



Los Angeles County Workforce Development Board (WDB)

QUARTERLY MEETING

DRAFT MINUTES

June 14, 2019

10:00 AM -12:00 PM

Los Angeles County

Workforce Development, Aging & Community Services (WDACS)

1st Floor Collaboration Room

3175 West 6th Street, Los Angeles, CA 90020

A. CALL TO ORDER

Holly Schroeder, *Chair*, L.A. County Workforce Development Board (WDB), called the 6/14/2019 Quarterly Board Meeting of the L.A. County WDB to order at **10:10 a.m.**

B. ROLL CALL

A quorum was established with 14 Members of the L.A. County WDB in attendance during the roll call.

Present (14): Russell Barnard, Gustavo Camacho (arrived at 10:11 am), Aida Cardenas (arrived at 10:40 am), Wan-Chun Chang, Keith Harkey (arrived at 11:03 am), Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Dr. Patricia Ramos, Holly Schroeder, Erika Sockaci (arrived at 10:14 a.m.), Jaime Valdivia, Erick Verduzco-Vega, and Dr. Michelle Yanez.

Absent (7): Shomari Davis (Excused), David Flaks (Excused), Jose Gardea (Excused), Cynthia Parulan-Colfer (Excused), Darrel Saucedo (Excused), Laurel Shockley (Excused), and Lola Smallwood-Cuevas (Excused).

Conflict of Interest clause outlined in Section 107(h) of the Workforce Innovation and Opportunity Act (WIOA) was read by Holly Schroeder, *Chair*.

C. CHAIR REMARKS

Holly Schroeder, *Chair*, L.A. County WDB welcomed everyone and thanked the commissioners for their time and then recognized the retirement of Assistant Director Josie Marquez and presented her with a Retirement Plaque for her public service to the Los Angeles County.

D. CONSENT AGENDA

All items are approved by one motion unless held.

It was moved by Commissioner Barnard and seconded by Commissioner Sockaci, to approve the Consent Agenda, which includes the Draft Minutes of the March 15, 2019 Meeting and the FY 2018-19 L.A. County Workforce Programs Payment Status Report.

The motion carried unanimously.

In Favor (13): Russell Barnard, Gustavo Camacho, Wan-Chun Chang, Keith Harkey, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Dr. Patricia Ramos, Holly Schroeder, Erika Sockaci, Jaime Valdivia, Erick Verduzco-Vega, and Dr. Michelle Yanez.

Opposed (0)

Abstained (0)

Not Present During Vote (8): Aida Cardenas, Shomari Davis, David Flaks, Jose Gardea, Cynthia Parulan-Colfer, Darrel Saucedo, Laurel Shockley, and Lola Smallwood-Cuevas.

E. ACTION ITEMS**1. L.A. County's CEO Update on the February 5, 2019 Motion by Supervisors' Hilda L. Solis and Mark Ridley-Thomas "Optimization of Los Angeles County's Workforce and Economic Development Systems (UC Berkeley's IRLE)"**

Julia Orozco, Manager, Chief Executive Office, Los Angeles County Board of Supervisors, Daniel Kelleher, Chief Executive Office, Los Angeles County Board of Supervisors, and Dr. Sara Hinkley, Associate Director, UC Berkeley Institute for Research on Labor and Employment, presented this item for discussion and any action deemed necessary, an update by the L.A. County CEO's office on the February 5, 2019 motion by Supervisors' Hilda L. Solis and Mark Ridley-Thomas "Optimization of Los Angeles County's Workforce and Economic Development Systems (UC Berkeley's IRLE)."

- There were two motions approved by the Los Angeles County Board of Supervisors (BOS), the May 8, 2018 motion "LA County Workforce Alignment Efforts" by Supervisors Hilda L. Solis and Sheila Kuehl and the February 9, 2019 motion "Optimization of Los Angeles County's Workforce and Economic Development Systems" by Supervisors Hilda L. Solis and Mark Ridley-Thomas.
- As a result of the directive from the May 8, 2019 motion, the UC Berkeley Study was conducted along with an evaluation of the activities, tasks and strategies laid out in the County Workforce Development Alignment Plan.
- As a result of the directive from the February 9, 2019 motion, an additional consultant was hired to work in tandem with the UC Berkeley's IRLE, to evaluate the current structure of WDACS and other departments to provide a comprehensive analysis and recommendations for the most effective structure dedicated to workforce and economic development.
- Some of the preliminary findings based on the May 8, 2019 Alignment motion include changes in training and staff and specific partnerships around data and information sharing; there has yet to be a shared understanding of what alignment could be and how to integrate programs through the AJCC structure, with respect to integrating services of large agencies; structures of program funding pose challenges to integrating both performance goals and day-to-day practice; and data systems are evolving and there is much more potential to use data to analyze performance.
- The timeline includes additional interviews and site visits with HR&A in June, HR&A Stakeholder Survey, inventory and assessments, best practices review in July through August, a final combined report to EDPC with HR&A in fall, and a final combined report will be submitted to the BOS in November.

Discussions and Follow-Up:

- The Commissioners discussed the options of a workgroup or a meeting with all members to discuss the next steps further and therefore called a motion to schedule a special meeting in July to discuss the report more in depth and to be able to hear from the HR&A consultants.
- The Commissioners also instructed the staff to draft and send a "Thank You" letter to the CEO and to reiterate how important these efforts are to the WDB.

It was moved by Commissioner Peterson and seconded by Commissioner Sanchez, to accept the L.A. County's CEO report on the February 5, 2019 Motion by Supervisors' Hilda L. Solis and Mark Ridley-Thomas "Optimization of Los Angeles County's Workforce and Economic Development Systems (UC Berkeley's IRLE)", to call a Special Meeting of the WDB in July 2019, and to draft a Thank You letter to the CEO.

The motion carried by unanimous vote.

In Favor (13): Russell Barnard, Gustavo Camacho, Aida Cardenas, Wan-Chun Chang, Adriana Kuhnle, Joanne Peterson, Dr. Patricia Ramos, Corinne Sanchez, Holly Schroeder, Erika Sockaci, Jaime Valdivia, Erick Verduzco-Vega, and Dr. Michelle Yanez.

Opposed (0)

Abstained (0)

Not Present During Vote (8): Shomari Davis, David Flaks, Jose Gardea, Keith Harkey, Cynthia Parulan-Colfer, Darrel Saucedo, Laurel Shockley, and Lola Smallwood-Cuevas.

2. DELEGATION OF AUTHORITY FOR THE APPROVAL OF THE REGIONAL AND LOCAL PLAN MODIFICATIONS

Martha Molina-Aviles, Interim Executive Director, L.A. County WDB and Manny Ruiz, Legislative and Policy Manager, L.A. County WDB presented this item for review and approval, and any other action deemed necessary, delegation authority for the WDB Chair or her designee to sign the State approved versions of the Biennial Modifications to this WIOA Local and Regional Plans for Program Years 2017-21 and to forward the signed modifications to the Board of Supervisors for approval before August 1, 2019.

- In 2017, the California Workforce Development Board (State Board) approved the Local and Regional Workforce Development Plans, 2017-21, of the Los Angeles Basin Regional Planning Unit (LA Basin RPU).
- Under the federal Workforce Innovation and opportunity Act (WIOA), which governs the statewide workforce system, a biennial update of regional and local plans is required to ensure plans remain current and account for “changes in labor market and economic conditions or in other factors affecting the implementation of local and regional plans.” Pursuant to this requirement, changes were made to the State Plan which required modification to local and regional plans to keep consistent with the policy direction of the State Plan.

It was moved by Commissioner Valdivia and seconded by Commissioner Yanez, to approve the Delegation of Authority for the Approval of the Regional and Local Plan Modifications and for submission to the L.A. County Board of Supervisors for approval before August 1, 2019.

The motion carried by unanimous vote.

In Favor (12): Russell Barnard, Gustavo Camacho, Aida Cardenas, Wan-Chun Chang, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Dr. Patricia Ramos, Holly Schroeder, Erika Sockaci, Jaime Valdivia and Dr. Michelle Yanez.

Opposed (0)

Abstained (0)

Not Present During Vote (9): Shomari Davis, David Flaks, Jose Gardea, Keith Harkey, Cynthia Parulan-Colfer, Darrel Saucedo, Laurel Shockley, and Lola Smallwood-Cuevas and Erick Verduzco-Vega.

3. LOCAL AREA DESIGNATION AND LOCAL BOARD RECERTIFICATION APPLICATION FOR FY 2019-21 FOR L.A. COUNTY WDB

Martha Molina-Aviles, Interim Executive Director, L.A. County WDB, and Manny Ruiz, Legislative and Policy Manager, L.A. County WDB presented this item for review and approval, and any other action deemed necessary, the Local Board Recertification Request for Program Years 2019-21, which will be forwarded to the L.A. County Board of Supervisors for approval and signature by July 9, 2019 and for submission to the California Workforce Development Board by July 15, 2019.

- Recertification of local workforce development boards is a Federal and State requirement under the Workforce Innovation and Opportunity Act (WIOA).

- The Recertification Application details the L.A. County WDB's compliance with board membership and categorical representation under Federal and State law, as well as certifying compliance with other key administrative and fiscal requirements.
- The Recertification Application also summarizes the WDB's contributions to regional planning efforts and negotiating regional WIOA performance goals for Program Years 2018-19 and 2019-20.

It was moved by Commissioner Sanchez and seconded by Commissioner Valdivia, to approve the Local Area Designation and Local Board Recertification Application for FY 2019-21 for L.A. County WDB for submission to the L.A. County Board of Supervisors for final approval.

The motion carried by unanimous vote.

In Favor (12): Russell Barnard, Gustavo Camacho, Aida Cardenas, Wan-Chun Chang, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Dr. Patricia Ramos, Holly Schroeder, Erika Sockaci, Jaime Valdivia and Dr. Michelle Yanez.

Opposed (0)

Abstained (0)

Not Present During Vote (9): Shomari Davis, David Flaks, Jose Gardea, Keith Harkey, Cynthia Parulan-Colfer, Darrel Saucedo, Laurel Shockley, and Lola Smallwood-Cuevas and Erick Verduzco-Vega.

4. APPROVAL OF WIOA TRANSFER OF FUNDS FROM DISLOCATED WORKER TO ADULT GRANT FUNDS

Alfred Beyruti, Finance Manager, WDACS presented this item for review and approval, and any other action deemed necessary, approval of WIOA transfer of funds from the Dislocated Worker Programs to Adult Grant Funds.

- Workforce Services Directive 15-23 allows local boards to transfer up to 100 percent of the WIOA formula funds between the Adult and Dislocated Worker Programs.
- WIOA Adult and Dislocated Worker grants are two (2) year grants, whereby the local board's authority to transfer funds provides the local areas with the flexibility to align the funding with the demand for services at the America's Job Centers of California.
- There is a greater demand for workforce services in the WIOA Adult program than in the Dislocated Worker program. Implementation of partnerships with the Los Angeles Homeless Services Authority (LAHSA), Child Support Services Department (CSSD), Housing Authority of the County of Los Angeles (HACoLA), and other similar partnerships have expanded the number of priority populations, most of which meet Adult eligibility requirements.

It was moved by Commissioner Sanchez and seconded by Commissioner Barnard, to approve WIOA transfer of funds from the Dislocate Worker to Adult Grant Funds.

The motion carried by unanimous vote.

In Favor (12): Russell Barnard, Gustavo Camacho, Aida Cardenas, Wan-Chun Chang, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Dr. Patricia Ramos, Holly Schroeder, Erika Sockaci, Jaime Valdivia and Dr. Michelle Yanez.

Opposed (0)

Abstained (0)

Not Present During Vote (9): Shomari Davis, David Flaks, Jose Gardea, Keith Harkey, Cynthia Parulan-Colfer, Darrel Saucedo, Laurel Shockley, and Lola Smallwood-Cuevas and Erick Verduzco-Vega.

5. FY 2018-19 L.A. COUNTY WORKFORCE SYSTEM PERFORMANCE REPORT (THROUGH MARCH 31, 2019)

Irene Pelayo, Program Manager, Workforce Development Division, WDACS and Caroline Torosis, Program Manager, Economic & Business Development Division, WDACS presented this item for review and approval, and any other action deemed necessary, the FY 2018-19 L.A. County Workforce System Performance Report through March 31, 2019.

- WDACS has developed a new online data sharing tool through SharePoint that will allow AJCCs to access performance data directly to track and monitor their performance and expenditure whenever they want. WDACS believes this is an improved system-design for the AJCCs to actively engage by having access to online data for more exchange of ideas and collaboration with WDACS and its partners.
- There will be more training at the AJCCs to maximize best practices across the region which will be reported to the WDB at the future meetings.

Discussions and Follow-Up:

- The commissioners and staff to convene the performance workgroup to further discuss the Performance goals of the WDB.

It was moved by Commissioner Valdivia and seconded by Commissioner Yanez, to approve the FY 2018-19 L.A. County Workforce System Performance Report (through March 31, 2019).

The motion carried by unanimous vote.

In Favor (12): Russell Barnard, Gustavo Camacho, Aida Cardenas, Wan-Chun Chang, Joanne Peterson, Corinne Sanchez, Dr. Patricia Ramos, Holly Schroeder, Erika Sockaci, Jaime Valdivia, Erick Verduzco-Vega, and Dr. Michelle Yanez.

Opposed (0)

Abstained (0)

Not Present During Vote (9): Shomari Davis, David Flaks, Jose Gardea, Keith Harkey, Adriana Kuhnle, Cynthia Parulan-Colfer, Darrel Saucedo, Laurel Shockley, and Lola Smallwood-Cuevas.

F. INFORMATION ITEMS

1. UPDATES ON THE INNOVATION FUND APPLICATIONS (ROUND 1)

Martha Molina-Aviles, Interim Executive Director, WDB presented for information and discussion, an update on the application and tracking process and form for Los Angeles County America's Job Center of California (AJCC) system.

2. UPDATE ON BUSINESS OUTREACH AND ENGAGEMENT

Caroline Torosis, Program Manager, Economic Development and Business Division, WDACS; Isidro Villanueva, Senior Business Engagement Manager, WDACS; Cherylynn Hoff, Senior Strategic Initiatives Manager, WDACS; Stephanie Holloway, External Relations Manager, WDACS; and Richard Cesar, Public Policy and Planning Manager, WDACS presented for information and discussion, an update on business outreach and engagement results to date and an update on the Fair Chance Hiring campaign.

3. UPCOMING WDB MEETINGS AND CONFERENCES/EVENTS

A list of all of the upcoming meetings and conferences/events was provided on page 5 of the meeting agenda.

G. PUBLIC COMMENTS

No public comments were received during this meeting.

H. ADJOURNMENT

The June 14, 2019 Quarterly Board Meeting of the L.A. County WDB was adjourned at **12:15 p.m.**