



County of Los Angeles Commissions and Boards Minutes - Final - Final WIB Finance Committee

Thursday, May 17, 2012

10:00 AM

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

This is a joint meeting of the WIB Finance and Certification and Quality Committees.

A. CALL TO ORDER

Richard Dell, WIB Treasurer, called the May 17, 2012 joint meeting of the WIB Finance and Certification and Quality Committees to order.

B. PLEDGE OF ALLEGIANCE

Richard Dell, WIB Treasurer, led the pledge of allegiance.

C. ROLL CALL

A quorum of the joint WIB Finance and Certification and Quality Committee was established with five members present.

Members Present: Richard Dell, Mike Patel, Patricia Ramos, Jerry Gaines, Frank Roberts

Members Execused: John Addleman and Corde Carrillo

Present 5 - Richard Dell; Mike Patel; Patricia Ramos; Jerry Gaines and Frank Roberts

Excused 2 - Vice Chair John Addleman and Corde Carrillo

D. CHAIR'S COMMENTS

Richard Dell, WIB Treasurer, thanked CSS staff for reformatting the budget documents in order to increase transparency. He expressed that the budget documents have increased his understanding of the budget and are self-explanatory. He also thanked the Committee and CSS for their patience throughout this reformatting process.

E. EXECUTIVE DIRECTOR'S REPORT

Richard Verches, WIB Executive Director, expressed the appreciation of CSS staff for the committees' patience while staff worked to adjust the budget documents to better meet the needs of the WIB Finance Committee. In consideration of a full agenda, the Executive Director concluded his report.

F. FINANCE COMMITTEE ITEMS**1. DRAFT MINUTES OF THE L.A. COUNTY WIB FINANCE COMMITTEE HELD ON FEBRUARY 16, 2012**

Presenter: Richard Dell, WIB Treasurer

Summary: This item presents for review and approval, and any other action deemed necessary, the DRAFT minutes of the L.A. County WIB Finance Committee meeting held on February 16, 2012.

Attachments: [DRAFT WIB FINANCE COMMITTEE MEETING MINUTES OF FEBRUARY 16, 2012](#)

It was moved by Mike Patel, and seconded by Patricia Ramos, to approve the DRAFT minutes of the February 16, 2012 meeting of the WIB Finance Committee. The motion carried by a unanimous vote.

2. 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 to forward to the WIB the FY 2011-12 3rd quarter financial status report as presented.

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

The 3rd Quarter WIA Program Financial Status Report was presented to the committees. The committees expressed appreciation to CSS Staff for progress in making the report more comprehensive and easy to understand.

It was moved by Mike Patel, and seconded by Frank Roberts, forward to the WIB for approval, the FY 2011-12 3rd Quarter WIA Program Financial Status Report as presented. The motion carried by a unanimous vote.

3. FY 2012-13 WIA PROGRAM REVISED BUDGET

Presenter: Richard Dell, WIB Treasurer

Summary: This item presents for review and approval, and any other action deemed necessary, of a recommendation to forward to the WIB the WIA Program revised budget for FY 2012-13.

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

The committees reviewed and approved the FY 2012-13 WIA Program Budget and Contractor Allocations as presented. The committees expressed appreciation to CSS Staff for progress in making the budget more comprehensive and easy to understand.

It was moved by Jerry Gaines, and seconded by Frank Roberts, to forward to the WIB for approval the Revised WIA Program Budget for 2012-13 as presented. The motion carried by a unanimous vote.

G. CERTIFICATION AND QUALITY COMMITTEE ITEMS**1. DRAFT MINUTES OF THE L.A. COUNTY WIB CERTIFICATION AND QUALITY COMMITTEE MEETING HELD ON FEBRUARY 16, 2012**

Presenter: Corde Carrillo, Certification and Quality Committee Chair

Summary: This item presents for review and approval, the DRAFT minutes of the L.A. County WIB Certification and Quality Committee meeting held on February 16, 2012.

Attachments: [DRAFT MINUTES OF THE L.A. COUNTY WIB CERTIFICATION AND QUALITY COMMITTEE MEETING HELD ON FEBRUARY 16, 2012](#)

A motion was made by Mike Patel and seconded by Richard Dell, to approve the Draft Minutes of the L.A. County WIB Certification and Quality Committee Meeting held on February 16, 2012 as presented. The motion passed by unanimous vote.

2. **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, of a recommendation to forward to the WIB the 3rd quarter WIA Program performance reports for FY 2011-12.

Attachments: [FY 2011-12 3RD QUARTER WIA PROGRAM PERFORMANCE REPORTS](#)

At the February 16, 2012 meeting, the Certification and Quality Committee requested CSS staff to include explanation and definition of stats within the report for better clarity. The Committee was pleased with the efforts that CSS staff made in improving the clarity in the Performance Reports. CSS staff will continue to explore ways to make the Performance Reports even easier to read and understand. The Committee would also like staff to report on steps taken to help under performing agencies meet their performance goals.

It was moved by Mike Patel, and seconded by Richard Dell, to forward to the WIB for approval the FY 2011-12 3RD Quarter WIA Program Performance Report as presented. The motion carried by a unanimous vote.

H. **PUBLIC COMMENT**

WorkSource Center staff would like Performance Reports to include the impact of implementing the training requirements of SB734.

I. **ADJOURNMENT**

There being no further business, the May 17, 2012 joint meeting of the L.A. County WIB Finance and Certification and Quality Committees was adjourned at 12:10 pm.