



Los Angeles County Workforce Development Board (WDB)

QUARTERLY MEETING

DRAFT MINUTES

March 18, 2022

10:00 AM -12:00 PM

MS Teams Virtual Meeting

A. CALL TO ORDER

Darrel Saucedo, Interim Chair, L.A. County Workforce Development Board (WDB), called the 03/18/2022 Quarterly Board Meeting of the L.A. County WDB to order at **10:05 AM**.

B. ROLL CALL

Conflict of Interest was read by Filing Officer, Greta Setian, WDB's Senior Deputy Director:

Members shall abide by conflict-of-interest requirements outlined in WIOA Section 107(h) which states a member of a local board, or a member of a standing committee, may not vote on a matter under consideration by the local board (1) regarding the provision of services by such member represents; or (2) that would provide a direct financial benefit to such member of the immediate family of such member.

A quorum was established with **14 Board Members** in attendance during roll call.

Present (14): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Jessica Ku Kim, Anne McMonigle, Dr. Enrique Medina, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Absent (6): Russell Barnard (Excused), Jesse Cuevas (Excused), Lola Smallwood Cuevas (Excused), Berenice Nuñez Constant (Excused), Jorge Marquez (Excused), Tami Hutchins-Nunez (Excused).

C. CHAIR REMARKS

Darrel Saucedo, Interim Chair welcomed members of the board and members of the public to the March 18th quarterly meeting.

D. UPDATES ON WORKFORCE SYSTEM ACTIVITIES

None.

E. ACTION ITEMS

ELECTION

1. ELECTION OF THE L.A. COUNTY WDB OFFICE OF THE CHAIR FOR THE PERIOD ENDING SPRING 2024

Presenter: Maritza Dubie-Urbe, Executive Director, L.A. County WDB

Summary: This item presents for approval, or any other actions deemed necessary, the nomination of WDB Office of the Chair for the period ending Spring 2024. Only one (1) nomination

was received by the WDB's Executive Director during the open ballot period of February 14th - February 28th, 2022. The nominee for the Office of the Chair is: Member Darrel Saucedo

It was moved by Member Dr. Enrique Medina and seconded by Member Gustavo Camacho to approve Member Darrel Saucedo as the Chair of the Los Angeles County's Workforce Development Board for the period ending in Spring of 2024.

The motion carried unanimously.

In Favor (14): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Jessica Ku Kim, Anne McMonigle, Dr. Enrique Medina, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): Russell Barnard, Jesse Cuevas, Lola Smallwood Cuevas, Berenice Nuñez Constant, Jorge Marquez, and Tami Hutchins-Nunez.

2. ELECTION OF THE L.A. COUNTY WDB OFFICE OF VICE CHAIR FOR THE PERIOD ENDING SPRING 2024

Presenter: Maritza Dubie-Urbe, Executive Director, L.A. County WDB

Summary: This item presents for approval, or any other actions deemed necessary, the following nomination of WDB Office of the Vice Chair for the period ending Spring 2024. Only one (1) nomination was received by the WDB's Executive Director during the open ballot period of February 14th - February 28th, 2022. The nominee for the Office of the Vice Chair is: Member Corinne Sanchez

It was moved by Member Shalonda Baldwin and seconded by Member Jessica Ku Kim to approve Member Corinne Sanchez as the Vice Chair of the Los Angeles County's Workforce Development Board for the period ending in Spring of 2024.

The motion carried unanimously.

In Favor (14): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Jessica Ku Kim, Anne McMonigle, Dr. Enrique Medina, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): Russell Barnard, Jesse Cuevas, Lola Smallwood Cuevas, Berenice Nuñez Constant, Jorge Marquez, Tami Hutchins-Nunez.

3. ELECTION OF THE L.A. COUNTY WDB OFFICE OF SECRETARY/TREASURER FOR THE PERIOD ENDING SPRING 2024

Presenter: Maritza Dubie-Urbe, Executive Director, L.A. County WDB

Summary: This item presents for approval, or any other actions deemed necessary, the following nomination of WDB Office of the Secretary/Treasurer for the period ending Spring 2024. Only one (1) nominee was received by the WDB's Executive Director during the open ballot period of

February 14th - February 28th, 2022. The nominee for the Office of the Secretary/Treasurer is: Member Jessica Ku Kim

It was moved by Chair Darrel Saucedo and seconded by Member Dr. Enrique Medina to approve Member Jessica Ku Kim as the Secretary/Treasurer of the Los Angeles County's Workforce Development Board for the period until next Election in Spring of 2024.

The motion carried unanimously.

In Favor (14): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Jessica Ku Kim, Anne McMonigle, Dr. Enrique Medina, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): Russell Barnard, Jesse Cuevas, Lola Smallwood Cuevas, Berenice Nuñez Constant, Jorge Marquez, Tami Hutchins-Nunez.

4 CONSENT CALENDAR

All items are approved by one motion unless held.

a DRAFT MINUTES OF THE L.A. COUNTY WDB QUARTERLY MEETING HELD ON DECEMBER 10, 2021

Presenter: Darrel Saucedo, Chair, L.A. County WDB

Summary: This item presented for approval, and any other action deemed necessary, the Draft Minutes of the L.A. County WDB Quarterly Meeting held on December 10, 2021.

b FY 2021/22 L.A. COUNTY WORKFORCE SYSTEM Q2 PERFORMANCE REPORT THROUGH DECEMBER 31, 2021

Presenters: Irene Pelayo, Director of Workforce Operations Division, WDACS, and Isidro Villanueva, Interim Director of Economic & Business Development Division, WDACS

Summary: This item presented for review and approval, and any other action deemed necessary, the FY 2021-22 L.A. County Workforce System Q2 Performance Report through December 31, 2021.

c FY 2021/22 L.A. COUNTY WORKFORCE PROGRAMS PAYMENT Q2 STATUS REPORT THROUGH DECEMBER 31, 2021

Presenter: Alfred Beyruti, Finance Manager, WDACS

Summary: This item presented for review and approval, and any other action deemed necessary, the FY 2021/22 L.A. County Workforce Programs Payment Q2 Status Report through 12/31/2021.

The Consent Calendar Items a, b, and c were moved by Vice Chair Corinne Sanchez and seconded by Member Jeffrey Thompson to approve the Draft Minutes of the L.A. County WDB Quarterly Meeting held on December 10, 2021, the FY 2021-22 L.A. County Workforce System Q2 Performance Report through December 31, 2021, and the FY 2021/22 L.A. County Workforce Programs Payment Q2 Status Report through 12/31/2021.

The motion carried by majority.

In Favor (13): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Anne McMonigle, Dr. Enrique Medina, Dr. Lucia Robles, Antonio Sanchez, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Abstain (0):

Recused (1): Jessica Ku Kim

Opposed (0):

Absent (6): Russell Barnard, Jesse Cuevas, Lola Smallwood Cuevas, Berenice Nuñez Constant, Jorge Marquez, Tami Hutchins-Nunez.

5 PROPOSED FY 2022-23 WORKFORCE DEVELOPMENT PROGRAMS BUDGET

Presenter: Alfred Beyruti, Finance Manager, WDACS

Summary: This item presents for review and approval, and any other action deemed necessary, the proposed FY 2022-23 budget for the workforce development programs.

It was moved by Member Dr. Enrique Medina and seconded by Member Mary Hewitt to approve the proposed FY 2022-23 budget for the workforce development programs.

The motion carried by majority.

In Favor (12): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Dr. Enrique Medina, Dr. Lucia Robles, Antonio Sanchez, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Abstain (0):

Recused (2): Jessica Ku Kim and Anne McMonigle

Opposed (0):

Absent (6): Russell Barnard, Jesse Cuevas, Lola Smallwood Cuevas, Berenice Nuñez Constant, Jorge Marquez, Tami Hutchins-Nunez.

6 APPROVE TRANSFER OF WIOA DISLOCATED WORKER FUNDS TO WIOA ADULT PROGRAM

Presenter: Alfred Beyruti, Finance Manager, WDACS

Summary: This item presents for review and approval, and any other action deemed necessary to transfer \$2.75 million from the Fiscal Year 2020-21 WIOA Title I, Dislocated Worker grant and allocate the funds to the WIOA Title I, Adult program.

Discussions:

- Board Member Wallace made a request that future memos be provided with additional information on the impact on programs and capacity due to this transfer of funds.
- Staff acknowledged the request and to provide the information requested in the future meetings.

Recommendations:

- Staff to provide the requested additional information on the impact on programs and capacity due to this transfer in future meetings.

It was moved by Vice Chair Corinne Sanchez and seconded by Member Mary Hewitt to approve transfer of \$2.75 million from the Fiscal Year 2020-21 WIOA Title I, Dislocated Worker grant and allocate the funds to the WIOA Title I, Adult program.

The motion carried unanimously.

In Favor (14): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Jessica Ku Kim, Anne McMonigle, Dr. Enrique Medina, Dr. Lucia Robles, Antonio Sanchez, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): Russell Barnard, Jesse Cuevas, Lola Smallwood Cuevas, Berenice Nuñez Constant, Jorge Marquez, Tami Hutchins-Nunez.

7. APPROVAL OF THE AMENDED WDB BYLAWS

Presenter: Maritza Dubie-Uribe, Executive Director, L.A. County WDB

Summary: This item presents for review and approval, and any action deemed necessary, approval of the amendments to the WDB's Bylaws (Article V.3.d. and VI.1.a.) to establish a set protocol in the selection of members for travel to conferences, events, and trainings. Effective 3/18/2022, the WDB Chair shall make the final recommendation of allowed members based on the availability of funds and the following criteria: Priority shall be given to Members a) Holding an Executive Office (Chair, Vice Chair, Secretary/Treasurer); b) Seniority as per the appointed date by the Board; c) Attendance and participation in meetings and workgroups; and d) Desired WDB Member representation depending on the nature of the event.

Discussions:

- Members discussed regarding the protocol and the criteria for the Members traveling to conferences and recommended that the selection include attendance and participation in workgroups and committees and if the member is a nominee by the Board of Supervisors. The selection should also be based on subject matter expertise based on the nature of conference with the inclusion of newly appointed members. For example, if the nature of the conference is labor then priority is given to the labor representatives on the board and if it is education and training, then representatives of education and training be given priority.
- Staff indicated that they would make recommendations to the Chair after considering all the criteria mentioned above and the Chair will make the final decision.
- Staff added that for criteria d, when polling members, the nature of the event would be highlighted along with which representation could be better suited to move the Board's agenda and mission forward.

Recommendations:

- It was recommended that in addition to other priorities, a priority be given to those members who were nominated by the Board of Supervisors as well as adding language to criteria "c" to include "inclusive of newly appointed board members" and on criteria "d" to include "subject matter expertise".
- Members asked this item to be tabled and presented at a future time with the revised language for discussion and consideration.

Motion: This item was tabled to be revised as discussed and presented in a future meeting.

It was moved by Member Dr. Enrique Medina and seconded by Member Mary Hewitt to table the amendment to the WDB Bylaws.

The motion carried unanimously.

In Favor (14): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Jessica Ku Kim, Anne McMonigle, Dr. Enrique Medina, Dr. Lucia Robles, Antonio Sanchez, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): Russell Barnard, Jesse Cuevas, Lola Smallwood Cuevas, Berenice Nuñez Constant, Jorge Marquez, Tami Hutchins-Nunez.

8. APPROVE CREATION OF DISABILITY ADVISORY WORKGROUP

Presenter: Darrel Saucedo, Chair, WDB

Summary: This item presents for review and approval, and any other action deemed necessary, the creation of a Disability Advisory Workgroup to be chaired by Member Wan-Chun Chang which will sunset on March 31, 2024.

It was moved by Vice Chair Corinne Sanchez and seconded by Member Gustavo Camacho to approve creation of a Disability Advisory Workgroup to be chaired by Member Wan-Chun Chang which will sunset on March 31, 2024.

The motion carried unanimously.

In Favor (14): Luis Arida, Shalonda Baldwin, Gustavo Camacho, Wan-Chun Chang, Jeremy Diaz, Mary Hewitt, Jessica Ku Kim, Anne McMonigle, Dr. Enrique Medina, Dr. Lucia Robles, Antonio Sanchez, Corinne Sanchez, Darrel Saucedo, Jeffrey Thompson, Jeffery Wallace, and Delbert Whetter.

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): Russell Barnard, Jesse Cuevas, Lola Smallwood Cuevas, Berenice Nuñez Constant, Jorge Marquez, Tami Hutchins-Nunez.

9. UPDATE FROM THE WDB FUNDING WORKGROUP

Presenters: Corinne Sanchez, Funding Workgroup Chair

Summary: This item presents for review, discussion, and any other action deemed necessary, the update on the WDB's Funding Workgroup presented by the Workgroup Chair.

- Member Sanchez further reported that the Innovation Fund has been part of this discussion and reported there has been a set aside for a million to put into innovative programs apart from the regular program funding.
- The committee is recommending this Fund be expanded. It was also reported that funds are increasing and therefore expenditures are increasing for programs and expenditures are back up, which is good for the system as a whole. Board Member Sanchez also encouraged and invited members to participate in the group.

Commissioner Wallace requested a copy of all committee reports and charts.

- Staff stated that it would provide that information in the future meetings.

Recommendations:

Staff to provide a chart of all the WDB committees and sub-committees with the names of the members be provided at the next meeting.

F. INFORMATION ITEMS**1. UPDATE ON THE TRANSITION OF THE NEW ECONOMIC WORKFORCE DEVELOPMENT DEPARTMENT**

Presenters: Kelly LoBianco, Executive Director, Economic and Workforce Development Branch, WDACS and Daniel Kelleher, Principal Analyst, Economic and Workforce Development Branch, WDACS

Summary: This item is an informational item to provide updates on the developments of the new Economic Workforce Development Department.

2. UPDATES ON THE SOLICITATION PROCESS AND TIMELINE FOR THE NEW LOS ANGELES COUNTY WORKFORCE DEVELOPMENT SYSTEM

Presenters: Kelly LoBianco, Executive Director, Economic & Workforce Development Branch, WDACS David Shinder, Consultant, WDACS

Summary: This item presents for informational purposes, the updates on solicitation process and timeline for the Los Angeles County workforce development system including highlights of the recent AJCC RFP Stakeholder Input Sessions.

3. HIGHLIGHTS OF THE ECONOMIC FORECAST 2022

Presenter: Jessica Ku Kim, Vice President of Economic and Workforce Development, Los Angeles County Economic Development Corporation (LAEDC)

Summary: This item is an informational item to provide highlights on the Economic Forecast for 2022 as presented by LAEDC on February 16, 2022.

4. UPDATE ON THE WDB INNOVATION FUND

Presenter: Greta Setian, Senior Deputy Director, LA County WDB

Summary: This item is an informational item to provide updates on the WDB's Innovation Fund including approved project proposals.

5. UPDATE ON AMERICAN RESCUE PLAN FUNDING

Presenter: Jose Perez, Assistant Director, Workforce Development Branch, WDACS

Summary: This item presents for information on the American Rescue Plan funding.

6. SAVE-THE-DATE: UPCOMING WDB QUARTERLY MEETINGS, CONFERENCES & EVENTS

Please see the agenda.

G. PUBLIC COMMENTS

No Public Comments.

H. ADJOURNMENT

The March 18, 2022, WDB Quarterly Board Meeting was adjourned at **12:05 PM.**