

**Los Angeles Regional Consortium  
Program Recommendation Minutes**

January 16, 2025  
8:30 a.m. – 12:30 p.m.

**Virtual**

- Dr. Nick Real, Cerritos College
- Kimberly Mathews, Citrus College
- Dr. Christina Tafoya, East LA College
- David Gonzales, El Camino College
- Dr. Federico Saucedo, Glendale Community College
- Vivian Alonzo (alternate), LA City College
- Dr. Alexandra Duran, LA Harbor College
- Marla Uliana, LA Mission College
- Mon Khat, LA Pierce College
- Dr. Marcia Wilson, LA Trade-Tech College
- Eric Brach, LA Southwest College
- Dr. Laurie Nalepa, LA Valley College
- Starla Thomas (alternate), Long Beach City College
- Dejah Swingle, Mt. San Antonio College
- Dr. Arminé Derdarian, Pasadena City College
- Bridgette Hernandez, Rio Hondo College
- Dr. Patricia Ramos, Santa Monica College
- Tiffany Miller, West Los Angeles College

**I. Welcome and Call to Order**

The Los Angeles Regional Consortium (LARC) Workforce Council Business Meeting was called to order at 8:35 a.m. by Dr. Narineh Makijan, Los Angeles Regional Consortium (LARC) Chair & AVP, Pasadena City College.

**II. LA Workforce Council Voting Member Roll Call**

The roll call was completed by Noushig Simonian, Administrative Assistant, Pasadena City College. They confirmed that a quorum of participating members was present.

**III. Approval of Previous Month’s Minutes .....Dr. Narineh Makijan**

a. Minutes from the December 12, 2024 Business Meeting

Motion: Mon Khat, LA Pierce College

Second: Dr. Marcia Wilson, LA-Trade Tech College

Approved:  Yes  No

**IV. General Updates**

- a. Chancellor’s Office Update ..... *Chancellor’s Office*
- b. Fiscal & Procurement Update ..... *PCC Fiscal & Procurement Teams  
Pasadena City College*

**V. Informational Items**

- a. Program Data Requests

| Program Title  | TOP Code  | College                    | Contact   |
|--|---|----------------------------|---|
| <i>New Certificate or Degree Development (for credit)</i>  |   |                            |   |
| 1. Education: Special Education (A.A. Degree)              | 0809.00 Special Education                         | Cerritos College           | Narges Rakin<br><a href="mailto:nrakin@cerritos.edu">nrakin@cerritos.edu</a>          |
| 2. Health and Wellness Coaching (Certificate)              | 0835.20 Fitness Trainer                           | Glendale Community College | Erin Calderone<br><a href="mailto:erinc@glendale.edu">erinc@glendale.edu</a>          |
| 3. Mammography (Certificate)                               | 1225.00 Radiologic Technology                     | LA City College            | Jeff Hicks<br><a href="mailto:hicksjl@laccd.edu">hicksjl@laccd.edu</a>                |
| 4. Food Truck/Mobile Food Services (Certificate)           | 1307.10 Restaurant & Food Services & Management   | LA Trade-Tech College      | Jerry Vachon<br><a href="mailto:vachonja@lattc.edu">vachonja@lattc.edu</a>            |
| 5. Applied Design (Certificate)                            | 1009.00 Applied Design                            | LA Valley College          | Kathryn Queen<br><a href="mailto:queenkt@lavc.edu">queenkt@lavc.edu</a>               |
| 6. Accounting - Taxation for Enrolled Agents (Certificate) | 0502.10 Tax Studies                               | Pasadena City College      | Avo Yousefian<br><a href="mailto:ayousefian@pasadena.edu">ayousefian@pasadena.edu</a> |
| 7. Telemetry Technician (Certificate)                      | 1213.00 Cardiovascular Technician                 | Pasadena City College      | Micah Young, MD<br><a href="mailto:myoung19@pasadena.edu">myoung19@pasadena.edu</a>   |
| 8. Travel Services and Tourism Leadership (Certificate)    | 1307.00 Hospitality                               | Pasadena City College      | Mark Keene<br><a href="mailto:mkeene@pasadena.edu">mkeene@pasadena.edu</a>            |
| <i>Exploratory</i>   |   |                            |   |
| 9. Architecture Drafting & Design                          | 0201.00 Architecture and Architectural Technology | Glendale Community College | David Martin<br><a href="mailto:dmartin@glendale.edu">dmartin@glendale.edu</a>        |
| 10. Group Fitness Instructor Skill Award                   | 0835.20 Fitness Trainer                           | Glendale Community College | Erin Calderone<br><a href="mailto:erinc@glendale.edu">erinc@glendale.edu</a>          |
| 11. Indoor Cycling Skill Award                             | 0835.20 Fitness Trainer                           | Glendale Community College | Erin Calderone<br><a href="mailto:erinc@glendale.edu">erinc@glendale.edu</a>          |

| Program Title   | TOP Code                                 | College                    | Contact   |
|---|--|----------------------------|---|
| 12. Kickboxing Trainer Skill Award                                  | 0835.20 Fitness Trainer                  | Glendale Community College | Erin Calderone<br><a href="mailto:erinc@glendale.edu">erinc@glendale.edu</a>        |
| 13. Personal Trainer Skill Award                                    | 0835.20 Fitness Trainer                  | Glendale Community College | Erin Calderone<br><a href="mailto:erinc@glendale.edu">erinc@glendale.edu</a>        |
| <i>Existing low unit, local certificate(s) for state chaptering</i> |  |                            |   |
| 13. Patient Intake Specialist (Certificate)                         | 1208.20 Administrative Medical Assisting | Pasadena City College      | Dr. Micah Young<br><a href="mailto:Myoung19@pasadena.edu">Myoung19@pasadena.edu</a> |

**VI. Action Items.....**.....*Dr. Narineh Makijan*

a. [New Program Recommendation](#)

Motion: Dejah Swingle, Mt. San Antonio College

Second: Arminé Derdarian, Pasadena City College

Recommended:  Yes  No

Sandra Sanchez, LA Harbor College, inquired why the COE did not endorse program #1 and program #2, and Luke Meyer, LA COE, explained this was due to a reliance on job posting data rather than traditional labor market data, which was unavailable for emerging occupations. Dr. Marcia Wilson, LA Trade-Tech College, raised concerns about the impact of COE comments on state program approvals, but Luke noted no prior issues and suggested revisiting submissions if needed.

Veronica Jaramillo, Pasadena City College, highlighted concerns regarding Program #5, the Certificate of Achievement in Urban Forestry/Arborist, noting that the pay scales were inaccurately based on tree trimmer roles rather than city arborist positions, which do not appropriately reflect the intended salary levels for the program's target occupation.

| Program Title  | TOP Code | College                    | Contact  | Type of LMI Endorsement                                   | LMI Criteria |             |          | Emerging* |
|--|----------|----------------------------|--|---|--------------|-------------|----------|-----------|
|  |          |                            |  |   | Supply Gap   | Living Wage | Ed Atmnt |           |
| 1. <a href="#">Certificate of Achievement: Social Media Marketing I</a>  | 0509.00  | Glendale Community College | Dr. Freddy Saucedo<br><a href="mailto:fsaucedo@glendale.edu">fsaucedo@glendale.edu</a> | LA COE has neither endorsed nor not endorsed the program* |              |             |          | Y         |
| 2. <a href="#">Certificate of Achievement: Social Media Marketing II</a> | 0509.00  | Glendale Community College | Dr. Freddy Saucedo<br><a href="mailto:fsaucedo@glendale.edu">fsaucedo@glendale.edu</a> | LA COE has neither endorsed nor not endorsed the program* |              |             |          | Y         |

