



**Los Angeles County Workforce Development Board (WDB)**

**QUARTERLY MEETING  
MINUTES**

**Friday, June 16, 2017**

**10:00 AM**

**1<sup>st</sup> Floor Collaboration Room**

**Workforce Development, Aging & Community Services (WDACS)**

**Los Angeles County**

3175 West 6<sup>th</sup> Street

Los Angeles, CA 90020

**A CALL TO ORDER**

Erick Verduzco-Vega, Chair, L.A. County Workforce Development Board (WDB), called the June 16, 2017 Quarterly Board Meeting of the L.A. County WDB to order at 10:15 am.

**B ROLL CALL**

A quorum was established with 12 of 18 Members of the L.A. County WDB in attendance.

**Present (12):** Carlos Adame, Wan-Chun Chang, Shomari Davis, Jose Gardea, Cynthia Parulan-Colfer, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Lola Smallwood Cuevas, Laurie Traktman, Jaime Valdivia, and Erick Verduzco-Vega.

**Absent (6):** Russell Barnard (Excused), Aida Barragan (Excused), David Flaks (Excused), Adriana Kuhnle (Excused), Dr. Patricia Ramos (Excused), and Dr. Michelle Yanez. (Excused).

**Conflict of Interest:** *Erick Verduzco-Vega, Chair*, read the Conflict of Interest requirements for Commissioners of the WDB outlined in Section 107(h) of the Workforce Innovation and Opportunity Act (WIOA).

**C CHAIR REMARKS**

Erick Verduzco-Vega, *Chair*, L.A. County WDB

- Welcomed all meeting attendees and acknowledged the presence of Richard Verches, former L. A. County WDB Executive Director, County Counsel and the L.A. County's contracted providers as well as general public.
- Presented Richard Verches with a special recognition scroll on behalf of the Los Angeles County's Board of Supervisors, congratulating him for his service and recognized his commitment to leading workforce development efforts in the County of Los Angeles.

**D UPDATES ON WORKFORCE SYSTEM ACTIVITIES**

Otto Solorzano, *Chief Deputy*, L.A. County Workforce Development, Aging and Community Services

- Provided updates on the launch of Youth@Work for FY 2017-18 during a joint City and County press conference held on June 9, 2017 with special appearances of Supervisor Hilda Solis and Mayor Eric Garcetti.

- Thanked Commissioner Carlos Adame and some of the Youth@Work Contractors for their support at the Press Conference event.
- Reported on the Career Fair event held on Saturday, June 10, 2017 at the Slawson Occupational Center and thanked Commissioner Jaime Valdivia for his support at the event.
- Provided updates on the WIOA AJCCs procurement that Santa Clarita, Westside, and Rio Hondo were approved by the Board of Supervisors on June 13, 2017. They will officially begin their contract on July 1, 2017. The remaining sites will be on the month to month contract until all the appeals issues are resolved.
- Provided updates on the Local Plan that was submitted to the State with the changes and that it was approved and was named one of the best plans they have received.
- Thanked everyone involved in making the Local Plan one of the very best local plans in the State.
- Provided updates on the MOU Phase II and its current status. The partners are currently negotiating their cost sharing options. The final signed MOU is due to the State by September 1, 2017.
- Due to the Department's success in workforce planning and development, the County's Probation Department is now planning on allocating our Department with 5 - 6 million dollars per year to serve their Probation participants under Prop 47.
- Updated on the implementation of L.A. Rise in partnership with L.A. City, Union Trades and ARC for permanent placement of re-entry population in Union Trades.
- The program is specifically targets the individuals with the greatest barriers to employment. About 30 agencies, on a Social Enterprise master agreement with the Los Angeles County, will begin their services effective July 1, 2017.
- Future updates will be made on the permanent job placements of the LA Rise participants.
- Updated on the Performance Partnership Pilot Strategic Plan project that is one of the County's systematic efforts targeting disconnected youth. The Department is working specifically with the Probation and Children and Family Services to target the probation and emancipated foster youth to provide them with training and employment services in the L.A. County.
- Thanked Commissioner Joanne Peterson for her efforts aligning the WDB's programs with the Los Angeles County's Metropolitan Transportation Authority's workforce initiatives such as WIN-LA.
- Commissioner Peterson elaborated on the WIN-LA initiative. Workforce Initiative Now - Los Angeles (WIN-LA) is a ground breaking workforce development program created to focus on creating career pathways into the transportation industry. Careers will include construction, non-construction opportunities in operations/maintenance, administration and professional services. The program will provide support for participants in areas, such as life skills development; skill set enhancement and educational attainment services. WIN-LA will also increase the resources needed for training and placement of "Hard to Fill" positions within Metro and the transportation industry.
- Thanked Commissioner Jose Gardea for playing a key role in a successful implementation of a joint effort with the County's first Supervisorial District, Supervisor Hilda Solis's office, for creating a physical space at the Centro Maravilla by providing community support to encourage individuals to either open their business or help them grow.

## **D ACTION ITEMS**

### **1. DRAFT MINUTES OF THE L.A. COUNTY WDB MEETING HELD ON APRIL 28, 2017**

It was moved by Commissioner Corrine Sanchez and seconded by Commissioner Jaime Valdivia, to approve the Draft Minutes of the L.A. County WDB Meeting held on April 28, 2017.

***The motion carried by unanimous vote of members present.***

**In Favor (12):** Carlos Adame, Wan-Chun Chang, Shomari Davis, Jose Gardea, Cynthia Parulan-Colfer, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Lola Smallwood Cuevas, Laurie Traktman, Jaime Valdivia, and Erick Verduzco-Vega.

**Opposed (0)**

**Abstain (0)**

**Not Present During Vote (6):** Russell Barnard, Aida Barragan, David Flaks, Adriana Kuhnle, Dr. Patricia Ramos, and Dr. Michelle Yanez.

## 2. LOS ANGELES COUNTY WIOA LOCAL AREA PLAN

Martha Molina-Aviles, *Program Manager*, WDACS presented the final Local Area Plan that was approved by the State Workforce Development Board for the program years 2017-2020.

**It was moved by Commissioner Corrine Sanchez and seconded by Commissioner Shomari Davis to approve the Los Angeles County WIOA Local Area Plan.**

***The motion carried by unanimous vote of members present.***

**In Favor (12):** Carlos Adame, Wan-Chun Chang, Shomari Davis, Jose Gardea, Cynthia Parulan-Colfer, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Lola Smallwood Cuevas, Laurie Traktman, Jaime Valdivia, and Erick Verduzco-Vega.

**Opposed (0)**

**Abstain (0)**

**Not Present During Vote (6):** Russell Barnard, Aida Barragan, David Flaks, Adriana Kuhnle, Dr. Patricia Ramos, and Dr. Michelle Yanez.

## 3. PROPOSED FY 2017-18 L.A. COUNTY WORKFORCE PROGRAMS BUDGET

Martha Molina-Aviles, *Program Manager*, WDACS

- Provided an overview of the proposed FY 2017-18 budget for WIOA and non-WIOA programs.
- \$67.1M total workforce budget with \$37.5M specifically from WIOA federal funding.
- The proposed budget is built upon the assumption of extending current AJCC contracts for three additional months from July-September and subsequently, operating the newly procured system for the remainder of the year.
- A revised budget will be provided once the funding levels are finalized at the State level and the actual carryover amount from FY 2016-17 is determined.
- The proposed budget reflects an overall increase of \$6.8M of receiving Non-WIOA funding in FY 17-18 to target specific population such as seniors, homeless, re-entry, and other population in L.A. County.

### **Discussions:**

- Commissioners discussed their many concerns about the proposed budget cuts from the current administration at the Federal level and the importance of the workforce community role in engaging in advocacy and lobbying for all the programs at the State and Federal level.
- Staff responded that despite the budget cuts at the Federal level, the Department is seeking other Non-WIOA funding to offset the shortfalls of WIOA.

- Commissioners responded that the non-WIOA funds are more specific to certain population and doesn't cover a variety of population like WIOA does.

**Follow-Ups:**

- Commissioner Schroeder proposed for the next WDB meeting, staff to include in the agenda as an action item to update this Board with the latest in budget deliberation at the Federal and local levels.
- In addition, Staff are to draft a resolution that addresses the concerns of this Board about the potential budget cuts to WIOA funding and other programs that are interlinked with WIOA that could affect the overall public workforce system so that this board can deliberate that motion in a public setting.

**It was moved by Commissioner Holly Schroeder and seconded by Commissioner Jaime Valdivia to approve the Proposed FY 2017-18 L.A. County Workforce Programs Budget.**

*The motion carried by unanimous vote of members present.*

**In Favor (12):** Carlos Adame, Wan-Chun Chang, Shomari Davis, Jose Gardea, Cynthia Parulan-Colfer, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Lola Smallwood Cuevas, Laurie Traktman, Jaime Valdivia, and Erick Verduzco-Vega.

**Opposed (0)**

**Abstain (0)**

**Not Present During Vote (6):** Russell Barnard, Aida Barragan, David Flaks, Adriana Kuhnle, Dr. Patricia Ramos, and Dr. Michelle Yanez.

**4. FY 2016-17 L.A. COUNTY WORKFORCE PROGRAMS PAYMENT STATUS REPORT (THROUGH APRIL 30, 2017)**

Martha Molina-Aviles, *Program Manager*, WDACS presented the FY 2016-17 L.A. County Workforce Programs Payment Status Report through April 30, 2017.

- Cumulative payments made for the period ending April 30, 2017 was totaled to \$41.3 million or 64% of available funding.
- Projected to spend an additional \$58.3 million or 90% by the end of the Fiscal Year.
- The estimated balance of \$6.6M is primarily due to projected under-expenditures in areas of AJCCs and Trainings within WIOA programs and non-WIOA programs.
- WIOA funds can be spent over a two-year period. The fiscal year 16/17 was started with a carryover of \$7.7M from previous year FY 15/16.

**It was moved by Commissioner Corrine Sanchez and seconded by Commissioner Shomari Davis to approve the L.A. County Workforce Programs Payment Status Report through April 30, 2017.**

*The motion carried by unanimous vote of members present.*

**In Favor (12):** Carlos Adame, Wan-Chun Chang, Shomari Davis, Jose Gardea, Cynthia Parulan-Colfer, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Lola Smallwood Cuevas, Laurie Traktman, Jaime Valdivia, and Erick Verduzco-Vega.

**Opposed (0)**

**Abstain (0)**

**Not Present During Vote (6):** Russell Barnard, Aida Barragan, David Flaks, Adriana Kuhnle, Dr. Patricia Ramos, and Dr. Michelle Yanez.

**5. FY 2016-17 L.A. COUNTY WORKFORCE SYSTEM PERFORMANCE REPORT (THROUGH APRIL 30, 2017)**

Martha Molina-Aviles, *Program Manager*, WDACS reported on the FY 2016-17 WIOA and non-WIOA programs performance status through April 30, 2017.

- Provided an overview of the workforce system's performance goals.
- The L.A. County Workforce System is in line with the Department of Labor's and the Board of Supervisors' initiative to target underserved population.
- 93% of total participants served fall under one or more of the priority population categories under the L.A. County's initiatives.
- Credential Attainment is a new performance indicator that was implemented on July 1, 2016.
- Improper data input of credential information by end users attributed to low performance numbers in this category. Specialized trainings and technical assistance trainings are planned to take effect in the upcoming months to ensure case managers and program managers are aware of all the system fields that impact this measure.
- Training related employment performance is at 32% and is lower than expected and it is estimated that the contractual annual goal for this measure will not be met. The low numbers are attributed to the lack of proper trainings identifying and capturing the data in the CalJOBS system. Agencies will continue to be trained on data entry and receive monthly error reports on missing data.

**Discussions:**

- Commissioners discussed and provided suggestions to improve the performance reports.
- The Performance Reports by AJCCs were also discussed and the Board questioned staff on the low numbers of some of the AJCCs and what staff are doing to meet the performance goals.

**Follow-ups:**

- It was recommended that the staff to either rename the Employers Listing Report to the Placements by Employers Report or eliminate the duplicate employers.
- In addition, the commissioners recommended the WDACS staff to include the Sectors on the Employers Listing Report to indicate whether or not they are high-growth sectors.
- It was recommended that for the next WDB meeting, staff are to report back with a memo of lessons-learned indicating the challenges and the corrective action plans to resolve those issues for the future.

It was moved by Commissioner Jaime Valdivia and seconded by Commissioner Shomari Davis to approve the Proposed FY 2017-18 L.A. County Workforce Programs Budget.

*The motion carried by unanimous vote of members present.*

**In Favor (12):** Carlos Adame, Wan-Chun Chang, Shomari Davis, Jose Gardea, Cynthia Parulan-Colfer, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Lola Smallwood Cuevas, Laurie Traktman, Jaime Valdivia, and Erick Verduzco-Vega.

**Opposed (0)**

**Abstain (0)**

**Not Present During Vote (6):** Russell Barnard, Aida Barragan, David Flaks, Adriana Kuhnle, Dr. Patricia Ramos, and Dr. Michelle Yanez.

**F INFORMATION ITEMS**

Martha Molina-Aviles, *Program Manager*, WDACS provided an overview of the establishment of the two approved Standing Committees and recommended moving forward with approval of the interested members.

- During the quarterly meeting held on 3/10/2017, WDB established two Standing Committees on Business Engagement and Career Pathways.
- All the commissioners were surveyed for volunteering membership on any of the standing committees.
- Commissioners Parulan-Colfer, Davis, Peterson, and Yanez indicated to be on the Career Pathways & Education committee.
- Commissioners Gardea, Schroeder, Kuhnle, Valdivia and Smallwood Cuevas expressed interest to be on the Business Engagement committee.

**Discussions and Follow-ups:**

- Commissioner Verduzco-Vega, Chair, provided direction to the WDB Staff to move forward with canvassing all the commissioners one more time and provide him with the final listing for his approval.
- County Counsel reiterated that the Chair has the ultimate authority to approve the members of the standing committees and if there is any particular mandate then it has to be on the next meeting Agenda as an action item.

**1. FY 2017-18 UPCOMING WDB MEETINGS AND CONFERENCES**

Erick Verduzco-Vega, *Chair*, L.A. County WDB, announced the upcoming WDB Meetings and Conferences:

- Meeting of the Minds 2017, CWA, September 5-7, 2017, Monterey Marriott, CA
- WDB Quarterly Meeting, Friday, September 29, 2017, Venue, TBD
- WDB Quarterly Meeting, Friday, December 08, 2017, Venue, TBD
- WDB Quarterly Meeting, Friday, March 09, 2018, Venue, TBD
- WDB Quarterly Meeting, Friday, June 08, 2018, Venue, TBD

**G PUBLIC COMMENTS**

There were no public comments at this time.

**H ADJOURNMENT**

June 16, 2017 Quarterly Board Meeting of the L.A. County WDB was adjourned at 12:10 p.m.