CITY OF LOS ANGELES
MEETING OF THE WORKFORCE DEVELOPMENT BOARD (WDB) NON-PROFIT 501(C) 3 CORPORATION
Thursday, July 27, 2023
11:00 AM - 11:15 A.M.

Friendship Auditorium

3201 Riverside Drive, Los Angeles, CA 90027

THE WDB NON-PROFIT 501(C) 3 CORPORATION WILL CONVENE DURING A RECESS OF THE WDB QUARTERLY MEETING.

AGENDA

1. Call to Order/Roll Call
2. Public Comment on Non-Agenda Items

ACTION ITEMS:

3. Consideration of the Minutes of July 27, 2022
4. Approval of Workforce Development Board (WDB) Officers as Officers of the WDB Nonprofit 501 (c) 3 Corporation
5. Approval of the Financial Report/Statement of Revenue and Expenditures of the Workforce Development Board (WDB) Nonprofit 501 (c) 3 Corporation for the Period October 7, 2022 to June 30, 2023
6. Next Meeting
7. Adjourn

The WDB will Reconvene.

Workforce Development Board: Charles Woo, Patricia Perez, Garrett Gin, Chad Boggio, Miguel Cabral, Veronica Corona, Michelle Crenshaw, David Crippens, Jesse Cuevas, Dr. Alex Davis, Ahmed Enany, Kathy A. Finn, Terri Hollingsworth, Robert A. Lake, Ruth Lopez Novodor, Dr. Llanet Martin, LaShondra Mercurius, Michael Murray, Kelly Nguyen, Casey O'Neill, Hector Perez-Pacheco, Gabriel Pimentel, Jonathan Port, Carmen Rad, Sergio Rascon, Joseph Stark, Alexandra Suh, Maria Turrubiartes, Nancy Hoffman Vanyek, Faye Washington

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.

Find us on Twitter: @LAcityWDB and Facebook: City of Los Angeles Workforce Development Board

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

3.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Consideration of the Minutes of July 27, 2022**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 3 - Draft Minutes WDB Non_Profit_501c3_ Corp_Mtg_11.16.2022 (3)

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CITY OF LOS ANGELES
WORKFORCE DEVELOPMENT BOARD (WDB)
501 (c) 3 NON-PROFIT CORPORATION ANNUAL MEETING
WEDNESDAY, NOVEMBER 16, 202
11:00 A.M. – 11:10 A.M.
Zoom Video Conference Call

DRAFT MINUTES

MEMBERS PRESENT: Workforce Development Board: Charlie Woo, Patricia Perez, Garrett Gin, David Crippens, Chad Boggio, Miguel Cabral, Jesse Cuevas, Steve Dahms (alt). Ahmed Enany, Kathy Finn, Nancy Hoffman Vanyek, Bob Lake, Ruth Lopez Novodor, Dr. Llanet Martin, Michael Murray, Casey O'Neill, Gabriel Pimentel, Carmen Rad, Alexandra Suh, Maria Turrubiartes, Aura Vasquez (alt. Jonathan Port)

1. WDB Call to Order: Chair Charles Woo called the meeting to order at 11:05 a.m.

2. Public Comment on Non-Agenda Items: None

ACTION ITEMS:

3. Consideration of the Minutes of July 22, 2022

Patricia Perez made a motion to approve/Bob Lake seconded the motion
Vote: The motion was approved unanimously

4. Approval of a Financial Report/Statement of Revenue and Expenditures of the Workforce Development Board (WDB) Nonprofit 501 (c) (3) Corporation for the Period July 1, 2021 through October 7, 2022

WDB Executive Director Gregg Irish had previously reported on the WDB Nonprofit 501(c) 3 Corporation's revenue and expenses for the period of July 1, 2021 through June 30, 2022. However, an attachment was missing.

At this meeting, Mr. Irish provided an update on all income, revenue and expenditures of the WDB Nonprofit 501 (c) (3) Corporation through October 2022. The current balance in the WDB's nonprofit bank account is $249,092.19.

Ruth Lopez Novodor made a motion to receive and file the report/Bob Lake seconded the motion
Vote: The motion was unanimously approved.

5. NEXT MEETING: TBA

6. ADJOURN: Chair Charles Woo adjourned the meeting at 11:17 a.m.

4.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of Workforce Development Board (WDB) Officers as Officers of the WDB Nonprofit 501 (c) 3 Corporation**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 4 - Approval_of_the_WDB_Nonprofit_Officers_on_July 27, 2023

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

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MEMORANDUM

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM: LaShondra Mercurius, Chair
Workforce Development Board (WDB) Nominations/ Membership Committee

SUBJECT: **APPROVAL OF WORKFORCE DEVELOPMENT BOARD (WDB) OFFICERS AS OFFICERS OF THE WDB 501 (C) 3 NONPROFIT CORPORATION**

REQUESTED ACTION:

The Workforce Development Board (WDB) is recommending the approval of the WDB President/Chair, Secretary, and Treasurer as Officers of the WDB 501 (c) 3 Nonprofit Corporation.

BACKGROUND:

The WDB, in partnership with the City Council and the Mayor, oversees the administration of Workforce Innovation and Opportunity Act (WIOA) funding and programming pursuant to all related statutes, a WDB-Local Elected Official (WDB-LEO) agreement, and WDB bylaws.

The WDB is also a nonprofit charitable entity incorporated under Section 501 (c) 3 of the Internal Revenue Code and can raise and expend funds for workforce development endeavors of benefit to the public.

In accordance with California law, the WDB nonprofit charitable entity is required to convene an annual meeting to, among other things, elect its Officers.

The Officers of the WDB (President/Chair, Secretary, and Treasurer) also serve in the capacity as Officers of the WDB nonprofit charitable entity.

5.

DATE: July 27, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Financial Report/Statement of Revenue and Expenditures of the Workforce Development Board (WDB) Nonprofit 501 (c) 3 Corporation for the Period October 7, 2022 to June 30, 2023**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 5 - WDB_Non-Profit_Corporation_ Financial_Report_07.27.2023

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

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MEMORANDUM

DATE: July 27, 2023

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

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

SUBJECT: APPROVAL OF THE ANNUAL FINANCIAL REPORT//STATEMENT OF REVENUE AND EXPENDITURES OF THE WORKFORCE DEVELOPMENT BOARD (WDB) 501(C) (3) CORPORATION FOR THE PERIOD JULY 1, 2022 THROUGH JUNE 30, 2023

REQUESTED ACTION:

That the Workforce Development Board (WDB) Receive and File the attached Annual Financial Report/Statement of Revenue and Expenditures.

BACKGROUND:

The WDB, in partnership with the City Council and the Mayor, oversees the administration of Workforce Innovation and Opportunity Act (WIOA) funding and programming pursuant to all related federal statutes, a WDB-Local Elected Official (WDB-LEO) agreement, and WDB bylaws.

The WDB is also a nonprofit charitable entity incorporated under Section 501(c) (3) of the Internal Revenue Code and can raise and expend funds for workforce development endeavors of benefit to the public.

As such, the WDB has a business checking account that is managed by WDB staff. The beginning and ending balances of the WDB's checking account were $119,085.49 and $346,548.36, respectively, on May 7, 2022 and July 10, 2023.

Staff is requesting that the attached Annual Financial Report/Statement of Revenue and Expenditures be received and filed.

CITY OF LOS ANGELES
WORKFORCE DEVELOPMENT BOARD (WDB)
NONPROFIT 501(C) (3) CORPORATION
ANNUAL FINANCIAL REPORT/STATEMENT OF REVENUE AND EXPENDITURES

DATE	REVENUE/INTEREST	DONATIONS	EXPENSES			BALANCE
Beginning Balance 05/07/22						$119,085.49
6/7/2022	$1.04		0.24	Taxes		$119.086.29
7/8/2022	$120,000.00	Bank of America	0.42	Taxes		$239,087.64
	$1.77					
8/5/2022	$1.84		0.44	Taxes		$239,089.04
9/8/2022	$2.22		0.53	Taxes		$239,090.73
10/7/2022	$10,000.00	LINXS	0.46	Taxes		$249,092.19
	$1.92					
11/7/2022	$2.12		$30.00		Check #1307 (Secty. of State)	
			$1,920.00		Check# 1306 (John Chamberlin)	$247,143.81
			0.50	Taxes		
12/7/2022	$13.57		$724.19		Check#1305 (G.Irish/computer purchase)	$246,429.64
			$3.25	Taxes		
1/9/2023	$22.28		$5.34	Taxes		$246,446.58
2/7/2023	$19.59		$4.70	Taxes		$246,461.47
3/7/2023	$18.90		$4.53	Taxes		$246,475.84
4/7/2023	$20.94		$5.02	Taxes		$246,491.76
5/5/2023	$18.91		$4.53	Taxes		$246,506.14
6/7/2023	$100,000.00	Bank of America	$5.80	Taxes		$346,524.54
	$24.20					
7/10/2023	$31.33		$7.51	Taxes		
			$1,440.00		Check #1308 (John Chamberlin)	**$345,108.36**