

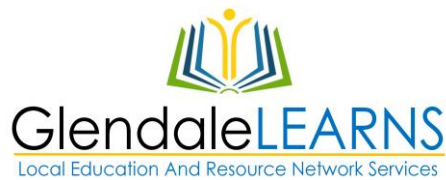
Our Vision: All adult learners will have access to and participate in education and resources leading to meaningful employment or higher education.

Adult Education Implementation Meeting

Verdugo Jobs Center
1255 S. Central Avenue, Glendale CA 91204
September 20, 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	Board	5 min.
IV.	Director's Report	A. Updates from the Director 1) MMM Conference 2) Other Updates	Alfred	10 min.
V.	Planning	A. Local Plan Modification 1) Addressing the Needs of Special Populations	MaryAnn	90 min
VI.	Next Steps	A. Next meeting date: October 18, 2018	All	5 min
A.	Adjourn	Adjourn: 3:00 pm		



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Adult Education Implementation Meeting

August 23, 2018 ♦ 1:00pm-3:00pm

Attendees: Abigail Espericueta, Rocio Rodriguez, Rubina Markosyan, Louis Melendez, Felix Melendez, Caryn Panec, Alfred Ramirez, Emma Sanchez, Judith Velasco, Joylene Wagner

Staff: MaryAnn Pranke

Minutes

Agenda Item		Discussion
I.	Introduction	A. Welcome & Introductions 1) Director Alfred Ramirez welcomed the group at 1:15pm
II.	Public Comments	A. Community Comments
III.	Minutes	A. Review & Approval of Minutes for July 16, 2018 1) Minutes were reviewed and approved as submitted.
IV.	Director's Report	A. Updates from the Director 1) Regional Stakeholders Group: Regional collaboration definition and appears the state is trying to mandate partnerships. While GCC is a role model, many do not have multiple partners and collaborations to increase student success. Current efforts include brainstorming ideas how to increase collaboration across college districts and sharing information and resources to assist colleges in developing and maintaining partnerships. 2) AEBG has been renamed to California Adult Education Program. 3) Three Year Planning: Alfred is looking at expanding facilities use: medical plaza across the street from Garfield. Garfield is developing a medical back office program to run at the new facility. He would also like to offer Home Health

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		<p>and LV program at the site and is working towards dual enrollment with non-credit.</p> <p>4) Board Presentation to the Board of Trustees: Alfred announced that a presentation on GlendaleLEARNNS to the Board is scheduled for October 16, 2018; 5pm at Garfield Campus.</p> <p>5) International Rescue Committee (IRC): Non-profit is showcasing their innovative programs and collaboration with WIOA. Alfred would like to expand our partnerships and showcase GlendaleLEARNNS partnership with IRC.</p> <p>6) Home Depot: Alfred is currently working on setting up a trailer on the Home Depot lot to offer ESL. Catholic Charities currently offers a similar program in Burbank. Need contacts with Home Depot to get their buy-in. VJC may be able to help due to Orchard layoff and are connecting with Home Depot to transition affected workers. Judy will follow up on this potential connection.</p>
V.	Planning	<p>A. Annual Plan 2018-2019</p> <p>MaryAnn noted that the final Annual Plan was included in the packet and reflected the input from the group collected in the July meeting. She also noted that the group would now be involved in the Verdugo Workforce Development Board's Local Plan modification to provide input into that plan, as well as preparing for the GlendaleLEARNNS three-year plan.</p>
VI.	Announcements & Next Steps	<p>A. Announcements</p> <p>1) Partner Announcements</p> <p>i. Career Pathways: Career & College Fair by GUSD with Garfield will be held. The fair will be open to the public and Felix will send flyer to MaryAnn for dissemination</p> <p>ii. AFM: Mentorship program funded by Career Pathways grant which was piloted with 6 students. Mentors were</p>

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		<p>professionals in the music industry and visited studios to see how music scores were developed for upcoming films. Students met Danny Elfman and feedback was positive from students with several noting their higher ed plans. Judy is now looking for funding sources for another round and to enhance program. Also looking to expand program to disconnected youth, disabilities, college students.</p> <p>iii. Adult Ed: Caryn announced open enrollment begins Monday for ABE/ASE and parenting classes for families, new babies.</p> <p>iv. Glendale Education State of the School Breakfast is upcoming. Joylene will send flyer to MaryAnn</p> <p>v. VCTC meeting: September 18, 2018 8:30am at the VJC. May have John Acosta present to talk about AFM or Lucy Bergdorf talking about aviation careers.</p> <p>vi. Verdugo Campus: Emma announced that the Welcome Fair was scheduled on Friday, for new students, with activities such as workshops on college and career pathways. She also reported that last year, 1,093 high school served by GCC. She is also working on a three-year plan for dual enrollment.</p> <p>vii. GUSD: Felix met with Lucy Bergdorf to discuss career day for students wich starts in January. The 1 day session includes transportation to airport, and introduces them to careers in aviation;</p> <p>viii. Campbell Center: Art class now being offered to their customers, looking for place to hold the class. September 15th will have an open fair in Glendale and students will showcase and sell their art. Abigail will send flyer to MaryAnn.</p>
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		<p>ix. Veterans Grant has launched. MaryAnn will send flyer to group.</p> <p>x. STEPS: Work experience program for students with youth disabilities was launched and Judy is now looking at continuing the program. Students were taken to GCC for a tour of the campus and learned about DSPS services available.</p> <p>xi. DOR: Louis announced he is available to presenting their services at schools or to parents. Louis is bilingual and can present services in Spanish as well. He is at Garfield every Monday 1-5pm and at Verdugo campus every other Tuesday; he is housed in DSPS. He is also at the VJC every Wed 1-5.</p> <p>xii. Library: Spanish digital literacy workshops will be held every Saturday starting in September from 10-1. Teaching Mango next month and how to utilize your iPhone and iPad. Communitas will begin providing Mondays financial classes.</p> <p>2) Next meeting date: September 20, 2018</p>
A.	Adjourn	Adjourn: 2:45 pm

**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

Diversability Work Event

Join us in expanding your potential for employment at the
Verdugo Job Center

Motivational speaker: Dana LaMon, J.D.

Employer speaker: Pride Industries



Location: 1255 South Central Avenue Glendale, CA 91204

Time: 10 am -- 12 pm

Date: October 24, 2018

**Light refreshments will be provided.

Limited space RSVP by Oct. 15:

Fernando 818.409.0498 or

Alex 818.937.8063



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.

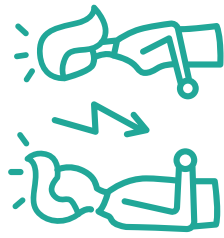
HEALTHY MINDS workshops



STRESS MANAGEMENT

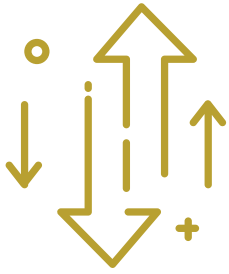
Discover effective stress management tools to manage and regulate daily stressors. Understand triggers, the effects of stress in your life and the long-term implications on your overall health and happiness.

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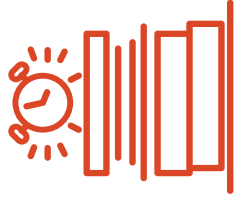
EMOTIONAL INTELLIGENCE

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.



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.



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

SEP 25

7PM | TUESDAY

OCT 16

7PM | TUESDAY

NOV 6

7PM | TUESDAY

DEC 4

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



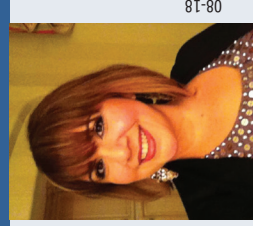
222 East Harvard Street, Glendale CA 91205 | For info, call 818.937.7815

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."





HOW TO BUILD THE GRADUATES EMPLOYERS WANT TO HIRE









While hiring prospects look slightly better for this year’s college graduates, higher education institutions closely track the occupations with the highest growth potential and demand, ensuring they are building the graduates employers will want to hire for these positions.

WHAT EMPLOYERS WANT

IN-DEMAND OCCUPATIONS

TOP 10 OCCUPATIONS, BY AD VOLUME

(4-1-18 TO 6-30-18)


OCCUPATION	TOTAL ADS
 Registered Nurses	490,937
 Software Developers, Applications	335,108
 Management Analysts	218,682
 Human Resources Specialists	199,798
 Network and Computer Systems Administrators	189,789
 Financial Managers, Branch or Department	166,325
 Medical and Health Services Managers	159,455
 Marketing Managers	156,168
 Sales Managers	124,349

Source: JobsEQ

MUST HAVE: BACHELOR’S DEGREE

OCCUPATIONS REQUIRING BACHELORS’ DEGREES

(2016-2026)

 HIGH-GROWTH	 HIGH-VOLUME	 HIGH-DEMAND
<ul style="list-style-type: none">Information Security Analysts (28.4%)Operations Research Analysts (27.5%)Substance Abuse and Behavioral Disorder Counselors (19.9%)	<ul style="list-style-type: none">Registered Nurses (3,392,200)General and Operations Managers (2,469,000)Accountants and Auditors (1,538,000)	<ul style="list-style-type: none">Software Developers, Applications (30.5%, 253,400)Market Research Analysts and Marketing Specialists (22.8%, 136,000)Financial Managers (18.7%, 688,800)

MUST HAVE: ADVANCED DEGREE

OCCUPATIONS REQUIRING ADVANCED DEGREES

(2016-2026)

 HIGH-GROWTH	 HIGH-VOLUME	 HIGH-DEMAND
<ul style="list-style-type: none">Physician Assistants (37.4%)Nursing Instructors and Teachers, Postsecondary (24%)Occupational Therapists (21.2%)	<ul style="list-style-type: none">Lawyers (867,400)Pharmacists (330,100)Educational, Guidance, School, and Vocational Counselors (324,700)	<ul style="list-style-type: none">Nurse Practitioners (36%, 211,500)Health Specialties Teachers, Postsecondary (25.9%, 294,000)Physical Therapists (25%, 299,800)

Source: BLS

HOW EMPLOYERS HIRE

HOW EMPLOYERS DECIDE BETWEEN TWO EQUALLY QUALIFIED CANDIDATES

2018 AVERAGE INFLUENCE RATING, ON A SCALE OF 1–5

Source: NACE*



HOW HIGHER EDUCATION INSTITUTIONS CAN HELP THEIR STUDENTS



1. OFFER JOB-CRITICAL CERTIFICATIONS

- Registered Nurse (RN)
- Advanced Cardiac Life Support Certification (ACLS)
- Certified Public Accountant (CPA)
- Secret Clearance
- Pediatric Advanced Life Support (PALS)
- Project Management Professional (PMP)
- Certified Information Systems Security Professional (CISSP)
- Licensed Clinical Social Worker (LCSW)
- Child Development Associate
- Neonatal Resuscitation Program (NRP)



2. EMBED CORE OFFERINGS WITH HARD SKILLS

- Microsoft Excel
- Sales
- Computer Programming/Coding
- Mathematics
- Microsoft Word
- Teaching/Training
- Presentation
- Language Courses/Learning
- Personal Computers
- Computer Networking



3. PROVIDE OPPORTUNITIES TO DEVELOP SOFT SKILLS

- Communication
- Customer Service
- Cooperative/Team Player
- Self-Motivated/Ability to Work Independently/Self Leadership
- Supervision/Management
- Adaptability/Flexibility
- Detail-Oriented/Meticulous
- Problem Solving
- Organization
- Interpersonal Relationships

Source: JobsEQ

The Bureau of Labor Statistics (BLS) reports long-term employment projections for all occupations over a ten-year period (2016-2026).

For BLS projections, used 50,000 (median: 55,000) of total jobs available in 2026 to filter out niche/small jobs.

"Job Outlook 2018." National Association of Colleges and Employers (NACE), 2017. p. 3. <http://careerservices.wayne.edu/pdfs/2018-nace-job-outlook-survey.pdf>

For more information regarding our services, contact info@hanoverresearch.com