



equipped with satellite technology for distance learning sessions, televising and receiving other remote meetings or programs.

Currently employment and training related services are available at the Foothill Employment and Training Connection One-Stop Career Center (FETC). FETC is a collaborative involving the co-location of the local State Employment Development Department (EDD) field office and the Foothill PIC. In August of 1998, the federal legislation which governs the activities of the One-Stop Career Center System, the Workforce Investment Act (WIA), mandated that the provision of core services be made available to a universal population. Core services include:

<b>Core Services</b>
Self -Service and Information
Determination of eligibility to receive assistance
Outreach, intake (which may include profiling), and orientation to the One-Stop center
Initial assessment of skill levels, aptitudes, abilities, and support service
Labor Market Information
Consumer reports information and delivery system performance information
Information on other One-Stop partner services and supportive services
Information on filing Unemployment Insurance claims
Assistance in establishing Welfare to Work eligibility
Resource Room usage
"How to" group sessions (e.g. writing a resume)
Job referrals (informational, e.g., job scouts, Employment Service referrals in non-exclusive hiring arrangements, short-term or seasonal placements)
Internet browsing – job, info, and training searches
Internet accounts – Career Kit, Personnel Kit
Talent referrals (informational, e.g., talent scouts, Employment Service staff referrals of resumes without further screening)

The development and deployment of the mobile classroom allows the Foothill WIB to comply with this mandate by taking services to where customers are located. It is anticipated that the mobile classroom will specifically serve:

- Residents of Pasadena’s Northwest Community where transportation to the FETC One-Stop Career Center can be a barrier to services.
- Residents from all six cities within the consortium boundaries (i.e., Arcadia, Duarte, Monrovia, Pasadena, Sierra Madre and South Pasadena).
- The establishment of the mobile classroom offers welfare-to-work participants the availability of extended hours of service in order to meet the needs of participants who are working during regular FETC service hours. Transportation can also be a barrier for this customer population.

- The mobile classroom can offer immediate re-employment services to lay off employees by stationing the unit on or near the lay off site.
- The mobile classroom can assist with program recruitment by outstationing program staff or hosting job fairs at schools campuses, parks, recreations centers, community based organizations, etc.
- Area employers can take advantage of the mobile classroom for targeted recruitment, job fairs, and interviewing and upgrading the skills of their employees through the use of distance learning sessions or web-based training.

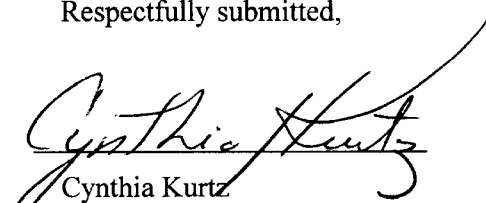
Winnebago Industries of Forest City, Iowa is the only manufacturer, which offers custom-made motor coaches built strictly from customer specifications. They have reviewed and approved City specifications for the mobile classroom. The completed unit is expected within 60 days of receipt of a Purchase Order from the City. The price of the unit is \$155,600.00.

### **FISCAL IMPACT**

Funding for the mobile classroom is available via a one-time only implementation grant through the State of California Employment Development Department/Workforce Development Branch. Funds are available through June 30, 2000. If funding is not utilized it will be returned to the State.

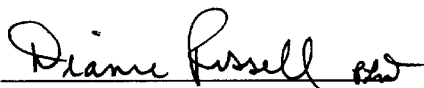
Operational costs for the vehicle (i.e., gas, maintenance, insurance, storage, driver, etc.) will be supported by the WIA Title I grant. It is estimated that it will cost approximately \$42,000 per year or \$3,500 per month to maintain the vehicle. FPIC plans to offer a fee for service program to other PICs and agencies interested in using the mobile unit. These fees will help offset the maintenance costs for the vehicle.

Respectfully submitted,



Cynthia Kurtz  
City Manager

Prepared by:

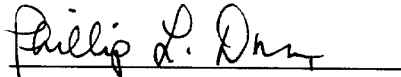


Dianne Russell

Page 4, Mobile Classroom

Career Services Operations Manager

Reviewed by:

A handwritten signature in black ink, appearing to read "Phillip L. Dunn", written over a horizontal line.

Phillip L. Dunn  
Career Services Administrator

Approved by:

A handwritten signature in black ink, appearing to read "Patricia Lane", written over a horizontal line.

Patricia Lane  
Director of Human Services, Recreation and Neighborhoods Department