



## Los Angeles County Workforce Development Board (WDB)

### QUARTERLY MEETING

#### *Draft* MINUTES

**September 14, 2018**

10:00 am -12:00 pm

Hacienda La Puente Adult Education, Willow Campus  
14101 E. Nelson Ave., La Puente, CA 91746

#### **A CALL TO ORDER**

Holly Schroeder, Chair, L.A. County Workforce Development Board (WDB), called the 09/14/2018 Quarterly Board Meeting of the L.A. County WDB to order at **10:05 a.m.**

#### **B ROLL CALL**

A quorum was established with 15 Members of the L.A. County WDB in attendance during the roll call. Commissioners Erika Sockaci arrived at 10:21 am and Laurie Traktman arrived at 10:17 am after the roll call.

**Present (14):** Russell Barnard, Wan-Chun Chang, Cynthia Parulan-Colfer, Shomari Davis, David Flaks, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Laurel Shockley, Erika Sockaci (arrived at 10:21 am), Laurie Traktman (arrived at 10:17 a.m.), Erick Verduzco-Vega, and Dr. Michelle Yanez.

**Absent (7):** Aida Cardenas, Lola Smallwood Cuevas, Jose Gardea, Keith Harkey, Dr. Patricia Ramos, Darrel Saucedo, and Jaime Valdivia.

**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*, welcomed everyone and thanked the commissioners for their time on the Innovation Pilot Project. WDB Chair also acknowledged the opening of two new America's Job Center of California (AJCC) in South Los Angeles and West Los Angeles and thanked the commissioners for their participation in those events as well as commissioners who traveled to Monterey, CA for the California Workforce Association (CWA) Conference "Meeting of the Minds".

#### **D INTERIM EXECUTIVE DIRECTOR'S REMARKS AND STAFF UPDATES**

Martha Molina-Aviles, Program Manager, WDACS provided updates on the activities, new initiatives as well as the Innovation Fund Pilot project.

#### **E ACTION ITEMS**

**1. DRAFT MINUTES OF THE L.A. COUNTY WDB MEETING HELD ON JUNE 8, 2018**

It was moved by Commissioner Shockley and seconded by Commissioner Sanchez, to approve the Draft Minutes of the L.A. County WDB Meeting held on June 8, 2018 with the following corrections on page 1 of the minutes to include the meeting date in the heading and under Chair Remarks to clearly represent Holly Schroeder as the Chair on the second line.

*The motion carried by a unanimous vote.*

**In Favor (12):** Russell Barnard, Wan-Chun Chang, Cynthia Parulan-Colfer, Shomari Davis, David Flaks, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Laurel Shockley, Erick Verduzco-Vega, Dr. Michelle Yanez

**Opposed (0):**

**Abstained (0):**

**Not Present During Vote (9):** Aida Cardenas, Lola Smallwood Cuevas, Jose Gardea, Keith Harkey, Dr. Patricia Ramos, Darrel Saucedo, Ericka Sockaci, Laurie Traktman, and Jaime Valdivia

**2. THE WDB INNOVATION FUND PROPOSED FUNDING OF \$150K FOR BIOPHARMACEUTICAL MANUFACTURING PRE-APPRENTICESHIP/APPRENTICESHIP PILOT PROJECT**

Martha Molina Aviles, Program Manager, WDACS presented this item for review and approval, and any other action deemed necessary to set up a registered pre-apprenticeship/apprenticeship program with the Department of Labor in the Biopharmaceutical Manufacturing sector. WDACS will work with South Bay Workforce Investment Board (WIB) and Second Supervisorial District Supervisor Mark Ridley-Thomas, to identify and secure employers, industry association(s), education and Economic & Workforce Development partners.

- The County of Los Angeles will partner with South Bay Workforce Investment Board, Second Supervisorial District, employers and stakeholders in developing the program design.
- On September 20, 2018 at the Bioscience Summit, Supervisor Mark Ridley-Thomas will be calling upon biomed companies to be involved with the pre-apprenticeship planning process.

**Discussions and Follow-Ups:**

- The commissioners discussed the need for a definition of the specific area of biomed industry and the difference between bioscience and biopharmaceutical as terminology. Charles Turner, Assistant Deputy for the Second Supervisorial District confirmed the term as "Bioscience".
- On a long-term basis, to address system weaknesses and employer support, this board recommends to have Executive Leadership Workgroup to work with WDACS staff to come up with a strategic program design to address the 4 principles of the pilot project.

It was moved by Commissioner Peterson and seconded by Commissioner Davis to approve the WDB Innovation fund proposed funding of \$150K and amend "Biopharmaceutical Manufacturing" to "Bioscience" Pre-Apprenticeship/Apprenticeship Pilot Project with a friendly amendment to include "coordination with the strong workforce".

*The motion was carried by a unanimous vote.*

**In Favor (14):** Russell Barnard, Wan-Chun Chang, Cynthia Parulan-Colfer, Shomari Davis, David Flaks, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Laurel Shockley, Erika Sockaci, Laurie Traktman, Erick Verduzco-Vega, Dr. Michelle Yanez

**Opposed (0):**

**Abstained (0):**

**Not Present During Vote (7):** Aida Cardenas, Lola Smallwood Cuevas, Jose Gardea, Keith Harkey, Dr. Patricia Ramos, Darrel Saucedo, and Jaime Valdivia

**3. FUNDING POLICY TO OTHER WORKFORCE DEVELOPMENT BOARDS**

Martha Molina Aviles, Program Manager, WDACS, presented for review and approval the Funding Policy to other Workforce Development Boards, where \$60,000 from WIOA Adult and Dislocated Worker training funds will be set aside to reimburse other WDBs, on a case-by-case basis, for the provision of training services to residents that within the County's local Workforce Development Area.

- This is a prescriptive policy with \$60K and specific stipulations are to be met. Services provided will be reimbursed and there is a 5-mile radius from other AJCCs.
- The goal is to provide clients with more access to AJCC services.

**Discussions and Follow-Ups:**

- The commissioners discussed the parameters which include the 58 cities and the unincorporated areas. The services are universal. Any individual can go to any AJCC and services will be provided with more in depth- training which would require more expenditures and follow policy.
- The policy will be renewed and adjusted yearly as an action item.

**It was moved by Commissioner Barnard and seconded by Commissioner Davis to approve the Funding Policy to other Workforce Development Boards.**

***The motion was carried by a unanimous vote.***

**In Favor (14):** Russell Barnard, Wan-Chun Chang, Cynthia Parulan-Colfer, Shomari Davis, David Flaks, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Laurel Shockley, Erika Sockaci, Laurie Traktman, Erick Verduzco-Vega, Dr. Michelle Yanez

**Opposed (0):**

**Abstained (0):**

**Not Present During Vote (7):** Aida Cardenas, Lola Smallwood Cuevas, Jose Gardea, Keith Harkey, Dr. Patricia Ramos, Darrel Saucedo, and Jaime Valdivia

**4. FY 2017-18 L.A. COUNTY WORKFORCE PROGRAMS EXPENDITURE REPORT (THROUGH JUNE 30, 2018)**

Alfred Beyruti, Budget Officer, WDACS, presented for review and discussion, and any other action deemed necessary, the FY 2017-18 (4<sup>th</sup> Quarter) L.A. County Workforce Programs Expenditure Report (through June 30, 2018).

- Cumulative payments through June 2018 totaled \$30M with a balance of \$5.2M, which amounts to \$1.4M less than what was projected in the 3<sup>rd</sup> quarter report.
- Expenditures in 4<sup>th</sup> quarter were primarily spent in training, employer-based cohort trainings implemented during the last 3 months. The decreased fund balance will be revised in the FY 2018-19 budget presented at the next meeting in March 2019. Training balance is at \$3.1M.
- AJCC operations and technical assistance was at \$1M, primarily due to under-expenditures as projected.
- FY 2017-18 funds were set aside for equipment will be carried over on a line item in FY 2018-19.
- Rapid Response fund balances in Rapid Response are \$420K. In FY 2017-18, AJCC's were fully procured and increased funding were not fully allocated; the current year is fully allocated and will be maximized.
- Non-WIOA programs were at \$8.6M where money was received in FY 2017-18 - newly re-opened programs for adult probationers.

**Discussions:**

- Commissioners discussed how to disburse unspent funds to better serve targeted populations in high-growth industries.

**It was moved by Commissioner Parulan-Colfer and seconded by Commissioner Yanez to approve the FY 2017-18 LA County Workforce Programs Expenditure report (through June 30, 2018).**

***The motion was carried by a unanimous vote.***

**In Favor (14):** Russell Barnard, Wan-Chun Chang, Cynthia Parulan-Colfer, Shomari Davis, David Flaks, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Laurel Shockley, Erika Sockaci, Laurie Traktman, Erick Verduzco-Vega, and Dr. Michelle Yanez

**Opposed (0):**

**Abstained (0):**

**Not Present During Vote (7):** Aida Cardenas, Lola Smallwood Cuevas, Jose Gardea, Keith Harkey, Dr. Patricia Ramos, Darrel Saucedo, and Jaime Valdivia

**5. FY 2017-18 L.A. COUNTY WORKFORCE SYSTEM PERFORMANCE REPORT (THROUGH JUNE 30, 2018)**

Jose Rivas, Human Services Administrator III, WDACS presented this item for review and approval, and any other action deemed necessary, the FY 2017-18 LA County Workforce System Performance report (through June 30, 2018).

**Discussions and Follow-Ups:**

- Commissioners continued the discussion on the low number of placements and training in high-growth sectors, including in health care, construction and technology.
- Staff will follow up into the low placement within hospitality management. There has been a challenge with the foster youth cohort in this sector.
- Commissioners discussed a deeper assessment where people are being placed and refine the performance report to break down the categories.

**It was moved by Commissioner Verduzco-Vega and seconded by Commissioner Kuhnle to approve the FY 2017-18 LA County Workforce System Performance report (through June 30, 2018).**

***The motion was carried by a unanimous vote.***

**In Favor (14):** Russell Barnard, Wan-Chun Chang, Cynthia Parulan-Colfer, Shomari Davis, David Flaks, Adriana Kuhnle, Joanne Peterson, Corinne Sanchez, Holly Schroeder, Laurel Shockley, Erika Sockaci, Laurie Traktman, Erick Verduzco-Vega, and Dr. Michelle Yanez

**Opposed (0):**

**Abstained (0):**

**Not Present During Vote (7):** Aida Cardenas, Lola Smallwood Cuevas, Jose Gardea, Keith Harkey, Dr. Patricia Ramos, Darrel Saucedo, and Jaime Valdivia

**F INFORMATION ITEMS**

**1. PRESENTATION OF LOS ANGELES COUNTY BUSINESS ENGAGEMENT STRATEGY**

Caroline Torosis, Program Manager, Economic & Business Development Division, WDACS presented this item for information and discussion, the Workforce, Development, Aging and Community Services strategy to engage, support and grow businesses in the County Workforce Development Area.

- This includes the identification of targeted sectors and leveraging services provided Countywide departments and the use of Countywide network of Business Services Representatives, data management tools, labor market information, and business intelligence data to drive a data-driven economic development strategy.
- A customer relationship-management system will be launched into the AJCCs to better track outcomes and look at the services.
- Commissioners discussed how to help career pathways and leveraging all partners in the County, including business community.

**2. REDIFINING REENTRY PRESENTATION**

Alex-Handrah Aime and Casswell Goodman, FUSE Executive Fellows, WDACS presented this item for information and discussion, on *the Power of Personal Narratives Steinbeck* and the implicit bias that deter

services delivery, how we can re-imagine the AJCCs to create a more welcoming environment, and how we can use story-telling to change the narrative around reentry.

- Marketing to the individuals who are in re-entry is critical. Using a promotional video campaign will contribute to the goal of changing the power of personal narrative with giving voice to those formerly incarcerated to be their own spokesperson.
- Increased engagement between workforce personnel, CBOs, and the community and those in reentry is also very important to this campaign.

**3. LOS ANGELES COUNTY MANUFACTURING COUNCIL PRESENTATION**

Caroline Torosis, Program Manager, Economic & Business, WDACS and Simon Lopez and Luis Castanon, Goodwill Industries presented this item for information and discussion, on sector-based strategies and partnerships being developed by the newly created committee.

- Outcomes included a leadership boot camp with ELAC and UCLA Extension in the Antelope Valley College.
- Two project include the Uniquely Abled training as machine operators. Cohorts are currently running at Glendale Community College and College of the Canyons. El Camino is interesting as well as San Bernardino. The other project in Santa Clara and Mt. Sac is built around composite and blueprint reading.
- Manufacturing Skills Council was created.
- There is a goal to establish a resource sharing and promising practices with the elements to provide technical assistance and capacity building directly to the manufacturers.
- Commissioners discussed more production-based manufacturing like the pharmaceutical and aerospace industries. The goal is to identify employers and sub-regions that want to engage in partnership.

**4. UPCOMING WDB MEETINGS, CONFERENCES AND EVENTS**

A list of all the upcoming meetings and conferences/events was provided in the agenda.

**G PUBLIC COMMENTS**

No public comments were received during this meeting.

**H ADJOURNMENT**

The September 14, 2018 Quarterly Board Meeting of the L.A. County WDB was adjourned at **12:23 p.m.**