

**County of Los Angeles  
Commissions and Boards  
Minutes - Final - Final  
WIB Board Meeting**

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Thursday, May 17, 2012

11:30 AM

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

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**A. CALL TO ORDER**

*Mike Patel, WIB Interim Chair, called to order the May 17, 2012 meeting of the L.A. County Workforce Investment Board.*

**B. PLEDGE OF ALLEGIANCE**

*Cynthia Banks, CSS Director, led the pledge of allegiance.*

**C. ROLL CALL**

*A quorum was established with 24 members present.*

*24 Members Present:*

*Mike Patel, Richard Dell, Laurel Shockley, C. Joseph Chang, Rex Yu, Jerry Gaines, Frank Roberts, Angela Gibson, Erick Verduzco-Vega, Krystal Walker, Patricia Ramos, Monte Perez, Aida Cardenas, Daniel Villao, Larry Caldwell, Shomari Davis, Lola Smallwood Cuevas, Paula Starr, Joyce Loudon, R Vance Baugham, Anna Avdalyan, Sal Velaquez, Meredith Perkins, and Ross Viselman.*

*11 Members Excused:*

*Irshad Haque, Josef Bobek, Ryan Nowicki, John Addleman, Paul Kral, Helen Romero Shaw, Fred Larkin, Corde Carillo, Michael Dolphin, Luther Evans, and Wan Chun Chang.*

**D. CHAIR'S REPORT**

*Mike Patel made brief remarks about the competitive advantage of the U.S. economy, business sectors, and the important responsibilities of the WIB.*

**E. EXECUTIVE DIRECTOR'S REPORT**

*Richard Verches, WIB Executive Director, introduced new Members appointed by the Board of Supervisors: Anna Avdalyan as the Title V Rep and Krystal Walker, CEO of a local construction company, as a Business Representative. He announced that Tom Gutierrez submitted his resignation as a Labor Representative. At the request of the Chair, Executive Director Verches provided a detailed explanation of the Bylaws and Nominations and Executive Committees' long and deliberate process to review the WIB Bylaws and develop amendments to strengthen the Membership and Renewal process and required documentation.*

**F. CSS WIA PROGRAM UPDATE**

*CSS Assistant Director Josie Marquez reported on the program successes of the Multi-Sector National Emergency Grant, collaboration with contractors to meet the strict requirements of SB734, and the recent RFSQ for Youth Services.*

**G. ACTION ITEMS****1. DRAFT MINUTES OF THE L.A. COUNTY WORKFORCE INVESTMENT BOARD MEETING HELD ON FEBRUARY 16, 2012**

Presenter: Mike Patel, WIB Interim Chair

Summary: This item presents for review and approval, and any other action deemed necessary, the DRAFT minutes of the L.A. County Workforce Investment Board Meeting held on February 16, 2012.

**Attachments:** [DRAFT L.A. COUNTY WIB MEETING MINUTES OF FEBRUARY 16, 2012](#)

**It was moved by Joyce Loudon, and seconded by Frank Roberts, to approve the DRAFT minutes of the L.A. County Workforce Investment Board meeting held on February 16, 2012. The motion was carried by a unanimous vote.**

**2. WIB ELECTION OF CHAIR, VICE-CHAIR, SECRETARY, AND TREASURER**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for public vote on the nominations for WIB Chair, Vice-Chair, Secretary, and Treasurer for terms to begin on July 1, 2012 and end on June 30, 2014.

**Attachments:**     [WIB OFFICER ELECTION BALLOT 2012](#)

*Bi-Annual WIB Officer elections resulted in the unanimous election of Jerry Gaines as Chair, Paul Kral as Vice-Chair, Mike Patel as Secretary, and Richard Dell as Treasurer for two year terms from July 1, 2012 to June 2014.*

**It was moved by Meredith Perkins, and seconded by Larry Caldwell, to elect the Officers of the WIB as the following: Chair, Jerry Gaines; Vice-Chair, Paul Kral; Secretary, Mike Patel; and Treasurer, Richard Dell. The motion carried by a unanimous vote.**

**3. REVISED FY 2012-13 WIA PROGRAM BUDGET**

Presenter: Richard Dell, WIB Treasurer

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Finance Committee to approve the revised FY 2012-13 WIA Program Budget and contractor allocations as presented.

**Attachments:**     [FY 2012-13 REVISED WIA PROGRAM BUDGET](#)

*The revised FY 2012-13 WIA Program Budget and Contractor Allocations were approved unanimously upon the recommendation of the WIB Finance and Certification/Quality Committees, who expressed appreciation to CSS Staff for progress in making the reports and budget more comprehensive and easy to understand.*

**It was moved by Jerry Gaines, and seconded by Joyce Loudon, to approved the revised FY 2012-13 WIA Program Budget as presented. The motion carried with 23 members in favor and 1 abstention. (Sal Velasquez)**

4.

**FY 2011-12 3RD QUARTER WIA PROGRAM FINANCIAL STATUS REPORT**

Presenter: Richard Dell, WIB Treasurer

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Finance Committee to approve the 3rd quarter WIA Program financial status report for FY 2011-12 as presented.

**Attachments:**     [FY 2011-12 3RD QUARTER FINANCIAL STATUS REPORT MEMO](#)  
[FY 2011-12 3RD QUARTER FINANCIAL STATUS REPORT](#)

*The 3rd Quarter WIA Financial Status Report was approved unanimously upon the recommendation of the WIB Finance and Certification/Quality Committees, who expressed appreciation to CSS Staff for progress in making the report more comprehensive and easy to understand.*

**It was moved by Jerry Gaines, and seconded by Joyce Louden, to approved the FY 2011-12 3rd Quarter WIA Program Financial Status Report as presented. The motion carried by a unanimous vote.**

5.

**FY 2011-12 3RD QUARTER WIA PROGRAM PERFORMANCE REPORTS**

Presenter: Josie Marquez, CSS Assistant Director

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Certification and Quality Committee to approve the WIA Program 3rd quarter performance reports for FY 2011-12.

**Attachments:**     [PY 2011-12 3RD QUARTER WIA PROGRAM PERFORMANCE REPORT](#)

*Josie Marquez, CSS Assistant Director, presented the 3rd Quarter Performance reports for Adult, Dislocated and Youth programs, including the extensive technical assistance provided and monthly status review and follow-up.*

**It was moved by Jerry Gaines, and seconded by Angela Gibson, to approve the FY 2011-12 WIA Program Performance Report as presented. The motion carried by a unanimous vote.**

**6. PROPOSED POLICY ON TRAINING TO MEET REQUIREMENTS OF SB 734**

Presenter: Josie Marquez, CSS Assistant Director

Summary: This item presents for review and approval, and any other action deemed necessary, of a proposed policy recommendation to ensure that the training requirements set forth by SB 734 are met by WIA Program contractors.

**Attachments:** [PROPOSED POLICY ON TRAINING TO MEET REQUIREMENTS OF SB 734](#)

*Josie Marquez, CSS Assistant Director, presented an updated on the policy on training to meet the requirements of SB 734. No action was taken.*

**7. WIA YOUTH PROGRAM RFSQ REVIEW AND UPDATE**

Presenter: Josie Marquez, CSS Assistant Director

Summary: This item presents for review and approval, and any other action deemed necessary, of an update on the status of the Youth Services RFSQ.

*Josie Marquez, CSS Assistant Director, presented an update on the WIA Youth Program RFSQ. All future updates and will be presented to the WIB Youth Council for review and forwarding to the WIB. No action was taken.*

**8. WIB STRATEGIC PLANNING RETREAT SUMMARY AND UPDATE**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for review and discussion, and any other action deemed necessary, the summary of the WIB Strategic Planning Retreat held on April 27, 2012.

**Attachments:** [WIB STRATEGIC PLANNING RETREAT SUMMARY](#)

*Richard Verches, WIB Executive Director, presented a summary of the WIB Retreat held on April 27, 2012 which was included as the attachment for this item. Meredith Perkins, 4th Supervisorial District At-Large appointee to the WIB, commented on the retreat and thanked WIB Interim Chair Patel and WIB Staff for their leadership and having organized one of the best retreats he has ever attended. No action was taken.*

## 9. L.A. COUNTY WORKFORCE DEVELOPMENT SYSTEM GUIDING PRINCIPLES

Presenter: Josie Marquez, CSS Assistant Director

Summary: This item presents for review and endorsement, and any other action deemed necessary, proposed guiding principles for the Los Angeles County workforce development system.

**Attachments:**     [WIA GUIDING PRINCIPLES](#)

*Following a review of the WIB's inspirational strategic planning retreat, that included the unprecedented inclusion and engagement of WorkSource Center and CSS staff in the deliberations in break-out groups on Branding, Efficiency and Accountability, the WIB endorsed the draft Guiding Principles on Re-Imagining the County's workforce development system that CSS developed in consultations with WIA WorkSource Center Executives, Operations management, CSS staff and derived from the WIB Strategic Planning Retreat in April 2012.*

**It was moved by Jerry Gaines, and seconded by Frank Roberts, to approve the proposed Guiding Principles on Re-Imagining the County's workforce development system as presented. The motion carried by a unanimous vote.**

## H. CONSENT CALENDAR

*The WIB approved all items listed on the consent calendar which included:*

*-The approval of a motion to forward to the Board of Supervisors nominations for renewed memberships on the WIB for Wan Chun Chang, One-Stop Partner-Department of Rehabilitation Representative; Patricia Ramos, Education Representative; Paula Starr, One-Stop Partner-Native American Representative; and Irshad Haque, Business Representative.*

*-The approval of a motion to forward to the Board of Supervisors nominations for membership on the WIB of Walter Larkins, Business Representative; Christine Bosworth, Business Representative; June Burcham, Business Representative; Jon Collard, Business Representative; and David Emmanuel, Business Representative.*

*-The approval of an amendment to the bylaws that established all three One-Stop Partner WIA Representatives as non-voting WIB Members.*

*-The appointment of three non-voting WIA Representatives: Alberto Uribe, Incoming 2012-13; Kirk Kain, 2nd year non-voting; and Johnene Leyba, Outgoing 2012-13.*

*-The approval of a recommendation to stagger the term end dates of current Youth Council and Mature Worker Council Public Members beginning on January 1, 2012.*

*-The approval of a policy to set aside a total of 300 slots to serve system-involved youth from the Department of Child and Family Services and Probation.*

**It was moved by Jerry Gaines, and seconded by Joyce Loudon, to approve all items on the consent calendar of May 17, 2012. The motion carried by a unanimous vote.**

1. **WIB MEMBERSHIP NOMINATIONS FOR BUSINESS REPRESENTATIVES & MANDATED CATEGORY OF REPRESENTATION DESIGNATION**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Bylaws and Nominations Committee to forward to the Board of Supervisors the following nominations for Business Representatives and for renewal to the WIB:

Membership Nominations:

- Dr. Christine Bosworth, DeVry University
- Walter W. Larkins III, CDR Financial Services
- David Emanuel, AEG, Anschutz Entertainment Group
- June Burcham, Kaiser Permanente
- Jon Collard, American Tax Incentives

Membership Renewals:

- Wan Chun Chang, One-Stop Partner Representative, Vocational Rehabilitation
- Dr. Patricia Ramos, One-Stop Partner Representative, Education
- Paula Starr, One-Stop Partner Representative, Native Americans
- Irshad Haque, Business Representative

and to designate current WIB Member Michael Dolphin, EDD, as the One-Stop Partner Representing Veterans Employment Programs as indicated by his most recent WIB Membership renewal packet.

**Attachments:**     [WIB MEMBERSHIP NOMINATION- WALTER LARKINS](#)  
[WIB MEMBERSHIP NOMINATION- CHRISTINE BOSWORTH](#)  
[WIB MEMBERSHIP NOMINATION- JUNE BURCHAM](#)  
[WIB MEMBERSHIP NOMINATION- JON COLLARD](#)  
[WIB MEMBERSHIP RENEWAL- WAN CHUN CHANG](#)  
[WIB MEMBERSHIP RENEWAL- PATRICIA RAMOS](#)  
[WIB MEMBERSHIP RENEWAL- PAULA STARR](#)  
[WIB MEMBERSHIP RENEWAL- IRSHAD HAQUE](#)

**Approved as part of consent calendar.**

**2. BYLAWS AMENDMENT: ONE-STOP PARTNER REPRESENTATIVES FOR WIA PROGRAMS**

Presenter: Mike Patel, WIB Interim Chair

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Bylaws and Nominations Committee to approve an amendment to the bylaws that establishes all three One-Stop Partner Representatives for WIA Programs as non-voting members of the WIB.

**Attachments:** [DRAFT BYLAWS AMENDMENT](#)

**Approved as part of consent calendar.**

**3. NOMINATION OF NON-VOTING WIA REPRESENTATIVES ON THE WIB**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Bylaws and Nominations Committee that the WIB appoint three non-voting WIA representatives to the WIB as required by the WIB Bylaws:

-Alberto Uribe, Executive Director, Hub Cities, Non-Voting WIA Representative, Incoming July 2012-June 2015

-Kirk Kain, Executive Director, SASSFA, Non-Voting WIA Representative, July 2012-June 2014

-Johnene Leyba, Executive Director, Career Partneres, Non-Voting WIA Representative, Outgoing July 2012-June 2013

**Attachments:** [ALBERTO URIBE](#)

[KIRK KAIN](#)

[JOHNENE ORNELAS LEYBA](#)

**Approved as part of consent calendar.**

**4. MATURE WORKER COUNCIL AND YOUTH COUNCIL PUBLIC MEMBER TERM LIMITS**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Bylaws and Nominations Committee to begin the first three year term of current WIB Mature Worker Council and Youth Council public members on January 1, 2012.

**Approved as part of consent calendar.**

**5. SELF-SUFFICIENCY INITIATIVE UPDATE AND RECOMMENDATION**

Presenter: Josie Marquez, CSS Assistant Director

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation to amend an established policy and require that CSS WIA Formula Adult and Youth contractors set aside slots to enroll a total of 300 system-involved youth from DCFS and Probation, with the increase of 100 youth to the original 200 that was previously approved by the WIB on November 17, 2011, contingent upon the availability of outside funding.

**Attachments:** [SELF-SUFFICIENCY INITIATIVE UPDATE AND RECOMMENDATION](#)

Approved as part of consent calendar.

**I. INFORMATION ITEMS****1. UPCOMING EVENTS**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for information a list of upcoming WIB Meetings and workforce development events.

- May 18, 2012 Small Business Conference co-hosted w/SELACO
- May 21-22 Youth at the Crossroads: Foster Youth Pathways to Adulthood (Sheraton Gateway Los Angeles)

**J. PUBLIC COMMENT**

*Frank Roberts introduced Dennis Varnum as he assumes the duties of the Field Office manager of the Antelope Valley WorkSource Office. He will replace Shirley Kemp.*

**K. ADJOURNMENT**

**There being no further business the May 17, 2012 meeting of the L.A. County Workforce Investment Board was adjourned.**