



**County of Los Angeles  
Commissions and Boards  
Minutes - Final - Final  
WIB Youth Council**

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Thursday, May 23, 2013

10:00 AM

First Floor Collaboration Room  
County of Los Angeles  
Community and Senior Services  
3175 W. Sixth Street  
Los Angeles, CA 90020

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**If accommodations for persons with disabilities are needed, please contact the L.A. County Workforce Investment Board (WIB) at (213) 738-2711 at least 72 hours before the meeting. Meetings of the WIB are accessible to persons with disabilities.**

**MISSION STATEMENT**

*Provide leadership by convening and facilitating public and private stakeholders, and connecting employers with a qualified workforce through education and training.*

**A. CALL TO ORDER**

*Dr. Patricia Ramos, Youth Council Chair, called to order the L.A. County WIB Youth Council meeting held on May 23, 2013.*

**B. ROLL CALL**

*A quorum was established with 9 of 14 members in attendance.*

*Present - Dr. Patricia Ramos (Chair), Joyce Loudon (Vice-Chair), Connie Chan, Lola Smallwood Cuevas, Dr. Jeff Dorsey, Angela Gibson, Daniel Oaxaca, Paula Starr, Shelly D. Thompson*

*Excused - Dr. Cecily Betz, Paula Trejo, Ross Viselman*

*Absent - Larry Caldwell, Krystal Walker*

**CONFLICT OF INTEREST**

*Consistent with Article VI, paragraph 6 of the WIB Bylaws, Members must abstain from participating in any decision or voting on any item in which he/she (or any organization the member is employed by) has a direct or indirect financial interest. If a member is in attendance when such an item is on the Agenda, he/she must formally recuse themselves from official attendance as a WIB member at the meeting prior to any discussion on the Item. He/She may not remain seated with Committee or Council, but they may remain in the meeting room seated with and as a member of the public. If the member would like to participate in the discussion, he/she must submit a public comment request form to speak on the item as a member of the public. The member may not return to their seat in the meeting as a WIB member until all action on the item is concluded.*

**C. CHAIR'S REPORT**

*Dr. Patricia Ramos reported on the March 2013 NAWB forum and WIB visits to Legislators in Washington D.C. Dr. Ramos was honored to have the opportunity to participate in legislative advocacy with WIB representatives and CSS staff on behalf of the Youth Council. The Legislators were supportive of the WIA Redesign as a whole and, specifically, the WIA Youth Redesign. Legislators applauded the L.A. County WIB's efforts to be the most progressive and innovatively designed WIB in the nation.*

*Dr. Ramos acknowledged the appointment of the new L.A. City Mayor and stated that it will be an exciting opportunity to work with the new Mayor's staff as the L.A. County WIB strengthens regional collaboration with the L.A. City WIB.*

**D. EXECUTIVE DIRECTOR'S REPORT**

*Richard Verches, WIB Executive Director, echoed Dr. Ramos' remarks about the NAWB forum and legislative visits emphasizing that the Youth Council was well represented and Legislators were very interested in, and pleased by the new direction and priorities of the Youth Council. The priorities of the Youth Council are now more closely aligned with other County Initiatives that encourage increased regional collaboration.*

*One of the most recent and best examples of regional collaboration to date was the Frontline: Working with Veterans Capacity Building Training Conference, hosted in Long Beach on May 15, 2013. The Conference was attended by over 300 members of One-Stop staff from all seven local workforce investment areas of L.A. County, Executives from all seven of the County's WIBs, EDD, community based organizations who serve veterans, social services, and representatives of education including a prominent role from the USC School of Social Work. This conference was a true example of the WIB's commitment to a regional approach and emphasized shared responsibility and creating networks so that we work as a team to serve veterans. Employers also participated in the event by taking part in workshop panels, exhibit booths at the resource fair, and gave great insight on what they want in a new hire.*

*The Conference was a tremendous success and is a model for future collaboration.*

*Mr. Verches acknowledged the L.A. County WIB, Youth Council, and CSS staff for supporting the Frontline Conference.*

*Mr. Verches reported that CSS Staff is partnering with St. Francis Medical Center of Lynwood, CA to plan a press conference in mid-June to announce L.A. County's commitment of \$5 million to a Countywide Summer Youth Employment Program. Mr. Verches requests the support of the Youth Council at the event.*

*Mr. Verches introduced CSS leadership staff and new WIB staff members for the Council's information.*

*CSS leadership team:  
Alfred Beyruti, Research and Statistics  
Maggie Mireles, Workforce Programs  
Jackie Sakane, Compliance  
Carol Domingo, Contracts Management*

*New WIB staff members:  
Alex McSweyn  
Sofia Moreno*

*Mr. Verches called on Josie Marquez, CSS Assistant Director, to announce additional changes in staff.*

*Ms. Marquez stated that CSS has updated from a 'flat' staffing structure to one that mirrors the current WIA Youth Program structure - SYEP, in-school program, and out-of-school program. The WIA Redesign has called for changes in how WIA Program Providers operate and CSS is also willing to make changes and updates that will help the system run more efficiently.*

*The new structure of the WIA Youth team is as follows:*

*Maritza Dubie-Uribe, Manager*

*In-School Program:*

*Barabara Banck*

*Shirley Hassell*

*Jack Stotler*

*Out-of-School Program:*

*Cherylynn Hoff*

*Carol Cabrera*

*Summer Youth Employment Program:*

*Greta Setian*

*Angela Chiaromonte*

*Each member of the WIA Youth team gave a brief self-introduction.*

*Dr. Patricia Ramos, Youth Council Chair, was happy to see the updates in the CSS staff structure. She informed the staff that the Youth Council is a resource for them. They want to help however they can.*

*Dr. Ramos had each Youth Council Member give a brief self introduction so that staff would know their areas of expertise.*

*Dr. Jeff Dorsey - Department of Children and Family Services*

*Connie Chan - EDD, Deputy Division Chief for L.A. Ventura Division, Youth Opportunity*

*Lola Smallwood Cuevas - WIB Labor Representative, 2nd District Appointee, works for the UCLA Labor Center and coordinate the Black Labor Center advocacy for access to quality jobs*

*Joyce Loudon - Los Angeles Job Corp Center*

*Dr. Patricia Ramos - Dean, Workforce and Economic Development at Santa Monica College - work with other deans to coordinate grants*

*Angela Gibson - external affairs manager at AT&T*

*Danial Oaxaca - Executive Director, San Gabriel Valley Conservation Corp.*

*Shelly Thompson - Housing*

*Paula Starr - Southern California Indian Center serving Los Angeles, Orange and Riverside Counties*

*The Council was pleased by the efforts of CSS to make internal WIA Operations more efficient.*

## **E. ACTION ITEMS**

1. **DRAFT MINUTES OF THE L.A. COUNTY WIB YOUTH COUNCIL  
MEETING HELD ON FEBRUARY 21, 2013**

**Presenter:** Dr. Patricia Ramos, Youth Council Chair

**Summary:** This item presents for review and approval, and any other action deemed necessary, the draft minutes of the WIB Youth Council meeting held on February 21, 2013.

**It was moved by Connie Chan, and seconded by Youth Council Vice-Chair, Joyce Loudon, to approve the DRAFT minutes of the February 21, 2013 meeting of the L.A. County WIB Youth Council. The motion carried by a unanimous vote.**

2. **PY 2012-13 THIRD QUARTER WIA YOUTH PROGRAM PERFORMANCE REPORT**

**Presenter:** Maritza Dubie-Uribe, CSS WIA Youth Programs

**Summary:** This item presents for review and approval, and any other action deemed necessary, a recommendation to forward to the WIB, for approval, the PY 2012-13 Third Quarter WIA Youth Program Performance Report.

*Josie Marquez introduced this item and provided additional information to the Council regarding WIA Youth Program Performance and the role of CSS as the administrative entity for WIA. Ms. Marquez stated that CSS staff meets with WIA Youth Program Providers to ensure performance goals are achieved. She also noted some of the factors that may cause dips in performance such as the 2 year enrollment period for youth in the WIA Program.*

*Maritza Dubie-Uribe, CSS WIA Youth Programs Manager, stated that based on the trends of past years performance, it is anticipated that WIA Youth Program Providers will reach expected goals. The 3rd Quarter Performance Report does not yet include high school and post secondary achievements that are unavailable until June.*

*Richard Verches, WIB Executive Director, added that the Council should expect a new presentation for performance reports that reflect the redesigned structure of our program and new priorities.*

*Dr. Patricia Ramos, Youth Council Chair, thanked CSS staff for breaking down demographic and quantitative data on the performance report. It is helpful to the Council. CSS staff has been very responsive to input from the Council.*

*Paula Starr, WIB and Youth Council Member, would like to have American Indian and Alaska Natives as part of the demographic breakdown in performance reports.*

*Lola Smallwood-Cuevas, WIB and Youth Council Member, stated that the demographic data helps the Council identify where it is most important to make partnerships and engage in collaboration to help those most in need. We need to know the challenges to develop solutions.*

*Connie Chan, Youth Council Member representing EDD, echoed that the format of the report is an excellent tool to monitor performance for in-school and out-of-school services and recommends they be provided every quarter.*

*Dr. Ramos also stated that with increasing accountability to serve the hardest to reach, the Council will want to see increasing detail and qualitative data such as what type of jobs are being filled and in what sector. As a suggestion, qualitative reports could be a verbal presentation from Center staff or a WIA Youth Program participant.*

**It was moved by Paula Starr, and seconded by Dr. Jeff Dorsey, to approve the PY 2012-13 WIA Youth Program 3rd Quarter Performance Report. The motion carried by unanimous vote.**

**3. ANNUAL LOCAL AREA PLAN**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for discussion and forwarding to the WIB for approval, and any other action deemed necessary, *Section 5: Youth Strategies* of the Annual Local Area Plan for the Los Angeles County Local Workforce Investment Area.

*Josie Marquez, CSS Assistant Director, stated that the Youth Strategies of the Local Area Plan derive from Redesign tenets, WIB and Youth Council priorities, and Los Angeles County Initiatives. The state has guidelines for the development of the Local Area Plan and will more closely oversee progress to ensure the plan is implemented. Youth Council feedback and input is requested.*

*Dr. Patricia Ramos, Youth Council Chair requested a brief summary of the Youth Strategies.*

*Below are highlights of the summary of Youth Strategies by Ms. Marquez.*

*Emphasis has been placed on:*

*servicing out-of-school youth*

*Integration and collocation of Youth and Adult systems to provide a continuum of service*

*Targeting areas with the highest drop-out rates*

*Apprenticeships and career pathways in high growth sectors (STEM)*

*Lola Smallwood-Cuevas, WIB and Youth Council Member, stated that professional mentorship is an important priority so that youth have guidance in career pathways and increased job retainment.*

*The Youth Council will be allowed to submit feedback up until May 31, 2013.*

*Public Comments:*

*Robert Gutierrez, Executive Director AYE, states that he hopes to see that the Local Plan is flexible and functional to allow for continuous improvement.*

**It was moved by Angela Gibson, and seconded by Connie Chan, to forward a recommendation to the WIB to approve Section 5: Youth Strategies of the Annual Local Area Plan for the Los Angeles County Local Workforce Investment Area. The motion carried by unanimous vote.**

#### 4. RESULTS OF WIA YOUTH WORK ORDER AND CONTRACTOR SELECTIONS FOR FY 2013-14

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for approval, and any other action deemed necessary, a recommendation from the WIB Youth Council to approve the results of the WIA Youth Work Order and Contractor Selections for FY 2013-14.

*Josie Marquez, CSS Assistant Director, summarized the contractor selections process beginning with tenets of the WIA Redesign, the RFSQ release, development of a list of approved contractors, and the narrowing down to the final bidders. Approximately \$8.5M will be awarded to the 12 successful bidders to provide services under the WIA Youth Program for FY 13-14. Contractors will be funded to provide an in-school program, out-of-school program, or both, depending on the bidding results. The program year will start July 1, 2013 and the goal has been set to serve at least 5,000 youth.*

*Dr. Patricia Ramos, Youth Council Chair, requested Ms. Marquez to provide more information about the contractors.*

*The following is brief notes from the information Ms. Marquez provided on the contractors by supervisorial district:*

*1st District:*

*Santa Anita Family Services - New contractor that provides comprehensive services - receiving funds for in-school and out-of-school programs*

*Mexican American Opportunities Foundation - Existing Contractor receiving an increase in funding to provide in-school services*

*Hub Cities - Existing Contractor receiving a decrease in funding to provide out-of-school services*

*MCS - an existing WIA Adult Program Provider but new WIA Youth Program Provider that provides a full range of services - receiving funding for out-of-school services*

*LACOE - existing contractor receiving funding for in-school services*

*AYE - existing contractor since JTPA receiving funding for out-of-school services*

*2nd District:*

*Hub Cities*

*AYE - existing contractor since JTPA receiving funding for out-of-school services*

*L.A. Urban League - an existing WIA Adult Program Provider but new WIA Youth Program Provider receiving funds for an out-of-school program.*

*3rd District:*

*JVS - existing contractor receiving funds for out-of-school services*

*4th District*

*SASSFA - existing contractor since JTPA receiving funds for both in-school and out-of-school services*

*5th District*

*LACOE - existing contractor receiving funding for in-school services*

*MCS - an existing WIA Adult Program Provider but new WIA Youth Program Provider that provides a full range of services - receiving funding for out-of-school services*

*L.A. Works - existing contractor receiving funds for in-school services  
Asian Youth Center - New contractor that provides a variety of services - receiving funds for out-of-school services*

*Alfred Beyruti, Research and Statistics Manager, explained the criteria to determine contractor locations:*

- 1. Areas of substantial unemployment: unemployment rate of 6.5% or greater AND a population of at least 10,000*
  - 2. Long term unemployment - average unemployment of 12 months or longer*
  - 3. Disadvantaged youth - determined by looking at the poverty level*
- The percentage of total funding for each supervisorial district is based on these criteria. The majority of our service area is in the 1st district (40%).*

*Public Comment:*

*Robert Guitierrez, Executive Director of AYE, inquired about 'Youth in the pipeline' or youth that are enrolled with Centers that will no longer be funded for FY 2013-14. Ms. Marquez stated that CSS is in development of a close-out package to help Centers and youth in the transition.*

**It was moved by Angela Gibson, and seconded by Shelly Thompson, to forward a recommendation to the WIB to approve the WIA Youth Contractor Selections for FY 2013-14. The motion carried by unanimous vote.**

## **F. INFORMATION ITEMS**

### **1. YOUTH COUNCIL STRATEGIC PRIORITIES 2012-13**

**Presenter:** Dr. Patricia Ramos, Council Chair

**Summary:** This item presents for discussion, and any action deemed necessary, the Youth Council's strategic priorities for 2012-13.

*After reviewing the Youth Council goals of last year, Dr. Patricia Ramos stated that the Youth Council goals will now be the priorities established in the 2013-17 Local Area Plan.*

*Richard Verches, WIB Executive Director stated that a tracking system will be developed to document the Council's progress.*

## **G. PUBLIC COMMENTS**

*There were no further public comments.*

## **H. ADJOURNMENT**

*There being no further business, the May 23, 2013 meeting of the L.A. County WIB Youth Council was adjourned at 11:55 am.*