifer Hernandez at Jennifer.Hernandez@labor.ca.gov or Loren Shimanek at Loren.Shimanek@cwdb.ca.gov.

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

Attachment is available on the internet:

[List of the California Workforce Partners](#)

Verdugo Jobs Center Tour Schedule

What: **Get to know your local America's Job Center of CA!**
Discover the local workforce resources & available services with an informal lunch & tour of the Verdugo Jobs Center.

Who: Board members, community members, partner organizations– anyone who is interested in learning more about the Verdugo Jobs Center's services.

Where: Verdugo Jobs Center
1255 S. Central Avenue,
Glendale, CA 91204

When: Wednesday, January 16, 2019
Wednesday, February 19, 2019
Wednesday, March 20, 2019
Wednesday, April 17, 2019
Wednesday, May 15, 2019
Wednesday, June 19, 2019

Time: All tours start at 12:30 p.m. and last for 1 hour

RSVP: Please email dantonio@glendaleca.gov 48 hours in advance to confirm your attendance.

The Verdugo Workforce Development Board (VWDB) administers workforce services through the Verdugo Jobs Center. The VWDB represents the cities of Burbank, Glendale, and La Cañada Flintridge.



The Workforce Innovation and Opportunity Act is an Equal Opportunity Program. Auxiliary aids and services are available upon request to individuals with disabilities. TTY (818) 548-3857

**Free Training and Job
Placement Services!**

If you were laid off from one of the companies on or after the Lay Off Date listed below and want to learn more about qualifying for the training opportunity or job placement services, contact:

Veronica Parra (818) 937-8017 vparra@glendaleca.gov

Employer	Lay off Date
DreamWorks Animation NBC Universal Media LLC	11/18/2016
DreamWorks Animation NBC Universal Media LLC	1/20/2017
Walt Disney Parks and Resorts, Worldwide-Walt Disney Imagineering	10/3/2016
Shire / Baxalta	1/13/2017
Nestle	7/20/2017
Crane Aerospace	1/8/2017
Deluxe Entertainment Services	6/28/2017
Warner Music Inc.	7/23/2017
The Castaway	8/8/2017
YP, LLC	8/29/2017
Toys R Us	5/15/2018
Providence St. Joseph Medical Center	10/27/2017
Aaron Brothers	6/30/2018
Disney Products and Interactive Media Department	12/31/2016

Verdugo Jobs Center



1255 S. Central Ave. Glendale, Ca. 91204

(818) 409-0476

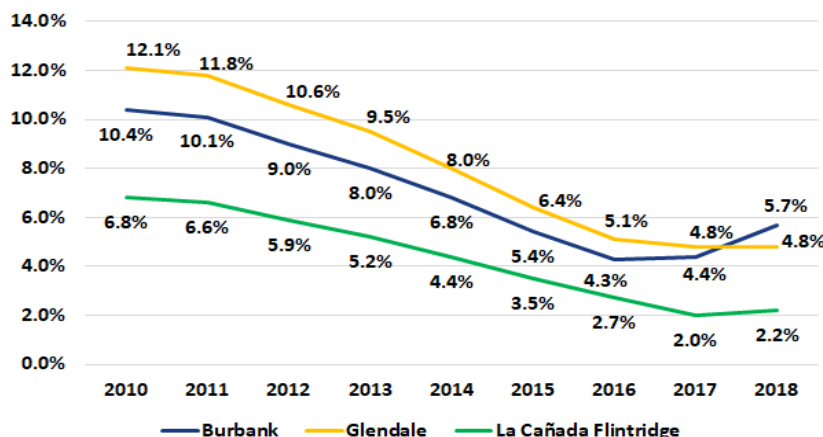
TTY (818) 548-3857

Verdugo Workforce Development Board Labor Market Report: Verdugo Region

October 2018
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

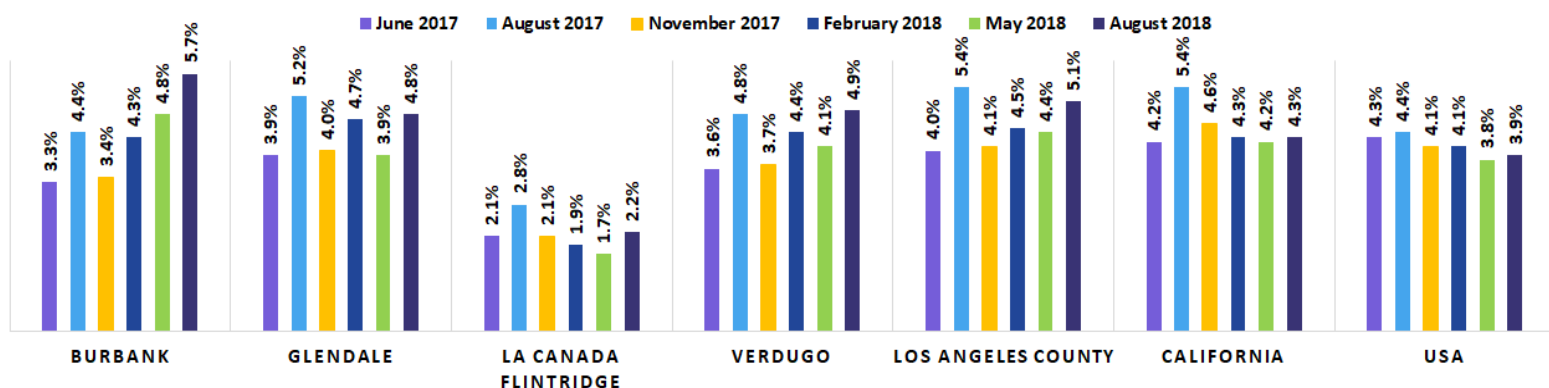


The 2018 Rate is the current quarter's unemployment rate.

Unemployment Rates Comparison

Verdugo: 4.9%
LA County: 5.1%
California: 4.3%
USA: 3.9%

UNEMPLOYMENT RATES COMPARISON



The unemployment rates have risen in all three cities, contributing to the overall increase in the Verdugo region. Notably, we see a reoccurring trend in the third quarter of each year (August) where unemployment increases dramatically. Unemployment rates are based on residency in the three cities, county and state.

VERDUGO REGION LABOR FORCE (RESIDENTS)



9,800



59,800



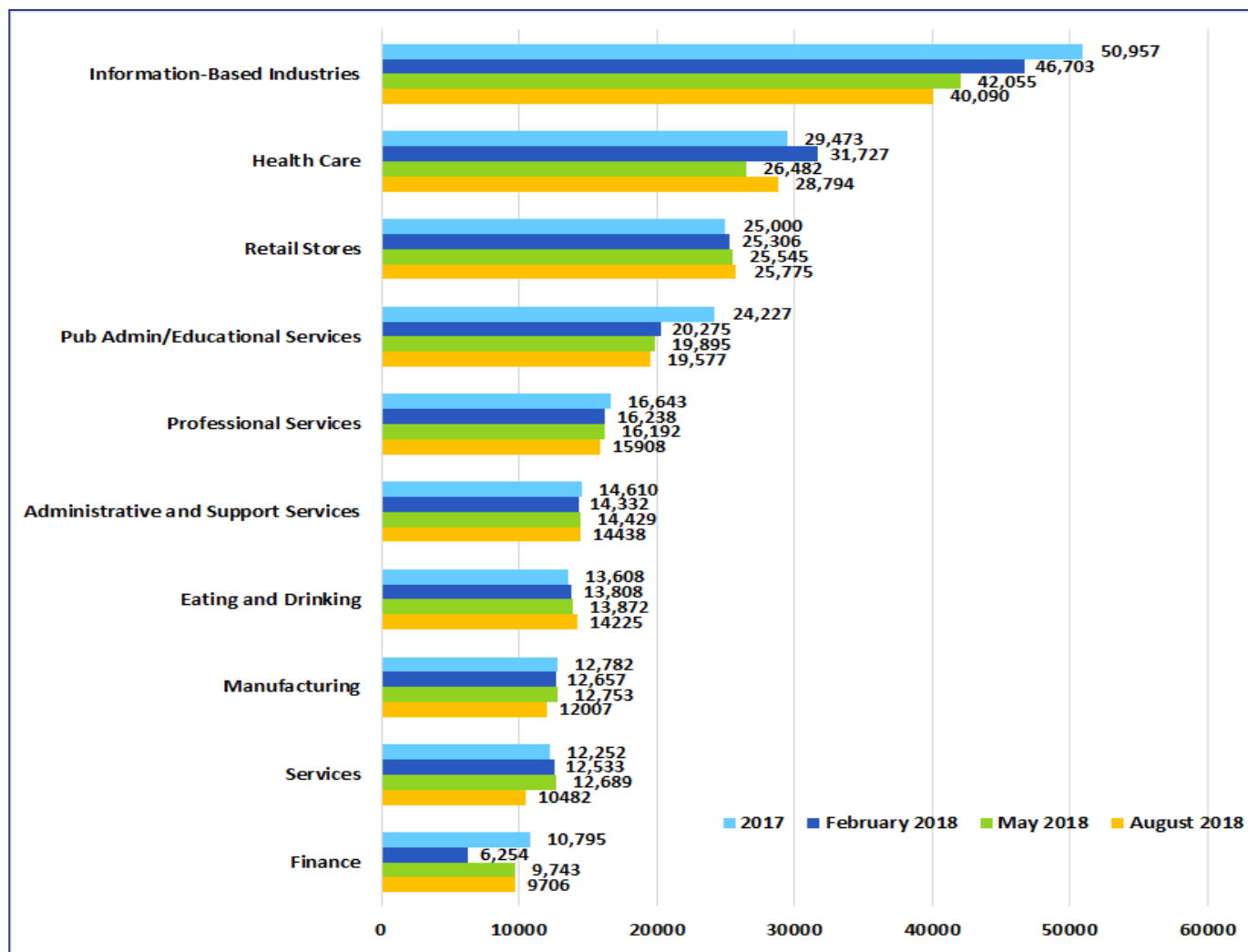
103,700



173,300

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 August 2018 is 173,300.

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.

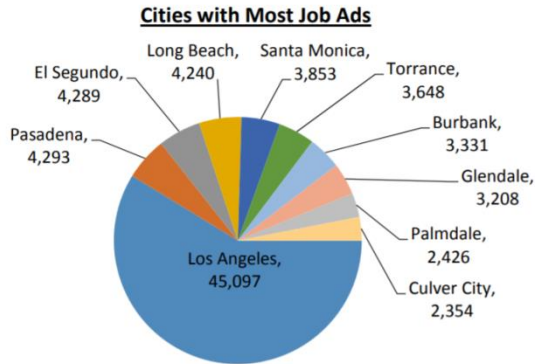
The *Information* sector includes publishing, broadcasting and social media; however, Information Technology falls under *Professional Services*. *Services* includes repair and maintenance as well as personal services such as housekeeping and laundry. *Administrative and Support Services* include office,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

Health Care, *Retail Stores*, and *Eating & Drinking* recorded increases in the number of employed compared to May 2018. Notably, employment in *Health Care* increased 8.7% since May 2018 after a 16.5% decrease from February 2018. While the *Information* sector continues to be the leading industry in employment, there has been an 4.6% decrease in employment since May 2018 continuing the downward trend from 2017. This data continues to support the target industry sectors identified by the VWDB: *Health Care*, *Entertainment*, *Retail*, *Manufacturing*, and *Professional Services/Information Technology*, all which are included in the top 10 sectors.

Verdugo Workforce Development Board Labor Market Report: Verdugo Region

October 2018
Quarterly Issue

CITIES WITH THE 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- VERDUGO AREA

OCCUPATION	# OF JOB ADS
1. Software Developers, Applications	200
2. Marketing Managers	184
3. Registered Nurses	177
4. Retail Salespersons	174
5. First Line Supervisors of Retail Sales Workers	116
6. Security Guards	112
7. Information Technology Project Managers	109
8. Customer Service Representatives	107
9. Executive Secretaries and Executive Admin Assistants	96
10. Computer User Support Specialists	96

Overall there was a 16% decrease in job ads in the top 10 occupations (241 less ads). The top 3 occupations in job ads stayed the same from the previous quarter. Security Guard Job ads dropped 33% and moved to the #6 spot. Retail Salespersons job ads increased 16% since the previous quarter's report. First-Line Supervisors of Retail Sales Workers jumped from #10 to #5 with a 13% in job ads. Web developers dropped off the list completely after holding the #7 spot last quarter. New to the list is Computer User Support Specialist.

TOP 5 EMPLOYERS POSTING JOBS – VERDUGO AREA

 The WALT Disney Company	 Robert Half International	 NBCUniversal	 Time Warner	 PROVIDENCE Health & Services
433 Ads (-5%)	177 Ads (+7%)	154 Ads (+10%)	146 Ads (-30%)	100 Ads (-23%)

*Increase/Decrease from July 2018 Verdugo LMI report. Providence Health & Services replaced Allied Universal Corp

Source: Employment Development Department Labor Market Information Division
Reporting Period: September 2018 for activity in the month of August 2018

DEFINITIONS

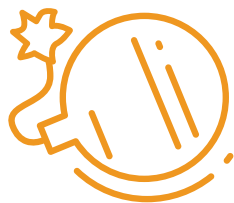
Labor force: Persons classified as employed or unemployed.

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.

HEALTHY MINDS workshops

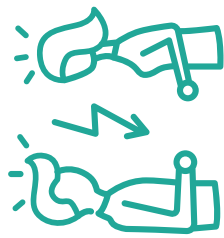


STRESS MANAGEMENT

Discover effective stress management tools to manage and regulate daily stressors. Understand triggers, the effects of stress in your life and the long-term implications on your overall health and happiness.

7PM | TUESDAY

SEP 25

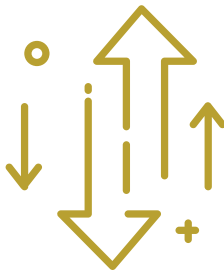


EMOTIONAL INTELLIGENCE

Understand how Emotional Intelligence can influence your overall behaviour and daily performance. Learn techniques for dealing with conflict and difficult situations in order to boost your interpersonal effectiveness.

7PM | TUESDAY

OCT 16

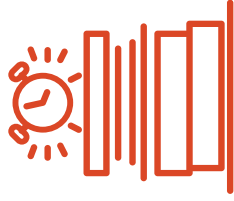


CHANGE MANAGEMENT

Many people react to changes in their life with denial or resistance. This workshop will help you understand and prepare for change, and give you the tools you need to manage the process of change successfully.

7PM | TUESDAY

NOV 6



TIME MANAGEMENT

Learn how effective people use their time more efficiently to ensure that they do the things that really matter—and not those that don't. Skills covered include goal setting, prioritizing, planning, delegating and more.

7PM | TUESDAY

DEC 4

Register for each event at Eventbrite, <https://bit.ly/2FTWlwA>



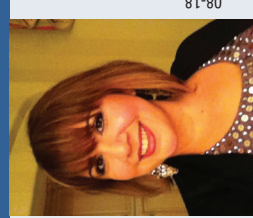
222 East Harvard Street, Glendale CA 91205 | For info, call 818.937.7815

PARKING: Visitors to the Downtown Central Library receive 3 hours FREE parking in the MarketPlace parking structure on Harvard Street with validation at the library service desk on the main floor.



HEALTHY MINDS WORKSHOPS ARE CONDUCTED BY MELINA "MEL" SARDAR, M.A. CPLC

Since 2003, Melina Sardar has been a coach specializing in the areas of career, emotional awareness, stress, relationship and anxiety management. She is the author of a 21-Day workbook "A Woman's Spiritual Healing Experience."



SATURDAY

NOV
3

4 PM – 9 PM

Come Downtown to Celebrate...

DÍA DE LOS MUERTOS

José-Luis Orozco

Ballet Folklórico
Mexico Azteca

Storytime

Community Altar

Skull Decorating

Face Painting

Mariachi Music

@ARTSAKH
PASEO
between
Wilson Ave
& Broadway

glendale
Library, Arts & Culture
City Clerk &
Election Services

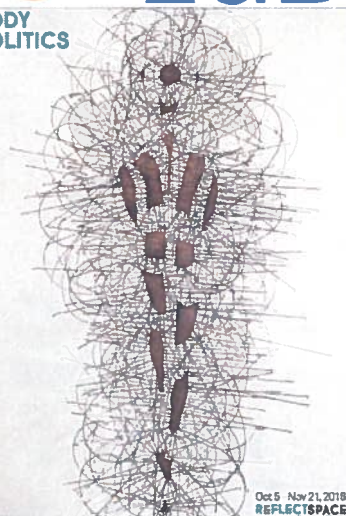
@GlendaleDDL
#GlendaleDDL



OCT
24

WEDNESDAY

BODY
POLITICS



Oct 5 - Nov 21, 2018
REFLECTSPACE

7:00 PM

POLICING THE BODY Panel

Moderated by Joey Hernández - Education Policy and Programs Manager, LGBT Center of Los Angeles

PANELISTS

Rakeem Cunningham — Photographer

Enrique Castrejon — Artist

Nicole Kelly / Phoebe Unter — Multimedia Artists

NOV
8

THURSDAY



8:00 PM

Documenting the Queer "I"

DISCUSSION + Film Presentation

HOSTED BY PROFESSOR BRODERICK FOX, Occidental College

Fox will discuss the trajectory of feminist and queer performance & autobiography in American documentaries — from the Portapak video of the 1960's to our present digital moment. Featuring clips from a range of practitioners who have used their own bodies and experiences to make the personal political in the advancement of queer identities.



NOV
18

SUNDAY



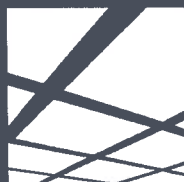
6-8:00 PM

◆ Eventbrite Registration Required

BEYOND BORDERS: QUEER POP-UP CAFE BRIDGING CROSS-CULTURAL LGBTQ VOICES

Co-sponsored by GALAS Los Angeles. Moderated by Erik Adamian & Charlie Ruiz Vazquez. CONTACT: ReflectSpace@glendaleca.gov

This moderated, invitation-only roundtable will bring together diverse queer groups and others to share stories, ideas and thoughts — with the goal to create a safe space to unveil the personal queer experience and to uncover common ground among the challenges faced by our respective communities.



**DOWNTOWN
CENTRAL**
LIBRARY, ARTS & CULTURE

GLENDALE - 222 E. Harvard Street
Downtown Central Library Auditorium

Co-Sponsored by Glendale Library, Arts & Culture
and the Los Angeles LGBT Center



TECHSPACE WORKSHOPS



FREEGAL MUSIC

Monday, November 5 | 2pm-4pm

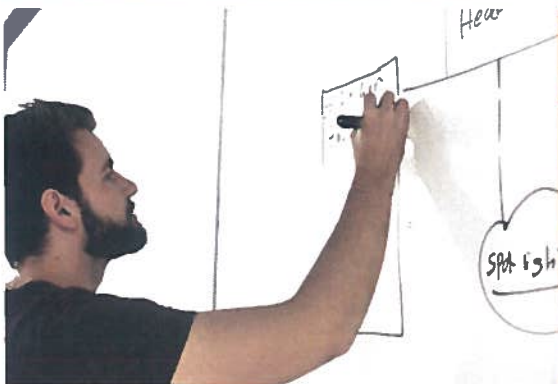
Learn how to utilize the Freegal database to gain free access to music.



CAREER PATHWAY

Wednesday, November 7 | 1-2pm

Learn about the in-demand jobs in the Glendale region and the paths to entry for occupations in retail, food/hospitality and healthcare industries in Glendale.



COMMUNITAS JUMPSTART

Wednesday, November 28 | 1-4pm

*Drop-in services

Job Search and Resume Assistance, Social Service Referrals and Placements and Personalized Strategic Planning and Goal Setting



LYNDA.COM

Thursday, November 29 | 6-8pm

Learn new programs and skills through Lynda's learning interface. Please bring headphones and your library card.



**DOWNTOWN
CENTRAL**
LIBRARY, ARTS & CULTURE

222 E. Harvard Street

GLENDALE

Pre-registration required*

Please contact Rubina Markosyan at 818-937-7836 or send an email to rumarkosyan@glendaleca.gov to register for one of the sessions.