

**POLICY BOARD
MEETING**

**December 19, 2023
Tuesday**

12:00 Noon

AGENDA

A Meeting of the SELACO Workforce Development Policy Board

**SELACO WDB Offices
10900 E. 183rd Street
Suite 350
Cerritos, CA**

12:00 noon, Tuesday, December 19, 2023

1. Call to Order
2. Pledge of Allegiance
3. Roll Call

Member Rene Trevino, Councilmember, City of Artesia
Member Naresh Solanki, Mayor Pro Tem, City of Cerritos
Member Hector Sosa, Council Member, City of Downey
Member Dandy De Paula, Councilmember, City of Hawaiian Gardens
Member Rick Ramirez, Councilmember, City of Norwalk
Member Brenda Olmos, Councilmember, City of Paramount
Vice Chairman Sonny Santa Ines, Mayor, City of Bellflower
Chairman Jeff Wood, Council Member, City of Lakewood
4. Self-Introduction of Guests
5. Public Comments
6. Consent Calendar
 - A. Approval of the Minutes of the Policy Board meeting of October 17, 2023 Page 1
 - B. WDB Attendance Roster 6
 - C. Program Report for 07/01/23-09/30/23 8
7. Business Session
 - A. Report from the WDB Executive Director
 - B. Explanation of Remote Access Attendance under Brown Act 29

SELACO Workforce Development Policy Board Agenda

December 19, 2023

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C. La Causa Youth Build MOU	33
8. Information Items	
A. Approval of Local Area Subsequent Designation and Local Board Recertification PY 23-25	56
B. EDD Labor Market Information	57
9. Interesting Correspondence	
10. Items from Staff	
11. Board Member Comments	
12. Adjournment to February 20, 2024, in the City of Paramount	

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THIS MEETING, PLEASE CONTACT THE SELACO WDB AT (562) 402-9336. NOTIFICATION OF AT LEAST 48 HOURS PRIOR TO THE MEETING WILL ENABLE STAFF TO MAKE REASONABLE ARRANGEMENTS TO ENSURE ACCESSIBILITY TO THIS MEETING. ASSISTIVE LISTENING DEVICES ARE AVAILABLE FOR THIS MEETING. PLEASE ADVISE STAFF IF YOU DESIRE TO USE THIS DEVICE.

MINUTES

A MEETING OF THE WORKFORCE DEVELOPMENT POLICY BOARD OF SOUTHEAST LOS ANGELES COUNTY

October 17, 2023

12:00 noon

Columbia Memorial
Space Center
Theater Room
12400 Columbia Way
Downey, CA

CALL TO ORDER

The Policy Board Meeting was called to order by Chairman Jeff Wood at 12:00 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Member Sosa

ROLL CALL

POLICY BOARD MEMBERS PRESENT: Jeff Wood, Lakewood, Chairman; Sonny Santa Ines, Bellflower, Vice Chairman; Rene Trevino, Artesia; Naresh Solanki, Cerritos; Hector Sosa, Downey; Dandy De Paula, Hawaiian Gardens; Brenda Olmos, Paramount.

POLICY BOARD MEMBERS ABSENT: Rick Ramirez, Norwalk.

OTHERS PRESENT: Jack Joseph, Policy Board Administrator/Policy Director; Yolanda Castro, SELACO WDB Executive Director; Matthew Slentz, SELACO Deputy General Counsel; Kay Ford, SELACO WDB Deputy Director of Administrative/Business Services; Corina Coronel, SELACO WDB Deputy Director of Program Operations; Carol Reyes Davis, SELACO WDB Human Resources Manager; Jefferson Cardona, SELACO IT Manager.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

A. Approval of the Minutes of the Policy Board Meeting of August 15, 2023

B. WDB Attendance Roster

C. Program Report for 07/01/23-8/31/23

It was moved by Member Solanki, seconded by Member Trevino, to approve the consent calendar. The motion was approved unanimously.

BUSINESS SESSION

A. Report from the WDB Executive Director

WDB Executive Director Yolanda Castro thanked the Policy Board for its support of the 40th Anniversary Event. She said the expected attendance had been 200 people, but over 290 attended. The funds received for the event allowed SELACO staff to attend. She said the total cost of the event to SELACO amounted to only \$10,000 after accounting for the funds received. She said she had learned much about fundraising due to this experience.

Chairman Wood said the attendance by the various State representatives was very significant.

Ms. Castro the next Regional Job Fair will be held this Friday in Downey. She said a letter had been sent to Lt. Governor Kounalakis inviting her to attend the job center and community college to see how workforce works. She said she is expecting a response in December.

It was moved by Member Solanki, seconded by Vice Chairman Santa Ines, to approve the Program Year 2023-24 Budget. The motion was approved unanimously.

B. Consideration of Annual Appointments to the WDB

The Policy Board Administrator reviewed the private sector WDB positions that were pending reappointment.

It was moved by Member Sosa, seconded by Member Solanki, to reappoint Cristina Saucedo-Garcia and Mark Dameron to the WDB for new two-year terms expiring June 30, 2025. The motion was approved unanimously.

C. Policy Board Director Service Agreement

The Executive Director reported that the service agreement with Policy Director Jack Joseph had expired on June 30, 2021, but that he has continued executing his roles and responsibilities in line with the original agreement's terms and conditions. She said SELACO staff recommended an amendment and reinstatement of the Policy Board Director Service Agreement with Jack Joseph as an administrative correction to the records.

It was moved by member Solanki, seconded by Member Olmos, to accept the administrative correction and authorize the Executive Director to reinstate the Policy Board Director Service Agreement with Jack Joseph for a term of four years expiring on June 30, 2025. The motion was approved unanimously.

Genoveva Perez to fill the vacancy for a private sector representative to the WDB from the City of Paramount.

After discussion, it was moved by Vice Chairman Santa Ines, seconded by Member Solanki, to appoint Richard LeGaspi to the Workforce Development Board for a term ending June 30, 2025; and to appoint Genoveva Perez to the Workforce Development Board for a term ending June 30, 2025, subject to confirmation from the City of Paramount. The motion was approved unanimously.

INFORMATION ITEMS

A. Economic Summary

The Executive Director referred the Policy Board to the June 2023 Economic Summary for the Los Angeles and SELACO WDB regions as prepared by the Economic Development Department.

B. Los Angeles County Labor Force and Industry Employment Estimates for August 2023

The Executive Director presented the labor market estimates for August 2023 as prepared by the Economic Development Department.

C. WAF 9.0 Grant Outcomes

The Executive Director reported that the first cohort of 15 nurses from the California Registered Nurse Ambulatory Specialty Apprenticeship Program graduated this summer as part of the WA 9.0 initiative. SELACO participates in this program as part of a collaboration with the Hospital Association of Southern California (HASC), Health Impact, and the South Bay WIB. She said 9 of the 15 graduates were from the SELACO area.

INTERESTING CORRESPONDENCE

There were no items presented.

ITEMS FROM STAFF

There were no items from staff.

BOARD MEMBER COMMENTS

Member Sosa welcomed everyone to the City of Downey. He said the Columbia Memorial Space Center is one of the City's prized facilities and that it is looking to expand. He said the State of the City will be presented on Thursday and that the City is looking forward to participating in a Free Breakfast for Veterans event scheduled for December 2nd in the City of Paramount.

Vice Chairman Santa Ines asked how many employers have signed up to participate in the upcoming Job Fair. Deputy Director of Program Operations Corina Coronel responded that 120 employers and resource agencies will be participating. Vice Chairman Santa Ines said that the State of the City presentation for the City of Bellflower was held last week.

Vice Chairman Santa Ines left the meeting at 12:31 p.m.

CLOSED SESSION

A. Conference with Legal Counsel—Pending Litigation (Government Code Section 54956.9(d)(1))

Ramoso v. SELACO, et. al.

The Policy Board adjourned to closed session at 12:33 p.m.

The Policy Board returned from closed session at 12:43 p.m.

The Policy Board Administrator reported that the Policy Board had met in closed session and that no reportable action had been taken.

ADJOURNMENT

It was the consensus of the Policy Board to adjourn the meeting to December 19, 2023, to a meeting to be held at the SELACO WDB offices in Cerritos. The meeting was adjourned at 12:44 p.m.



**SELACO WDB Board of Directors
Attendance Roster – PY 23/24**

Board Member	7/27/23	9/28/23	10/26/23	1/25/24	3//28/24	5/23/24
1. Burrell, Ashley Rehabilitation Organization	X	X	~			
2. Chan, Connie Public Employment Service	X	X	~			
3. Cueva, Sergio Business Representative City of Hawaiian Gardens	AE	X	~			
4. Dameron, Mark Vice Chair Business Representative City of Lakewood	X	X	~			
5. Drake, Aaron Business Representative City of Bellflower	X	X	~			
6. Espitia, Ben Secretary/Treasurer Labor Organization	X	X	~			
7. Gomez, Belle Education Entity	X	X	~			
8. Kucera, Kevin Labor Organization	AE	AE	~			
9. LeGaspi, Richard Business Representative City of Norwalk	APPOINTED BY POLICY BOARD 8/15/23	AE	~			
10. Levine, Barbara Economic Development	X	X	~			
11. McGehee, Shannon Business Representative City of Paramount	AE	A	~			
12. Nam, Leila Business Representative City of Artesia	X	AE	~			

13. Patel, Vijay Business Representative City of Downey	AE	A	~			
14. Perez, Genoveva Business Representative City of Paramount	APPOINTED BY POLICY BOARD 8/15/23	X	~			
15. Polley, Tracy Business Representative City of Norwalk	X	X	~			
16. Rochin, Blanca Education Entity	X	AE	~			
17. Ryder, Tim Business Representative City of Hawaiian Gardens	AE	X	~			
18. Saucedo-Garcia, Cristina Business Representative City of Downey	X	AE	~			
19. Segura, Michael Business Representative City of Lakewood	AE	X	~			
20. Shah, Jawahar Business Representative City of Cerritos	A	A	~			
21. Trivedi, Sanjay Business Representative City of Cerritos	A	AE	~			
22. Uttecht, Greg Business Representative City of Artesia	AE	AE	~			
23. Wehage, Larry Chair Business Representative City of Bellflower	X	X	~			
24. VACANT Labor Organization						
25. VACANT Labor Organization						
26. VACANT Labor Organization						
27. VACANT Labor Organization						

X = PRESENT A = ABSENT AE = ABSENCE EXCUSED SP = SPECIAL MEETING ~ = NO MEETING



Operations Report

3RD REPORT OF PY 2023 – PY 2024

JULY 1, 2023 – SEPTEMBER 30, 2023

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PURPOSE

The Southeast Los Angeles County Workforce Development Board (SELACO WDB) respectfully submits the sixth Program Operations Report for the program year 2021-2022. This report reflects the various grants and services offered to our local job seekers and employers. This report includes information on America's Job Center of California Activity, Adult Programs, Youth Programs, Employer Services, Special and Regional Programs. The report will reflect performance and activity requirements of our funding entities.

SPOTLIGHT

The "**Boots on the Ground**" initiative was designed to give Career Services staff an opportunity to meet potential customers in our eight cities. Our Boots on Ground locations include ABC Adult School in Cerritos, Downey Adult School, Paramount Adult School, The Whole Child in Downey and the C. Robert Lee Activity Center in Hawaiian Gardens. We look forward to also building a presence at the Norwalk Arts and Sports Complex and developing new stations in Artesia, Bellflower, and Lakewood

SELACO WDB staff members Deborah Gonzalez, CDSII and Stefany Morales, CDSI have stationed themselves at the Paramount Adult School on Tuesday mornings to offer information about WIOA services to students interested in no-cost employment assistance.

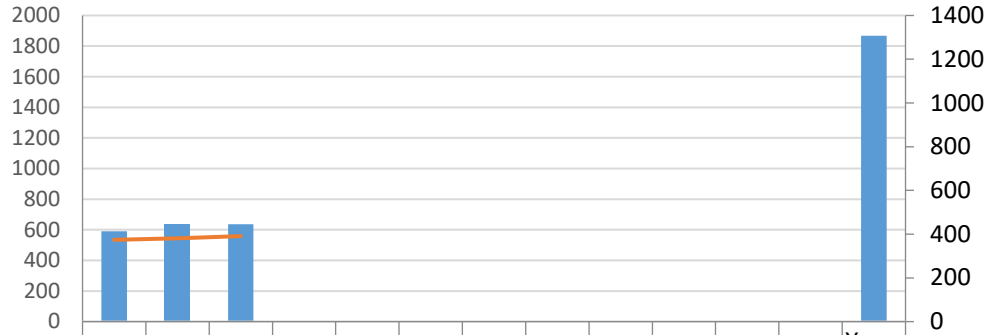


Renee Galvan-Padilla, CDSII is available to meet with anyone interested in learning about the Cerritos AJCC and SELACO WDB employment services. Meet Renee at the C. Robert Lee Activity Center in Hawaiian Gardens every Monday and Wednesday.

IN-THE-KNOW WITH SELACO

“In-the-Know with SELACO” is the name of the SELACO WDB Constant Contact company newsletter. Our newsletter is published quarterly and features articles highlighting recent activities and events including board and community engagement, special programs and success stories. Constant Contact also allows SELACO to deliver mass emails to multiple groups all at the same time without affecting the company server. We use Constant Contact to promote job recruitments and announcements for events such as The Collaborative Community Network meetings and Disability Awareness Training as well as in-house to inform staff. The following link provides you access to our most recent publication of “In-the-Know with SELACO”: [In-The-Know](#)

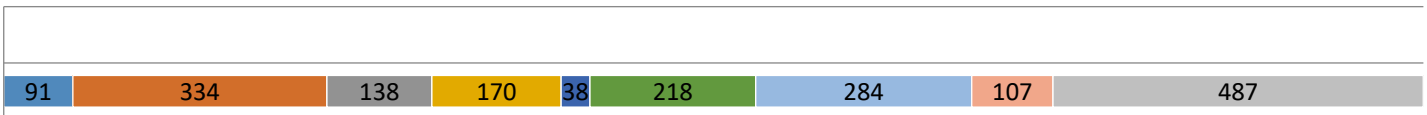
Customer Visits to AJCC



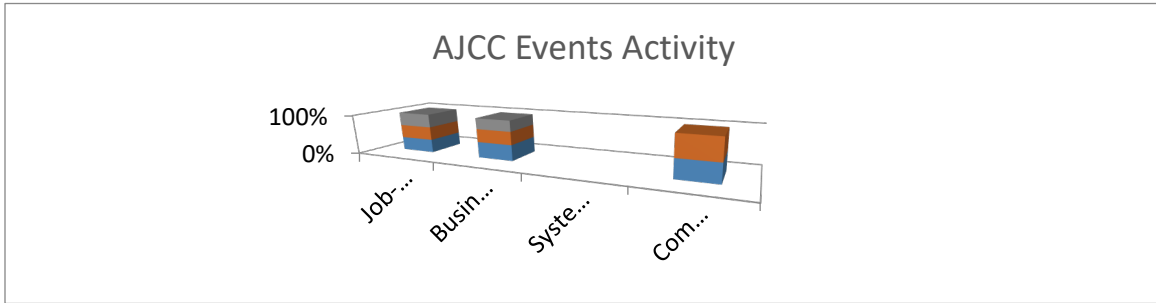
Total Visits	591	640	636													1867
Distinct Customers	374	381	391													1146

Customer Visits by City

■ Artesia
 ■ Bellflower
 ■ Cerritos
 ■ Downey
 ■ Hawaiian Gardens
 ■ Lakewood
 ■ Norwalk
 ■ Paramount
 ■ Other



EVENTS



ADULT JOB SEEKER PROGRAMS

EVENTS

JOB SEEKER EVENTS	DESCRIPTION
Virtual Job Club	Partnered with Microsoft to host a LinkedIn presentation
Virtual Youth Workshops	Virtual workshops for youth focused on job readiness, job preparation, interview skills, and resume building
Reemployment Services and Eligibility Assessment (RESEA)	EDD host a workshop to Review of job search activity and sharing of resource information.
Job Interview Preparation and Practice Workshop	It is the interview that lands the job offer, NOT the résumé. Ease those Job Interview jitters with preparation and practice.
Be a Super Star Employee Workshop	This workshop offers an opportunity to learn how to become the employee that you would be proud to be.
Career Academy for Targeted Sectors (CATS)	Virtual bootcamp for young adults, allowing them the opportunity to establish a career pathway.
BUSINESS & EMPLOYER EVENTS	DESCRIPTION
Ribbon Cutting - Polytechnique Office	Ribbon Cutting
Bellflower Chamber Mixer	Networking Event
Enagic Water	Ribbon Cutting
ServPro	Job Fair
Selaco 40th	40th Anniversary
Cerritos Job Fair	Job Fair
Business advisory meeting	Career pathways meeting
American Family Housing Recruitment	Recruitment
Artesia Town Hall Meeting & Resource Fair	Resource Fair
LAPD Recruitment	Recruitment
SELACO 40th Anniversary Celebration	Anniversary
OUTREACH EVENTS	DESCRIPTION
Boots on Ground – Artesia	National Night Out
Boots on Ground – Artesia	Artesia Labor Day Community BBQ
Boots on Ground – Artesia	Town Hall/ Resource Fair
Boots on Ground – Bellflower	Bellflower/HS Student Union
Boots on Ground – Downey	Learn4Life/ Assurance Learning Back to School Night
Boots on Ground – Downey	The Whole Child
Boots on Ground – Hawaiian Gardens	HG Pow Wow
Boots on Ground – Hawaiian Gardens	Teen Center
Boots On Ground – Lakewood	Del Valle Park-concert in the park
Boots on Ground – Lakewood	Lakewood Mall Job Fair
Boots on Ground – Norwalk	Round Table Safety
Boots on Ground – Norwalk	Homeless Task Force
Boots on Ground – Paramount	Paramount Adult School
Goodwill Long Beach	Goodwill Awards/Fundraiser
Whittier First Day Community BBQ	Whittier First Day Coalition

WIOA ADULT

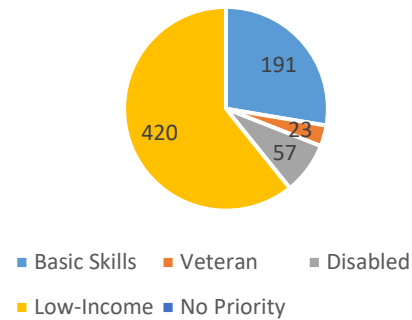
To prepare workers -- particularly individuals with barriers to employment -- for good jobs by providing job search assistance and training. The Adult Program provides an emphasis on serving public assistance recipients, other low-income individuals, and individuals who are low-skilled.

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 23/24	Q2 PY 23/24	Q3 PY 23-24	Q4 PY 23-24
Employed 2 nd Quarter after Exit	64.9%	69.4%			
Employed 4 th Quarter after Exit	61.8%	64.5%			
Median Earnings	\$7,400	\$8,481.93			
Credential Rate	67.7%	78.3%			
Measurable Skill Gain (MSG)	70.0%	76.9%			

Activity Breakdown	
Carryover	192
Enrollments	85
Exits	7
Employed at Closure	15
Program Services	
Occupational Skills Training	10
On the Job Training	1
Transitional Jobs	1
Supportive Services	49
Follow-up Services	57

Priority Population



WIOA Adult Enrollment by City

■ Artesia ■ Bellflower ■ Cerritos ■ Downey ■ Hawaiian Gardens ■ Lakewood ■ Norwalk ■ Paramount ■ Other



WIOA DISLOCATED WORKER (DW)

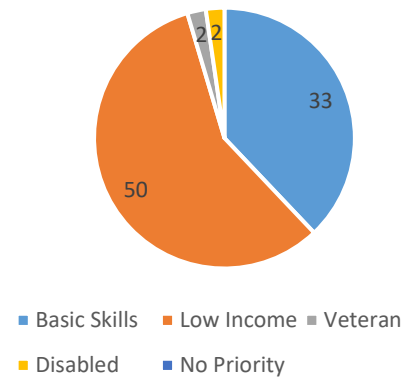
To prepare workers -- particularly individuals recently separated from employment -- for good jobs by providing job search assistance and training. The Dislocated Worker Program provides an emphasis on serving transitioning veterans, homemakers, recently unemployed, and struggling independent business owners.

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 23/24	Q2 PY 23/24	Q3 PY 23/24	Q4 PY 23/24
Employed 2 nd Quarter after Exit	68.2%	83.3%			
Employed 4 th Quarter after Exit	67.0%	81.5%			
Median Earnings	\$8,600	\$10,703.16			
Credential Rate	79.2%	81.2%			
Measurable Skill Gain	70.0%	82.6%			

Activity Breakdown	
Carryover	29
Enrollments	12
Exits	1
Employed at Closure	0
Program Services	
Occupational Skills Training	4
On the Job Training	0
Supportive Services	12
Follow-up Services	3

Priority Population



WIOA Dislocated Worker Enrollment by City

■ Artesia ■ Bellflower ■ Cerritos ■ Downey ■ Hawaiian Gardens ■ Lakewood ■ Norwalk ■ Paramount ■ Other



TRANSITIONAL SUBSIDIZED EMPLOYMENT (TSE)

The TSE program is a program in collaboration with the South Bay Workforce Development Board that provides individuals the opportunity to gain the skills and hands on experience needed to transition into their next job and/or career. The program also gives companies a chance to give back to the community and provide opportunities for individuals to gain access into the workforce. SELACO WDB's role in bridging the gap between both parties is to help meet employer's workforce needs by providing qualified, pre-screened applicants.

TSE PERFORMANCE INDICATORS PER QUARTER

TSE Performance Measures PY 22/23	Allocations	Goal	Actual
Projected Enrollments	23	23	3
Active WEX Enrollments	23	23	
Exit and Follow-up 6 Months After Exit	23	23	

Carryover
63

TSE WEX PLACEMENT BY CITY

■ Artesia ■ Bellflower ■ Cerritos ■ Downey ■ Hawaiian Gardens ■ Lakewood ■ Norwalk ■ Paramount ■ Other



WIOA YOUTH SELACO

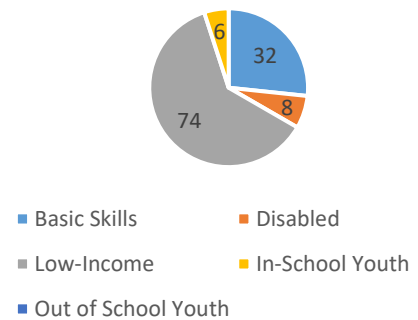
To prepare youth (ages 14-24) with barriers to employment – for good jobs by providing career exploration and training. The Youth Program provides an emphasis on serving public assistance recipients, other low-income individuals, basic skills deficient, pregnant or parenting young, foster youth, and youth with additional barriers to employment.

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 23/24	Q2 PY 23/24	Q3 PY 23/24	Q4 PY 23/24
Employed or Placed in Education 2 nd QT after Exit	68.7%	69.2%			
Employed or Placed in Education 4 th QT after Exit	73.0%	76.6%			
Median Wage	\$4,150	\$6,930.65			
Credential Rate	69.0%	50.0%			
Measurable Skills Gain	67.0%	38.2%			

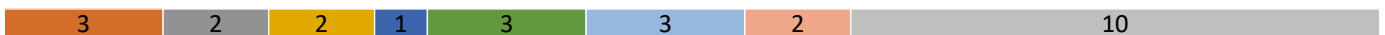
Out-of-School Activity Breakdown	Actual
Carryover	22
Enrollments	26
Exits	1
Employed at Closure	2
Program Services	
Occupational Skills Training	2
Enrolled in Secondary Education	0
Work Experience	5
Supportive Services	3
Follow-up Services	13

Priority Population



WIOA Youth Enrollment By City

■ Artesia ■ Bellflower ■ Cerritos ■ Downey ■ Hawaiian Gardens ■ Lakewood ■ Norwalk ■ Paramount ■ Other



WIOA YOUTH ABC

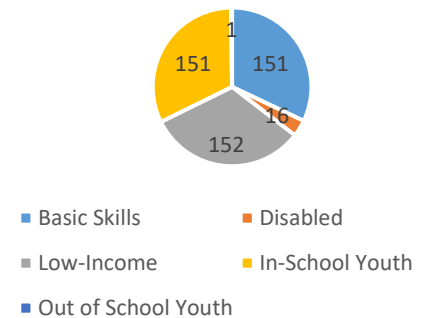
To prepare youth (ages 17-21) with barriers to employment – for good jobs by providing career exploration and training. The Youth Program provides an emphasis on serving public assistance recipients, other low-income individuals, basic skills deficient, pregnant or parenting young, foster youth, and youth with additional barriers to employment.

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 23/24	Q2 PY 23/24	Q3 PY 23/24	Q4 PY 23/24
Employed or Placed in Education 2 nd QT after Exit	68.7%	83.3%			
Employed or Placed in Education 4 th QT after Exit	73.0%	0.0%			
Median Wage	\$4,150	\$1,390.00			
Credential Rate	69.0%	0.0%			
Measurable Skills Gain	67.0%	57.2%			

In-School Activity Breakdown	Actual
Carryover	10
Enrollments ABC	55
Exits	16
Employed at Closure	0
Program Services	
Enrolled in Secondary Education	0
Work Experience	39
Supportive Services	0
Follow-up Services	0

Priority Population



WIOA Youth Enrollment By City

■ Artesia ■ Bellflower ■ Cerritos ■ Downey ■ Hawaiian Gardens ■ Lakewood ■ Norwalk ■ Paramount ■ Other



YOUTH@WORK

The Youth@Work program designed to provide work-based learning to Los Angeles County's youth ages 14-21. The goal of the program is to introduce young people to the workplace, gain valuable employment skills and earn an income. Through this process, youth receive up to 20 hours of paid Personal Enrichment and Work Readiness Training (PET) to help them acquire some of the basic "soft skills" necessary to succeed in the workplace. Youth also work on average of 100 hours of work experience after the completion of the PET for a total of 120 hours of combined work preparation and work experience. Youth will also receive a monthly performance evaluation to better gage their individual strengths and weakness. Upon completion of the program, youth receive a certificate of Work Readiness.

YOUTH@WORK ENROLLMENT GOALS

Agency	CalWORKs		Foster		JJCPA		Other Under Served Youth (OUSY)		System Involved Youth (SIY)		TOTAL	
	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual
City of Hawaiian Gardens	17	2	N/A	N/A	6	0	39	11	10	2	72	15
Artesia	N/A	N/A	N/A	N/A	N/A	N/A	10	0	10	0	20	0
DAS	N/A	N/A	N/A	N/A	N/A	N/A	10	0	10	0	20	0
ABCUSD	18	11	2	0	N/A	N/A	39	40	10	10	72	61
SELACO	3	7	10	12	N/A	N/A	5	11	4	4	22	34

Progress	CalWORKS	Foster	JJCPA	OUSY	SIY	Total
Enrollments	20	12	0	62	16	110
Exits	0	0	0	0	0	0

Youth@Work Enrollment by City

■ Artesia
 ■ Bellflower
 ■ Cerritos
 ■ Downey
 ■ Hawaiian Gardens
 ■ Lakewood
 ■ Norwalk
 ■ Paramount
 ■ Other



BRIDGE TO WORK

The Bridge-to-Work-Foster program works with foster youth that are eligible to enroll in the Independent Living Program (ILP) and aims to get them started on a path to a high wage career.

BRIDGE TO WORK PERFORMANCE INDICATORS PER QUARTER

B2W Projected Goals	Goal	Actual
Projected Enrollments	8	0
Active WEX Enrollments	8	0
Exits	8	0

PY22-23 Carryover
4

Bridge to Work Enrollment by City

■ Artesia
 ■ Bellflower
 ■ Cerritos
 ■ Downey
 ■ Hawaiian Gardens
 ■ Lakewood
 ■ Norwalk
 ■ Paramount
 ■ Other

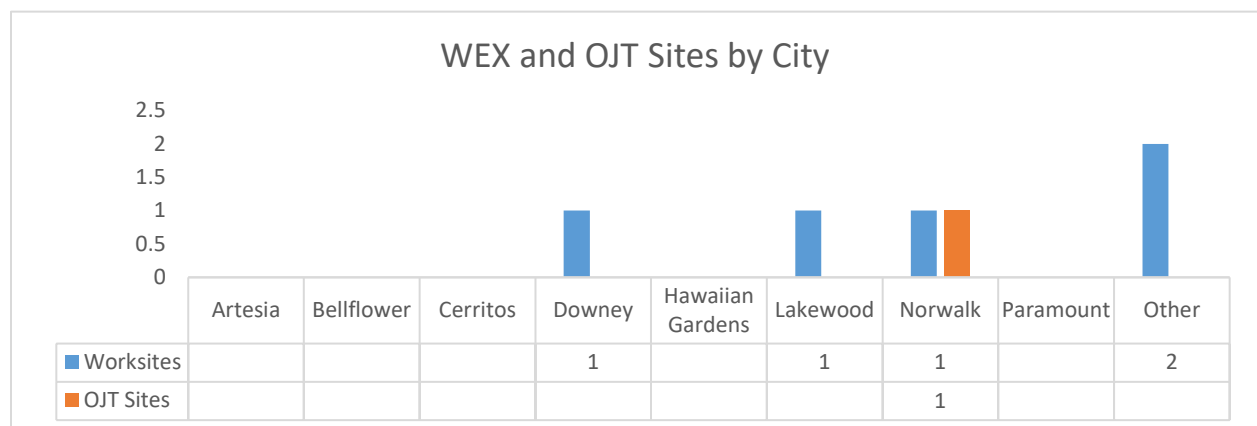


BUSINESS SERVICES

Business services engage with a diverse range of employers to promote business representation on the local board and develop effective linkages with employers to support local workforce investment activities. Develop and deliver innovative workforce investment services and strategies for employers, which may include career pathways, skills upgrading, skill standard development and certification for recognized postsecondary credential or other employer use, apprenticeship, and other effective initiatives for meeting the workforce investment needs of area employers and workers.

Offer appropriate recruitment and other business services on behalf of employers, including small employers, which may include services such as providing information and referral to specialized business and services not traditionally offered through the one-stop delivery system. Provide assistance to employers in managing reductions in force in coordination with rapid response activities and strategies for the aversion of layoffs, which strategies may include early identification of firms at risk of layoffs, use of feasibility studies to assess the needs of and options for at-risk firms, and the delivery of employment and training activities to address risk factors.

Activity Breakdown	
Job Fairs/ Special Recruitments	4
Job Development	23
Resume Referral	10
Employer Networking	70
Referral to Community Services	27
Tax Credit Program Awareness	20
Rapid Response	0
Lay-off Aversion	0
Total	164



EMPLOYER TRAINING PANEL (ETP)

SELACO WDB is a prime contractor for the State’s Employment Training Panel (ETP) enterprise, a performance-based initiative supporting job creation and retention, through customized skills training. ETP is funded by a special California corporate tax and differs from other workforce development programs whose emphasis is on pre-employment training. SELACO WDB, with ETP funds, fulfills its mission by reimbursing the cost of employer-driven training for incumbent workers. Overall, the ETP program helps to ensure that California businesses will have the skilled workers they need to remain competitive. Employers must be able to effectively train workers in response to changing business and industry needs. While the need for workforce training is critical, businesses generally reserve capacity-building dollars for highly technical and professional occupations – Limiting investment in training for frontline workers who produce goods and deliver services. ETP helps to fill this gap by funding training that is targeted to the frontline workers.

Eligible Training Panel (ETP)		
ET-23-0132 (Contract Term: 2022-2024)		
	Planned	Actual
Enrollments	433	425
Completions	433	388
Retention	408	199

SPECIAL AND REGIONAL PROGRAMS

CHILD DEVELOPMENT PROGRAM REGIONAL SUPPORTIVE SERVICES 3.0

Facilities	Planned Enrollments	Actual Enrollments
A. J. Padelford Child Development Center 11922 169 th Street, Artesia, CA 90701 Center Director: Liz Quintanilla Phone Number: (562) 926-2427	47	34
Artesia Child Development Center 18730 Clarkdale Avenue, Artesia, CA 90701 Center Director: Malajat Raja Phone Number: (562) 653-0290	57	55
Bellflower Child Development Center 447 Flower Street, Bellflower, CA 90706 Center Director: Regina Mayo Phone Number: (562) 804-7990	57	38
Bellflower II Child Development Center 14523 Bellflower Blvd., Bellflower, CA 90706 Phone Number: (562) 867-8399	76	65
Lakewood Child Development Center 5225-A Hayter Avenue, Lakewood, CA 90712 Center Director: Maria Navarro Phone Number: (562) 531-9440	59	45
Maywood Child Development Center 4803 58 th Street, Maywood, CA 90270 Center Director: Silvia Guzman Phone Number: (323) 560-5656	54	48
Norwalk Child Development Center 14000 San Antonio Drive, Norwalk, CA 90650 Center Director: Silvia Guzman Phone Number: (562) 864-1958	26	26
Total	375	311

COUNCIL OF GOVERNMENTS (COG) - HOMELESS EMPLOYMENT PROGRAM

In collaboration with Gateway Cities Council of Government, SELACO WDB, SHARE and HUB cities, the Homeless Employment Program is designed to provide immediate shelter for the homeless within the Gateway region, followed by employment and training services. The overall goal of the project is to support homeless candidates secure permanent housing, long term employment and self-sufficiency.

The role of each partner:

Gateway Cities: will serve as the project administrator and provide oversight/guidance to the selected providers.

SHARE! Collaborative Housing: will provide affordable permanent supportive housing in single-family houses throughout Los Angeles County and assist candidates in addressing issues that hinder their ability to secure full time employment. Once barriers to employment have been addressed, SHARE will refer candidates to the workforce partners for training and employment services.

SELACO WDB and HUB Cities: each agency will support 50 candidates. Services will include:

- Co-enrollment into WIOA
- Career planning
- Development of Individual Employment Plans that may include paid work experience, vocational training, On-the-Job training, and/or placement into full time employment
- Ongoing Case Management
- Follow-Up services for one year after exit

Referral Activity		
	Planned	Actual
Referrals to SHARE	N/A	7
Referrals from SHARE	N/A	7
Enrollments resulting from SHARE referrals	50	6

Enrollment Activity		
	Planned	Actual
Attended a Job Search Workshop	20	0
Completed Individual Service Plan	50	4
Internships	8	0
Secured Part-time Employment	3	0
Secured Full-time Employment	28	0
Retained Employment (3-months)	23	0
Increased wages	40	0

PY22-23 Carryovers
17

COG Home Enrollment by City

■ Artesia ■ Bellflower ■ Cerritos ■ Downey ■ Hawaiian Gardens ■ Lakewood ■ Norwalk ■ Paramount ■ Other



REGIONAL EQUITY AND RECOVERY PARTNERSHIP (RERP)

The overall goal of the Regional Equity and Recovery Partnership (RERP) is to improve job quality and job access for individuals from underserved and underrepresented populations, meet the skill and profitability needs of employers and meet the economic, social, and environmental needs of the community. SELACO will provide program coordination and management, data collection and reporting, and partner with Cerritos College to provide training in supply chain logistics

Contract Term April 18, 2023 – October 31, 2025

HOMELESS INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	35	7
Individuals in Training	35	7
Individuals Completed Training	30	0
Attained Industry Recognized Certificate or Credential	30	0
Employment Obtained	30	0

RERP Enrollment by City

■ Artesia
 ■ Bellflower
 ■ Cerritos
 ■ Downey
 ■ Hawaiian Gardens
 ■ Lakewood
 ■ Norwalk
 ■ Paramount
 ■ Other



PRISON TO EMPLOYMENT – P2E

The Workforce Development Boards (WDB) of the Los Angeles region (LARPU) submitted a plan to create a regional approach in serving reentry individuals and the justice system. The plan was awarded under Prison to Employment (P2E) through the California Workforce Development Board in January of 2023.

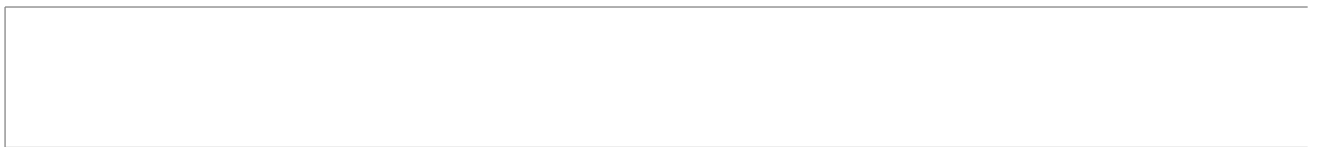
Contract Term April 4, 2023 – December 31, 2025

HOMELESS INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	26	0
Individuals in Training	9	0
Individuals Completed Training	8	0
Attained Industry Recognized Certificate or Credential	8	0
Placement in Postsecondary Education	1	0
Placement in State Approved Apprenticeship	3	0
Employment	16	0

P2E Enrollment by City

■ Artesia
 ■ Bellflower
 ■ Cerritos
 ■ Downey
 ■ Hawaiian Gardens
 ■ Lakewood
 ■ Norwalk
 ■ Paramount
 ■ Other



GLOSSARY OF TERMS


AJCC:	American Job Center of California
ASE:	Academic Skills Enhancement
CalJOBS:	California Job Services
CWDB	California Workforce Development Board
DEI:	Disability Employment Initiative
EDD:	Employment Development Department
ETP:	Employment Training Panel
GED:	General Education Development
LMI:	Labor Market Information
PJSA:	Personalized Job Search Assistance
SELACO WDB:	Southeast Los Angeles County Workforce Development Board
STEPS:	Steps to Economic and Personal Success Workshop
TSE:	Transitional Subsidized Employment
WDB:	Workforce Development Board
WIOA:	Workforce Innovation and Opportunity Act



MEMORANDUM

DATE: December 19, 2023

TO: SELACO Policy Board

FROM: Yolanda L Castro, Executive Director 

RE: Explanation of Remote Access Attendance under Brown Act

As a follow up to your request regarding ability to participate in a closed session when accessing a meeting remotely. First, attached is a copy of the process for securing remote access to a scheduled Southeast Los Angeles County (SELACO) Policy Board meeting and/or a Southeast Los Angeles County Workforce Development Board (SELACO WDB) meeting.

To confirm the requirements we must follow when holding a closed session and one or more members are participating remotely, I reached out to our attorney for clarity on complying with the Brown Act. Our attorney confirmed the following:

The members accessing the meeting remotely must meet the “just cause” exception of AB 2449, which applies to both open session and closed session proceedings. The “just cause” exceptions are:

1. The need to care for a child, spouse, parent, grandparent, or sibling living in the same house as the member; or
2. The member has a contagious illness preventing their in-person attendance; or
3. The member is travelling to official business of another government agency; or
4. The member has a mental or physical need for remote accommodation.

When one of the above applies, there is not a requirement to advise members of the public on the agenda that the member is participating remotely. In fact, any of these “just cause” conditions may occur with very little notice.

There are limits on how many times a year a member can use a “just cause” exception to justify remote participation. The member may not participate remotely under a “just cause” exception for more than 3 consecutive months or more than twice in a 12-month period (if there are at least 10 meetings per year).

Regarding a closed session:

In a closed session, there is public comment allowed at the beginning of that closed session meeting. At the beginning of that meeting, when the public may be present (either in person or in remote attendance) the member participating remotely under a “just cause” exception should be heard on a two-way audio system and be able to be seen (on camera).

Once the public members are excused from the meeting, the remotely attending member could arguably turn off their camera (especially if the ‘just cause’ exception used was illness).

The Brown Act is self-policing. It is not the responsibility of staff or the other board members to enforce the restrictions of the Brown Act on other members of the board. When a member explains their “just cause” reason to the board, they can be taken at their word as agency officials.

There is no obligation for the board members to independently verify the “just cause” condition justifying the request for remote access, but the board should “approve” the “just cause” request to proceed with that member’s remote attendance and participation.

There is no obligation for staff or other board members to verify that a remotely participating board member is not exposing the confidential closed session information to anyone in the “room” they are calling from (or using a secure website, even).


It is the obligation of each official to uphold the requirements of the Brown Act—especially closed session confidentiality and conduct themselves accordingly, but neither staff, general counsel, or other board members function as the Brown Act police. Violations of the Brown Act (including disclosing confidential matters discussed in closed session) can be enforced on an individual violator civilly or criminally.

Action Required:

Receive and file.



MEMORANDUM

DATE: June 20, 2023
TO: SELACO Policy Board
FROM: Yolanda L Castro, Executive Director 
RE: Remote Appearance for Board Meetings

At the February 21, 2023, Policy Board meeting, the Board took action to resume in person meeting effective March 2023 to remain in compliance with the Brown Act. Assembly Bill 361 (AB 361) allowed for teleconferencing because of a State Emergency.

A new teleconferencing law Assembly Bill 2449 (AB 2449) became effective on January 1, 2023 – The “Just Cause” and “Emergency Circumstances.” While a quorum of voting members must still be present for the Board to act, AB 2449 permits a member to participate in a meeting via teleconferencing without disclosing and making open to the public the teleconferencing location, under certain circumstances.

The circumstances:

“Just Cause”

- Childcare or caregiving of a child, parent, grandparent, grandchild, sibling, spouse, or domestic partner that requires a member to participate remotely.
- A contagious illness that prevents a member from attending in person.
- A need related to a physical or mental disability; or
- Travel while on business of the legislative body or another state or local agency.

“Emergency Circumstances”

- A physical or family medical emergency that prevents a member from attending in person.

Remote appearance for “just cause” or “emergency circumstances” can only be made for 2 meetings per calendar year.

Staff is recommending the following process for supporting a Board members’ “Just Cause” or “Emergency Circumstance:

1. SELACO Policy Board Member seeking to appear remotely for “Just Cause” or “Emergency Circumstance” as identified above, must notify the SELACO Policy Board Administrator at the earliest opportunity and provide a general description of the circumstances necessitating their remote appearance.

2. The description generally does not need to exceed 20 words and a member is not required to disclose a medical diagnosis or disability.
3. The Policy Board Administrator will immediately advise the Executive Director and Board Chair of the circumstances surrounding the members' remote appearance.
4. Upon approval, the member will be provided with a link to access the meeting remotely.
5. In compliance with AB2449, remote appearance for "just cause" or "emergency circumstances" can only be made for 2 meetings per calendar year.
6. Attendance records for the calendar year will indicate the following:
 - X-Present
 - A-Absent
 - AE-Absence Excused
 - JCRemote – Just Cause/Emergency Circumstance Remote Attendance.

Note: While "Just Cause" or "Emergency Circumstance" allow for remote appearance, there still must be a quorum of the Board present to act on any board agenda items. The remote attendee does not support the completion of a quorum.

Once a quorum of the Board present is met, the remote attendee can participate in the deliberations and voting; ALL voting MUST be done by roll call when any member is participating remotely pursuant to the Brown Act. The member must be visible (Zoom or other format) and also able to be heard in order to participate and vote.

Action Required:


Review and approve the staff recommended process for supporting a Board members "Just Cause" or "Emergency Circumstance" allowing for a remote appearance.



MEMORANDUM

DATE: December 19, 2023

TO: SELACO Policy Board

FROM: Yolanda L Castro, Executive Director 

RE: La Causa Youth Build MOU

To establish a high-quality America's Job Center of California (AJCC) delivery system and enhance collaboration among partner programs, Workforce Innovation and Opportunity Act (WIOA) requires Local Boards to develop Memorandum of Understandings (MOUs) with AJCC required partners within their Local Workforce Development Area (Local Area).

Per Directive WSD-18-12, the Southeast Los Angeles County Workforce Development Board (SELACO WDB) completed its MOU and Infrastructure Funding Agreement (IFA) review/negotiation process with the required partners in the SELACO WDB local area to meet the three-year MOU review requirement and annual IFA review. The current SELACO WDB's WIOA Partner MOUs have an effective date of July 1, 2022, through June 30, 2025.

On August of PY 2022, the MOU with Field of Dreams who met the WIOA Youth Build Partner component was terminated due to Field of Dreams' permanent closure. Since then, the SELACO WDB has been actively reaching out to other Youth Build partners to establish access to Youth Build services. The outreach efforts resulted in an MOU negotiation with La Causa Youth Build. The MOU with La Causa Youth Build meets SELACO WDB's required access to Youth Build services, and it also provides the opportunity to provide WIOA workforce services to La Causa Youth Build participants.

Attached for review and approval is the MOU between the SELACO WDB and La Causa Youth Build. In accordance with State directive, the MOU was created in a joint effort by SELACO WDB and La Causa Youth Build with a focus on three major components: Shared customers, Shared Services, and Shared Access.

Action Required:

Review, approve and sign the MOU between the SELACO WDB and La Causa Youth Build.

**Workforce Innovation and Opportunity Act
One-Stop Delivery System Memorandum of Understanding
between
Southeast Los Angeles County Workforce Development Board
and
Los Angeles Communities Advocating for Unity, Social Justice, and Action,
Inc.**

1. Purpose

Pursuant to the federal Workforce Innovation and Opportunity Act (PL 113-128), this Memorandum of Understanding (MOU) is entered into between the Workforce Development Corporation of Southeast Los Angeles County, Inc. (dba Southeast Los Angeles County Workforce Development Board) and Los Angeles Communities Advocating for Unity, Social Justice, and Action, Inc., an affiliate of YouthBuild USA herein LA CAUSA, Inc. YouthBuild

WIOA requires that an MOU be developed and executed between the Local Board and the America's Job Center of CaliforniaSM (AJCC) partners to establish an agreement concerning the operations of the AJCC delivery system. The purpose of the MOU is to establish a cooperative working relationship between the parties and to define their respective roles and responsibilities in achieving policy and program objectives. The MOU also serves to establish the framework for providing services to businesses, employed individuals, job seekers and others needing workforce services.

2. California's Vision for the One-Stop System

California's one-stop delivery system, represented by the AJCCs, is locally-driven. It develops partnerships and provides programs and services to achieve three main policy objectives established by the California Workforce Development Strategic Plan, including the following:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate and integrate programs and services

These objectives will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers, who are:

- Looking to find a job;
- Building basic educational or occupational skills;
- Earning a postsecondary certificate or degree;
- Obtaining guidance on how to make career choices; or
- Seeking to identify and hire skilled workers.

3. Local/Regional Vision Statement, Mission Statement, Principles and Goals

Congress and the U.S. Department of Labor (DOL) envision three hallmarks of excellence, for the nation's workforce development delivery system under WIOA:

- The needs of businesses and workers drive workforce solutions and local boards are accountable to communities in which they are located;
- One-stop centers (the AJCCs) provide excellent customer service to jobseekers and employers and focus on continuous improvement; and
- The workforce system supports strong regional economies and plays an active role in community and workforce development.

To support these objectives, the SELACO WDB has established a service delivery system in cooperation with organizations operating WIOA-mandated AJCC partner programs, along with a wide range of other community stakeholders. The system is guided by the following vision, mission, principles and goals:

Vision: SELACO WDB's vision for meeting workforce development challenges within Southeast Los Angeles County is one centered on collaboration to address a wide range of stakeholders' interests, including those of business, labor, education, social services, philanthropy and community organizations. Bringing this vision to fruition requires that stakeholders work together to address the skills development and training needs of priority sectors, while at the same time ensuring that workers have access to career pathway services and training to meet those needs.

Mission: SELACO WDB's mission is two-fold. Our AJCC system supports the needs of job seekers for career services and training, while providing services to promote the success of local businesses.

Principles: Our local AJCCs strive to meet the WIOA vision for an effective one-stop system, which is one that is designed to increase access to and opportunities for the employment, education, training, and support services that individuals need to succeed in the labor market, particularly those with barriers to employment. It aligns workforce development, education, and economic development programs with regional economic development strategies to meet the needs of local and regional employers, and provides a comprehensive, accessible and high-quality workforce development system. SELACO WDB's AJCC partners are committed to developing and maintaining a one-stop system that is:

Quality-Focused: Supporting the content and approaches used to deliver all services the system has to offer is a commitment to ensuring that each service adds value to the achievement of goals and objectives by job seekers and businesses using the AJCCs.

Business-Driven: Local companies' talent and skill needs dictate the content, scope, and intensity of services the SELACO WDB's one-stop system offers. The system is driven to respond to the needs of business by sourcing, training and delivering qualified candidates.

Customer-Centered: Leveraging a wide range of strategies within an integrated service delivery environment, the local AJCCs are intensively focused on evaluating and responding to the needs, preferences, desires and circumstances of all customers using the system.

Meets the Unique Needs of the Regional Economy: The SELACO WDB represents a unique sub-region of Los Angeles County – one that sits at the cross roads of various transportation corridors and on the border California’s two largest counties. Some of the State’s fastest growing and most dynamic industries are inside or within a reasonable commuting distance of SELACO WDB’s borders. The AJCCs are actively involved in working with businesses in priority sectors to ensure the system remains responsive to their needs.

System Goals: Broadly, the goals of the Board reflect those espoused by DOL, which commit the one-stop system to:

- Provide job seekers with the skills and credentials necessary to secure and advance in employment with family-sustaining wages;
- Provide access and opportunities to all job seekers, including individuals with barriers to employment, such as individuals with disabilities, to prepare for, obtain, retain, and advance in high-quality jobs and high-demand careers;
- Enable businesses and employers to easily identify and hire skilled workers and access other supports, including education and training for their current workforce;
- Participate in rigorous evaluations that support continuous improvement of one-stop centers by identifying which strategies work better for different populations; and
- Ensure that high-quality integrated data inform decisions made by policy makers, employers, and job seekers.

Specific goals supporting one-stop system effectiveness that are part of SELACO WDB’s current Local Area Strategic Plan include the following:

- Successfully implement national models to build strong career pathway programs.
- Use the Sector Partnerships as the vehicle for the identification of career pathways and the development, re-tooling and alignment of courses/curricula to meet business needs.
- Working with partners, increase the numbers of workers who are able to access and take advantage of skills training geared to employment in priority sectors and other promising industries.
- Explore alternative basic education models to reduce the time spent in this activity by some learners.
- Refine existing approaches to rapid response and business services so that they are fully transformed into proactive business retention and layoff aversion programs.

- Expand the use of work-based learning models to create additional skills development and employment opportunities for all workers and align work-based learning strategies with career pathway strategies.
- Continue to build strong linkages to registered apprenticeship programs and fully integrate these programs in the one-stop and WIA Youth Program delivery systems.

Support from LA CAUSA, Inc. and all other AJCC partners is critical to the system's ability to achieve these goals.

4. Parties

The parties to this MOU are:

Southeast Los Angeles County Workforce Development Board
 10900 East 183rd Street, Suite 392, Cerritos, CA 90703
 (562) 402-9336
 www.selaco.com

LA CAUSA, Inc.
 110 South Garfield Avenue, Montebello, CA
 (323) 887-2500
 www.lacausainc.org

5. One-Stop System and Services

The one-stop system overseen by the SELACO WDB includes the following full service AJCCs:

Cerritos AJCC
 10900 East 183rd St, Suite 350 Cerritos, CA 90703

Attachment A to this MOU provides a summary of the basic career services, individualized career services, follow-up services, training services and businesses services provided by the system.

Attachment B summarizes the specific shared services provided by LA CAUSA, Inc. in partnership with the SELACO WDB and the full range of AJCC partners.

6. Responsibility of AJCC Partners

To promote the development and sustainability of a quality-focused system capable of meeting the full range of needs of its customers, LA CAUSA, Inc. agrees to participate with SELACO WDB and other partners in joint planning, plan development, and system improvement activities to accomplish the following:

- Continuous partnership building.
- Continuous planning in response to state and federal requirements.
- Responsiveness to local and economic conditions, including employer needs.
- Adherence to common data collection and reporting needs.

In addition, LA CAUSA, Inc. agrees to:

- Make its applicable service(s) available to customers through the one-stop delivery system.
- Participate in the operation of the one-stop system, consistent with the terms of the MOU and requirements of authorized laws.
- Participate in capacity building and staff development activities in order to ensure that all partners and staff are adequately cross-trained.
- Participate as an active member of the SELACO WDB's System Management Team.

7. Funding of Services and Operating Costs

LA CAUSA, Inc. agrees to negotiate and implement a cost sharing plan, which will constitute Attachment C to this MOU. In accordance with this plan, LA CAUSA, Inc. and all relevant parties to this MOU will agree to share in the operating costs of the AJCC system, either in cash or through in-kind services. The cost of services, operating costs, and infrastructure costs of the system will be funded by all AJCC partners through a separately negotiated cost sharing agreement based on an agreed upon formula or plan.

LA CAUSA, Inc. will ensure that the shared costs are supported by accurate data, the shared costs are consistently applied over time, and the methodology used in determining the shared costs are reflected in a separate Cost Sharing Agreement that will be attached to this MOU.

LA CAUSA, Inc. will ensure that shared costs are reconciled and updated annually, according to State policy.

8. Methods for Referring Customers

All AJCC system partners agree to support and mutually implement processes for the referral of customers to services not provided on-site.

LA CAUSA, Inc. and system partners are committed to ensuring that intake and referral processes are customer-centered and provided by staff trained in effective customer service techniques. Partners will ensure that general information regarding AJCC programs, services, activities and resources are made available to all customers as appropriate. Customer referrals will be made through the cross training of AJCC staff and use of real-time technology, LA CAUSA, Inc. agrees to provide other AJCC partner staff

access to meaningful information on services needed by customers.

Attachment B provides a summary of how LA CAUSA, Inc. will support shared service delivery, including referrals of customers.

9. Access for Individuals with Barriers to Employment

Along with other partners, LA CAUSA, Inc. agrees to ensure access for individuals with barriers to employment. Under WIOA, the term “individual with a barrier to employment” means a member of 1 or more of the following populations:

- A. Displaced homemakers
- B. Low-income individuals
- C. Indians, Alaska Natives, and Native Hawaiians
- D. Individuals with disabilities, including youth who are individuals with disabilities
- E. Older individuals
- F. Ex-offenders
- G. Homeless individuals or homeless children and youths
- H. Youth who are in or have aged out of the foster care system
- I. Individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers
- J. Eligible migrant and seasonal farm workers
- K. Individuals within 2 years of exhausting lifetime eligibility (for TANF)
- L. Single parents (including single pregnant women)
- M. Long-term unemployed individuals
- N. Such other groups as the Governor involved determines to have barriers to employment

As part of the AJCC system, LA CAUSA, Inc. commits to offer priority for services to recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient when providing individualized career services and training services with WIOA adult funds. Furthermore, LA CAUSA, Inc. will ensure its policies, procedures, programs, and services are in compliance with the *Americans with Disabilities Act of 1990* and its amendments, in order to provide equal access to all customers with disabilities.

10. Shared Technology and System Security

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including, but not limited to, client tracking, common case management, reporting, and data collection.

To support the use of technology, LA CAUSA, Inc. agrees to:

- Comply with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act, and any other appropriate statutes or requirements.

- Adhere to the principles of common reporting and shared information through electronic mechanisms, including shared technology.
- Commit to share information to the greatest extent allowable under its governing legislation and confidentiality requirements.
- Maintain all records of the AJCC customers or partners (e.g. applications, eligibility and referral records, or any other individual records related to services provided under this MOU) in the strictest confidence, and use them solely for purposes directly related to such services.
- Develop technological enhancements that allow interfaces of common information needs, as appropriate.
- Acknowledge that system security provisions shall be agreed upon by all partners.

11. Confidentiality

LA CAUSA, Inc. agrees to comply with the provisions of WIOA as well as the applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, and any other appropriate statute or requirement to assure the following:

- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.
- No person will publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers overall unless a specific release is voluntarily signed by the participant or customer.
- The AJCC partner agrees to abide by the current confidentiality provisions of the respective statutes to which AJCC operators and other AJCC partners must adhere, and shall share information necessary for the administration of the program, as allowed under law and regulation. The AJCC partner, therefore, agrees to share client information necessary for the provision of services such as assessment, universal intake, program or training referral, job development or placement activities, and other services as needed for employment or program support purposes.
- Client information shall be shared solely for the purpose of enrollment, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other parties.

12. Non-Discrimination and Equal Opportunity

LA CAUSA, Inc. shall not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation or marital status. The AJCC partner agrees to comply with the provisions of the Fair Employment and Housing Act (Government Code

Section 12990) and related, applicable regulations.

The AJCC partner will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibits discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

13. Grievances and Complaints Procedure

LA CAUSA, Inc. agrees to establish and maintain procedures for grievance and complaints as outlined in WIOA. The process for handling grievances and complaints is applicable to customers and partners. These procedures will allow customers or entities filing the complaint to exhaust every administrative level in receiving a fair and complete hearing and resolution of their grievance. LA CAUSA, Inc. further agrees to communicate openly and directly to resolve any problems or disputes related to the provision of services in a cooperative manner and at the lowest level of intervention possible.

14. American's with Disabilities Act and Amendments Compliance

LA CAUSA, Inc. agrees to ensure that its policies and procedures, as well as the programs and services provided at the AJCC, are in compliance with the Americans with Disabilities Act and its amendments. Additionally, LA CAUSA, Inc. agrees to fully comply with the provisions of WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the Education Amendments of 1972, 29 CFR Part 37 and all other regulations implementing the aforementioned laws.

15. Effective Dates and Term of MOU

This MOU shall be binding upon each party hereto upon execution by such party. The term of this MOU shall be three years, commencing on 11/1/2023, and expiring on 6/30/2025. The MOU will be reviewed every three years or more frequently to identify any substantial changes that have occurred.

16. Modifications and Revisions

This MOU constitutes the entire agreement between the parties and no oral understanding not incorporated herein shall be binding on any of the parties hereto. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the parties, by the issuance of a written amendment, signed and dated by the parties.

17. Termination

The parties understand that implementation of the AJCC system is dependent on the good faith effort of every partner to work together to improve services to the community. The parties also agree that this is a project where different ways of working together and providing services are being tested and evaluated. In the event that it becomes necessary

for one or more parties to cease being a part of this this MOU, said entity shall notify the other parties, in writing, 30 days in advance of that intention.

18. Administrative and Operations Management Sections

To support the effective administration and operation of the AJCC system, the parties agree to the following:

Dispute Resolution

The parties agree to attempt to resolve policy or practice disputes at the lowest level possible, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they shall be referred to the management of the staff's employer and the operator for discussion and resolution.

Press Releases and Communications

All parties shall be included when communicating with the press, television, radio or any other form of media regarding its duties or performance under this MOU. Participation of each party in press/media presentations will be determined by each party's public relations policies. Unless otherwise directed by the other parties, in all communications, each party shall make specific reference to all other parties.

The parties agree to utilize the AJCC logo developed by the State of California and the Local Board on buildings and other items identified for AJCC usage. Such items include letterhead, envelopes, business cards, any written correspondence and fax transmittals.

Hold Harmless/Indemnification/Liability

In accordance with provisions of Section 895.4 of the California Government Code, each party hereby agrees to indemnify, defend and hold harmless all other parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. In addition, except for Departments of the State of California which cannot provide for indemnification of court costs and attorney's fees under the indemnification policy of the State of California, all other parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorney's fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU.

19. Attachments

The following attachments are included in this MOU:

Attachment A: One-Stop System Services

Attachment B: LA CAUSA, Inc. – Shared System Services

Attachment C: Cost Sharing Agreement

Attachment D: One-Stop System Map

Attachment E: WIOA AJCC Required Regional Partners: Roles of Providers per WIOA

20. Authority and Signatures

The individuals signing below have the authority to commit the party they represent to the terms of this MOU and do so commit by signing:


Southeast Los Angeles County Workforce Development Board (SELACO WDB)

Larry Wehage		
Name	Signature	Date

SELACO WDB Policy Board of Elected Officials

Jeff Wood		
Name	Signature	Date

LA CAUSA, Inc. YouthBuild – YouthBuild Charter School

Virginia Reyes		11.7.2023
Name	Signature	Date

**Workforce Innovation and Opportunity Act
One-Stop Delivery System Memorandum of Understanding**

One-Stop System Services

WIOA establishes two levels of employment and training services for adults and dislocated workers: career services and training services. Following is general information on WIOA career, training and business services to guide the SELACO WDB AJCC system in the delivery of these services.

Career Services: Career services for adults and dislocated workers are available at both local AJCCs. U.S. DOL has identified three types of career services:

- Basic career services;
- Individualized career services; and
- Follow-up services

Basic Career Services: Basic career services must be made available and, at a minimum, must include the following services:

- Determinations of whether the individual is eligible to receive assistance from the adult, dislocated worker, or youth programs;
- Outreach, intake (including worker profiling), and orientation to information and other services available through the local workforce system;
- Initial assessment of skills levels, including literacy, numeracy, and English language proficiency, as well as aptitudes, abilities (including skills gaps), and support service needs;
- Labor exchange services, including:
 - job search and placement assistance, and, when needed by an individual, career counseling, including the provision of information on nontraditional employment and in-demand industry sectors and occupations; and
 - appropriate recruitment and other business services on behalf of employers, including information and referrals to specialized business services not traditionally offered through the local workforce system;
- Provision of referrals to and coordination of activities with other programs and services, including programs and services within the local workforce system and, when appropriate, other workforce development programs;
- Provision of workforce and labor market employment statistics information, including information relating to local, regional, and national labor market areas;
- Provision of performance information and program cost information on eligible providers of training services by program and provider type;
- Provision of information, in usable and understandable formats and languages, about how the Board is performing on local performance accountability measures,

as well as any additional performance information relating to the local workforce system;

- Provision of information, in usable and understandable formats and languages, relating to the availability of support services or assistance, and appropriate referrals to those services and assistance;
- Provision of information and assistance regarding filing claims for unemployment compensation, by which the Board must provide assistance to individuals seeking such assistance.
- Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA.

Individualized Career Services: Individualized career services must be made available if determined to be appropriate in order for an individual to obtain or retain employment. These include the following services:

- Comprehensive and specialized assessments of the skills levels and service needs of adults and dislocated workers; Section 134(c)(2) and (c)(3) list the required local employment and training activities. To satisfy some of these requirements, the use of assessments is necessary. To avoid duplication of services, WIOA allows the use of previous assessments from another education or training program. The previous assessments must be determined to be appropriate by AJCC representatives and must have been completed within the previous six months
- Development of an individual employment plan to identify the employment goals, appropriate achievement objectives, and appropriate combination of services for the participant to achieve his or her employment goals, including information regarding eligible training providers;
- Group counseling;
- Individual counseling;
- Career planning;
- Short-term prevocational services, including development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct services to prepare individuals for unsubsidized employment or training;
- Internships and work experience that are linked to careers;
- Workforce preparation activities;
- Financial literacy services as described in WIOA §129(b)(2)(D);
- Out-of-area job search and relocation assistance; and
- English language acquisition and integrated education and training programs.

Follow-up Services: These services must be made available, as appropriate (including counseling regarding the workplace) for participants in adult or dislocated worker activities that are placed in unsubsidized employment for a minimum of 12 months after the first day of employment.

Training Services: WIOA is designed to increase participant access to training services.

Training services are provided to equip individuals to enter the workforce and retain employment. Examples of training services include:

- Occupational skills training, including training for nontraditional employment;
- On-the-job training (OJT), including registered apprenticeship;
- Incumbent worker training in accordance with WIOA §134(d)(4);
- Workplace training and cooperative education programs;
- Private sector training programs;
- Skills upgrading and retraining;
- Entrepreneurial training;
- Transitional jobs in accordance with WIOA §134(d)(5);
- Job readiness training provided in combination with other training described above;
- Adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, in combination with training; and
- Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.

WIOA clarifies that there is no sequence of service requirement in order to receive training. However, DOL has indicated that, at minimum, to be eligible for training, an individual must receive an interview, evaluation, or assessment and career planning or any other method through which the one-stop operator/partner can obtain enough information to make an eligibility determination for training services. Where appropriate, a recent interview, evaluation, or assessment may be used for the assessment purpose.

Business Services: SELACO WDB's AJCCs are part of a business-focused system. Examples of system services to serve business customers include:

- Customized screening and referral of qualified participants in training services to employers
- Customized employment-related services to employers, employer associations, or similar organizations on a fee-for-service basis that are in addition to labor exchange services available to employers under the Wagner-Peyser Act
- Work-based learning activities, including incumbent worker training, Registered Apprenticeship, transitional jobs, on-the-job training, and customized training.
- Activities to provide business services and strategies that meet the workforce investment needs of employers, as determined by the Board and consistent with the local plan.

**Workforce Innovation and Opportunity Act
One-Stop Delivery System Memorandum of Understanding**

LA CAUSA, Inc. - Shared System Services

The LA CAUSA, Inc. (PAS) is in a diverse urban community that strongly believes in providing all students with a quality educational program and is dedicated to individuals' academic, personal, and social growth within a student-centered environment. LA CAUSA, Inc. offers classes in four program areas: Adult Basic Education (ABE), Adult Secondary Education (ASE), including High School Diploma and High School Equivalency (HSE), Career Technical Education (CTE), and English as a Second Language (ESL) /Citizenship. In 2017, LA CAUSA, Inc. added an Integrated English Training (IET) program in Information Technology to provide access and support the ELA Learner. To meet the goal of increasing career pathways, LA CAUSA, Inc. has created two new CTE programs: Phlebotomy and Cosmetology. Classes are available weekday mornings, afternoons, and evenings.

SELACO WDB has adopted an Integrated Service Delivery (ISD) model that supports the objectives of the MOU. With the implementation of WIOA, Title II partners will generally support and/or deliver the activities listed in Attachment E, "AJCC Required Regional Partners: Roles of Providers of Career Services."

The following information summarizes LA CAUSA, Inc.'s role within the AJCC system:

- Sharing System Design and Access
- Sharing System Services
- Sharing Customers

Sharing System Design and Access

With regard to system design and access, LA CAUSA, Inc. and SELACO WDB agreed to use of the following terms to characterize the participation of LA CAUSA, Inc. within the local AJCC system:

- "Bricks:" Achieved through co-location:
- "Clicks: Providing direct linkages through use of various technology applications; and
- "Connect:" Cross training partner program staff to increase system capacity.

LA CAUSA, Inc. will be present and participate in the system through "Clicks" and "Connect". "Clicks" participation will support the active training of LA CAUSA, Inc. staff in the

active use of CalJOBS system, which functions as the technology centerpiece and information sharing hub for the AJCC partners and its key customers.

LA CAUSA, Inc. will "connect" with AJCC partners by providing training on the process of direct referral.

Sharing System Services

LA CAUSA, Inc.'s role in the coordinated delivery of AJCC services will include the following services and participation.

1. Outreach

To broaden community awareness and utilization of the one-stop career center system, adult education programs and the programs and services of other AJCC partners, SELACO WDB and LA CAUSA, Inc. have agreed initially to create links among their websites, thereby providing those seeking information about jobs or training access to many sources at once. In addition, LA CAUSA, Inc. has agreed to explore opportunities for unified messaging through the development of a welcome video that will promote the partnership.

2. Intake

As a system partner, LA CAUSA, Inc. acknowledges that CalJOBS is the state-recognized system for intake, registration and enrollment into AJCC services. SELACO WDB and LA CAUSA, Inc. have agreed to provide cross-training in CalJOBS and educational intake/registration processes and systems, including those used for adult basic career services.

3. Orientation

SELACO WDB and LA CAUSA, Inc. have agreed to provide cross training to ensure that AJCC partner staff is knowledgeable of and promotes one another's programs and services. In addition, there is agreement to develop: common marketing messages and materials that will promote the system, including all partners: a common orientation video that describes programs/services available: primary points of access and points of contact at each site operated by the partners; and a training protocol/system that will educate partners about each other's orientation and enrollment processes.

4. Initial Assessment

SELACO WDB and LA CAUSA, Inc. have agreed to share initial/basic assessment results (to the extent permissible without infringing upon client confidentiality) and to make the information available to other AJCC partners as needed and when allowable.

5. Use of Logo

LA CAUSA, Inc. agrees to allow the use of its logo in AJCC promotional materials, including the planned orientation video.

Sharing Customers

SELACO WDB and LA CAUSA, Inc. have reached an agreement to utilize the “CalJOBS On-Ramp Referral Process” for making customer referrals. The LA CAUSA, Inc. and SELACO per this MOU will continue an electronic referral process and implementation of consent forms. The parties to this MOU will follow a referral process where LA CAUSA, Inc. refers to the AJCC through a shared online calendar hosted by the State’s Labor Exchange System, CalJOBS. Through the SELACO WDB “CalJOBS on-ramp” LA CAUSA, Inc. staff will be granted staff access to the CalJOBS system under “Partner Program privileges”. LA CAUSA, Inc. Staff will create an appointment for an AJCC orientation and intake appointment for their customers directly on the CalJOBS calendar. When making the appointment, they will identify customers to AJCC staff as YouthBuild participants. When a referred customer enrolls at the AJCC, center staff will document the outcome and workforce activities on the CalJOBS system. The LA CAUSA, Inc. staff through their CalJOBS staff account will have access to information that communicates that the referred individual has registered or enrolled and the services he or she is participating in at the AJCC. The referral process includes a consent and release form signed by the participant. The referral process includes staff clearance through mandated confidentiality agreements, mandated access forms and mandated onboarding training. The “CalJOBS On-Ramp Referral Process” allows for referrals to and from the AJCC with on-site and offsite LA CAUSA, Inc. staff.

Co-Enrollment:

Under the Integrated Service Delivery model, it is anticipated that LA CAUSA, Inc. and other partner agency staff will be trained in assessing and capable of referring customers for the purpose of co-enrolling customers in all relevant career service programs. At a minimum, all customers will be registered in CalJOBSSM, regardless of point of entry.

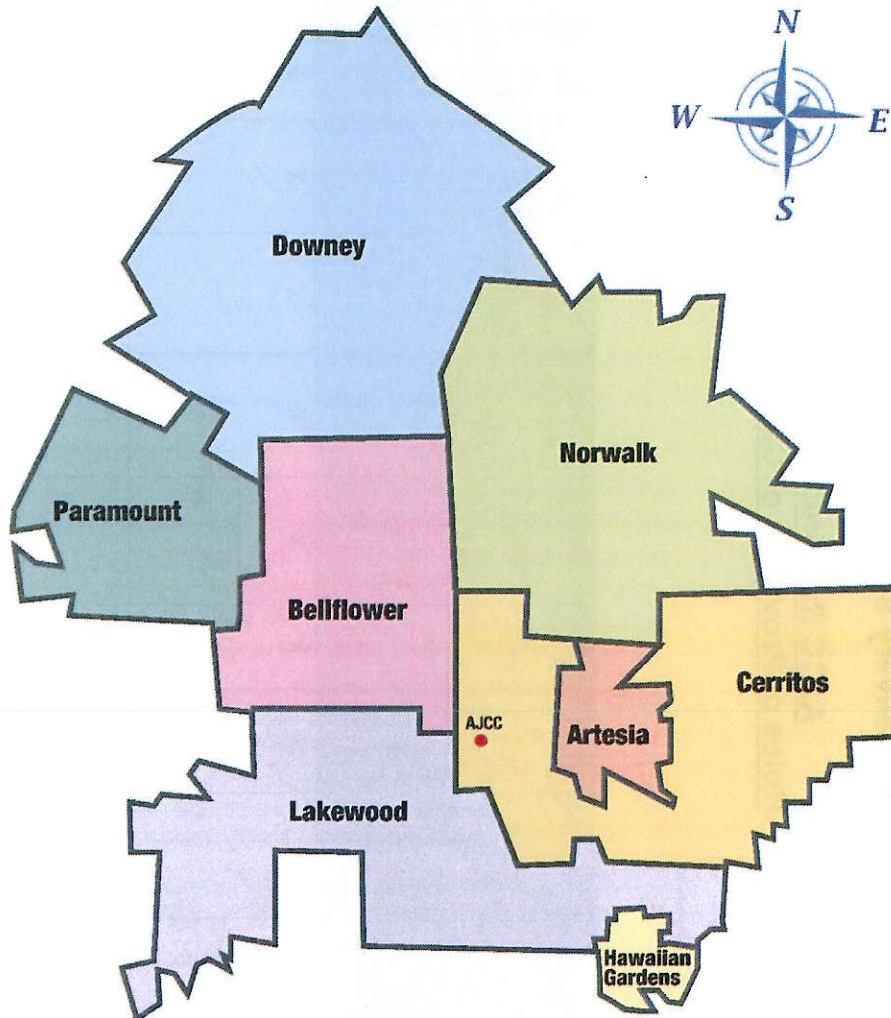
**Workforce Innovation and Opportunity Act
One-Stop Delivery System Memorandum of Understanding**

Cost Sharing Agreement

LA CAUSA, Inc. YouthBuild – YouthBuild Charter School will not be contributing to the SELACO WDB's shared infrastructure costs, but through an acknowledgment form, have committed to meeting to discuss a Shared Infrastructure Agreement upon resolution from the state on how to calculate added value for off-site partners. An acknowledgement form has been signed and added to the SELACO WDB's IFA.

**Workforce Innovation and Opportunity Act
One-Stop Delivery System Memorandum of Understanding**

One-Stop System



**Southeast Los Angeles County Workforce Development Board
America's Job Center of California (AJCC)**

Serving the following eight cities:

Artesia, Bellflower, Cerritos, Downey, Hawaiian Gardens, Lakewood, Norwalk and Paramount

Workforce Innovation and Opportunity Act
One-Stop Delivery System Memorandum of Understanding

AJCC Required Regional Partners:
Roles of Providers of Career Services System

	WIOA Title I Adult	WIOA Title I DW	WIOA Title I Youth	WIOA Title II Adult PAAACE/LA CAUSA, Inc.	WIOA Title III Wagner Peyser	WIOA Title IV DOR	WIOA Title V Older Americans	Carl Perkins Career Technical Education	Native American Programs	Veterans	LA CAUSA, Inc. Youth Build	Trade Adjustment Assistance	Housing	UI	TANF/ CalWORKS
Assess skills and needs; Eligibility; Intake; Orientation	X	X	X	X	X	X	X	X	X	X	X	X	X		X
Assist w/ Tuition/Fees	X	X	X					X					X		
Develop Curriculum/ Programs	X	X	X	X		X		X	X		X		X		X

Deliver Training	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Engage Employers	X	X		X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Identify Industry-Recognized Credentials	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Provide Counseling (academic/Personal/Career)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Provide Case Management	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Provide Informational Services	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Job Placement	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Job Search Assistance	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Provide Labor Market	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

Information																						
Provide Supportive Services	X	X					X						X							X		
Provide Work-Based Learning Opportunities	X	X					X						X							X		
Recruit & make Referrals	X	X					X						X							X		

Angelo Farooq, Chair

Gavin Newsom, Governor

November 3, 2023

SELACO Workforce Development Board
10900 E. 183rd Street, Suite 350
Cerritos, CA 90703
Attention: Yolanda Castro

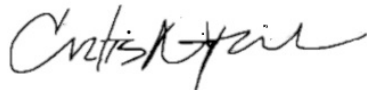
Subject: Approval of Local Area Subsequent Designation and Local Board Recertification PY 23-25

Dear Director Castro,

The California Workforce Development Board (CWDB) has received and carefully assessed your Local Area Subsequent Designation and Local Board Recertification PY 23-25 application, in accordance with the criteria established in Workforce Services Directive [WSD22-14](#). We are pleased to inform you that you have received approval through June 30, 2025.

If you have any additional questions, please contact your Regional Advisor.

Sincerely,



Curtis Notsinneh, Acting Executive Director
California Workforce Development Board

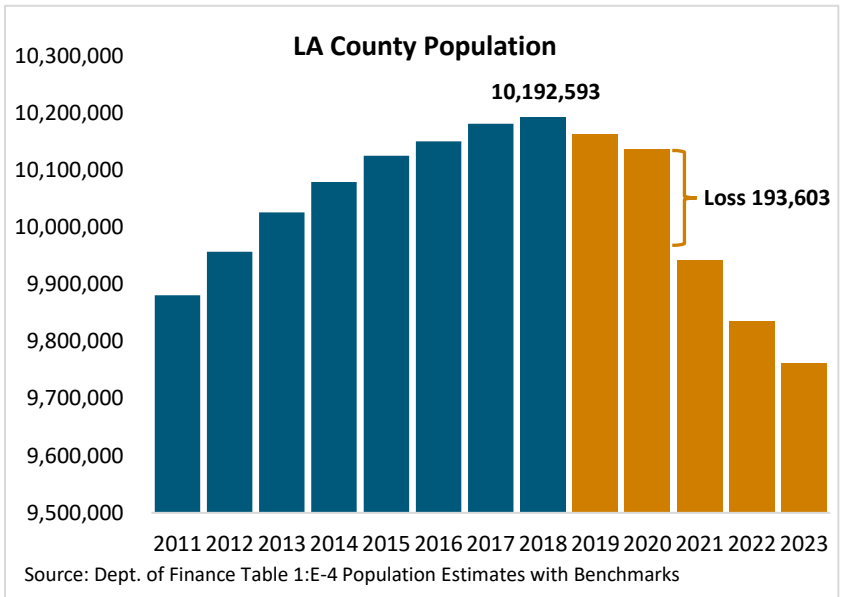
Cc: Yvette Quevedo, Regional Advisor

Los Angeles County Population Shrank Again in 2023



Robert Lee
Labor Market Consultant
October 2023

The Los Angeles County population shrank again for the fifth consecutive year in 2023, as seen on the chart on the right. The County population peaked in 2018 at 10,192,593 and had its greatest loss in 2020 at 193,603 according to



the [California Department of Finance](#) population and housing estimates. Economists and economic forecasters have pointed out that the high cost of housing (including rent), inflation, declining birth rates, and the COVID-19 Recession have had an adverse effect on the population.

County	2022	2023	Gain or (Loss)	% Change
Los Angeles	9,834,503	9,761,210	-73,293	-0.75
Orange	3,151,946	3,137,164	-14,782	-0.47
Riverside	2,430,976	2,439,234	8,258	0.34
San Bernardino	2,180,777	2,182,056	1,279	0.06
San Diego	3,275,435	3,269,755	-5,680	-0.17
Ventura	831,533	825,653	-5,880	-0.71
Kern	908,107	907,476	-631	-0.07

Let's see how L.A. County compared with other counties in the past two years. The table to the left shows shrinkage in Los Angeles, Orange, San Diego, and Ventura Counties. L.A. County had the greatest numerical loss (73,293) and a percentage loss (0.75). Of the 87 cities in L.A. County, 82 lost population. Riverside and San Bernardino Counties grew over the same time period. The Inland Empire (Riverside and San Bernardino Counties) population growth can be attributed to various factors such as

affordable housing compared to coastal areas, proximity to larger cities, increased job opportunities, and lifestyle preferences. The table below shows September 2023 home prices. The high cost of homes in coastal areas may be a factor in their population shrinkage. On the other hand, the lower price points in the Inland Empire and Kern County would be attractive to those looking for cheaper housing.

Median ¹ (\$)	Los Angeles	Orange	San Diego	Riverside	San Bernardino	Ventura	Kern
List Price	\$999,000	\$1,300,000	\$970,000	\$619,000	\$510,000	\$979,000	\$369,900
List Price/sf	\$640	\$657	\$603	\$328	\$326	\$538	\$224
Sold Price	\$860,000	\$1,100,000	\$866,000	\$570,000	\$500,000	\$859,000	\$355,000

The Inland Empire employment has rebounded from the COVID-19 recession and is 100,700 jobs higher than its prerecession levels of March 2020. The Inland Empire is the logistic capital of Amazon, with 14 distribution centers ranging from 600,000 to one million square feet. The world's manufacturing capital is in Asia. The Ports of Los Angeles and Long Beach are the closest U.S. mainland ports to Asia and receive about 40 percent of the imports from that continent. Most of these cargo containers are shipped to the Inland Empire for distribution, thus creating more employment opportunities, and adding to its population.

¹Realtor.com Sep 2023