

Richmond Workforce Development Board Meeting Minutes – September 14, 2017

2017-09-14

Richmond Workforce Investment Board meeting

Board member Dan Torres called the Richmond Workforce Investment Board Meeting to order on Thursday, September 14, 2017 11:47pm. Chairperson Cassandra Youngblood will be arriving shortly.

Roundtable welcomes and introductions

Excused absences: Len Turner, Bob Lilley and Xavier Abrams

Minutes for the July 13th, 2017 Richmond Workforce Development Board meeting were motioned for approval with an amendment by Steve Bell, seconded by Dan Torres.

Amendment: Michael Parker would like for it to be stated in the minutes that the RWBD does not endorse Rob Karren who presented his book; *Where Your Money Went and How to Take it Back*, on July 13th.

Director's Report

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

The City of Richmond unemployment rate as of August 15th, 2017 is at 5.2%.

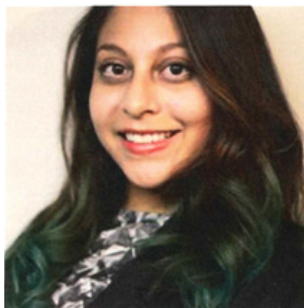
Mr. Vaca believes the increase in the unemployment rate is due to retail store closures; i.e. JC Penny and Payless Shoe Store, Sears, etc. There has been an estimated 10,000 lay-offs in Contra Costa County/East Bay in 2017 alone.

P. 9 – The Contractors Resource Center has been awarded a \$15,000 grant from the Richmond Community Foundation that will be used to purchase computers for the center.

Mr. Vaca announced that a new the City of Richmond has a new Councilmember by the name of Ada Recinos.

Ada Recinos

Appointed to Richmond City Council



Advancement Manager
ada@prosperacoops.org

Ada joined Prospera in October 2015 and is currently our Advancement Manager, leading fund development for the organization. She was born in Los Angeles, California to parents who emigrated from El Salvador, and she grew up in the South Bay towns of Hawthorne and Torrance. Ada brings her passion for poverty advocacy and women's rights, as well as an interest in their relation to achieving racial and class equity. Most recently, Ada was researching effective strategies to improve school meals for migrant farmworker students at the Migrant Legal Action Program and organizing immigrant tenants with Causa Justa; Just Cause in the Fruitvale as an Emerson National Hunger Fellow with the Congressional Hunger Center. Previously, Ada was doing philanthropy work managing the Senior Legacy Fund at the University of California, Santa Cruz. She is currently Vice Chair on the Human Rights and Human Relations Commission in the city of Richmond, CA and on the Steering Committee of the Richmond Progressive Alliance. Ada has a B.A. in Global Information and Social Enterprise Studies from the University of California, Santa Cruz.



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There was an invitation extended to all to attend the 2nd Annual Fiestas Patrias Award Night Mixer. Fellow co-worker Rosemary Viramontes will be honored at this event. The mixer will be tonight, September 14th, 6pm to 10pm at the Veterans Memorial Hall; 968 23rd Street, Richmond, CA 94804.

A reminder was given for all board members to complete the AB 1234 Mandatory Ethics Training. We encourage the training be completed before the deadline of December 31, 2017. A copy of the memo forwarded via email to all, on behalf of City Attorney Bruce Miller, has also been provided in the agenda packet.

John Troughton was asked to give a quick update on the purchasing of Hilltop. Mr. Troughton informed the body that LGB Partners had recently finalized the purchase and there are said plans to keep the shop space and develop other space, i.e. parking lot area.

Other local development updates include Making Waves expanding its campus area.

Review: America's Job Career Center (AJCC) Certification Process Timeline

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

Charita Patterson informed the group that September 30th is the deadline to submit our AJCC Certification Process and to determine individuals to fill Peer Evaluation Team positions. RichmondWORKS has also started administering a client survey as of September 12th. Approximately 3,900 survey e-mails were sent, 100 businesses contacted and over 500 mailed surveys were distributed.

An additional RWDB meeting will be required in December to review the information from the, then completed, Baseline packet for the Board's review before submitting by December 31st.

Review and Approve: Memorandum of Understanding Phase II with AJC Partners

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

Charita Patterson is presenting the final versions of the Phase II MOUs for all partners. No co-location is required from partners. Any shared cost will be through in-kind services.

Joe Serrano was concerned that there was not enough representation or services for Veterans. Ms. Patterson explained that we have two partners that offer assistance to Vets, Swords of Plowshare and EDD. All members have been invited to attend the AJCC Partners Meeting to bring up any other concerns.

Margaret Hanlon-Gradie asked if with all the changes there is less money available for services. Ms. Patterson reassured her that was not the case. The partners will not pay anything to E&T but offer in-kind services.

Michael Parker is concerned about "upgrade" training. For example, the Contra Costa College F.L.O.W. (forklift training) program offers low-paying jobs. He believes we should be offering training for higher

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paying careers. Ms. Patterson shared that we still have up to \$5,000 available for enrolled clients to attend a training of their choice. Sal Vaca also mentioned that we have the Local Plan in place that helps guide with this concern. Ms. Hanlon-Gradie suggested we add language in the MOUs that speak to the “expectations” of job/career quality.

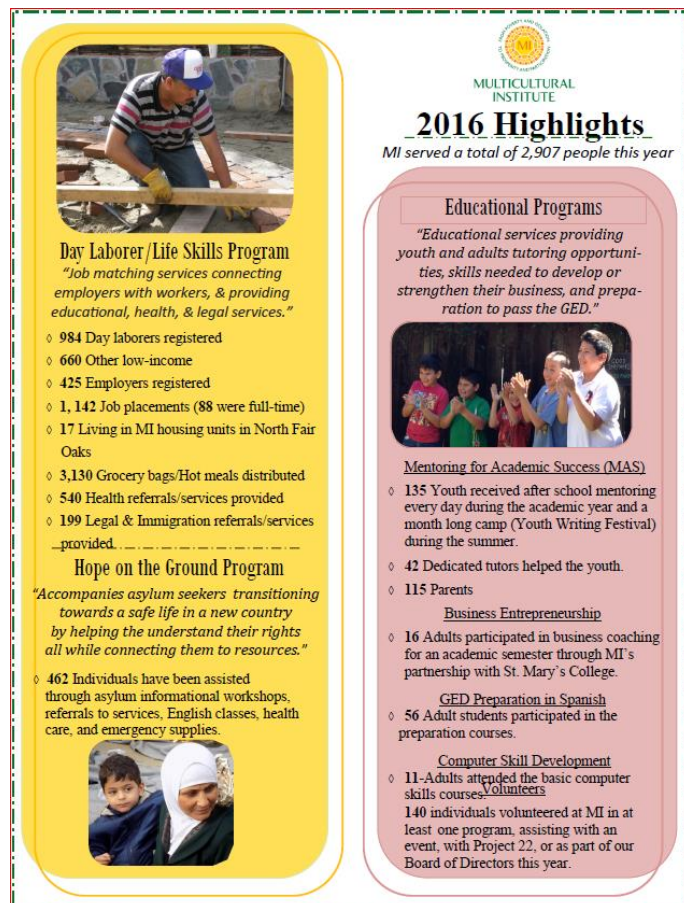
Richard Johnson also mentioned that there is an additional signature required on the MOUs. Tammy Johnson, from the Unemployment Insurance Department, is now required to sign. This will have to be added to all partner’s agreements.

A motioned for approval of the MOUs, with the new additional signature requirement, was made by Steve Bell. The motion was seconded by Uche Uwahemu.

Presentation: Multicultural Institute Programs and Services

Fr. Rigoberto Calocarivas, PhD., Founder & Executive Director, Multicultural Institute

Fr. Calocarivas was invited to share information regarding his non-profit institution and the services provided. The Multicultural Institute is located in Richmond, Berkeley and Daly City. The Institute is open to all no matter gender or ethnicity.



MULTICULTURAL INSTITUTE
2016 Highlights
MI served a total of 2,907 people this year

Day Laborer /Life Skills Program
“Job matching services connecting employers with workers, & providing educational, health, & legal services.”

- 984 Day laborers registered
- 660 Other low-income
- 425 Employers registered
- 1, 142 Job placements (88 were full-time)
- 17 Living in MI housing units in North Fair Oaks
- 3,130 Grocery bags/Hot meals distributed
- 540 Health referrals/services provided
- 199 Legal & Immigration referrals/services provided.

Hope on the Ground Program
“Accompanies asylum seekers transitioning towards a safe life in a new country by helping the understand their rights all while connecting them to resources.”

- 462 Individuals have been assisted through asylum informational workshops, referrals to services, English classes, health care, and emergency supplies.

Educational Programs
“Educational services providing youth and adults tutoring opportunities, skills needed to develop or strengthen their business, and preparation to pass the GED.”

Mentoring for Academic Success (MAS)

- 135 Youth received after school mentoring every day during the academic year and a month long camp (Youth Writing Festival) during the summer.
- 42 Dedicated tutors helped the youth.
- 115 Parents

Business Entrepreneurship

- 16 Adults participated in business coaching for an academic semester through MI’s partnership with St. Mary’s College.

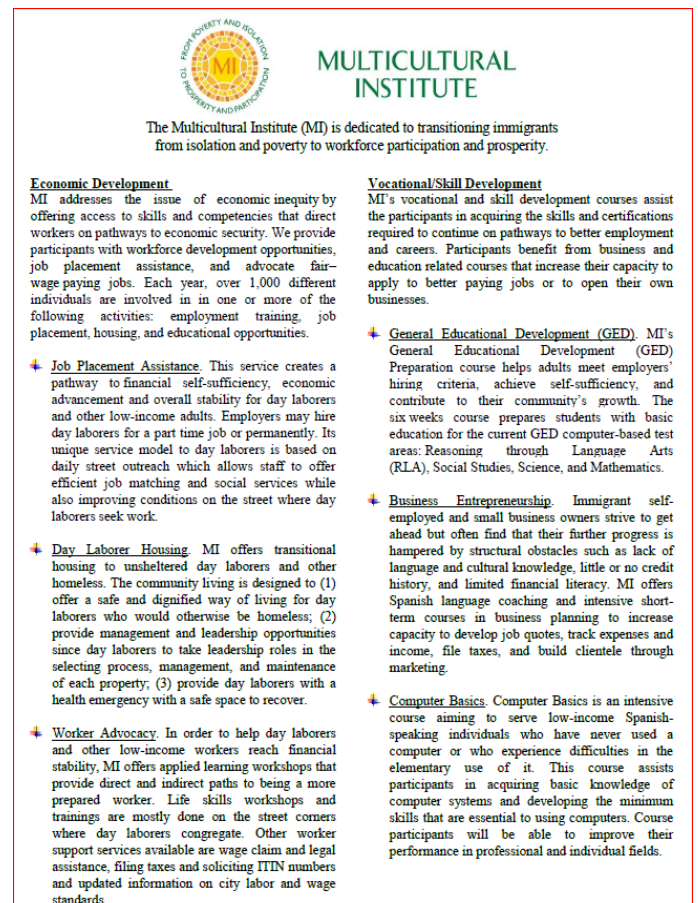
GED Preparation in Spanish

- 56 Adult students participated in the preparation courses.

Computer Skill Development

- 11-Adults attended the basic computer skills courses.

Volunteers
140 individuals volunteered at MI in at least one program, assisting with an event, with Project 22, or as part of our Board of Directors this year.



MULTICULTURAL INSTITUTE

The Multicultural Institute (MI) is dedicated to transitioning immigrants from isolation and poverty to workforce participation and prosperity.

Economic Development
MI addresses the issue of economic inequity by offering access to skills and competencies that direct workers on pathways to economic security. We provide participants with workforce development opportunities, job placement assistance, and advocate fair-wage paying jobs. Each year, over 1,000 different individuals are involved in one or more of the following activities: employment training, job placement, housing, and educational opportunities.

- Job Placement Assistance.** This service creates a pathway to financial self-sufficiency, economic advancement and overall stability for day laborers and other low-income adults. Employers may hire day laborers for a part time job or permanently. Its unique service model to day laborers is based on daily street outreach which allows staff to offer efficient job matching and social services while also improving conditions on the street where day laborers seek work.
- Day Laborer Housing.** MI offers transitional housing to unsheltered day laborers and other homeless. The community living is designed to (1) offer a safe and dignified way of living for day laborers who would otherwise be homeless; (2) provide management and leadership opportunities since day laborers to take leadership roles in the selecting process, management, and maintenance of each property; (3) provide day laborers with a health emergency with a safe space to recover.
- Worker Advocacy.** In order to help day laborers and other low-income workers reach financial stability, MI offers applied learning workshops that provide direct and indirect paths to being a more prepared worker. Life skills workshops and trainings are mostly done on the street corners where day laborers congregate. Other worker support services available are wage claim and legal assistance, filing taxes and soliciting ITIN numbers and updated information on city labor and wage standards.

Vocational/Skill Development
MI’s vocational and skill development courses assist the participants in acquiring the skills and certifications required to continue on pathways to better employment and careers. Participants benefit from business and education related courses that increase their capacity to apply to better paying jobs or to open their own businesses.

- General Educational Development (GED).** MI’s General Educational Development (GED) Preparation course helps adults meet employers’ hiring criteria, achieve self-sufficiency, and contribute to their community’s growth. The six weeks course prepares students with basic education for the current GED computer-based test areas: Reasoning through Language Arts (RLA), Social Studies, Science, and Mathematics.
- Business Entrepreneurship.** Immigrant self-employed and small business owners strive to get ahead but often find that their further progress is hampered by structural obstacles such as lack of language and cultural knowledge, little or no credit history, and limited financial literacy. MI offers Spanish language coaching and intensive short-term courses in business planning to increase capacity to develop job quotes, track expenses and income, file taxes, and build clientele through marketing.
- Computer Basics.** Computer Basics is an intensive course aiming to serve low-income Spanish-speaking individuals who have never used a computer or who experience difficulties in the elementary use of it. This course assists participants in acquiring basic knowledge of computer systems and developing the minimum skills that are essential to using computers. Course participants will be able to improve their performance in professional and individual fields.



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Fr. Calocarivas provided his contact information and welcomed all to send references or even see him for partnership opportunities. He also wanted the board to know what their minimum wage they set for the day laborers in their program is \$20 an hour for a minimum of 3 hours.

Richmond's Minimum Wage Ordinance

Gina Baker, Contract Compliance, City of Richmond – Employment and Training Department

Gina Baker announced that as of July 18th the Richmond City Council has amended the current Minimum Wage Ordinance to raise the hourly rate and do away with most all exemptions in original ordinance. This will mean there will no longer be an intermediate wage, small business exemption or Government subsidized program exemptions amongst others. The new minimum wage as of January 1st, 2018 will now be \$13.41 an hour. The goal is \$15 an hour by January 1st, 2019, after that it will increase according to the Consumer Price Index. The Official Notice for this change will be sent out mid-October. It should be noted that collective bargaining trumps the City of Richmond Minimum Wage.

Public Comment

Joe Serrano – is working on starting the California Minority Coalition here in Richmond. The final meeting for those interested in participating will be September 21st, 2017 at the Contractors Resource Center, 360 So. 27th Street, Richmond, CA 94804.

Announcements

None

Meeting Adjournment at 1:06 p.m.

Next RWIB Meeting

Thursday, November 6, 2017

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

RichmondWORKS

330 25th Street

2nd Floor Training Room

Richmond, CA 94804

Attendees:

Cassandra Youngblood, Dan Torres, Gina Baker, Itza Gonzalez, Jack Welsh, Jacquelyn Holley-Young, Jane Fischberg, Joe Serrano, John Troughton, Kelly Schelin, Loretta Bisio, Margaret Hanlon-Gradie, Michael Parker, Mirna Cervantes, Monica Castrillo, Nancy Seto, Nicole Jalbert, Patrick Duffey, Richard Johnson, Rigoberto Calocarivas, Sal Vaca, Sherry Drobner, Steve Bell, Uche Uwahemu