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Stephen Cheung

Los Angeles County Economic Development
Corporation

Maritza Dubie-Urbe, Executive Director

Los Angeles County Workforce Development Board

Greta Setian, Senior Deputy Director

Los Angeles County Workforce Development Board

September 30, 2022

TO: Los Angeles County Workforce Development Board (WDB)

FROM: Darrel Saucedo, Chair
Los Angeles County WDB

SUBJECT: APPROVAL OF AMENDED WDB BYLAWS

RECOMMENDATION:

This item presents for review and approval, and any action deemed necessary, eight (8) amendments to the WDB Bylaws (Attachment I) in accordance with Article IX of the WDB Bylaws.

BACKGROUND:

According to Article IX-AMENDMENTS Members of the WDB, may adopt, amend, or repeal its Bylaws. The seven (7) amendments listed below are either needed due to administrative changes, to facilitate administrative decisions or to provide clarity.

Amendment #1- ARTICLE I- NAME: The WDB principal office location was updated to reflect affiliation with the newly established Department of Economic Opportunity (DEO).

Amendment #2 - ARTICLE II- DEFINITIONS: The department name was updated to reflect DEO as the fiscal agent.

Amendment #3- ARTICLE II- DEFINITIONS: The number of cities a Local Workforce Development Area was updated to reflect the addition of the City of Monrovia effective July 1, 2022, as part of our service area.

Amendment #4- ARTICLE IV- MEMBERSHIP, Alternates and Proxies: This provision allows an exception for permitting alternates on two (2) seats on the Business Engagement Standing Committee (BESC). Standing committees may be formed to support the WDB to provide information and assist the WDB to carry out its responsibilities as per CFR 20 [§ 679.370](#) as provided in WIOA Sec. 107(d).

The BESC shall allow for:

- a.) Two (2) seats in accordance CFR 20 [§ 679.340\(b\)](#) and [§679.360](#):
- i. One (1) seat is designated for the County Small Business Commission, and
 - ii. One (1) seat is designated for the County operated America's Job Centers of California.
- b.) Only these two (2) BESC Member seats shall be allowed to designate alternates.

Amendment #5- ARTICLE V- OFFICERS, Officer Designations and Elections: Officers: This amendment clarifies that the WDB Secretary/Treasurer shall be represented by a non-Business representative.

Amendment #6- ARTICLE V- OFFICERS, The Powers and Duties of Officers: The WDB Chair: This amendment clarifies that the final recommendation on the Members traveling or attending in conferences and events and in accordance with Article VI.

The final amendment below was tabled from the March 18, 2022, WDB Meeting. The provision outlines the order of priority criteria for the WDB Chair to utilize when determining WDB Members traveling or attending conferences and events in accordance with Article VI.

This following amendment is a tabled item from the March 18, 2022, WDB meeting.

Amendment #7- ARTICLE V- OFFICERS, The Powers and Duties of Officers: The WDB Chair: This amendment clarifies the order of priority criteria that the WDB Chair shall utilize to make final recommendations on the Members traveling or attending in conferences and events and in accordance with Article VI. According to the provision, the order of priority shall be given to Members in the following order:

- a) Holding an executive Office (Chair, Vice Chair and Secretary/Treasurer)
- b) Seniority as per the appointed date to the WDB by the Board of Supervisors
- c) Board of Supervisors nominee
- d) Attendance and participation in meetings and workgroups, inclusive of newly appointed members
- e) Desired WDB Member representation and optimal subject matter expertise depending on the nature of the event

Amendment #8- ARTICLE VII- COMMITTEES, Standing Committees and Ad Hoc Committees or Workgroups: This amendment clarifies the role of committees, ad hoc committees and workgroups, describes who can be a member, and specifies rules the of engagement in accordance with CFR 20 [§ 679.340\(b\)](#) and [§ 679.360](#).

Please let me know if you have any questions or you may contact Maritza Dubie-Urbe at Mdubie-uribe@opportunity.lacounty.gov.

Attachment – WDB Bylaws – Amended 9/30/2022

DS:MDU:gs