CITY OF LOS ANGELES
WORKFORCE DEVELOPMENT BOARD (WDB)
EXECUTIVE COMMITTEE MEETING

Thursday, August 24, 2023
10:00 AM - 12:00 PM

Friendship Auditorium

3201 Riverside Drive, Los Ángeles, CA. 90027

AGENDA

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

ACTION ITEMS:

3.	Consideration of the Minutes of June 22, 2023	Charles Woo
4.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Allocation of Prison to Employment (P2E) 2.0 Funding for the Provision of Workforce Development Services to Formerly Incarcerated and Justice-Involved Individuals	Gerardo Ruvalcaba
5.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Allocation of HIRE LA's Youth Program Funding	Makeda Vela
6.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Peer-to-Peer Project and Related Contract Authorities with the California Children's Trust and El Centro de Ayuda to Address the Growing Youth Mental Health Crisis	Makeda Vela
7.	Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Allocation of $750,000 of Workforce Innovation and Opportunity Act (WIOA) Funding to WorkSource Centers (WSC) to Provide Workforce Development Services to the Mid-Wilshire and Koreatown Communities	Gerardo Ruvalcaba
8.	Authorize the Economic and Workforce Development Department (EWDD) to Increase the Contract Authority for California State University, Northridge (CSUN) by Up to $250,000 to Perform an	Gerardo Ruvalcaba

Assessment of the WorkSource Center (WSC) System and for Technical Support Related to the Upcoming WSC System Request for Proposal (RFP) Procurement

NON-ACTION ITEMS:

9. 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 — Emily Lau

10. Notification from the California Workforce Development Board (CWDB) Regarding the Designation of the City of Los Angeles Workforce Development Board (WDB) and Local Workforce Development Area (LWDA) as "High Performing" — Gregg Irish

11. Next Meeting

12. Adjourn

Executive Committee:

Charles Woo, Patricia Perez, Garrett Gin, David Crippens, Ruth Lopez Novodor, La Shondra Mercurius, Nancy Hoffman-Vanyek

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. 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

3.

DATE: August 24, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Consideration of the Minutes of June 22, 2023**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 3 - Draft_Minutes_WDB_Exec_Comm_Mtg_06.22.2023

CITY OF LOS ANGELES
WORKFORCE DEVELOPMENT BOARD (WDB)
EXECUTIVE COMMITTEE MEETING
Thursday, June 22, 2023
10:00 AM - 12:00 PM
Economic & Workforce Development Department
1200 W. 7th St., 6th Floor, Main Conference Room, Los Angeles, CA. 90017

DRAFT MINUTES

WDB EXECUTIVE COMMITTEE MEMBERS PRESENT: Charles Woo, David Crippens, La Shondra Mercurius, and Ruth Lopez Novodor

1. Call to Order:

WDB Chair Charles Woo called the meeting to order at 10:07 a.m., after the presence of a quorum was confirmed by WDB staff member Devin Randall.

2. Public Comments on Non-Agenda Items - None

ACTION ITEMS:

3. Consideration of the Minutes of May 26¸2023

WDB member David Crippens made a motion to approve the minutes and WDB member Ruth Lopez Novodor seconded the motion.
The motion was approved unanimously.

4. Approval of Technical Corrections to the Year 24 Annual Plan Regarding the Southeast LA / Watts YouthSource Center and Contract Authorities Related to the ACES program, Girls Construction Camp, and the Returning Citizens Housing Stability Pilot Program.

Economic and Workforce Development Department (EWDD) Assistant General Manager Gerardo Ruvalcaba briefed the committee on required technical adjustments to the Year 24 Annual Plan. The following activities had been inadvertently omitted from the plan's budget schedules: Returning Citizens Housing Stability Pilot, ACES Program (a pilot that will be launched this year), Mayor's Office earmark of $1 million for housing and workforce development, and $900,000 for the operation of CRCD's WorkSource Center.

Deputy Mayor Brenda Shockley commented that the Mayor's Office was awarded one million dollars from the Returning Citizens Housing Stability Pilot to allow for 30 participants to receive subsidized rental assistance for up to one year.

WDB member LaShondra Mercurius asked for follow up information about the ACES program. She opined that there should be more opportunities for the WDB

to invest in training to prepare women for nontraditional employment opportunities.

Tammy Ortuno, a representative of the Mayor's Office, said that more women should be able to avail themselves of career opportunities in the fields of construction. The purpose of the ACES program, which involves LAUSD schools in South LA, is to create internships and work experience opportunities for women.

Deputy Mayor Brenda Shockley commented that the LA Community College District is a critical partner to the WDB efforts in implementing the Annual Plan.

WDB member Ruth Lopez Novodor asked for additional information about the Returning Citizens Housing Pilot program. She also inquired as to the potential connection of this program to healthcare.

EWDD Assistant General Manager Gerardo responded that the biggest challenge in implementing the Annual Plan is the staff vacancies. The EWDD needs help in filling its staff vacancies.

Deputy Mayor Brenda Shockley asked if there is an option to co-fund the Watts/South Los Angeles YouthSource Center.

Deputy City Attorney Chris Lee cautioned the committee against discussing the matter because it is under the purview of the WDB/LEO Appeals Board.

WDB member David Crippens made a motion to approve the technical adjustments to the Annual Plan, which was seconded by WDB member LaShondra Mercurius
The motion was approved unanimously.

5. Authorization for WDB Chair Charles Woo to Establish an Ad Hoc Committee for the Preparation of a 5-Year Workforce Development Strategic Plan and an Ad Hoc Committee for the Design of a New WorkSource Center System in Anticipation of the Release of a Request for Proposals.

WDB Chair Charles Woo agreed to work with the Mayor's Office to finalize a list of members for the ad hoc committees.
Tammy Ortuno, a representative of the Mayor's Office, commented on the need for a 5-Year Strategic Workforce Development Plan. Ms. Ortuno also asked that additional subject matter experts be added to this ad hoc committee, which should be active for a period of one year (July 2023 to July 2024).

WDB Chair Charlie Woo concurred with Ms. Ortuno's suggestion that both ad hoc committees include non-WDB members.

Deputy City Attorney Chris Lee reminded WDB Chair Woo of the importance of the ad hoc committees meeting in public and of quorum requirements and limitations related to WDB members being present.

EWDD Assistant General Manager Gerardo Ruvalcaba said that consultants will be hired to provide professional and technical assistance to the ad hoc committees.

WDB member Ruth Lopez Novodor made a motion that the WDB Chair be encouraged to establish ad hoc committees related to the Adult WorkSource Center System procurement and the Five-Year Workforce Development Strategic Plan for the period of one year, from July 2023 to July 2024. The motion was seconded by WDB member LaShondra Mercurius.
The motion was approved unanimously.

ADVISORIES/DISCUSSIONS/PRESENTATIONS/REPORT-BACKS/UPDATES:

6. Report back from the Economic and Workforce Development Department on the Status of the 5-Year Strategic Plan RFP and Timeline

EWDD Assistant General Manager Gerardo Ruvalcaba advised the committee that the procurement to select a consultant(s) to assist the WDB in the development of a 5-Year Strategic Workforce Development Plan will be released tomorrow.

Recommendations regarding the selection of a consultant(s) will be presented to the WDB at its July 27th Quarterly Meeting.
Mr. Ruvalcaba said the development of the strategic plan will include analyses of the local and regional labor market, the local Workforce Development System, and meetings with multiple workforce development stakeholders.

The consultant(s) will issue analyses results in November 2023 and an interim report on all related tasks (meeting, deliberations, etc.) in January 2024. Mr. Ruvalcaba said it is critical that all activities align (the WorkSource Center System redesign, the 5-Year Strategic Plan, and the Year 25 Annual Plan).

WDB Chair Charlie Woo asked for additional information about the release of the WorkSource Center System RFP.

Mr. Ruvalcaba responded that the EWDD needed six months to prepare, release, and formulate the results of the RFP.

Mr. Woo expressed concerns about the EWDD's ability to adhere to the timeline.

WDB member David Crippens asked if Deputy Mayor Brenda Shockley could extend an invite to Mayor Karen Bass to attend a future WDB meeting.

Ms. Shockley said she will make an inquiry.

7. Next Meeting - TBA

8. Adjourn: WDB Chair Charles Woo adjourned the meeting at 11:05 a.m.

4.

DATE: August 24, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Allocation of Prison to Employment (P2E) 2.0 Funding for the Provision of Workforce Development Services to Formerly Incarcerated and Justice-Involved Individuals**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

No Attachments Available

5.

DATE: August 24, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Allocation of HIRE LA's Youth Program Funding**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 5 - RFQ_HireLA_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

5
ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: August 24, 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 ALLOCATION OF HIRE LA'S YOUTH PROGRAM FUNDING

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 related to the Request for Qualification (RFQ) to identify capable contractors as pre-qualified bidders to implement Hire LA's Youth Employment program projects see Table 1; and
2. AUTHORIZE the Department to negotiate and execute agreements with the selected providers from July 1, 2023, to June 30, 2024, to support the City's implementation of the HIRE LA's Youth Initiative as outlined in Table 2, subject to review and approval of the City Attorney as to form and legality.

BACKGROUND

EWDD administers the City's Youth Workforce System, which is comprised of YouthSource Centers (YSC) and non-YouthSource Centers. Service providers, most of which are community-based, non-profit organizations, operate the Centers under contract with the City of Los Angeles - EWDD. The Centers provide young Angelenos ages 14 – 24 with the support and resources needed to succeed in school and life. Youth receive educational, career, financial literacy, and support services with an emphasis on serving youth who are high school dropouts, former foster youth, youth experiencing homelessness, and/or have involvement in the criminal justice system.

HIRE LA's Youth is based on a collaborative model comprised of partners, including Los Angeles County, Los Angeles Unified School District (LAUSD), various corporate and nonprofit community agencies, and employers. The initiative relies on several funding sources, including City of Los Angeles General Funds, Los Angeles County funds, federal and corporate grants, and private donations. The City of Los Angeles HIRE LA's Youth

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.

program has seen a continual increase in its total number of participants, from 5,448 in 2013 to over 20,000 prior to the pandemic.

As the administrator of the Hire LA's Youth program, EWDD determines the design, policies, and implementation. For program year 2020, we spearhead a new framework for Hire LA with skill-building and safety in mind. To rebuild and recover from the crippling effects of the pandemic, the Department procured Level Fields Consultants in April 2021 to build a system for success. The redesign intentionally places youth at the center while cultivating a model that shifts the framework from offering youth their first job to creating a progressive pipeline for the future workforce.

The youth section and Level Fields Consultants convened several focus groups and meetings from May 2021 to February 2022. The recommendations provided for the redesign were derived from community-based organizations with contracts from the City to provide services, young Angelenos who have participated in the Hire LA program, and partner organizations. EWDD and Level Fields Consultants are committed to developing and implementing a more robust Hire LA's Youth program by ensuring the new model aligns with the recommended enhanced program design and is outlined in the new contracts.

Vision

It is the shared vision of the Local Workforce Development Board (WDB), Mayor, City Council, and EWDD to utilize the Workforce Development System to increase equity by targeting the delivery of workforce services to respond to evolving economic and labor market conditions, especially for populations that have been left behind or underserved by the region's economic recovery. EWDD, with the support of numerous system partners such as universities, intermediaries, and workforce intermediaries, is positioned well for organizational success. Businesses are searching for low-cost and low-risk ways to recover from the economic downturn caused by the pandemic. With approximately five million dollars invested in the youth workforce system from the City and County of Los Angeles for Hire LA, EWDD is in a position to support both economic recovery and youth development in the city of Los Angeles.

EWDD envisions a system that can respond to the immediate needs of youth, families, employers, and communities as they recover from the pandemic. For the first time in its 30-year history, EWDD has developed an approach that organizes the Hire LA program offerings, contracts, and partnerships along a continuum of services with new opportunities and varying intensity of services at each level.

Hire LA's Youth Program Overview

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.

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. Though some youth will work with the City, most will be placed in private companies/host worksites. Youth will also receive financial education and career development instruction as part of the program.

As a part of preparing youth for entry into the workforce and/or post-secondary education, the system assists youth with navigating the decisions they face about next steps. Through exposure to work and learning opportunities, youth will begin to consider their interests, preferences, motivations, and options. Through this discovery, youth will be better prepared to map out a path toward higher education, vocations, and careers.

The goal of youth employment opportunities is to allow youth to gain exposure to careers and the work world while developing fundamental workplace skills such as communication, time management, and problem-solving. A youth job serves to build skills development and bring context to lessons from the classroom; early youth employment can also positively impact future economic success. We are shifting from providing youth with a job to creating a progressive pipeline for the future workforce.

Youth employment opportunities are available through two sources:

1. **YouthSource Centers**
   Youth enrolled in the federally funded WIOA program can access youth employment as a service element of that program through a **YSC**. The YSCs provide career, education, and support services to youth and young adults ages 14-24 with an emphasis on serving disconnected out-of-school youth who are high school dropouts, foster youth, youth experiencing homelessness, and/or youth with involvement in the criminal justice system. Youth may also have barriers such as reading and/or math deficiencies or being pregnant or parenting.
2. **Hire LA's Youth**
   Work experience opportunities are more broadly available to eligible youth through the City's youth jobs program. **Hire LA's Youth** enables participating youth to earn a paycheck and creates the relevant context for financial empowerment training, an ancillary enrichment component that provides tools and knowledge for handling their money.

RFQ Release

On March 17, 2023, EWDD released the Hire LA's Youth Program RFQ. Due to insufficient response, EWDD reissued the RFQ again on June 6, 2023. The purpose of the RFQ was to solicit proposals from organizations that have demonstrated ability in providing one or more of the three Hire LA's Youth tiered services. Successful proposers will be placed on a pre-qualified list and can be contracted with the City of Los Angeles (City)- Economic and Workforce Development Department to deliver services.

DISCUSSION

On April 11, 2023, EWDD received 4 proposals from the following bidders:

1. All Peoples Community
2. Archdiocesan Youth Employment Services (AYE) – Central

3. Inner-City Arts
4. Los Angeles LGBT Center

On July 14, 2023, when the RFQ was reissued, EWDD received 8 proposals from the following bidders:

1. Holman CDC
2. Housing Authority of the City of Los Angeles (HACLA)
3. Chinatown Service Center
4. City of Long Beach
5. Inner-City Arts
6. Salvadoran American Leadership and Educational Fund (SALEF)
7. Shakespeare Center Los Angeles (SCLA)
8. UAW – Labor Employment and Training Corporation
9. YMCA of Metropolitan Los Angeles

Two proposals submitted by HACLA and SCLA were submitted July 21st after the deadline. However, due to technical issues, proposals were accepted and rated as shown in Table 1. The EWDD requests that the Board deems the proposals as being submitted timely due to the technical issues and approves EWDD's recommendations set forth in Tables 1 and 2.

The proposals and quotes were reviewed by a panel of raters consisting of EWDD youth staff. Each evaluator was provided with a rating sheet to input scores for 1) Organizational Capacity and Demonstrated Ability, 2) Program Design, and 3) Blended/Braided Funding and Budget Narrative.

Of the 12 unduplicated respondents, 10 received sufficient scores.

RECOMMENDATIONS

EWDD recommends all 10 bidders that scored 70 or more points be recommended for funding. Each of the bidders demonstrated the capacity to implement the redesigned program, had a comprehensive plan in alignment with program goals, and illustrated an understanding of blending funds for positive outcomes. They also described their experience and expertise in workforce development, which is necessary to promote successful outcomes when working with program partners.

Table 1 – Pre-qualified Contractors

CONTRACTOR NAME	AVERAGE SCORE
All Peoples Community	92.0
Archdiocesan Youth Employment Services (AYE) – Central	95.5
Chinatown Service Center	77.5
City of Long Beach	96.5
Holman CDC	72.0
Housing Authority of the City of Los Angeles (HACLA)	92.0
Inner – City Arts	84.0
Los Angeles LGBT Center	95.0
Salvadoran American Leadership and Educational Fund (SALEF)*	49.0
Shakespeare Center Los Angeles (SCLA)*	58.0
UAW – Labor Employment and Training Corporation	90.5
YMCA of Metropolitan Los Angeles	83.0

*Did not receive a passing score of 70.

Table 2 – Funding Recommendation

CONTRACTOR NAME	RECOMMENDED FUNDING
All Peoples Community	$97,403
Archdiocesan Youth Employment Services (AYE) – Central	$112,111
Chinatown Service Center	$54,986
City of Long Beach	$109,971
Holman CDC	$23,613
Housing Authority of the City of Los Angeles (HACLA)	$307,906
Inner-City Arts	$45,534
Los Angeles LGBT Center	$132,034
Salvadoran American Leadership and Educational Fund (SALEF)*	$0
Shakespeare Center Los Angeles (SCLA)*	$0
UAW – Labor Employment and Training Corporation	$54,986
YMCA of Metropolitan Los Angeles	$109,971
TOTAL	**$1,048,515**

*Did not receive a passing score of 70. Therefore, no funding is recommended.

NEXT STEPS

Upon the WDB's approval, EWDD will execute contracts with the selected proposers described above.

CMH:GR:MV:FG:cg

6.

DATE: August 24, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Peer-to-Peer Project and Related Contract Authorities with the California Children's Trust and El Centro de Ayuda to Address the Growing Youth Mental Health Crisis**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 6 - Peer_to_Peer_Solutions_Project_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

6

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: August 24, 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 PEER-TO-PEER PROJECT AND RELATED CONTRACT AUTHORITIES WITH THE CALIFORNIA CHILDREN'S TRUST AND EL CENTRO DE AYUDA TO ADDRESS THE GROWING YOUTH MENTAL HEALTH CRISIS

WORKFORCE DEVELOPMENT BOARD REQUESTED ACTION

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

1. AUTHORIZE EWDDto execute an agreement with the California Children's Trust in an amount not to exceed $100,000 to develop a SB803 compliant curriculum that will deliver between 70-90 certified peer counselors annually; and
2. AUTHORIZE EWDD to execute an agreement with El Centro del Pueblo in an amount not to exceed $50,000 to fund a project manager to provide supervision for the peer counselors.

BACKGROUND

Young adults in California experience mental health challenges at alarming rates, with more than three-quarters reporting anxiety, more than half reporting depression, 31% experiencing suicidal thinking and 16% self-harm, all according to the results of a survey commissioned by the California Endowment. A separate study published in 2022 by Mental Health Services Oversight & Accountability Commission found that 1 in 6 high school students in California considered suicide, and that 1 in 3 students reported feeling chronically sad.

Youth and young adults in Los Angeles are no exception. According to 2019 Youth Risk Behavior Survey conducted by Center for Disease Control and Prevention (CDC) of high school students in Los Angeles concluded that 13% of youth considered attempting suicide, 9.5% actually attempted suicide, and 34% felt sad of hopeless. In addition to the parallel data on mental health challenges for young adults, 2022 Community Health Needs Assessment (Children's Hospital Los Angeles) revealed that 27.5% of teens in Los Angeles

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.

County reported needing help with their mental and emotional health, and the largest concentration of reported cases were in South Los Angeles, where 36.9% of the teens described needing some sort of emotional and mental health services.

The CDC also stated in a recent report that one of the largest barriers to approximately 20% of the youth receiving mental health services is the lack of access to mental health care providers. This was also evident during the youth forums conducted in planning for the YouthSource Center redesign for the recently conducted RFP. The young Angelinos shared their concerns of the increased anxiety, frustration and depression during the height of the COVID 19, and their wishes to find increased avenues to support for their well being.

DISCUSSION

The recently redesigned YouthSource system provides a blueprints for a successful delivery of wraparound services for the city's opportunity youth. The critical elements outlined for effective services include 1) workforce development, 2) education, 3) housing, and lastly 4) mental health and well-being for the youth participants. During the several youth-forums conducted amid the YouthSource Center redesign, overwhelming number of youth expressed thier needs for the emotional and mental health services and wanted access to the services via the YouthSource system.

In the efforts to bridge the gap beween the need for mental and emotional health services and the lack of services being offered to assist the increasing number of youth, EWDD, in partnership with the Youth Development Department, is proposing implementation of "Peer to Peer" counseling program at our 14 YouthSource Centers. The peer counseling program is an evidence-based practice which offers an effective and efficient care model that young people will embrace. The peer support workers will complement the roles of therapists and case managers by drawing their own lived experience to inspire hope, perserverenace, and validation.

The implementation of the Peer Counseling program will not only provide youth needing mental health services the access to expert support of trained peer counselors, it will also provide career pathways for the peer counselors who are interested in the field for an above living wage employment.

In order to support the implementation of the program, EWDD is recommending approval of 2 contracts that will address two issues critical to the success of this program, the training curriculum and the supervision of the Peer Counselors:

<u>Training Curriculum</u>

As a program element, the California Children's Trust, contracted with Westcoast Children's Clinic to develop a training curriculum and materials for 70-90 of city's YouthSource Center participants, leading industry recognized certificates. Among the contract deliverables, WCC will:

1. Create collateral for recruitment (flyers, social media posts, etc)
2. Draft position description in collaboration with center supervisors based on overall employment hours, training time and center projects
3. Inform program design and development - conduct and/or participate in stakeholder interviews with the YouthSource centers

4. Develop training curriculum and materials
5. Deliver training: live and self-paced/online options
6. Train staff that will be supporting youth at each site. Host regular learning circles for sites for Q&A and support in studying/learning

The CCT has secured $150,000 of the $250,000 contract total through foundation and philanthropic resources. WIOA funds are proposed to fund the balance of the curriculum development for this program.

Peer Counselor Supervision

Peer counselor supervision and guidance is a critical pillar for the success of this program. Peer Counselors will require staff with clinical training and certification to provide supervision to the 70 peer counselors. EWDD is therefor proposing to contract with El Centro del Pueblo, a partner to the Boyle Heights YouthSource Center since 2014 to guide and support the daily activites of the peer counselors. EWDD will identify up to $50,000 in WIOA savings to support this agreement. The balance of funding will be provided by the California Children's Trust through its own funding.

NEXT STEPS

Upon WDB approval, the EWDD will execute an agreement with California Children's Trust and El Centro del Pueblo to begin the implementation of Certified Peer Counselor Demonstration Project.

CMH:GR:AK:cg

7.

DATE: August 24, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Approval of the Economic and Workforce Development Department's (EWDD) Recommendations Regarding the Allocation of $750,000 of Workforce Innovation and Opportunity Act (WIOA) Funding to WorkSource Centers (WSC) to Provide Workforce Development Services to the Mid-Wilshire and Koreatown Communities**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 7 - CCD_WSC_Transition_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

7

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: August 24, 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 ALLOCATION OF $750,000 OF WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) FUNDING TO WORKSOURCE CENTERS (WSC) TO PROVIDE WORKFORCE DEVELOPMENT SERVICES TO THE MID-WILSHIRE AND KOREATOWN COMMUNITIES

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 EWDD to execute contract amendments with the three (3) WorkSource Centers identified in Table 1, for an amount not to exceed $250,000 for PY 2023-2024, effective September 1, 2023; and
2. AUTHORIZE the EWDD to issue a Request for Interest (RFI) to the local High Road Training Partnership (HRTP) funded WSC contractors to identify a suitable replacement operator for the Los Angeles Workforce Sector Strategy Center located on the campus of Los Angeles Valley College.

BACKGROUND

On May 26, 2023, the WDB Executive Committee approved the Year 24 WDB Annual Plan, as amended, which included contract authorities and funding allocations for the procurement of service providers to provide workforce development services. Subsequently, the Los Angeles City Council approved the Year 24 Annual Plan on June 21, 2023, with Mayoral approval on June 28, 2023.

As authorized by the Year 24 Annual Plan, the EWDD administers funding to a total of fifteen (15) full-service WorkSource Centers (WSC) / America's Job Centers of California (AJCC) in the City of Los Angeles that provide a full range of assistance to job seekers and employers. Job seekers can receive career counseling, job listings, labor market

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.

information, training referrals, and other employment-related services. Employers can avail themselves of business services such as recruiting, posting job vacancies, human resources services, and customized training. WSCs are strategically located in communities designated with the highest level of need based on poverty data and census tracts information.

On August 21, 2023, the Economic and Workforce Development Department (EWDD) officially notified the Community Career Department, Inc. (CCD), operator of the Wilshire-Metro Work Source Center (WSC), of the Department's decision to rescind its Request for Contract Renewal (RFCR) for PY 2023-24, due to ongoing fiscal issues and noncompliance with special conditions, effective August 30, 2023. This decision also impacts and applies to the Los Angeles Workforce Sector Strategy Center, operated by CCD, located on the campus of Los Angeles Valley College.

RECOMMENDATIONS

The dissolution of the Youth Policy Institute left the department with no available Replacement Operator List to select qualified replacements for the Wilshire-Metro region of the City. After careful analysis of the timing constraints, logistical, programmatic, and procurement challenges involved in securing a single replacement operator, EWDD is recommending funding the three (3) adjacent -currently contracted- WorkSource Centers to 1) complete services for current CCD participants and to ensure that job seekers in the communities served by CCD had adequate access to services for the remainder of the program year. EWDD believes that this recommendation will minimize the disruption of service delivery and ensure sufficient coverage of workforce development services to the constituents of Council District 10 with corresponding performance goals (TBD), outlined Table 1. In addition, all impacted employees at CCD will be subject to the City's Worker Retention Ordinance, which will provide continued employment opportunities at one of the three adjacent WorkSource Centers operators.

The EWDD intends to issue a Request for Interest (RFI) to the local High Road Training Partnership (HRTP) funded WSC contractors to identify a suitable replacement operator for the Los Angeles Workforce Sector Strategy Center located on the campus of Los Angeles Valley College. The EWDD will provide its recommendations for the Sector Strategy Center replacement operator at a future WDB Executive Committee meeting.

Lastly, the Year 24 Annual Plan authorizes the EWDD to issue an RFP for the City's WSC System during PY 2023-2024, with the future RFP recommendations effective July 1, 2024. A permanent replacement for the Mid-Wilshire community will be selected through the RFP process.

Table 1 – Recommended Reallocation of the Wilshire-Metro WSC: WIOA Formula Funds

NO.	WORKSOURCE CENTER	SERVICE PROVIDER	AMOUNT
1	Downtown LA / Pico Union	Pacific Asian Consortium in Employment (PACE)	$250,000
2	West Adams	Asian American Drug Abuse Program, Inc. (AADAP)	$250,000
3	Hollywood	Managed Career Solutions, SPC (MCS)	$250,000

NEXT STEPS

Upon approval from the WDB, the EWDD will amend PY 2023-2024 contracts with the three WorkSource Centers identified in Table 1 above, to add funding and update the respective performance goals outlined in Exhibit I for the Scope of Work. In addition, the EWDD will present recommendations at a future WDB Executive Committee meeting resulting from the issuance of a Request for Interest to identify a replacement operator for the LA Sector Strategy Center.

CMH:GR:DB:SM:cg

8.

DATE: August 24, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Authorize the Economic and Workforce Development Department (EWDD) to Increase the Contract Authority for California State University, Northridge (CSUN) by Up to $250,000 to Perform an Assessment of the WorkSource Center (WSC) System and for Technical Support Related to the Upcoming WSC System Request for Proposal (RFP) Procurement**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 8 - CSUN_Contract_Report

CITY OF LOS ANGELES
CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER

8

ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET
LOS ANGELES, CA 90017

KAREN BASS
MAYOR

DATE: August 24, 2023

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

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

SUBJECT: AUTHORIZE THE ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT (EWDD) TO INCREASE THE CONTRACT AUTHORITY FOR CALIFORNIA STATE UNIVERSITY, NORTHRIDGE (CSUN) BY UP TO $250,000 TO PERFORM AN ASSESSMENT OF THE WORKSOURCE CENTER (WSC) SYSTEM AND FOR TECHNICAL SUPPORT RELATED TO THE UPCOMING WSC SYSTEM REQUEST FOR PROPOSAL (RFP) PROCUREMENT

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 an agreement with California State University Northridge (CSUN), the University Corporation for the period of July 1, 2023 through June 30, 2024, for an amount not to exceed $250,000 to provide technical support to the department in the WorkSource Center Redesign and WorkSource Center Request for Proposals further described in this report.

BACKGROUND

In April 2019, the City Council approved a list of WorkSource Center operators for the period July 1, 2019, through June 30, 2020, with an option to renew for three additional one-year terms. It is noted that these actions were approved by the Workforce Development Board (WDB) on March 18, 2019, pursuant to the WDB/Local Elected Officials (LEO) Four-Year Agreement. These contracts expired June 30, 2023.

On June 21, 2023, as part of the Year 24 Program Year (PY) 2023-24 Annual Plan, the City Council authorized the Economic and Workforce Development to issue a WorkSource Center Request for Proposals (C.F. 23-0602) and authorized the evaluation of the WorkSource Center System (WorkSource Center Redesign). The goal established in the Annual Plan was to redesign the WorkSource Center system to identify ways to

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.

improve its service delivery system, connect program participants to high-wage jobs, and reduce inequities among program participants.

Selection Process

CSUN was previously procured by EWDD to evaluate the WorkSource, YouthSource Center and related workforce programs. CSUN has also supported the department with the implementation of prior workforce programs, mostly recently the YouthSource Center System RFP. Therefore, it is recommended that a contract be issued to CSUN for the evaluation of the WorkSource Center System and the WorkSource Center Request for Proposals.

WorkSource Redesign Scope of Work – Phase I

The Scope of Work described below represents Phase I of the overall project. The goal is to identify ways to improve the WorkSource Center service delivery system, better connect program participants to high-wage jobs, and reduce inequities among program participants. Phase I will consist primarily in gathering information through surveys, focus groups, and stakeholder engagement to develop recommendations to achieve the City's redesign goals. The Scope of Work includes, but is not limited to, the following deliverables:

1. SWOT (Strengths, Weaknesses, Opportunities, and Threats) Analysis - EWDD

   Conduct SWOT Analysis with EWDD staff to challenge assumptions of the WSC System evaluation and identify new insight to support the evaluation redesign.

2. Data Sources

   Identify and finalize the list of stakeholder groups and individual stakeholders, contact stakeholders for interview, focus groups, and surveys: identify external factors on which to focus, as well as the data sources needed for analyzing those factors.

3. Data Collection Tools

   Develop key stakeholder interview guides, focus group protocol, employers, WSC staff, and WSC partner surveys; interview guides and surveys will be tailored to the target audience; revise tools as necessary.

4. Abbreviated Environmental Scan

   Conduct abbreviated environmental scan that aims to support the WSC System Evaluation Redesign by identifying relevant external factors and trends.

5. SWOT Analysis – Other Stakeholders

   Conduct SWOT analyses with stakeholder groups outside of EWDD to challenge assumptions of the current WSC System evaluation and identify new insights to support the evaluation redesign.

6. Stakeholder Interviews

   The goal of these one-on-one interviews are to: 1) gather ideas on ways in which the evaluation of the WSC System can be modified/improved; 2) learn about what EWDD can provide that would facilitate better WSC customer outcomes; and, 3) identify what it takes for a WSC to be highly effective and efficient. A minimum of 20 interviews will be conducted.

7. YouthSource Center (YSC) Operator Proposer Survey

   Develop a brief survey to obtain feedback from YSC RFP proposers on the process, the YSC Request for Proposal, and the submission requirements.

8. WSC Customer Focus Groups

   Focus Groups will include current and past WSC customers and aim to gather insight into WSC customer experiences, needs, and drivers of satisfaction; the R & E Team will conduct four focus groups (6-8 people per group); participation incentives are also included in this item. CSUN will develop interview questions for one-on-one conversations (to be facilitated by Mayor's Office Staff).

9. Implementation Data

   Analyze data from various sources (e.g. CalJOBS) to assess WSC implementation (e.g., adults served, services delivered, workshops, Individual Employment Plans developed, staff training, program completion attrition rates, and employer engagement).

10. Outcome Data

    In addition to WIOA common performance measures, calculate a series of other effectiveness indicators (e.g., wage and earnings data, housing outcomes, and work-based learning opportunities).

11. Geospatial Analysis

    Leverage existing data from the American Community Survey (ACS) and other sources to determine the ideal number of WSCs and where they should be located given the needs of the communities.

12. Compilation and Analysis

    Compile and analyze all relevant data; present to EWDD, Mayor's Office, ad-hoc WSC System Evaluation Redesign Committee, and the WDB.

13. RFP Evaluation Criteria

    Using information collected from key stakeholders, develop a detailed draft of the RFP evaluation criteria; criteria should be as clear as possible and will inform the foundation of the questions to be asked in the RFP.

14. RFP Scoring Method

    In collaboration with EWDD, create RFP scoring matrix that includes assigned point for each rating and the weights of the various components based on priorities.

CSUN anticipates a completion date of December 31, 2023 for Phase I of the project.

NEXT STEPS

Upon approval by the Workforce Development Board, a contract will be executed with CSUN – The University Corporation for an amount not to exceed $250,000.

CMH:GR:FVC:cg

Workforce Development Board
City of Los Angeles

9.

DATE: August 24, 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 9 - REVISED_Year 23 Annual Plan Report on Expenditures for FY 22-23 by C. Bondoc_08.24.2023
- Item 9 - REVISED_Report on EWDD Fiscal Issues by C. Bondoc 082423

WDB Year 23 Annual Plan

EXPENDITURES

(Preliminary)

for PY 2022 – 2023

Presented By:
Catherine C. Bondoc
Financial Management Division
Economic & Workforce Development Department
City of Los Angeles

1



GROUPS
(Active Grants in PY 22-23)

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**
- **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 review 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 (LAEDC)	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**

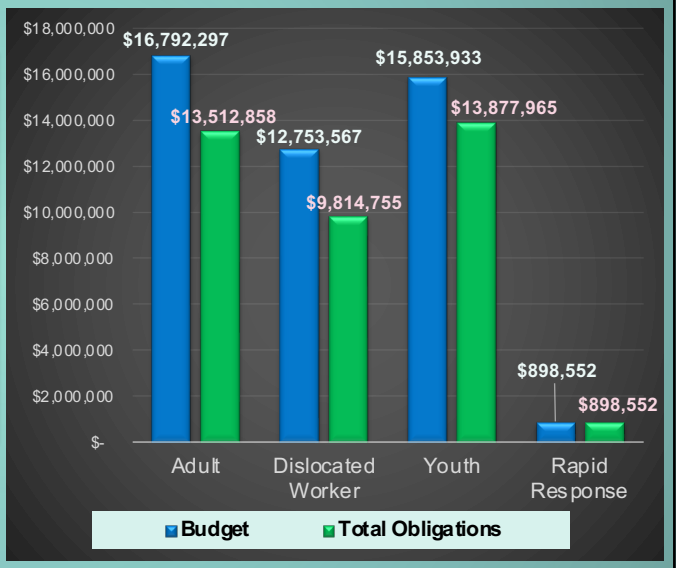
Ended on 6/30/2023

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%*



Total Obligations
Expenditures + Unliquidated Obligations

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	Grant Amount (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
CA Megafires *(Exp 12/31/22)*	11,111,561	11,111,561	100%	0	0
LAX Additional Assistance *(Exp 9/30/22)*	999,999	766,909	77%	0	233,090
COVID-19 Disaster Recovery *(Exp 3/31/23)*	1,797,200	1,405,733	78%	0	391,467
September Wildfires	4,100,000	3,802,014	93%	0	297,986
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**	**17,086,217**	**77%**	**62,780**	**5,172,543**

12

3

County of Los Angeles
lacounty.gov

13

13

LA County Grants

Grant	Grant Amount (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
JJCPA Probation	295,500	206,702	70%	0	88,798
Juvenile Day Rpt Center	615,480	0	0	0	615,480
LA RISE Measure H	3,000,000	2,797,451	93%	0	202,549
P3	226,441	222,083	98%	0	4,358
Project Invest	693,200	580,537	84%	0	112,633
Relay Institute	50,000	50,000	100%	0	0

14

14

LA County Grants

Grant	Grant Amount (A)	Expenditures (B)	% to Budget (C) = (B/A)	Unliquidated Obligations (D)	Balance (E) = (A – B –D)
Systems Involved Youth	1,046,000	980,500	94%	0	65,500
WIOA Formula	343,600	273,269	80%	0	70,331
Youth@Work	7,085,850	5,935,614	84%	0	1,150,236
TOTAL	**13,356,071**	**11,046,155**	**83%**	**0**	**2,309,916**

17%

15

15

4



LA City-funded Programs

16

16

LA City Programs

Grant	Funding Amount (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	11,726,744	74%	2,767,816	1,288,740
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	3,581,551	39%	1,481,733	4,133,099
TOTAL	**45,132,527**	**27,599,946**	**61%**	**6,779,603**	**10,752,978**

*** 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 ends – 5/31/2024

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 ends – 5/31/2024

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**

Update! Total expenditures as of 7/31/2023 = **$12,560,547** (*24% of Grant*)

20

20

6

CDBG COVID Childcare Initiatives

21

21

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	Grant Amount (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	**6,270,000**	**130,460**	**2%**	**0**	**6,139,540**

24

24

Let's Summarize

25

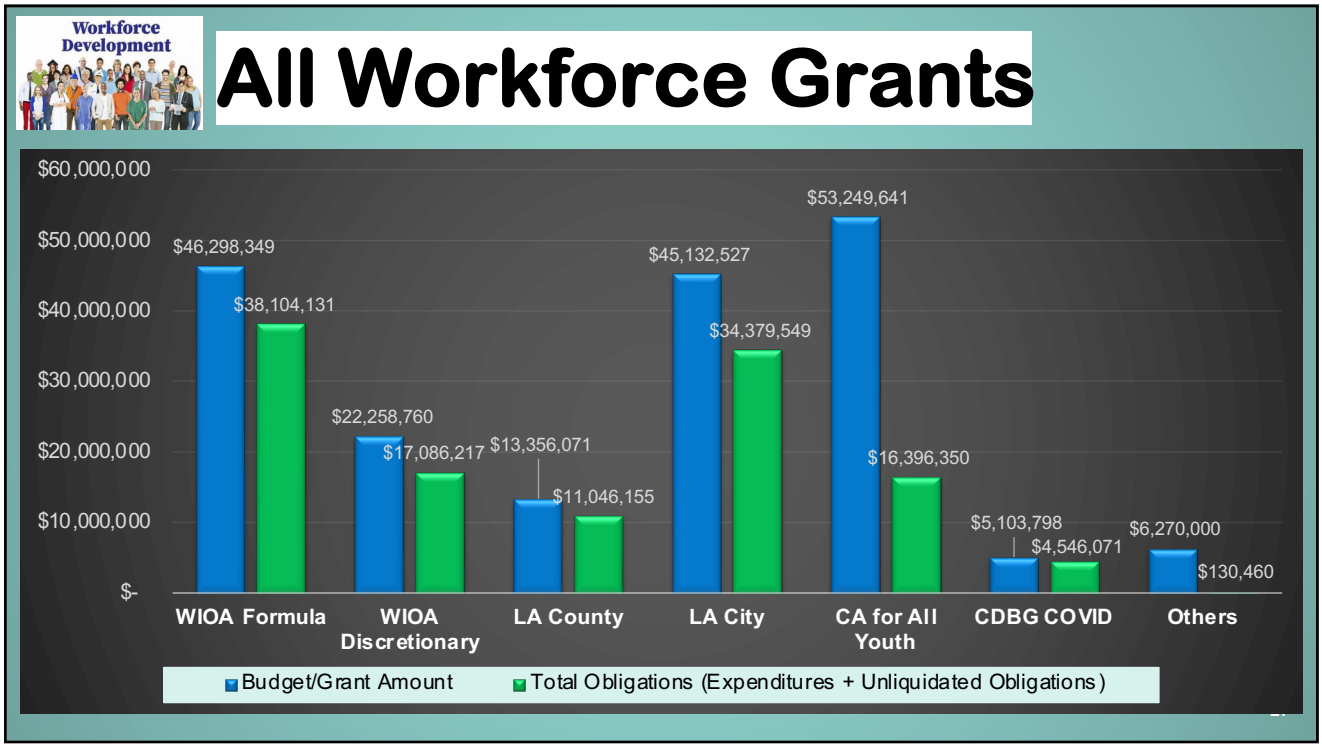
25



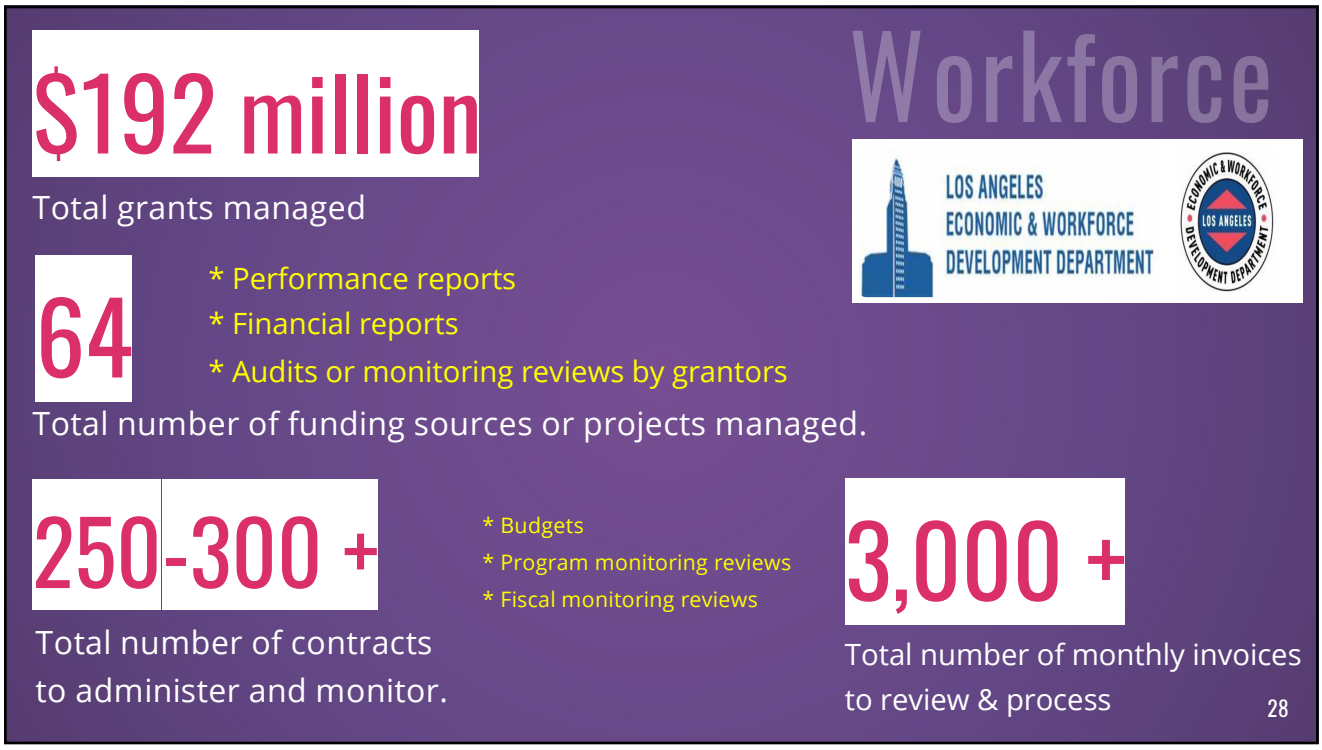
All Workforce Grants

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	17,086,217	5,172,543	23%
3. LA County Grants	13,356,071	11,046,155	2,309,916	17%
4. LA City Programs	45,132,527	34,379,549	10,752,978	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	191,669,147	121,688,934	69,980,213	37%

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
$17,086,217
$13,356,071
$11,046,155
$45,132,527
$34,379,549
$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)

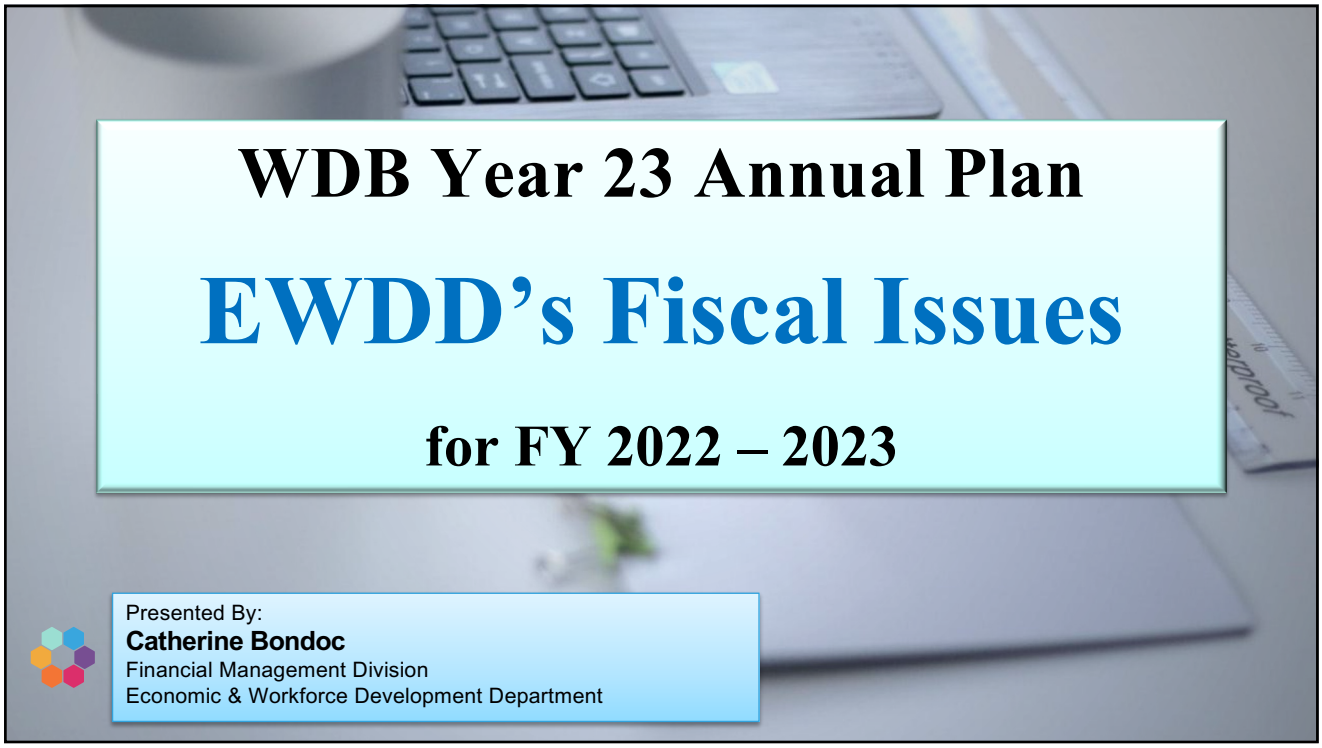
27


$192 million
Total grants managed
Workforce
LOS ANGELES ECONOMIC & WORKFORCE DEVELOPMENT DEPARTMENT
64
* Performance reports
* Financial reports
* Audits or monitoring reviews by grantors
Total number of funding sources or projects managed.
250-300 +
Total number of contracts to administer and monitor.
* Budgets
* Program monitoring reviews
* Fiscal monitoring reviews
3,000 +
Total number of monthly invoices to review & process
28

28



29



1

FMD Staffing:

38 Positions – 8 NEW positions approved in FY 22-23

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
  - 3 Auditors
- **Accounts Payable**
  - 1 Fiscal Systems Specialist (*head of unit*)
- **Loans**
  - 1 Management Analyst

- Financial grants management
- Grant and all financial reports
- Cash management
- Desk review of service provider invoices
- Set-up and processing of accounting transactions

- Fiscal monitoring reviews
- Single Audits

- Processing of payments in accounting system

2

2

FMD Staffing:

38 Positions – 8 NEW positions approved in FY 22-23

40 - 47%
Vacancy rate
since 2021

New FMD Chief:
Emily Lau
(Hired June 2023)

Contracts with
4 Former
FMD Managers

- **Overall management of FMD**
- **Grant reports and all other financial reports**
- **Fiscal monitoring reviews**
- **Invoice backlog**
- **Training**

Department
actively hiring to fill
other vacancies.

3

3

Status of Invoices:

WIOA WorkSource & YouthSource Centers:

- Closeouts for FY 22-23 paid
- Unpaid balances – outstanding issues
- FY 23-24 invoices – starting to come in

LA County – Closeouts:

- Just received reimbursements from County
- Will start processing closeouts next week

4

4

Status of Invoices:

Californians for All Youth Invoices:

- Paid through mostly May
- Waiting for **$10 million** reimbursement from the State
- Will process upon receipt of funds from the State

All Others:

- We will do our best.

Prior Year Invoices:

- Outstanding unresolved issues.
- Check with your program and/or fiscal monitor.

5

5

THANK YOU!

ANY QUESTIONS?

6

6

10.

DATE: August 24, 2023

TO: Workforce Development Board (WDB)

FROM:

SUBJECT: **Notification from the California Workforce Development Board (CWDB) Regarding the Designation of the City of Los Angeles Workforce Development Board (WDB) and Local Workforce Development Area (LWDA) as "High Performing"**

REQUESTED ACTION:

BACKGROUND:

ADDITIONAL BACKGROUND:

ATTACHMENTS:

Description

- Item 10 - High_Performing_Board_ Designation_Letter_23-26
- Item 10 - 04.27.2023_WDB_Approval_of_Application_Submittal_to_CWDB_for_Designation o_ High_Performance__

July 31, 2023

City of Los Angeles Workforce Development Board
Gregg Irish, Director
1200 West 7th Street, 6th Floor
Los Angeles, CA 90017

SUBJECT: Application for Certification of High Performing Board

Dear Director Irish,

The California Workforce Development Board (CWDB) has received and carefully assessed your application for certification as a High Performing Board under the California Unemployment Insurance Code Section 14200.

This letter is to inform you that the City of Los Angeles Workforce Development Board met the eligibility requirements for certification. This determination was made by applying the criteria and evaluating the specific requirements included in Workforce Services Directive 22-11, dated April 27, 2023.

Therefore, your application requesting designation as a High Performing Board for the period of July 1, 2023, through June 30, 2026 has been approved.

If you have any questions, please contact your Employment Development Department Regional Advisor.

TIM RAINEY, Executive Director

cc: Karen Bass, Mayor – City of Los Angeles
Veronica Champayne, Regional Advisor – EDD

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 (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.