

## **Richmond Workforce Development Board Meeting Minutes – February 24, 2017**

Cassandra Youngblood, Interim RWIB Chairperson, called the Richmond Workforce Development Board meeting to order on Friday, February 24, 2017 at 12:00 pm.

### **Roundtable introductions**

Sal Vaca acknowledged and welcomed Sara Wally from Food Service Partners. Ms. Wally will be applying for membership. Food Service Partners will be hiring 20 candidates in the next couple of weeks and currently one of their top clients is Kaiser Permanente.

Minutes for the January 19<sup>th</sup>, 2017 Richmond Workforce Development Board meeting were motioned for approval by Antonio Castillo, seconded by Bob Lilley.

### **Presentation: Contra Costa Electric, Inc.**

Bob Lilley, Business Development, Contra Costa Electric, Inc.

Presentation was given by Bob Lilley to the Richmond WDB members and guests regarding Contra Costa Electric, Inc. CCE is working with RichmondBUILD and Employment and Training to focus on recruiting skilled construction workers in the City of Richmond. They are also one of the largest Electrical Contractors in the bay area.

Some of the discussion and concerns the RWDB members shed light upon was how many Richmond residents have been hired. Mr. Lilley mentioned that only 13 have been hired. He wants to bring awareness to this and push for programs like RichmondBUILD to have that trained workforce.

### **Review and Approve: Richmond Workforce Development Board 2017-2020 Local Plan**

Sal Vaca, Director, City of Richmond - Employment and Training Department

The Richmond Workforce Development Board 2017-2020 Local Plan was presented by Sal Vaca. Updates to the Local Plan have been made according to the questions and comments received by RWDB members and the community. In addition, comments were received from an employer focus group of 13 and they provided feedback on the language and structure of the plan.

Sections updated are as follow:

Pg. 3 Goals for Preparing an Educated and Skilled Workforce

Pg. 5 Contractors Resource Center (CRC)

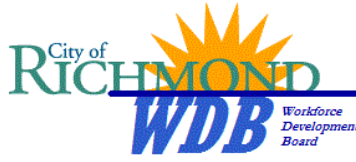
Pg. 6 Section B. Local Program Alignment to Implement State Plan Policy Strategies

Pg. 7 and Pg. 8 #2 Including Food Manufacturing and E-Commerce

Pg. 9 Participating in the design of pathways and Supporting K-12 career education

Pg. 11 Supportive Services

Pg. 15 Facilitation Engagement of Employers in Workforce Development Program -working closer with the Chamber of Commerce's



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Pg. 17 Improving Coordination of Workforce and Economic Development working with the Economic Development to strengthen the local economy

RWDB members are asked to approve the Richmond Workforce Development Board 2017-2020 Local Plan with new proposed changes by Michael Parker. A motion to approve, with proposed edits, was made by Antonio Castillo, seconded by Chuck Carpenter. All members present in agreement, no nays or abstentions.

### **Review and Approve: AJCC One Stop Operator and Adult/Dislocated Worker Services Provider**

Charita Patterson, Administrative Analyst, City of Richmond - Employment and Training Department

The One Stop Operator Service Provider application was completed by the RichmondWORKS administration. The application has been updated and revised, as well as, the policies and procedures according to the Workforce Innovation Opportunity Act. A state of CA monitor has reviewed and approved the application in December 2016.

As of February 24<sup>th</sup>, the AJCC application has concluded its 30-day public comment period. No comments, questions or revisions were received by the appointed person, Ofelia Alvarez in the City of Richmond's Finance Department.

RWDB members are asked to approve the WIOA AJCC One Stop Operator and Adult/Dislocated Worker Services Provider application as is. A motion to approve the application, as is, was made by Barrie Hathaway, seconded by Antonio Castillo. All members present in agreement, no nays or abstentions.

### **Presentation: Project ACES**

Rosemary Viramontes, Project Coordinator, City of Richmond - Employment and Training Department

Rosemary was proud to announce that the City of Richmond/RichmondWORKS was awarded the Accelerator 4.0 Grant in the amount of \$150,000. We have appropriately named it the Accelerating Careers through Essential Skills (ACES). Project ACES will impact 100 job seekers and assist the warehouse/production/manufacturing food sector with job retention and work place behavior. This presentation will be given at the kick-off meeting for Project ACES on March 2<sup>nd</sup>, 2017.

### **Announcements**

1. Sal Vaca announced that March 31<sup>st</sup>, 2017 will be RichmondBUILD's Cohort 32 graduation. In addition to the graduation, this year marks RichmondBUILD's 10 year anniversary. All RWDB members will receive an invite via e-mal.
2. Save the Date: April 5<sup>th</sup>, 2017 – Grand Opening of the Contractors Resource Center



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### **Public Comment**

None

### **Next RWDB Meeting**

Thursday, May 11, 2017

11:30 a.m. to 1:00 p.m.

330 25<sup>th</sup> Street

2<sup>nd</sup> Floor Training Room

Richmond, CA 94804

### **Attendees**

Antonio Castillo, Barrie Hathaway, Bob Lilley, Bouakhay Phongboupha, Cassandra Youngblood, Charita Patterson, Chuck Carpenter, David Lopez, Itza Gonzalez, Jacquelyn Holley-Young, Jill Perry, Joe Serrano, Kelly Schelin, Martha Gonzalez, Michael Parker, Monica Castrillo, Myrtle Dawana, Nathan Tyler, Per Lorentzen, Richard Johnson, Rosemary Viramontes, Sal Vaca, Sarah Wally, Sherry Drobner, Steve Schultz, Trenire Pensy, Uche Uwahemu

**- Meeting adjourned at 1:00p.m. -**