

**POLICY BOARD
MEETING**

**June 20, 2023
Tuesday**

12:00 Noon

AGENDA

A Meeting of the SELACO Workforce Development Policy Board

**City of Hawaiian Gardens Public Safety Center
11940 Carson Street
Second Floor
Hawaiian Gardens, California**

12:00 noon, Tuesday, June 20, 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 April 18, 2023 Page 1

B. WDB Attendance Roster 5

C. Program Report for 07/01/22-4/30/23 7

7. Business Session

A. Report from the WDB Executive Director

SELACO Workforce Development Policy Board Agenda

June 20, 2023

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B. Approval to Submit the SELACO WDB's Local Area Subsequent Designation and Local Board Recertification Application	27
C. Consideration of Annual Appointments to the WDB	40
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A. Success Story	45
10. Items from Staff	
11. Board Member Comments	
12. Adjournment to August 15, 2023, at the SELACO WDB offices in Cerritos	

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

April 18, 2023

12:00 noon

Julio's Pizza
17538 Pioneer Blvd.
Artesia, CA

CALL TO ORDER

The Policy Board Meeting was called to order by Chairman Jeff Wood at 12:01 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Member Trevino.

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; Rick Ramirez, Norwalk; Brenda Olmos, Paramount.

POLICY BOARD MEMBERS ABSENT: Dandy De Paula, Hawaiian Gardens.

OTHERS PRESENT: Cerritos Alternate Policy Board Member Lynda Johnson; Jack Joseph, Policy Board Administrator/Policy Director; Yolanda Castro, SELACO WDB Executive Director; Kay Ford, SELACO WDB Deputy Director of Administrative/Business Services; Chau Diep, SELACO WDB Chief Fiscal Officer; Corina Coronel, SELACO WDB Deputy Director of Program Operations; Carol Reyes Davis, SELACO WDB Human Resources Manager.

PUBLIC COMMENTS

There were no public comments.

CONSENT CALENDAR

A. Approval of the Minutes of the Policy Board Meeting of February 21, 2023

B. WDB Attendance Roster

C. Program Report for 07/01/22-2/28/23

It was moved by Vice Chairman Santa Ines, seconded by Policy Board 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 referred the Policy Board to a flyer announcing the Job Fair to be held in Bellflower on June 3rd. She said the event will be using a new model in terms of reaching out to job seekers. She said the current plans are to hold job fairs in Downey in the fall and in Lakewood in early 2024.

Ms. Castro said SELACO staff is putting “boots on the ground” and getting out into the community, including at meetings at Whole Child in Downey and various adult schools. She said the next newsletter would be coming out later today.

Ms. Castro explained that the State has customarily allowed the WDB to waive the 20% limit on annual carryover funds but has indicated that it will no longer allow the waiver. She said it is difficult to reach young adults once they leave high school and that SELACO has reached out to the Bellflower School District to help reach students who have no plans beyond high school. She said she is hoping that these commitments will be enough to convince the State to waive the carryover limit so that unspent youth funds would not have to be sent back. She said they are looking to Kaiser to commit training funds.

Ms. Castro explained that pending AB 685 regarding California Youth Force funding allocates funds to the thirteen largest cities in the state. She said other cities can apply for funding. She said they are looking to amend the bill to have funding go directly to workforce boards.

Finally, Ms. Castro said they are looking for a location to host the 40th anniversary celebration and are working on a list of people to interview to be included in a commemorative book.

B. Approval of SELACO WDB Budget Modification for Program Year 2022-23

The Executive Director reported that the WDB had reviewed and approved a budget modification for Program Year 2022-2023. She highlighted the significant changes, including an increase of \$1.5 million in program revenues, which is a 13% increase over the original budget. Total expenditures increased by a little over \$1 million, or a 9.7% increase. She said this included a \$45,000 general fund allocation for the 40th anniversary celebration. She said SELACO would have an unobligated year-end

balance of \$1,368,752, which represents an increase of \$515,976 over the original approved budget.

It was moved by Member Ramirez, seconded by Member Solanki, to approve the budget modification for Program Year 2022-2023 as submitted. The motion was approved unanimously.

C. Regional and Local Plan Modifications for Program Years 2021-2024

Ms. Castro reviewed the biennial modifications to the 2021-2024 Los Angeles Basin Regional Plan and the 2021-2024 SELACO Workforce Development Board Local Plan. Regarding the Local Plan, she highlighted the priorities being job seeker services, services for business customers, training and skills development, use of technology to support system services, and partnership focused strategies.

After discussion, it was moved by Member Olmos, seconded by Vice Chairman Santa Ines, to approve the Local Plan modifications for Program Years 2021-2024. The motion was approved unanimously.

It was moved by Member Solanki, seconded by Member Trevino, to approve the Regional Plan modifications for Program Years 2021-2024. The motion was approved unanimously.

INFORMATION ITEMS

There were no items presented.

INTERESTING CORRESPONDENCE

There were no items presented.

ITEMS FROM STAFF

The Policy Board Administrator reminded the Policy Board that the annual appointments to the WDB would be on the June agenda. He said there are currently vacancies for private sector representatives from Norwalk and Paramount.

BOARD MEMBER COMMENTS

Member Trevino thanked everyone for coming out today. He said Julio's Pizza is one of Artesia's great businesses. He said the City had a great Expo recently, noting that crowds are once again coming out.

Vice Chairman Santa Ines said the June 3rd Job Fair will be the last event held at Simms Park before it is torn down to make room for a new Youth and Senior Citizens Center to be built. He said the project will take two to three years.

Member Solanki said Cerritos would be holding its Mayoral Transition tomorrow night. He said the city manager will be retiring at the end of June. He said they are also looking for a new Sheriff captain for the Cerritos station.

Member Sosa said he is looking forward to the Job Fair in Bellflower and for Downey's hosting one in the fall.

Member Ramirez thanked Artesia for hosting today's meeting. He said Norwalk is willing to do anything they can do to support the youth program.

Member Olmos reported that Paramount had a new mayor and vice mayor. She said the City hosted an Eco-Friendly Fair last weekend and that Telemundo and Univision would be holding a morning program at 6:30 a.m. in Paramount.

Chairman Wood said the California Contract Cities would be holding its meeting tomorrow night in Lakewood. He said his term as Contract Cities President would be up in May. He complimented staff on the newsletter and for being in attendance at the Lakewood Chamber of Commerce mixer.

ADJOURNMENT

It was the consensus of the Policy Board to adjourn the meeting to June 20th in the City of Hawaiian Gardens. The meeting was adjourned at 12:58 p.m.



**SELACO WDB Board of Directors
Attendance Roster – PY 22/23**

Board Members	7/28 2022	9/22 2022	10/27 2022	1/26 2023	3/23 2023	5/25 2023						
1. Burrell, Ashley Rehabilitation Organization	Appointed by Policy Board on 8/16/22	AE	X	X	X	X						
2. Chan, Connie Public Employment Service	X	X	X	X	X	AE						
3. Cueva, Sergio Business Representative – City of Hawaiian Gardens			X	X	X	X						
4. Dameron, Mark Secretary/Treasurer Business Representative – City of Lakewood	X	X	X	X	X	X						
5. Derthick, Joseph Business Representative City of Norwalk	X	X	X	X	AE	A						
6. Drake, Aaron Vice Chair Business Representative City of Bellflower	X	X	X	X	X	X						
7. Espitia, Ben Labor Organization	X	X	X	X	X	X						
8. Gomez, Belle Education Entity	X	X	X	A	A	X						
9. Kucera, Kevin Labor Organization	AE	AE	AE	AE	AE	AE						
10. Levine, Barbara Economic Development	X	AE	X	X	X	X						
11. McGehee, Shannon Business Representative City of Paramount	X	A	AE	X	A	A						

Board Members	7/28 2022	9/22 2022	10/27 2022	1/26 2023	3/23 2023	5/25 2023														
12. Nam, Leila Business Representative City of Artesia	AE	AE	A	X	X	X														
13. Patel, Vijay Business Representative City of Downey	X	A	A	X	A	AE														
14. Polley, Tracy Business Representative City of Norwalk	X	AE	X	X	X	X														
15. Rochin, Blanca Education Entity	Appointed by Policy Board on 8/16/22	X	X	X	A	X														
16. Ryder, Tim Business Representative City of Hawaiian Gardens	X	AE	A	X	X	AE														
17. Saucedo-Garcia, Cristina Business Representative City of Downey	X	X	AE	X	X	AE														
18. Segura, Michael Business Representative City of Lakewood	AE	X	X	AE	X	X														
19. Shah, Jawahar Business Representative City of Cerritos	X	X	AE	A	A	A														
20. Trivedi, Sanjay Business Representative City of Cerritos	AE	X	A	AE	A	A														
21. Uttecht, Greg Business Representative City of Artesia	A	X	A	AE	AE	X														
22. Wehage, Larry Vice Chair Business Representative City of Bellflower	X	X	X	X	X	X														
23. VACANT Representative City of Paramount																				
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

10TH REPORT OF PY 2022 – PY 2023

JULY 1, 2022 – APRIL 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

Artesia HS Career Prep Day in Collaboration with the City of Hawaiian Gardens, Artesia High School, Helpline Youth Counseling, and SELACO WBD. This group of young people will be graduating soon and pursuing the next steps in their lives. The SELACO WBD Youth staff provided WIOA orientations to offer resources for post-graduation. They also gave a brief overview of our youth program, the Career Academy for Targeted Sectors (CATS) Boot Camp, emphasizing the importance of resumes, interviews, work experience, and goal setting. We hope that this partnership will continue to strengthen the pipeline to WIOA services.

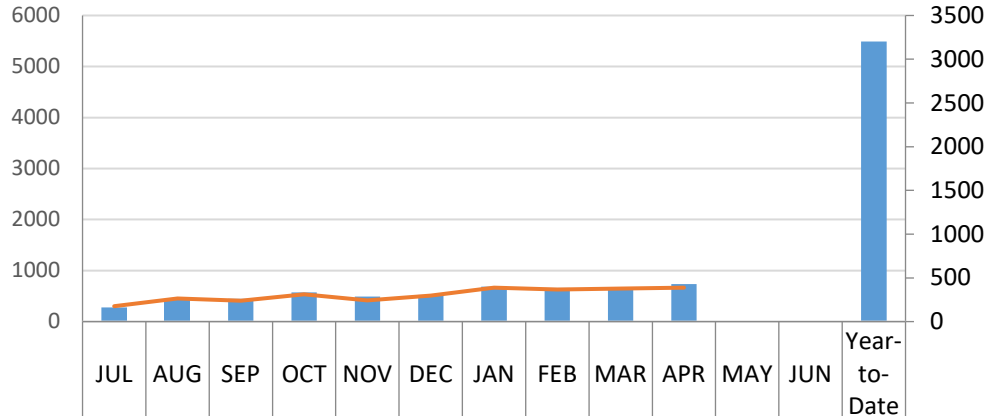


IN-THE-KNOW WITH SELACO

“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](#)

CAREER SERVICES

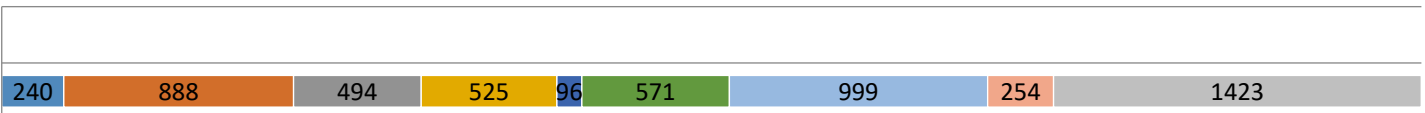
Customer Visits to AJCC



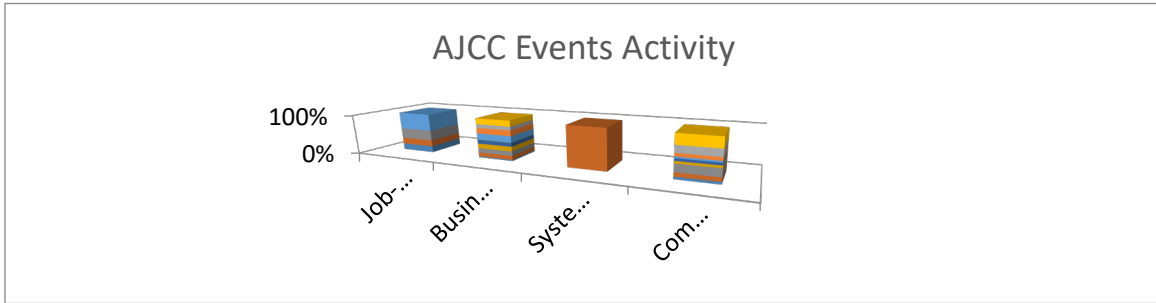
Total Visits	279	440	447	574	490	523	686	658	656	737			5490
Distinct Customers	176	265	239	311	244	299	388	365	378	388			3053

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
CCN	The business community and service agencies meet and connect to promote self-reliance, life-long learning, and a healthy community.
Goodwill Career Job Fair	Job Fair
LAPD Recruitment	Recruitment
Disney Recruitment	Recruitment
Downey Veterans Council Meeting	Veteran Resources
Lakewood Chamber Business Mixer	Networking Event
HR Basics for Small Business Owners	HR Basics Workshop
NEA Annual Youth Interview Day	Mock Interview Day for the Youth
Disney Recruitment Day	Hiring Day for Disneyland
GoodWill Open House	Open House
Artesia Networking Breakfast	Networking
Artesia Small Business Workshop	Economic opportunity Grant
OUTREACH EVENTS	DESCRIPTION
Mayfair High School Resource Fair	High school resource fair for students and family
Norwalk Homeless Task Force	Community Partners (PATH, LACADA, LAHSA, Jovenes, TWC, Dept. Of Mental Health)
State of Lakewood	State of the City: Economic growth
State of Paramount	State of the City : Economic growth.
SECA Youth Summit	SECA Youth Summit- event to empower youth and provide resources for their success.
ABC Adult School	Admin. Advisory Meeting
Paramount High School Job Fair	Job fair to provide students access to different pathways.
Artesia High School Career Prep	WIOA Orientation and intro to Career Prep.
Goodwill Career Day	Meeting with Goodwill staff and partners
CWDB H.I.R.E Grant for re entry grant	On going talk of how to collaborate
Hawaiian Gardens Teen Center	Meet and greet with youth and other resources within the community
Isaac Lopex with Builders and trade Commission	Had a meet and greet call
Chinese Culture Association of Southern California	Use of placement for Work Experience

WIOA ADULT

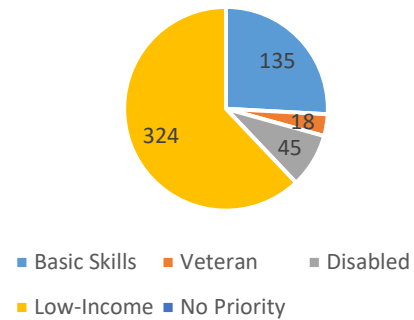
To prepare workers -- particularly individuals with barriers to employment -- for good jobs by providing job search assistance and training. The Adult Program provides an emphasis on serving public assistance recipients, other low-income individuals, and individuals who are low-skilled.

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 21/22	Q1 PY 21/22	Q2 PY 21/22	Q3 PY 21-22	Q4 PY 21-22
Employed 2 nd Quarter after Exit	64.9%	68.3%	59.3%	69.7%	
Employed 4 th Quarter after Exit	61.8%	70.7%	72.3%	60.0%	
Median Earnings	\$7,400	\$5,991.48	\$6,249.91	\$9,449.84	
Credential Rate	67.7%	60.0%	69.2%	89.5%	
Measurable Skill Gain (MSG)	70.0%	63.8%	34.0%	38.6%	

Activity Breakdown	
Carryover	298
Enrollments	267
Exits	152
Employed at Closure	49
Program Services	
Occupational Skills Training	68
On the Job Training	4
Transitional Jobs	9
Supportive Services	152
Follow-up Services	254

Priority Population



WIOA Adult Enrollment by City

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



WIOA DISLOCATED WORKER (DW)

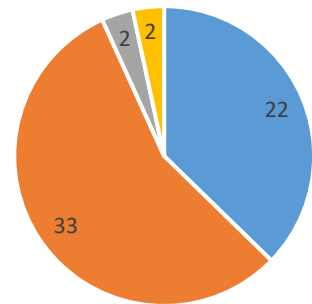
To prepare workers -- particularly individuals recently separated from employment -- for good jobs by providing job search assistance and training. The Dislocated Worker Program provides an emphasis on serving transitioning veterans, homemakers, recently unemployed, and struggling independent business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

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 21/22	Q1 PY 21/22	Q2 PY 21/22	Q3 PY 21/22	Q4 PY 21/22
Employed 2 nd Quarter after Exit	68.2%	85.7%	81.0%	88.2%	
Employed 4 th Quarter after Exit	67.0%	70.8%	77.1%	88.6%	
Median Earnings	\$8,600	\$10,430.03	\$10,694.34	\$10,711.98	
Credential Rate	79.2%	88.9%	90.9%	92.3%	
Measurable Skill Gain	70.0%	55.6%	42.9%	44.4%	

Activity Breakdown	
Carryover	86
Enrollments	28
Exits	17
Employed at Closure	8
Program Services	
Occupational Skills Training	11
On the Job Training	0
Supportive Services	21
Follow-up Services	54

Priority Population



■ Basic Skills
 ■ Low Income
 ■ Veteran
 ■ Disabled
 ■ No Priority

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.

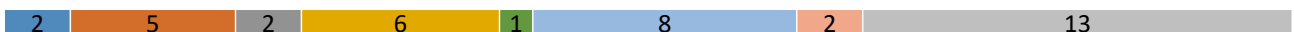
TSE PERFORMANCE INDICATORS PER QUARTER

TSE Performance Measures PY 22/23	Allocations	Goal	Actual
Projected Enrollments	50	50	38
Active WEX Enrollments	36	50	38
Exit and Follow-up 6 Months After Exit	13	50	38

Carryover
45

TSE WEX PLACEMENT BY CITY

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



WIOA YOUTH

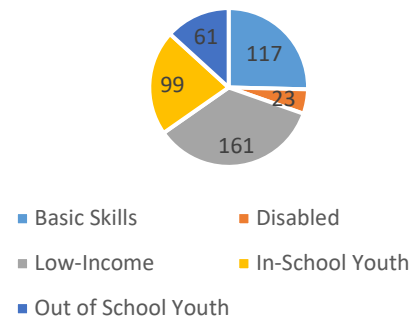
To prepare youth (ages 14-24) with barriers to employment – for good jobs by providing career exploration and training. The Youth Program provides an emphasis on serving public assistance recipients, other low-income individuals, basic skills deficient, pregnant or parenting young, foster youth, and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

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 20/21	Q1 PY 21/22	Q2 PY 21/22	Q3 PY 21/22	Q4 PY 21/22
Employed or Placed in Education 2 nd QT after Exit	68.7%	100.0%	100.0%	61.5%	
Employed or Placed in Education 4 th QT after Exit	73.0%	87.5%	69.6%	100.0%	
Median Wage	\$4,150	\$7,338.35	\$1,885.69	\$9,209.35	
Credential Rate	69.0%	60.0%	18.2%	100.0%	
Measurable Skills Gain	67.0%	33.3%	0.0%	5.7%	

Out-of-School Activity Breakdown	Actual
Carryover	122
Enrollments ABC	37
Enrollments SELACO	28
Exits	77
Employed at Closure	4
Program Services	
Occupational Skills Training	6
Enrolled in Secondary Education	0
Work Experience	117
Supportive Services	120
Follow-up Services	55

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	27	15	N/A	N/A	6	0	23	22	7	7	63	44
ABCUSD	32	17	12	0	N/A	N/A	46	52	11	11	101	80
SELACO	4	5	1	1	1	1	9	9	4	3	N/A	19

Progress	CalWORKS	Foster	JJCPA	OUSY	SIY	Total
Enrollments	37	1	1	83	21	143
Exits	3	0	0	14	1	18

BRIDGE TO WORK

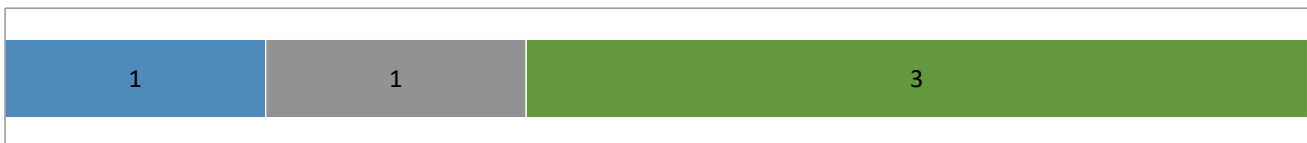
The Bridge-to-Work-Foster program works with foster youth that are eligible to enroll in the Independent Living Program (ILP) and aims to get them started on a path to a high wage career.

BRIDGE TO WORK PERFORMANCE INDICATORS PER QUARTER

B2W Projected Goals	Goal	Actual
Projected Enrollments	8	5
Active WEX Enrollments	8	0
Exits	8	0

Bridge to Work Enrollment by City

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

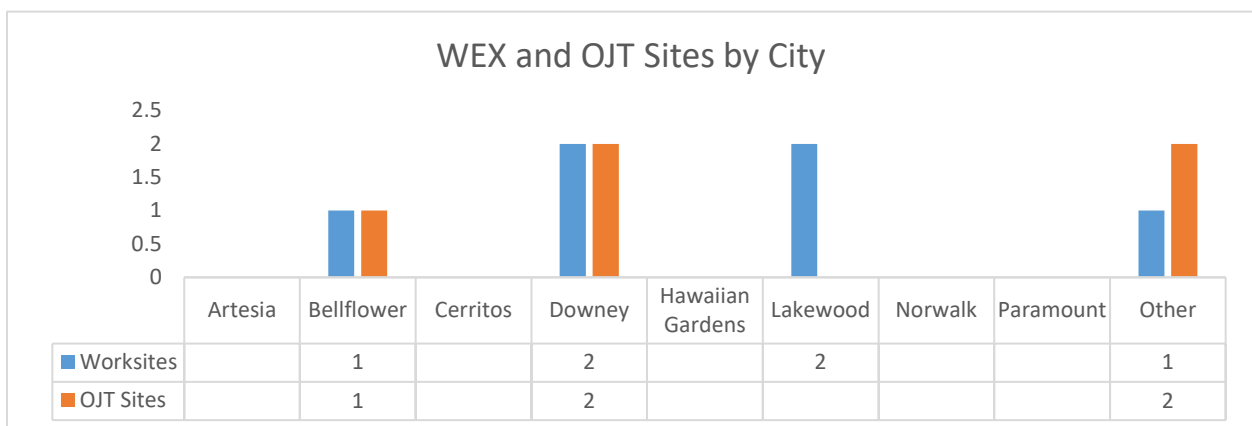


BUSINESS SERVICES

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	32
Job Development	155
Resume Referral	9
Employer Networking	200
Referral to Community Services	96
Tax Credit Program Awareness	7
Rapid Response	0
Lay-off Aversion	0
Total	499



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-21-0333 (Contract Term: 2021-2023)		
	Planned	Actual
Enrollments	427	292
Completions	427	282
Retention	402	266

Eligible Training Panel (ETP)		
ET-23-0132 (Contract Term: 2021-2023)		
	Planned	Actual
Enrollments	433	116
Completions	433	0
Retention	408	0

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	41	48
Artesia Child Development Center 18730 Clarkdale Avenue, Artesia, CA 90701 Center Director: Malajat Raja Phone Number: (562) 653-0290	49	57
Bellflower Child Development Center 447 Flower Street, Bellflower, CA 90706 Center Director: Regina Mayo Phone Number: (562) 804-7990	45	61
Bellflower II Child Development Center 14523 Bellflower Blvd., Bellflower, CA 90706 Phone Number: (562) 867-8399	70	77
Lakewood Child Development Center 5225-A Hayter Avenue, Lakewood, CA 90712 Center Director: Maria Navarro Phone Number: (562) 531-9440	54	63
Maywood Child Development Center 4803 58 th Street, Maywood, CA 90270 Center Director: Silvia Guzman Phone Number: (323) 560-5656	47	60
Norwalk Child Development Center 14000 San Antonio Drive, Norwalk, CA 90650 Center Director: Silvia Guzman Phone Number: (562) 864-1958	25	26
Total	331	392

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	20
Referrals from SHARE	N/A	51
Enrollments resulting from SHARE referrals	47	39

Enrollment Activity		
	Planned	Actual
Transitional Jobs	N/A	1
On-the-Job Training (OJT)	N/A	0
Completed STEPS	25	12
Paired with a Mentor	16	11
Occupational Skills Training	N/A	0
Employment Placement	28	3
Housing Placement	N/A	28
Supportive Services	N/A	29
Exits	N/A	11

COG Home Enrollment by City

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



ACCELERATOR GRANT WAF 9.0

SELACO WDB in partnership with South Bay Workforce Investment Board, Health Impact, HASC (Hospital Association of Southern California) and Downey Adult School have been awarded funding under the State’s Accelerator Grant WAF.90 for the development of a Specialty Nursing Training and Apprenticeship Project. The WAF9.0 will focus on establishing an apprenticeship model that will allow access to high demand and high wage positions in the specialty nursing sector.

The project goal is to enroll 15 to 20 eligible candidates into the Specialty Nursing Apprenticeship, 25 to 30 eligible candidates into a CNA/Phlebotomy training program and 25 to 30 eligible candidates into a Clinical Laboratory Scientist training program.

Accelerator Project Goals					
	Planned Enrollments	Actual Enrollments	Completions	Placements	Drops
Specialty Nursing Apprenticeship	7	9	0	9	1
CNA/Phlebotomy training program	35	25	18	9	5/3
Medical Trainings picked up from DAS	10	4			

Accelerator Enrollment by City

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



HOMELESS INITIAIVE - HOME

The SELACO RISE project is designed to move individuals from homelessness to employment with a focus on individual assessment, job readiness, support services, skills training, earn and learn/on-the-job training, placement and retention in a job which pays a living wage. In order to end individual homelessness, job retention is crucial to the success of these individuals and will require the necessary supports to be provided by Mentored. Our overall objective is to meet the employment challenges facing homeless persons in their search for employment and to facilitate their assimilation into the workplace thereby enhancing the outcomes within the workforce.

HOMELESS INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	15	4
WIOA Co-enrollments	11	4
Placements	11	4
Exits	N/A	7

Program Services	Planned	Actual
Follow-up Services	11	1
On the job Training	7	2
Transitional Jobs	8	3
Supportive Services	N/A	6

Carryover	13
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Homeless Initiative 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: June 20, 2023

TO: SELACO Policy Board

FROM: Yolanda L Castro, Executive Director 

RE: Approval to Submit the SELACO WDB's Local Area Subsequent Designation and Local Board Recertification Application

On May 25, 2023, the SELACO WDB reviewed and approved the attached Local Area Subsequent Designation and Local Board Recertification Application.

This item comes to the Policy Board for your review and approval.

Per state Directive WSD 22-14, the SELACO WDB is required to secure Local Area subsequent designation and Local Board recertification every two (2) years through an application process.

WIOA Sections 106 and 107 provide criteria for subsequent designation of Local Areas and recertification of Local Boards. WIOA Section 106 requires the Governor to designate Local Areas within the state, and WIOA Section 107 requires the Governor to certify one Local Board for each Local Area.

According to WIOA Section 106, a Local Area must have performed successfully, sustained fiscal integrity, and engaged in the regional planning process to receive subsequent designation. According to WIOA Section 107, a Local Board must have performed successfully, sustained fiscal integrity, and met membership requirements to receive recertification. The applications for the Local Area subsequent designation and Local Board recertification have been combined into one application.

Approved applications will be effective July 1, 2023 – June 30, 2025.

Attached for your review, approval and corresponding signature is the SELACO WDB's application for Local Area subsequent designation and Local Board recertification.

Action Required:

Support the SELACO WDB Boards approval to:

Approve the Executive Director request to submit the SELACO WDB's application for Local Area subsequent designation and Local Board recertification.

**Local Area Subsequent Designation and
Local Board Recertification Application
For Program Year 2023-25**

Local Workforce Development Area

Southeast Los Angeles County (SELACO)
Local Workforce Development Area (LWDA)

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted by 5 p.m. on Friday, April 14, 2023, to the CWDB at PolicyUnit@cwdb.ca.gov.

Southeast Los Angeles County Local Workforce Development Board (SELACO WDB)

Name of Local Area

10900 East 183rd Street, Suite 350

Mailing Address

Cerritos, CA 90703

City, State, ZIP

May 26, 2023

Date of Submission

Yolanda L. Castro, Executive Director

Contact Person

(562) 484-5045

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members:

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
- Representatives of businesses, including small businesses or business organizations.
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

LOCAL BOARD BUSINESS MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Larry Wehage	Chair	Bellflower Chamber (Vice President) Lions Club International	6/21/22	6/30/24
Aaron Drake	Vice Chair	USC – University Police Department	6/15/21	6/30/23
Mark Dameron	Secretary/ Treasurer	City of Lakewood Chamber Member Rotary Club of Lakewood	6/15/21	6/30/23
Sergio Cueva	Member	Hawaiian Gardens Casino	8/16/22	6/30/24
Joseph Derthick	Member	AFLAC	10/16/21	6/30/23
Shannon McGehee	Member	World Energy	8/16/22	6/30/24
Leila Nam	Member	D.K. Property Management	10/19/21	6/30/23
Vijay Patel	Member	City of Downey Chamber Member LA City Deputy Attorney	8/16/22	6/30/24
Tracy Polley	Member	Kelco Sales	6/21/22	6/30/24
Tim Ryder	Member	Microsoft	4/20/21	6/30/23
Cristina Segura-Garcia	Member	Kaiser Downey Medical Center	6/15/21	6/30/23
Michael Segura	Member	Farmers Insurance	6/21/22	6/30/24
Jay Shah	Member	AMC, Inc.	8/16/22	6/30/24
Sanjay Trivedi	Member	Law Office if Sam Trivedi	8/16/22	6/30/23
Gregg Utrecht	Member	Fabrica Fine Carpets and Rugs	6/21/22	6/30/24
Vacant	-	-	-	-

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area’s workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.
- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board’s labor members:

LOCAL BOARD LABOR MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Ben Espitia	Member	Goodwill Southern Los Angeles County	6/21/22	6/30/24
Kevin Kucera	Member	IAM #1484	6/21/22	6/30/24
Vacant	-	-	-	-
Vacant	-	-	-	-
Vacant	-	-	-	-
Vacant	-	-	-	-

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers; and
- Institutions of higher education providing workforce investment activities.

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment. List the Local Board’s education members:

LOCAL BOARD EDUCATION MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Belle Gomez	Member	Cerritos College	6/21/22	6/30/24
Blanca Rochin	Member	Downey Adult School	8/16/22	6/30/23

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state’s employment service office under the *Wagner-Peyser Act*.
- Programs carried out under Title I of the federal *Rehabilitation Act*.

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

List the Local Board’s economic and community development members:

LOCAL BOARD ECONOMIC AND COMMUNITY DEVELOPMENT MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Ashley Burrell	Member	California Department of Rehabilitation	8/16/22	6/30/24
Connie Chan	Member	California Employment Development Department	10/19/21	6/30/23
Barbara Levine	Member	L.A. County Economic Development Corporation	6/21/22	6/30/24

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 OR PY 21-22, as described in Workforce Services Directive *Calculating Local Area Performance and Nonperformance* (WSD20-02) dated September 18, 2020, for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 20-21 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	63.35%	61.17%
Median Earnings 2 nd Quarter After Exit	\$6,737.20	\$8,570.00
PY 20-21 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	73.24%	
Median Earnings	\$4,558.70	

PY 21-22 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	69.27%	51.74%
Median Earnings 2 nd Quarter After Exit	\$7,957.44	\$7,820.94
PY 21-22 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	65.45%	
Median Earnings	\$5,260.60	

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation:

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Since the establishment of California’s Regional Planning Units (RPU) under the Workforce Innovation and Opportunity Act (WIOA), SELACO WDB has remained active in the efforts and initiatives of the Los Angeles Basin RPU. These include:

Regional Planning: SELACO WDB leadership and staff have participated in every iteration of regional plan development and implementation since the enactment of WIOA. During the current four-year planning cycle, SELACO WDB representatives contributed to discussions that led to the development of the PY 2021-24 L.A. Basin Regional Plan and, more recently, its 2023 Biennial Modification.

Regional Planning Implementation Grants: Even before the establishment of RPUs and various regional grants that would come later, SELACO WDB played a leadership role in designing and executing projects under the California Workforce Development Board’s SlingShot grant program, a forerunner to subsequent regional grant programs. Most recently, SELACO WDB’s participation in and contributions to Regional Plan Implementation (RPI) grant activities have included:

RPI 3.0 Grant: Under this grant, objectives included regional discussions on best practices regarding supportive services. From these discussions, Foothill WDB, which led the project, assembled a “best practices” list of regional "outside the box" support services that enhance success in the delivery of work experience and related services. From the best practice list, SELACO WDB opted to implement two components: on-the job coaching and lived mentorship. Both components were offered via a contract with *Mentor*. *Mentor* was engaged to provide internet-based placement strategies for twenty-five participants through its technology platform, while incorporating one-on-one client engagement and job coaching with the “lived mentor” coach.

RPI 4.0 Grant: The grant focused on training in diversity, equity, and inclusion (DEI) , COVID-19 response, environmental sustainability, and broad access to opportunities for diverse businesses and workers. There were many grant objectives to select from and SELACO WDB opted to focus on DEI training for staff. Two types of training were made available. The first was a facilitated 1.5-2-hour staff engagement/conversation addressing DEI and how it affects program design and service delivery. This opportunity was offered to all staff. The second training was a three-day certificate program on DEI. Twenty-seven SELACO WDB staff members, from front line workers to agency leadership, participated in the three-day DEI training and are now certified.

Other state-funded regional grant projects in which SELACO WDB collaborates with partners across the L.A. Basin include past and present Prison to Employment (P2E) grants and the new Regional Equity and Recovery Project (RERP), under which SELACO WDB will be concentrating on a sub-regional initiative with Pacific Gateway WDB and local training providers on programs to prepare workers for careers in the logistics and hospitality industries.

Other Regional Initiatives: SELACO WDB management and staff regularly participate in a wide range of regional initiatives. Examples include:

Community Economic Resilience Fund (CERF): Participation on the Business Advisory Subcommittee with representatives of local workforce boards and other stakeholders in this economic and workforce development initiative.

Southern California Apprenticeship Network: In collaboration with local boards from the L.A. Basin RPU and adjacent regions, participation with this recently formed network of organizations that are focused on increasing the availability of apprenticeships.

L.A. County Office of Education Logistics Training Program Committee: Participation in the planning and oversight group for this regional training program, which is locally offered at Cerritos College.

Workforce Accelerator Fund 9.0 Grant Regional Healthcare Training Project: Collaboration in this healthcare careers-focused project with South Bay WIB, the Hospital Association of Southern California, and various statewide, regional, and local training providers.

Rapid Response Roundtable: Participation in regular meetings with local boards from the region, along with representatives from the California Employment Development Department and the U.S. Department of Labor.

Performance Negotiations: SELACO WDB annually participates alongside other local boards in the Los Angeles Basin region in negotiations with state representatives regarding regional performance measures.

Local Area Assurances

Through PY 23-25, the Local Area assures the following:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (WSD19-05), dated December 4, 2019.
- All close out reports will comply with the policies and procedures listed in *WIOA Closeout Requirements* (WSD16-05), dated July 29, 2016.

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of the *CUIC Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The Local Area will select the America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).

- E. The Local Area will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.

- F. The Local Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, including the collection of necessary data.

- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).

- H. The Local Area will participate in regional performance negotiations.

- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.

- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

Larry Wehage

Jeff Wood

Name

Name

Chair, WDB

Chair, Policy Board

Title

Title

May 26, 2023

June 20 2023

Date

Date

To: SELACO WDB Policy Board
From: Jack Joseph, Policy Board Administrator
Date: June 20, 2023
Subject: Consideration of Annual Appointments to the WDB

The terms of the following WDB members expire as of June 30, 2023. They are eligible for reappointment to the WDB for new two-year terms expiring June 30, 2025.


Artesia Private Sector—Leila Nam (Kam Bor, Inc.)
Bellflower Private Sector—Aaron Drake (USC University Police Department)
Cerritos Private Sector—Sanjay Trivedi (Trivedi & Associates)
Downey Private Sector—Cristina Saucedo-Garcia (Kaiser Downey Medical Ctr)
Hawaiian Gardens Private Sector—Tim Ryder (Microsoft)
Lakewood Private Sector—Mark Dameron (Rotary Club of Lakewood)
Educational Entity—Blanca Rochin (Downey Adult School)

In addition to the above, there are vacancies in three seats with terms that expire on June 30, 2025:

Norwalk Private Sector
Paramount Private Sector
Labor Organization



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.

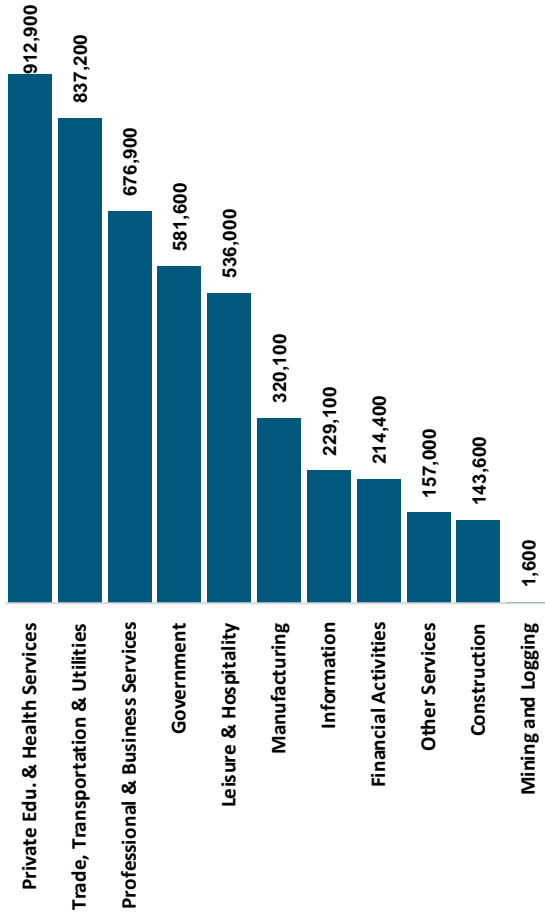
Note: While "Just Cause" or "Emergency Circumstance" allow for remote appearance, there still must be a quorum of the Board present to act on any board agenda items. The remote attendee does not support the completion of a quorum.

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.

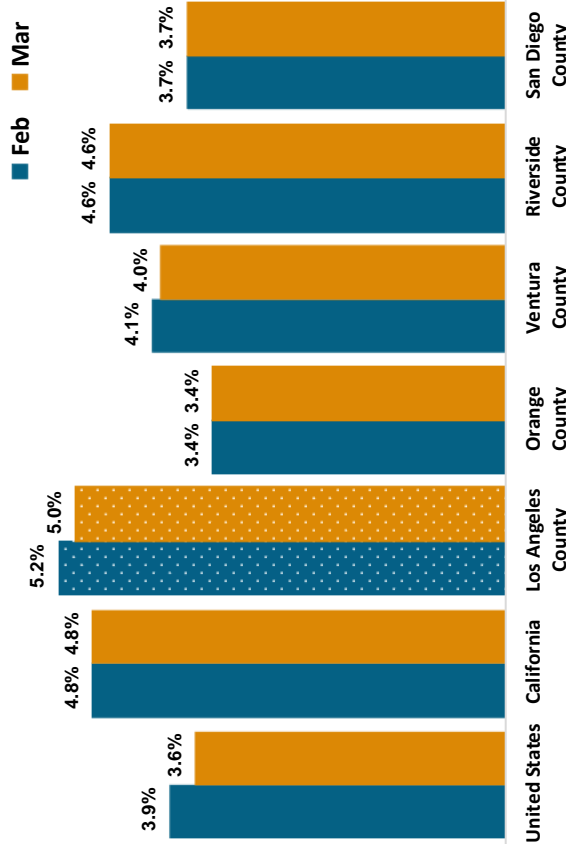
Action Required:

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

March Industry Sectors Ranked by Employment Size¹



Unemployment Rate (%)²



Online Job Advertisements – March 2023 Help Wanted OnLine³

Top 10 Employers

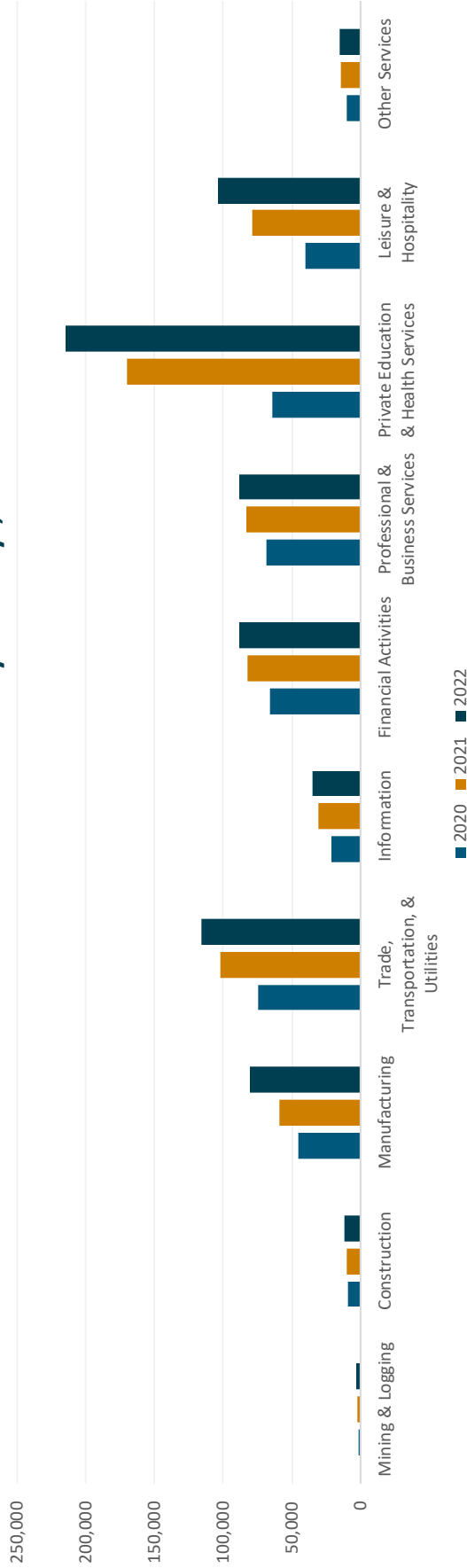
Northrop Grumman	2,381	Registered Nurses
University of California, L.A.	2,319	Managers, All Other
Space X	1,508	Retail Salespersons
Starbucks Coffee Company	1,175	Sales Reps., Wholesale & Mfg., excl. Tech & Sci. Products
Kaiser Permanente	1,077	Computer Occupations, All Other
University of Southern California	968	Customer Service Representatives
Cedars-Sinai	846	First-Line Supervisors of Retail Sales Workers
Providence Health & Services	836	Software Developers, Applications
Marriott International Inc.	629	Medical and Health Services Managers
Allied Universal	619	Combined Food Prep. & Serving Workers, incl. Fast Food

Top 10 Occupations

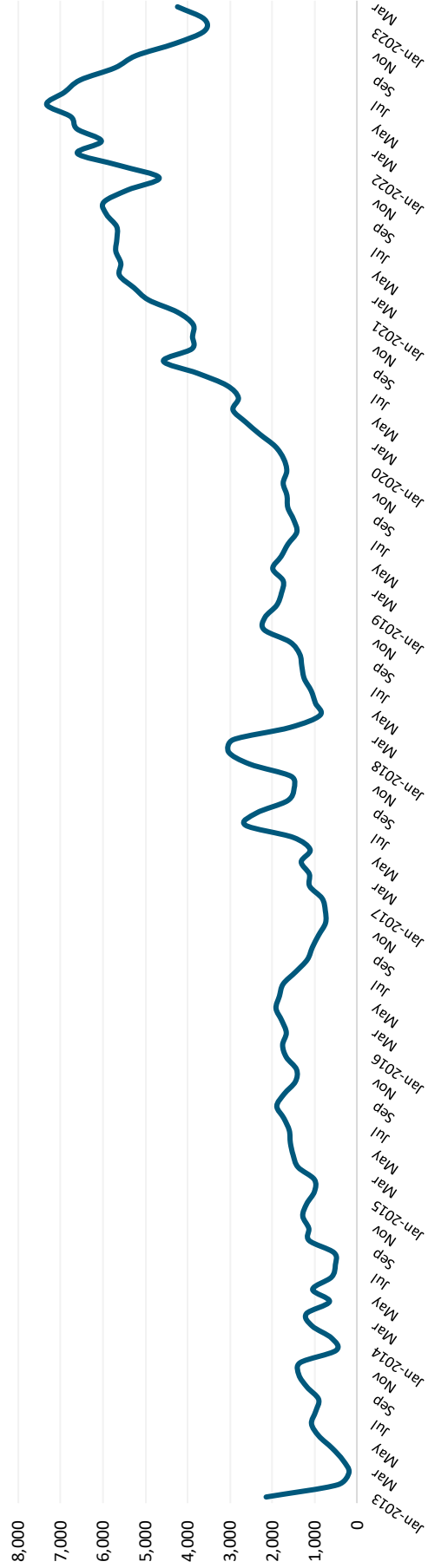
Registered Nurses	7,129	Los Angeles	70,570
Managers, All Other	4,899	Pasadena	6,774
Retail Salespersons	4,218	Long Beach	6,653
Sales Reps., Wholesale & Mfg., excl. Tech & Sci. Products	4,027	Burbank	5,696
Computer Occupations, All Other	3,509	Santa Monica	5,180
Customer Service Representatives	3,417	Torrance	4,623
First-Line Supervisors of Retail Sales Workers	3,390	Glendale	3,591
Software Developers, Applications	2,570	Santa Clarita	3,516
Medical and Health Services Managers	2,288	El Segundo	3,428
Combined Food Prep. & Serving Workers, incl. Fast Food	2,266	Palmdale	2,733

Top 10 Cities

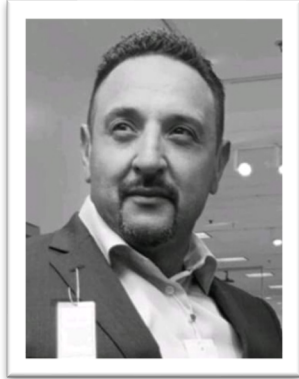
Online Job Advertisements by Industry⁴, 2020-2022



Work From Home Online Job Postings⁵, 2013-2023



Sources: ¹Current Employment Statistics (March 2023), ²Local Area Unemployment Statistics (March 2023), ³The Conference Board®-Burning Glass® Help Wanted OnLine® (HWOL) Data Series (March 2023), ⁴The Conference Board®-Burning Glass® Help Wanted OnLine® (HWOL) Data Series (2020-2022), ⁵The Conference Board®-Burning Glass® Help Wanted OnLine® (HWOL) Data Series (2013-2023) – Postings are classified as “Work From Home” if any part of the ad offers work from home, telecommute, work remotely, or related keyword as an option.



Gustavo Flores, Paramount

Workforce Challenge:

Gustavo worked at Costco as a temp for a month, followed by a couple of years of unemployment. He had experienced homelessness and found it difficult to get replies from companies who might hire him. He decided that he wanted to return school to earn his Project Management Professional (PMP) and 6 Sigma Certification. Gustavo connected with SELACO WDB America’s Job Center in Cerritos for assistance.

Workforce Solution:

After enrolling in the WIOA program, Gustavo was housed through a partner agency. He started searching for jobs online and worked with a temporary staffing agency. SELACO provided Gustavo with a bus pass, interview and work attire. His Career Development Specialist (CDS) offered continuous support and was in constant communication with him.

Workforce Outcome/Results:

Once the staffing agency learned that Gustavo had management experience, he was encouraged to apply for a warehouse management position in Whittier. He was interviewed and was given a job offer! His job duties include facilitating all aspects of the warehouse’s daily schedule. He is earning a good salary and was able to purchase his own car. When asked what he liked best about his new job, Gustavo replied, “I like that I was given the opportunity to be an employee.” He advises other job seekers; “Never give up, no matter what.”