



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

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Thursday, February 28, 2013

12:00 PM

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

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## **A. CALL TO ORDER**

*Jerry Gaines, WIB Chair, called to order the February 28, 2013, meeting of the L.A. County Workforce Investment Board at 12:22 p.m.*

## **B. PLEDGE OF ALLEGIANCE**

*All in attendance joined in the pledge of allegiance.*

## **C. ROLL CALL**

*A quorum was established with twenty-four voting WIB Members and three non-voting WIA Representatives in attendance. Two additional members arrived after roll call.*

*Present: Jerry Gaines, Paul Kral, Mike Patel, Richard Dell, Anna Avdalyan, Josef Bobek, Larry Caldwell, Aida Cardenas, Corde Carillo, Shomari Davis, Michael Dolphin, Irshad Haque, Fred Larkin, Walter Larkins, Joyce Loudon, Monte Perez, Meredith Perkins, Frank Roberts, Helen Romero Shaw, Laurel Shockley, Paula Starr, Ross Viselman, Krystal Walker, and Rex Yu.*

*Late Arrival: Sal Velasquez and Lola Smallwood Cuevas.*

*Absent: John Addleman, Christine Bosworth, C. Joseph Chang, Wan Chun Chang, Luther Evans, Angela Gibson, Patricia Ramos, Erick Verduzco-Vega, and June Burcham.*

## **D. CHAIR'S REPORT**

## E. EXECUTIVE DIRECTOR'S REPORT

*A written Executive Director's report was included in the agenda packet. Richard Verches, Executive Director, noted the following items:*

*- Ryan Nowicki and Daniel Villao recently resigned from the WIB due to changes in their employment. Mr. Villao will not longer be working in California.*

*- Representatives from the WIB will attend the National Association of Workforce Board's annual conference in Washington D.C scheduled from March 9 through March 14. WIB Staff has prepared a briefing packet for members of Congress and WIB Members who will attend. Twelve meetings have been scheduled with Members of Congress and Offices of both California Senators.*

**Attachments:**     [EXECUTIVE DIRECTOR'S REPORT- FEBRUARY 2013](#)

## F. CSS WIA PROGRAM UPDATE

*Josie Marquez, CSS Assistant Director, deferred her report to speak on all items listed on the agenda.*

## G. ACTION ITEMS

### 1. DRAFT MINUTES OF THE L.A. COUNTY WIB QUARTERLY MEETING HELD ON NOVEMBER 29, 2012

Presenter: Jerry Gaines, WIB Chair

Summary: This item presents for review and approval, and any other action deemed necessary, the DRAFT minutes of the L.A. County WIB Quarterly Meeting held on November 29, 2012.

**Attachments:**     [DRAFT MINUTES OF THE L.A. COUNTY WIB QUARTERLY MEETING HELD ON 11.29.12](#)

**It was moved by Frank Roberts, and seconded by Michael Dolphin, to approve the DRAFT minutes of the WIB Quarterly Meeting held on November 29, 2012. The motion carried by a unanimous vote.**

### 2. ELECTION OF WIB SECRETARY

Presenter: Mike Patel, WIB Bylaws and Nominations Committee Chair

Summary: This item presents for public vote, and any other action deemed necessary, the nominations to fill the vacancy of WIB Secretary.

*The WIB was informed that Paul Kral was nominated to be elected to the position of WIB Secretary. In a public vote the WIB elected Paul Kral as WIB Secretary.*

**It was moved by Michael Dolphin, and seconded by Frank Roberts, to elect Paul Kral as WIB Secretary. The motion carried with 24 in favor, and one abstention (Paul Kral).**

**3. WIB MEMBER NOMINATIONS**

Presenter: Mike Patel, WIB Bylaws and Nominations Committee Chair

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Bylaws and Nominations Committee on WIB Member Nominations for the categories of Business and Economic Development.

**Attachments:**     [BUSINESS NOMINATION- JOE HERRERA, AEG](#)  
                          [BUSINESS NOMINATION- BRAD POLLAK, BRAD POLLAK COMPANY](#)  
                          [BUSINESS NOMINATION-GENINE WILSON, KELLY SERVICES](#)  
                          [ECONOMIC DEVELOPMENT- DAVID FLAKS, LAEDC](#)

It was moved by Joyce Loudon, and seconded by Irshad Haque, to forward to the Board of Supervisors, for consideration, the nominations of Joseph Herrera, AEG-Business Nominee, Brad Pollak, Brad Pollak Company-Business Nominee, Genine Wilson, Kelly Services-Business Nominee, David Flaks, LAEDC-Economic Development Nominee. The motion carried by a unanimous vote.

**4. WIB PUBLIC MEMBERSHIP NOMINATIONS- MATURE WORKER COUNCIL**

Presenter: Mike Patel, WIB Bylaws and Nominations Committee Chair

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Bylaws and Nominations Committee on WIB Public Membership Nominations to the WIB Mature Worker Council.

**Attachments:**     [MWC PUBLIC NOMINATION- JOHN DONNER](#)

It was moved by Paul Kral, and seconded by Frank Roberts, to approve the nomination of John Donner, retired AT&T Vice President, to the WIB Mature Worker Council, as a public member. The motion carried by a unanimous vote.

**5. RATIFICATION OF WIB CHAIR COMMITTEE/COUNCIL APPOINTMENTS**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for review and ratification, and any other action deemed necessary, WIB Chair appointments to WIB Committees and Councils.

*WIB Chair Jerry Gaines introduced additional appointments to the WIB Finance and Program Oversight Committee, as well as the establishment of a Ad Hoc Business Services Committee to include the following members: Mike Patel, Paul Kral, Walter Larkins, Laurel Shockley, and Richard Dell.*

*The WIB approved the Chair's committee appointments.*

**It was moved by Josef Bobek, and seconded by Michael Dolphin, to approve the WIB Chair's appointments to Committees and Councils, including Walter Larkins to the WIB Finance and Program Oversight Committee, and to establish and approve the membership of the Ad Hoc Business Services Committee. The motion carried by unanimous vote.**

**6. FY 2012-13 SECOND QUARTER FINANCIAL STATUS REPORT FOR WIA PROGRAMS & FY 2013-14 WIA FUNDING PROJECTIONS**

Presenter: Richard Dell, WIB Finance & Program Oversight Committee Co-Chair

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Finance and Program Oversight Committee to approve the FY 2012-13 Second Quarter Financial Status Report for WIA Programs and FY 2013-14 funding projections.

**Attachments:** [FY 2012-13 SECOND QUARTER FINANCIAL STATUS REPORT FOR WIA PROGRAMS MEMO](#)  
[FY 2012-13 SECOND QUARTER FINANCIAL STATUS REPORT FOR WIA PROGRAMS](#)  
[FY 2013-14 WIA FUNDING PROJECTIONS](#)

*The WIB was informed that the WIB Finance and Program Oversight Committee forwarded to the WIB for approval, the PY 2012-13 Second Quarter Funding and Expenditure Report and PY 2013-14 Funding Projections.*

*The Committee also requested that staff review historical data regarding expenditures on Auditor Controller, County Counsel, and other costs including travel.*

*The WIB approved the second quarter expenditure report and funding projections for 2013-14.*

**It was moved by Meredith Perkins, and seconded by Joyce Loudon, to approve the PY 2012-13 Second Quarter Funding and Expenditure Report and PY 2013-14 Funding Projections. The motion carried by unanimous vote.**

7. **PY 2012-13 SECOND QUARTER WIA PROGRAM PERFORMANCE REPORT**

Presenter: Erick Verduzco-Vega, WIB Finance & Program Oversight Co-Chair

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Finance and Program Oversight Committee to approve the PY 2012-13 Second Quarter WIA Program Performance Report.

**Attachments:**     [PY 2012-13 SECOND QUARTER WIA PROGRAM PERFORMANCE REPORT MEMO](#)  
[PY 2012-13 SECOND QUARTER DW REPORT](#)  
[PY 2012-13 SECOND QUARTER ADULT REPORT](#)

*The WIB received a report on the PY 2012-13 Second Quarter Performance Report for WIA programs, which included:*

*Adult Program*

*Overall, the Adult program is on target in the areas of enrollments, exits, placement and training. The Adult providers indicated that the majority of performance outcomes will occur in the third and fourth quarters of PY 2012-13.*

*Dislocated Worker Program*

*Overall, the Dislocated Worker program is experiencing challenges in meeting performance targets. A meeting is scheduled for February 21, 2013 with CSS WIA Operations and Contractors to discuss strategies to ensure performance goals are met.*

*The WIB approved the PY 2012-13 Second Quarter Performance Report for WIA programs.*

**It was moved by Joyce Loudon, and seconded by Larry Caldwell, to approve the PY 2012-13 Second Quarter Performance Report for WIA Programs. The motion carried by a unanimous vote.**

## 8. RECOMMENDATION ON WIA YOUTH PROGRAM DELIVERY SYSTEM REDESIGN AND WIB POLICY CHANGES

Presenter: Josie Marquez, CSS Assistant Director

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation, from the Youth Council and Finance and Program Oversight Committee, on the proposed redesign of the L.A. County WIA Youth Program Delivery System, and WIB policy changes including: (1) eliminate current WIB policies regarding cost per placement, and (2) approve development of a sanction policy.

**Attachments:** [REDESIGNING THE COUNTY WIA YOUTH PROGRAM](#)

*Josie Marquez, CSS Assistant Director, presented the tenets of the Redesign of the WIA Youth system in L.A. County which included:*

- Partner with K-123 and other stakeholders on strategies to reduce drop-out rates for In-School youth.
- Prioritize services to Older and Out of School Youth, and specifically disconnected youth.
- Establish a minimum of 70% of youth formula funds to be spent on out-of school youth.
- Require that 25% of older youth are co-enrolled with WIA Adult Programs.
- Re-engage disconnected youth through strategic partnerships with Secondary and Post-Secondary Education.
- Increase the number of youth that attain post-secondary degrees/other credentials with a priority on high growth industry sectors.
- Partner with employers, education and other partners to connect youth to career pathway options.
- Increase access to "Earn and Learn" opportunities by earmarking a minimum of 40% of youth formula funds for direct services.
- Build partnerships with the Private Sector, Chambers of Commerce, labor Unions, Community Based Organizations and Economic Development Corporations to maximize the competitive opportunities for youth.
- Establish a minimum of 30% leverage for agencies that receive WIA youth funds to ensure additional resources are available to serve more youth in the County.
- Adopt a performance-drive youth system.
- Equitable funding to agencies.
- Co-location of youth with WorkSource Centers to strategically align and target Adult and Youth services to populations of highest need.
- Utilize technology to increase access and services.

*The WIB commended Dr. Patricia Ramos, and the WIB Youth Council, for the work done in developing these tenets.*

*Robert Gutierrez, from AYE, commented that caution should be taken on targeting a 70% minimum of WIA funds be spent on out-of school youth, and that allocating 40% of funds to direct participant costs is difficult because youth may need other services.*

*The WIB approved the tenets of the WIA Youth Redesign as presented.*

**It was moved by Joyce Loudon, and seconded by Michael Dolphin, to approve the tenets of the Redesign of the WIA Youth Program in Los Angeles County. The motion carried with 21 in favor, and three abstentions (Fred Larkin, Dr.**

Monte Perez, and Sal Velasquez)

**9. EXTENSION OF WIA ADULT & DISLOCATED WORKER CONTRACTS ON A MONTH-TO-MONTH BASIS**

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 Finance and Program Oversight Committee, to extend the current WIA Adult & Dislocated Worker program provider contracts on a month-to-month basis to maintain service delivery and prepare the system for the implementation of WIA redesign.

**Attachments:** [MEMO ON EXTENSION OF WIA ADULT & DISLOCATED WORKER CONTRACTS ON A MONTH-TO-MONTH BASIS & PROCUREMENT OF EXPIRED AREAS](#)

*The WIB was informed that in order to prepare the system for WIA redesign, it was recommended that the WIB approve the extension of WIA Adult and Dislocated Worker contractors for a year, to maintain service delivery throughout the process. The WIB was informed that three areas are required to be procured, but the remaining 12 can be extended. A memo was provided with a timeline of the process. The WIB approved the recommendation.*

*Manny Cons, ResCare, urged the WIB to reconsider and spoke against the extension of the 12 areas and procurement of the three that require procurement.*

**It was moved by Helen Romero Shaw, and seconded by Corde Carillo, to extend the WIA Program Adult and Dislocated Worker Contractors for a period of one year. The motion carried with 20 in favor, 1 opposed (Meredith Perkins), and 3 abstentions (Fred Larkin, Dr. Monte Perez, and Sal Velasquez).**

**10. APPROVAL OF TRANSFER OF DW FUNDS TO ADULT PROGRAM**

Presenter: Richard Dell, WIB Finance/Program Oversight Co-Chair

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation from the WIB Finance and Program Oversight Committee to transfer funds from Dislocated Worker to the Adult Program in an amount of \$1.7 million, to meet service demands.

**Attachments:** [MEMO ON APPROVAL OF TRANSFER OF FUNDS TO MAXIMIZE EXPENDITURE](#)

*The WIB received a recommendation to transfer \$1.7 million in Dislocated Worker funds to Adult in order to maximum expenditure in both funding streams.*

**It was moved by Joyce Loudon, and seconded by Frank Roberts, to approve the transfer of \$1.7 million of Dislocated Worker funds to Adult in order to maximize spending. The motion carried by a unanimous vote.**

**11. ENDORSEMENT OF CWA RESOLUTION IN SUPPORT OF WIA REAUTHORIZATION**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for review and approval, and any other action deemed necessary, a recommendation to endorse, and forward to the L.A. County Board of Supervisors, the California Workforce Association's resolution in support of the reauthorization and funding of the Workforce Investment Act.

**Attachments:** [CWA RESOLUTION ON WIA REAUTHORIZATION](#)

It was moved by Paul Kral, and seconded by Larry Caldwell, to forward to the Board of Supervisors, the California Workforce Association's resolution in support of the reauthorization and funding of the Workforce Investment Act. The motion carried with 23 in favor, and 1 abstention (Sal Velasquez).

**H. INFORMATION ITEMS**

**1. LEGISLATIVE UPDATE AND OUTREACH**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for discussion, and any other action deemed necessary, an update on State and federal legislation. This item also presents an update on planning for NAWB 2013 and Congressional briefings.

**Attachments:** [FEDERAL LEGISLATIVE REPORT-WIA REAUTHORIZATION](#)  
[U.S. CONFERENCE OF MAYORS LEGISLATIVE UPDATE](#)

*Due to the length of the meeting, this item was presented as listed with no additional information.*

**2. ANNUAL LOCAL AREA PLAN/HIGH PERFORMANCE BOARD CRITERIA**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents for information and discussion, an update on the Annual Local Area Plan requirements, including SB 698 High Performance Board Criteria.

**Attachments:** [LOCAL AREA PLAN UPDATE & HIGH PERFORMANCE BOARD RUBRIC](#)

*Due to the length of the meeting, this item was presented as listed with no additional information.*

**3. WIB COMMITTEE COUNCIL REPORTS**

Presenter: WIB Committee/Council Chair(s)

Summary: This item presents an update on WIB Committees/Councils mid year reports:

- Finance/Program Oversight Committee
- Bylaws and Nominations Committee
- Youth Council
- Mature Worker Council
- Veteran's Employment and Training Services Subcommittee
- Ad hoc Committee on AB 554

*No reports were received.*

**4. UPCOMING MEETINGS & IMPORTANT DATES TO NOTE**

Presenter: Richard Verches, WIB Executive Director

Summary: This item presents, for information, upcoming WIB meetings and workforce related events:

- March 7-8: CWA Board of Directors Meeting
- March 9-12: NAWB Annual Forum/WIB Congressional Visits
- March 11-13: Access Washington D.C.
- March 27-29: CWA Spring Conference
- April 15: Mature Worker Council
- April 18: Executive Committee
- \*April 26: Strategic Planning Retreat
- \*May 15: Veterans Regional Capacity Building Conference

*This information was presented as listed.*

**I. COMMISSIONER COMMENTS**

*No comments received.*

**J. PUBLIC COMMENT**

*No comments received.*

**K. ADJOURNMENT**

*There being no further business, the February 28, 2013 meeting of the L.A. County Workforce Investment Board was adjourned.*

