CITY OF LOS ANGELES
WORKFORCE DEVELOPMENT BOARD (WDB)
QUARTERLY MEETING

Thursday, July 27, 2023
10:00 AM - 12:00 PM

Friendship Auditorium

3201 Riverside Drive, Los Angeles, CA 90027

AGENDA

1. Call to Order/Roll Call
2. New Workforce Development Board Member Introductions
3. Public Comment on Non-Agenda Items

ACTION ITEMS:

4.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding a $200,000 Contract for the Development of a System to Perform Grants Management Related Functions, Including Receipt of Funds, Usage of Funds, and Disbursement of Funds	
5.	Consideration of the Minutes of March 23, 2023	Charles Woo
6.	Approval of the Workforce Development Board's (WDB) Nominations/Membership Committee's Recommendations Regarding the Election of WDB Officers	LaShondra Mercurius
7.	Approval of the Workforce Development Board (WDB) President's/Chair's Recommendations Regarding the Election of WDB Standing Committee Chairs	
8.	Approval of the Workforce Development Board (WDB) President's/Chair's Recommendations Regarding the Establishment of Special Committees and Taskforces	
9.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Reallocation of $121,000 of Unobligated Los Angeles Regional Initiative for Social Enterprise (LA:RISE) Youth Academy/ Californians for All Funds to the Harbor	Donny Brooks

YouthSouce Center (YSC) and its Operator, Managed Career Solutions

10.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Results of Round Two of a Request for Interest (RFI) Procurement to Fund WorkSource Centers (WSC) and YouthSource Centers (YSC) to Develop or Expand High-Road Training Partnerships (HRTP) that Produce High-Wage Employment in the Biotechnology/ Biosciences, Advanced Manufacturing, and Entertainment/Film Industry Sectors	Felipe Valladolid Chavez
11.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Results of a Request for Proposals (RFP) Procurement to Identify a Consultant to Support the City's Efforts in the Preparation of a Five-Year Strategic Workforce Development Plan	Donny Brooks/ Felipe Valladolid Chavez
12.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations to Fund Four YouthSource Centers (YSC) and Career Coaches (for a Total of $400,000) to Assist LA [Community] College Promise Students in Accessing On-Campus and Off-Campus Education, Career Development, and Employment Resources	Makeda Vela
13.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding a $150,000 Contract with FHI 360's National Institute for Work and Learning (NIWL) to Support the Creation of a Youth Development Practitioner Apprenticeship Program to Provide Training and Employment Opportunities for Incumbent and Prospective Youth Service Delivery Workers	Makeda Vela
14.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Award of a Contract for the Development of Strategies to Address the Challenges and Barriers to the Employment, Retention, and Advancement of Older Workers in the Labor Market	Gerardo Ruvalcaba

EXECUTIVE COMMITTEE ACTIONS

(The WDB Executive Committee approved the following items on behalf of the full WDB. Any of these items may be called "special" by a WDB member for information and discussion purposes.)

15. Approval of the Economic and Workforce Development Department's (EWDD) Recommendation that $300,000 be Identified for a Consultant to Develop a Five-Year Workforce Development Strategic Plan

16. Authorization for the Economic and Workforce Development Department (EWDD) to Accept $2.1 Million in National Dislocated Worker Grant (NDWG) Grant Funds from the U.S. Department of Labor (USDOL), through the state, for Storm Damage Mitigation Related Workforce Development Activities

17. Authorization for Workforce Development Board (WDB) staff and Economic and Workforce Development Department (EWDD) staff to Submit an Application to the California Workforce Development Board

(CWDB) for Local Workforce Development Area (LWDA) Designation and Local WDB Certification

18. Authorization for Workforce Development Board (WDB) staff and Economic and Workforce Development Department (EWDD) staff to Submit an Application to the California Workforce Development Board (CWDB) for Designation of the City of Los Angeles Local Workforce Development Area (LWDA) and its WDB as “High Performing”

19. Approval of the Economic and Workforce Development Department’s (EWDD) Recommendations Regarding the Reallocation of California for All Funding to Support Additional HIRE LA’s Youth Enrollments

20. Approval of the Economic and Workforce Development Department’s (EWDD) Recommendations Regarding a Request for Interest (RFI) Procurement for Currently Contracted WorkSource Centers (WSC) and YouthSource Centers (YSC) to Develop or Expand High Road Training Partnerships (HRTP) that Produce High Wage Employment in the Following Three Industry Sectors: Biotechnology/Biosciences, Advances Manufacturing, and Entertainment/Film

21. Approval of the Economic and Workforce Development Department’s (EWDD) Recommendations Regarding the Procurement of Consultants/Extra-Help and Related Funding, Not to Exceed $250,000, to Provide Assistance to EWDD Staff in Processing Invoices

22. Approval of the Economic and Workforce Development Department’s (EWDD) Recommendations Regarding the Reallocation of California for All Funding to Support the Creation of Career Pathways in Early Childhood Education and the Recruitment, Training, and Certification of Early Childhood Educators

23. Approval of the Economic and Workforce Development Department's (EWDD) Recommendation to Allocate up to $125,000 in Funding to WLCAC to Implement the HireLAX Pre Apprenticeship Program

24. Approval of the Year 24/Program Year (PY) 2023-24 Annual Plan Prepared by the Economic and Workforce Development Department (EWDD)

25. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding Four Sole Source Agreements with Former EWDD Staff Members and Related Funding, not to Exceed $100,000 Per Agreement, to Provide Assistance to EWDD with Grant Reporting, Grant Close-Out and Invoice Processing Tasks

26. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding a $65,000 Contract with the Los Angeles Economic Development Corporation to Provide an Updated People, Industry, and Jobs Report

RECESS: The Workforce Development Board (WDB) will Recess to Convene the Annual Meeting of the WDB Non-profit/501 (c) 3 Corporation

ADVISORIES/DISCUSSIONS/PRESENTATIONS/REPORT-BACKS/UPDATES

27. An Update from the Economic and Workforce Development Department (EWDD) on Fiscal and Grants Management Issues, Including Expenditures and Delinquent Payments to Contractors and Vendors

28. Briefing by Legal Counsel on Conflicts of Interest — Chris Lee

29. Next Meeting

30. Adjourn

Workforce Development Board:

Charles Woo, Patricia Perez, Garrett Gin, Allison Anaya, Chad Boggio, Miguel Cabral, Agustin Cabrera, Priscilla Chavez, Veronica Corona, Michelle Crenshaw, David Crippens, Jesse Cuevas, Dr. Alex Davis, Kathy A. Finn, Juleesa Hazzard, Hrag Hamalian, Terri Hollingsworth, Robert A. Lake, Casey O'Neill, Kelly Nguyen, Linda Nguyen-Perez, Ruth Lopez Novodor, LaShondra Mercurius, Hector Perez-Pacheco, Gabriel Pimentel, Jonathan Port, Carmen Rad, Sergio Rascon, Steve Simon, Alexanda Suh, Maria Turrubiartes, Nancy Hoffman Vanyek, Faye Washington, Steven Zimmer

PUBLIC INPUT AT WORKFORCE DEVELOPMENT BOARD MEETINGS

The public will have an opportunity to address the Board on any agenda item at the time the item is considered. Members of the public who wish to speak on any item are requested to complete a speaker card for each item they wish to address, and present the completed card(s) to the designated personnel of the Board. Speaker cards are available at the sign-in table at the back of the meeting room. Documents/reports on agenda items are available on the Board's website and may be distributed at the meeting. For updated meeting schedules please visit www.wiblacity.org. For more information call 213-744-7164.

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of disability and, upon request, will provide reasonable accommodation to ensure equal access to its programs, services and activities. Sign language interpreters, assistive listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability, your request should be received at least 72 hours in advance of the need. The TTY: 771.

For more information please contact us at 1200 W. 7th Street, 6th Floor, Los Angeles, CA 90017.
Phone: 213-744-7164 www.wiblacity.org

2.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **New Workforce Development Board Member Introductions**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 2 - WDB_New_Member_Appointments_2023

2

KAREN BASS
MAYOR

April 25, 2023

Honorable Members of the Los Angeles City Council
c/o City Clerk
Room 395, City Hall

Re: Appointments of Members of the Workforce Development Board (WDB) for the Term of July 1, 2022 through June 30, 2024. *Revised to correct names (misspelling and preferred name) and term end date, and add resumes or bios*

Honorable Members:

Subject to your confirmation, I transmit my appointments to the Workforce Development Board with the term of July 1, 2022 through June 30, 2024. The names are listed below with copies of their biographies or resumes attached:

Name	**Organization**	**Category**	**Replacing**
Jaleesa Hazzard	Hazzard Consulting Group	Business	Vacant Seat
Priscilla Chavez	PCL Construction Services, Inc.	Business	Vacant Seat
Ace Anaya	The TransLatin@ Coalition, LA	Economic & Community Development	Michael Murray
Hrag Hamalian	Bright Star Schools	Economic & Community Development	Vacant Seat
Steven Zimmer	California Department of Education	Education	Joseph Stark
Steven Simon	LAUSD	Education	Llanet Martin
Agustin Cabrera	Strategic Concepts in Organizing and Policy Education (SCOPE)	Labor	Vacant Seat
Linda Nguyen-Perez	Center for Worker Training & Leadership	Labor	Vacant Seat

I look forward to your favorable consideration of these appointments.

Sincerely,

KAREN BASS
Mayor

JALEESA HAZZARD
Professional Biography

Jaleesa Hazzard is a nonprofit executive with over 25 years of experience in program development, non-profit management, workforce development, job placement, fund-raising and non-profit consulting focused on strategic planning, program implementation and evaluation. Her expertise in non-profit leadership focused on the entertainment industry as a workforce sector. For five years she served as the Executive Director of Workplace Hollywood, a non-profit dedicated to training and placing a diverse workforce behind the scenes in the entertainment industry. The organization, created by industry and community leaders, served as a unique one-stop shop for job seekers to receive accurate information and access to industry certified training and job referral services. Ms. Hazzard's responsibilities included interfacing with top entertainment industry executives to secure job opportunities for minority candidates, coordinating with community organizations to identify training programs which reflect training to "best practices" in the entertainment industry, formulating goals for the Workplace Hollywood's career development and job training programs and directing community and education outreach to underserved constituents in Los Angeles to raise awareness and access to opportunities in the entertainment industry.

Prior to joining Workplace Hollywood, Hazzard had 14 years of experience as the Executive Director of Y.E.S. TO JOBS, a national program providing job training and paid internships for minority high-school students in the entertainment, media and communications industries. Hazzard developed Y.E.S. (Youth Entertainment Summer) TO JOBS into a successful enterprise touching the lives of over 2,500 young people across the country. Y.E.S. TO JOBS was established as a model program for developing internship opportunities in an industry sector, training students to successfully compete for internship opportunities and to develop those internship relationships into full-time employment. Y.E.S. TO JOBS was honored with the NAACP Image Award under her leadership.

Ms. Hazzard founded Hazzard Consulting Group with the goal of helping non-profits, foundations and associations become more impactful by helping them to articulate their mission, vision, values and voice and communicate the same to their constituents, funders, board members and community at large. She and her colleagues have serviced national organizations ranging from the National Basketball Retired Players Association to the Association of Sociologists for Women in Society. She has also helped to define and launch local organizations like Films by Youth Inside, Compton Jr. Posse and the Reed for Hope Foundation. She has facilitated a number of strategic planning sessions, worked with boards to create fund development plans, assisted organizations in setting achievable goals and measurements and has conducted executive searches to identify quality personnel for clients.

Ms. Hazzard has been an active member of the Los Angeles non-profit community. The Los Angeles Sports Academy, United Friends of the Children Bridges Program, Young Black Scholars and Lakers Wives Charities have all benefited from her volunteer time and efforts. Ms. Hazzard is a graduate of the University of California at Los Angeles. Ms. Hazzard has been named by the NAACP Legal Defense Fund as a Black Woman of Achievement and honored by the Black Journalists of Southern California with the Torchbearers Award. Currently Ms Hazzard and partner YolandaParker relaunched the Yes2Jobs program and she serves as Secretary of the Board of Dierectors.

Ms. Hazzard resides in Los Angeles and is the widow of former UCLA basketball great, Walt Hazzard. She is the mother of four adult sons.

Priscilla Chavez
[redacted]

WORK HISTORY:

Los Angeles County Bar Association
2005-2006 – Receptionist/Administrative Assistant
Provided administrative support to ensure successful office operations. Operated front desk activities. Carried out administrative duties such as filing, typing, copying, etc. Supported team by performing tasks related to organization. Contributed to team effort by accomplishing related results as needed.

Friedman, Enriquez, Carlson LLC
2006-2007 – Administrative/Legal Assistant
Provided administrative support to ensure successful office operations. Carried out administrative duties such as filing, typing, copying, etc. Supported team by performing tasks related to organization. Collected, examined, and organized evidence, discovery, and other legal documents for attorney review and case preparation, researched regulations, laws, and legal articles to assist with the preparation of reports, case files, and legal advice. Managed accounts payable.

DCS & Associates
2007-2016 – Administrative Assistant (2007-2008), Outreach Coordinator (2008-2010), Sr. Outreach Coordinator (2010-2012), Outreach Director (2012-2016)
Managed coordination, implementation, and management of outreach activities, including marketing through all means of media, attending and presenting at pre-bid meetings and outreach events, (City Council District meetings, industry forums, chamber events, etc.). Managed outreach logistics including arranging for speakers, creation of outreach materials, agendas and evaluations for events. Assisted small and diverse business candidates with certification assistance, prime contractor prequalification assistance, and strategic matchmaking between prime and small contractors. Served as the primary liaison with the Mayor's Office of Economic and Business Development, the City of Los Angeles proprietary departments (including Los Angeles World Airports, Department of Public Works, the Port of Los Angeles, and DWP), community resource and prime partners.

PCL Construction Services, Inc.
2016-Present – Diversity and Inclusion Manager (2016-2020), Business Development Manager (2019-Present)
Day-to-day efforts are focused on driving business development initiatives and building industry relationships, while establishing market presence and visibility, creating opportunities for PCL and securing partnerships with all stakeholders with an emphasis on inclusion and equity. In her role, Priscilla also oversees and manages PCL's diversity and inclusion efforts in Southern California including community outreach, supplier diversity, workforce development, as well as labor relations.

ACTIVE BOARDS:

Apprenticeship Readiness Fund, Los Angeles Orange County Building Trades Council, Secretary, 2018-Present
Los Angeles Trade Technical College Foundation, Member of the Board of Directors, 2018-Present
WBEC-West, Member of the Board of Directors, 2022-Present
The Valley Economic Alliance, Member of the Board of Directors, 2023-Present

EDUCATION:

Franklin High School, diploma 2003
California State University Los Angeles, courses completed, 2006

CERTIFICATIONS:
Executive Master Compliance Administrator, Morgan State University, 2019
Professional Business Developer (PBD) Certification, BD Guild, 2020

COMMUNITY SERVICE – VOLUNTEERING:
Food Bank
1. Food Distribution, Food Bank Headquarters, September 2018
2. Food Distribution, St. Agnes Catholic Church with USC, August 2020 and September 2020
3. Food Distribution, Bank at Banc of California Stadium for MLK Day, January 2021
4. Food Distribution, Food Bank Headquarters, April 2022
5. Food Distribution, Food Bank Headquarters, November 2022

DIY Girls
1. Woodworking Camp 2018 and 2019
2. Volunteer at Fenton Elementary School, 2018
3. Volunteer at Haddon Avenue Steam Academy, April 2019
4. Volunteer at Vaughn Elementary School, April 2019

City of Los Angeles
1. CD8 Winter Wonderland, toy giveaway, event setup, December 2021, 2022
2. CD8 Turkey Run, turkey giveaway, November 2021, 2022
3. CD9 Turney Run, turkey giveaway, November 2021, 2022
4. South LA Tree Lighting, November 2021, 2022
5. City of LA "Arbor Day" Tree Planting Event at Mt. Carmel Park, April 2022

Habitat for Humanity
1. June 2019
2. October 2018

National Organization of Minority Architects, Southern California
1. Diversity by Design ACLA, 2022
2. Architecture Summer Camp for Youth, 2018-2022

COMMUNITY ORGANIZATIONS:
1. CMAA, Program Committee Member, 2021-present
2. City of Los Angeles Ad Hoc Business Advisory Committee Member, 2018-present
3. Women Build Metro LA, Advisory Committee Member, 2016-present

AWARDS/RECOGNITION:
1. Spirit Award, National Association of Minority Contractors, 2016
2. Community Impact Award, WBEC-West, 2017
3. Visionary Award, National Association of Minority Contractors, 2017
4. Sheroe, City of Los Angeles Councilmember Curren Price, District 9, 2018
5. Women of Excellence Inspiration Award, Diversity Professionals, 2018
6. Women Leader in the New 9th, City of Los Angeles Councilmember Curren Price, District 9, 2019
7. Los Angeles Business Journal, Outstanding Women in Construction & Design, 2019
8. Greater Los Angeles African American Chamber of Commerce, Small Business Advocate Award, 2019
9. Council for Latino Workplace Equality, National Leader award, 2019
10. Construction Champion, Construction Dive, March 2023

ACE AMAYA

they / them / ellé

Bilingual (Spanish)



[redacted] [redacted] [redacted] [redacted]

RELEVANT WORK EXPERIENCES

THE TRANSLATIN@ COALITION, LA

LBTQ Grant Coordinator
Policy Associate – 2022 – 2023

- Coordinated California Transgender Gender Nonconforming and Intersex Policy Alliance (CTPA) Coalition in weekly, biweekly, committee, and legislative meetings to implement policy change, increase capacity, and gain resources that will improve the livelihood of TGI people, particularly TGI-BIPOC
- Collaborated with consultant/contractor in multiple Local Advocacy Campaigns in LA County, such as Immigrant Are Los Angeles (IRLA), ReImagine LA Coalition (RELA), Care First Community Investment (CFCI), Anti Racist Diversity Inclusion Initiative (ARDI), and SoCal Policy and American Rescue Plana Act Advocacy Institute
- Assist with public education and community engagement efforts to increase the participation of (TGI) community members within the public policy process by organizing intergenerational community advisory boards, focus groups, listening sessions, townhalls, abolitionist curriculums and trainings

KOREATOWN YOUTH COMMUNITY CENTER, LA

Prevention Specialist – 2021

- Implementing Community-Based Processes, Intra/Inter-Agency Coordination, and Assessing Community Needs for '20-'25 KYCC Organization Development Plan
- Interagency collaboration w/ The Coalition to Prevent Alcohol-Related Harms in LA Metro (CoPALM), Rethinking Access to Marijuana (RAM), Los Angeles County Substance Abuse Prevention and Control (SAPC), and Angelenos for Clean Air Coalition
- Billing, Filing, and data entry on Primary Prevention SUD Data Service (PPSDS) for the Center for Substance Abuse Prevention Strategies
- Organized "Walkthrough" Dia de Los Muertos event with COPALM agencies and PCC with 100+ total participants
- Facilitated KYCC's 5-week Community Engagement Series : Series de Comunidades Cambiantes (Changing Communities Series) for Parent Community Council (PCC) comprised of 100 Spanish speaking members

NATIONAL COMMUNITY REINVESTMENT COALITION (NCRC), WASHINGTON DC

Race, Wealth, and Community Intern – 2020

- Impact driven programming and initiatives with racial and economic equity analysis at its core researching, learning and contextualizing the work in the D.C. ecosystem i.e) Opportunity Zones, Historically Black Colleges and Universities, Women's Entrepreneurship
- Coordinated agendas, securing speakers and promoting educational initiatives and programs for different events i.e) HERSummit, Gig Economy, weTHRIVE
- Developed working partnership with local and national organizations such as Think Local First DC, Latino Economic Development Center – Women Empowerment International

STUDENT OUTREACH AND RETENTION CENTER , UNIVERSITY OF CALIFORNIA, IRVINE

Retention Coordinator – 2019-2020

- Piloted SOARing for Education Affiliation with 26 organizations giving training on best practices for community programs to improve the retention rates of underrepresented/underserved students such as Black, Indigenous, Latinx, AAPI (POC), undocumented, previously foster youth, and incarcerated individuals
- Establish and facilitate student-initiated funding board and grant review process for outreach and retention projects totaling up to $75,000 in grants
- Advised vision and direction of annual organizing for the Student-Scholar Conference for the California Council of Cultural Centers in Higher Education hosted (CACCCHE)

SKILLS

Digital:

- ***Film:*** *Final Cut Pro, iMovie*
- ***Visual:*** *Photoshop, Canva,*
- ***Website:*** *WeeblyWordPress, Wix,*
- ***Grants:*** *Submittable*
- ***Communications:*** *Zoom, Jitsi, Keybase, Discord, Mailchimp, Slack, Trello*

Systems:

- *Word Office (Xcel, Word, Powerpoint)*
- *Google Suite*
- *Mac OS*
- *Communications*

Trainings:

- *First Aid*
- *Praesidium – abuse prevention*
- *Bloodborne Pathogens, Hazard Communications for Trades*
- *Facilities and Custodians*
- *Mediation*

TRANSFORMATIVE COMMUNITY LEADERSHIP

SOUTH BAY ABOLITIONIST COLLECTIVE

Founder, Organizer, Resource Builder – 2020-2022

- Mutual aid crowdfunding- over $10,000 for Queer/Trans, Femme and Black community members and anti-carcel resource building
- Outreach and Coalition facilitator for 'Reclaim South Bay Coalition' (10 local orgs) and 'Hawthorne Abolition Alliance'
- Monthly intake and resource disbursement, community programming through organizing community listening sessions centered around experiences throughout COVID, Celebration of Life and Vigil for Queer Trans Black Lives, Rallies for Black Lives/Defunding the Police
- Case management of CalFresh EBT / delivering free groceries, Unemployment Benefits EDD, Stimulus for incarcerated individuals, legal and housing/ rapid response shelter resources
- Localize and maintain an organized resource list for survivors regarding harm reduction, transformative justice, and toolkits
- Organize survivor group bonding days, and development of community peace circles, and self-defense classes

TRANSLATINA COALITION MEASURE J POLICY – SUBCOMMITTEE ON RE-ENTRY

LA County

- Advocated for and represented the needs of BIPOC Trans/ Queer , Non-binary, Two Spirit and Gender Non-conforming people in the re-entry process, and those who have been impacted by the injustice system
- Coordinated, researched and prepared public comments with re-entry subcommittee to organizations and coalitions in Measure J organizing meetings
- Lobbied the Alternatives to Incarceration Initiative workgroup dialogue for support for holistic services to voice support for sexworkers, those undergoing gender confirming procedures, and queer/trans safe housing communities

MESA UNIDA

Irvine

Co-President of External Affairs (2018- 2019)
Secretary (2017 -2018)
Journalist (2016 - 2017)

- Director for La Bienvenida (800 attendees) and raised $10,000 in sponsorship for event costs due to lack of University leadership in culturally inclusive events. This event consisted of prestigious speakers, a community organization resource fair, free food, awards, cultural performances, dances, and a DJ
- Guide higher education tours with San Diego TRIO, totaling 200 high school students served
- Collaborate with 25+ organizations to serve the Latinx community at UCI in retention work, via cultivating cultures and spaces of belonging and academic success

YAMAMILLA PRISON - DAY CARE

Ayacucho, Peru - 2017

- Coordinated programs on physical, mental wellness and academic education for incarcerated women in Yamamilla Prison
- Tutored and learned from the women in the prison school, English, Quechua, and Mathematics
- Supervised, nourished and supplemented educational enhancements to seven babies in a prison's Infant Development Daycare

NATIONAL INSTITUTE FOR CRIME PREVENTION AND THE REINTEGRATION OF OFFENDERS

Cape Town, South Africa - 2019

- Criminal Expungement Project, conducting interviews to evaluate opinions of methadone for a rehabilitation program
- Pitch and execute a manual for the Criminal Expungement Records Tool to collect stronger, ethical qualitative data
- Direct, film, and edit commercial, and advertisements for Second Chance Theatre Project in collaboration with UCT and NICRO

REFERENCES

[redacted] [redacted] [redacted]

VALUES

Transformative Justice ~ Abolition ~ Community ~

EDUCATION

School of Social Ecology, University of California, Irvine
BA *in Psychological Sciences and Criminology, Law and Society*
-
Campuswide Honors Collegium

Honors
Panelist for Chicanx Latinx Department UCI
Gomez Scholarship UCI
Faculty Lecturer – Inclusive Excellence Certificate Program UCI

Hrag Manuel Hamalian

[redacted]

Purpose

I am a career entrepreneur and strategic growth leader with a deep passion for education and technology. Over the course of my career I have founded, grown and sustained organizations in the social and purpose-driven for-profit sectors. I believe dually in the importance of the continued development of self and the growth and development of teams rooted in purpose as the key to success in and across all enterprises.

Professional Experience

Bright Star Schools, Los Angeles, CA
Bright Star Schools is a network of nine public charter schools serving 4,000 students in Los Angeles. We provide holistic, inclusive support for students to achieve academic excellence and grow their unique talents so that they find joy in higher education, career, and life. Under my leadership, Bright Star Schools tripled its enrollment and operating budget, established permanent facilities for all campuses, created innovative programs and partnerships, and established itself as a leading educational institution in California.

Chief Executive Officer (CEO) *August 2015 – present*

- Embodied and advocated for the mission, vision, and strategic direction of Bright Star Schools' while
- tripling the network's size (from 3 to 9 schools, 1600 to 4000 students, and operating budget from $25M to $75M)
- Devised and implemented a theory of change, theory of action and a strategic plan (inclusive of DEIB initiatives) to drive systems and accountability in service of a high paced, innovative and caring work environment engendering academic excellence, holistic programs and inclusive supports for students and families
- Grew and managed Bright Star's $75M dollar operating budget, financial relationships, and vendor relationships
- Oversaw 500 full and part-time employees including school site staff and central office staff members in the areas of: Academics, Finance, Facilities, Information Technology, Operations Compliance, Human Resource Management, Outreach & Enrollment, Legal, Public Affairs and Marketing
- Developed and grew innovative programming including socio-emotional and culture based programs for students, health and wellness programs for staff, software development to teach curriculum (rolled out as a separate non-profit), six years of additional higher education and career support post-graduation, etc.
- Recruited and managed 25+ board members across two non-profit boards (governing school board and facility portfolio board) providing essential data and information to effectively govern
- Drove and managed a multifaceted facility portfolio including leased facilities, renovation of existing buildings, and ground up construction
- Facilitated complex financial transactions in relations to facilities including the sale of government bonds to finance sites, Prop 51 grant projects and application of new market tax credits
- Strategically built political and community alliances and oversaw and managed public relations in a hyper-political environment.
- Ensured compliance with a number of government agencies including the LAUSD, City, County and State.

Head of Schools and Chief Cultural Officer *September 2013 – July 2015*

- Led the successful merger of Bright Star Schools and Valor Academies.
- Directly oversaw and managed academics, culture and operations across Bright Star School campuses.

Valor Academy Charter School, Los Angeles, CA

Valor Academy prepares middle school students to excel in demanding high schools and colleges. Under my founding leadership, Valor Academy became one of the top three performing middle schools in Los Angeles irrespective of demographic and paved the way for successful charter school mergers nationwide.

Founder and CEO *September 2008 - June 2013*

- Recruited and trained prominent Los Angeles professionals from a variety of fields including education, law, finance, media, technology, and real estate to form the Valor Academy Governance Board.
- Wrote, defended, and received approval for the Valor Academy charter through the Los Angeles Unified School District (LAUSD).
- Developed a five-year budget and strategic growth plan for Valor Academy Charter School.
- Wrote contract, negotiated, and retained all permits for the use of a private school facility as the site for Valor Academy Public Charter School.
- Developed ties with community leaders and established community partnerships to advocate on behalf of Valor Academy Charter School.
- Devised a marketing plan and led grassroots campaign to recruit and retain 120 students and families for Valor Academy's first 5th grade class, eventually growing the school to 500 students
- Hired and trained a staff of 50 administrative, teaching, and clerical personnel to staff Valor Academy
- Raised over half a million dollars through private donations and grants to fund the start-up of Valor Academy
- Drove Valor's growth into one of the top three performing public middle schools in Los Angeles
- Created and shared a charter school merger handbook which has become a standard tool across the industry

Entrepreneurship & Social Innovation

Liveguide, Digital Marketing Platform (www.onliveguide.com), Founder/CEO, *2014-present*

- Co-founded a digital marketing SaaS targeted at improving recruitment and marketing efforts of non-profits and higher education institutions through the use of digital story telling.

HIVE, Online Accelerator (www.hiveventures.co), Founding Partner, founded *2014-2016*

- Co-founded an online accelerator with the focus of increasing the number of technology start-ups with Armenian co-founders and/or based in Armenia.

TUMO Learning Center, Yerevan, Armenia (www.tumo.org), Growth Consultant, *2011-2013*

- Helped build strategy, protocol and organizational tools in the founding of the original TUMO center in Armenia which has now grown into an international institution providing after school programming for students to grow in technology and the arts.

Education

UCLA Anderson School of Management, Los Angeles, CA *June 2014*
Master of Business Administration
Honors: Global Access Program Thesis, "Chosen for Excellence in Practice"
UCLA Knapp Business Plan Competition, Prize Winner

Loyola Marymount University School of Education, Los Angeles, CA *May 2007*
Master of Arts in Secondary Education
Honors: Alpha Sigma Neu Honors Society
Loyola Marymount University Alumni Spotlight, *December 2011*

Boston College, Boston, MA *May 2005*
Bachelor of Arts, Biology & Honors English
Honors: Gold Award for Alumnus of the Decade, *December 2011*

Boards & Memberships

- LA Chamber of Commerce: *CEO Council*, June 2021-present
- Young Presidents Organization (YPO) LA Chapter: *Board Member, Forum Moderator* August 2020-present
- Building Excellent Schools, Board of Directors, *Member,* 2017-present
- ExEd, Board of Directors, *Member*, 2014 – present
- Los Angeles Coalition of Charter Schools, Board of Directors, *Founding Member,* March 2018-present
- LAUSD Charter Operated Programs: Option 3 Executive Board, *Member,* November 2018-present

Programs & Distinctions

- Brittingham School of Social Enterprise: USC, *Senior Fellow,* September 2019
- Broad Academy (Yale School of Management), *Fellow*, March 2019 Cohort
- 40 under 40 awards – LA Empowerment Congress, *Awardee*, July 2018
- Achievement First Network Accelerator, *Program Fellow,* Winter 2018 Cohort
- Pahara Aspen Institute, NextGen Fellowship, *Fellow,* Spring 2015 Cohort
- Charter School Growth Fund, *Portfolio Member*, Winter 2017
- UCLA Anderson CEO Forum, *Member*, Summer 2017
- Building Excellent Schools (BES) incubator, *Program Fellow,* 2007-2009
- Teach for America, *Corps Member,* 2005-2007

Features

- Market Insider, Growing a Design Mindset – BCG Digital Ventures, *February, 2020*
- TNTP Blog, "The Most Important Questions School Leaders Should ask Community Members," *May 2018*
- Getting Smart, "Creating Strong Staff Culture with Hrag Hamalian," *October 2017*
- Thriving Schools, "Creating Strong Staff Culture with Hrag Hamalian," *May 2017*
- Thriving Schools, "How to Build Student Culture with Hrag Hamalian," *March 2017*
- LA Times, "Grants go to Charters and one Traditional School to help Teachers Stay on the Job," *February 2017*
- LA School Report, "Fighting Teacher Burnout," *February 2017*
- UCLA Anderson Blog, "Liveguide-Inside UCLA Anderson," June 2016
- UCLA Anderson Blog "On the Road to Improving Education," *May 2015*
- "The Urban Challenge in Education," Joseph Scollo, Dona Stevens, and Ellen Pomella, *published 2015*
- Loyola Marymount University Graduate Division YouVisit video, *September 2014*
- Loyola Marymount University Magazine, "A Conversation with Hrag Hamalian," *January 2014*
- Armenian General Benevolent Union Magazine, *December 2012*
- Loyola Marymount University Graduate School, leadership commercial, *September 2011*
- "A Chance to Make History," Wendy Kopp, *published January 2011*
- FOX Good Day L.A., segment featuring Valor Academy Charter School and Founder, *April 2009*
- L.A. Daily News, "Valor Academy Targets Middle-Schoolers," *August 2009*
- Asbarez Newspaper, "Hamalian to Head New Charter Middle School," *May 2009*
- Boston College Chronicle, "Man on a Mission," *November 2009*
- "Relentless Pursuit: A Year in the Trenches with Teach for America," Donna Foote, *published July 2008*
- US News and World Report, "Two TFA Recruits Share their Story," *April 2008*

Panels

- LA Chamber of Commerce Retreat, Panelist, *October 2022*
- Broad Center at Yale SOM, Virtual Forum Speaker, *January 2021*
- National Charter School Conference, "Effective Fundraising in Charter Schools," *June 2014*
- Bainbridge Consulting Group Educational Summit, *June 2014*
- "Reform Panel at USC with Musical Artist John Legend and Superintendent Deasy," *March 2013*
- California Charter School Association Conference, "Facilities and Charter Schools," *February 2012*
- "Panel Discussion with LAUSD Superintendent Deasy," Loyola Marymount University, *October 2011*
- "Waiting for Superman Debate," *February 2011 & October 2010*

Presentations & Lectures

- USC Brittingham School of Social Enterprise, *September 2022*
- USC Brittingham School of Social Enterprise, – USC, " Charter Schools and Social Enterprise," *September 2019*
- Marshall School of Business - USC, "Charter Schools in Los Angeles," *June 2019*
- Marshall School of Business - USC, "Charter Schools in Los Angeles," *June 2018*
- University of Southern California, "Entrepreneurship in Education," *March 2014*
- Armenian General Benevolent Union Manoogian-Demirdjian School, "The Effects of Bullying," *May 2011*
- University of Southern California, "The Importance of Communication in Business Management," *February 2011*
- Harvard School of Education, "Challenges and Victories in Founding Charter Schools," *January 2011*
- Pepperdine University Graduate School of Education & Psychology, "Founding Valor Academy," *November 2011*
- California State University of Los Angeles Graduate School of Education, "Founding Valor Academy," *November 2011*

Steve Zimmer

Deputy Superintendent of Public Instruction
California Department of Education

[redacted]

Professional Experience

2021-present: **Deputy Superintendent of Public Instruction, California Department of Education Student Support Services Branch**
Portfolio includes the College and Career Transition Division and the Whole Child Division (over 200 direct report staff) as well as the statewide implementation of the California Community Schools Partnership Program (CCSPP). Portfolio also includes statewide implementation of school-based mental health programs, career and technical education (CTE), school-based health clinics, school safety and violence reduction programs, adult education, school to work programs and TUPE programs. Responsible for competitive distribution of over $10 Billion in grant programs annually. Also lead Superintendents Task Forces on Declining Enrollment and Reducing Chronic Absenteesim

2017-2021: **Senior Education Advisor, Los Angeles Mayor Eric Garcetti**
Portfolio included The Los Angeles College Promise, The Early Childhood Education Equity Initiative, The Los Angeles Federal Promise Zones, Education Labor/Community Relations, All City and Regional Cradle to Career Initiatives, Early Care and Education Initiatives and all TK-16 Public Education Policy and Programs

2015-2017: **President, Board of Education Los Angeles Unified School District, Los Angeles, CA**

2009-2017: **Member, Board of Education: District Four Los Angeles Unified School District (LAUSD) Los Angeles, CA (Elected Vice President: July, 2013**)

2011-present: **Adjunct Professor, Department of Urban and Environmental Policy, Occidental College, Los Angeles, CA**

2006-present: **Adjunct Professor, Department of Counseling and Administration, California State University, Los Angeles**

1999-2009: **Intervention Programs Counselor and Program Director, John Marshall High School (LAUSD)**

1992-2009: **Teacher of English as a Second Language (ESL), English, Education and History at John Marshall High School (LAUSD).**

1992- 2009: **Project IMPACT Counselor, John Marshall High School**

1998-2009: **Program Director, Marshall Multilingual Teacher Career Academy**

Educational History

M.S. in Counseling and Administration, California State University, Los Angeles, September, 2006
With Honors: also completed all course work for Preliminary Administrative Credential

B.A. Goucher College, Baltimore, Maryland 1992, Cum Laude
Phi Betta Kappa, General Honors and Honors in Political Science and American Studies

Single Subject Credential, Chapman University, 1996
3.8 G.P.A.; Significant Graduate Education Course Work at California State University, L.A.

State of California Teaching Credential in English with Supplemental Authorization in Social Studies; CLAD Credential for teaching English Language Learners (valid through 2027)

State of California Counseling and Pupil and Personnel Services (PPS) Credential (valid through 2027)
Child Welfare and Attendance (CWA) Credential (valid through 2027)

Volunteer and Leadership Positions

2019-2022: Member, Los Angeles County Commission for Children, Youth and Families

1995- present: Director of Youth and Family Services, Elysian Valley United

2004-2009: Member, Community Relations Committee, The Los Angeles Dodgers

2007-2017: Member, Board of Advisors, Peace Over Violence

2002-2005: Board Member and Land Use and Strategic Planning Committee Chair, Elysian Valley-Riverside Neighborhood Council, City of Los Angeles

2003-2006: Member, Elysian Park Master Plan Revision Committee, City of Los Angeles

1998- 2003: Vice President and Board Member, (District 13) Citizens Unit for Participation, Community Development Department, City of Los Angeles

1994-1999: Founder and Lead Organizer, ON CAMPUS

Awards and Recognition

2017: Distinguished Service to the Children of Los Angeles: Los Angeles City Council
2016: Community Change Agent Award: Teach for America, Los Angeles
2015: Mon. Oscar Romero Community Service Award: Salvadoran American Legal Defense Fund
2015: Good Food Hero of the Year: Los Angeles Food Policy Council
2013: Friend of School Mental Health: Los Angeles School Mental Health Foundation
2012: Elected Official of the Year, California School Counseling Association
2006: Distinguished Alumni Award for Excellence in Public Service, Goucher College
2004: Jackie Goldberg Community Partner Award, LACER Education Foundation
1999: Carino Award, El Centro Del Pueblo
1998: Angels Over Los Angeles Award, City of Los Angeles
1998: Outstanding Teacher Award, Southern California Council of Social Studies Teachers
1997: Hometown Hero Award, The Los Angeles Dodgers
1996: Friend of Bilingual Education Award, United Teachers Los Angeles

References

Hon. Eric Garcetti, Former Mayor, City of Los Angeles
Hon. Dr. George McKenna, Board of Education LAUSD
Hon. Jackie Goldberg, Board of Education LAUSD
Supt. Ramon Cortines, Los Angeles Unified School District (Ret.)
Supt. Vivian Ekchian, Glendale Unified School District
Dr. Emily Hernandez, Professor, California State University, Los Angeles
Dr. Peter Drier, Professor, Occidental College
Ms. Gloria Moya Vargas, Continuation High School Teacher, Central High School
Mr. Nestor Albert Vargas, Executive Director, Elysian Valley United
Dr. Tamara Hunter, Executive Director, LA County Commission on Children and Families
Mr. George Weaver, Executive Vice President, Brotherhood Crusade

Contact Numbers Available Upon Request

Steven Simon

[redacted]

PROFESSIONAL EXPERIENCE

Policy Deputy, January 2023 – present
Office of Los Angeles Unified School District Board (LAUSD) President Jackie Goldberg

- Responsible for informing policy development and initiatives of the Board President, and acting as the point person for several Board District 5 LAUSD schools.

Senior Program Manager for Strategic Partnerships and Initiatives, July 2017 – January 2022
Worker Education and Resource Center (WERC), Los Angeles, CA

- Reporting directly to Executive Director, develop new classroom workforce training programs for workers with barriers to employment, including seeking funding, identifying project partners (employers, union locals, and community organizations), and overseeing staffing; coordinate research, data, and reports for funders, partners, and County of Los Angeles officials.

- As part of WERC's leadership team, duties include acting as liaison with County hiring and operational personnel, leading development of curriculum, case management, participant recruitment, and building relationships with local community-based organizations in prisoner reentry, homeless services, and other areas. Over 200 people with AB1111-defined barriers to employment have earned full-time County employment as a result of this program.

- Carried out a labor market analysis and developed a related proposal for five workforce training pilots, to prepare people with employment barriers for entry-level jobs with the County of Los Angeles. Recommendations were approved by the County Board of Supervisors, and these pilots have now become WERC's core programming and an ongoing program in the County.

Consultant, September 2015 – September 2017
Self-Employed, Los Angeles, CA

- Research and strategy consultant for unions, non-profit organizations, and local governments, focusing on campaign strategy, regulatory issues, public budgets, and grant writing.

- Strategic insight on public sector budgets, Federally Qualified Health Clinic regulatory and reimbursement structure, and potential campaign targets informed strategy for organizing campaigns and union contract negotiations.

Senior Researcher, August 2011 to September 2015
Service Employees International Union - United Service Workers West, Los Angeles, CA

- As part of the planning team leading a service worker organizing campaign at LAX airport: Developed campaign strategy and drove campaign components leading to recognition of union membership for 800 LAX workers. Acted as staff liaison with public officials, industry experts, and community groups, and supervised the work of the campaign's junior researcher.

- In the aftermath of a tragic 2013 shooting, interviewed workers and wrote a report detailing the need for improved emergency response training standards. This report resulted in additional

requirements for all contractors, and inclusion of improved training in the union's collective bargaining agreement, with the intention of making this the industry standard at LAX.

- Developed a health and safety partnership for union members, formalized through Cal/OSHA settlement, following negotiations between union members and staff, health and safety experts, members' employer, and state health and safety officials.

Senior Research Associate, May 2009 to August 2011
Service Employees International Union Local 721

- Anchored an effort to reform policies and procedures that contributed to an emergency response case backlog in Los Angeles County child protective services, as part of a team leading a new collaboration between union members and County officials. This work led directly to successful union proposal to reduce caseloads and hire 450 additional social workers.

- Developed research plans and campaign strategy to advance the interests of 20,000 LA County members working in social services.

- Job included day-to-day work on County issues, meeting with Supervisors' deputies, CEO and department staff, analyzing County budgets and policy, labor-management meetings and work groups, research on legislation, commissions, and boards, and other union priorities.

ADDITIONAL SKILLS

- Microsoft Office Suite, ESRI ArcGIS, and research services including Lexis-Nexis and Westlaw.

- Excellent writing skills, for a variety of purposes and audiences.

- Conversational Spanish.

EDUCATION

M.A., Urban Planning, 2008: University of California, Los Angeles, CA. *B.A., Public Policy – Urban Studies, 2004:* DePaul University, Chicago, IL.

COMMUNITY ACTIVITIES

- Vice President, Beverly Vermont Corridor Land Trust (2019 to Present)

- Volunteer, SELAH Neighborhood Homeless Coalition, West Adams Branch (2020 to Present)

Agustin Cabrera

[redacted]

PROFESSIONAL EXPERIENCE

Policy Director, Strategic Concepts in Organizing and Policy Education **December 2021-Present**

- Leads the organizations development and implementation of policy and electoral interventions that build grassroots power and advance our systemic change goals
- Ensures consistent political analysis and voice in SCOPE's external communications
- Works closely with the Director of Programs to advance grassroots-led policy solutions and electoral campaigns as part of an integrated power building strategy
- Provides supervision and thought partnership to a team of staff and consultants as needed to collectively advance department, campaign and organizational goals
- Identifies, develops and implements trainings, systems, and tools for staff and grassroots membership to inform their political analysis and strengthen their advocacy skills

Project Director, RePower LA, Los Angeles Alliance for a New Economy **January 2016- December 2021**

- Advanced community and labor driven policy solutions and electoral campaigns including: $2 billion for Utility Debt in 2021 CA Budget, LADWP Community Solar and Shared Solar for Renters Program, LA County Measure W, LADWP Utility Pre-Craft Trainee Program
- Managed and developed strategic campaign plans, leadership development programs, civic engagement programs, political delegations, community and coalition convenings, and led public actions.
- Managed and developed policy and budget briefs, memos, fact sheets, power mapping, research projects focused on clean energy, energy burden, energy affordability, and workforce development
- Managed and developed campaign framing and messaging, popular education materials, website and social media content, press releases, op-eds, spokesperson training, and media events
- Identified and provided relevant and regular training opportunities for staff
- Cultivated relationships with local, county and state decision-makers, including LADWP, LA City Council, CA State Legislature, CA Governor's Office, and the Department of Community Services and Development
- Built and maintained relationships with environmental justice, environmental, community-based organizations, workforce development, and labor unions
- Worked with Executive Director and Grants Director to inform grant opportunities and report writing
- Supervised team of policy, research, communications, organizing and outreach staff

Lead Organizer, External Organizing, SEIU-UHW **2012-2015**

- Organized approximately seven hundred hospital workers to win their NLRB elections in recognition of union representation across Southern California
- Directly managed a team of three and a worker committee of over thirty individuals in NLRB elections
- Developed and facilitated trainings for staff and workers on the fundamentals of organizing
- Mobilized hundreds of workers in local and statewide political actions, GOTV efforts
- Developed campaign plans and worker development plans for several external organizing efforts
- Facilitated WAVE I and WAVE II staff development programs with SEIU International

EDUCATION

California State University, Los Angeles, B.A. Latin American Studies, Summa Cum Laude May 2018
California State Polytechnic University, Pomona, Biological Sciences 2005-2010

LEADERSHIP EXPERIENCE

Chair, Advisory Council, Solar on Multifamily Affordable Housing (SOMAH) **2019-Present**
California Public Utilities Commission
Board Member, Venice YouthBuild, Venice, CA , **2016-2017**

SUMMARY OF SKILLS

- Effective campaign and political strategist
- Equity focused program and policy development
- Keen understanding of political, labor and advocate landscape in Los Angeles region
- Manage organizing, policy, research, and communications staff.
- Ability to establish and maintain rapport and credibility with diverse stakeholders
- Excellent written, spoken, and public presentation skills
- Proficient in written and conversational Spanish

Executive Director, Center for Worker Training & Leadership **2023- Present**

- Spearheading the launch of a nonprofit organization that centers the leadership of meat packing and food processing workers, and seeks to advance good jobs, vibrant communities and a prosperous economy by organizing for power
- Raised over $4 million in federal, state and philanthropic funds

Chief of Staff, UFCW Local 770 **2019 - 2023**

Leading organizational development/change management:

- Led work to shift the local towards becoming an anti-racist, organizing union
- Coached executive and senior leadership
- Drove strategic goal setting, led campaign planning and supported succession planning

Creating healthy, forward looking financial structures:

- Supported the management of a $20+ million annual revenue stream and over $38 million in assets
- Built organizational capacity to work towards a goal oriented, values based budget process

Driving COVID and contract campaigns:

- Led770's field campaigns with a largely WOC and significantly immigrant membership of 31,000 workers resulting in up to 37% wage increases for low wage workers
- Ran COVID campaigns with rank and file members and led crisis communications that led to industry setting standards and policies including COVID sick leave, Public Health Councils, Hero and Hazard Pay
- Spearheaded a first of its kind effort to vaccinate California's food chain workers, pioneering the concept of mobile vaccination clinics helping to reach high-risk, underserved communities with high concentrations of poverty and essential worker density

Co-Founder/Deputy Director, Jobs to Move America (JMA) **2010 – 2019**

Staff and Organizational Management

- Led expansion of the organization from an LA based to a national organization
- Built teams and offices from the ground up across the country
- Helped recruit and manage Board of directors
- Led strategic planning processes
- Ran annual organization wide evaluations, strategic goal setting, and campaign planning
- Oversaw donor cultivation, grant, contract, and financial management
- Co-led and managed an organization with a $250k budget to a $4 million+ budget
- Supervised and coached senior and junior staff

Policy

- Led good jobs policy research, development, and advocacy program with academic partners at USC, UCLA, Brookings Institution, and Duke, among others
- Developed and led campaigns resulting in the adoption of good jobs policies on $6 billion in public projects and community-labor agreements that pipeline low income communities of color into career path, union jobs

- Built broad based coalitions that included community based organizations, public officials, labor, business, and philanthropy
- Led meetings with the Obama administration's Department of Transportation

Communications

- Supervised communications, and the development of national and regional campaign framing, messaging, spokesperson trainings, etc
- Developed & supported execution of strategy to ensure regular industry and mainstream press coverage to establish credibility and expertise

Graduate Field Researcher, University of California Irvine **2009 – 2010**

- Designed and managed eight-month ethnographic research project in Vietnam and Korea, a comparative study of rural-to-urban and transnational migration of women workers
- Presented the comparative study, "Vietnamese Women and the Urban Informal Economy", at the 2010 Pacific Sociological Association

Graduate Research Assistant, OCCORD **2009**

- Assisted the drafting of a community plan for the City of Anaheim's Platinum Triangle, a 2 million square foot, 19,000 housing unit, mixed use development

Commercial Property Manager, Beachstone Plaza **2006 – 2009**

- Managed 50,000 square foot commercial property, 30+ tenants, led lease negotiations, redevelopment projects, book-keeping, and vendor contracting

EDUCATION

2010	**Master of Urban and Regional Planning**	University of California, Irvine *Community development & policy*
2006	**Bachelor of Arts International Studies**	University of California, Irvine *Asia and Pacific Rim*
2006	**Bachelor of Arts Sociology**	University of California, Irvine

AWARDS

2019 **Aspen Institute Job Quality Fellow**

2017 **Family and Equity Leadership Award**, Denver Public Schools District Wide Sanctuary Policy

2015 **National Finalist**, Nathan Cummings Fellowship

2010 **South East Asian Summer Institute Heritage Language Award**, University of Wisconsin Madison

2010 **Network for European and U.S. Regional and Urban Studies Fellow**, University of California Irvine

2009 **South East Asian Summer Institute Tuition Fellowship**, University of Wisconsin Madison

References available upon request.

4.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding a $200,000 Contract for the Development of a System to Perform Grants Management Related Functions, Including Receipt of Funds, Usage of Funds, and Disbursement of Funds**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 4 - Report_on_Grants_Management_System

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

4

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: July 27, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Gerardo Ruvalcaba, Assistant General Manager
Workforce Development Division

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING A $200,000 CONTRACT FOR THE DEVELOPMENT OF A SYSTEM TO PERFORM GRANTS MANAGEMENT RELATED FUNCTIONS, INCLUDING RECEIPT OF FUNDS, USAGE OF FUNDS, AND DISBURSEMENT OF FUNDS

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. APPROVE the General Manager, EWDD, or designee to contract, on a sole-source basis to contract with Launchpad, in an amount not to exceed $200,000 to develop a Grants Management System.
2. AUTHORIZE the General Manager, EWDD, or designee, identify up to $200,000 in administrative savings, including all Department funding streams, in order to develop Grants Management System.

BACKGROUND

At the onset of the COVID 19 pandemic, the City instituted the Separation Incentive Program (SIP) which incentivized experience staff with sufficient years of City service to retire from City service. At a time in which the department was called on to lead the City's response to economic impact of the pandemic, the SIP resulted in a loss of experienced employees and significant institutional knowledge.

As a result of unprecedented federal and state investments to combat the disastrous impacts of the pandemic, the department's budget during this period has grown from approximately $200,000 million pre-pandemic to more than $500,000 million in PY2022-23. The department has successfully accomplished this growth while maintaining a nearly 50 percent vacancy rate in our fiscal division.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

The convergence of the more than 150 percent budget increase with a nearly 50 percent vacancy rate in the department's Financial Management Division (FMD) has resulted in significant delays in processing service provider invoices and completion of critical grants management reporting.

In order to address the threats posed by this problem and the hardships that it has caused our service providers, the department has enacted several short-term, mid-term and long-term measures to resolve these long-standing issues, including:

1. Personnel Support Leading to New Hires

   EWDD has partnered with the Personnel Department to allocate additional resources to the department's personnel unit in order to expedite hiring across all divisions. This has resulted in critical new hires since January 2023. Key fiscal hires include:

   - New Chief of the Administrative Services Division (a position held vacant for more than 5-years) and;
   - New Chief of the Financial Management Division;

2. Restructured Division

   The department's funding makeup consisting of primarily grants resources has created unique challenges in both attracting and retaining staff with the requisite experience. As a result, the department has sought to restructure financial and administrative functions. Key changes include:

   - City Council Approval of a new Chief Financial Officer to oversee all administrative functions (effective October 1, 2023); and
   - Secured approval of multiple paygrade advancements for key positions within FMD to ensure that existing staff have promotional opportunities within the department and thus reduce the number of staff leaving for promotional opportunities.

3. New Technology

   A key element to the long-term efforts to address administrative limitations includes adopting new technology to automate key invoice functions including spending plan approvals, invoice submission and tracking and invoice approvals.

DISCUSSION

In an effort to automate key administrative functions, EWDD is proposing to implement a new Grants Management System based on the Salesforce Platform. The Grants Management System offers the ability to automate and integrate key grants management activities, including 1) Contract Development, 2) Budget Development, 3) Invoice submission, and 4) Grants Reporting. The system will also provide a dashboard that will provide real-time status updates on invoices and expenditures to both Executive Management and contractors.

EWDD is requesting authority, up to $200,000 to execute an agreement, on a sole-source basis with Launchpad, a Salesforce partner that supports workforce and economic

development systems across the county – including EWDD - in order to 1) Customize the Grants Management System and 2) provide Salesforce licenses for both EWDD staff and service providers. The final cost will be negotiated based on on-going scoping discussions between EWDD and Launchpad as well as the total number of licenses. The cost will be cost allocated across all department funding streams, including economic development funding sources.

Lastly, any final contract will be subject to City Attorney concurrence with the Department's sole-source justification AND California State Employment Development Department (EDD) approval for the use of Workforce Innovation and Opportunity Act (WIOA) funding.

Timeline

Due to the critical need for this system, EWDD is working with Launchpad to expedite the implementation of the new system. EWDD anticipates implementation within 90-days, including testing and training for service providers.

NEXT STEPS

Upon approval from the WDB, the EWDD will, 1) identify up to $200,000 in personnel savings from administrative budgets supporting both the economic and workforce development programs; 2) secure approval from the City Attorney's Office and EDD and 3) enter into an agreement with Launchpad.

CMH:GR:cg

Workforce Development Board
City of Los Angeles

5.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Consideration of the Minutes of March 23, 2023**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 5 - Consideration of the Minutes of March 23, 2023

5

CITY OF LOS ANGELES
WORKFORCE DEVELOPMENT BOARD (WDB)
QUARTERLY MEETING
WEDNESDAY, MARCH 23, 2023
10:00 A.M. – 12:00 P.M.
FRIENDSHIP AUDITORIUM
3201 RIVERSIDE DR. LOS ANGELES, CA 90027

DRAFT MINUTES

MEMBERS PRESENT: Charles Woo, Garrett Gin, Chad Boggio, Kathy Finn, Michelle Crenshaw, Jesse Cuevas, David Crippens, Casey O'Neill, Kelly Nguyen, Ruth Lopez Novodor, LaShondra Mercurius, Jonathan Port (alt. Aura Vasquez), Carmen Rad, Sergio Rascon (alt. Ernesto Pantoja), Maria Turrubiartes, Nancy Hoffman Vanyek, Faye Washington (alt. Sharon Shelton)

1. Call to Order – WDB President/Chair Charles Woo called the meeting to order after confirmation of a quorum by the Commission Executive Assistant.

2. Public Comments on Non-Agenda Items
   WDB Chair Charles Woo introduced Deputy Mayor Brenda Shockley.

   Ms. Shockley thanked the Workforce Development Board members present for their services. She also shared some of Mayor Karen Bass's priorities, including addressing the City's homeless crisis, assisting residents in getting out of poverty by securing, among other things, getting the education and training that would qualify them for living wage jobs.

   The Deputy Mayor encouraged members of the Workforce Development Board to approve Item 4, which involves hiring navigators to support the Mayor's Inside Safe program.

   WDB Chair Charles Woo introduced City Economic and Workforce Development Department (EWDD) General Manager Carolyn Hull, who thanks her employees for their work during the pandemic and the contractors that continued to deliver services to needy residents during those trying and dangerous times.

ACTION ITEMS:

Chad Boggio, Kathy Finn, Jesse Cuevas, and Aura Vasquez (alternate) were sworn in and took the Oath of Office as new WDB members.

3. Consideration of the Minutes of November 16, 2022

   WDB member Nancy Hoffman Vanyek made a motion to approve/Ruth Lopez Novodor seconded the motion

VOTE: The motion was approved unanimously.

4. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Reallocation of $1.3 Million of City General Fund Savings from the Angeleno Corps Program to the Coalition for Responsible Community Development (CRCD) for an Inside Safe Initiative to Reduce Homelessness that Involves the Hiring of 12 "Job Connectors"

   WDB Executive Director Gregg Irish summarized the EWDD's request.

   EWDD Assistant General Manager Gerardo Ruvalcaba mentioned that CRCD will pilot this effort and hopefully it can be expanded later.

   Tammy Ortuno, a staff member in the Mayor's Office, expressed her excitement about this program and its future potential for expansion to other service providers.

   WDB members LaShondra Mercurius made a motion to approve/Casey O'Neill seconded the motion

   VOTE: The motion was approved unanimously

   WDB alternate for WDB member Faye Washington, Sharon Shelton, had recused herself from voting

5. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Allocation of $800,000 of Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Additional Assistance Funding to Two WorkSource Centers, Equus Workforce Solutions and Pacific Asian Consortium in Employment, to Provide Services to Workers Impacted by the Closure of the Farmer John's Meatpacking Plant in Vernon, California

   WDB Executive Director Gregg Irish provided background on the EWDD's request.

   EWDD has received $1.6 million of Governor's discretionary funds to address layoffs at the Farmer John Meatpacking Plant in Vernon.

   Mr. Irish mentioned that this is an example of workforce development mutual aid, where the City of Los Angeles is assisting the County of Los Angeles in delivering services to workers at a plant in the latter's jurisdiction.

   EWDD manager Donny Brooks commented that this funding is the result of a dynamic partnership between the City of Los Angeles and County of Los Angeles, and organized labor. He said the closure of the plant has impacted 2,500 employees, and the funding from the state will be utilized to provide supportive services to them.

WDB member David Crippens commented on the uniqueness of this situation. Mr. Crippens is interested in a report later on the project's outcomes.

EWDD Assistant General Manager Gerardo Ruvalcaba recognized and thanked Maricela Hernandez, the Team Leader of the EWDD's Rapid Response Unit, for her work in support of this collaborative effort.

WDB members Kathy Finn, Ruth Lopez Novodor, and Ernesto Pantoja (the alternate for Sergio Rascon) recused themselves from discussing and voting on this item.

WDB member LaShondra Mercurius made a motion to approve/ Garrett Gin seconded the motion.

The motion was approved unanimously.

6. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations to Accept $500,000 in September 2022 Wildfire National Dislocated Worker Grant Funding for Expanded Services and Allocate Up to $450,000 of Said Sum to Managed Career Solutions

   WDB Executive Director Gregg Irish provided background on how the state had s requested funds from the federal government to employ residents to engage in wildfire clean-up activities.

   The City was allocated a large portion of the funding the state received from the U.S. Department of Labor and an additional $500,000 is now being provided.

   EWDD manager Donny Brooks said that workers have been hired under this grant at up to $20.00 per hour. He also mentioned that EWDD has exceeded its enrollment goals and the grant, originally available during the COVID-19 pandemic, is being extended.

   WDB member David Crippens commented that the WDB needs to develop policies, programs, career pathways, etc. to address the impacts of climate change.

   WDB member Nancy Hoffman Vanyek made a motion to approve/WDB member Michelle Crenshaw seconded the motion

   The motion was approved unanimously.

7. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Reallocation of HIRE LA's Youth Program Savings to Maximize Youth Service Delivery, Including City General Fund, LA

County Youth @ Work, Californians for All, Student to Student, and Angeleno Corps General Fund

WDB Executive Director Gregg Irish and EWDD's Director of Youth Programs Makeda Vela provided the details about this request. They asked for authority to reallocate and move funds to provide tutoring, mentorships and other services to youth.

WDB member Ruth Lopez Novodor recused herself from the discussions of this item and voting.

WDB member David Crippens made a motion to approve/WDB alternate for Faye Washington, Sharon Shelton seconded the motion.

The motion was approved unanimously.

8. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Reallocation of City General Funds for the Day Laborer Program

   The EWDD's Director of Youth Programs, Makeda Vela, reported that they are requesting authority to reallocate savings between Day Laborer Centers to maximum service delivery.

   WDB member Ruth Lopez Novodor recused herself from discussions and voting on this item.

   WDB member Ernesto Pantoja made a motion to approve/WDB alternate for Faye Washington, Sharon Shelton seconded the motion
   The motion was approved unanimously.

9. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations to Identify $150,000 of Workforce Innovation and Opportunity Act (WIOA) Savings to Fund UNITE-LA to Expand the Transitional Age Youth World of Work Work Readiness Curriculum to Support the HIRE LA's Youth Program Redesign

   The EWDD's Director of Youth Programs, Makeda Vela, said the purpose of this request is to further develop a curriculum for a Work Readiness program.

   WDB member Casey O'Neill asked will the curriculum focus on certain industry sectors?

   Ms. Vela responded that it is in the development stages, and the EWDD will look to target the curriculum to certain growing industry sectors.

   Tammy Ortuno of the Mayor's Office said that a focus group will be established to assist with the development of the curriculum.

WDB Executive Director Gregg Irish said that this is a curriculum that is available nationally that will be customized for Los Angeles.

Mary Keipp, a UCLA service provider said that her Youth Source Center uses TAYWOW and it has made a significant difference in outcomes.

WDB member LaShondra Mercurius expressed her interest in participating in the focus group.

WDB members David Crippens, Ruth Lopez Novodor recused themselves from the discussion of this item and voting.

WDB member Garrett Gin made a motion to approve/WDB member Ernesto Pantoja seconded the motion.

The motion was approved unanimously.

10. A Comparison of Local Workforce Development Areas (LWDA) in Los Angeles County by Workforce Innovation and Opportunity Act (WIOA) Formula Funding, Size of Labor Force, and March, April, May, June, July, August, September, October, November, and December 2022 Unemployment Rates

    WDB Executive Director Gregg Irish provided a comparison of Labor Market Information and Unemployment Rates of the seven Local Workforce Development Boards in Los Angeles County.

    He also briefed WDB members on the distribution of the Workforce Innovation and Opportunity Act (WIOA) funds among the seven Local Workforce Development Areas in Los Angeles County.

    The City of Los Angeles receives 42% of all WIOA funding provided to the seven Local Workforce Development Areas in Los Angeles County, which matches its share of the number of unemployed residents in the region.

    WDB member Carmen Rad commented that there should be a mandate that contractors for special events in Los Angeles, like the Super Bowl and Olympics, should be subjected to local hire requirements.

    EWDD General Manager Carolyn Hull thanked Carmen for her comment and reported that EWDD staff is working on a plan to address the issue of local hire for future events.

    WDB Executive Director Gregg Irish mentioned that all City departments that generate jobs through their operations (e.g., LAWA, DWP, Harbor, etc.) should be required to have workforce development plans that reflect the EWDD's plan.

    WDB member Nancy Hoffman Vanyek commented that Business Connect is a great tool for entrepreneurs and businesses to sign up for notification about pending bids for local events. Every time a new event comes to Los Angeles, the

San Fernando Valley Chamber of Commerce convenes sessions to get businesses certified.

WDB member Carmen Rad expressed her disappointment in the fact that big contracts for special events in Los Angeles are being awarded to vendors located outside the state.

11. A Presentation on and Approval of the Economic and Workforce Development Department's (EWDD) Timeline for Formulation of the Year 24/Program Year (PY) 2023-24 (July 1, 2023 – June 30, 2024) Workforce Development System Annual Plan

    Felipe Valladolid Chavez, EWDD's Strategic Planning Director, thanked WDB Executive Director Gregg Irish for the information provided in the previous agenda item and said it will be used in the development of the Program Year (PY) 2023-24 Workforce Development Annual Plan.

    He said the first draft on the PY 2023-24 Workforce Development Annual Plan, that incorporates many of the new initiatives and focus of the Bass Administration, is nearly complete and will be released soon.

    EWDD is anticipating releasing the PY 2023-24 Workforce Development Plan for public comment beginning April 5, 2023. The projected date for closure of the public comment period is May 5, 2023.

    The EWDD is scheduling community meetings, as well, to obtain input on the PY 2023-24 Workforce Development Plan and expects to submit it to the WDB in mid-June and the City Council before June 30, 2023.

    EWDD Assistant General Manager Gerardo Ruvalcaba commented that LAEDC would be providing labor market information for inclusion in the plan.

    He said many of the Los Angeles region's employers and industry sectors were impacted by the COVID-19 pandemic. LAEDC will provide information on recovering businesses and industry sectors as part of the plans projections on job openings.

12. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Biannual Update of the Workforce Development System Local Plan and Regional Plan

    Gerardo Ruvalcaba said that the Local Plan is simply a compliance document and doesn't include the extensive details on strategies and programs WDB members have come to expect in the City's Annual Workforce Development Plan.

    He mentioned that the Regional Plan was developed by the seven Local Workforce Development Areas in Los Angeles County. The information therein about the City of Los Angeles reflects what is already contained in the PY 2023-24 Workforce Development Plan.

Both plans are open to public comment until March 27, 2023.

EWDD staff member Felipe Valladolid Chavez corrected a slide in his presentation on the Local Plan.

Mr. Chavez said the Performance Pilot Partnership (P3) plan is regional.

WDB member David Moved made a motion to approve/WDB member Garrett Gin seconded the motion.

The motion was unanimously approved.

EXECUTIVE COMMITTEE ACTIONS:

(The WDB Executive Committee approved the following items on behalf of the full WDB. Any of these items may be called "special" by a WDB member for information and discussion purposes.)

13. Approval of a Report from the Economic and Workforce Development Department (EWDD) Regarding the Availability of Program Year (PY) 2021-22 Carry-In/Savings, and Recommendations to Modify the PY 2022-23 Workforce Development Board (WDB) Annual Plan and its Strategies, Activities, and Budget

14. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Allocation of California For All (C4All) Youth Job Corps Funds for the Student to Student Success Program

15. Approval of an Agreement with Jobs for the Future (JFF) for the Workforce Development Board (WDB) and the Economic and Workforce Development Department (EWDD) to Host a Workforce Transformation Corps Fellow to Assist in the Development of Additional Human Centered Design Principles

16. Authorization for the Economic and Workforce Development Department (EWDD) to Accept $2,300,046 of $6,294,647.68 Awarded to the Los Angeles Basin Regional Planning Area (LBRPA) by the Page 2 of 187 California Workforce Development Board (CWDB) for Prison to Employment (P2E) 2.0 Program Activities

17. Approval of a Recommendation by the Economic and Workforce Development Department (EWDD) Regarding Certified Public Accounting Services Previously Procured Through a Request for Quotations (RFQ) Process

18. Approval of Recommendations by the Economic and Workforce Development Department (EWDD) Regarding the Allocation of $250,000 of City General Fund Savings from the Los Angelino Corps Program for Implementation of an Entertainment Industry Sector Pathways Program for Returning Citizens, Through a Partnership Between the Coalition for Responsible Community Development (the Operator of the South Los Angeles YouthSource Center) and the Amity Foundation

19. Authorization for the Economic and Workforce Development Department (EWDD) to Accept $112,661 of an Additional $307,945.77 Awarded to the Los Angeles Basin Regional Planning Area (LABRPA) by the California Workforce Development Board (CWDB) for Prison to Employment (P2E) 2.0 Activities

20. Authorization for the Economic and Workforce Development Department (EWDD) to Accept $1.6 Million of Workforce Innovation and Opportunity Act (WIOA) Additional Assistance Funds from the State to Assist Workers Being Laid Off as a Result of the Closure of the Farmer John Meatpacking Plant in Vernon

21. Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding Technical Corrections to a December 14, 2022 Report Presented to the Workforce Development Board (WDB) on Program Year (PY) 2021-22 Carry-In/Savings and Modifications to the PY 2022-23 WDB Annual Plan

22. Next Meeting - April 12, 2023, 10:00 A.M.

23. Adjourn - The meeting was adjourned by WDB Chair Charles Woo at 12:00 p.m.

6.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Workforce Development Board's (WDB) Nominations/Membership Committee's Recommendations Regarding the Election of WDB Officers**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 6 = Attachment_WDB_Roster_2023

CITY OF LOS ANGELES WORKFORCE DEVELOPMENT BOARD (WDB)

No.	Name	Membership Category	Entity
1.	Allison (Ace) Anaya	Economic & Commty. Dev.	The TransLatin@ Coalition, LA
2.	Chad Boggio	Labor	LA/OC Building & Construction Trades Council AFL-CIO
3.	Miguel Cabral	Business	LA County METRO
4.	Agustin Cabrera	Labor	Strategic Concepts in Organizing and Policy Education (SCOPE)
5.	Priscilla Chavez	Business	PCL Construction Services, Inc.
6.	Veronica Corona	Business	CM Cleaning Solutions
7.	Michelle Crenshaw	Labor	Intl. Cinematographer's Guild
8.	David Crippens	Business	DLC & Associates
9.	Jesse Cuevas	Wagner-Peyser	State of California Employment Development Dept.
10.	Dr. Alex Davis	Higher Education	LA/Orange County Regional Consortium
11.	Kathy A. Finn	Labor	United Food & Commerical Workers (UFCW) Local 770
12.	Garrett Gin	Business	Bank of America
13.	Hrag Hamalian	Economic & Commty. Dev.	Bright Star Schools
14.	Jaleesa Hazzard	Business	Hazzard Consulting Group
15.	Nancy Hoffman Vanyek	Business	Greater San Fernando Valley Chamber of Commerce
16.	Teraylan Hollingsworth	Business	Hospital Assoc. of So. California
17.	Robert A. Lake	Business	MESA Energy Systems
18.	Ruth Lopez Novodor	Business	On Cue Consulting
19.	LaShondra Mercurius	Business	JLM Strategic Talent Partners
20.	Kelly Nguyen	Business	Dr. Kumo
21.	Linda Nguyen-Perez	Labor	Center of Worker Training & Leadership
22.	Casey O'Neill	Business	Biocom
23.	Patricia Perez-	Business	VPE Public Relations
24.	Hector Perez-Pacheco	Business	Perez-Pacheco Consulting, Inc.
25.	Gabriel Pimentel	Economic & Commty. Dev.	So. Cal. Indian Center
26.	Jonathan Port	Business	Catalyze Energy
27.	Carmen Rad	Business	CR&A Custom, Inc.

28.	Sergio Rascon	Labor	Laborers Intl. Union of N. America
29.	Steven Simon	Education	LAUSD
30.	Alexandra Suh	Labor	Koreatown Immigrant Workers Alliance
31.	Maria Turrubiartes	Dept. of Rehabilitation	State of Cal. Dept. of Rehabilitation
32.	Faye Washington	Economic & Commty. Dev.	YWCA Greater LA
33.	Charles Woo, Chair	Business	Megatoys
34.	Steve Zimmer	Education	Calif. Department of Education

7.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Workforce Development Board (WDB) President's/Chair's Recommendations Regarding the Election of WDB Standing Committee Chairs**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

No Attachments Available

8.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Workforce Development Board (WDB) President's/Chair's Recommendations Regarding the Establishment of Special Committees and Taskforces**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 8 - WDB_Special_Committees_and_Taskforces

Workforce **Development** Board
City of **Los Angeles**

8

MEMORANDUM

DATE: July 27, 2023

TO: Workforce Development Board (WDB) Members

FROM: LaShondra Mercurius, Chair
Nominations/Membership Committee

SUBJECT: **APPROVAL OF THE WORKFORCE DEVELOPMENT BOARD (WDB) PRESIDENT'S/CHAIR'S RECOMMENDATION REGARDING THE ESTABLISHMENT OF SPECIAL COMMITTEES, SUBCOMMITTEES, AND TASKFORCES**

BACKGROUND:

The Workforce Development Board (WDB) has four (4) Standing Committees (Business Services, Marketing, and Resource Development; Nominations/Membership; Policy and Oversight; and Youth Council) and an Executive Committee of nine members authorized to take final actions on behalf of the full WDB between its quarterly meetings.

The WDB President/Chair nominates WDB Standing Committees Chairs for election by the full WDB. Other WDB members are appointed to WDB Standing Committees by the WDB President/Chair, sans full WDB approval.

The WDB Executive Committee is comprised of the WDB's Officers (President/Chair, Secretary, and Treasurer), WDB Standing Committee Chairs, and two additional members appointed solely at the discretion of the WDB President/Chair.

The WDB's bylaws also allow for the establishment of WDB committees, subcommittees, and taskforces (with Chairs appointed by the WDB President/Chair) to undertake critical workforce development assignments. Their activities and actions, however, are subject to the review and final approval of the WDB.

REQUESTED ACTION:

At the WDB's Annual Meeting on July 27, 2023 and in compliance with federal Workforce Innovation Opportunity Act (WIOA) regulations, a WDB private sector/ business/employer representative will be elected to serve in the capacity of WDB President/Chair from July 1, 2023 to June 30, 2024.

Immediately afterward, the newly elected WDB President/Chair will have an opportunity to recommend the formation of additional committees, subcommittees, and taskforces comprised of WDB and non-WDB members.

9.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Reallocation of $121,000 of Unobligated Los Angeles Regional Initiative for Social Enterprise (LA:RISE) Youth Academy/ Californians for All Funds to the Harbor YouthSouce Center (YSC) and its Operator, Managed Career Solutions**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 9 - LA-RISE YA CA4A PY 23-24 Funding Allocation

CAROLYN M. HULL
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA

KAREN BASS
MAYOR

9
ECONOMIC AND WORKFORCE
DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

DATE : July 27, 2023

TO: Charles Woo, Chair
Workforce Development Board

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING THE REALLOCATION OF $121,000 OF UNOBLIGATED LOS ANGELES REGIONAL INITIATIVE FOR SOCIAL ENTEPRISE (LA:RISE) YOUTH ACADEMY/ CALIFORNIANS FOR ALL FUNDS TO THE HARBOR YOUTH SOURCE CENTER (YSC) AND ITS OPERATOR, MANAGED CAREER SOLUTIONS

WORKFORCE DEVELOPMENT BOARD (WDB) ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. AUTHORIZE the EWDD to allocate $121,000 in unobligated LA:RISE Youth Academy Californians For All funds to the Harbor YouthSource Center operated by Managed Career Solutions, SPC. (MCS)
2. AUTHORIZE the EWDD to enter into agreement with Managed Career Solutions, SPC, subject to City Attorney's review and approval as to form and legality.

BACKGROUND

In July 2022, the Mayor's Office of Economic Opportunity and the Los Angeles City Council allocated Californian's for All (CA4A) youth category funding to the EWDD to provide workforce development services to individuals 18 to 30 years of age who are experiencing homelessness or at risk of experiencing homelessness and not currently or previously enrolled in regular LA:RISE adult program. The CA4A funds were used to expand the LA:RISE Youth Academy program which is focused on improving housing, education and workforce outcomes for the more than 3,000 identified homeless youth in Los Angeles. The LA:RISE Youth Academy provides participants with education, employment, and social well-being services while permanent housing is being established to move them to a future of self-sufficiency and economic mobility. The LA:RISE Youth

Academy participants will receive educational, career, and social well-being assessments, case management, support services, work readiness and vocational training. Additional services include subsidized employment, job placement and follow-up services. Through a $4 Million CA4A Grant, the LA:RISE Youth Academy has a service goal of 500 young adults over the course of a two-year period, ending June 30, 2024.

The following is the list of the current LA:RISE Youth Academy CA4A contracted service providers:

LA Region	Social Enterprise/ Transitional Employment Provider	Workforce Partner
South	CRCD Enterprises	Vernon Central/LATTC WorkSource (operated by CRCD)
San Fernando Valley	El Proyecto Del Barrio (Sun Valley Youth Source Center)	N/A
Northeast	Goodwill Industries of SoCal	Northeast LA WSC (operated by Goodwill Industries)
Northeast/ Central LA	Para Los Niños (Westlake and Northeast LA Youthsource Center)	N/A
Central/ Hollywood	Los Angeles LGBT Center	Hollywood WorkSource (operated by Managed Career Solutions)
West	Regents of the University of California (West LA YouthSource)	N/A
Central LA	Catholic Charities of Los Angeles Archdiocesan Youth Employment (AYE)	N/A

DISCUSSION

EWDD will use LA:RISE Californians For All cost savings from PY 22-23 to expand LA:RISE Youth Academy services to the San Pedro/Harbor region. A minimum of twenty (20) young adults experiencing homelessness will benefit from LA:RISE transitional employment and job readiness services. These savings resulted from a social enterprise provider (YWCA Digital Learning Academy) voluntarily exiting as a LA:RISE Youth Academy contracted partner in June 2023.

The Managed Career Solutions is an existing contracted service provider under the regular LA:RISE program funded with City General Funds and County Measure H funds. Through the Hollywood WorkSource Center, MCS has successfully provided transitional employment services to LA:RISE participants and has been a committed workforce partner to its social enterprise partners. The contract period will be retroactive July 1, 2023 through June 30, 2024.

NEXT STEPS

Upon WDB's approval, the EWDD's staff will work with the contractor to execute a new agreement.

CMH:GR:DB:EM:cg

10.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Results of Round Two of a Request for Interest (RFI) Procurement to Fund WorkSource Centers (WSC) and YouthSource Centers (YSC) to Develop or Expand High-Road Training Partnerships (HRTP) that Produce High-Wage Employment in the Biotechnology/ Biosciences, Advanced Manufacturing, and Entertainment/Film Industry Sectors**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 10 - HRTP RFI Funding Recomm Round 2

CAROLYN M. HULL
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA

KAREN BASS
MAYOR

10
ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT
1200 W. 7TH STREET
LOS ANGELES, CA 90017

DATE : July 27, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING THE RESULTS OF ROUND TWO OF A REQUEST FOR INTEREST (RFI) PROCUREMENT TO FUND WORKSOURCE CENTERS (WSC) AND YOUTHSOURCE CENTERS (YSC) TO DEVELOP OR EXPAND HIGH-ROAD TRAINING PARTNERSHIPS (HRTP) THAT PRODUCE HIGH-WAGE EMPLOYMENT IN THE BIOTECHNOLOGY/BIOSCIENCES, ADVANCED MANUFACTURING, AND ENTERTAINMENT/FILM INDUSTRY SECTORS

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board: (WDB)

1. APPROVE the EWDD recommended list of WorkSource Centers (WSC) selected through the "2023 High Road Training Partnership (HRTP) Grant Request for Interest (RFI)" to implement program services that lead to high-wage jobs as indicated on the following table:

NO.	AGENCY	HIGH ROAD SECTOR	RECOMMENDED FUNDING
1	Managed Career Solutions, SPC – Boyle Heights	Bioscience/Biotechnology	$250,000
2	Managed Career Solutions, SPC - Hollywood	Entertainment/Film Industry	$250,000
3	Goodwill of Southern California	Advanced Manufacturing	$250,000
		TOTAL	**$750,000**

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

2. AUTHORIZE the General Manager, EWDD, or designee, to negotiate and execute agreements with the three recommended HRTP WSCs for the period of August 1, 2023, through June 30, 2024, for designated amounts outlined in Recommendation No. 1.

BACKGROUND

The City of Los Angeles (City) local WDB and the EWDD set aside $1.7M of Workforce Innovation and Opportunity Act (WIOA) funds in the Year 23 Annual Plan to develop and/or expand local HRTP projects involving key industry sectors including the expanded access to registered apprenticeship programs that lead to high-wage and middle-skilled employment opportunities. In addition, the Year 24 Annual Plan set aside $1M of WIOA funds to continue the expansion of the HRTP projects.

In December 2022, EWDD issued the "2023 High Road Training Partnerships Request for Interest (RFI)" to identify qualified service providers from WSCs and YouthSource Centers (YSC) to implement the HRTP grant to facilitate partnerships between committed training providers, registered apprenticeship programs, and employers of in-demand skilled sectors. The purpose of these partnerships is to create a streamlined mechanism that leads to high-paying and sustainable career employment for local job seekers within our most vulnerable populations.

In May 2023, the WDB Executive Committee approved the first round of HRTP projects to fund the following sectors:

NO.	AGENCY	HIGH ROAD SECTOR	RECOMMENDED FUNDING
1	Asian American Drug Abuse Program, Inc. (AADAP)	Renewable Energy	$250,000
2	Equus Workforce Solutions (EQUUS)	Construction	$250,000
		Hospitality	$250,000
3	Housing Authority of the City of Los Angeles (HACLA)	Transportation	$250,000
4	Pacific Gateway	Transportation/Logistics	$250,000
		TOTAL	**$1,250,000**

DISCUSSION

In April 2023, the EWDD re-issued the "2023 High Road Training Partnerships Request for Interest (RFI)" to solicit proposals for additional sectors, including:

- Biotechnology/Biosciences
- Advanced Manufacturing
- Entertainment/Film Industry

The next section describes the RFI selection process.

RFI Selection Process

The HRTP Round Two RFI proposal and rating were conducted in accordance with WIOA procurement requirements set forth in the WDB/Local Elected Officials (LEO) Agreement and the current WDB Annual Plan. The HRTP RFI solicited information from WSCs and YSCs to determine their capacity to implement the HRTP grant initiative. The department developed a rating tool to evaluate proposals using RFI criteria and Cost Reasonableness on a Pass/No Pass basis. All proposals were evaluated utilizing internal raters and the rating factors included:

- Demonstration of high-growth/high-wage employment sectors;
- Demonstration of established partnerships with both key employers and training providers; and
- Demonstration of cost reasonableness.

Proposals Received

As summarized in Table 1, a total of two agencies submitted proposals for the HRTP Round Two RFI. All proposals were submitted by WSCs with no proposals by YSCs.

Table 1 displays the name of the agency, the sector proposed, amount of funding requested, final rating, and recommended funding, if any. EWDD recommends funding in the amount of $250,000 be awarded to MCS and Goodwill SoCal. Notification of final scores and funding amount is pending approval by the WDB and the City Council.

Table 1 – HRTP Rating and Funding Recommendations

AGENCY	SECTOR PROPOSED	AMOUNT REQUESTED	RATING	RECOMMENDED FUNDING
MCS	Bioscience/Biotechnology	$280,709	P	$250,000
	Entertainment/Film Industry	$284,232	P	$250,000
Goodwill SoCal	Advanced Manufacturing	$250,000	P	$250,000
	Bioscience/Biotechnology		NP	N/A
	Entertainment/Film Industry		NP	N/A

NEXT STEPS

Upon the WDB's approval, the EWDD will execute HRTP Round Two contracts to allocate funding to selected HRTP program contractors.

CMH:GR:FVC:DB:TEL:cg

11.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Results of a Request for Proposals (RFP) Procurement to Identify a Consultant to Support the City's Efforts in the Preparation of a Five-Year Strategic Workforce Development Plan**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 11 - 5 Year Strategic Plan Consultant

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

11

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: July 27, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Gerardo Ruvalcaba, Assistant General Manager
Workforce Development Division

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING THE RESULTS OF A REQUEST FOR PROPOSALS (RFP) PROCUREMENT TO IDENTIFY A CONSULTANT TO SUPPORT THE CITY'S EFFORTS IN THE PREPARATION OF A FIVE-YEAR STRATEGIC WORKFORCE DEVELOPMENT PLAN

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. APPROVE the EWDD's recommended consultant selected through the Five-Year Strategic Plan for Workforce Development:

Agency	Recommended Funding
Civic Makers	$300,000

2. AUTHORIZE the General Manager, EWDD, or designee, to negotiate and execute an agreement with the recommended consultant for the period of September 1, 2023 through May 31, 2024, in the amount of $300,000 to develop a Five-Year Strategic Plan for Workforce Development.

BACKGROUND

On June 26, 2023, the EWDD issued a Request for Quotes (RFQ) to procure a consultant for the development of a Five-Year Strategic Plan for Workforce Development. The EWDD, in partnership with the City's WDB and the Mayor's Office of Economic Opportunity, is seeking a qualified consultant to develop a workforce development five-year strategic plan. The goal of the strategic plan is to better align Workforce Development System (WDS) resources and strategies to successfully connect Angelenos to thriving jobs in strong or growing sectors. The plan will determine future workforce growth and needs; identify gaps in skills and training between the present and future; implement

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

solutions to prepare residents for the ever-changing workforce; and ensure communities are not left behind in new and advancing workspaces. The scope of work includes, but is not limited to, the following deliverables:

1. Develop a concrete five-year strategy that supports the Mayor's goal to connect every Angeleno with a living-wage job and career pathways. At minimum, the strategy should accomplish the following objectives:
    - Identify and define living-wage and high-paying jobs that will be created as a result of policy changes and government investments;
    - Ensure identified jobs and career pathways are accessible to Angelenos;
    - Evaluate the current and potential workforce;
    - Determine future workforce needs;
    - Prepare Angelenos for jobs of the future through updated training and education; and
    - Provide a recommended plan of action for implementing the 5-year strategy.
2. Facilitate meetings with community stakeholders and business leaders to assess the critical need for highly trained employees in today's workforce and address barriers to employment, including:
    - Conduct one-on-one interviews and focus groups with community-based organizations, workers, K-12 and higher educational institutions, employers, City departments, and public agencies;
    - Administer qualitative and quantitative surveys to systematically gather data and provide context on the City's current workforce development initiatives and opportunities for improvement; and
    - Identify the skills and training that business leaders require of their employees; and provide a plan of action to support Angelenos in meeting those needs, especially for residents facing significant barriers to obtaining high-wage jobs.
3. Conduct an in-depth analysis of government policies that may be hindering labor growth and wage increases; identify solutions and best practices for increasing employment and reducing labor shortages. At minimum, the analysis should:
    - Analyze current City and State policies that impact labor and wage growth;
    - Evaluate policy opportunities and equity measures that can further enable that growth;
    - Identify best practices for increasing effectiveness of the City's workforce development programs; and
    - Recommend strategies to address workforce shortages, surplus, and promote alignment.
4. Hire a sub-consultant to perform graphic design services and prepare the five-year strategic plan to be a visually aesthetic publication upon completion.

SELECTION PROCESS

At the end of the designated submission period, July 21, 2023, EWDD received proposals from the following agencies:

No.	Organizations
1	Thomas P. Miller & Associates (TPMA)
2	Education Data Systems, Inc. (EDSI)
3	Seed Collaborative
4	TIP Strategies
5	SRI International
6	Intelligent Partnerships, Inc.
7	JAF Creative Solutions
8	California State University, Northridge (CSUN)
9	Arroyo West
10	ReadySet
11	HR&A Advisors, Inc.
12	Civic Makers
13	Deloitte Consulting LLP
14	Accenture
15	Beachhead Media Inc.

Proposals were reviewed using the following selection criteria:

- Demonstrated Ability / Program Design – Total 80 Points
  Proposers will be required to describe their experience in developing strategic plans, evaluating workforce development programs, convening stakeholders, facilitating meetings, and having extensive knowledge of workforce issues impacting residents facing high barriers to employment. Proposers must also describe the availability of adequate staffing infrastructure, support, resources, and technical expertise.
- Program Budget– Total 20 Points
  All proposed budgets will be evaluated for accuracy and reasonableness in comparison to proposals received.

All fifteen proposals were reviewed and scored by a team of internal City staff and consensus was reached to recommend Civic Makers as the selected consultant for a contract amount of $300,000. In addition to achieving the highest overall score, Civic Makers demonstrated both significant workforce experience in the Los Angeles region and strategic planning experience.

NEXT STEPS

Upon approval by the Workforce Development Board, EWDD will forward item to Council and Mayor for approval. A contract will be executed with Civic Makers once

CMH:GR:FVC:cg

12.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations to Fund Four YouthSource Centers (YSC) and Career Coaches (for a Total of $400,000) to Assist LA [Community] College Promise Students in Accessing On-Campus and Off-Campus Education, Career Development, and Employment Resources**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 12 - Report_LACC-CP Career Coach

CAROLYN M. HULL
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA

KAREN BASS
MAYOR

12

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

DATE: July 27, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS TO FUND FOUR YOUTHSOURCE CENTERS (YSC) AND CAREER COACHES (FOR A TOTAL OF $400,000) TO ASSIST LA [COMMUNITY] COLLEGE PROMISE STUDENTS IN ACCESSING ON-CAMPUS AND OFF-CAMPUS EDUCATION, CAREER DEVELOPMENT, AND EMPLOYMENT RESOURCES

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. APPROVE the Department's recommendations to allocate $80,000 each to the entities named in the report to implement the Los Angeles Community College – City Pathways Program as outlined in Table 1; and
2. AUTHORIZE the Department to enter into agreements with the entities named in this report for the period of July 1, 2023, through June 30, 2024.

BACKGROUND

Former Mayor Eric Garcetti and the Fund for Los Angeles launched the Los Angeles College Promise (LACP) in 2016 to provide free community college tuition for all Los Angeles Unified School District (LAUSD) high school graduates. The initiative is the signature education program of Mayor Garcetti's administration and has served more than 15,000 students across Los Angeles to date.

The success and the expansion of the initiative state-wide built a lasting college-going culture with unparalleled outcomes so far, such as a record increase in the numbers of LAUSD graduates enrolling both full-time and part-time at Los Angeles Community College District (LACCD), the nation's largest community college district.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

RECOMMENDATION

To better support young Angelenos embarking on a college education, the Mayor's Office, in partnership with EWDD, will continue to implement Los Angeles Community College – City Pathways, formally known as LACP Works, by funding four (4) Career Coaches. The Career Coaches will liaise with community colleges, the Mayor's Office, EWDD, and students to create a sustainable, equity-driven employment pipeline connecting community college students to high-quality jobs and career pathways in the non-profit, private, and public sectors through City Pathways, Small Business Corps, Early Childhood Education Student Advancement Project, and other initiatives and programs geared toward community college students.

EWDD recommends allocating funds to the providers listed in Table 1 to ensure dedicated staff will successfully implement workforce programs for community college students to promote positive outcomes.

Table 1 – Funding Recommendations

CLUSTER	YSC PROVIDER	CAMPUSES SERVED	RECOMMENDED FUNDING
South LA	AYE- South	Harbor and Southwest	$80,000
Central LA	Coalition for Responsible Career Development	Trade Tech and West LA	$80,000
Valley	El Proyecto Del Barrio Sun Valley	Valley, Mission, and Pierce	$80,000
East LA	Para Los Ninos East	LACC and ELAC	$80,000
		TOTAL	**$320,000**

NEXT STEPS

Upon the WDB's approval, EWDD will execute contracts with the providers listed above.

CMH:GR:MV:cg

Workforce Development Board
City of Los Angeles

13.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding a $150,000 Contract with FHI 360's National Institute for Work and Learning (NIWL) to Support the Creation of a Youth Development Practitioner Apprenticeship Program to Provide Training and Employment Opportunities for Incumbent and Prospective Youth Service Delivery Workers**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 13 - Report_FHI 360 Youth Dev. Practitioner Apprent.

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

13

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: July 27, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING A $150,000 CONTRACT WITH FHI 360'S NATIONAL INSTITUTE FOR WORK AND LEARNING (NIWL) TO SUPPORT THE CREATION OF A YOUTH DEVELOPMENT PRACTITIONER APPRENTICESHIP PROGRAM TO PROVIDE TRAINING AND EMPLOYMENT OPPORTUNITIES FOR INCUMBENT AND PROSPECTIVE YOUTH SERVICE DELIVERY WORKERS

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

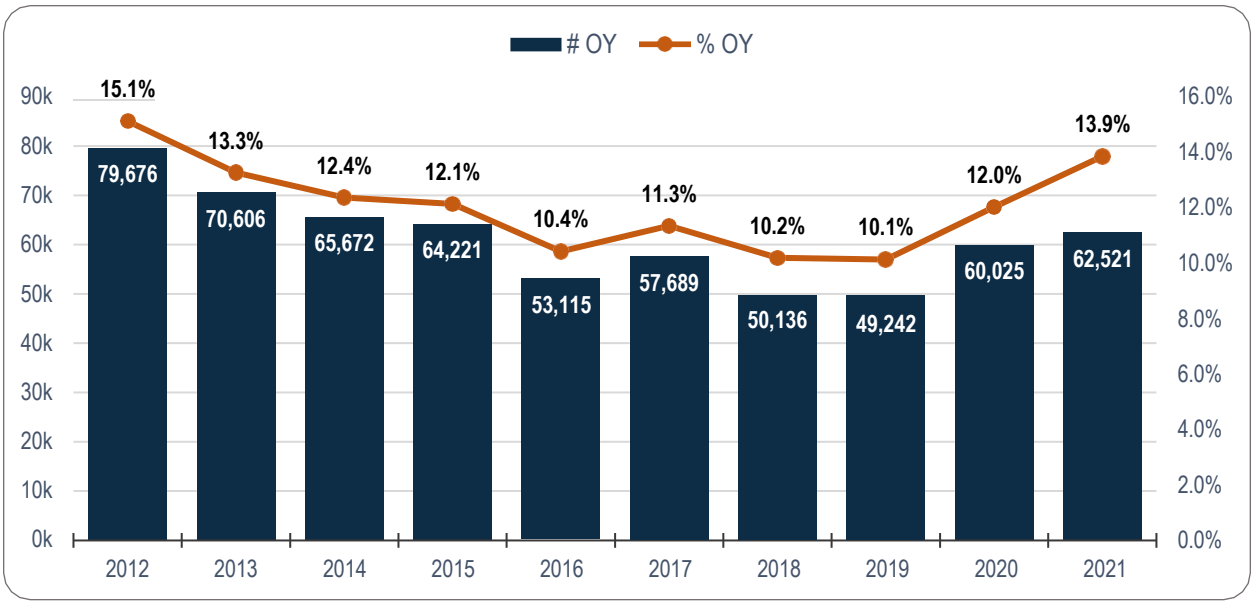
1. APPROVE the Department's recommendations to allocate $150,000 to FHI 360 for the implementation of the Youth Development Practitioner Apprenticeship - as outlined in Table 2 and
2. AUTHORIZE the Department to enter into an agreement with FHI 360 from July 1, 2023, through June 30, 2024.

BACKGROUND

The Mayor, City Council, and WDB have long advocated for policies and legislation supporting workforce issues, including investments in youth employment, dislocated workers, individuals with disabilities, and reducing barriers to entry to the workforce. According to a report released by New Ways to Work, after nearly a decade of declining disconnection rates for youth ages 16-24, 2021 continued the recent upward trend in the number of disconnected youth. Disconnected youth are those who are out of school and have no employment. As displayed in Table 1, in 2021, more than 62,000 youth, or 13.9 percent of the nearly half a million young people in the City, were disconnected youth. Disconnected youth are often called "Opportunity Youth" (OY) because they lack the appropriate resources and support. Many OY are likely to face multiple challenges and obstacles throughout life.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

TABLE 1 – Disconnection Counts and Rates by Year



Source: New Ways to Work: City of Los Angeles Opportunity Youth - 2021 Data

Youth Redesign

To better meet the needs of young adults in Los Angeles, the City overhauled critical youth-focused workforce development programs.

In partnership with the Workforce Development Board– Youth Council, the Youth Development Department (YDD), the Reconnecting LA's Youth (ReLAY) Institute at California State University Northridge (CSUN), EWDD engaged in an extensive review of the youth program design that included public forums with critical stakeholders, system providers, and disconnected youth. The goal was to update the program to meet the needs of youth and ensure that the system is preparing youth for employment opportunities in in-demand industries.

The resulting redesign focused on significant enhancements to the youth program, focusing on career pathways to increase access to vocational training in growing industries by intentionally placing youth at the center of our work and increasing focus on high-barrier populations. To ensure contracted providers are trained and prepared to deliver services and to create pathways for youth, EWDD is partnering with FHI 360 to provide a training and apprenticeship program.

Youth Development Practitioners Apprenticeship

The Youth Development Practitioner Apprenticeship (YDPA) is federally recognized and registered with the U.S. Department of Labor (DOL). FHI 360 is the sponsor and related training instructor that certifies competencies and awards certifications of completion through DOL for each apprentice. Youth and case managers participating in the apprentice program will be provided with professional development, on-the-job training, and resources to cultivate the skills and experiences needed to grow in the field of youth development through understanding trends, emerging practices, and technology use.

RECOMMENDATION

To support the youth system and young Angelenos' success in the youth development space, EWDD would like to partner with FHI 360 to offer the Youth Development Practitioner Apprenticeship. In partnership with FHI 360, EWDD will create a sequence of modules to equip current case managers with the skills needed to successfully support youth with the system redesign in mind and create a pipeline for youth to gain the knowledge and experiences required to cultivate a career in youth development.

EWDD recommends funding FHI 360 to deliver the apprenticeship program. The amount needed for each component is listed in Table 2.

Table 2 – Program Component and Funding Recommendations

COMPONENT	DESCRIPTION	RECOMMENDED FUNDING
Professional Development	The professional development series for city staff will train up to 35 participants on positive youth development principles and practices. The selected modules for staff training consist of career pathways, case management, and leveraging technology.	$11,548
Incumbent Apprentices	15 incumbent workers from the City of LA team and each of their centers will participate in the DOL registered apprenticeship, which includes one year/2000 on-the-job hours along with 165 hours of related training instruction to develop a system-trained career coordinator/coach	$95,896
Planning and Administration	Collaborate with the City of LA representatives, create and submit any reports needed, and conduct reflection sessions with the leadership and administration on the initiative.	$34,789
Recruitment	Engage in planning with the city team to recruit young adults to become apprentices in the fall of 2024.	$7,767
	TOTAL	**$150,000**

NEXT STEPS

Upon the WDB’s approval, EWDD will execute a contract with FHI 360.

CMH:GR:MV:cg

Workforce Development Board
City of Los Angeles

14.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Award of a Contract for the Development of Strategies to Address the Challenges and Barriers to the Employment, Retention, and Advancement of Older Workers in the Labor Market**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 14 - Report_Older Adult Iniative Request for Quotes

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

KAREN BASS
MAYOR

14

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

DATE: July 27, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carlyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING THE AWARD OF A CONTRACT FOR THE DEVELOPMENT OF STRATEGIES TO ADDRESS THE CHALLENGES AND BARRIERS TO THE EMPLOYMENT, RETENTION, AND ADVANCEMENT OF OLDER WORKERS IN THE LABOR MARKET

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. APPROVE the EWDD's recommended consultant selected through the "2023 Older Adults Request for Quotes" (RFQ) to develop a strategic plan to provide job training opportunities to Older Adults:

Agency	Recommended Funding
Cause IMPACTS	$250,000

2. AUTHORIZE the General Manager, EWDD, or designee, to negotiate and execute an agreement with the recommended consultant for the period of August 1, 2023 through July 31, 2024, in the amount of $250,000 to develop a strategic plan to provide job training opportunities to Older Adults.

BACKGROUND

On February 27, 2023, the EWDD issued an RFQ to consultants interested in developing a strategic plan to provide job training opportunities to Older Adults – pursuant to the department's PY 23 Annual Plan – Strategic Initiative No. 11, which focuses on increasing employment opportunities for Older Adults by creating systems and workforce development programming that promotes training and employment - and the Mayor's

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

Purposeful Aging LA Initiative (Executive Directive No. 17), where it is a priority for the City to assist Older Adults in remaining actively and purposefully engaged through employment training opportunities.
In the adopted Year 23 Annual Plan, EWDD committed to several actions associated with Strategic Initiative No. 11:

1. Work with consultant(s) to:
    a. Conduct an in-depth analysis of labor market issues impacting Older Adults, including obtaining current City demographic data for the Older Adult population;
    b. Identify best practices for workforce development programs targeting Older Adults;
    c. Develop a City-wide survey to identify workforce service needs for Older Adults; and,
    d. Identify future project priorities;
2. Assess the availability of resources and capabilities for economic and workforce development opportunities for Older Adults through EWDD and existing partners, such as the Department of Aging, AARP, and Economics Network for Competition and Regulation (ENCORE);
3. Consider the intersectionality of the aging process and other identities; and,
4. Assess how efforts reflect the intent of the Purposeful Aging Los Angeles initiative (PALA).

SCOPE OF WORK

EWDD, in partnership with the Department of Aging, is seeking qualified consultants to develop a strategic plan to provide job training opportunities to Older Adults – pursuant to the department's PY 24 Annual Plan - Strategic Initiative No. 8 - and Executive Directive No. 17. The scope of work includes, but is not limited to:

1. Evaluate the effectiveness and adequacy of the WDS in providing employment opportunities, counseling, and other career services for Older Adults, by examining the following:
    a. The number of Older Adults served by the WDS;
    b. The number of Older Adults that exited from the WDS with successful outcomes (please define successful outcomes);
    c. The availability of computer, technology, and literacy training;
    d. WorkSource Centers (WSC) that have served the largest number of Older Adults and in what capacity;
    e. Best practices among WSCs that could be instituted across the WDS;
    f. The benefits of co-location of City-funded social services at each WSC/America's Job Centers of California (AJCC);
    g. The effectiveness of each WSC in ensuring that older adults are registered and enrolled in the WDS; and,

h. Whether Older Adults could best benefit from direct referrals to the Senior Community Service Employment Program (SCSEP) or co-enrollment with workforce services.

2. Research National Best Practices associated with the following topics:
    a. Strategies for addressing employment barriers for Older Adults;
    b. Development of employer engagement strategies for recruitment and retention opportunities;
    c. Use of the State of California's Employment Training Panel (ETP) for upskilling employees;
    d. Subsidized employment as a resource for promoting hiring and training of Older Adults; and,
    e. Survey SCSEP participants from the seven workforce development areas to determine participant experience of services offered/received.
3. Develop a Tool Kit to be utilized when conducting employer outreach that describes the benefits of retaining Older Adults vs. hiring and training a new employee, that at minimum describes:
    a. Common myths and misconceptions about Older Adults;
    b. The need for job flexibility (part-time work, job-sharing, telecommuting, individually customized schedules, and modified/customized position descriptions);
    c. The value of comprehensive benefits packages that go beyond standard health and pension components; and,
    d. The advantages of professional growth and development opportunities.
    e. Access to workplace accommodations, such as physical modifications to reduce the risk of injury and physical stress.
4. Establish New Partnerships as follows:
    a. Formalize a partnership with AARP and other organizations that work with Older Adults to effectively engage their resources with WSCs/AJCCs;
    b. Expand existing partnerships with Los Angeles Unified School District (LAUSD) / Division of Adult and Career Education (DACE), and the L.A. Community College District to increase availability of technology and computer literacy training tailored to Older Adults;
    c. Assess and seize opportunities for additional collaborative applications for grants (EWDD/WDB and Aging, AARP, etc.);
    d. Identify a pilot project to address the needs and fulfill the gaps identified in collaboration with potential partners; and
    e. Develop assessment tools, in collaboration with potential partners, to help operators identify employment service needs for Older Adults.

SELECTION PROCESS

At the end of the designated submission period, April 6, 2023, EWDD received a proposal from Cause IMPACTS and a proposal from Benchmarq LLC as shown on the table below.

No.	Organizations	Quotes	Scores	Funding Recommended
1	Cause IMPACTS	$299,875	83.5	$250,000
2	Benchmarq LLC	$641,100	72.0	N/A

Proposals were evaluated based on the following selection criteria:

- Demonstrated Ability
- Cost Reasonableness

As noted in the above table, Cause IMPACTS received 83.5 out of 100 points and Benchmarq LLC received 72 out of 100 points. In addition to the overall higher score, Cause Impact's original quote was more than 50 percent lower than the second bidder. Upon negotiations, the bid was lowered an additional $50,000. Therefore, EWDD recommends the selection of Cause IMPACTS.

NEXT STEPS

Upon approval from the WDB, the EWDD will execute a contract with Cause IMPACTS in the amount of $250,000.

CMH:GR:FVC:cg

Workforce Development Board
City of Los Angeles

15.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendation that $300,000 be Identified for a Consultant to Develop a Five-Year Workforce Development Strategic Plan**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 15 - Workforce_Development_Strategic_Plan

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

15

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: April 27, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATION THAT $300,000 BE IDENTIFIED FOR A CONSULTANT TO DEVELOP A FIVE-YEAR WORKFORCE DEVELOPMENT STRATEGIC PLAN

WORKFORCE DEVELOPMENT BOARD (WDB) ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. AUTHORIZE the General Manager allocate up to $300,000 in WDB Innovation Fund monies for the development of a new 5-year Workforce Development Strategic Plan
2. INSTRUCT EWDD Issue a procurement to identity a consultant to support the City of Los Angeles (City) in the development of a new 5-Year Strategic Plan

BACKGROUND

First appearing in California in late February, the COVID-19 pandemic brought business and life to a grinding halt in the City. All major industry sectors saw a decline in employment as a result of the virus, with Trade, Transportation and Utilities, which includes retail, and Leisure and Hospitality experiencing the largest negative employment shocks.

While the region continues to recover, with unemployment nearing pre-pandemic levels, the extent of job loss, economic displacement, and business failure experienced at the peak of the pandemic will have continued ramifications for years to come.

In efforts to address the ramifications of the COVID-19 pandemic, the Mayor of Los Angeles in partnership with the City's WDB proposes to hire a third-party consultant to support the City's Workforce Development System (WDS) in developing a five-year workforce development strategic plan.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

DISCUSSION

The goal of the strategic plan is to support the WDS to better align resources and strategies to better connect Angelenos to thriving jobs in strong or growing sectors. The plan will analyzing the current workforce, determining future workforce growth and needs, identifying the gap in skills and training between the present and the future, and implementing solutions to make sure communities are prepared for the ever changing workforce and to ensure communities are not left behind in new and advancing work spaces.

Goals

- Support the Mayor's goal to connect every Angeleno with a living-wage jobs and career pathways;
- Identify living-wage/high-paying jobs that will be created as a result of policy changes and government investments;
- Convene industry, K-12, higher education and community leaders to understand and address the critical need for highly trained employees in the new economy;
- Ensure identified jobs are accessible to Angelenos; and
- Prepare for the jobs of the future through updated training and education.

Deliverables

- Synthesize what business leaders need from their employees. Then provide a plan of action that meets the critical needs of today's workforce, especially for those with high barriers to obtaining a high-wage job;
- Conduct one-on-one Interviews and focus groups with community-based organizations, workers, educational institutions, employers, City departments and public agencies ;
- Conduct quantitative surveys and analysis;
- Analyze current City and State policies that may be hindering job / wage / labor growth and identify gaps in policies that can further enable that growth;
- Provide context on the City's workforce and environment;
- Analyze the current and potential workforce;
- Determine future workforce needs;
- Identify workforce gaps against future needs; and
- Provide actions to address shortages, surpluses or skills mismatches.

NEXT STEPS

Upon Workforce Development approval EWDD will issue a procurement to solicit proposals from interested consultants.

CMH:GR:cg

16.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Authorization for the Economic and Workforce Development Department (EWDD) to Accept $2.1 Million in National Dislocated Worker Grant (NDWG) Grant Funds from the U.S. Department of Labor (USDOL), through the state, for Storm Damage Mitigation Related Workforce Development Activities**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 16 - Report to Authorize EWDD to Accept $2.1 Million SWSDR NDWG

CAROLYN M. HULL
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA

KAREN BASS
MAYOR

16

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

DATE: April 27, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: AUTHORIZATION FOR THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT (EWDD) TO ACCEPT $2.1 MILLION IN NATIONAL DISLOCATED WORKER GRANT (NDWG) GRANT FUNDS FROM THE U.S. DEPARTMENT OF LABOR (USDOL), THROUGH THE STATE, FOR STORM DAMAGE MITIGATION RELATED WORKFORCE DEVELOPMENT ACTIVITIES

WORKFORCE DEVELOPMENT BOARD (WDB) ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board:

1. AUTHORIZE the EWDD to accept up to $2.1 million in 2023 Severe Winter Storms Disaster Recovery (SWSDR) National Dislocated Worker Grant (NDWG) funds from the California Employment Development Department (EDD) to provide eligible individuals with temporary jobs and supportive services to mitigate the impact of the 2023 Severe Winter Storms in California.

BACKGROUND

Beginning December 27, 2022, the Los Angeles area and much of California experienced an unprecedented series of storms lasting through early January 2023. The succession of multiple atmospheric rivers inundated many residents with heavy rain, snow, and flooding. Officials estimate that thousands of homes were seriously damaged as a result. Furthermore, road erosion, collapsed hillsides, and debris flows have damaged public spaces and essential transportation routes across the state.

On January 14, 2023, President Biden approved Governor Gavin Newsom's request for a Major Disaster Declaration. The declaration provides a broad range of federal assistance for individuals, and public infrastructure, impacted by the storms. Los Angeles was one of many counties included in this declaration identified as needing clean up and repair activities for damage caused by this weather event.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

DISCUSSION

On April 13, 2023, the Department of Labor (DOL) approved the EDD application for NDWG funds to help with storm recovery efforts. The funding will be issued incrementally, with the first allotment totaling $2.1 million to be awarded to the City of Los Angeles.

Funding for the project will provide support for needed disaster recovery efforts. Funds will be utilized to recruit eligible individuals to cover temporary job assignments of participants engaged under the grant project as they return to the workforce.

NEXT STEPS

Upon the WDB's approval, the EWDD will issue a Request for Interest (RFI) to currently contracted City of Los Angeles WorkSource Centers to identify agencies that have the capacity to recruit and assign workers to help recovery efforts. Subsequently, the EWDD will provide the results of the RFI and funding recommendations at a future WDB meeting.

CMH:GR:DB:TEL:cg

17.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Authorization for Workforce Development Board (WDB) staff and Economic and Workforce Development Department (EWDD) staff to Submit an Application to the California Workforce Development Board (CWDB) for Local Workforce Development Area (LWDA) Designation and Local WDB Certification**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item_17 - Authorization_for_WDB_staff_and_EWDD_staff_to_Submit_an_Application_to_the_CWDB
- Item 17 - Attachment Local Board Recertification

Workforce Development Board
City of Los Angeles

MEMORANDUM

DATE: April 27, 2023

TO: Charles Woo, Chair
Workforce Development Board (WDB) Executive Committee

FROM: Gregg Irish, Executive Director
Workforce Development Board (WDB)

SUBJECT: **AUTHORIZATION FOR WORKFORCE DEVELOPMENT BOARD AND ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT (EWDD) STAFF TO SUBMIT AN APPLICATION TO THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD (CWDB) FOR LOCAL WORKFORCE DEVELOPMENT AREA (LWDA) DESIGNATION AND LOCAL BOARD CERTIFICATION**

REQUESTED ACTION:

1. That the Workforce Development Board (WDB) Executive Committee, on behalf of the full WDB, authorize WDB staff to submit an unsigned/unofficial version of the above referenced application to the California Workforce Development Board (CWDB); and

2. That the WDB Executive Committee request the Economic and Workforce Development Department (EWDD) to include the above referenced application within the Year 2023-24 Annual Plan and after its approval by the WDB, the City Council, and the Mayor, submit an official version to the CWDB with the signatures of the WDB Chair, the City Council President, and the Mayor.

BACKGROUND:

On July 22, 2014, President Obama signed the Workforce Innovation and Opportunity Act (WIOA) to amend the Workforce Investment Act (WIA) of 1998 and strengthen the nation's public workforce development system through innovation in and alignment and improvement of employment, training, and education programs.

This legislation empowered the Governor, through the CWDB, to designate and certify Local Workforce Development Areas (LWDA) and attendant WDBs in California for

eligibility for WIOA funds and the conduct of WIOA activities. Forty-five LWDAs and WDBs are currently designated and certified.
A WDB, in partnership with the Chief Elected Official, is responsible for the implementation of WIOA locally and ensuring the appropriate use and management of related funding. The WIOA stipulates the execution of a WDB-Local Elected Official (LEO) agreement, which describes the roles and responsibilities of the parties and is subject to state approval.

The Chief Elected Official appoints all WDB members. Representatives of the business/employer community constitute the majority of the membership. The balance includes members of educational institutions, organized labor and joint labor-management partnerships, economic and community development entities, community-based organizations, and others.

The City of Los Angeles LWDA and WDB were designated and certified under WIOA for a two-year period beginning March 31, 2015. Subsequent designations and certifications have since been received from the CWDB. As part of the process, the City was declared the grant recipient and fiscal agent of WIOA funds that have been made available to the state by the federal government and reserved for local distribution via formulae. The EWDD is the Administrative Entity that performs administrative and support functions.

WIOA allocations underwrite the City's Workforce Development System (WDS) of WorkSource Centers/America's Job Centers of California, adult/dislocated worker portal facilities, and YouthSource Centers. A multitude of programs and special initiatives are offered to residents through the WDS and its partners to prepare them for educational opportunities and employment in high-growth industry sectors of the Southern California economy. The WDS's talent pipelines are also beneficial to the region's employers in meeting their human capital needs.

On March 13, 2023, the California Employment Development Department (EDD) issued Workforce Services Directive (WSDD) 245 and a related application to facilitate the designation and certification of LWDAs and WDBs for the period July 1, 2023 – June 30, 2025.

The WSD 245 application must be completed and the following criteria met in order for the City and WDB to again be designated and certified:

- Successful WIOA performance achieved during Program Year (PY) 2020-21 and 2021-22

- Sustained fiscal integrity under WIOA during PY 2020-21 and 2021-22

- Compliance with the WDB membership composition mandates of WIOA Section 107(b) (2) (A)

- Ongoing participation in WIOA regional planning and regional plan implementation activities, and regional performance negotiations
- Achievement of WIOA Adult, Youth and Dislocated Worker expediture levels regarding Adult and Dislocated Worker participant training services and out-of-school youth and youth work experience opportunities

WDB and EWDD staff have prepared the WSD 245 application for submission to the state (see attached) that requires the WDB Chair, the City Council President, and the Mayor's signatures per the WDB-LEO agreement.

Local Area Subsequent Designation and Local Board Recertification Application For Program Year 2023-25

Local Workforce Development Area

_____

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your Regional Advisor for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted by 5 p.m. on Friday, April 14, 2023, to the CWDB at PolicyUnit@cwdb.ca.gov.

City of Los Angeles Workforce Development Area
Name of Local Area

1200 W. 7th Street 6th Floor

Mailing Address

Los Angeles, CA 90017

City, State, ZIP

_____

Date of Submission

Contact Person

Gregory Irish

Gregory.Irish@lacity.org

Contact Person's Phone Number
(213) 239-3062

Gerardo Ruvalcaba

Gerardo.Ruvalcaba@lacity.org

(213) 281-2404

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members:

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board's business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
- Representatives of businesses, including small businesses or business organizations.
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board's business members and identify the chairperson by typing CHAIR after their name:

LOCAL BOARD BUSINESS MEMBERS				
Name	**Title**	**Entity**	**Appointment Date**	**Term End Date**
1. Charles Woo	President & CEO	Megatoys	07/01/20	06/30/23
2.Priscilla Chavez	Manager of Diversity & Inclusion	PCL Construction Services, Inc.	07/01/20	06/30/23
3.Veronica Corona	Owner	CN Cleaning Solutions	07/01/20	06/30/23
4.David Crippens	Owner	DLC & Associates	07/01/20	06/30/23
5.Garrett Gin	Market Executive	Bank of America	07/01/20	06/30/23
6.Jaleesa Hazzard	CEO	Hazzard Consulting Group	07/01/20	06/30/23
7.Nancy Hoffman Vanyek	President & CEO	Greater San Fernando Valley Chamber of Commerce	07/01/20	06/30/23
8.Robert A. Lake	President & CEO	MESA Energy Systems	07/01/20	06/30/23
9.Ruth Lopez Novodor	President	On Cue Consulting	07/01/20	06/30/23
10.LaShondra Mercurius	President	JLM Strategic Talent Partners	07/01/20	06/30/23
11.Kelly Nguyen	Co-Founder, CEO	IDLogic	07/01/20	06/30/23
12.Casey O'Neill	Program Associate	Biocom	07/01/20	06/30/23
13.Patricia Perez	Principal	VPE Public Relations	07/01/20	06/30/23
14.Hector Perez-Pacheco	Consultant	Perez-Pacheco Consulting, Inc.	07/01/20	06/30/23
15.Jonathan Port	President & CEO	Permacity Skybridge	07/01/20	06/30/23
16.Carmen Rad	President	CR&A Custom, Inc.	07/01/20	06/30/23
17.Miguel Cabral	Executive Officer	LA County Metro	07/01/20	06/30/23
18.Terayland Hollingsworth	Vice President of HR & Education	Hospital Assoc. of So. California	07/01/20	06/30/23
19. **Vacant**				
20. **Vacant**				

21. **Vacant**				

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area's workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.
- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board's labor members:

LOCAL BOARD LABOR MEMBERS				
Name	**Title**	**Entity**	**Appointment Date**	**Term End Date**
1. Chad Boggio	Council Representative	Los Angeles/Orange County Building & Trades Council AFL-CIO	06/09/22	06/30/23
2.Kathy Finn	Secretary Treasurer	United Food & Commercial Workers	06/09/22	06/30/23
3.Sergio Rascon	Businesss Manager	Laborers Intl. Union of North America	07/01/20	06/30/23

LOCAL BOARD LABOR MEMBERS				
Name	**Title**	**Entity**	**Appointment Date**	**Term End Date**
4.Alexandra Suh	Executive Director	Koreatown Immigrant Workers Alliance	07/01/20	06/30/23
5. Michelle Crenshaw	Operator	Intl. Cinematographer's Guild	07/01/20	06/30/23
6. Augustin Cabrera	Policy Director	Strategic Concepts in Organizing and Policy Education (SCOPE)	03/21/23	06/30/23
7. Linda Nguyen-Perez	Executive Director	Center for Worker Training & Leadership	03/21/23	06/30/23
8. **Vacant**				

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers; and
- Institutions of higher education providing workforce investment activities.

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

List the Local Board's education members:

LOCAL BOARD EDUCATION MEMBERS				
Name	**Title**	**Entity**	**Appointment Date**	**Term End Date**
1. Dr. Alex Davis	Assist. Vice Chancellor, Econ. & Workforce Development	LA/Orange County Regional Consortium	07/01/20	06/30/23
2. Steve Zimmer	Deputy Superintendent of Public Instruction	California Department of Education	03/21/23	06/30/23
3. Steven Simon	Policy Deputy	Los Angeles Unified School District	03/21/23	06/30/23

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state's employment service office under the *Wagner-Peyser Act*.
- Programs carried out under Title I of the federal *Rehabilitation Act*.

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

List the Local Board's economic and community development members:

LOCAL BOARD ECONOMIC AND COMMUNITY DEVELOPMENT MEMBERS				
Name	**Title**	**Entity**	**Appointment Date**	**Term End Date**
1. Allison (Ace) Anaya		The Translatin@ Coalition, LA	03/21/23	06/30/23
2. Hrag Hamalian	Chief Executive Officer	Bright Star Schools	03/21/23	06/30/23
3. Gabriel Pimentel	Executive Director	So Cal. Indian Center	07/01/20	06/30/23
4. Maria Turrubiartes	Regional Director	State of CA Dept. of Rehabilitation	07/01/20	06/30/23

LOCAL BOARD ECONOMIC AND COMMUNITY DEVELOPMENT MEMBERS				
Name	**Title**	**Entity**	**Appointment Date**	**Term End Date**
5. Faye Washington	President & CEO	YWCA Greater LA	07/01/20	06/30/23
6. Jesse Cuevas	Chief LA/Coastal Workforce Services Division	State of California Employment Development Department	03/25/21	06/30/23
7. **Vacant**				

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 OR PY 21-22, as described in Workforce Services Directive *Calculating Local Area Performance and Nonperformance* (WSD20-02) dated September 18, 2020, for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 20-21 Individual Indicator Scores		
Indicators of Performance	**Adults**	**Dislocated Workers**
Employment Rate 2nd Quarter After Exit	54.8%	56.5.9%
Median Earnings 2nd Quarter After Exit	$6,094	$8,084

PY 20-21 Individual Indicator Scores	
Indicators of Performance	**Youth**
Employment or Education Rate 2nd Quarter after Exit	65.6%
Median Earnings	BASELINE

PY 21-22 Individual Indicator Scores

Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2nd Quarter After Exit	62.8%	62.9%
Median Earnings 2nd Quarter After Exit	$6,758	$7,871
PY 21-22 Individual Indicator Scores		
Indicators of Performance	**Youth**	
Employment or Education Rate 2nd Quarter after Exit	77.5%	
Median Earnings	BASELINE	

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.

- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.

- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation: ☒

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area herby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Local Area Assurances

Through PY 23-25, the Local Area assures the following:

A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

   Highlights of this assurance include the following:
   - The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
   - The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

   Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

B. All financial reporting will be done in compliance with federal and state regulations and guidance.

   Highlights of this assurance include the following:
   - Reporting will be done in compliance with Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (WSD19-05), dated December 4, 2019.
   - All close out reports will comply with the policies and procedures listed in *WIOA Closeout Requirements* (WSD16-05), dated July 29, 2016.

   Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

   Highlights of this assurance include the following:
   - The Local Area will meet the requirements of the *CUIC Section* 14211, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
   - The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

D. The Local Area will select the America's Job Center of California^{SM} operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).

E. The Local Area will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBS^{SM} reporting requirements and deadlines.

F. The Local Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, including the collection of necessary data.

G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).

H. The Local Area will participate in regional performance negotiations.

I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.

J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair	Local Chief Elected Official
SIGNATURE TO FOLLOW	SIGNATURE TO FOLLOW
Signature	Signature
Name	Name
Title	Title
Date	Date

18.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Authorization for Workforce Development Board (WDB) staff and Economic and Workforce Development Department (EWDD) staff to Submit an Application to the California Workforce Development Board (CWDB) for Designation of the City of Los Angeles Local Workforce Development Area (LWDA) and its WDB as "High Performing"**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 18 - Approval_of_Application_Submittal_to_CWDB_for_Designation o_ High_Performance

Workforce **Development** Board
City of **Los Angeles**

18

MEMORANDUM

DATE: April 27, 2023

TO: Charles Woo, Chair
Workforce Development Board (WDB) Executive Committee

FROM: Gregg Irish, Executive Director
Workforce Development Board (WDB)

SUBJECT: AUTHORIZATION FOR WORKFORCE DEVELOPMENT BOARD (WDB) AND ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT (EWDD) STAFF TO SUBMIT AN APPLICATION TO THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD (CWDB) FOR DESIGNATION OF THE CITY OF LOS ANGELES LOCAL WORKFORCE DEVELOPMENT AREA (LWDA) AND ITS WORKFORCE DEVELOPMENT BOARD (WDB) AS "HIGH PERFORMING"

REQUESTED ACTION:

That the WDB Executive Committee, on behalf of the full WDB, authorize WDB and EWDD staff to submit the above referenced application to the CWDB.

BACKGROUND:

Under Sections 106 and 107 of the Workforce Innovation and Opportunity Act (WIOA), Governors are empowered to designate and certify Local Workforce Development Areas (LWDA) and WDBs every two years.

Designation of LWDAs is for the purpose of receiving WIOA funds that have been made available to the state by the federal government and reserved for local distribution, pursuant to statutory formulae.

WDBs are certified to act in partnership with Chief Elected Officials in implementing WIOA and ensuring the appropriate use and management of related funds locally.

To maintain their status, LWDAs and WDBs undergo an evaluation as to their compliance with all of the provisions of WIOA.

California has gone beyond the federal requirements for designation and certification of LWDAs and WDBs, and even developed a process for recognizing "high performers." The

Governor has set aside a portion of WIOA 15 percent discretionary funds to award LWDAs and WDBs that achieve said status.

The criteria for designation as a high performing LWDA and WDB was originally established in state law by Senate Bill (SB) 698 and later amended by SB 1171, and is embedded within the California Unemployment Insurance Code, Section 14200.

The CWDB will use the criteria specified in Workforce Services Draft Directive 243 to bestow high performing status on LWDAs and WDBs for Program Year 2021-22:

- Successful Performance
  The negotiated Employment Rate 2nd Quarter After Exit and Median Earnings 2nd Quarter After Exit were achieved for Adult and Dislocated Workers during Program Year 2021-22

  The negotiated Employment Rate or Education Rate 2nd Quarter After Exit and Median Earnings Baseline were achieved for Youth during Program Year 2021-22

- Local and Regional Planning
  The Local and Regional plans were updated to reflect changes in economic conditions and the labor market, and there was demonstrated progress in implementing the strategies therein

- WIOA Adult, Dislocated Worker, and Youth Expenditures
  At least 30% of the combined total of Program Year 2021-22 Adult and Dislocated Worker formula funding was expended on WIOA participant training services

  At least 75% and 20% of Program Year 2021-22 Youth formula funding were, respectively, expended on out-of-school youth and youth work experience activities

- Business Plan
  The WDB has a subcommittee or workgroup comprised of business and labor representatives, and a business services plan that facilitates the involvement of business and labor in workforce development initiatives, and the LWDA utilizes an electronic system for employers and job seekers to communicate about job prospects

WDB and EWDD staff are requesting WDB Executive Committee approval to submit an application for designation as a high performing LWDA and WDB by the CWDB's deadline of Friday, April 28, 2023.

19.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Reallocation of California for All Funding to Support Additional HIRE LA's Youth Enrollments**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 19 - CFA_Savings_to_HLAY_City_GF_Report

CAROLYN M. HULL
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA

19

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: May 18, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING THE REALLOCATION OF CALIFORNIA FOR ALL FUNDING TO SUPPORT ADDITIONAL HIRE LA'S YOUTH ENROLLMENTS

WORKFORCE DEVELOPMENT BOARD (WDB) ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. AUTHORIZE the General Manager of the EWDD, or designee, to reallocate $300,000 in PY 22-23 California For All (CFA) program savings to City General Fund (GF) Hire LA's Youth (HLAY) providers for additional work experience and support services to youth, ages 14-24. (Table 1)
2. AUTHORIZE the General Manager of EWDD, designee, to execute new agreements and amendments as outlined in Table 1 in order to provide work experience opportunities to Los Angeles youth.

BACKGROUND

Hire LA's Youth is the result of the City's campaign to provide employment opportunities to young Angelenos. Youth employment programs have been a vital component of the Workforce Development System (WDS) for well over 30 years in the City and provide youth with an opportunity to earn a paycheck while developing foundational workplace skills. The program's success is well-documented each year.

Hire LA focuses on preparing young adults for the 21st Century workforce. It is designed to provide a starter job. This is the key to helping young people ages 14 to 24 learn about the workplace, find a mentor, and enter a path to meaningful and lifelong employment, developing long-term employment opportunities for L.A.'s Youth. This year's program is projected to reach over eight thousand 14 to 24-year-olds.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

California For All Youth Workforce Program represents a bold, urgent, and effective response to the COVID-19 pandemic. Innovative programs were developed during the pandemic to address the existing inequities in the public education system and the deepened crisis of disengagement and disenrollment from higher education programs among Black and Latinx students across the City.

In order to meet the demands of the HLAY providers that are overperforming, program savings from the CFA programs will be used to bolster the City GF HLAY program.

RECOMMENDATION

To fully utilize the CFA program savings, EWDD requests approval of the reallocation/redistribution detailed in Table 1. The CFA savings will be used to supplement the City GF HLAY providers listed in Table 1 that are overperforming contractually. This will minimize the need for providers to start waiting lists and/or refer youth to other centers that are further away and less convenient.

Table 1 summarizes EWDD's recommended allocation/redistribution of $300,000 in PY 22-23 CFA program savings. The additional funds will provide extra work experience hours and supportive services to young Angelenos ages 14-24. The term of the contracts will be July 1, 2022 – June 30, 2023.

Table 1: Reallocation/Redistribution of CFA Savings to City GF HLAY

AGENCY	CURRENT CITY GF FUNDING	ADDITIONAL CFA FUNDING	NEW FUNDING AMOUNT
El Proyecto del Barrio, Inc. - SV	$129,000	$33,000	$162,000
Goodwill Industries of Southern California	$99,000	$33,000	$132,000
Los Angeles Brotherhood Crusade	$333,000	$33,000	$366,000
Managed Career Solutions, Inc. (Harbor YSC)	$93,000	$33,000	$126,000
Watts Labor Community Action Committee	$123,000	$33,000	$156,000
Youth Opportunity Movement - Boyle Heights	$231,000	$45,000	$276,000
Youth Opportunity Movement - Watts	$153,000	$45,000	$198,000
Housing Authority of the City of Los Angeles (HACLA)	$105,000	$45,000	$150,000
PY 22-23 CFA Program Savings	$300,000	($300,000)	$0
TOTALS	**$1,566,000**	**$0**	**$1,566,000**

NEXT STEPS

Upon WDB approval, EWDD will execute agreements and/or amendments to agreements with agencies listed in Table 1.

CMH:GR:MV:FG:cg

Workforce Development Board
City of Los Angeles

20.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding a Request for Interest (RFI) Procurement for Currently Contracted WorkSource Centers (WSC) and YouthSource Centers (YSC) to Develop or Expand High Road Training Partnerships (HRTP) that Produce High Wage Employment in the Following Three Industry Sectors: Biotechnology/Biosciences, Advances Manufacturing, and Entertainment/Film**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 20 - HRTP_RFI_Funding_Recomm_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

20
ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: May 18, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING A REQUEST FOR INTEREST (RFI) PROCUREMENT FOR CURRENTLY CONTRACTED WORKSOURCE CENTERS (WSC) AND YOUTHSOURCE CENTERS (YSC) TO DEVELOP OR EXPAND HIGH ROAD TRAINING PARTNERSHIPS (HRTP) THAT PRODUCE HIGH WAGE EMPLOYMENT IN THE FOLLOWING THREE INDUSTRY SECTORS: BIOTECHNOLOGY/BIOSCIENCES, ADVANCES MANUFACTURING, AND ENTERTAINMENT/FILM

WORKFORCE DEVELOPMENT BOARD (WDB) ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. APPROVE the EWDD recommended list of WorkSource Centers (WSC) selected through the "2023 High Road Training Partnership (HRTP) Grant Request for Interest (RFI)" to implement program services that lead to high-wage jobs as indicated on the following table:

NO.	AGENCY	HIGH ROAD SECTOR	RECOMMENDED FUNDING
1	Asian American Drug Abuse Program, Inc. (AADAP)	Renewable Energy	$250,000
2	Equus Workforce Solutions (EQUUS)	Construction	$250,000
		Hospitality	$250,000
3	Housing Authority of the City of Los Angeles (HACLA)	Transportation	$250,000
4	Pacific Gateway	Transportation/Logistics	$250,000
		TOTAL	**$1,250,000**

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

2. AUTHORIZE the General Manager, EWDD, or designee, to negotiate and execute agreements with the four recommended HRTP WSCs for the period of July 1, 2023, through June 30, 2024, for designated amounts outlined in Recommendation No. 1.

BACKGROUND

The City of Los Angeles (City) local WDB and the EWDD set aside $1.5M of Workforce Innovation and Opportunity Act (WIOA) funds in the Year 23 Annual Plan to develop and/or expand local HRTP projects involving key industry sectors that lead to high-wage and middle-skilled employment opportunities. In addition, the WDB set aside $200K to expand access to registered apprenticeship programs. The total amount of WIOA funding available under this process for the HRTP grant is $1,700,000.

DISCUSSION

In December 2022, EWDD issued the "2023 High Road Training Partnerships Request for Interest (RFI)" to identify qualified service providers from WSC and YouthSource (YSC) to implement the HRTP grant to facilitate partnerships between committed training providers, registered apprenticeship programs, and employers of in-demand skilled sectors. The purpose of these partnerships is to create a streamlined mechanism that leads to high-paying and sustainable career employment for local job seekers within our most vulnerable populations. The next section describes the RFI selection process.

RFI Selection Process

The HRTP RFI proposal and rating were conducted in accordance with WIOA procurement requirements set forth in the WDB/Local Elected Officials (LEO) Agreement and the current WDB Annual Plan. The HRTP RFI solicited information from WSCs and YSCs to determine their capacity to implement the HRTP grant initiative. The department developed a rating tool to evaluate proposals using RFI criteria and Cost Reasonableness on a Pass/No Pass basis. All proposals were evaluated utilizing internal raters and the rating factors included:

- Demonstration of a high-growth/high-wage employment sectors;
- Demonstration of established partnerships with both key employers and training providers; and
- Demonstration of cost reasonableness.

Proposals Received

As summarized in Table 1, a total of five agencies submitted proposals for the HRTP RFI. All proposals were submitted by WSCs with no proposals submitted by YSCs.

Table 1 displays the name of the agency, the sector proposed, amount of funding requested, final rating, and recommended funding, if any. EWDD recommends funding in the amount of $250,000 be awarded to AADAP, HACLA, and Pacific Gateway. Additionally, EWDD recommends that EQUUS be awarded a total of $500,000 inasmuch as they submitted a proposal for two sectors (construction and hospitality), as shown in Table 1. Notification of final scores and funding amount is pending approval by the WDB and the City Council.

Table 1 - HRTP Rating and Funding Recommendations

AGENCY	SECTOR PROPOSED	AMOUNT REQUESTED	RATING	RECOMMENDED FUNDING
AADAP	Logistics	$300,000	NP	N/A
	Transportation		NP	N/A
	Renewable Energy		P	$250,000
EQUUS	Construction	$831,176	P	$250,000
	Hospitality		P	$250,000
HACLA	Transportation	$283,333	P	$250,000
MCS	Fashion	$283,333	NP	N/A
Pacific Gateway	Transportation/Logistics	$450,000	P	$250,000

NEXT STEPS

The EWDD has reissued the HRTP RFI to solicit proposals for additional sectors, including:

- Biotechnology/Biosciences
- Advanced Manufacturing
- Entertainment/Film Industry

CMH:GR:FVC:DB:BH:cg

21.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Procurement of Consultants/Extra-Help and Related Funding, Not to Exceed $250,000, to Provide Assistance to EWDD Staff in Processing Invoices**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item -21 Invoicing_&_Related_Serv._RFQ_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

21

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: May 18, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING THE PROCUREMENT OF CONSULTANTS/EXTRA-HELP AND RELATED FUNDING, NOT TO EXCEED $250,000, TO PROVIDE ASSISTANCE TO EWDD STAFF IN PROCESSING INVOICES

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. APPROVE the EWDD's recommended consultant selected through the "2023 Invoicing and Related Services Request for Quotes" to assist in processing contracts, reviewing invoices, analyzing financial reports, preparing financial reports, and related services:

AGENCY	RECOMMENDED FUNDING
Cobb-Phillips & Associates	$148,500

2. AUTHORIZE the General Manager, EWDD, or designee, to negotiate and execute an agreement with the recommended consultant for the period of June 1, 2023 through May 31, 2024, in the amount of $148,500, subject to two (2) one-year extensions with additional funding to be determined.

BACKGROUND

On February 27, 2023, the EWDD issued a Request for Quotation (RFQ) to procure qualified auditors to assist in processing contracts, reviewing invoices, analyzing financial reports, preparing financial reports, and related services. The selected contractor will support the EWDD Financial Management Division's Grants Management - Invoice Review Unit with administrative and accounting functions related to grants management activities.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

Selection Process

At the end of the designated submission period, April 6, 2023, EWDD received one proposal from Cobb-Phillips & Associates (CP&A) and one proposal from Control Consultants LLC as indicated on the table below:

No.	Organizations	Funding Requested	Proposed Staffing	Funding Recommended
1	Cobb-Phillips & Associates	$148,500	4	$148,500
2	Control Consultants LLC	$250,000	2	N/A

Proposals were evaluated based on the following selection criteria:

- Cost Reasonableness; and
- Staff Resources

Recommended Proposal

EWDD internal staff evaluated both proposals using the above selection criteria and determined that CP&A submitted the most cost-effective proposal with the highest number of staff (four). Therefore, EWDD recommends the selection of CP&A.

NEXT STEPS

Upon approval from the WDB, the EWDD will prepare and execute a contract with the selected contractor.

CMH:GR:FVC:BNH:cg

22.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Reallocation of California for All Funding to Support the Creation of Career Pathways in Early Childhood Education and the Recruitment, Training, and Certification of Early Childhood Educators**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 22 - CFA_Savings_to_ECE_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

22

ECONOMIC AND WORKFORCE
DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: May 18, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING THE REALLOCATION OF CALIFORNIA FOR ALL FUNDING TO SUPPORT THE CREATION OF CAREER PATHWAYS IN EARLY CHILDHOOD EDUCATION AND THE RECRUITMENT, TRAINING, AND CERTIFICATION OF EARLY CHILDHOOD EDUCATORS

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. AUTHORIZE the General Manager of the EWDD, or designee, to reallocate $225,000 in PY 21-22 City General Fund (GF) Student to Student (S2S) program savings to California For All (CFA) Early Childhood Education (ECE) providers for additional paid internship and support services to youth, ages 18-30. (Tables 1 and 2)
2. AUTHORIZE the General Manager of EWDD, designee, to execute new agreements and amendments as outlined in Table 2 to provide Los Angeles' youth paid internship opportunities supporting pathways to careers in early childhood education.

BACKGROUND

The California For All Youth Workforce Program represents a bold, urgent, and effective response to the COVID-19 pandemic. EWDD and the Mayor's Office developed innovative programs during the pandemic to address the existing inequities in the public education system and the deepened crisis of disengagement and disenrollment from higher education programs among Black and Latinx students across the City. One such program is the ECE program. The project is geared towards Los Angeles community college students in the child development (or closely related) field. Participants are provided with paid internship opportunities, one-on-one mentorship support, quarterly coaching sessions, and financial awards for those graduating.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

In order to meet the goals of the ECE program and ensure participants are successful additional funds need to be allocated.

DISCUSSION

To fully utilize program savings and to achieve ECE's goals, EWDD requests approval of the allocation/reallocation detailed in Tables 1 and 2. The S2S GF savings will be used to supplement the demands of the ECE program. The additional funds will minimize the need for providers to start waiting lists and/or refer youth to other centers that are further away and less convenient.

Table 1 outlines the original funding designated for ECE through CFA and the additional funding that will be utilized to meet the demand of the ECE program. The additional funds will provide additional paid internships and supportive services to young Angelenos ages 18-30. The term of the contracts will be July 1, 2022 – May 1, 2024.

Table 1: ECE Funding Streams

FUNDING STREAM	AMOUNT
PY 22-23 CFA ECE (Original)	$600,000
PY21-22 City GF Student to Student Savings	$225,000
TOTALS	**$825,000**

Table 2 provides a summary of EWDD's recommended allocations of the $825,000 detailed in Table 1. The increased funds will provide additional paid internships and supportive services to young Angelenos ages 18-30. The term of the contracts will be July 1, 2022 – May 1, 2024.

Table 2: EWDD's Allocation Recommendations

AGENCY	PY 22-23 CFA ECE (ORIGINAL)	PY21-22 CITY GF STUDENT TO STUDENT SAVINGS	NEW FUNDING AMOUNT
Catholic Charities of Los Angeles, Inc.	$150,000	$47,901	$197,901
Coalition for Responsible Community Development	$129,070	$65,710	$194,780
El Proyecto del Barrio, Inc.	$150,000	$29,449	$179,449
Para Los Ninos	$150,000	$42,342	$192,342
PSA 1	$20,930	$39,598	$60,528
TOTALS	**$600,000**	**$225,000**	**$825,000**

NEXT STEPS

Upon WDB approval, EWDD will execute agreements and/or amendments to agreements with agencies listed in Table 2.

CMH:GR:MV:FG:cg

Workforce Development Board
City of Los Angeles

23.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendation to Allocate up to $125,000 in Funding to WLCAC to Implement the HireLAX Pre Apprenticeship Program**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 23 - HireLAX_Pilot_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

23

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: May 18, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATION TO ALLOCATE UP TO $125,000 IN FUNDING TO WLCAC TO IMPLEMENT THE HIRELAX PRE APPRENTICESHIP PROGRAM

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. AUTHORIZE the General Manager to allocate up to $125,000 in City General Funds to the Watts Labor Community Action Committee (WLCAC) to provide a training stipend to eligible participants enrolled in the HireLAX program.
2. AUTHORISE the General Manager to negotiate and execute an agreement with WLCAC, in an amount not to exceed $125,000

BACKGROUND

The HireLAX Apprenticeship Readiness program provides free construction training, paid for by Los Angeles World Airports (LAWA). The program leverages the Workforce Innovation and Opportunity Act (WIOA) funds allocated to City WorkSource Centers (WSC) / America's Job Centers of California (AJCC) and County AJCCs to enroll and support participants with case management, supportive services, and job placement assistance.

HireLAX is part of the LAWA's effort to ensure its project contractors meet and exceed their 30 percent local participation rate requirement that prioritizes local needs of workers and reflects diversity. To be eligible for the program the participant must have a strong interest in a construction career, must be 17 3/4 or older, have a California ID and Social Security Card

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

The program provides 8-weeks of training to prepare local residents for a quality career in construction. Upon completion, trainees are prepared to enroll in a union apprenticeship program and subsequent employment opportunities on an LAX construction project. The program provides students with a training program focusing on specialized construction skills, physical fitness, OSHA regulations, CPR/first aid response, construction math, labor history, hands-on training and visits to local union apprenticeship training programs and major construction projects at LAX.

Due to the history of barriers experienced by participants, the non-profit Flintridge Center partnered with AJCCs / WSCs to provide participants with case management services to help develop soft skills and overcome barriers to employment. These barriers included lack of high school diploma or GED, transportation, childcare, homelessness, involvement in the criminal justice system, history of homelessness or housing insecurity, and lack of access to construction tools and personal protective equipment.

HireLAX has successfully placed 190 people into union construction jobs, with graduates collectively earning more than $10 million to support their families and our local communities. An additional 6 graduates went to work in non-union construction (including 2 who went straight into management overseeing union craft workers), and 4 were assisted into non-construction jobs.

DISCUSSION

Although the HireLAX Apprenticeship Readiness program is free, it does not provide financial assistance to participating students which may be a barrier for many. To maximize the participation and outcomes for City residents, the Department proposing to pilot a program that will provide a needs-based payments and/or stipend to better support and incentivize completion of the training program.

Under this pilot program, a total of 110 participants will receive a $1,000 stipend to during the 8 week program to help support with rent, gas, food and utility bills. Through this pilot, EWDD seeks to increase program completion by providing the financial support that many participants require.

EWDD recommends funding WLCAC for this initial pilot program due to several factors, including: 1) WLCAC's strong established partnership with HireLAX, 2) WLCAC operates both a City WSC and YouthSource Center, allowing the organization to serve a wider age-group and 3) WLCAC focus on the construction sector.

Upon the launch of the program, EWDD will seek to expand this program to include additional service providers.

CMH:GR:cg

Workforce Development Board
City of Los Angeles

24.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Year 24/Program Year (PY) 2023-24 Annual Plan Prepared by the Economic and Workforce Development Department (EWDD)**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 24 - Year_24_Annual_Plan_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

24

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: May 26, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE YEAR 24/PROGRAM YEAR (PY) 2023-24 ANNUAL PLAN PREPARED BY THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT (EWDD)

BACKGROUND

On December 12, 2022, Karen Bass was sworn in as Mayor of Los Angeles. As her first act as Mayor, she declared a state of emergency on homelessness to rapidly respond to a crisis that is ravaging the City of Los Angeles (City). The crisis, characterized by over 40,000 people experiencing homelessness at any given point, constitutes an increase of nearly 240 percent from 2007. In support of the Mayor's declaration, and in addition to prior investments on homelessness, the City Council approved the creation of a $50 million emergency fund.

In her declaration, Mayor Bass emphasized the growing disparity for those experiencing homelessness among Black, Latino, Indigenous Peoples, Women, Youth, and Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ+), and other underrepresented populations. The City recognizes the urgent need to act and invest given that homelessness is not an isolated phenomenon. People experiencing homelessness also face hunger, unemployment, sexual violence, disproportionate incarceration rates, accessibility challenges to health and medical services, and death. Despite the significant financial investments that the City has made and the numerous policies enacted to address homelessness, the current state of the economy marked by inflation and recently removed eviction protections may exacerbate the challenges that the City faces as it combats the homelessness crisis.

Annual Plan Purpose

The Annual Plan establishes the priorities, strategies, policies, budget, and timeline for the City's WDS. The Annual Plan articulates a framework of long-term strategic initiatives set forth to achieve the City's goal of placing its residents on the path to economic security through equity-focused strategies that create and expand living-wage jobs and remove barriers to employment for Angelenos facing the greatest economic disparities. This equity-focused strategic framework also provides a strong foundation from which to begin

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

to address the new challenges brought forth as the region transitions out of the COVID-19 pandemic.

To strengthen the goals of the Annual Plan, EWDD engaged in a community outreach effort to ensure that members of the public had the opportunity to submit comment. The next section provides a summary of the public comment process.

Public Comment and Community Engagement

On April 12, 2023, the draft Year 24 WDB Annual Plan (Annual Plan) for Program Year (PY) 2023-24 was released for a thirty-day public comment period (April 12, 2023 – May 12, 2023). During this period the Department held three in-person and two virtual community hearings to solicit public comments regarding the Annual Plan. Additionally, the WDB scheduled presentations of the Annual Plan at three WDB Executive Committee meetings and one Youth Council meeting where the public was afforded the opportunity to provide public comment. Any public comment submitted to the department will be reviewed and attached to the Annual Plan.

Economic Landscape

The City of Los Angeles is home to 3.8 million residents which represents nearly 40 percent of the population of the County of Los Angeles. The City has a labor force of 2 million and has nearly 200,000 business establishments employing more than 1.6 million payroll workers. According to the Los Angeles Economic Development Corporation, as of May 2022, just over 94,000 people were unemployed in the City which accounts for over 40 percent of all reported unemployed residents in Los Angeles County.

For nearly a decade before the COVID-19 pandemic, the economy exhibited strong economic fundamentals. Unemployment had plateaued at around 4.5 percent from mid-2017 through the beginning of 2020, with the Los Angeles County non-farm employment reaching over 4.6 million in February 2020. Wages were consistently rising, and the real household income was approximately 11 percent higher than in 1990 and about 18.5 percent higher than in post-recession 2010. California and the Los Angeles region were experiencing consistent, although slowing, Gross Domestic Product (GDP) growth as the new decade approached.

While much of this pandemic-induced economic recovery has run its course, the COVID-19 pandemic has dramatically altered lives and significantly impacted regional, state, national, and global economies. Also, the pandemic further exposed the disparity in service provision and federal funding gaps for high-barrier populations including Indigenous Peoples, people of color, immigrants, women, youth, LGBTQ+, TGI populations, and low-income.

The COVID-19 pandemic also exposed the precarious nature of the fabric that forms our global supply chains. In the most notable local example, the Ports of Los Angeles and Long Beach became national news in 2021 for the duration that freight ships were waiting to dock and unload their cargo. However, these supply-chain issues originated beyond the country’s borders and continue to be exacerbated by international developments.

According to the LAEDC, as we approach mid-2023, the main international concerns are centered around the Russo-Ukrainian War that reinitiated in February of 2022 and the full

reopening of China. Additionally, with the supply of semiconductors, known as chips, and other products becoming a nationally security concern, the potential reshoring, nearshoring, and ally-shoring of manufacturing are sure to change the geographic routes that intermediate inputs embark upon. The LAEDC predicts that the supply chain disruptions will continue to threaten the gradual economic progress being made as the economy transitions from COVID-19 recovery to the next paradigm.

LONG TERM STRATEGIC INITIATIVES

The Year 24 Annual Plan is comprised of eight Strategic Initiatives designed to: 1) address the economic inequities among high-barrier populations which include older adults, reentry, and people experiencing homelessness; and 2) identify industry sectors that are instrumental in bridging equity gaps by paying higher wages and creating career ladders.

Each strategy also includes a statement of accomplishments to highlight the progress the department has made within a particular strategic initiative. A corresponding statement of action items is also included under each strategic initiative which is also a part of the department's larger goal to provide these services to the most vulnerable populations. It is noted that the initiatives included in the Year 24 Annual Plan represent a reduction from the original 11. The change does not impact the services provided but serves to realign the approach the department will take in its job creation mission.
These 8 initiatives are listed below:

1. Support Regional Efforts to Reduce Homelessness by Providing Pathways to Sustainable Employment, Training and Education, and Connecting Participants to Supportive Services.
2. Increase Education and/or Employment Outcomes for Disconnected Youth.
3. Increase Employment Opportunities for All Angelenos Through Partnerships with Major Economic Drivers in the Region.
4. Facilitate Increased and Equitable Access to Jobs That Provide High Wages/Salaries and Opportunities for Career Advancement/Upward Mobility Through Job Placement Strategies, Which Focus on High-Growth Sectors.
5. Increase Gender Equity by Ensuring That Women Are Trained for Positions at All Levels Within Organizations and Across All Industry Sectors at Equal Pay Rates as Those Positions Occupied by Men.
6. Increase Accessibility to Sustainable Employment Opportunities for High-Barrier Populations Through Targeted Workforce Development Strategies.
7. Increase Employment Outcomes for the Reentry Population to Allow for a Smoother Transition into Society.
8. Increase Employment Opportunities for Older Adults - 55 years and Older - by Creating Systems that Promote Training and Employment.

DISCUSSION

The proposed WDS service strategies, activities, and budget set forth in the Annual Plan are based on funding allocations from various sources, including, federal and state

formula (Adult, Dislocated Worker, Youth, Rapid Response), competitive grants, other workforce allocations, and projected prior-year carryover-funds.

Prior-Year Carryover Funds

Each year the Department develops and presents a report relative to carryover monies (allocated but unexpended prior-year Workforce Innovation and Opportunity Act (WIOA) and other workforce development-related program funds). For PY 2023-24, the City anticipates a WIOA carryover amount from prior years of $3.53 million. This includes savings from prior years as follows: $1,500,000 from Adult Workforce programs, $1,000,000 from Dislocated Workers, and $1,000,000 from youth.

Funding Allocations

On May 18, 2023, the State Employment Development Department announced its funding allocations for WIOA Adult, Dislocated Worker, and Youth Formula to Local Workforce Development Areas for PY 2023-24. The allocations displayed on Table 1 are actual allocations for PY 2022-23 and PY 2023-24. As summarized below, the City received an increase of $2.1 million in WIOA funds (which includes a reduction of $613,200 for Dislocated Workers). However, due to a reduction in Carryover from prior years amounting to $1.7 million, the net increase in WIOA funding is $636,592.

Table 1: Change in Workforce Innovation and Opportunity Act Formula Funding

	PY 2022-23 WIOA Funds	PY 2023-24 WIOA Funds *	Increase (Decrease)
Adult	14,853,297	16,279,373	1,426,076
Dislocated Worker	10,732,563	10,119,363	(613,200)
Youth	14,791,932	16,137,648	1,345,716
Rapid Response	898,553	898,553	0
Carryover	5,022,000	3,500,000	(1,522,000)
Total	**46,298,345**	**46,934,937**	**636,592**

In addition to WIOA funding, the Year 24 Annual Plan includes a total of $43.3 million in non-WIOA revenues, including state, federal and local funding sources, bringing the total workforce development budget to $111.5 million. Table 2 below provides a list of new and carry-over funding anticipated by funding streams in PY 2023-24.

Table 2: Year 24 Annual Plan Revenues

	New Allocation PY 2023-24	Carryover Prior Years	Total Allocation PY 2023-24
Adult	16,279,373	1,500,000	17,779,373
Dislocated Workers	10,119,363	1,000,000	11,119,363
Youth	16,137,648	1,000,000	17,137,648
Rapid Response	898,553		898,553
Subtotal – WIOA	**43,434,937**	**3,500,000**	**46,934,937**
WIOA Discretionary	5,600,000	1,170,000	6,770,000
CDBG COVID	0	226,000	226,000
CA for All	716,653	16,574,953	17,291,606
LA City Programs	14,288,570	2,903,500	17,192,070
LA County Programs	12,742,338	432,295	13,174,633
Other Grant Funds	2,920,000	0	2,920,000
Anticipated Revenues	7,000,000	0	7,000,000
Subtotal – Other Grants	43,267,561	**21,306,748**	64,574,309
Grand Total	**86,702,498**	**24,806,748**	**111,509,246**

Table 3 below represents new funding sources anticipated for PY 2023-24. New funding streams include state and federal WIOA discretionary funding as well as increased funding for the continuation of the Gang Injunction Settlement program.

Table 3: Anticipated New Revenues

Grant	Source	New Allocation PY 2023-24
Severe Storm NDWG	WIOA- Discretionary	2,100,000
Quest NDWG	WIOA – Discretionary	500,000
Californians for All	CA General Fund	716,653
Gang Injunction Settlement	City General Fund	6,300,000
Returning Citizens	Federal Earmark	1,000,000
Grand Total		**10,616,653**

The Annual Plan offers a balanced budget for PY 2022-23. The balanced budget was achieved through modifications to WIOA oversight and administration activities, service providers, and supporting program activities. Table 4 sets forth EWDD proposed WIOA funding distribution.

Table 4: Proposed WIOA Funding Distribution

Activity	Amount	Percentage
EWDD Oversight	8,533,340	18%
Rapid Response – Direct Services	564,695	1%
Other City Departments	367,399	1%
Workforce Development Board	1,915,044	4%
WorkSource Centers	16,650,000	36%
YouthSource Centers	10,920,000	23%
Other Service Providers	1,800,239	4%
*Supporting Program Activities	6,184,220	13%
Total	**46,934,937**	**100%**

**Total reflects adjustment for City-managed operators.*

Table 5 below represents PY 2022-23 Annual Plan proposed funding, strategies, outcomes, and strategic goal highlights, which will provide employment services to Angelenos, including persons left out of the region's economic recovery – people experiencing homelessness, disconnected youth, and reentry populations.

Table 5: Year 24 Annual Plan Funding Highlights

No.	Funding	Strategy	Outcome	Strategic Goal(s)
1.	$16,650,000	Fund 15 WorkSource Centers to provide employment training and placement services to high-barrier adults and dislocated workers and employers.	Serve 12,000	Strengthen connections with major economic drivers in the region. Target vulnerable populations with a geographic focus.
2.	$10,920,000	Fund 14 YouthSource Centers	Serve 7,000	Focus on disconnected youth.
3.	$29,267,155	Year-Round Youth Employment Program	Serve 10,000	Focus on disconnected youth.
4.	$6,000,000	Los Angeles Regional Initiative for Social Enterprise (LA:RISE)	Serve 800	Address homelessness with more employment opportunities.
5.	$693,000	LA County - INVEST	Serve 240	Focus on the reentry population.
6.	$500,000	Layoff Aversion	TBD	Strengthen connections with major economic drivers in the region.
7.	1,200,000	WDB Innovation Fund	TBD	TBD
8.	1,0000.000	High Road Training Partnerships	TBD	Strengthen connections with major economic drivers in the region
9	150,000	Youth Apprenticeship Program	TBD	Focus on disconnected youth.

<u>YouthSource Center Request for Proposals</u>

YouthSource recommendations include the approval of the YouthSource Request for Proposals. The City Council previously approved the department's recommendations for 12 of the existing 14 YouthSource Centers. At that time, EWDD did not recommend

permanent funding for either Southeast LA / Watts nor the South San Fernando Valley due to the lack of qualified proposers in these areas. On October 17, 2022, EWDD reissued an RFP to select qualified service providers for the remaining areas. The department received a total of 8 proposals, 7 of which were deemed responsive and rated by a team of third-party raters.

On May 16, 2023, proposers were notified of the results of the scoring and provided 7 calendar days to issue a letter of appeal based on upon specific facts demonstrating that the RFP criteria or process were not followed in the review of proposals. The submission date was subsequently extended by 1 day due to time needed by the department to prepare for the review of scores. Appeals are now due on May 24, 2023.

EWDD recommends that the WDB Board approve the following service providers, subject to the conclusion of the appeals process as outlined in the WDB/Local Elected Officials Four-Year Agreement:

Table 6: YouthSource Center RFP Funding Recommendations

No.	Agency	Region	Recommendation
1.	Youth Opportunity Movement – Watts	Southeast LA / Watts	790,000
2.	Equus Workforce Solutions	Southeast LA / Watts	N/A
3.	El Nino FamilySource Center	Southeast LA / Watts	N/A
4.	Goodwill Industries of Southern California	South San Fernando Valley	790,000
5.	Equus Workforce Solutions	South San Fernando Valley	N/A
6.	Managed Career Solutions	South San Fernando Valley	N/A

EWDD will coordinate with the WDB staff to convene the Appeals Board. As stated in RFP Section 2.16 (3), the decision of the Appeals Board is final. Final determinations by the Appeals Board will be forwarded to City Council.

FISCAL IMPACT

The recommendations contained in this report will allocate approximately $111.5 million to the Workforce Development Board Year 24 Annual Plan (Fiscal Year 2023-24) from various federal and State formula and competitive grants (including Workforce Innovation and Opportunity Act Title I funds) and from local sources (including City and County sources). The budget reflects the City's preliminary CAP 44 rate for related costs (fringe benefits and central services) applicable for FY 2023-24, which are still pending approval from the City's federal cognizant agency for indirect costs.

RECOMMENDED REQUESTED ACTIONS

The General Manager of the EWDD requests that the Workforce Development Board approve the following:

1. Adopt the Workforce Development Board (WDB) Year Twenty-Four Annual Plan for Program Year (PY) 2023-24 (Annual Plan) and its supporting budget;
2. Approve and implement all policies contained in the Annual Plan and authorize the General Manager, Economic and Workforce Development Department (EWDD), or designee, to implement the Annual Plan consistent with the recommendations contained herein;
3. Authorize the General Manager, EWDD, or designee, to:
    a. Negotiate and execute agreements and amendments to agreements with public, private, non-profit and/or governmental entities with funds awarded as described in the Annual Plan, subject to the Workforce Development Board-Local Elected Officials (WDB-LEO) Agreement (C.F. 12-0602-S5) and subject to compliance with 2 CFR Part 200, Subpart F - Audit Requirements. The WDB-LEO Agreement requires no further action from the WDB or LEO regarding agreements and amendments to agreements identified and approved in the Annual Plan. Any amendments to agreements resulting in a policy change or in the purpose of the agreement, or a change in funding in excess of $250,000 (in one year), requires approval of the LEO and WDB. Any amendment in an amount from $25,000 to $250,000 requires approval only from the WDB. All amendments are subject to approval of the City Attorney as to form and legality. Lastly, Under 2 CFR Part 200, Subpart F - Audit Requirements, an entity that expends $750,000 or more of Federal awards in its fiscal year, which begins on or after December 26, 2014, must have a single or program-specific audit conducted for that year in accordance with the provisions of this Part;

With respect to Workforce Innovation and Opportunity Act (WIOA) Authorities:

    b. Accept U.S. Department of Labor (DOL) WIOA grant funds, assist the Controller in depositing and transferring WIOA funds as appropriate within established WIOA trust funds, and expend such funds upon proper demand in accordance with the directions in the Annual Plan;

    c. Accept funds and execute Subgrant Agreements and any unilateral agreements to Subgrant Agreements, including amendments thereto, between the State of California and the City of Los Angeles, between the DOL and the City of Los Angeles for WIOA funds (including federal and state Discretionary awards, and other WIOA competitive grants), between the County of Los Angeles and the City of Los Angeles for WIOA funds, and between other Local Workforce Development Areas (LWDA) and the City of Los Angeles for WIOA, subject to review and approval of the City Attorney as to form and legality, and in compliance with Los Angeles Administrative Code §14.8 et seq. (City grant regulations). The receipt of such funds shall be reported to the WDB within 30 days;

    d. Negotiate and execute amendments to Workforce Development System Memoranda of Understanding (MOUs) between partners of the Los Angeles Workforce Development System to include a new three-year period

effective July 1, 2023, and updates to system infrastructure costs, subject to WDB approval and subject to City Attorney review and approval as to form and legality;

e. Submit the City of Los Angeles Local Area and Regional Plans, as required by Workforce Innovation and Opportunity Act;

With respect to grant solicitation authorities:

f. Develop and submit proposals and applications to secure additional WIOA funds and available non-WIOA funds to any public, private, nonprofit, or governmental entity for workforce development-related activities in accordance with City grant regulations. All applications and their status shall be reported to the WDB within 30 days after submission;

g. Develop and submit proposals or applications representing the WDB, subject to approval of the WDB, to any public, private, nonprofit, or governmental entity for workforce development-related activities. If the application period is less than 60 days from the notice of the Request for Proposals (RFP), then the EWDD may submit proposals concurrently to the funding source and to the WDB. Approval of the WDB is required before acceptance of an award;

h. Accept funds and execute grant award agreements, subject to the review and approval of the City Attorney as to form and legality, in the event any proposals and/or applications are selected by any public, private, nonprofit, or governmental entity for funding (in accordance with City grant regulations). In accordance with the WDB-LEO agreement, Mayor, Council, and WDB approval is required prior to acceptance of and/or expenditure of any awards in excess of $250,000. Award amounts between $25,000 and $250,000 are subject to approval by the WDB only;

With respect to procurement authorities:

i. Approve the results of the YouthSource Center RFP for Southeast Los Angeles / Watts and the South San Fernando Valley, subject to appeals.

j. Issue Small Bid Purchases, Requests for Proposals (RFPs) or Requests for Qualifications (RFQs) in accordance with City procurement and Charter Section 1022 requirements (where applicable), subject to the approval of the City Attorney as to form, legality, and procurement. Anticipated service procurements related to items that are listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan include, but are not limited to:

- Assessment services for youth, adult, and dislocated workers.
- Audit, payroll processing, accounting, technical assistance, and consultant services.
- Customer Satisfaction Survey; Evaluation Service Providers; and Certification and Performance Improvement Services.
- Capacity Building and Training Academy initiatives (including Fiscal and Integrated Services Delivery training providers).
- Consulting Services for the WDB.

- California for All program services.
- Crossroads policy symposium.
- Gang Injunction Curfew Settlement. (LARCA 2.0)
- Labor Market Analysis.
- Layoff Aversion Services.
- Los Angeles Regional Initiative for Social Enterprise (LA:RISE).
- Program Evaluations.
- Promotion and Outreach Services, including marketing plan activities, communications, and publication services.
- Rapid Response enhancement and expansion, including layoff aversion and business retention.
- Services provided through the WDB Innovation Fund.
- Services related to the implementation of the Los Angeles YouthSource Program, including the City-operated YouthSource Centers.
- Services related to new funding secured to address the COVID-19 pandemic.
- Hire LA's Youth.
- Summer Youth Employment Program.
- WorkSource System Enhancements.
- YouthSource Center Program.
- LA:RISE Employment Social Enterprises.
- WorkSource Integrated Service Delivery System providers.
- Youth and Young Adult System Support Service providers.

k. Authorize EWDD to issue an RFP for the City's WorkSource Center system.

With respect to contracting authorities:

l. Negotiate and execute agreements and amendments to agreements with public, private, nonprofit, and/or governmental entities with funds awarded as a result of a Small Bid Purchase, RFP, or RFQ, related to activities listed in this report, subject to City Attorney review and approval as to form, legality, and procurement, and in compliance with the WDB-LEO Agreement, City grant regulations, and City contracting requirements;

m. Negotiate and execute agreements and amendments to agreements, where appropriate, with entities on a sole source basis, subject to City Attorney review and approval as to form, legality, and procurement, and in compliance with the WDB-LEO Agreement, City grant regulations, and City contracting requirements. Anticipated service providers, as listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan include, but are not limited to, the following:

- FutureWork Systems LLC for the LA Performs online performance management system.
- Unite LA for Cash for College and HIRE LA.
- Los Angeles Unified School District.
- Managed Career Solutions to process participant payroll for City-operated YouthSource Centers.
- Service providers for Hire LA's Youth and Cash for College programs.
- South Bay WDB for management of Eligible Training Provider List (ETPL) services.
- Level Field for Hire LA Capacity Building.

n. Negotiate and execute agreements, and amendments to agreements with service providers and other organizations, in accordance with the City Procurement Policy and Charter Section 1022 (where applicable), subject to City Attorney review and approval as to form and legality and provided that EWDD submits evidence to the City Attorney of the continued viability of these procurements, and in compliance with the City's contracting requirements. Anticipated service providers and/or activities, as listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan, include, but are not limited to:

- Consultants for audit, fiscal review, financial and grant regulations technical assistance and payroll processing services.
- Employment services at the Los Angeles Public Library (Pacific Asian Consortium in Employment).
- California State University Northridge (The University Corporation / University Foundation) for performance evaluation, professional development and program evaluation.
- FutureWork Systems LLC, for access and support to the LA Performs website.
- Gang Injunction Curfew Settlement contractors.
- Hire LA's Youth providers, including UNITE-LA.
- ICF Incorporated, LLC, Doing Business in California as ICF Consulting, LLC, for performance evaluation and program evaluation.
- InnerSight LLC for the provision of assessments.
- Labor market information/analysis providers.
- Launchpad for IT services relative to layoff aversion and employer engagement.
- Leadership training, mentoring, and systems support to youth and young adults providers.
- UNITE-LA.

- Los Angeles Community College District.
- Los Angeles County Economic Development Corporation (LAEDC) for services to businesses relative to layoff aversion.
- Los Angeles Unified School District.
- Los Angeles City-operated YouthSource contractors.
- Performance Partnership Pilot (P3) contractors.
- Regional Plan Development and Training Coordination.
- Rapid Response enhancement and expansion, including lay-off aversion and business retention providers.
- Services provided through the WDB Innovation Fund.
- Services provided through the City General Fund for the LARCA 2.0 Gang Injunction Curfew Settlement.
- South Bay Workforce Development Board for ETPL services.
- LA:RISE program service providers.
- Hire LA's Youth providers, including those funded through city, county, state, federal, and private funds.
- WorkSource Center One-Stop operators.
- YouthSource System contractors and related subcontractors (e.g., Los Angeles Community College District; Coalition for Responsible Community Development, and El Centro de Ayuda).
- Youth assessment service providers.
- Youth and Young Adult System Support Services providers.
- YouthSource Center One-Stop operators.

o. Negotiate and execute agreements with Day Laborer Center service providers for a term effective July 1, 2023, through June 30, 2024, with two additional options for one-year renewals, subject to the approval of the City Attorney as to form, legality, and procurement, and compliance with the WDB-LEO Agreement and City contracting requirements;

p. Make payments of stipends, wages, and supportive services to City-operated YouthSource Center participants from WIOA Youth Formula, City of Los Angeles General Funds, County of Los Angeles General Funds, County of Los Angeles Temporary Assistance to Needy Families (TANF) funds, and other grant and private funds;

With respect to non-WIOA authorities:

q. Authorize the accrual and payment of program and administrative expenses, which are directly related to the operation and oversight of the Hire LA's Youth program funded by City of Los Angeles General Funds, the County of Los Angeles General Funds, and County of Los Angeles Temporary Assistance for Needy Families (TANF) monies;

r. Negotiate and execute Memoranda of Understanding (MOUs) and amendments to MOUs with the City-operated YouthSource Centers to provide services to youth;

s. Accept a donation in the amount of $120,000 from Bank of America for the Hire LA's Youth; authorize the negotiation and execution of contracts with the service providers listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan and Recommendations included in this report below, subject to the approval of the City Attorney as to form, legality, and procurement, and compliance with City contracting requirements and applicable provisions of the WDB-LEO Agreement;

t. Accept up to $10 million in funding from and execute grant agreements and/or unilateral amendments with the County of Los Angeles for the operation of the Summer Youth Employment Program. Prepare necessary Controller instructions regarding the deposit, transfer, and expenditure of such funds; authorize the negotiation and execution of contracts for such services in the in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan and Recommendations included in this report, subject to the approval of the City Attorney as to form and legality, and in compliance with the WDB-LEO, City grant regulations, and City contracting requirements.

u. Accept up to $300,000 in funding from and execute grant agreements and/or unilateral amendments with the County of Los Angeles for the operation of the Juvenile Justice Crime Prevention Act (JJCPA) Program. Prepare necessary Controller instructions regarding the deposit, transfer, and expenditure of such funds; authorize the negotiation and execution of contracts with the service providers listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan and Recommendations included in this report, subject to the approval of the City Attorney as to form, legality, and procurement, and compliance with City contracting requirements and applicable provisions of the WDB-LEO Agreement;

v. Accept funds from, and execute grant agreements and/or unilateral amendments with, Local Workforce Development Areas and private funding sources (including for the operation of the Hire LA's Youth program), and authorize the negotiation and execution of contracts with the service providers listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan, subject to the approval of the City Attorney as to form, legality, and procurement, and compliance with City contracting requirements and applicable provisions of the WDB-LEO Agreement;

w. Accept up to $693,200 from the County of Los Angeles Probation Department/Department of Economic Opportunity (DOE) for the INVEST program, and execute grant agreements and/or unilateral amendments with the County of Los Angeles, and authorize the negotiation and execution of contracts with the service providers listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan, subject to the approval of the City Attorney as to form, legality, and procurement, and

compliance with City contracting requirements and applicable provisions of the WDB-LEO Agreement;

x. Accept up to $1.1 million from the County of Los Angeles Probation/Department/Department of Economic Opportunity (DOE) for the Systems Involved Youth program, and execute grant agreements and/or unilateral amendments with the County of Los Angeles, and authorize the negotiation and execution of contracts with the service providers listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan and Recommendations included in this report, subject to the approval of the City Attorney as to form, legality, and procurement, and compliance with City contracting requirements and applicable provisions of the WDB-LEO Agreement;

y. Accept up to $3 million in Measure H funds from the County of Los Angeles Department of Economic Opportunity (DOE) for expansion of the LA:RISE program, and execute grant agreements and/or unilateral amendments with the County of Los Angeles, and authorize the negotiation and execution of contracts with the service providers listed in the Budget Schedules and Service Strategies and Activities sections of the Annual Plan, subject to the approval of the City Attorney as to form, legality, and procurement, and compliance with City contracting requirements and applicable provisions of the WDB-LEO Agreement;

z. Accept reimbursements from the Social Security Administration (SSA) for serving as an Employment Network (EN) under the SSA's Ticket to Work Program (TTW) (as previously approved under C.F. 12-0818), and authorize EWDD to appropriate and expend within the Disability Employment Initiative Fund No. 54N upon presentation of supporting documentation;

With respect to administrative authorities:

aa. Negotiate and execute Workforce Development System (WDS) (One-Stop) Memoranda of Understanding (MOU) between partners of the City of Los Angeles WDS, subject to City Attorney review and approval as to form and legality and compliance with the WDB-LEO Agreement; and negotiate and execute amendments to MOUs between partners of the City of Los Angeles WDS, subject to City Attorney review and approval as to form and legality and compliance with the WDB-LEO Agreement;

bb. Negotiate and execute agreements and amendments to agreements with the Hire LA's Youth service providers for a term effective July 1, 2023 through June 30, 2024, subject to City Attorney review and approval as to form, legality, and procurement, conformance with the WDB-LEO Agreement and compliance with City contracting requirements. The Hire LA's Youth service providers and allocations are included in the PY 24 Annual Plan Budget Schedules (Tab 4);

cc. Negotiate and execute agreements and amendments to agreements with Los Angeles: Regional Initiative for Social Enterprise (LA RISE) service providers funded by City General Fund for a term effective July 1, 2023 through June 30, 2024, subject to the approval of the City Attorney as to form, legality, and procurement, and in compliance with the WDB-LEO Agreement, City grant regulations, and City contracting requirements. The

LA RISE service providers and allocations are included in the PY 24 Annual Plan Budget Schedules (Tab 4);

dd. Negotiate and execute amendments to agreements with service providers for the implementation of the Gang Injunction Curfew Settlement Agreement (LARCA 2.0) for a term from July 1, 2023 through June 30, 2024, subject to the approval of the City Attorney as to form, legality, and procurement, and in compliance with the WDB-LEO Agreement, City grant regulations, and City contracting requirements. The Gang Injunction Curfew Settlement Agreement service providers and allocations are included in the PY 22 Annual Plan Budget Schedules (Tab 4);

ee. If appropriate, transfer monies up to the maximum amount of the total PY 2021-22 and 2022-23 allotments allowed by WIOA statute or by other governmental administrative instructions between the Dislocated Worker and Adult programs. Such transfers shall be reported to the WDB on a regular basis;

ff. Transfer expenditures from the WIOA Fund No. 57W to the WIA Fund No. 44A if unexpended savings materialize within the WIA Fund No. 44A as a result of disallowed costs from audits, fiscal and program reviews, special investigations, post-closeout interests earned and unliquidated accruals within the WIA Fund No. 44A accounts;

gg. Make technical corrections as necessary to transactions included in this Report and its Attachment to implement Mayor and Council intentions, subject to the approval of the City Administrative Officer;

hh. Instruct the General Manager, EWDD, or designee, to prepare a report to the WDB, Mayor, and Council by November 30, 2023, that identifies all carry-over funds, including those identified herein, and any changes to the federal funding allocations, including those identified herein, and prepare recommendations, subject to WDB, Council and Mayor approval, regarding proposed use of such funds;

ii. Find that it is beneficial to the City, and, therefore more feasible, for EWDD to execute contracts with the service providers listed in the Year 24 WDB Annual Plan, effective June 30, 2023, to June 30, 2024, subject to City Attorney review and approval as to form, legality, and procurement, and compliance with City contracting requirements, unless noted otherwise in this Report; and,

jj. Authorize and instruct the Controller to take the specific actions detailed in the Attachment to this Report to implement the Year 24 WDB Annual Plan budget.

CALIFORNIA ENVIRONMENTAL QUALITY ACT OF 1970

A Notice of Exemption will be filed in compliance with City Environmental Guidelines and the California Environmental Quality Act of 1970. The Notice will exempt the Year 23 WDB Annual Plan, and covers services only. The project exemption is justified as a federally funded program for the provision of public services that result in no impact on the physical environment and that do not involve the construction of new public or private facilities.

CMH:GR:FVC:cg
Attachments: Tab 2: Draft - Plan Overview
Tab 4: Draft - Budget Schedules
Tab 6: Draft - Annual Plan Policies
Tab 8: Appendix 1 – Public Comments
Appendix 1a – Community Meeting Announcements

Workforce Development Board
City of Los Angeles

25.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding Four Sole Source Agreements with Former EWDD Staff Members and Related Funding, not to Exceed $100,000 Per Agreement, to Provide Assistance to EWDD with Grant Reporting, Grant Close-Out and Invoice Processing Tasks**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 25 -WDB_Invoicing_Support_Report

CAROLYN M. HULL
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA

KAREN BASS
MAYOR

25

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

DATE: May 26, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING FOUR SOLE SOURCE AGREEMENTS WITH FORMER EWDD STAFF MEMBERS AND RELATED FUNDING, NOT TO EXCEED $100,000 PER AGREEMENT, TO PROVIDE ASSISTANCE TO EWDD WITH GRANT REPORTING, GRANT CLOSE-OUT AND INVOICE PROCESSING TASKS

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. AUTHORIZE the General Manager, EWDD or designee to negotiate and execute new contracts with the following former EWDD employees to assist in processing invoices, analyzing financial reports, preparing financial reports, and related services, for the period of May 15, 2023 through June 30, 2024;

Agency	Recommended Funding
Catherine Bondoc	Up to $100,000
Edwin Tiongco	Up to $100,000
Fred Vocal	Up to $100,000
George Chacko	Up to $100,000
Total	**Up to $400,000**

BACKGROUND

At the onset of the COVID 19 pandemic, the City instituted the Separation Incentive Program (SIP) which incentivized experience staff with sufficient years of City service to retire from City service. The SIP resulted in a significant loss of institutional knowledge and experience within EWDD, at a time in which the department was called on to lead the City's efforts to deal with the pandemics disastrous impact the city's economy and labor

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

market. In fact, the department's budget during this period has grown from approximately $200,000 million pre-pandemic to more than $500,000 million in PY2022-23, while maintaining a nearly 50 percent vacancy rate in our fiscal division. The convergence of the more than 150 percent budget increase with a nearly 50 percent vacancy rate in the department's FMD has resulted in significant delays in processing service provider invoices and completion of critical grants management reporting.

In order to address the threats posed by this problem and the hardships that it has caused our service providers, the department has enacted several short-term, mid-term and long-term measures to resolve these long-standing issues, including:

Increased Personnel Support Leading to New Hires

EWDD has partnered with the Personnel Department to allocate additional resources to the department's personnel unit in order to expedite hiring across all divisions. This has resulted in more than 18 new hires since January 2023. Key fiscal hires include:

- New Chief of the Administrative Services Division (a position held vacant for more than 5-year)s;
- New Chief of the Financial Management Division (effective June 3rd)
- New permanent accountant, estimated start date, the first week of June.
- Hired three temporary accountants, estimated start date, the first week of June.
- Temporarily reassigned 3 internal staff members with strong finance skills to FMD for the next 2 – 3 months.
- Temporarily reassigned 1 Internal Auditor to FMD for the next 2 – 3 months

Restructured Division

The department's funding makeup, consisting of primarily grant resources, has created unique challenges in both attracting and retaining staff with the requisite experience. As a result, the department has sought to restructure financial and administrative functions. Key changes include:

- Secured City Council Approval for a new Chief Financial Officer to oversee all administrative functions (effective October 1, 2023).
- Secured approval of multiple paygrade advancements for key positons within FMD to ensure that existing staff have promotional opportunities within the department and thus reduce the number of staff leaving for promotional opportunities.

Technology

The Department is exploring adopting new technology to automate key invoice functions including spending plan/budget approvals, invoice submission and tracking and invoice approvals. The Year 24 Annual Plan includes $100,000 in workforce funding to support the procurement and development of a new invoicing system to be implemented in PY24.

DISCUSSION

In addition to the mid and long-term measures already enacted by the department, it is also critical to allocate additional resources to address the current backlog of invoices and grants management reports. As a result, the department is proposing to contract with four former staff, on a short-term basis to support:

1. Invoice Processing
2. Grant close-out reports
3. Training of new staff

This short-term step is critical in ensuring a successful close-out of the current program year as well as training new hires. If approved, EWDD will negotiate both hourly contract rates within the parameters described in this report.

NEXT STEPS

Upon approval from the WDB, the EWDD will prepare and execute a contract with the selected contractors.

CMH:GR:cg

Workforce Development Board
City of Los Angeles

26.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding a $65,000 Contract with the Los Angeles Economic Development Corporation to Provide an Updated People, Industry, and Jobs Report**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 26 - LAEDC-PIJ_Report
- Item 26 - Attachment 1 - People Industry and Jobs 2021-2026 Proposal

CAROLYN M. HULL
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA

26

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: May 26, 2023

TO: Charles Woo, Chair
Workforce Development Board, Executive Committee

FROM: Carolyn M. Hull, General Manager
Economic and Workforce Development Department

SUBJECT: APPROVAL OF THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT'S (EWDD) RECOMMENDATIONS REGARDING A $65,000 CONTRACT WITH THE LOS ANGELES ECONOMIC DEVELOPMENT CORPORATION TO PROVIDE AN UPDATED PEOPLE, INDUSTRY, AND JOBS REPORT

WORKFORCE DEVELOPMENT BOARD ACTION

The General Manager of the Economic and Workforce Development Department (EWDD) respectfully requests that the Workforce Development Board (WDB):

1. AUTHORIZE the General Manager enter into a contract with the Los Angeles Economic Development Corporation (LAEDC) in an amount not to exceed $65,000 for the development of the People, Industry and Jobs Report for 2023-2028.

BACKGROUND

On April 27, 2023, the WDB authorized EWDD to allocate up to $300,000 in WIOA funding to procure a third-party consultant to support the City's Workforce Development System (WDS) in developing a five-year workforce development strategic plan. The goal of the strategic plan is to support the WDS to better align resources and strategies to better connect Angelenos to thriving jobs in strong or growing sectors. The plan will analyze the configuration of the current local workforce, determine future workforce growth, identify the skills gap by occupation and explore strategies for developing effective training programs to expand the access to of middle-skill jobs within the WDS.

DISCUSSION

In support of the development of a 5-year Strategic Plan, EWDD is proposing to contract with the LAEDC to update the People Industry and Jobs Report (PIJ). The PIJ report, last updated in 2017, three-years prior to the COVID-19 pandemic, will provide labor market analysis as well as employment projections for key industries within the Los Angeles region over the next 5 year period.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

The goal of the PIJ is to help inform the development of a new five-year strategic development plan through empirical data to support the development of new long-term goals and initiatives. The proposed Scope of Work is attached for review.

Funding for this report has been identified in the PY 2022-23 Annual Plan and in the City General Fund budgets for this purpose.

NEXT STEPS

Upon the approval of the WDB, EWDD will contract with LAEDC for the services described in Attachment 1.

CMH:GR:cg
Attachment 1 - People Industry and Jobs 2021-2026 Proposal

INDUSTRY AND LABOR MARKET INTELLIGENCE
FOR LOS ANGELES COUNTY AND THE CITY OF LOS ANGELES
2023 UPDATE PROPOSAL

People, Industry and Jobs 2.0: 2022-2027

In 2013, the Los Angeles County Economic Development Corporation (LAEDC) prepared Industry and Labor Market Intelligence Reports for both Los Angeles County and the City of Los Angeles to be used as directional documents for the County and City workforce development agencies and professionals. This was followed in 2015 with a report entitled *People, Industry and Jobs* which explored conditions in both the City of Los Angeles and Los Angeles County, which was again updated in 2016 and 2017.

The City of Los Angeles Workforce Development Board is seeking a qualified consultant to prepare an update of the 2017 intelligence report using the most current data available, to inform the development of a new five-year strategic development plan, with new initiatives and focus/priorities, that will be used to direct program delivery towards regional economic development and workforce development goals.

The LAEDC proposes to conduct the following analysis described below. A more detailed proposed project outline directly follows.

SCOPE OF WORK

(1) Demographic Overview:

Demographics provide a window into the dynamics of a population within a specified geography. Social and economic characteristics of residents provide context and insight into the strengths and challenges of the community. Using the most recent data available, the resident population of Los Angeles County and of the City of Los Angeles will be outlined in terms of age distribution, educational attainment, race and ethnicity, language capability, housing, household income distribution, veteran status and commuting patterns, poverty levels, among other variables as available.

a. To the extent possible, a geographical analysis of discouraged and unemployed workers will be provided.

b. Unemployment and labor force participation rates will be provided by race and ethnicity.

(2) Labor Market Analysis:

The two components of the labor market in Los Angeles County and in the City of Los Angeles will be addressed: (1) the supply of labor, which is determined by the characteristics of the resident population and existing workforce, including the current occupational composition of resident workers; and (2) the demand for labor, which is determined by current and projected industry needs. A five-year detailed industry employment forecast will be provided estimating new jobs projected to be created at the industry level. (3) Based upon the demand-side analysis, and using the selection criteria agreed upon (i.e., middle-skill job share;

the projected change in low-, middle-, high-skill jobs from 2022 to 2027 (number and rate);; the 2022 location quotient; the change in location quotient from 2017 to 2022; the 2022 annual average wage relative to all industries; value added per worker, etc.), target industries will be identified. A listing of businesses in target industries will be provided in a separate data file to assist the WIB in outreach efforts for businesses in these target industries; an accompanying map of these businesses in the county/city will also be provided. High road sectors, green industries, and sectors expected to be impacted (short- term/long-term implications, employment impact, etc.) by decarbonization will be discussed.

(3) Occupational Analysis:

In Los Angeles County, there are approximately 860 discreet occupations. Workers within an occupation can be employed in one of several industries. For example, customer service representatives work in retail operations, manufacturing firms, construction companies and in digital media—with knowledge, skills and abilities that are common across these diverse industries. The estimated demand for labor at the industry level found in Task (2) will be mapped to the occupational needs of each industry given each industry's occupational composition for Los Angeles County and for the City of Los Angeles. In addition to new job creation, retirements and other job leavers will provide additional job openings for job entrants and for incumbents wishing to move up their career ladders. The estimated number of openings for each occupation over the next five years, will be accompanied by educational and work experience requirements for entry level positions in each occupation, the work experience needed to attain competency in each occupation and the prevailing median wage in Los Angeles County paid to workers in each occupation. The number of workers in occupations with a living wage will be discussed, along with a closer look at occupations that are helping us move towards a more sustainable future. Career pathways will be discussed where applicable.

(4) Labor Force Analysis of Select Groups:

The LAEDC provided targeted data and analysis for *People, Industry and Jobs* specific to targeted populations and targeted occupations.

a. Labor Force Data for Targeted Populations included:
   i. Women
   ii. Hispanic,
   iii. Black,
   iv. Asian and Pacific Islander,
   v. Indian and Alaska Natives,
   vi. Individuals with Disabilities,
   vii. Population Aged 16 to 24 years
   viii. Youth (under 18 years of age) with disabilities,
   ix. Older Individuals (aged 65 years and older),
   x. Individuals with limited English proficiency,
   xi. Single Parents, and
   xii. Discouraged Workers/Long Term Unemployed Individuals.

b. This 2023 report will include updated analysis as well as cover other vulnerable populations of interest as identified by the WDB.

c. Occupational Data: For selected target industry sectors, the most common occupations of workers were outlined.

(5) Additional Analysis of Select Groups:

The additional analysis of select groups listed above will include a labor force analysis of the County of Los Angeles. The analysis will compare cohorts in the County to those at the national level where applicable and provide statistics for the City of Los Angeles and its major regions where possible. The analysis will include the following:

a. Employment-to-population ratio by educational attainment

b. Disconnection rates by and by educational attainment

c. Work experience by educational attainment

d. Average hours worked for connected and disconnected workers

e. Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

f. Labor Force Participation Rate

g. Employment by major industry

h. Employment by major occupation group

i. Employment-to-population ratio by educational attainment

(6) Additional Analysis of Youths: 16-24 years:

The labor force analysis of the youth population will include all aforementioned elements listed in Task (5), but will also include the following:

a. School enrollment for the youth population, total and by educational attainment

b. Youth dropouts

c. College enrollment by type of school (private, public, 2-year, 4-year)

d. Employment-to-population ratio (Ages 20-29) by educational attainment, excluding enrolled students under age 25

(7) Geographic Analysis:

The LAEDC will present data and analysis produced specific to geographic areas listed below:

a. Los Angeles County Supervisorial Districts;

b. Los Angeles City Council Districts; and

c. The 36 LA City Community Plan Areas (CPA)

One page infographics/leave behinds will be created for each of the geographic areas identified above

(8) Conclusion:

Based on the full analysis, the LAEDC will identify key findings and potential recommendations that may include potential focus areas and opportunities for community involvement.

DELIVERABLES AND ESTIMATED DURATION

The LAEDC will provide a full report that will be clear, concise, in a readable and organized format, with expository exhibits as needed to illustrate and distribute the findings, and with a full description of the methodology, data and assumptions employed.

All deliverables will be completed by August 1, 2023.

PRICING AND PAYMENT SCHEDULE

The fixed price for the proposed scope of work is $55,000. Invoices will be submitted as follows:

- An invoice for $20,000 will be payable upon execution of contract or purchase order;
- An invoice for$15,000 will be rendered for mid-project check-in meeting (End of June/early July) and preliminary findings shared; and
- An invoice for$15,000 will be rendered upon the delivery of the draft report
- Final invoice for $5,000 will be rendered upon the completion of the infographic/leave behind sheets.

2023 UPDATE REPORT OUTLINE (2022-2027)

EXECUTIVE SUMMARY

1 INTRODUCTION

1.1 Select Areas

- County of Los Angeles
- City of Los Angeles
- Supervisorial Districts
- City Council Districts
- 36 LA City Community Plan Areas (CPA)

1.2 Select Groups

- Women
- Hispanic,
- Black,
- Asian and Pacific Islander,
- Indians and Alaska Natives,
- Individuals with Disabilities and Youths with Disabilities,
- Older Individuals (aged 65 years and older),
- Population Aged 16 to 24 Years,
- Youth (under 18 years of age) with disabilities,
- Individuals with limited English proficiency,
- Single Parents,
- Discouraged Workers/ Long Term Unemployed.

2 DEMOGRAPHIC PORTRAIT

2.1 Overview
2.2 Population
2.3 Race, Ethnicity and Language Capability
2.4 Educational Attainment and Economic Opportunity
2.5 Gender
2.6 Households and Housing
2.7 Income and Poverty

3 LOS ANGELES IN THE CALIFORNIA CONTEXT

3.1 California's Labor Market Analysis
3.2 The Los Angeles Region

4 EMPLOYMENT, INDUSTRY AND JOBS

4.1 Labor Force

- Geographic Analysis of Unemployed Workers

4.2 Current Employment by Industry
4.3 Industry Competitiveness
4.4 Industry Clusters
4.5 Current Occupational Profile
4.6 Regional Industry Employment Forecast

5 WORKFORCE DEVELOPMENT, TARGET INDUSTRIES AND TARGET OCCUPATIONS

5.1 Workforce Development Boards

- What they are
- Where they are (map)
  - AJCCs (map)
- Who they serve

5.4 Identifying Target Industries

- Job Creation Potential
- Industry growth (opportunities and barriers)
- High road sectors
- Green industries
- Sectors expected to be impacted by decarbonization

5.6 Projected Occupational Needs

- High-growth occupations
- Growth drivers and barriers
- Projected skill-levels

5.5 Identifying Target Occupations

- Occupations with a living wage
- Occupations in sustainability
- Skill-levels
- Wages
- Technology
- Talent pipeline (programs and completions)
- Potential career ladders/ Career pathways
- Etcetera

6 DEEPER DIVES: GEOGRAPHIC ANALYSIS (supervisorial, city council, CPAs, etc.)

6.1 Demographic Portrait
6.2 Labor Force
6.3 Current Employment by Industry
6.4 Current Occupational Profile
5.6 Target Industries in the Areas
6.7 Target Occupations in the Areas

7 DEEPER DIVES: SELECTED GROUPS (see 1.2 above for listing)

7.1 Women

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.2 Hispanic,

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.3 Black,

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment

- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.4 Asian and Pacific Islander,

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.5 Indians and Alaska Natives,

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.6 For Population Aged 16 to 24 Years

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate

- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio (Ages 20-29) by educational attainment, excluding enrolled students under age 25
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)
- School enrollment for the youth population, total and by educational attainment
- Youth dropouts
- College enrollment by type of school (private, public, 2-year, 4-year)

7.7 Older Individuals (aged 65 years and older),

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.8 Individuals with limited English proficiency,

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment

- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.9 Single Parents,

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.10 Individuals with Disabilities and Youths with Disabilities,

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)
- School enrollment for the youth population, total and by educational attainment
- Youth dropouts

7.11 Discouraged Workers/ Long Term Unemployed.

- Demographic Portrait
- Labor Force
- Labor Force Participation Rate
- Current Employment by Industry
- Current Occupational Profile
- Target Industries and the Cohort
- Target Occupations and the Cohort
- Employment-to-population ratio by educational attainment
- Work experience by educational attainment
- Disconnection rates by and by educational attainment
- Average hours worked for connected and disconnected workers
- Underutilization rate (based on part-time workers that want full time work or unemployed and stopped looking)

7.12 Geographic analysis of key findings

7.13 Conclusion

- Key Findings
- Recommendations
  - Potential for communities involvement
  - Potential areas to focus on

APPENDIX

A.1 Detailed Maps
A.2 Data Tables
A.3 Methodology
A.4 Description of Industry Sectors

27.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **An Update from the Economic and Workforce Development Department (EWDD) on Fiscal and Grants Management Issues, Including Expenditures and Delinquent Payments to Contractors and Vendors**

REQUESTED ACTION:

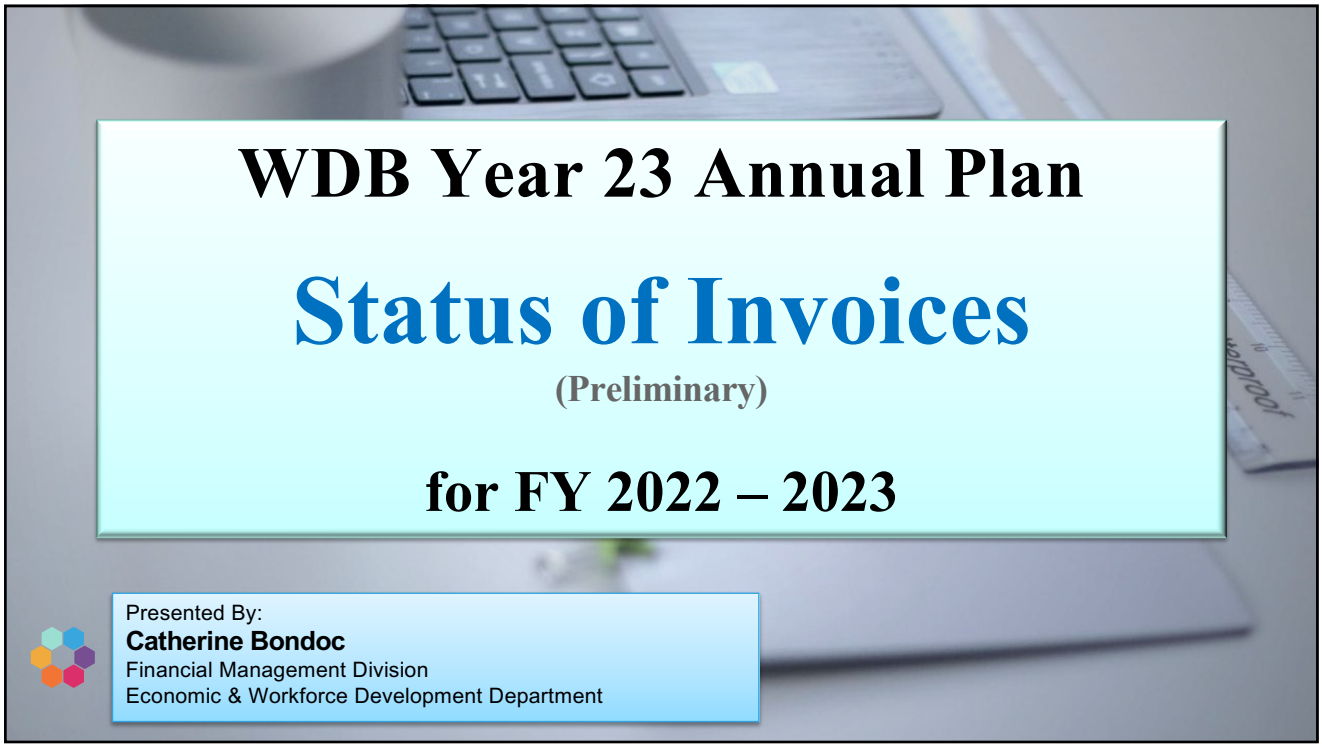
BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 27 - EWDD Status of Invoices FY 22-23 by CB Final Handout #1
- Item 27 - Year 23 Workforce Expenditures for FY 22-23 by CB Handout #2



1

Continuing Vacancies in FMD:

36 Positions – 17 Vacancies:

- **Grants Management and Invoice Review**
  - 1 Principal Accountant (*head of unit*)
  - 1 Senior Management Analyst
  - 3 Senior Accountants
  - 6 Accountants
- **Audit**
  - 1 Internal Auditor IV (*head of unit*)
  - 3 Auditors
- **Accounts Payable**
  - 1 Fiscal Systems Specialist (*head of unit*)
- **Loans**
  - 1 Management Analyst

41 - 47%
Vacancy rate since 2021

New FMD Chief:
Emily Lau
Emily.Lau@lacity.org

Department actively hiring to fill other vacancies.

2

2

Impact of Vacancies and Turnover:

- **Grants Management and Invoice Review** **CRITICAL!!**
  - Financial reports required by grantors, Boards, and the Controller are not submitted,
  - Reports required by the City are not prepared,
  - Cash reimbursements from grantors are delayed,
  - Invoices from service providers are not reviewed.
  - Processing of critical accounting transactions is delayed.
- **Audit**
  - Fiscal monitoring reviews are not conducted timely,
  - Fiscal review reports are not issued timely,
  - Required audit sanctions are not appropriately imposed.
- **Accounts Payable**
  - Payments owed to various contractors are not processed timely in FMS.
- **Loans**
  - Loan payments owed to grantors are delayed.

3

3

See Handout:

Economic and Workforce Development Department (EWDD)
Financial Management Division (FMD)
Status of Invoices for FY 2022 - 2023
As of July 24, 2023

Financial Closeout Report Deadlines:

July 14, 2023	WIOA Formula and Discretionary grants
July 21, 2023	LA County grants.
July 31, 2023	For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
WIOA FORMULA GRANTS:					
WIOA ADULT:					
Arbor E & T, LLC	140729	837,013	June 2023 Closeout	April 2023	BTRC Issue
Asian American Drug Abuse Program Inc.	140742	711,013	June 2023 Closeout	June 2023 Closeout	
City of Long Beach	141843	711,013	June 2023 Closeout	May 2023	
Coalition for Responsible Community Development	140731	711,013	June 2023 Closeout	May 2023	
Community Career Development, Inc.	140730	711,013	March 2023	January 2023	Outstanding audit issues. March 2023 received 7/25/23.
El Proyecto del Barrio, Inc.	140732	711,013	June 2023 Closeout	May 2023	
Goodwill Industries of Southern California (NELA)	140733	711,013	June 2023 Closeout	May 2023	
Goodwill Industries of Southern California (SFV)	140734	711,013	June 2023 Closeout	May 2023	
Housing Authority of the City of Los Angeles	140735	711,013	June 2023	May 2023	
Jewish Vocational Service	140741	711,013	April 2023	April 2023	
Managed Career Solutions, Inc. (Boyle Heights)	140736	711,013	June 2023 Closeout	June 2023 Closeout	
Managed Career Solutions, Inc. (Hollywood)	140737	711,013	June 2023 Closeout	June 2023 Closeout	
Pacific Asian Consortium in Employment	140738	711,013	June 2023 Closeout	June 2023	
UAW-Labor Employment and Training Corporation	140739	711,013	June 2023 Closeout	May 2023	
Watts Labor Community Action Committee	140740	711,013	June 2023 Closeout	May 2023	
LAUSD	142059	91,660			No invoices submitted.
SB WIB - I-Train	141414	28,500	January 2023	September 2022	
Future Works - LA Performs	141410	58,400	June 2023	December 2022	
CCD - LA Valley College Sector Strategy Center	140730	60,000	December 2022	September 2022	Outstanding audit issues.
PACE - Los Angeles Library System Strategic Partnership	140738	80,000	December 2022	June 2023	
LAEDC - Rapid Response Layoff Aversion Strategies	141753	100,000	June 2023	May 2023	
LAEDC - Labor Market Information	143596	15,000	July 2023		July 2023 was the only invoice received.
WIOA DISLOCATED WORKER:					
Arbor E & T, LLC	140729	593,544	June 2023 Closeout	April 2023	BTRC Issue
Asian American Drug Abuse Program Inc.	140742	393,543	June 2023	June 2023 Closeout	

4

4

See Handout:

- **List is for FY 22-23 contracts only**
- **List of Contracts by Funding Source:**
  - Latest invoice submitted to FMD
  - Most recent invoice processed by or processing in progress at FMD
  - Comments from FMD
- **Financial Closeout Deadlines for Service Providers:**
  - **July 14th**: For WIOA grants
  - **July 21st**: For LA County grants
  - **July 31st**: For all others.

5

5

See Handout:

- **Most recent invoices processed will mostly be for May 2023 or earlier.**
- **FMD waiting for reimbursements from Grantors:**
  - Californians for All Youth Workforce Development Grant
  - CDBG
- **Unpaid prior year's invoices may be on hold for various reasons**
  - Check with FMD or your program monitors.

6

6

To assist FMD with inquiries and follow-ups:

CATHERINE BONDOC: *Catherine.Bondoc@lacity.org*

INVOICES

FRED VOCAL: *Fred.Vocal@lacity.org*

GEORGE CHACKO: *George.Chacko@lacity.org*

AUDIT & FISCAL REVIEWS:

EDWIN TIONGCO: *Edwin.Tiongco@lacity.org*

Thank you!

7

7

Economic and Workforce Development Department (EWDD) Financial Management Division (FMD) **Status of Invoices for FY 2022 - 2023** As of July 24, 2023	Financial Closeout Report Deadlines: July 14, 2023 WIOA Formula and Discretionary grants July 21, 2023 LA County grants. July 31, 2023 For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
WIOA FORMULA GRANTS:					
WIOA ADULT:					
Arbor E & T, LLC	140729	837,013	June 2023 Closeout	April 2023	BTRC Issue
Asian American Drug Abuse Program Inc.	140742	711,013	June 2023 Closeout	June 2023 Closeout	
City of Long Beach	141843	711,013	June 2023 Closeout	May 2023	
Coalition for Responsible Community Development	140731	711,013	June 2023 Closeout	May 2023	
Community Career Development, Inc.	140730	711,013	March 2023	January 2023	Outstanding audit issues. March 2023 received 7/25/23.
El Proyecto del Barrio, Inc.	140732	711,013	June 2023 Closeout	May 2023	
Goodwill Industries of Southern California (NELA)	140733	711,013	June 2023 Closeout	May 2023	
Goodwill Industries of Southern California (SFV)	140734	711,013	June 2023 Closeout	May 2023	
Housing Authority of the City of Los Angeles	140735	711,013	June 2023	May 2023	
Jewish Vocational Service	140741	711,013	April 2023	April 2023	
Managed Career Solutions, Inc. (Boyle Heights)	140736	711,013	June 2023 Closeout	June 2023 Closeout	
Managed Career Solutions, Inc. (Hollywood)	140737	711,013	June 2023 Closeout	June 2023 Closeout	
Pacific Asian Consortium in Employment	140738	711,013	June 2023 Closeout	June 2023	
UAW-Labor Employment and Training Corporation	140739	711,013	June 2023 Closeout	May 2023	
Watts Labor Community Action Committee	140740	711,013	June 2023 Closeout	May 2023	
LAUSD	142059	91,660			No invoices submitted.
SB WIB - I-Train	141414	28,500	January 2023	September 2022	
Future Works - LA Performs	141410	58,400	June 2023	December 2022	
CCD - LA Valley College Sector Strategy Center	140730	60,000	December 2022	September 2022	Outstanding audit issues.
PACE - Los Angeles Library System Strategic Partnership	140738	80,000	December 2022	June 2023	
LAEDC - Rapid Response Layoff Aversion Strategies	141753	100,000	June 2023	May 2023	
LAEDC - Labor Market Information	143596	15,000	July 2023		July 2023 was the only invoice received.
WIOA DISLOCATED WORKER:					
Arbor E & T, LLC	140729	593,544	June 2023 Closeout	April 2023	BTRC Issue
Asian American Drug Abuse Program Inc.	140742	393,543	June 2023	June 2023 Closeout	
City of Long Beach for Pacific Gateway	141843	393,543	June 2023	May 2023	
CRCD	140731	393,543	June 2023 Closeout	May 2023	
Community Career Development, Inc.	140730	393,543	March 2023	January 2023	Outstanding audit issues. March 2023 received 7/25/23.
El Proyecto del Barrio, Inc.	140732	393,543	June 2023 Closeout	May 2023	
Goodwill Industries of Southern California	140733	393,543	June 2023 Closeout	May 2023	
Goodwill Industries of Southern California	140734	393,543	June 2023 Closeout	May 2023	
Housing Authority of the City of Los Angeles	140735	393,543	June 2023 Closeout	May 2023	
Jewish Vocational Service	140741	393,543	April 2023	April 2023	

Economic and Workforce Development Department (EWDD) Financial Management Division (FMD) **Status of Invoices for FY 2022 - 2023** As of July 24, 2023	Financial Closeout Report Deadlines: July 14, 2023 WIOA Formula and Discretionary grants July 21, 2023 LA County grants. July 31, 2023 For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
Managed Career Solutions, Inc.	140736	393,543	June 2023 Closeout	June 2023 Closeout	
Managed Career Solutions, Inc.	140737	393,543	June 2023 Closeout	June 2023 Closeout	
Pacific Asian Consortium in Employment	140738	393,543	June 2023	June 2023	
UAW-Labor Employment and Training Corp.	140739	393,543	June 2023 Closeout	May 2023	
Watts Labor Community Action Committee	140740	393,543	June 2023 Closeout	May 2023	
LAUSD	142059	72,020			No invoices submitted.
SB WIB - I-Train	141414	21,500	January 2023	September 2022	
Future Works - LA Performs	141410	41,600	June 2023	December 2022	
CCD - LA Valley College Sector Strategy Center	140730	40,000	December 2022	September 2022	Outstanding audit issues.
PACE - Los Angeles Library System Strategic Partnership	140738	20,000	June 2023	June 2023	
LAEDC - Rapid Response Layoff Aversion Strategies	141753	150,000	June 2023	May 2023	
LAEDC - Labor Market Information	143596	10,000			
WIOA YOUTH:					
Catholic Charities of Los Angeles, Inc. (Central)	141201	150,000	September 2022	September 2022	
Catholic Charities of Los Angeles, Inc. (South)	141202	679,485	June 2023 Closeout	June 2023 Closeout	
Coalition for Responsible Community Development	141141	679,485	June 2023 Closeout	May 2023	
El Proyecto del Barrio, Inc. (Sun/North Valley)	141143	679,485	June 2023 Closeout	May 2023	
El Proyecto del Barrio, Inc. (SFV)	141149	679,485	June 2023 Closeout	May 2023	
Goodwill Industries of Southern California	141178	679,485	June 2023 Closeout	June 2023 Closeout	
Los Angeles Brotherhood Crusade	141177	679,485	June 2023 Closeout	May 2023	
Managed Career Solutions, Inc.	142121	529,485	June 2023 Closeout	May 2023	
Pacific Gateway, City of Long Beach	141833	150,000	September 2022 Closeout	September 2022 Closeout	
Para Los Ninos-Central	141217	696,946	June 2023 Closeout	May 2023	
Para Los Ninos-East	141216	679,050	June 2023 Closeout	May 2023	
Regents of the University of California (UCLA-West)	141366	679,485	June 2023 Closeout	May 2023	
Regents of the University of California (UCLA-Central)	141366	529,485	June 2023 Closeout	May 2023	
Watts Labor Community Action Committee	141220	679,485	June 2023 Closeout	May 2023	
Manuel Chavez	139624	121,000	February 2023	February 2023	
LAUSD	142714	1,264,426	February 2023		
Unite LA - Cash for College	141814	90,000	June 2023 Closeout	May 2023	
Unite LA - HIRE LA's Youth 16-24	142449	75,000	June 2023 Closeout		Budget approved in June 2023.
Innersight - Youth Assessment	141542	200,000	May 2023	May 2023	
El Centro de Ayuda	141516	75,000	September 2022	September 2022	
WIOA RAPID RESPONSE:					
LAEDC - Rapid Response Layoff Aversion Strategies	141753	301,127	June 2023	May 2023	
Paige Innovating Consulting	139195	24,000	December 2022	December 2022	
Socrates Gray	139194	25,000	July-September 2022	September 2022	

Economic and Workforce Development Department (EWDD) Financial Management Division (FMD) **Status of Invoices for FY 2022 - 2023** As of July 24, 2023	**Financial Closeout Report Deadlines:** **July 14, 2023** WIOA Formula and Discretionary grants **July 21, 2023** LA County grants. **July 31, 2023** For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
WIOA DISCRETIONARY GRANTS					
CA MEGAFIRE:					
Managed Career Solutions	133243	9,176,340	December 2022 Closeout	December 2022 Closeout	
Goodwill Industries	136144	627,360	December 2022 Closeout	December 2022 Closeout	
LAX ADDITIONAL ASSISTANCE:					
Arbor E&T, LLC dba Equus Workforce Services	138030	45,000	September 2022	August 2022	Budget exceptions.
Asian American Drug Abuse Program, Inc.	138004	135,000	September 2022 Closeout	September 2022 Closeout	
Community Career Development, Inc.	138008	94,500	March 2022	March 2022	No invoices submitted for April to September 2022.
El Proyecto Del Barrio, Inc.	138034	45,000	September 2022 Closeout	September 2022 Closeout	
Housing Authority of the City of Los Angeles	138003	98,500	September 2022 Closeout	September 2022 Closeout	
Jewish Vocational Services	138026	135,000	September 2022 Closeout	September 2022 Closeout	
Pacific Asian Consortium in Employment	138010	67,500	September 2022 Closeout	September 2022 Closeout	
City of Long Beach	138515	67,500	September 2022	September 2022 Closeout	
UAW – Labor Employment and Training Corporation	138007	67,500	March 2022 Closeout	March 2022 Closeout	
Watts Labor Community Action Committee	138009	94,500	September 2022 Closeout	September 2022 Closeout	
COVID-19 DISASTER RECOVERY NDWG:					
Asian American Drug Abuse Program, Inc.	136525	115,714	March 2023	March 2023	
City of Long Beach - Pacific Gateway	137191	231,429	March 2023	March 2023	
Coalition for Responsible Community Development	136403	231,429	March 2023	March 2023	
Community Career Development, Inc.	136436	231,429	March 2022	March 2022	No invoices from April 2022-March 2023. Outstanding audit issues.
Goodwill Industries of Southern California - NE LA	136643	231,429	March 2023	March 2023	
Goodwill Industries of Southern California - SFV	136431	115,714	March 2023	March 2022	
Housing Authority of the City of Los Angeles	136405	115,714	March 2023	March 2023	
Managed Career Solutions, Inc. - Boyle Heights	136772	115,714	August 2022	August 2022	
UAW-Labor Employment and Training Corporation	136493	115,714	February 2023	February 2023	
Watts Labor Community Action Committee	133615	115,714	August 2021	August 2021	
SEPTEMBER WILDFIRES DISASTER RECOVERY NDWG:					
Managed Career Solutions	138711	3,250,000	June 2023	April 2023	
LA CITY FUNDED PROGRAMS					
CASH FOR COLLEGE:					
Unite LA	141814	49,000	June 2023 Closeout	May 2023	
DAY LABOR:					
Central American Resource Center (CARECEN)	141307	154,559	April 2023	April 2023	
Hope of the Valley Rescue Mission	141308	154,559	October 2022	October 2022	
IDEPSCA	141367	772,792	April 2023	April 2023	
HIRE LA:					
Unite LA	142449	165,000	JUNE 2023 Closeout		Budget approved in June 2023.

Economic and Workforce Development Department (EWDD) Financial Management Division (FMD) **Status of Invoices for FY 2022 - 2023** As of July 24, 2023	**Financial Closeout Report Deadlines:** **July 14, 2023** WIOA Formula and Discretionary grants **July 21, 2023** LA County grants. **July 31, 2023** For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
LA RISE:					
Center for Employment Opportunity	141588	97,650	June 2023	May 2023	
Center for Living and Learning	141378	138,750	June 2023	May 2023	
Chrysalis Enterprises	141399	491,800	May 2023	May 2023	
CRCD - ESE	141377	98,500	June 2023 Closeout	April 2023	
CRCD - WSC	141377	90,000	June 2023 Closeout	April 2023	
Downtown Women's Center	141349	170,500	June 2023 Closeout		Hold per Office of Finance
El Proyecto del Barrio	141327	25,200	June 2023 Closeout	May 2023	
FRIENDS OUTSIDE OF LA	141451	56,000	June 2023	May 2023	
Goodwill Industries ESE	141379	293,050	June 2023	April 2023	
Goodwill Industries WSC	141379	147,850	June 2023	April 2023	
GRID	141568	118,200	May 2023	October 2022	
Homeboy	141362	167,700	June 2023 Closeout	April 2023	
Jewish Vocational Services	141335	20,700			No invoices submitted.
LACC	141336	147,150	May 2023	May 2023	
Managed Career Solutions, Inc. - Hollywood	141334	146,550	June 2023	May 2023	
Managed Career Solutions, Inc. - Boyle Heights	141325	59,450	June 2023 Closeout	May 2023	
New Earth	141326	95,950	March 2023	February 2023	
REDF	139306	150,000	March 2023		No budget on file at FMD.
LA RISE EXPANSION ABH/TINY PARTICIPANTS (From Council District 2):					
Center for Living and Learning	139533	105,000	June 2022 Closeout	June 2022 Closeout	
Chrysalis Enterprises	139485	94,500	December 2022 Closeout	December 2022 Closeout	Refund from agency due.
El Proyecto del Barrio	139430	17,755	December 2022 Closeout	December 2022 Closeout	
Friends Outside in LA County	139412	73,500	February 2022	February 2022	
Goodwill Industries ESE	139427	315,000	December 2022 Closeout	December 2022 Closeout	
Goodwill Industries WSC	139427	69,245	December 2022 Closeout	December 2022 Closeout	
LA RISE EXPANSION (From Council District 10):					
Anti-Recidivism Coalition	139425	35,397	October 2022 Closeout	October 2022	
Asian American Drug Abuse	139472	39,950	December 2022 Closeout	December 2022 Closeout	
Chrysalis	139417	22,500	June 2022 Closeout	June 2022 Closeout	
CRCD	139415	31,500	June 2022	June 2022	No invoices received for July-December 2022
Friends Outside of LA County	139465	36,936	June 2022 Closeout	June 2022 Closeout	
Goodwill Industries	139489	40,500	December 2022 Closeout	December 2022 Closeout	
GRYD Alternatives	139420	72,000	October 2022	June 2022	
LA LGBT Center	139534	22,500	December 2022	December 2022 Closeout	
Los Angeles Conservation Corps	139419	22,500	June 2022 Closeout	June 2022 Closeout	

Economic and Workforce Development Department (EWDD) Financial Management Division (FMD) **Status of Invoices for FY 2022 - 2023** As of July 24, 2023	Financial Closeout Report Deadlines: July 14, 2023 WIOA Formula and Discretionary grants July 21, 2023 LA County grants. July 31, 2023 For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
NON-PROFIT APPRENTICESHIP PROGRAM (From Council District 5):					
CRCD	139608	1,100,000	June 2023	April 2023	
STUDENT-to-STUDENT PROGRAM:					
Goodwill Industries	141885	274,500	April 2023	April 2023	
Managed Career Solution	141822	107,750	April 2023	April 2023	
UCLA	141979	107,750	June 2023		June 2023 was the only invoice received. No budget on file at FMD.
Watts Labor Community Action Committee	141823	107,750	May 2023		Budget approved on 5/30/23.
SUBSTANCE ABUSE DISORDER COUNSELOR PILOT PROGRAM:					
CRCD	141221	100,000	June 2023	May 2023	
SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP):					
All People's Christian Center	141767	57,000	May 2023	May 2023	
Catholic Charities of Los Angeles, Inc. - Central	141831	81,000	May 2023	May 2023	
Catholic Charities of Los Angeles, Inc. - South	141839	108,000	May 2023	May 2023	
Community Career Development	141765	18,000			No invoices submitted.
City of Long Beach	142496	111,000	June 2023 Closeout	May 2023	
CRCD	141752	162,000	June 2023 Closeout	February 2023	No invoices for March-April. May-June payments on hold.
El Proyecto del Barrio - North Valley	141857	129,000	June 2023 Closeout	May 2023	
El Proyecto del Barrio - Sun Valley	141888	162,000	June 2023 Closeout	May 2023	
Goodwill Industries	141837	132,000	June 2023 Closeout	June 2023 Closeout	
Housing Authority for the City of Los Angeles	141782	141,000	May 2023	January 2023	
Holman	141921	42,000	May 2023	May 2023	
Inner City Arts	141766	27,000	September 2022	September 2022	
LA LGBT Center	141936	87,000	June 2023	May 2023	
LA Brotherhood Crusade	141751	366,000	June 2023	May 2023	
LAUSD	141817	30,000	April 2023	January 2023	
Managed Career Solutions, Inc. - Hollywood	141768	105,000	June 2023	April 2023	
Managed Career Solutions, Inc. - Harbor	142813	126,000	June 2023 Closeout	April 2023	
Para Los Ninos - Central	141836	156,000	June 2023 Closeout	February 2023	March - May 2023 invoices delinquent.
Para Los Ninos - East	141838	213,000	June 2023 Closeout	February 2023	March - May 2023 invoices delinquent.
Regents of the University of California (UCLA) West LA	142562	132,000	June 2023 Closeout		Budget approved in June 2023.
Regents of the University of California (UCLA) Central LA	143009	66,000	June 2023 Closeout		Delinquent reports. First report received in May 2023.
SALEF	142097	66,000	March 2023	March 2023	
Shakespeare LA Center	141764	48,000	May 2023	April 2023	
UAW - LETC	141815	33,000	May 2023	May 2023	
Watts Labor Community Action Committee	141771	156,000	May 2023	May 2023	
Career Edge	142108	75,000	June 2022		One invoice received in April 2023.
VISION LAB:					
LA Brotherhood Crusade	141968	146,500	December 2022	December 2022	

Economic and Workforce Development Department (EWDD) Financial Management Division (FMD) **Status of Invoices for FY 2022 - 2023** As of July 24, 2023	**Financial Closeout Report Deadlines:** **July 14, 2023** WIOA Formula and Discretionary grants **July 21, 2023** LA County grants. **July 31, 2023** For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
CDBG CHILDCARE INITIATIVE					
CHILDCARE EMPLOYMENT TRAINING:					
Asian-Anerican Drug Abuse Program	139814	336,000	June 2023	February 2023	
Arbor E&T, LLC dba Equus	139801	288,000	June 2023 (No breakdown)	December 2022	
Community Career Development	139816	336,000			No invoices submitted.
City of Long Beach	140870	240,000	December 2022		No invoices submitted from Nov 2021 to Dec 2022 until July 2023..
CRCD	139774	336,000	June 2023	March 2023	
El Proyecto del Barrio	139788	432,000	June 2023	February 2023	Pending cash drawdown.
Goodwill Industries of SoCal - NELA	139813	288,000	June 2023	December 2022	
Goodwill Industries of SoCal - Pacoima	139815	384,000	June 2023	December 2022	
Housing Authority for the City of Los Angeles	139786	288,000	June 2023	December 2022	
Jewish Vocational Services SoCal	139800	240,000	December 2022	September 2022	
Managed Career Solutions - Boyle Heights	139785	336,000	June 2022 Closeout	June 2022	
Managed Career Solutions - Hollywood	139789	288,000	June 2022 Closeout	June 2022	
Pacific Asian Consortium in Employment	139787	288,000	June 2023	February 2023	
UAW - LETC	139817	192,000	December 2022	December 2022	
Watts Labor Action Committee	139812	240,000	May 2023	December 2022	May 2023 report has no breakdown.
LA COUNTY GRANTS					
JUVENILE JUSTICE CRIME PREVENTION ACT (JJCPA):					
Catholic Charities	141384	31,494	June 2023	March 2023	
CRCD	141296	13,997	June 2023 Closeout	April 2023	
El Proyecto del Barrio	141289	73,486	June 2023Closeout	April 2023	
Goodwill Industries	141293	13,997	June 2023	June 2023	
Housing Authority for the City of Los Angeles	141291	17,497	June 2023 Closeout	November 2022	
LA Brotherhood Crusade	141298	13,997	June 2023 Closeout	April 2023	
Para Los Ninos - Central	141292	24,495	June 2023 Closeout	September 2022	October 2022-April 2023 invoices delinquent.
LA RISE MEASURE H:					
Anti-Recidivism Coalition	141427	187,500	June 2023	December 2022	No invoices received until June 2023.
Center for Employment Opportunity	141533	122,700	June 2023	March 2023	
Center for Living and Learning	141435	143,250	June 2023	May 2023	
Chrysalis Enterprises	141415	443,250	June 2023	May 2023	
CRCD - ESE	141405	98,500	June 2023 Closeout	May 2023	
CRCD - WSC	141405	74,700	June 2023 Closeout	May 2023	
Digital Learning - YWCA	141416	78,800	June 2023 Closeout		Insurance on hold.
Downtown Women's Center	141398	98,500	June 2023	September 2022	Hold per Office of Finance
El Proyecto del Barrio	141434	27,190	June 2023	April 2023	

Economic and Workforce Development Department (EWDD) Financial Management Division (FMD) **Status of Invoices for FY 2022 - 2023** As of July 24, 2023	Financial Closeout Report Deadlines: **July 14, 2023** WIOA Formula and Discretionary grants **July 21, 2023** LA County grants. **July 31, 2023** For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
Friends Outside in LA County	141388	31,000	June 2023	October 2022	
Goodwill Industries	141426	343,550	June 2023	February 2023	
GRYD	141586	87,800	June 2023	December 2022	
Homeboy	141428	221,200	April 2023	February 2023	
LACC	141425	147,750	June 2023	March 2023	
LA LGBT	141436	98,510	June 2023	March 2023	
Managed Career Solutions, Inc. - Hollywood	141424	285,300	June 2023	March 2023	
Managed Career Solutions - Boyle Heights	141418	85,500	June 2023	March 2023	
REDF	141429	100,000	March 2023	December 2022	
PROJECT INVEST:					
CRCD	140731	250,000	June 2023 Closeout	March 2023	
Goodwill Industries	140734	250,000	June 2023	May 2023	
SYSTEMS INVOLVED YOUTH:					
Catholic Charities of Los Angeles, Inc. - Central	141384	59,273	June 2023	March 2023	
Catholic Charities of Los Angeles, Inc. - South	141383	38,740	June 2023	March 2023	
CRCD	141296	59,273	June 2023 Closeout	April 2023	
El Proyecto del Barrio - Pacoima/NV	141289	62,760	June 2023 Closeout	April 2023	
El Proyecto del Barrio, Inc. (Sun/North Valley)	141290	59,273	June 2023 Closeout	April 2023	
Goodwill Industries	141293	62,760	June 2023	June 2023	
Housing Authority for the City of Los Angeles	141291	62,760	June 2023	December 2022	
LA Brotherhood Crusade	141298	62,760	June 2023 Closeout	April 2023	
Managed Career Solutions, Inc. - Harbor	142117	20,533	June 2023	June 2023	
Managed Career Solutions, Inc. - Hollywood	141347	17,433	June 2023	March 2023	
City of Long Beach	142212	38,740	June 2023 Closeout	April 2023	
Para Los Ninos - Central	141292	62,760	June 2023 Closeout	April 2023	
Para Los Ninos-East	141297	62,760	June 2023	April 2023	
Regents of the University of California (UCLA) - Central	143157	20,533	June 2023		Contract executed in April 2023.
Regents of the University of California (UCLA) West LA	141769	62,760	June 2023 Closeout	March 2023	
Watts Labor Community Action Committee	141311	62,760	June 2023	December 2022	
WIOA FORMULA:					
Goodwill Industries -Adult	140734	209,250	June 2023	May 2023	
Goodwill Industries -Dislocated Worker	140734	54,900	June 2023	May 2023	
Goodwill Industries -Youth	141178	45,090	June 2023	April 2023	

Economic and Workforce Development Department (EWDD)
Financial Management Division (FMD)
Status of Invoices for FY 2022 - 2023
As of July 24, 2023

Financial Closeout Report Deadlines:

July 14, 2023	WIOA Formula and Discretionary grants
July 21, 2023	LA County grants.
July 31, 2023	For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
YOUTH @ WORK:					
All People's Christian Center	141295	69,762	May 2023	March 2023	
Catholic Charities of Los Angeles, Inc. - Central	141383	210,999	May 2023	March 2023	
Catholic Charities of Los Angeles, Inc. - South	141384	194,163	May 2023	March 2023	
Community Career Development	141341	16,102			No invoices submitted. Outstanding audit issues.
Coalition for Responsible Community Development	141296	368,733	June 2023	April 2023	
El Proyecto del Barrio, Inc. - Sun Valley	141289	508,227	June 2023	April 2023	
El Proyecto del Barrio, Inc.	141290	482,494	June 2023	April 2023	
Goodwill Industries of Southern California	141293	315,426	June 2023	June 2023	
Housing Authority for the City of Los Angeles	141291	154,005	June 2023	December 2022	
Holman	141301	13,948	March 2023	March 2023	
Inner City Arts	141411	33,537	June 2023		Delinquent invoices. June 2023 has no breakdown. Expired insurance.
LA LGBT	141300	80,512	June 2023	June 2023	
LAUSD	142714	226,441	June 2023		Late invoices, held for funding.
Los Angeles Brotherhood Crusade	141298	310,254	June 2023	April 2023	
Managed Career Solutions - Hollywood	141347	213,841	June 2023	March 2023	
Managed Career Solutions, Inc. - Harbor	142117	129,638	June 2023	June 2023	
City of Long Beach	142212	247,891	June 2023	April 2023	May 2023 report delinquent.
Para Los Ninos-Central	141292	340,131	June 2023	September 2022	October to April 2023 invoices delinquent.
Para Los Ninos-East	141297	386,486	June 2023	September 2022	October to April 2023 invoices delinquent.
Regents of the University of California (UCLA) - Central	143157	84,884	June 2023	March 2023	
Regents of the University of California (UCLA) West LA	141769	410,372	June 2023	March 2023	
Shakespeare LA Center	141382	43,199			No invoices submitted.
Toberman Neighborhood Center		41,866			No contract.
UAW-LETC	141299	26,830	June 2023	June 2023	
Unite LA	142449	42,000	June 2023 Closeout		Budget approved in June 2023.
Watts Labor Community Action Committee	141311	348,395	April 2023	December 2022	
CALIFORNIANS FOR ALL YOUTH WORKFORCE DEVELOPMENT GRANT					
ANGELENO CORPS:					
Catholic Charities of Los Angeles, Inc. - Central	141598	75,625	September 2022	September 2022	
CRCD	141447	1,021,500	May 2023	May 2023	
El Proyecto del Barrio, Inc.	141444	1,007,500	May 2023	May 2023	
LA Brotherhood Crusade	141445	655,000	June 2023	May 2023	
Para Los Ninos - Central	141460	1,007,500	June 2023	March 2023	No invoices received for April and May 2023.
Regents of the University of California (UCLA)	141461	226,875	May 2023	May 2023	
Watts Labor Community Action Committee	141446	655,000	May 2023	April 2023	

Waiting for the State's reimbursement.

Economic and Workforce Development Department (EWDD)
Financial Management Division (FMD)
Status of Invoices for FY 2022 - 2023
As of July 24, 2023

Financial Closeout Report Deadlines:

July 14, 2023	WIOA Formula and Discretionary grants
July 21, 2023	LA County grants.
July 31, 2023	For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
EARLY CHILDHOOD EDUCATION STUDENT ADVANCEMENT:					
Catholic Charities of Los Angeles, Inc. - South	141381	150,000	May 2023	April 2023	
CRCD	141385	150,000	May 2023	May 2023	
El Proyecto del Barrio, Inc.	141412	150,000	May 2023	May 2023	
Para Los Ninos - Central	141462	150,000	June 2023	February 2023	March - May 2023 reports delinquent.
Social Impact Collective	142188	120,000	March 2023	March 2023	
LA COMMUNITY COLLEGE - CITY PATHWAYS:					
Catholic Charities of Los Angeles, Inc. - South	141310	828,750	May 2023	April 2023	
CRCD	141303	828,750	May 2023	May 2023	
El Proyecto del Barrio, Inc.	141304	828,750	May 2023	May 2023	
Para Los Ninos - Central	141679	828,750	June 2023	February 2023	March - May 2023 invoices delinquent.
LA RISE YOUTH ACADEMY:					
Catholic Charities of Los Angeles, Inc. - Central	141565	345,000	April 2023	April 2023	
CRCD - ESE	141559	812,375	May 2023	May 2023	
CRCD - WSC	141559	50,125	May 2023	May 2023	
El Proyecto del Barrio, Inc.	141558	345,000	June 2023	May 2023	
GOODWILL INDUSTRIES	141557	172,500	June 2023	June 2023	
Goodwill Industries	141725	137,500	May 2023	May 2023	Waiting for the State's reimbursement.
LAUSD	142953	139,921			No invoices submitted.
Managed Career Solutions, Inc. - Hollywood	141561	35,000	December 2022	December 2022	
REDF	142036	75,000	December 2022	December 2022	
Regents of the University of California (UCLA) West LA	142004	172,500	June 2023	June 2023	
STUDENT-TO-STUDENT:					
CRCD	141818	118,000	April 2023	April 2023	
El Proyecto del Barrio - North Valley	141819	118,000	April 2023	April 2023	
El Proyecto del Barrio, Inc. - Sun Valley	141820	107,750	April 2023	April 2023	
Goodwill Industries	141885	274,500	June 2023	June 2023	
LA Brotherhood Crusade	141821	59,000	May 2023	May 2023	
Managed Career Solutions, Inc. - Hollywood	141822	107,750	April 2023	April 2023	
Para Los Ninos - Central	141886	323,250	June 2023	February 2023	March-May invoices delinquent.
Para Los Ninos-East	141887	215,500	June 2023	February 2023	March-May invoices delinquent.
Regents of the University of California (UCLA) Central LA	141979	107,750	June 2023	May 2023	
Regents of the University of California (UCLA) West LA	142003	107,750	June 2023	April 2023	
Watts Labor Community Action Committee	141823	107,750	April 2023	April 2023	

Economic and Workforce Development Department (EWDD)
Financial Management Division (FMD)
Status of Invoices for FY 2022 - 2023
As of July 24, 2023

Financial Closeout Report Deadlines:

July 14, 2023	WIOA Formula and Discretionary grants
July 21, 2023	LA County grants.
July 31, 2023	For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
TEEN PARENT PROSPER:					
Goodwill Industries	142559	155,300	June 2023	April 2023	
LA Brotherhood Crusade	142591	155,300	June 2023	May 2023	
Para Los Ninos - Central	142593	155,300	June 2023		No expenditures until June 2023.
YOUTH & COMMUNITY HARVEST INTERNSHIPS:					
El Proyecto del Barrio - North Valley	141898	86,890	May 2023	May 2023	
El Proyecto del Barrio, Inc. - Sun Valley	141856	86,890	May 2023	May 2023	
Goodwill Industries	141845	86,890	June 2023	April 2023	
LA Brotherhood Crusade	141846	86,890	June 2023	May 2023	
Watts Labor Community Action Committee	141899	86,890	June 2023		No invoices received until June 2023.
HIRE LA YOUTH PLATFORM:					
CSS	142189	346,990	JUNE 2023	June 2023	
C D B G					
BUSINESS SOURCE CENTERS:					
CRCD - Micro Enterprise	140952	507,499	March 2023	March 2023	
CRCD - Small Business	140952	217,500	March 2023	March 2023	
ICON North Valley - Micro Entrprise	140999	391,533	May 2023	March 2023	Received Apr - May 2023 combined
ICON North Valley - Small Business	140999	172,500	May 2023	March 2023	Received Apr - May 2023 combined
ICON South Valley - Micro Enterprise	140999	402,500	May 2023	March 2023	Received Apr - May 2023 combined
ICON South Valley - Small Business	140999	172,500	May 2023	March 2023	Received Apr - May 2023 combined
MCS Harbor - Micro Enterprise	140954	402,500	May 2023	May 2023	
MCS Harbor - Small Business	140954	172,502	May 2023	May 2023	
MCS West Valley - Micro Enterprise	140964	402,500	May 2023	May 2023	
MCS West Valley - Small Business	140964	172,500	May 2023	May 2023	
New Economics for Women - Micro Enterprise	140953	507,500	December 2022	December 2022	
New Economics for Women - Small Business	140953	217,500	December 2022	December 2022	
PACE Hollywood - Micro Enterprise	140963	402,500	May 2023	April 2023	
PACE Hollywood - Small Business	140963	172,500	May 2023	April 2023	
PACE Pico Union - Micro Enterprise	140962	507,500	May 2023	April 2023	
PACE Pico Union - Small Business	140962	217,500	May 2023	April 2023	
Vermont Slauson South LA - Micro Enterprise	140961	507,500	May 2023	April 2023	
Vermont Slauson South LA - Small Business	140961	217,500	May 2023	April 2023	
Vermont Slauson Watts - Micro Enterprise	140998	508,843	May 2023	April 2023	
Vermont Slauson Watts - Small Business	140998	217,500	May 2023	April 2023	

Waiting for the State's reimbursement.

Need to drawdown cash from CIFD.

Economic and Workforce Development Department (EWDD) Financial Management Division (FMD) **Status of Invoices for FY 2022 - 2023** As of July 24, 2023	Financial Closeout Report Deadlines: July 14, 2023 WIOA Formula and Discretionary grants July 21, 2023 LA County grants. July 31, 2023 For all other grants.

Grant / Program	Contract No.	Contract Amount	Last Invoice Submitted to FMD	Most Recent Invoice Paid by FMD	Comments by FMD
OTHERS:					
Braid Theory	142047	210,000	May 2023	April 2023	
Grid 110	141969	374,000	March 2023	March 2023	
HLH Holdings	142000	900,000	November 2022	November 2022	
LA Optimized	142000	900,000	May 2023	April 2023	
LA Tech Incubator	141132	1,500,000	March 2023	December 2022	Received Jan - Mar 2023 combined
SEE-LA	142594	114,400	Apr 2023		New contract. Received Dec 22 - Apr 2023 combined.

Need to drawdown cash from CIFD.

WDB Year 23 Annual Plan

E X P E N D I T U R E S

(Preliminary)

for FY 2022 – 2023

Presented By:
Catherine Bondoc
Financial Management Division
Economic & Workforce Development Department

1



GROUPS:

1. WIOA Formula Grants
2. WIOA Discretionary Grants
3. LA County Grants
4. LA City-funded Programs
5. Californians for All Youth Workforce Development Grant
6. CDBG Childcare Initiative
7. Others

2

2



For each group:

- **Budget** or **Grant Amount**
- **Expenditures** – per latest invoice submitted to FMD **as of 7/24/2023**
- **Unliquidated Obligations** – balances of contracts that we are not releasing yet pending final closeout numbers
- **Balance**

  Unearned Grant (*returned to grantor*) or Carryover Savings to FY 23-24

3

3



Preliminary Numbers:

- Numbers may still change as FMD continues to receive and reviews closeout reports.

4

4

1

WIOA

Workforce Innovation and Opportunity Act

5

5



WIOA Adult

Group	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
EWDD	2,531,980	2,531,980	100%	0	0
WorkSource Centers	11,237,175	9,779,260	87%	566,718	891,197
Supporting Program Activities	3,023,142	413,112	14%	221,788	2,388,242
TOTAL	**16,792,297**	**12,724,352**	**76%**	**788,506**	**3,279,439**

20%

6

6



WIOA Dislocated Worker

Group	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
EWDD	3,820,000	3,496,677	92%	200,000	123,322
WorkSource Centers	6,694,720	5,162,546	77%	474,432	1,057,742
Supporting Program Activities	2,238,847	328,711	15%	152,389	1,757,747
TOTAL	**12,753,567**	**8,987,934**	**71%**	**826,821**	**2,938,811**

23%

7

7



WIOA Youth

Group	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
EWDD	3,283,658	2,807,550	86%	353,931	122,177
YouthSource Centers	9,788,820	8,168,795	84%	481,919	1,138,106
Supporting Program Activities	2,781,455	2,063,967	74%	1,803	715,685
TOTAL	**15,853,933**	**13,040,312**	**82%**	**837,653**	**1,975,968**

12%

8

8

WIOA Rapid Response

Group	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
EWDD	527,198	527,198	100%	0	0
Rapid Response Layoff Aversion	301,127	285,596	95%	15,531	0
Supporting Program Activities	70,227	20,600	29%	49,627	0
TOTAL	**898,552**	**833,394**	**93%**	**65,158**	**0**

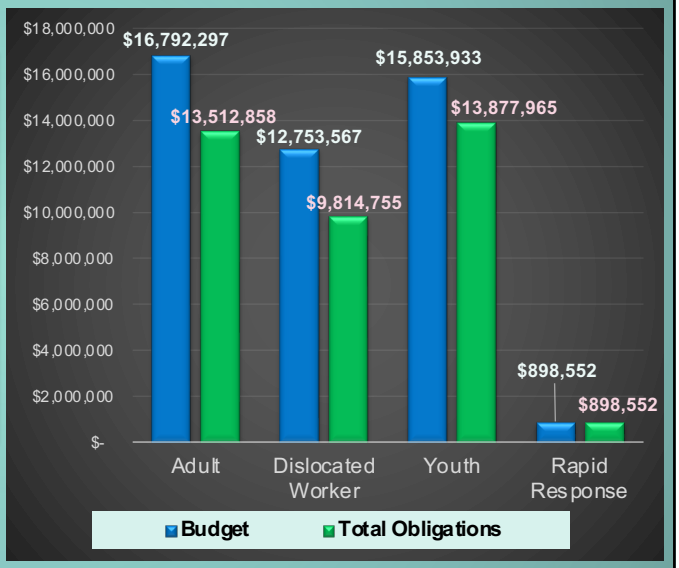
Ended on 6/30/2023

9

9

WIOA Formula Summary

Funding Stream	Budget (A)	Total Obligations (B)	Balance (C) = (A – B)	% (D)=(C/A)
Adult	16,792,297	13,512,858	3,279,439	*20%*
Dislocated Worker	12,753,567	9,814,755	2,938,811	*23%*
Youth	15,853,933	13,877,965	1,975,968	*13%*
Rapid Response	898,552	898,552	0	*0%*
TOTAL	46,298,349	38,104,130	8,194,219	*18%*



Prepare Carry-in report earlier to reprogram carryover savings.

10

10

2

WIOA
Workforce Innovation and Opportunity Act

Discretionary Grants

11

11

WIOA Discretionary Grants

Grant	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
CA Megafires NDWG	11,111,561	11,111,561	100%	0	0
LAX Additional Assistance	999,999	766,909	77%	766,909	233,090
COVID-19 Disaster Recovery	1,797,200	1,405,733	78%	0	391,467
September Wildfires	4,100,000	3,728,025	91%	62,780	309,195
Farmer John AA 25% DW	1,650,000	0	0	0	1,650,000
Quest Disaster Recovery	500,000	0	0	0	500,000
Severe Winter Storm	2,100,000	0	0	0	2,100,000
TOTAL	**22,258,760**	**17,012,228**	**76%**	**62,780**	**4,683,752**

12

12



13

LA County Grants

Grant Closeout in process!

Grant	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
JJCPA Probation	368,700	201,088	55%	52,704	114,908
Juvenile Day Rpt Center	615,480	0	0	0	615,480
LA RISE Measure H	3,000,000	2,637,282	88%	362,718	0
P3	226,441	226,441	100%	0	0
Project Invest	693,200	579,567	84%	0	113,633
Relay Institute	50,000	50,000	100%	0	0

14

14

LA County Grants

Grant Closeout in process!

Grant	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
Systems Involved Youth	1,293,870	995,293	77%	94,962	203,615
WIOA Formula	343,600	230,706	67%	0	112,894
Youth@Work	9,152,305	5,838,636	64%	1,172,073	2,141,597
TOTAL	**15,743,596**	**10,759,012**	**68%**	**1,682,457**	**3,302,127**

21%

15

15

4



LA City-funded Programs

16

16

LA City Programs

Grant	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
Angeleno Corps - ARPA	5,000,000	3,584,861	72%	0	1,415,139
Digital Inclusion - ARPA	1,000,000	733,983	73%	0	266,017
Day Labor	1,665,844	854,895	51%	227,015	583,934
GIC – LARCA 2.0	15,783,300	11,714,286	74%	2,767,816	1,301,198
LA RISE	3,725,000	2,476,645	67%	376,719	871,636
Student to Student	3,500,000	2,104,676	60%	1,250,663	144,661
SYEP	5,262,000	2,536,591	48%	675,657	2,049,752
Others *	9,196,383	3,581,018	39%	1,481,733	4,133,632
TOTAL	**45,132,527**	**27,586,955**	**61%**	**6,779,603**	**10,765,969**

* Others: Cash for College, Hire LA, Digital Divide, HHAPP, various CD funds, Vision Lab, and YOM GF.

17

17

5

CALIFORNIANS ALL

18

18

Californians for All Youth
Workforce Development Grant – by Project

Grant	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
Angeleno Corps	10,893,033	3,532,919	32%	1,885,320	5,474,794
Clean LA	9,071,600	294,545	3%	0	8,777,055
Early Childhood Education	660,000	328,753	50%	397,487	(66,240)
Edible Food Waste	522,984	11,750	2%	0	511,234
Hospitality Training	443,740	0	0%	0	443,740
LACC–City Pathways (EWDD)	3,936,500	792,615	20%	2,701,133	442,752
LACC–City Pathways (RAP)	3,000,000	493,642	17%	0	2,506,358
LA Community Composting	616,000	13,007	2%	0	602,993
LA RISE Youth Academy	6,590,540	1,240,066	19%	590,668	4,759,806

19

19

Californians for All Youth
Workforce Development Grant – by Project

Grant	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
LA River Rangers	5,359,200	35,165	.7%	0	5,324,035
Non-Profit Apprenticeship	1,452,000	16,238	1%	0	1,435,762
Student to Student Success	3,038,750	1,572,632	52%	342,617	1,123,501
Summer Night Lights Exp	4,070,000	629,890	16%	0	3,440,110
Teen Parent Prosper	951,117	195,211	21%	421,734	334,172
Youth & Com Harvest Intern	663,740	67,441	10%	369,028	227,271
Hire LA's Youth Platform Exp	740,977	346,990	47%	0	393,987
Program Eval & Project Plan	1,239,460	117,499	10%	0	1,121,961
TOTAL	**53,249,641**	**9,688,363**	**18%**	**6,707,987**	**36,853,291**

20

20

6

COMMUNITY DEVELOPMENT
CDBG
BLOCK GRANT

CDBG COVID Childcare Initiatives

21

21

COMMUNITY DEVELOPMENT
CDBG
BLOCK GRANT

CDBG COVID

Group	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
Childcare Employment Training	1,594,937	353,543	22%	1,146,457	94,937
Childcare Support	3,504,861	1,254,542	36%	1,791,529	462,790
TOTAL	**5,103,798**	**1,608,085**	**32%**	**2,937,986**	**557,727**

22

22

7



Other Grants

23

23



Other Grants

Grant	Budget (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
Prison to Employment	3,000,000	0	0%	0	3,000,000
Regional Equity Recovery Partnership	3,000,000	0	0%	0	3,000,000
Others	270,000	130,460	48%	0	139,540
TOTAL					

24

24

Let's Summarize

25

25

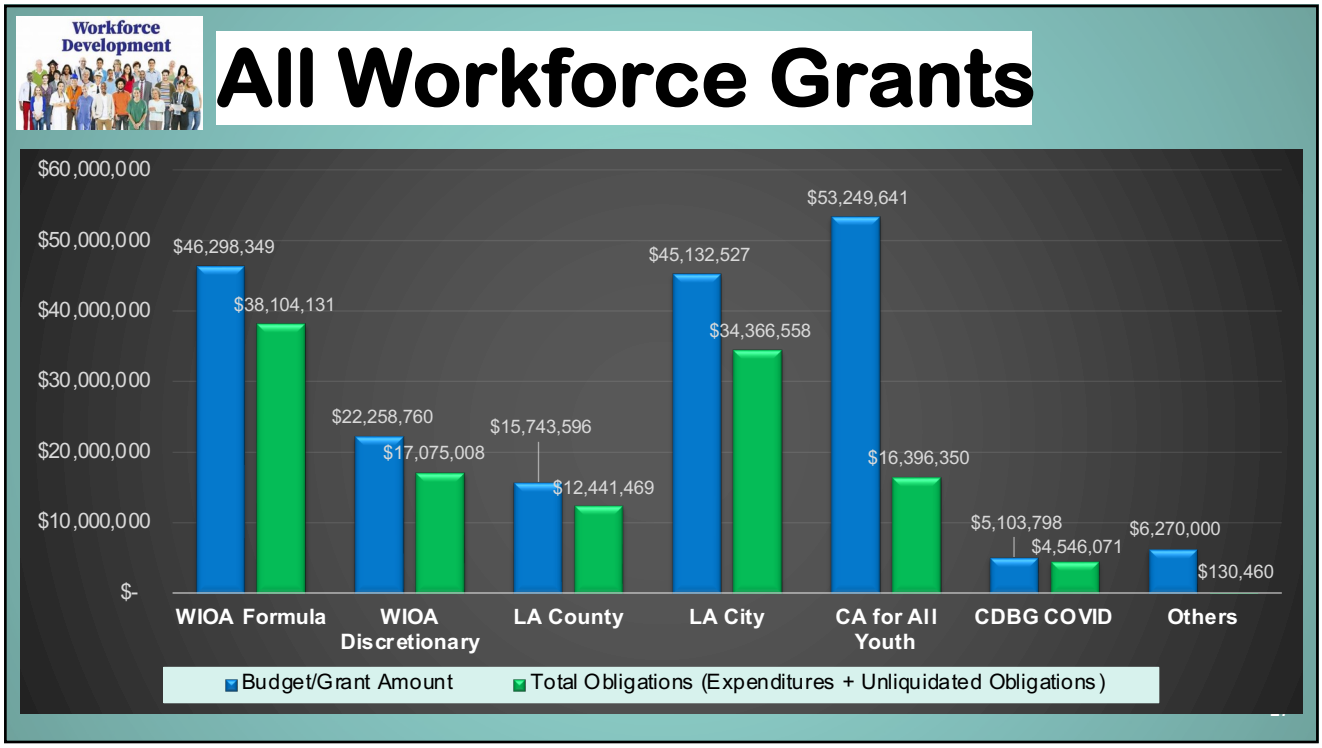


All Workforce Grants

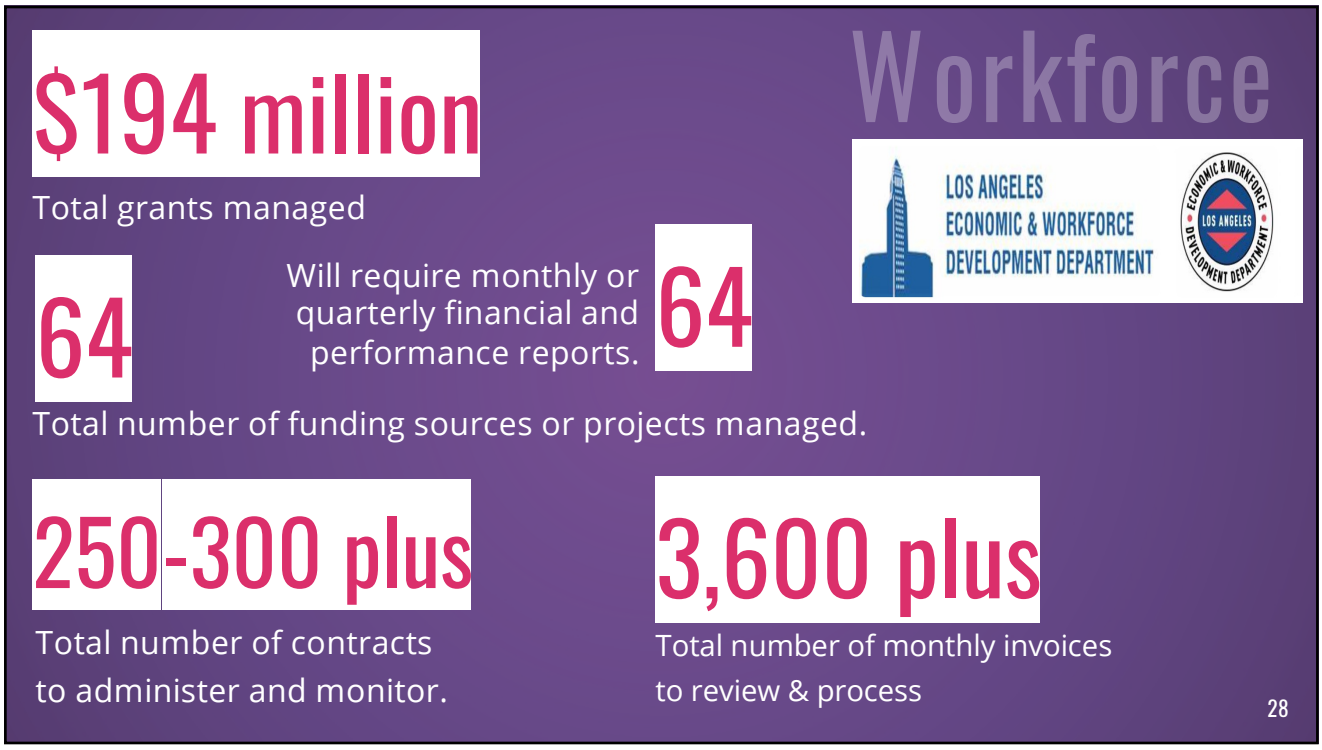
Funding Group	Budget/Grant Amount (A)	Total Obligations (B)	Balance (C) = (A – B)	% (C)=(C/A)
1. WIOA Formula Grants	46,298,349	38,104,131	8,194,219	18%
2. WIOA Discretionary Grants	22,258,760	17,075,008	5,183,752	23%
3. LA County Grants	15,743,596	12,441,469	3,302,127	21%
4. LA City Programs	45,132,527	34,366,558	10,769,969	24%
5. Californians for All Youth	53,249,641	16,396,350	36,853,291	69%
6. CDBG COVID	5,103,798	4,546,071	557,727	11%
7. Other Grants	6,270,000	130,460	6,139,540	98%
TOTAL	194,056,672	123,060,048	70,996,624	37%

26

26


Workforce Development
All Workforce Grants
$60,000,000
$50,000,000
$40,000,000
$30,000,000
$20,000,000
$10,000,000
$-
$46,298,349
$38,104,131
$22,258,760
$17,075,008
$15,743,596
$12,441,469
$45,132,527
$34,366,558
$53,249,641
$16,396,350
$5,103,798
$4,546,071
$6,270,000
$130,460
WIOA Formula
WIOA Discretionary
LA County
LA City
CA for All Youth
CDBG COVID
Others
Budget/Grant Amount
Total Obligations (Expenditures + Unliquidated Obligations)

27


$194 million
Total grants managed
Workforce
LOS ANGELES ECONOMIC & WORKFORCE DEVELOPMENT DEPARTMENT
64
Total number of funding sources or projects managed.
Will require monthly or quarterly financial and performance reports.
64
250-300 plus
Total number of contracts to administer and monitor.
3,600 plus
Total number of monthly invoices to review & process
28

28



29

28.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Briefing by Legal Counsel on Conflicts of Interest**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

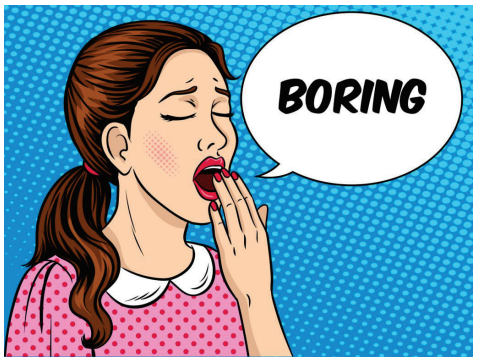
ATTACHMENTS:

Description

- Item 28 - Conflict of Interest 2 sided

Conflict of Interest

A Brief Reminder

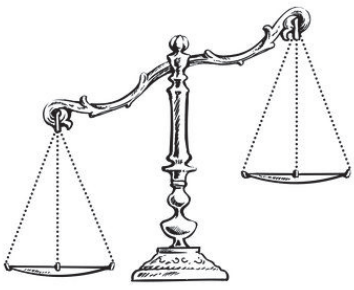


What is a conflict of interest?

Do I have a direct or indirect financial interest?



Would my participation not be in public interest?



What am I precluded from doing?

(1) Making a decision
(2) participates in discussions, planning, or negotiations surrounding a contract.

Example: Mary K. an employee of UCLA insists that the RFP submissions should be limited to only 4 year universities on the westside whose mascots must resemble a little bear and the contract should never be awarded to anyone who rides a horse.

May K. could since she is not on the board! But if she were, no.



What if I think I have a conflict?

Please contact your City Attorney Regina Mills or myself.

Regina's email: Regina.Mills@lacity.org.

If you are determined to have a conflict, you need to recuse yourself.



What if I recuse myself?



If you are required to recuse yourself because of a financial interest, you must file Form 51 (Recusal Notification Form) with the Ethics Commission.

The form must be filed every time the matter appears on an agenda, regardless of whether you attend the meeting. The form must be filed within 15 days after the date of the meeting.

What if I recuse myself often?

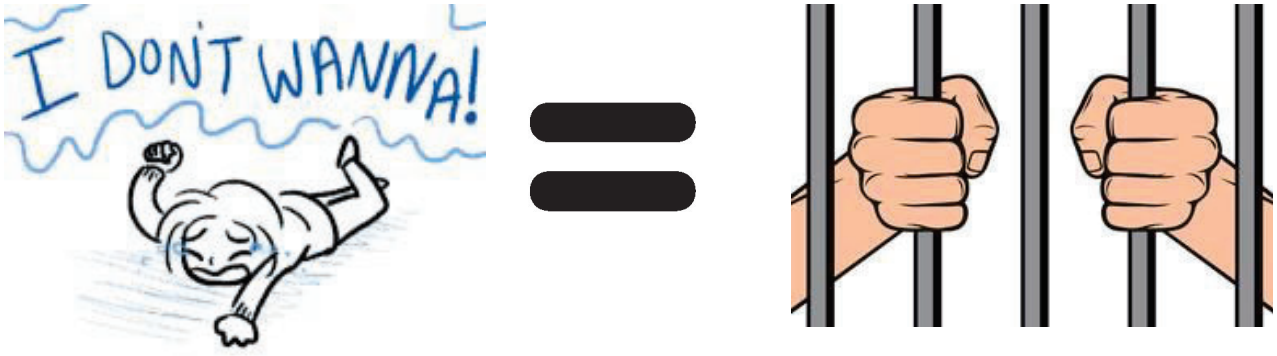
When a member files Form 51 three or more times in a 365-day period, the Ethics Commission may order divestment of the interest that is causing the conflict.

Example: A board member owns 20% of a WorkSource Center. He may be ordered to sell that 20% of the company.



What if I don’t want to disclose and don’t want to recuse myself?

Section 1097 of the Penal Code states that the violation is a felony and publishable by imprisonment in state prison.



What NOT TO DO!!

Hey, Chris! Do I have a conflict?



What To Do.

Please think about whether your action as a board member is in conflict of interest of it will create the appearance of impropriety.



