

**Executive Committee and FULL WDB BOARD OF DIRECTORS' MEETING**

**May 22 2025**

**Thursday**

**3:00**



**Executive Committee and FULL WDB BOARD OF DIRECTORS' MEETING**

**SELACO WDB  
10900 E 183<sup>rd</sup> Street, Suite 350  
Cerritos, CA 90703**

**May 22, 2025  
Thursday  
3:00 PM – 5:00 PM**

**Members of the public wishing to address the board must complete and return a public comment speaker card prior to the start of the meeting. Please contact Carol Reyes-Davis at [carol.reyes@selaco.com](mailto:carol.reyes@selaco.com)**

**AGENDA**

CALL TO ORDER	LeGaspi	
PLEDGE OF ALLEGIANCE	LeGaspi	
ROLL CALL	Espitia	
2024 – 2025		Page 1
PUBLIC COMMENTS	Wehage	
CHAIR'S COMMENTS	LeGaspi	
EXECUTIVE DIRECTOR'S MESSAGE / UPDATE / STAFF REPORT	Castro	
CONSENT CALENDAR	LeGaspi	
1A. Approval of Minutes March 27, 2025		3
1B. Approval of Fiscal Report 07/01/24 – 04/30/25		8
1C. Approval of Program Report for 07/01/24 – 04/30/25		21
ACTION ITEM (S):		
2. Status of the LA Planning Unit Regional Plan	Castro	46
Regional Plan		47

# Executive Committee and FULL WDB Board of Directors' Meeting

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3. Approval of Final Draft MOUs and IFA with WIOA Partners	Castro	103
4. Request on Spending Authority for Fiscal Year 2025-2026	Castro	105
5. One Stop Operator Procurement Update and Approval to Re-release RFP for One Stop Operator Services	Castro	106
6. Approval to Release an RFP for IT Technical Support Services Agreement	Castro	108
7. Approval of Policy: Priority of Services for Veterans and Their Spouses	Castro	111
8. Approval for SELACO WDB Policy Amendments Per State Review	Castro	124
Eligibility – Adult and Dislocated Worker Policy		126
Support Services Policy		140
Selective Services Policy		145
Debt Collection Policy		150
Recovery of Tuition & Training Funds Policy		154
Priority of Services Policy		157
9. Approval to Extend Moss, Levy and Hartzheim Contract For Single Audit Services	Castro	160
10. Approval to Accept Anticipated Funding and Implement a Youth at Work, Work Experience Program for PY 2025-2026	Castro	161
11. Election of Officers	Castro	163
ONE STOP OPERATOR REPORT	Baquerizo	
Presentation / Information / Recommendations		
ACTION ITEM (S): NONE		
INFORMATION ITEM (S):		
INFORMATION ITEM (S):		
1. Ethics Training AB1234	Castro	166

*Materials related to an item on this agenda submitted to the SELACO WDB after distribution of the agenda packet are available for public inspection in the SELACO WDB office at 10900 E. 183<sup>rd</sup> Street, Suite 350, Cerritos, CA 90703 during normal business hours.*

**Executive Committee and FULL WDB Board of Directors' Meeting**

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INTERESTING CORRESPONDENCE

1. National Association of Workforce Boards Letter of Congress	Castro	167
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BOARD MEMBER COMMENTS	LeGaspi
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POLICY BOARD ITEMS/REQUESTS	LeGaspi
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AGENDA REQUESTS FOR NEXT MEETING	LeGaspi
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CHAIR'S CLOSE	LeGaspi
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ADJOURNMENT OF OPEN SESSION	LeGaspi
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**Policy Board Meeting: June 17, 2025**

**Next Full WDB Meeting: July 24, 2025**

*Meetings of the SELACO WDB are accessible to persons with disabilities. The SELACO WDB will provide reasonable accommodations upon request. Requests should be received at least 72 hours prior to the meeting.  
Please call (562) 402-9336 to request accommodations.*

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**SELACO WDB Board of Directors  
Attendance Roster – PY 24/25**

<b>Board Member</b>	<b>7/25/24</b>	<b>9/26/24</b>	<b>10/24/24</b>	<b>1/23/25</b>	<b>3/27/25</b>	<b>5/22/25</b>
<b>1. Burrell, Ashley</b> Rehabilitation Organization	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>2. Chan, Connie</b> Public Employment Service	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>3. Cueva, Sergio</b> Business Representative City of Hawaiian Gardens	<b>AE</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>4. Drake, Aaron</b> Business Representative City of Bellflower	<b>X</b>	<b>X</b>	<b>AE</b>	<b>AE</b>	<b>AE</b>	
<b>5. Espitia, Ben</b> Secretary/Treasurer Labor Organization	<b>X</b>	<b>AE</b>	<b>X</b>	<b>X</b>	<b>A</b>	
<b>6. Gomez, Belle</b> Education Entity	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>7. Johnson, Linden</b> Economic Development	<b>APPOINTED BY POLICY BOARD 2/18/25</b>				<b>X</b>	
<b>8. Kucera, Kevin</b> Labor Organization	<b>AE</b>	<b>AE</b>	<b>AE</b>	<b>AE</b>	<b>AE</b>	
<b>9. LeGaspi, Richard</b> Chair Business Representative City of Norwalk	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
<b>10. McGehee, Shannon</b> Business Representative City of Paramount	<b>A</b>	<b>A</b>	<b>A</b>	<b>A</b>	<b>A</b>	
<b>11. Nam, Leila</b> Business Representative City of Artesia	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>AE</b>	

Board Member	7/25/24	9/26/24	10/24/24	1/23/25	3/27/25	5/22/25
<b>12. Parada, Erika</b> Business Representative City of Lakewood	AE	X	A	A	X	
<b>13. Perez, Genoveva</b> Business Representative City of Paramount	X	X	X	X	AE	
<b>14. Polley, Tracy</b> Business Representative City of Norwalk	X	X	X	X	X	
<b>15. Rochin, Blanca</b> Education Entity	AE	X	X	X	AE	
<b>16. Ryder, Tim</b> Business Representative City of Hawaiian Gardens	AE	X	AE	X	AE	
<b>17. Saucedo-Garcia, Cristina</b> Business Representative City of Downey	AE	AE	AE	AE	X	
<b>18. Segura, Michael</b> Business Representative City of Lakewood	X	X	X	AE	XV	
<b>19. Shah, Jawahar</b> Business Representative City of Cerritos	A	A	X	A	AE	
<b>20. Trivedi, Sanjay</b> Business Representative City of Cerritos	AE	AE	A	A	AE	
<b>21. Uva, Carrie</b> Business Representative City of Downey	APPOINTED BY POLICY BOARD 2/18/25				A	
<b>22. Uttecht, Greg</b> Business Representative City of Artesia	X	X	X	AE	X	
<b>23. Villareal, Rudy</b> Labor Organization	X	X	X	X	X	
<b>24. Wehage, Larry</b> Vice Chair Business Representative City of Bellflower	X	X	X	X	X	
<b>25. VACANT</b> Labor Organization						
<b>26. VACANT</b> Labor Organization						
<b>27. VACANT</b> Labor Organization						

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

XV = PRESENT VIRTUAL



**Executive Committee and FULL WDB Board of Directors' Board  
Meeting MINUTES**

**March 27, 2025**

**3:00 PM**

**SELACO WDB**

**CALL TO ORDER**

The Executive Committee and FULL WDB Board of Directors' Board Meeting was called to order by Richard LeGaspi at 3:04 p.m.

**PLEDGE OF ALLEGIANCE**

Vice Chairman Larry Wehage led the Pledge of Allegiance.

**ROLL CALL**

**WDB BOARD OF DIRECTORS PRESENT**

Burrell, Ashley	Chan, Connie
Cueva, Sergio	Gomez, Belle
Johnson, Linden	LeGaspi, Richard
Nam, Leila	Parada, Ericka
Polley, Tracey	Saucedo-Garcia, Cristina
Segura, Michael - VIRTUAL	Uttecht, Greg
Villareal, Rudy	Wehage, Larry

**WDB BOARD OF DIRECTORS ABSENT**

Espitia, Ben	McGehee, Shannon
Uva, Carrie	

**WDB BOARD OF DIRECTORS EXCUSED**

Drake, Aaron	Kucera, Kevin
Perez, Genoveva	Rochin, Blanca
Ryder, Tim	Shah, Jawahar
Trivedi, Sanjay	

**SELACO WDB STAFF PRESENT**

Castro, Yolanda	Alvarez, Meredith
Cardona, Jefferson	Chaves, Casey
Coronel, Corina	Davis, Carol
Diep, Chau	Ferranti-Lansdown, Tammy
Gutierrez, Jeanette	Lucero, Lillian
Michel, Sandra	Von Heeder, Adam

**MEMBERS OF THE PUBLIC PRESENT**

Baquerizo, David – One Stop Operator  
Joseph, Jack – Policy Board Administrator

**PUBLIC COMMENTS**

None

**WDB CHAIR'S COMMENTS**

Chairman LeGaspi introduced new board member Linden Johnson. Mr. Johnson replaces Barbara Levine, who represents Economic Development with the LAEDC.

**EXECUTIVE DIRECTOR'S MESSAGE/UPDATE/STAFF REPORT****Critical Dates**

- Application to the State to continue delivery of Adult and Dislocated Worker Programs was due March 1, 2025. Staff submitted the application February 20, 2025.
- The SELACO WDB Local Plan is prepared for your review and approval today under Action Item #5.
- The Regional Plan will be presented to the Board at the May meeting.
- All negotiated MOUs with WIOA Mandatory Partners are due to the State on June 30th (they will be presented to the Board at the May meeting).
- Scheduled for April 17th from 10 am – noon the SPAC virtual meeting to present outcome of the Jobseeker AI Focus Group.
- Leadership is planning a June Strategic Planning session that will be focused on our AI discoveries with the objective of developing an action plan. The action plan will focus on enhancing services to business, jobseeker training and enhancing staff capacity to assist jobseekers interested in a career in technology with a focus on AI.

Executive Director reported out on the implementation of the new Organization Chart effective February 1, 2025. Changes addressed included:

- Following the retirement of Kay Ford, Sandra Michel stepped into the role of Deputy Director of Governance, Policy and Strategic Partnerships. This expands her duties overseeing MIS/Contracts/Compliance and Strategic Partnerships to include oversight of IT and ETP – a new job description is in the agenda for Board approval under Action Item #6.
- Lillian Lucero has secured the position of ETP Manager. Lillian has been a member of the Business Engagement Team for three years mastering the ins and outs of WIOA Business Services, while taking the initiative to dive into the ETP Project. Impressed with her motivation and commitment to learn ETP, Kay Ford moved her into the ETP Coordinator role, which positioned her well to secure the role of ETP Manager under the direction of Sandra Michel.
- As we transitioned into the new organization chart, we lost Tara Luna as our Business Services Manager. Casey Chaves has stepped up as Interim Manager until a full-time replacement can be found.

**Executive Director reported details on a New Grant for the SELACO WDB**

- SELACO WDB secured just under a million in funding to build our capacity in serving individuals with disabilities. A board memo addressing the details of the grant and seeking authorization to secure funds is in today's board packet under Action Item #3.
- A grant was also submitted to expand our Sector Strategies Initiative. Staff are waiting for the outcome of our application for funding.

**Activities in Sacramento**

- Day at the Capitol – Board Member Blanca Rochin joined SELACO WDB Staff Members Sandra Michel and David Cardenas. The group met with State Representatives such as staff from Assembly members Pacheco and Quirk Silva, Speaker Solis, Senators Archuleta and Gonzales. The focus was educating our members on training services for local job seekers and youth services.
- Presentation to the Employment Training Panel (ETP) to secure additional funding. Kay Ford's final function as a member of the SELACO WDB Team was mentoring new ETP Manager Lillian Lucero on the submission and presentation of an application for funding.



#### Highlights of staff engaged in various community events

- Los Cerritos Mall “Be a Hero Event” – Executive Director asked Sandra Michel to share details about the “Be a Hero Event.” Deputy Director Michel shared the unique partnership with Cerritos Mall to promote the opportunity for mall vendors to secure a Work Experience Contract and be a Hero to local youth seeking to expand their work experience. This was the first time attempting an event like this and due to its success, we anticipate there will be future events.

#### Boots on the Ground Activities

- Bellflower Chamber Mingle
- Hiring Event for Securitas – Security Guard Services
- Norwalk Chamber ‘s Women in Leadership Conference
- Norwalk Education Alliance – Student Mock Interviews
- Lakewood and Paramount State of the City Events

Executive Director provided an update on WIOA Reauthorization which did not happen in 2024. Some general thoughts shared:

- Currently operating on a Continuing Resolution which ends in September 2025.
- There is still interest in reauthorizing WIOA.
- While there are aggressive efforts to reduce the federal budget, we are happy to hear that Lori Chaves-De Rener has been confirmed as the new Secretary of Labor and Henry Mack II as Assistant Secretary of labor. This is a good sign, there are no plans to eliminate the Department of Labor, as there are for the Department of Education. WIOA services fall under the oversight of the Department of Labor.

### **CONSENT CALENDAR**

A motion was made by Larry Wehage to approve the Consent Calendar as presented, seconded by Tracey Polley. With no further discussion, motion carries to approve.

#### **1A. Approval of Minutes: January 23, 2025**

#### **1B. Approval of Fiscal Report: 07/01/24 – 02/28/25**

#### **1C. Approval of Program Report: 07/01/24 – 12/31/24 (Receive and File)**

### **ACTION ITEM(S)**

#### **2. Universal Work Experience Agreement**

A motion was made by Ashley Burrell to approve the adoption of the Universal Work Experience (WEX) Agreement to be utilized across all current and future WEX programs, with the flexibility to incorporate addendums for new funding streams as needed, effective March 1, 2025, seconded by Erika Parada. With no further discussion, motion carries to approve.

#### **3. Approval of Disability, Access, Equity and Inclusive (DAEI) Grant Award and Contracting Authority**

A motion was made by Connie Chan to:

1. Authorize staff to accept the DAEI grant award of \$993,000.
2. Authorize staff to initiate a contract with Zavikon for an amount not to exceed \$300,000.
3. Authorize staff to initiate a contract with consultant Michael Bernick for an amount not to exceed \$75,000.

Seconded by Rudy Villareal. With no further discussion, motion carries to approve.

**4. Approval of SELACO WDB Budget Modification for Program Year 2024-2025**

A motion was made by Tracey Polley to approve budget modification for Program Year 2024-2025 as submitted, seconded by Larry Wehage. With no further discussion, motion carries to approve.

**5. Regional and Local Plans for Program Year 2024-2025**

A motion was made by Larry Wehage to:

- Approve and sign the SELACO WDB Local Plan for PY 2025-2028.
- Confirm submittal of the Local Plan alongside the LABRPU Regional Plan, scheduled for review and approval by the SELACO WDB at the May Board meeting.
- Upon approval, authorize submission of the Regional and Local Plans to the State by June 30, 2025.

Seconded by Connie Chan. With no further discussion, motion carries to approve.

**6. Update on Organizational Chart and Salary Scale Revisions**

A motion was made by Larry Wehage to approve the job descriptions for the new positions as presented, seconded by Erika Parada. With no further discussion, motion carries to approve.

**7. Approval to Release a Request for Proposal for One Stop Operator Services**

A motion was made by Tracey Polley to:

- Approve the Executive Director to release the One Stop Operator Request for Proposal for the Southeast Los Angeles County Workforce Development Board.
- Approve a budget not to exceed \$50,000 per contract year for deliverables established under the One Stop Operator's negotiated Scope of Work (SOW).

Seconded by Rudy Villareal. With no further discussion, motion carries to approve.

**8. Security Guard Contract**

A motion was made by Connie Chan to approve the Executive Director to execute a three-year contract between the SELACO WDB and Allied Universal at hourly rate of \$25.98, with the annual cost to be shared with EDD per the amended sublease agreement, seconded by Erika Parada. With no further discussion, motion carries to approve.

**ONE STOP OPERATOR REPORT****INFORMATION ITEM (S)****1. Ethics Training AB1234**

Page 64 of the agenda provides an updated list of board members who completed the mandatory ethics training. All board members must complete a two-hour training. Please contact Carol for a direct link to the online course or for any questions.

**2. Employment Training Panel (ETP) Award**

On February 28, 2025, the ETP Panel awarded the SELACO WDB \$850,000 to support upskilling initiatives for businesses within our region and surrounding areas.

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**3. Economic Summary**

The economic summary for the SELACO WDB region can be found on page 66 of the agenda.

**INTERESTING CORRESPONDENCE**

**1. Thank You Card from B Levine**

A thank you card to the board from Barbara Levine can be found on page 67 of the agenda.

**BOARD MEMBER COMMENTS**

Chairman LeGaspi asked all in attendance for final thoughts/comments.

**POLICY BOARD ITEMS/REQUESTS**

None

**AGENDA REQUESTS FOR NEXT MEETING**

None

**CHAIR'S CLOSE**

None

**ADJOURNMENT OF OPEN SESSION**

The meeting was adjournment at 4:17 p.m.

**SELACO WDB**  
**Statement of Activities (by Fund)**  
**From 7/1/2024 through 4/30/2025**

	Employment Training Panel Grant	LA County Grants	Pre-School Grant	WIOA Adult&DW & Special Projects	WIOA Youth Grant	Rapid Response / Lay-Off Aversion Grants	Other Grants	Non-WIOA Training Expenditures	Total
Revenues / (Deferred Revenues)	50,157	453,277	3,758,436	1,925,653	1,031,229	100,746	421,470	456,571	8,197,539
Accounts Receivable	0	50,970	0	449,361	153,167	53,812	63,392	0	770,702
Total Revenues	50,157	504,247	3,758,436	2,375,014	1,184,396	154,558	484,863	456,571	8,968,241
Expenditures									
Administration Services	12,661	53,663	363,207	202,446	64,351	14,056	28,940	0	739,325
Contracted Program Costs	0	378,861	3,395,229	24,424	172,248	0	13,103	0	3,983,865
Support Services	0	1,581	0	25,613	15,516	0	7,112	0	49,822
Vendor Training	162,359	3,990	0	424,995	14,780	0	24,122	456,571	1,086,816
Work Exp/Skillz Menu/Supplies	0	35,037	0	20,007	148,978	0	11,990	0	216,012
WIOA Core/Basic Career Services	0	0	0	610,061	207,814	0	0	0	817,875
WIOA Intensive/Individualized Career Svcs	0	0	0	515,073	0	0	0	0	515,073
WIOA Follow-Up Career Services	0	0	0	83,968	6,544	0	1,131	0	91,643
WIOA Business Services	0	0	0	270,885	134,519	0	0	0	405,404
Other Program Costs	120,843	31,116	0	0	416,148	140,502	349,894	0	1,058,502
Cash Expenditures	295,863	504,247	3,758,436	2,177,472	1,180,896	154,558	436,293	456,571	8,964,335
Accrued Expenditures	0	0	0	197,542	3,500	0	48,570	0	249,612
Total Expenditures	295,863	504,247	3,758,436	2,375,014	1,184,396	154,558	484,863	456,571	9,213,947
Net Income (Loss)	(245,706)	-	-	-	-	-	-	-	(245,706)

**SELACO WDB**  
**Statement of Functional Expenditures**  
From 7/1/2024 through 4/30/2025

	Administrative Services	Contracted Program Cost	Support Services	Vendor Training	Work Exp / Skills Menu Program	WIOA				WIOA Follow- Up Career Services	WIOA Business Services	Other Program Costs	Total
						WIOA Core / Basic Career Services	Intensive / Individualized Career Services						
Expenditures													
Personnel	488,113	0	0	0	0	669,189	441,808		75,288	336,209	812,889		2,823,497
Non-Personnel	80,630	0	0	0	0	148,685	72,494		16,355	69,195	245,613		632,973
Training	170,581	3,983,865	0	1,336,428	216,012	0	770		0	0	0	0	5,707,656
Support Services	0	0	49,822	0	0	0	0		0	0	0	0	49,822
Total Expenditures	739,325	3,983,865	49,822	1,336,428	216,012	817,875	515,073		91,643	405,404	1,058,502		9,213,947

SELACO WDB  
**Statement of Functional Expenses - TR - 0201 Administrative Services**  
From 7/1/2024 Through 4/30/2025  
(In Whole Numbers)

		<u>Total</u>
Expenditures		
Personnel		
Salaries & Wages	50100	358,910
Social Security Tax	50200	24,200
Medicare Tax	50210	5,660
Workers Comp - Staff	50220	2,274
UI & ETT Taxes	50250	3,346
Other Payroll Expenses	50251	423
Employee Benefits	50300	75,754
Employer 403(B) Contributions	50403	<u>17,548</u>
Total Personnel		488,113
Non-Personnel		
Mileage	51100	78
Conferences/Staff Development	51200	4,790
Meeting Expenses	51230	1,751
Rent	52100	36,482
Telephone	52200	1,702
Furniture/Fixtures	52300	324
Office Equipment	52330	36
Leased Equipment	52350	4,825
Repair & Maintenance	52360	605
Office Supplies	53400	6,334
Subscriptions/Dues/Memberships	53600	24,942
Insurance	53900	5,962
Professional Services	54100	38,700
Legal	54300	(45,535)
Bank Charges/Miscellaneous	59990	<u>(367)</u>
Total Non-Personnel		80,630
Training		
Cost Reimbursement Billing	60300	<u>170,581</u>
Total Training		<u>170,581</u>
Total Expenditures		<u><u>739,325</u></u>

SELACO WDB  
**Statement of Functional Expenses - TR - 0202 Contracted Program Cost**  
 From 7/1/2024 Through 4/30/2025  
 (In Whole Numbers)

		<u>Total</u>
Expenditures		
Training		
Cost Reimbursement Billing	60300	3,798,443
Other Contracted Services	60400	49,496
Day Care Rent	66000	<u>135,925</u>
Total Training		<u>3,983,865</u>
Total Expenditures		<u><u>3,983,865</u></u>

SELACO WDB  
**Statement of Functional Expenses - TR - 0203 Supportive Services**  
From 7/1/2024 Through 4/30/2025  
(In Whole Numbers)

		<u>Total</u>
Expenditures		
Support Services		
Direct Support Payment	65200	37,741
Supportive Services - Training	65201	<u>12,081</u>
Total Support Services		<u>49,822</u>
Total Expenditures		<u><u>49,822</u></u>



SELACO WDB  
**Statement of Functional Expenses - TR - 0204 Vendor Training Payments**  
 From 7/1/2024 Through 4/30/2025  
*(In Whole Numbers)*

		<u>Total</u>
Expenditures		
Training		
Vendor Training	60100	619,426
Incumber Worker Training	60101	98,073
Vendor Training - ETP	60200	162,359
Non-WIOA Training Expenditures		456,571
Total Expenditures		<u><u>1,336,428</u></u>

SELACO WDB  
**Statement of Functional Expenses - TR - 0205 Work Experience / Skillz Menu Program**  
From 7/1/2024 Through 4/30/2025  
(In Whole Numbers)

		<u>Total</u>
Expenditures		
Training		
Wages - WE/Internship	60500	183,183
SS Tax - WE/Internship	60510	11,357
MC Tax - WE/Internship	60520	2,656
WC - WE/Internship	60530	13,051
Participant Incentive Payments	65401	<u>5,765</u>
Total Training		<u>216,012</u>
Total Expenditures		<u><u>216,012</u></u>

SELACO WDB  
**Statement of Functional Expenses - TR - 0206 WIOA Career Services**  
From 7/1/2024 Through 4/30/2025  
(In Whole Numbers)

		Core / Basic Services	Intensive / Individualized Services	Follow-Up Services	Total
Expenditures					
Personnel					
Salaries & Wages	50100	497,105	336,456	54,651	888,212
Social Security Tax	50200	32,187	21,932	3,632	57,751
Medicare Tax	50210	7,528	5,129	849	13,506
Workers Comp - Staff	50220	3,423	2,519	414	6,356
UI & ETT Taxes	50250	6,805	3,936	884	11,624
Other Payroll Expenses	50251	250	182	37	469
Employee Benefits	50300	102,404	59,091	12,292	173,787
Employer 403(B) Contributions	50403	19,488	12,563	2,530	34,581
Total Personnel		669,189	441,808	75,288	1,186,286
Non-Personnel					
Mileage	51100	309	(492)	2	(180)
Conferences/Staff Development	51200	10,765	7,661	829	19,254
Meeting Expenses	51230	1,855	537	54	2,445
Rent	52100	57,575	36,119	7,247	100,940
Telephone	52200	4,638	1,705	321	6,664
Furniture/Fixtures	52300	2,954	755	174	3,883
Office Equipment	52330	318	(227)	37	128
Leased Equipment	52350	11,877	2,971	541	15,389
Repair & Maintenance	52360	1,478	568	96	2,142
Outreach/Recruitment	53300	1,459	0	0	1,459
Office Supplies	53400	13,264	4,691	824	18,779
Subscriptions/Dues/Memberships	53600	11,411	6,809	1,820	20,040
Insurance	53900	9,185	5,788	1,178	16,151
Professional Services	54100	21,597	5,611	3,232	30,440
Total Non-Personnel		148,685	72,494	16,355	237,535
Training					
Training Supplies	60600	0	770	0	770
Total Training		0	770	0	770
Total Expenditures		817,875	515,073	91,643	1,424,590

SELACO WDB  
**Statement of Functional Expenses - TR - 0207 Business Services**  
From 7/1/2024 Through 4/30/2025  
(In Whole Numbers)

		<u>Total</u>
Expenditures		
Personnel		
Salaries & Wages	50100	257,297
Social Security Tax	50200	17,271
Medicare Tax	50210	4,039
Workers Comp - Staff	50220	2,009
UI & ETT Taxes	50250	5,404
Other Payroll Expenses	50251	942
Employee Benefits	50300	38,877
Employer 403(B) Contributions	50403	<u>10,370</u>
Total Personnel		336,209
Non-Personnel		
Mileage	51100	1,086
Conferences/Staff Development	51200	5,362
Meeting Expenses	51230	659
Rent	52100	29,186
Telephone	52200	1,375
Furniture/Fixtures	52300	1,731
Office Equipment	52330	30
Leased Equipment	52350	2,486
Repair & Maintenance	52360	548
Outreach/Recruitment	53300	256
Office Supplies	53400	3,870
Subscriptions/Dues/Memberships	53600	11,437
Insurance	53900	5,402
Professional Services	54100	<u>5,768</u>
Total Non-Personnel		<u>69,195</u>
Total Expenditures		<u><u>405,404</u></u>

# SELACO WDB

## Statement of Functional Expenses - TR - 0212 Other Program Costs

From 7/1/2024 through 4/30/2025

	Employment Training Panel	WIOA Youth	WIOA Rapid Response / Lay-Off Aversion	Transitional Subsidized Employment (TSE)	Other Funds	Total
<b>Personnel</b>						
Salaries & Wages	85,757	266,322	96,615	17,412	173,446	639,552
Payroll Taxes/WC	8,488	26,640	8,860	1,963	18,137	64,088
Employee Benefits	6,193	42,770	12,360	7,840	40,086	109,249
Total Personnel	100,437	335,732	117,835	27,215	231,669	812,889
<b>Non - Personnel</b>						
Mileage	498	1,110	218	73	1,870	3,769
Conferences/Staff Development	2,761	21,138	7,397	27	3,756	35,079
Meeting Expenses	41	496	170	5	173	884
Rent/Utilities	8,691	30,480	7,845	1,939	95,537	144,492
Telephone	481	1,412	301	90	4,523	6,806
Furniture/Equipment	1,585	3,637	1,278	107	1,239	7,846
Repair & Maintenance	147	463	96	41	622	1,369
Outreach/Recruitment	0	1,105	0	0	413	1,517
Supplies	1,462	3,835	945	204	2,388	8,834
Subscriptions & Dues	1,555	6,730	858	261	2,355	11,761
Insurance	1,224	4,928	898	188	3,312	10,549
Consulting	1,961	5,082	2,659	129	2,750	12,582
Interest Expense	0	0	0	0	125	125
Legal Payments	0	0	0	0	0	0
Total Non-Personnel	20,405	80,416	22,667	3,063	119,063	245,613
Total Expenditures	120,843	416,148	140,502	30,278	350,732	1,058,502

SELACO WDB  
**Statement of Functional Expenditures**  
From 7/1/2024 through 4/30/2025

Line Item Description	Current Period Actual	Budget	Budget Variance	Total Budget Remaining (%)
<b>PERSONNEL COSTS</b>				
Salaries/Wages	2,143,970	2,950,521	806,551	27.3%
Payroll Taxes/WC	219,359	278,679	59,319	21.3%
Employee Benefits	460,167	641,210	181,043	28.2%
<b>TOTAL PERSONNEL COSTS</b>	<b>2,823,497</b>	<b>3,870,410</b>	<b>1,046,914</b>	<b>27.0%</b>
<b>NON-PERSONNEL COSTS</b>				
Mileage	4,753	10,000	5,248	52.5%
Conference/Staff Development	64,486	135,836	71,351	52.5%
Meeting Expenses	5,740	25,000	19,260	77.0%
Rent/Utilities	311,100	381,304	70,204	18.4%
Telephone	16,546	26,100	9,554	36.6%
Furniture & Equipment	36,678	65,000	28,322	43.6%
Repair & Maintenance	4,664	17,000	12,336	72.6%
Outreach/Recruitment	3,233	40,000	36,767	91.9%
Supplies	37,816	55,000	17,184	31.2%
Subscriptions/Dues/Memberships	68,180	97,000	28,820	29.7%
Insurance	38,064	40,500	2,436	6.0%
Professional Fees	87,490	135,000	47,510	35.2%
Legal Fees	(45,535)	-	45,535	0.0%
Interest Expense/Miscellaneous	(242)	3,000	3,242	108.1%
<b>TOTAL NON-PERSONNEL COSTS</b>	<b>632,973</b>	<b>1,030,740</b>	<b>397,767</b>	<b>38.6%</b>
<b>TOTAL IN-HOUSE COSTS</b>	<b>3,456,469.49</b>	<b>4,901,151</b>	<b>1,444,681</b>	<b>29.5%</b>
<b>TRAINING &amp; SUPPORT SERVICES</b>				
Vendor Training Payments (Classroom/OJT/IWT)				
Employment Training Panel (ETP)	162,359	283,859	121,501	42.8%
Hired LA Program	25,470	168,000	142,530	84.8%
LA County - Homeless Initiative (Measure H)	3,990	10,000	6,010	60.1%
Prison to Employment (P2E)	8,722	8,722	0	0.0%
Regional Equity and Recovery Partnership (R)	38,500	40,850	2,350	5.8%
WIOA Adult	567,834	831,886	264,053	31.7%
WIOA Dislocated Workers	54,703	78,027	23,324	29.9%
WIOA Youth	18,280	65,328	47,048	72.0%
Non-WIOA Training Expenditures	456,571	547,428	90,857	16.6%
Subtotal	1,336,429	2,034,100	697,672	34.3%

SELACO WDB  
**Statement of Functional Expenditures**  
From 7/1/2024 through 4/30/2025

Line Item Description	Current Period Actual	Budget	Budget Variance	Total Budget Remaining (%)
Cost Reimbursements / Contracted Services				
Day Care Pre-School / Renovation	3,565,810	5,294,607	1,728,796	32.7%
Employment Training Panel (ETP)	-	30,000	30,000	100.0%
Gateway Cities' Homeless Employment Prg	-	10,000	10,000	100.0%
Hired LA Program	-	65,000	65,000	100.0%
LA County - Youth @ Work	378,527	591,085	212,558	36.0%
LA County - Homeless Initiative (Measure H)	333	15,000	14,667	97.8%
Regional Equity and Recovery Partnership (RE	834	12,833	12,000	93.5%
WIOA ETPL Delegation Services	4,629	5,000	371	0.0%
WIOA Youth	160,612	795,241	634,629	79.8%
WIOA One-Stop Operator	2,050	50,000	47,950	95.9%
WIOA Security Guard	41,651	59,321	17,670	29.8%
Subtotal	4,154,446	6,928,086	2,822,831	40.7%
Work Experience / Skillz Menu Program				
Hired LA Program	6,245	20,000	13,755	68.8%
LA County - Youth @ Work	24,249	142,016	117,767	82.9%
LA County - Homeless Initiative (Measure H)	10,788	59,400	48,612	81.8%
Prison to Employment (P2E)	5,746	5,857	112	1.9%
Regional Equity and Recovery Partnership (RE	-	6,361	6,361	100.0%
WIOA Adult	20,007	89,297	69,290	77.6%
WIOA Youth	148,978	278,671	129,694	46.5%
Subtotal	216,012	601,603	385,591	64.1%
Training Supplies				
WIOA Adult	770	5,000	4,230	84.6%
WIOA Dislocated Workers	-	2,000	2,000	100.0%
WIOA Youth	-	5,000	5,000	100.0%
Subtotal	770	12,000	11,230	93.6%
Direct Support Payments				
Gateway Cities' Homeless Employment Prg	652	3,052	2,400	78.6%
LA County - Youth @ Work	-	5,720	5,720	100.0%
LA County - Homeless Initiative (Measure H)	1,581	2,000	419	21.0%
Hired LA Program	2,046	5,000	2,954	59.1%
Prison to Employment (P2E)	4,415	4,415	0	0.0%
WIOA Adult	22,505	50,000	27,495	55.0%
WIOA Dislocated Workers	3,107	15,000	11,893	79.3%
WIOA Youth	15,516	30,000	14,484	48.3%
Subtotal	49,822	115,187	65,365	56.7%
<b>TOTAL TRAINING &amp; SUPPORT SVCS</b>	<b>5,757,477.93</b>	<b>9,690,975</b>	<b>3,982,688</b>	<b>41.1%</b>
<b>GRAND TOTAL</b>	<b>9,213,947</b>	<b>14,592,126</b>	<b>5,427,369</b>	<b>37.2%</b>

**SELACO WDB**  
**Balance Sheet**  
4/30/2025

	Employment Training Panel (ETP)	Preschool & Facilities Revolving Funds	Transitional Subsidized Employment (TSE)	WIOA Adult	WIOA Dislocated Workers	WIOA Youth	WIOA Rapid Response / LOA	Other Grants	General Funds	Pools	Total
<b>Assets</b>											
Cash & Cash Equivalents	106,020	6,824,970	8,669	(189,178)	(15,388)	(188,431)	(53,812)	(34,730)	292,426	(77,806)	6,672,740
Petty Cash	-	-	-	-	-	-	-	-	-	5,000	5,000
Accounts Receivable	(25,395)	-	5,400	26,044	-	9,512	-	125,260	-	363	141,185
Prepaid Expenses	-	-	-	-	-	-	-	-	-	-	-
Advance to CBOs	-	-	-	-	-	-	-	-	-	-	-
Deposit	-	9,100	-	-	-	-	-	-	-	20,238	29,338
Due from Other Fund	-	-	-	-	-	(77,138)	-	-	213,801	-	136,663
Fixed Assets	-	1,005,713	-	-	-	-	-	-	-	-	1,005,713
Accumulated Depreciation	-	(1,005,713)	-	-	-	-	-	-	-	-	(1,005,713)
<b>Total Assets</b>	<b>80,625</b>	<b>6,834,070</b>	<b>14,069</b>	<b>(163,133)</b>	<b>(15,388)</b>	<b>(256,058)</b>	<b>(53,812)</b>	<b>90,530</b>	<b>506,228</b>	<b>(52,205)</b>	<b>6,984,924</b>
<b>Liabilities and Net Assets</b>											
<b>Liabilities</b>											
Accounts Payable	228,014	-	-	23,478	-	500	-	25,277	-	-	277,269
Accrued Expenses	-	-	-	-	-	-	-	1,332	-	-	1,332
Capital Lease Payable	-	-	-	-	-	-	-	-	-	-	-
Due to LA ECE - Credit Line	-	-	-	-	-	-	-	-	-	-	-
Due to Companies (ETP)	-	-	-	-	-	-	-	-	-	-	-
Due to Department of Education	-	9,100	-	-	-	-	-	-	-	-	9,100
Due to EDD	-	-	-	-	-	-	-	-	-	29,115	29,115
Due to ETP	-	-	-	-	-	-	-	-	-	-	-
Due to Toastmasters Intl	-	-	-	-	-	-	-	-	-	-	-
Due to CSS	-	-	-	-	-	-	-	-	-	-	-
Due to Vendors (ETP)	-	-	-	-	-	-	-	(100)	-	-	(100)
Due to Other Fund	61,618	-	21,873	22,324	-	-	-	107,985	-	(77,138)	136,662
Payroll Clearing	-	-	-	-	-	-	-	-	-	(4,182)	(4,182)
Revenues Received in Advance	108,861	7,237,703	-	-	-	(78,138)	-	4,330	-	-	7,272,755
Suspended Account	-	-	-	-	-	-	-	-	-	-	-
<b>Total Liabilities</b>	<b>398,492</b>	<b>7,246,803</b>	<b>21,873</b>	<b>45,802</b>	<b>-</b>	<b>(77,638)</b>	<b>-</b>	<b>138,825</b>	<b>-</b>	<b>(52,205)</b>	<b>7,721,951</b>
<b>Net Assets</b>											
Current YTD Net Income	(245,706)	(430,753)	(91,864)	(208,929)	(15,388)	(178,425)	(53,812)	(50,970)	78,298	-	(1,197,549)
Unrestricted	(72,161)	18,021	84,058	(6)	-	6	-	2,675	427,930	-	460,522
<b>Total Net Assets</b>	<b>(317,867)</b>	<b>(412,732)</b>	<b>(7,805)</b>	<b>(208,935)</b>	<b>(15,388)</b>	<b>(178,419)</b>	<b>(53,812)</b>	<b>(48,295)</b>	<b>506,228</b>	<b>-</b>	<b>(737,027)</b>
<b>Total Liabilities and Net Assets</b>	<b>80,625</b>	<b>6,834,070</b>	<b>14,068</b>	<b>(163,133)</b>	<b>(15,388)</b>	<b>(256,058)</b>	<b>(53,812)</b>	<b>90,530</b>	<b>506,228</b>	<b>(52,205)</b>	<b>6,984,924</b>





# Operations Report

11<sup>TH</sup> REPORT OF PY 2024 – PY 2025

JULY 1, 2024 – APRIL 30, 2025

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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.



**Alondra Island Chavez, Cerritos**

**Workforce Challenge:**

Alondra had been working as a teacher for two years and faced a layoff in June. Concerned about her job prospects, she actively searched for employment both online and in person, utilizing networking as a strategy. During her search for community resources, she discovered the Southeast Los Angeles County Workforce Development Board (SELACO WDB) America's Job Center in Cerritos, where she hoped to access job placement assistance.

**Workforce Solution:**

Alondra enrolled in the Workforce Innovation and Opportunity Act (WIOA) program and collaborated closely with her Career Development Specialist (CDS), who provided encouragement and support. They conducted mock interviews to help Alondra build self-confidence and prepare for real interviews.

**Workforce Results and Outcome:**

While browsing the job site Indeed, Alondra applied for a position in the field of social services. She was selected for an interview and subsequently offered a job as a Service Coordinator for a company in Cypress, where she will work with families of disabled children. Alondra expressed her satisfaction with the salary, location, and job responsibilities. She encourages other job seekers to remain hopeful, stating, "You only need one 'Yes.'"

## IN-THE-KNOW WITH SELACO

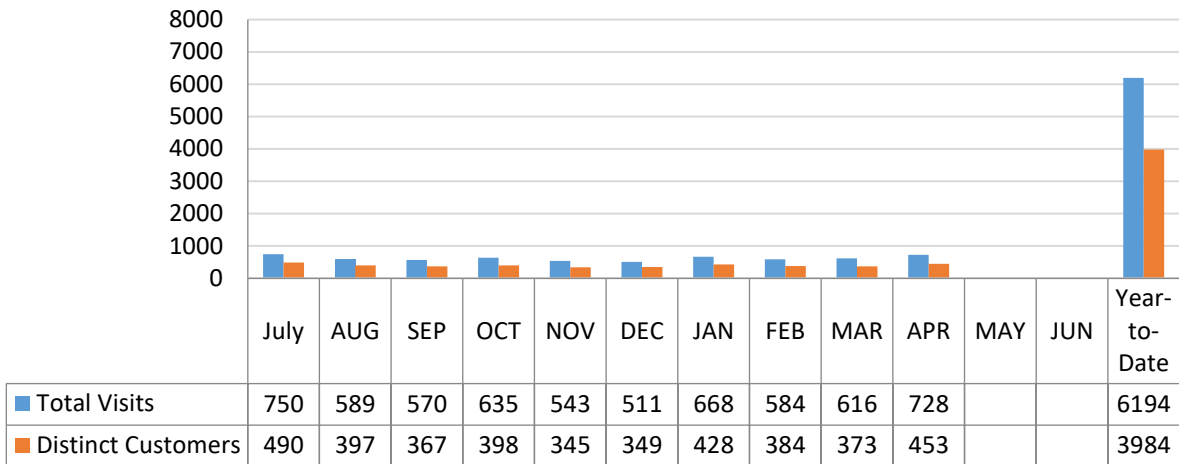
“In-the-Know with SELACO” is the name of the SELACO WDB Constant Contact company newsletter. Our newsletter is published quarterly and features articles highlighting recent activities and events including board and community engagement, special programs and success stories. Constant Contact also allows 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](#)

## AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) OVERVIEW

### CAREER SERVICES

#### Program Year 2024 – 2025

#### Customer Visits to AJCC



#### Program Year 2023 – 2024

	July	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year-to-Date
Total Visits	561	640	636	709	629	506	653	625	638	635	754	769	7755
Distinct customers	374	381	391	422	392	374	659	397	409	403	488	498	5188

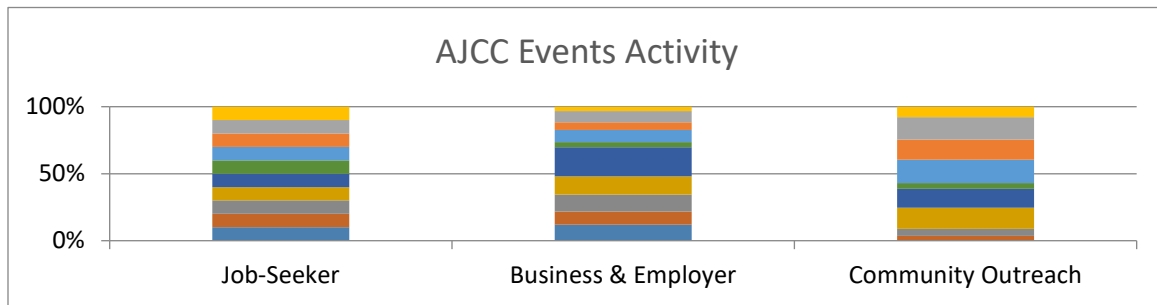
Due to CalJOBS reporting issue, a full list of cities couldn't be displayed.

#### 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
Senior Helper	Recruitment
Flame Broiler	Ribbon Cutting Ceremony
MacDonald's Event	Ribbon Cutting Ceremony
OUTREACH EVENTS	DESCRIPTION
Boots on Ground – Cerritos	Cerritos College PACCEE Orientation
Boots on Ground – Artesia	City of Artesia Public Safety Expo
Boots on Ground – Downey	The Whole Child
Boots on Ground – Cerritos	Cerritos College State of the College
Boots on Ground – Compton	PACT Monthly Event
Boots on Ground – Cerritos	Cerritos College Logistics Orientation (RERP)
Boots on Ground – Norwalk La/Mirada	Norwalk La Mirada Adult School
Re-entry Outreach	Cease for Peace
Job Readiness Day	LAEDC/Lynwood School District

## 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.

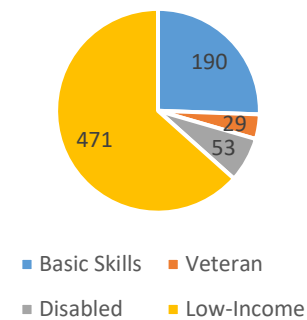
### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 24/25	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24-25	Q4 PY 24-25
Employed 2 <sup>nd</sup> Quarter after Exit	67.5%	71.8%	67.2%	66.9%	47.2%
Employed 4 <sup>th</sup> Quarter after Exit	65.5%	63.2%	66.3%	63.9%	50.3%
Median Earnings	\$7,622	\$8,202.36	\$9,141.28	\$10,359.51	\$10,603.00
Credential Rate	66.0%	85.7%	87.9%	86.9%	84.9%
Measurable Skill Gain (MSG)	73.0%	53.8%	82.7%	82.0%	81.6%

*The performance numbers for Q4 are Predictive and not final.*

Activity Breakdown	
Carryover	191
Enrollments	310
Exits	196
Employed at Closure	61
<b>Program Services</b>	
Occupational Skills Training	68
On the Job Training	2
Transitional Jobs	6
Supportive Services	142
Follow-up Services	122

### 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.

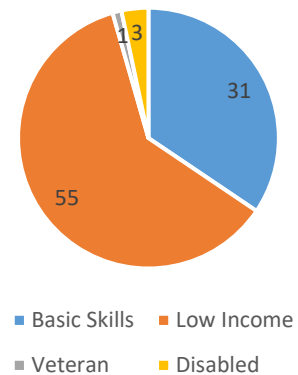
### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed 2 <sup>nd</sup> Quarter after Exit	71.0%	100%	75.8%	76.9%	55.8%
Employed 4 <sup>th</sup> Quarter after Exit	71.8%	71.4%	67.9%	70.8%	45.5%
Median Earnings	\$9,800	\$11,478.98	\$11,264.90	\$12,526.26	\$12,407.00
Credential Rate	75.4%	100%	87.5%	91.7%	91%
Measurable Skill Gain	78.0%	84.6%	83.3%	89.3%	100%

*The performance numbers for Q4 are Predictive and not final.*

Activity Breakdown	
Carryover	28
Enrollments	28
Exits	20
Employed at Closure	9
<b>Program Services</b>	
Occupational Skills Training	9
On the Job Training	0
Supportive Services	33
Follow-up Services	23

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 24/25	Allocations	Goal	Actual
Projected Enrollments	45	45	31
Exit and Follow-up 6 Months After Exit	45	45.	39

Carryover
44

## 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.

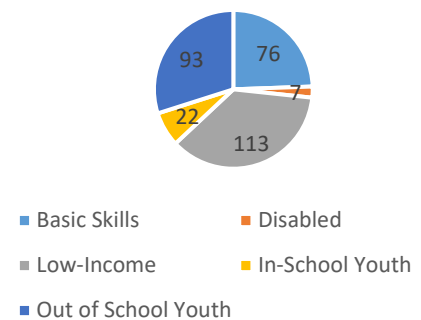
### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 <sup>nd</sup> QT after Exit	72.0%	75.0%	79.1%	78.98%	43.1%
Employed or Placed in Education 4 <sup>th</sup> QT after Exit	69.6%	69.2%	68.4%	71.1%	52.3%
Median Wage	\$4,500	\$5,933.31	\$6,933.19	\$6,142.41	\$6,087
Credential Rate	61.0%	100.0%	100.0%	100.0%	83.3%
Measurable Skills Gain	80.0%	2.9%	48.5%	34.2%	16.9%

*The performance numbers for Q4 are Predictive and not final.*

Out-of-School Activity Breakdown	Actual
Carryover	61
Enrollments	62
Exits	38
Employed/ Placed at Closure	3
<b>Program Services</b>	
Occupational Skills Training	18
Enrolled in Secondary Education	4
Work Experience	31
Supportive Services	103
Follow-up Services	5

### 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.

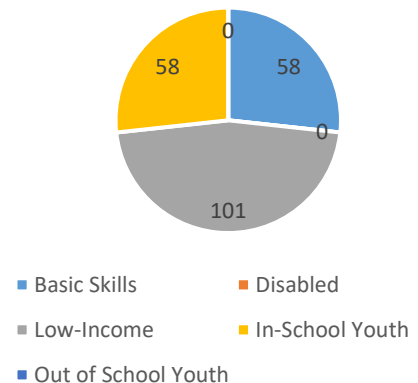
### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 <sup>nd</sup> QT after Exit	72.0%	75.5%	56.0%	45.9%	19.8%
Employed or Placed in Education 4 <sup>th</sup> QT after Exit	69.6%	51.8%	53.5%	53.1%	56%
Median Wage	\$4,500	\$3,464.43	\$3,149.74	\$2,569.82	\$1,720
Credential Rate	61.0%	66.1%	73.0%	72.2%	77.6%
Measurable Skills Gain	80.0%	100.0%	94.1%	77.6%	0%

*The performance numbers for Q4 are Predictive and not final.*

In-School Activity Breakdown	Actual
Carryover	45
Enrollments	43
Exits	0
Employed/ Placed at Closure	0
<b>Program Services</b>	
Enrolled in Secondary Education	10
Work Experience	39
Supportive Services	25
Follow-up Services	0

### Priority Population



## WIOA Youth Enrollment By City

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



## WIOA YOUTH HAWKEYE

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.

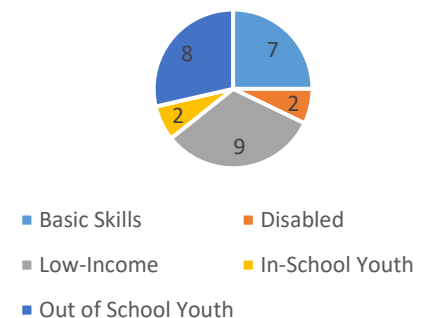
### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 <sup>nd</sup> QT after Exit	72.0%	N/A	N/A	N/A	N/A
Employed or Placed in Education 4 <sup>th</sup> QT after Exit	69.6%	N/A	N/A	N/A	N/A
Median Wage	\$4,500	\$0.00	N/A	N/A	N/A
Credential Rate	61.0%	N/A	N/A	N/A	N/A
Measurable Skills Gain	78.0%	N/A	50.0%	20%	18.9%

*The performance numbers for Q4 are Predictive and not final.*

In-School & Out of School Activity Breakdown	Actual
Carryover	0
Enrollments	13
Exits	0
Employed/ Placed at Closure	0
<b>Program Services</b>	
Enrolled in Secondary Education	9
Work Experience	6
Supportive Services	22
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 gauge 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	15	9	N/A	N/A	N/A	N/A	35	35	20	21	70	65
Artesia	N/A	N/A	N/A	N/A	N/A	N/A	20	19	N/A	N/A	20	19
ABCUSD	15	13	N/A	N/A	N/A	N/A	30	29	20	11	65	53
SELACO	10	1	15	15	4	1	5	7	5	4	25	28

Progress	CalWORKS	Foster	JJCPA	OUSY	SIY	Total
Enrollments	23	15	1	90	36	165
Exits	1	0	0	32	10	43

## 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	11	0
Exits	11	0

#### PY23-24 Carryover

4

## Bridge to Work Enrollment by City

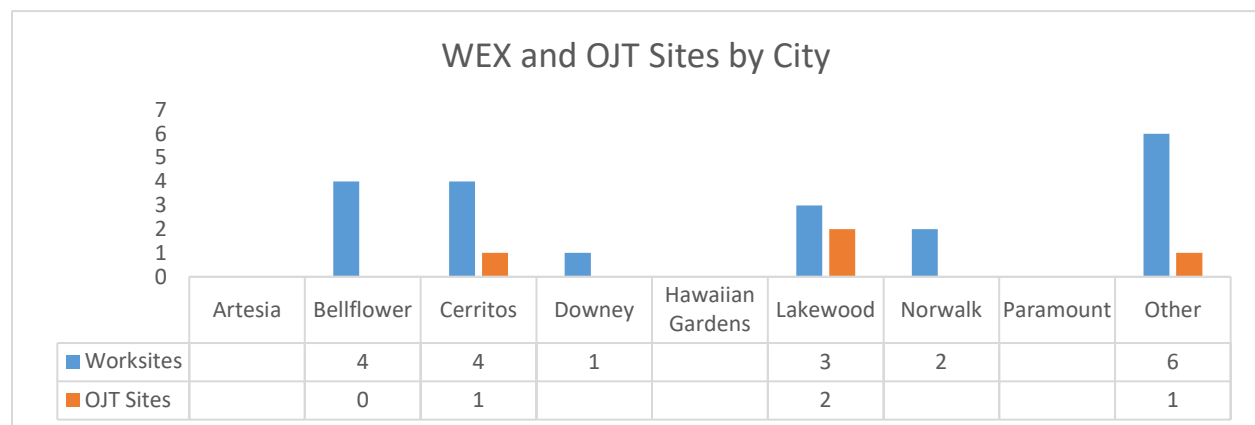
■ Artesia ■ Bellflower ■ Cerritos ■ Downey ■ Hawaiian Gardens ■ Lakewood ■ Norwalk ■ Paramount ■ Other

## 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	23
Job Development	2
Resume Referral	33
Candidate Pre-screening	0
Employer Networking	140
Referral to Community Services	46
Tax Credit Program Awareness	44
Rapid Response	5
Lay-off Aversion	0
Total	293





## BUSINESS NEEDS ASSESSMENT

A business needs assessment is a systematic process of identifying, analyzing, and prioritizing the needs of a business. It involves gathering and evaluating information about the organization's current state, needs, future goals, and any gaps that exist between the two. The purpose of a needs assessment is to provide a clear understanding of what the business needs to improve performance, efficiency, and effectiveness. This information is then used to develop strategies and action plans to address these needs and achieve the organization's objectives.

Business Needs Assessment					
<b>Goal: 100 Completed: 149</b>			<b>Actual: 149 Outcome: 187</b>		
Industry		Type of Need		Results	
Construction	10	Recruitment and hiring	95	Recruitment and hiring	5
Healthcare	24	Upskills training for current employees.	8	Upskills training for current employees.	2
Hospitality	47	Subsidized wages for new employees/ trainees	34	Subsidized wages for new employees/ trainees	15
Information Technology (IT)	1	Layoff prevention and aversion	4	Layoff prevention and aversion	1
Logistics	6	Tax Incentives	0	Tax Incentives	20
Manufacturing	5	Other:	10	Other:	144
Other:	56				

## Business Needs Assessment

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



## 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-24-0162 (Contract Term: 2023-2025)		
	Planned	Actual
Enrollments	405	458
Completions	405	458
Retention	380	457

## SPECIAL AND REGIONAL PROGRAMS

### CHILD DEVELOPMENT PROGRAM REGIONAL SUPPORTIVE SERVICES 3.0

Facilities	Planned Enrollments	Actual Enrollments
<b>A. J. Padelford Child Development Center</b> 11922 169 <sup>th</sup> Street, Artesia, CA 90701 Center Director: Liz Quintanilla Phone Number: (562) 926-2427	18	26
<b>Artesia Child Development Center</b> 18730 Clarkdale Avenue, Artesia, CA 90701 Center Director: Malajat Raja Phone Number: (562) 653-0290	60	68
<b>Bellflower Child Development Center</b> 447 Flower Street, Bellflower, CA 90706 Center Director: Regina Mayo Phone Number: (562) 804-7990	20	37
<b>Bellflower II Child Development Center</b> 14523 Bellflower Blvd., Bellflower, CA 90706 Phone Number: (562) 867-8399	47	57
<b>Lakewood Child Development Center</b> 5225-A Hayter Avenue, Lakewood, CA 90712 Center Director: Maria Navarro Phone Number: (562) 531-9440	28	52
<b>Maywood Child Development Center</b> 4803 58 <sup>th</sup> Street, Maywood, CA 90270 Center Director: Silvia Guzman Phone Number: (323) 560-5656	33	50
<b>Norwalk Child Development Center</b> 14000 San Antonio Drive, Norwalk, CA 90650 Center Director: Silvia Guzman Phone Number: (562) 864-1958 ++0	28	37
<b>Total</b>	234	327

## 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	6
Referrals from SHARE	N/A	21
Enrollments	50	12

PY23-24 Carryovers
8

Enrollment Activity		
	Planned	Actual
Attended a Job Search Workshop	20	0
Completed Individual Service Plan	50	3
Internships	8	0
Secured Part-time Employment	3	0
Secured Full-time Employment	28	2
Retained Employment (3-months)	23	5
Increased wages	40	0

## COG Home Enrollment by City

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

1	1	1	2	2	5
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## 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

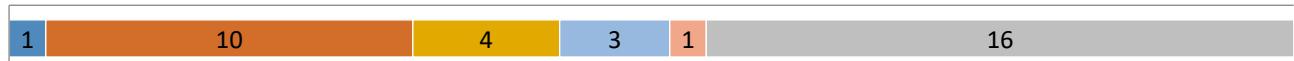
Contract Term April 18, 2023 – October 31, 2025

### RERP PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	35	35
Individuals in Training	35	27
Individuals Completed Training	30	27
Attained Industry Recognized Certificate or Credential	30	27
Employment Obtained	30	8

## 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

### P2E INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	26	27
Individuals in Training	9	10
Individuals Completed Training	8	12
Attained Industry Recognized Certificate or Credential	8	12
Placement in Postsecondary Education	1	0
Placement in State Approved Apprenticeship	3	1
Employment	16	10

### P2E Enrollment by City

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



## HOME INITIATIVE - 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.

### HOME INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	15	9
WIOA Co-enrollments	11	9
Placements	11	8
Exits	N/A	6

Program Services	Planned	Actual
Follow-up Services	11	0
On the job Training	7	0
Transitional Jobs	8	5
Supportive Services	N/A	8

PY23-24 Carryovers
8

## HOME Enrollment by City

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



## HELPING JUSTICE-INVOLVED EMPLOYMENT - HIRE

The **Helping Justice-Involved Reenter Employment (HIRE)** initiative, funded by the California Workforce Development Board (CWDB), helps justice-involved individuals achieve meaningful employment. At SELACO WDB, the HIRE grant addresses challenges faced by formerly incarcerated individuals by providing workforce development services and fostering employer partnerships.

Key focus areas include:

- **Target Population:** Supporting justice-involved individuals through skill-building and sustainable employment.
- **Customized Support:** Tailored career services, training, and resources to overcome employment barriers.
- **Employer Engagement:** Partnering with businesses for job placements and fair hiring practices.
- **Community Partnerships:** Collaborating with organizations specializing in reentry services.
- **Outcomes Measurement:** Tracking job placements, retention, and wage growth to ensure success.

By leveraging the HIRE grant, SELACO WDB empowers individuals to achieve economic stability and reduces recidivism through meaningful career pathways.

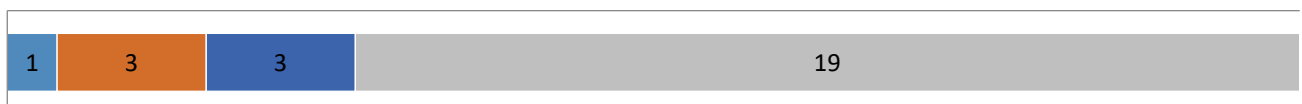
### HOME INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	60	26
Enrolled In Training	24	0
Completed Training	19	0
Attained Industry-Identified Certificate or Degree	19	0

Program Services	Planned	Actual
Placement in Postsecondary Education	8	0
Placement in State Approved Apprenticeship	6	0
Career Advancement	6	0
Employment	36	0

## HIRE 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:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** Status of the LA Planning Unit Regional Plan

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In response to State Directive WSD24-09 Regional and Local Planning Guidance for Program Year (PY) 2025-2028, staff submitted the Southeast Los Angeles County Workforce Board (SELACO WDB) Local Plan for review and approval on March 27, 2025. The plan was approved by the board, signed, and then submitted to the SouthBay Workforce Investment Board (WIB), which serves as the Regional Organizer.

According to the directive, each workforce board in a planning unit must submit their local plans to the Regional Organizer, who ensures all plans are consolidated into the Los Angeles Regional Planning Unit (LARPU) Regional Plan. The LARPU Regional Plan includes seven local plans representing:

- Southeast Los Angeles County Workforce Development Board
- Verdugo Workforce Development Board
- LA City Workforce Development Board
- LA County Workforce Development Board
- Foothill Workforce Development Board
- South Bay Workforce Investment Board
- Long Beach Economic Development Workforce Board

Attached is the LARPU's Regional Plan for Program Year 2025-2028, open for public comment until June 15, 2025. Staff request board approval to accept the Regional Plan as presented and authorize the board chair to sign the plan after the public comment period ends. Any comments collected will be shared at the July 2025 Board meeting. Authorization ensures that the Regional and Local Plans for the seven-workforce board in the LA Basin, are submitted to the State by June 27, 2025.

### Action Required:

1. Approve the attached Regional Plan during the public comment period.
2. Authorize the board chair to sign the Regional Plan on behalf of SELACO WDB, with comments to be shared at the July 2025 Board meeting.

# **Program Year 2025 - 2028 Regional Plan**

## **Los Angeles Basin Regional Planning Unit**

**City of Los Angeles Workforce Development Board  
Los Angeles County Workforce Development Board  
Foothill Employment and Training Connection  
Pacific Gateway Workforce Investment Network  
South Bay Workforce Investment Board (SBWIB)  
Southeast Los Angeles County WDB (SELACO)  
Verdugo Workforce Development Board**

<b>Logos, Images or Photo</b>
-------------------------------

**Contact:** Jan Vogel, Regional Organizer  
**Phone:** (310) 970-7700  
**E-Mail:** [jvogel@sbwib.org](mailto:jvogel@sbwib.org)

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## **I. INTRODUCTION AND OVERVIEW**

With the passage of the Workforce Innovation and Opportunity Act (WIOA) of 2014, Congress moved the national workforce system in a new direction in terms of how to approach economic and labor market demands. While establishment of local workforce areas over the last four decades has always taken into account local labor markets, WIOA recognizes that economies tend to be regional, spilling easily over jurisdictional boundaries that commerce finds inconsequential. WIOA's recognition of regional economies gave rise to California's establishment of Regional Planning Units (RPUs), which represent groups of local workforce areas that work collaboratively to develop strategies reflecting regional economic needs of business and the workforce. In accordance with federal and state guidance, the LA Basin Regional Planning Unit (LABRPU) has developed this four-year Regional Plan to guide strategic initiatives throughout Program Years (PY) 2025-28, which covers July 1, 2025 through June 30, 2029.

### **A. Workforce Innovation and Opportunity Act**

Passed by Congress with a wide bipartisan majority, WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in a global economy. WIOA represents the most recent version of federal workforce legislation providing funding to states and local areas to administer and operate workforce development programs. WIOA was preceded by the Job Training Partnership Act (active from 1982 to 2000) and the Workforce Investment Act (active from 2000 to 2015).

WIOA requires that a workforce development board (WDB) be established in each local workforce development area (LWDA). The area's chief local elected officials appoint members to the WDB. Local workforce development boards are business-led, and the majority of members must come from the business community. Required WDB members also include representatives from labor, education, economic development, and specific federally funded workforce programs. The chief local elected officials may also select representatives from other groups, such as community-based organizations, to sit on the WDB.

While the PY 2025-28 Regional Plan addresses the programs, services, and activities of many organizations that derive their primary funding from a wide range of federal, state, and private programs, it is WIOA that requires the development and publication of the Plan and that prescribes its core content.

### **B. Regional Plans and the WIOA Planning Structure**

The Los Angeles Basin RPU's Regional Plan is best understood within the context of a three-tiered planning structure envisioned by WIOA that requires development of plans at the state, regional, and local levels.

**State Plans:** Under WIOA, state plans communicate the vision for the statewide workforce development system. WIOA planning requirements aim to foster effective alignment of federal investments across job training and education programs, in order to coordinate service delivery among programs for shared customers; improve efficiency; and ensure that the workforce system connects individuals with high-quality job opportunities and employers. Cross-program planning promotes a shared understanding of the workforce needs within each state. California's PY 2024-2027 Unified Strategic Workforce Development Plan represents agreement among the WIOA core program and other partners and serves as the framework for the development of public policy, fiscal investment, and operation of the state workforce and education systems.

**Regional Plans:** In states such as California, where Governors have established workforce planning regions encompassing one or more LWDA's, regional plans are required. Local WDBs within the region participate in a planning process that describes elements such as: analysis of regional labor market data, development and implementation of sector initiatives for targeted industries and in-demand occupations; coordination of workforce services with regional economic development services and providers; and establishment of regional service strategies, including use of cooperative service delivery agreements.

**Local Plans:** The local plan is intended to serve as a four-year action plan to develop, align, and integrate the local area's job-driven workforce development systems and provide a platform to achieve the local area's vision and strategic and operational goals. Features of the local plan include: coordination among economic development, education, and workforce partners to build a skilled workforce through innovation in, and alignment of, employment, training and education programs; implementation of job-driven strategies and services through the local career center system; and delivery of education and training to ensure that individuals, including youth and individuals with barriers to employment, have skills necessary to compete in the job market and that employers have a ready supply of skilled workers.

WIOA requires that Local Plans be incorporated into the Regional Plan. Therefore, the PY 2025-28 Los Angeles Basin RPU Regional Plan includes the PY 2025-28 Local Plans developed by the region's seven local WDBs.

## C. California's Strategic Workforce Priorities

California's Unified Strategic Workforce Development Plan describes the state's priorities for the public workforce system. Under the leadership of the Governor and the Secretary of the Labor and Workforce Development Agency, California's vision for the future of workforce development is centered on the establishment and growth of a workforce system that promotes opportunity, job quality, and environmental sustainability for all Californians. The state is committed to developing a workforce system that enables economic growth and shared prosperity for employers and employees, especially those with barriers to employment, by investing in industry partnerships, job quality, and meaningful skills attainment. One area in which the California Workforce Development

Board (CWDB) pursues these aims is through its “High Road” programming. High Road refers to a “family of strategies” for achieving a participatory economy and society by aligning workforce, economic policy, and different interests with long-term goals of environmental sustainability, high-quality jobs, and a resilient economy. High Road emphasizes the complementary nature of these aims over the long term. In practice, High Road policy builds upon areas where the interest of employers (in trained and productive workers), workers and jobseekers (in good quality and accessible jobs), and environmental protection (for a sustainable future for all) overlap to create pathways to high-quality jobs while raising the profile of existing ones.

In consideration of the practical implementation of High Road principles in workforce development policy, the CWDB describes in the current State Plan four distinct “flavors” or styles of intervention. These interventions are directly relevant to High Road projects but also inform, to a greater or lesser extent, all of CWDB’s workforce efforts. They include: (1) lifting all workers to the “High Road;” (2) professionalizing precarious work (i.e., employment that is temporary, non-standard, and insecure, often with poor pay and no protection); (3) democratizing access to high-quality, middle-skill jobs; and (4) participatory planning for a low-carbon economy.

In accordance with the requirements of WIOA, both the Los Angeles Basin RPU Regional Plan and the seven associated Local Plans support the State Plan priorities by:

- Maintaining a dual focus on providing programs and services that meet the needs and support the goals of businesses and job seekers/workers.
- Concentrating on industry sectors which drive growth and prosperity within local labor markets and regional economies.
- Targeting jobs that offer career advancement opportunities and that lead to positions that pay family-sustaining wages and provide pathways to self-sufficiency and the middle class.
- Committing to the adoption and implementation of strategies and processes that support environmental sustainability and climate resilience through workforce development.

## **D. Overview of the Los Angeles Basin RPU and the Region**

Los Angeles County is home to nearly 250,000 businesses. The County stretches across a geographic area of 4,088 square miles adjacent to Orange, San Bernardino, Kern, and Ventura counties in Southern California. In addition to being the most populous county in the nation, Los Angeles County is also one of the most geographically diverse, with beaches, national forests, the Santa Monica Mountains, Catalina Island, and the Mojave Desert. The region boasts numerous tourist destinations, such as museums, theaters, sports venues and amusement parks. Composed of dense urban areas such as the City of Los Angeles, to the barren desert of Mojave and many bedroom communities in between, the County has a diverse population with a wide range of skills, along with a diverse industry base. Although home to 88 incorporated cities, much of the region is comprised of unincorporated communities.



Seven local WDBs are located within the boundaries of Los Angeles County and comprise the LABRPU. These include:

- The City of Los Angeles WDB, which covers a single municipality.
- Five consortia WDBs, which are 1) Foothill WDB, representing 5 cities; Long Beach Workforce Investment Network, representing 2 cities; South Bay WIB, representing 11 cities; South Los Angeles County (SELACO) WDB, representing 8 cities; and Verdugo WDB, representing 3 cities; and
- The Los Angeles County WDB, which oversees the balance of workforce programs on behalf of 58 cities and all unincorporated County areas.

## **E. Approach to and Context for Plan Development**

To support development of the PY 2025-28 Plan, the region contracted with experienced workforce and economic development subject matter experts to design the stakeholder engagement process, analyze labor market and workforce data, facilitate community forums, and craft the language of the plan. Local board directors, managers, and staff were active during every stage of the plan development. The content of the Plan contemplates myriad opportunities and challenges that are expected to persist over its four-year span. Several of these are highlighted in Section II, *Analytical Overview of the Region*.

## **F. Program Year 2025-28 Regional System Priorities**

During the process of developing the PY 2025-28 Regional Plan, business and industry leaders, community members, regional stakeholders, and system partners were invited to participate in a series of discussions regarding the direction of the local workforce system over the next four years. As a result of these discussions, the following priorities have been identified:

- Expand the pool of candidates for key industries.
- Increase the availability and use of registered apprenticeships.
- Increase workforce system staff knowledge about career pathways in key regional sectors.
- Ensure all job seekers have the digital literacy skills necessary to compete for, secure, and retain employment.
- Focus workforce development efforts on growth industries/sectors that offer the greatest career advancement opportunities.
- Monitor and track the implementation and expansion of artificial intelligence and other advanced technologies across key industries and job classifications.
- Develop and implement strategies to support worker retention.
- Concentrate on methods to increase recognition of the regional workforce system by key customers.



- Identify foundational skills that exist across various job classifications and develop strategies for teaching and certifying such skills.
- Examine unique needs of older individuals returning to work and develop strategies to support their success on the job.
- Regularly assess shifts in worker and business priorities and adjust workforce strategies to meet these priorities.
- Expand the availability and improve the content of programs that teach entrepreneurial skills.
- Develop partnerships with businesses and implement strategies to prepare job seekers for employment with business partners.
- Develop short-term programs through which individuals can earn stackable credentials and certifications.
- Increase opportunities for upskilling and other training for businesses' existing workforce.
- Train job seekers in strategies to leverage their networks/connections to support their job search and career advancement.
- Develop strategies to promote non-traditional candidates to businesses.
- Continue to focus on development and delivery of holistic services for job seekers.
- Improve strategies to support businesses in providing work-based learning.

Section IX of this plan summarizes these and other regional issues, strategies, approaches, and key considerations that workforce system leadership and system partners will examine over the four-year course of this plan.

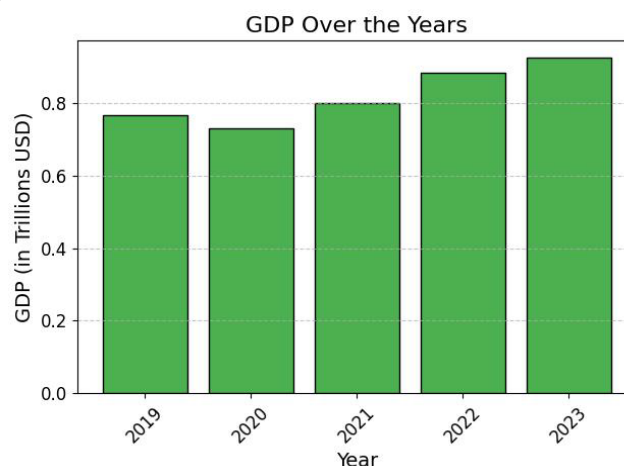
## II. ANALYTICAL OVERVIEW OF THE REGION

In late 2024, representatives of the Los Angeles Basin RPU's local boards held discussions on an analysis of key economic, demographic, and labor market data for the PY 2025-28 Regional Plan. The product of this analysis, completed by InsytAnalytics, has informed this section of the Plan by addressing employment and unemployment data; educational and skill levels of the workforce, and analysis of industries and occupations with existing and emerging demand. Throughout its work, InsytAnalytics notes that its analysis primarily utilizes data from Lightcast, a global leader in labor market analytics, which derives workforce data and insights from official government sources such as the U.S. Census Bureau, Bureau of Economic Analysis, and Bureau of Labor Statistics, as well as real-time labor market trends of job posting platforms

InsytAnalytics analysis is too lengthy to fit within the Plan's narrative and includes numerous graphs and tables. Select **information** from the **analysis**, along with a few charts and graphs, is included within this section. The full version of the analysis is available at ([\*\*Labor Market Analysis\*\*](#)).

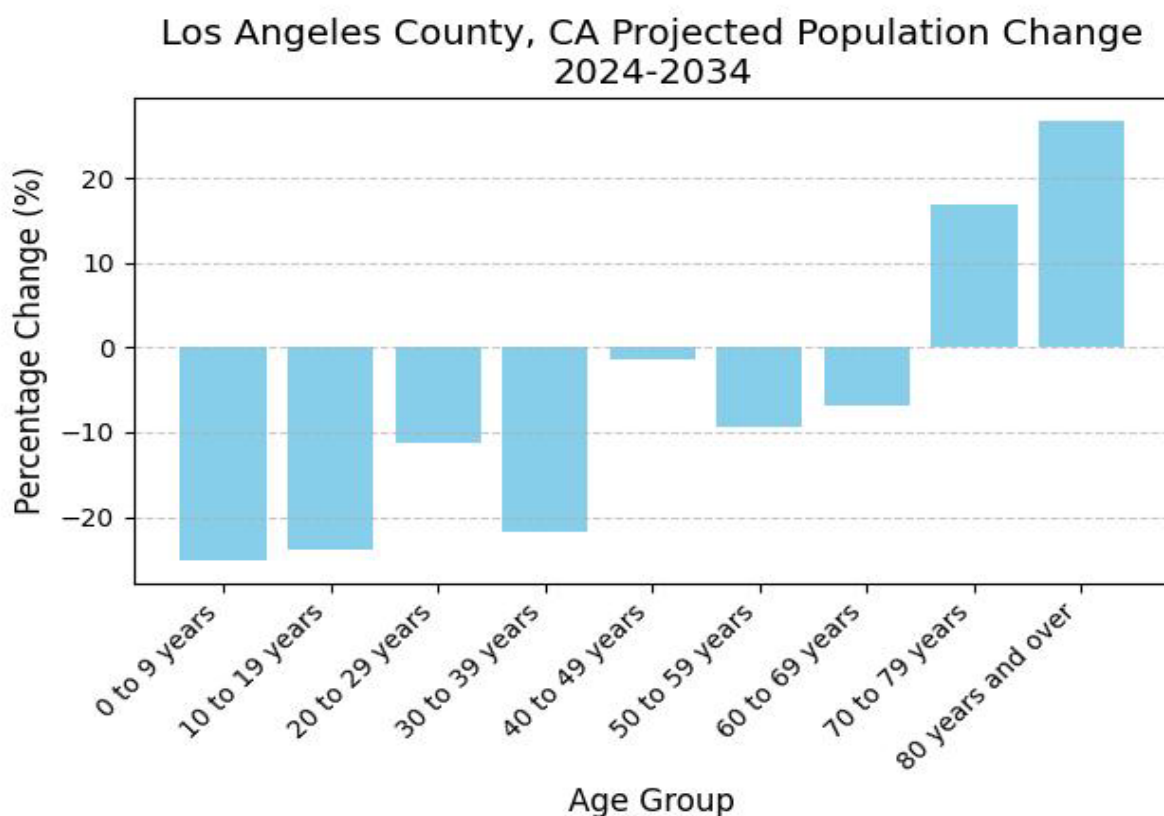
### A. Economic Conditions and Demographics

The region's Gross Regional Product (GRP) has demonstrated significant growth, with Lightcast data revealing increases from \$731.6 billion in 2020 to \$926.5 billion in 2023. This growth signifies a robust economic recovery from pandemic-induced disruptions, indicating strong performance across key sectors, such as technology, entertainment, and health services. The upward trend aligns with regional efforts to diversify and strengthen economic resilience, highlighting sectors that provide high-value jobs and stimulate substantial economic activity.



Demographic analysis reveals notable shifts impacting workforce and economic development in the region.

**Age:** The projected population change from 2024 to 2034 indicates declining youth and working-age populations, with the segments aged 0-9 and 30-39 years decreasing by approximately 25.19% and 21.73%, respectively. Conversely, there is a marked increase anticipated in the cohort aged 80 years and over, rising by 26.89%. These shifts pose challenges for labor supply and underscore the need for strategic planning in educational and healthcare services to accommodate aging demographics, while addressing youth disengagement from the labor market. Addressing these demographic changes is crucial to sustaining economic momentum and ensuring comprehensive workforce development strategies.



**Diversity:** The region presents a rich tapestry of ethnic and racial diversity, reflecting the multifaceted composition of Los Angeles County. This diversity is integral to understanding the region's economic and workforce dynamics, as it fosters various cultural, intellectual, and practical perspectives contributing to a vibrant regional ecosystem.

As of 2024, the Hispanic population represents the largest racial or ethnic group, constituting approximately 44.63% of the total population. The White population accounts

for approximately 22.80%, followed by Asian communities at 12.48%, and Black residents at 9.00%. Smaller groups include American Indian or Alaskan Native, Native Hawaiian or Pacific Islander, and individuals of Two or More Races, collectively forming a multi-ethnic mosaic that defines the region.

Diversity extends into the workforce, where representation across industries varies. Hispanics and Latinos, for instance, are predominant in sectors such as Accommodation and Food Services, reflecting cultural and linguistic assets within these communities. In contrast, Asian workers are significantly represented in professional, scientific, and technical services, leveraging high educational advancements within this group. These variations can be attributed to historical employment trends, socio-economic factors, and educational opportunities available to each racial group.

Linguistic diversity is equally pronounced, with 55.17% of residents speaking a language other than English at home, largely driven by Spanish or Spanish Creole speakers who comprise 38.02% of the population. This linguistic plurality underscores the need for bilingual services and culturally competent workforce programs to ensure equitable access to employment opportunities.



The high level of ethnic and language diversity impacts economic and workforce development strategies. It encourages businesses and policy makers to adopt inclusive practices that harness the strengths of a multilingual and multicultural workforce. Workforce development programs must emphasize sector-based training accessible in multiple languages, ensuring residents can acquire critical skills and gainful employment irrespective of linguistic barriers.

**Migration:** Recent trends in Los Angeles reveal a notable pattern of outbound migration driven by high housing costs and quality-of-life concerns, while inbound migration, though smaller in scale, reflects the region's continued draw for individuals seeking opportunities in entertainment, tech, and other growing industries.

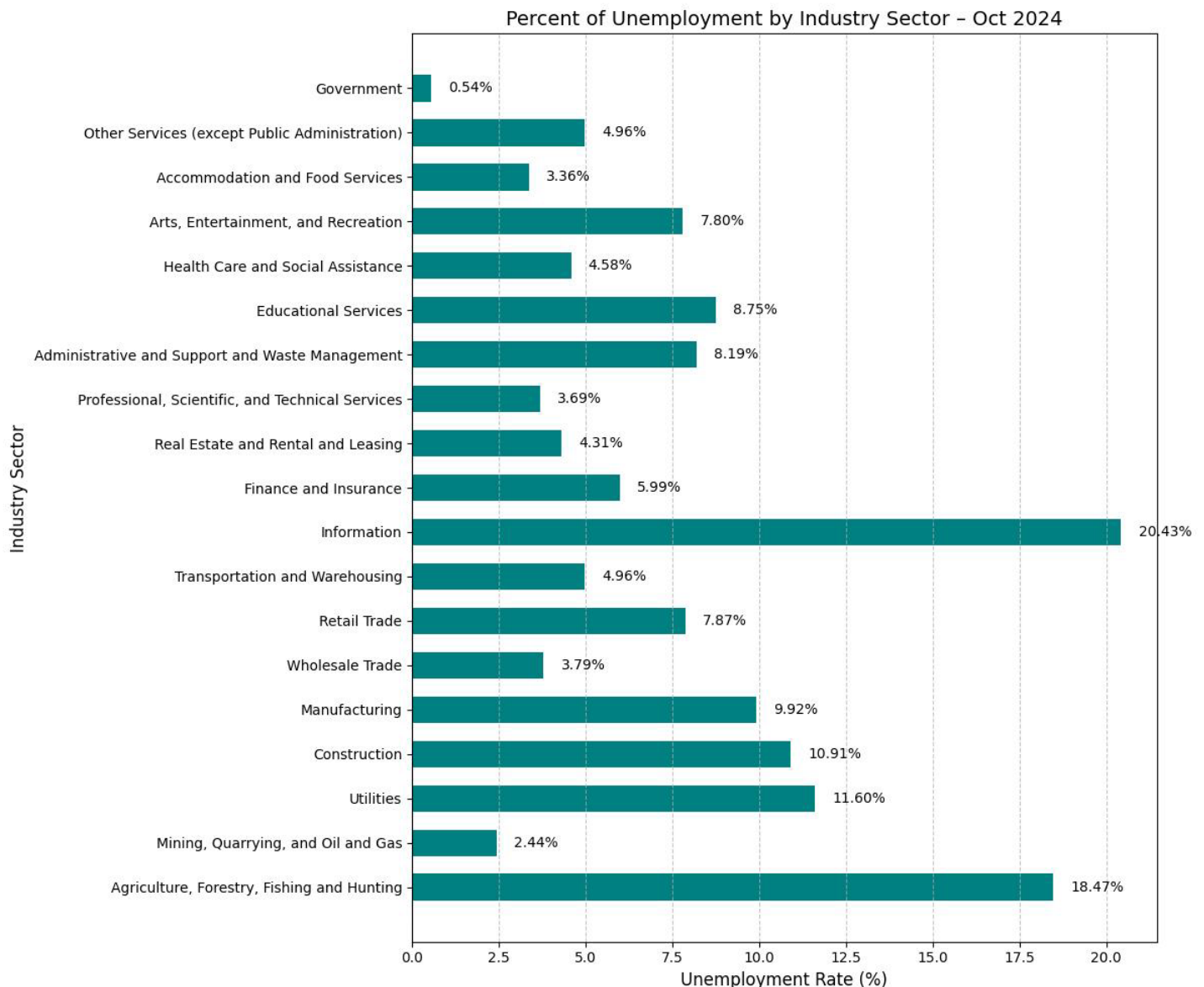
## B. Analysis of Employment and Unemployment Data

In the Los Angeles Basin RPU, employment data in October 2024 reveals an unemployment rate of 6.06%, slightly lagging behind the state average at 5.39% and the national rate at 3.93%. The disparity indicates persistent economic vulnerability relative to broader regions. Notably, unemployment in industry sectors such as Information (20.43%), Agriculture (18.47%), and Utilities (11.60%) significantly exceeds the county's average, pointing to industry-specific challenges. These high rates coincide with sectors that are acutely impacted by technological disruptions or cyclical demand variability, emphasizing a critical need for adaptive workforce strategies. Meanwhile, the Construction sector, which sits at a 10.91% unemployment rate, underscores existing skill gaps and potential bottlenecks in meeting future growth demands exacerbated by pandemic-related economic shifts.



Given these discrepancies, local leaders must craft policies aimed at targeted economic revitalization. By aligning employment strategies with emergent growth sectors identified in the Los Angeles Basin's regional plans (such as logistics, healthcare, and tech-enhanced sectors) policymakers can stimulate job creation and vocational training essential for lowering unemployment rates and bolstering economic recovery efforts.

Key takeaways from a comparative analysis of unemployment by industry include recognizing the importance of sector-specific interventions, especially in high-unemployment industries such as information, to buffer against volatility. The comparative advantage of sectors like Logistics, with quicker pandemic recovery, suggests an opportunity for economic development professionals to channel investments towards skill development and automation-friendly roles, fostering sustained economic growth and job stability across the region. There is also urgency in addressing systemic barriers, such as lower educational attainment within large demographics in the region, which inhibits broader occupational mobility and contributes to prevailing unemployment rates.



Local officials should prioritize support for retraining initiatives tailored to high-unemployment industries and pursue partnerships with educational and private sectors to enhance workforce readiness. Addressing technological and conceptual skills within



these industries will be integral to reducing unemployment. Additionally, leveraging insights from economic and employment trends can enable strategic investments to fuel high-growth sectors and support sustainable wage growth. By focusing on these efforts, economic strategists can pave the way for a resilient, future-oriented regional economy that attracts diverse business investments, while ensuring equitable job opportunities and wage enhancements.

## C. Analysis of the Educational and Skill Levels of the Workforce

The region faces moderate challenges as it seeks to align workforce education and skills with employer demands. Based on the latest data, the education and skill levels within the workforce present a mixed landscape. With a diverse population comprising various educational achievements, the LABRPU's economic growth heavily depends on addressing apparent skill gaps within vital industries.

### Educational attainment

**81.3%**

High school grad or higher

a little less than the rate in California:  
84.8%

about 90 percent of the rate in  
United States: 89.8%

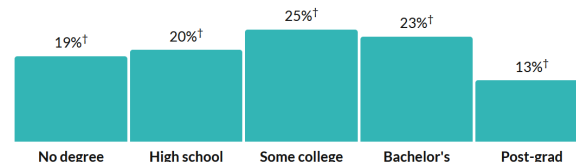
**36.5%**

Bachelor's degree or higher

a little less than the rate in California:  
37.5%

about the same as the rate in United  
States: 36.2%

### Population by highest level of education



\* Universe: Population 25 years and over

[Show data / Embed](#)

Recent data from 2023 show that 22.37% of Los Angeles County residents hold a bachelor's degree, with only 12.35% having a graduate degree or higher. Meanwhile, 20.58% possess only a high school diploma, and another 11.80% lack even this basic credential, posing potential skill deficits (Lightcast 2024). Disparities are more pronounced within racial groups. For instance, Hispanic residents, who constitute a significant segment of the population, see a lower percentage in obtaining higher education degrees compared to their Asian and White counterparts. This variance suggests underutilization of potential talent in key sectors that demand advanced skills, such as Information Technology and Healthcare.

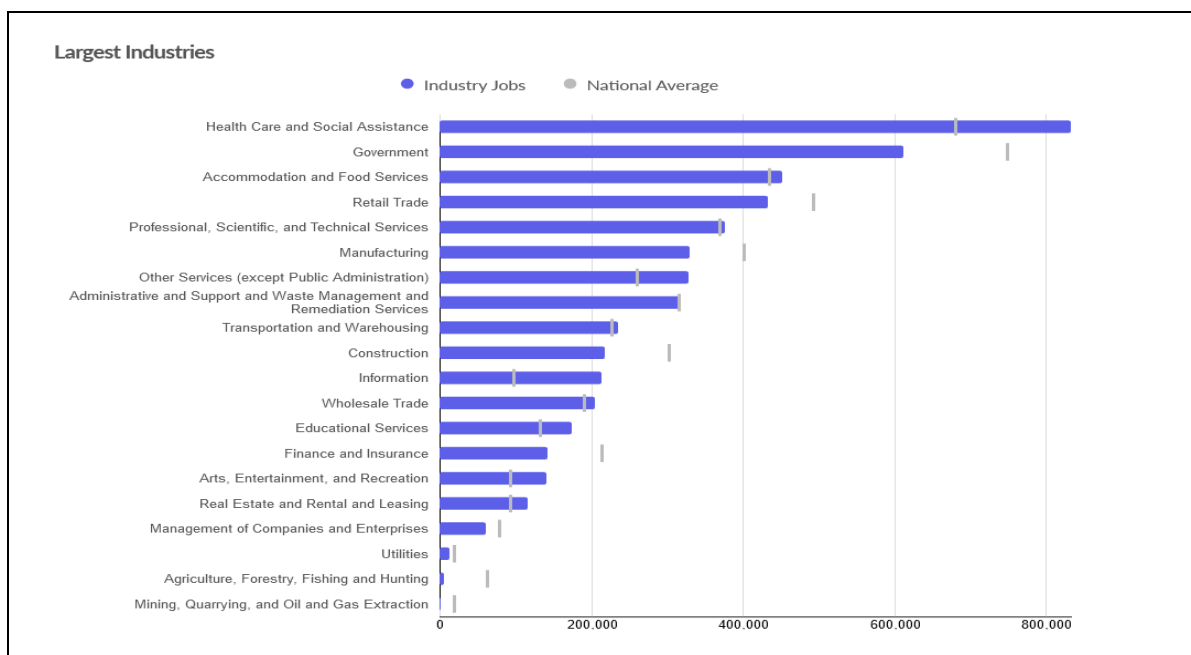
Workforce development plans must crucially focus on industries like construction, healthcare, logistics, and entertainment: sectors identified as having substantial growth potential and corresponding upskilling needs. For instance, the skills gap analysis shows a deficiency in critical areas such as project management, nursing, and technical specialties, which are essential for sectors like Health Services and Selected Manufacturing (fashion, aerospace, pharmaceuticals). Reports indicate job openings substantially outweigh local educational program completions in relevant fields.

## D. Analysis of Industries and Occupations with Existing and Emerging Demand

The employment landscape within the Los Angeles region reflects a nuanced understanding of the county's economic structure and workforce development potential. The analysis of industry employment data reveals pivotal insights into how the region's sectors could influence broader economic and workforce objectives.

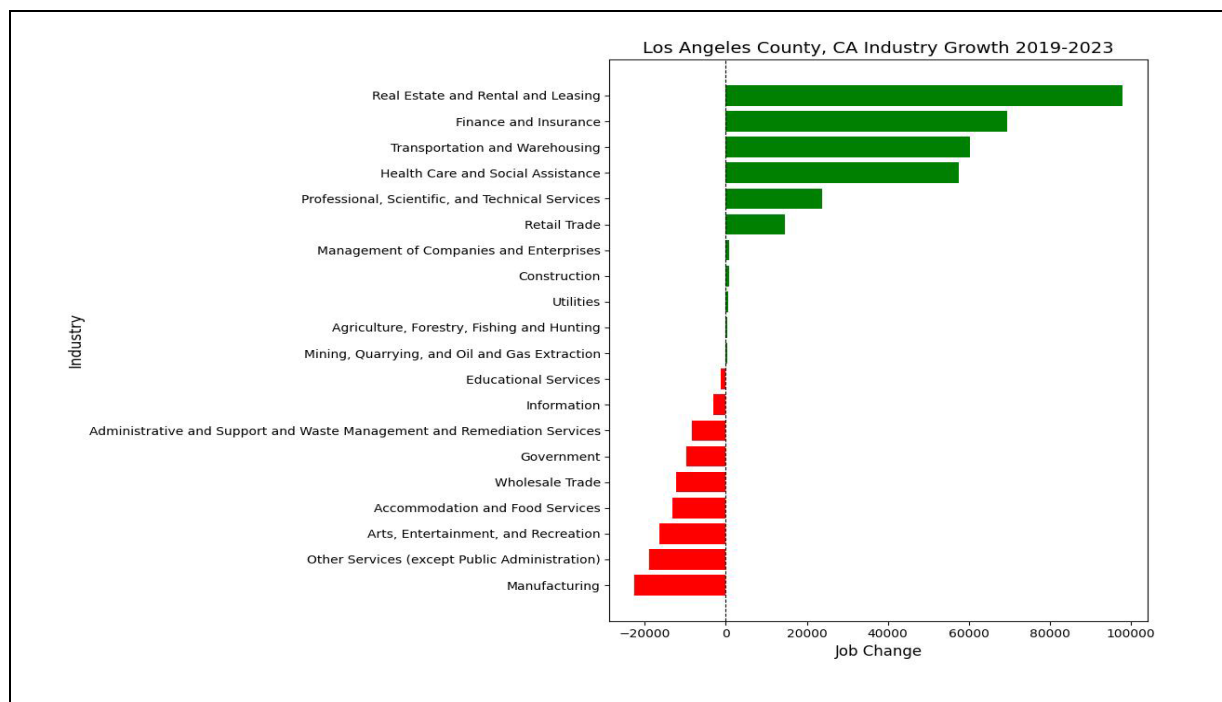
### Existing Demand

Regional priority sectors, including Construction, Selected Manufacturing (including Fashion, Aerospace, Analytical Instruments, Pharmaceuticals, Medical Devices), Logistics, Entertainment and Infotech, Health Services, and Leisure and Hospitality, all play a unique role in shaping the future trajectory of the region's economy.



In the realm of Construction, minor growth has been noted with an increase of 830 jobs, signaling a potential yet under-leveraged area for expansion given the area's infrastructural demands. The sector offers substantial career potential characterized by relatively high wage positions compared to other entry-level jobs, yet more substantial growth could be pursued by fostering specialized training and upskilling programs. Meanwhile, selected manufacturing sectors, particularly those aligned with high-tech and innovative products, present a platform for economic acceleration. Yet, as manufacturing faced a decline of 22,663 jobs, targeted interventions to revitalize this sector could invigorate local economic growth by tapping into Los Angeles' robust creative and technological ecosystems.





Logistics, with a recorded increase of 60,212 positions, underscores its position as a burgeoning industry primed for continued expansion. The shift towards e-commerce and supply chain enhancements highlights the sector's critical role in driving regional employment, necessitating a focus on developing logistics-related skills and infrastructure. Health Services, while experiencing a significant addition of 57,430 jobs, should also be regarded as essential, particularly in light of demographic shifts towards an aging population that will increase the demand for healthcare professionals and services. Tailored training initiatives addressing skills gaps in this sector could ensure that the workforce is well-equipped to meet emerging healthcare needs.

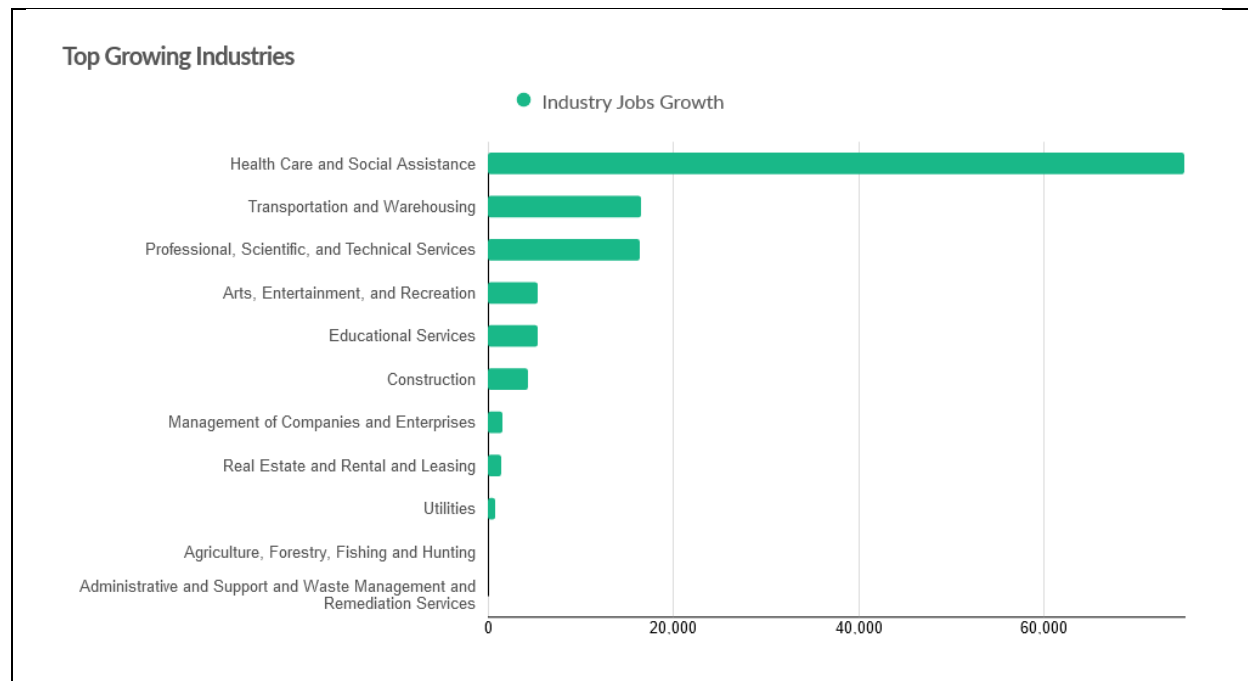
Conversely, sectors like Leisure and Hospitality faced declines, losing 13,143 jobs. While traditionally robust, these sectors require strategic initiatives to recover, such as enhancing workforce resilience and adapting to shifts in consumer demand post-pandemic. The sector nonetheless retains substantial employment potential once stabilized, especially with Los Angeles' status as a cultural and tourist hub.

Overall, the RPU's focus on these pivotal sectors underscores a strategic alignment with the region's economic strengths and employment needs. By prioritizing sector-specific workforce development efforts and integrating inclusive practices to address skill gaps, Los Angeles region can enhance its economic resilience, ensuring sustainable growth and opportunity across its diverse workforce.

## Emerging Demand

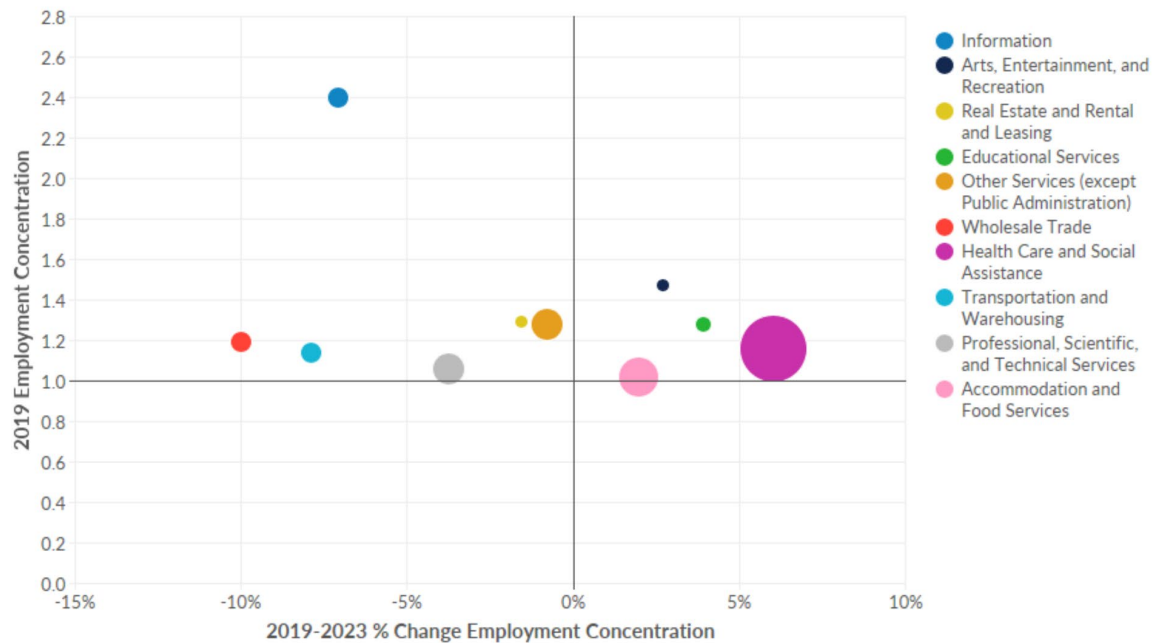
Recent data for the Los Angeles Basin RPU reveals insightful trends in industries and occupations demonstrating emerging demand. The quantitative analysis provides an essential framework to understand labor-market dynamics and prepare policy actions to align workforce development with these trends for maximum socio-economic benefit.

Emerging industries in the Los Angeles Basin include Transportation and Warehousing, Finance and Insurance, and Health Care and Social Assistance. Specifically, the Transportation and Warehousing industry has seen a notable job growth of 15.27% from 394,214 to 454,426 jobs, with a competitive effect indicating a slight region-specific advantage. Health Care and Social Assistance, crucial for its 6.8% growth, appears poised for continued expansion reflecting the demographic trend towards an aging population. Finance and Insurance experienced robust growth of 24.51%, reflecting national trends but also local factors such as the region's economic resilience and innovative financial services. The competitive effect across these sectors showcases unique regional advantages likely influenced by Los Angeles' extensive infrastructure, diversified economy, and significant consumer market, driving specialized growth beyond national averages.



Moreover, the analysis of location quotient (LQ) data highlights particularly specialized industries and occupations within the Los Angeles Basin. For example, the location quotient for the Arts, Design, Entertainment, Sports, and Media occupations at 2.85 underscores the strong regional specialization compared to the national average (LQ=1)[5]. This makes Los Angeles a unique national and global hub for these creative sectors. Similarly, Health Care and Social Assistance, with its LQ of 1.24, shows above-average regional employment concentration, reflecting sector-specific requirements.

Highest Industry Employment Concentration



For occupations, the Los Angeles region's emerging demand aligns closely with specific industry needs. Occupations in Health Care, such as registered nurses and medical technicians, are projected to grow considerably due to ongoing demographic changes. Transportation-related roles, including logistics managers and truck drivers, are also expanding, capitalizing on the uptick in e-commerce and the region's position as a logistics nexus.

Understanding and leveraging these trends is crucial for local government policymakers. By grasping the strategic industries and occupations with the strongest competitive advantages, policymakers can craft targeted interventions to maximize economic growth, mitigate unemployment, and elevate income levels. Measures can be tailored to enhance skills, offer incentives for training in high-demand sectors, and support industries with potential for significant economic contributions.

### III. REGIONAL INDICATORS

The California Workforce Development Board established “regional indicators” to assess coordination and measure progress of California’s 15 RPUs toward the goals of connecting AJCC services to regional skills infrastructure aligned with regional labor market needs. The indicators are designed to track processes and activities utilized by regions, providing a foundation for regional approaches that align with the needs of businesses in key sectors, as well as those of job seekers.

Regions are required to select at least two of the following Regional Indicators and establish objective metrics for the selected indicators:

- Indicator A: The region has a process to communicate industry workforce needs to supply-side partners.
- Indicator B: The region has policies supporting equity and strives to improve job quality.
- Indicator C: The region has shared target populations of emphasis.
- Indicator D: The region deploys shared/pooled resources to provide services, training, and education to meet the target population's needs.

#### A. Regional Indicators and Associated Outcomes and Metrics

The LABRPU selected the following indicators

- Indicator C: The region has shared target populations of emphasis.
- Indicator D: The region deploys shared/pooled resources to provide services, training, and education to meet the target population's needs.

Indicator C is new and was selected to reflect the local Boards’ on-going efforts to focus services on common target populations in their respective local areas, including individuals who are low-income, basic skills deficient, veterans, opportunity youth, English language learners, immigrants, justice-impacted, homeless and housing insecure, foster youth, first generation college students, people with disabilities, those most affected by the COVID-19 pandemic, workers impacted by the 2025 LA County wildfires, and residents of disadvantaged communities and low-income communities.

LABRPU identified Indicator D as part of the 2023 Biennial Modification to the PY 2021–24 Regional Plan. The selection reflects the region’s longstanding commitment to shared resources that expand access to services, training, and education that meet target populations’ needs. A key example is the I-TRAIN system, through which the South Bay WIB serves as the region’s Eligible Training Provider List (ETPL) coordinator. In this role, South Bay WIB has standardized administrative procedures, educational resources, and offers technical assistance to local workforce board staff and training providers. Other shared resources include a common intake form that supports a standardized process across local areas, as well as multi-board initiatives such as the Regional Equity and Recovery, Prison to Employment grants, and the Transitional Subsidized Employment Program (detailed in Section IV: Fostering Demand-Driven Skills Attainment).

Other regional assets include a shared website and a dedicated Regional Organizer position that connects all seven Boards. This role facilitates coordination, fosters new partnerships, and supports regional initiatives.

Moving forward, the region plans to deploy a regional apprenticeship portal in collaboration with K12, adult education, and the L.A. County Office of Education. The portal will provide information and resources on CTE pathways that lead to youth apprenticeships expanding access to information and mapping educational pathways that lead to quality jobs in in-demand industries.

### **Outcomes**

The region plans to measure the following three outcomes for Indicator C - *The region has shared target populations of emphasis.*

1. Training or educational program completion rates
2. Service reach
3. Employment placement rates

The region plans to measure the following three outcomes for Indicator D - *The region deploys shared/pooled resources to provide services, training, and education to meet the target population's needs.*

1. Participant outcomes
2. Shared resource utilization
3. Inter-agency Collaboration

### **Metrics**

Regional leadership approved the following metrics, which focus on three quantitative measures for each of the two chosen indicators. The region will use these to measure and track its progress on outcomes.

Metrics for Indicator C include:

1. Training or educational program completion rates: Percentage of target population participants completing training or educational programs.
2. Service reach: Percentage of individuals from target populations accessing workforce development programs.
3. Employment placement rates: Percentage of target population participants placed into employment within six months of program completion.

Metrics for Indicator D are:

1. Participant outcomes: Percentage increase in job placements, wages, or certifications achieved through shared resource initiatives.
2. Shared resource utilization: Percentage of pooled funding or shared resources allocated and expended annually. Each WDB will demonstrate a minimum of one shared resource with at least one other WDB. Shared resources may include grants that are submitted with two or more WDBs as partners or a regional grant that involves at least two WDBs.
3. Inter-agency Collaboration: Number of multi-Board partnerships established or sustained to leverage resources across the region.

## **B. Impact of Indicators and Metrics on Service Delivery**

Due to a variety of extenuating circumstances, the region did not move forward with the establishment of metrics for Indicator D, which was adopted in connection with the Biennial Modification to the preceding Regional Plan. However, with metrics now established, the region is prepared to track, record, and report on outcomes in connection with Indicator D.

As activities relate to Indicator C are newly developed and not yet implemented, their impacts will be assessed and summarized in the next iteration of this Plan.

## IV. FOSTERING DEMAND-DRIVEN SKILLS ATTAINMENT

The seven workforce development boards in the Los Angeles Basin RPU have identified the following six industries positioned for priority and strategic focus over the four-year cycle represented by this Regional Plan:

- Construction (NAICS 23)
- Healthcare (NAICS 62)
- Leisure and Hospitality NAICS 71-72)
- Manufacturing (NAICS 31-33)
- Information (NAICS 51)
- Transportation and Warehousing (NAICS 48-49)

It should be noted that each local workforce development may identify, address, and prioritize additional sectors based on various factors within the local area.

### A. Targeted and Strategic Industries

The Los Angeles Basin Regional Planning Unit identified its priority sectors based on a comprehensive analysis of data-driven factors, including current employment trends, wage levels, projected future growth, and their overall value to the regional economy. These sectors were chosen for their potential to drive economic resilience, foster innovation, and create high-quality jobs that align with the region's long-term development goals. Recent job losses across Los Angeles sectors, such as entertainment and information technology, leisure and hospitality, and advanced manufacturing were driven by factors including lingering economic uncertainty, shifts in consumer demand, and the region's exposure to global supply chain disruptions and industry-specific challenges. However, these industries remain vital to the Los Angeles economy due to their global influence, significant contributions to employment and GDP, and their role in driving innovation and tourism. By focusing on these critical industries, the LABRPU aims to strengthen the economic fabric of the Los Angeles Basin, while supporting equitable and sustainable growth.

#### Construction

The construction sector comprises establishments primarily engaged in the construction of buildings or engineering projects (e.g., highways and utility systems). Establishments primarily engaged in the preparation of sites for new construction and establishments primarily engaged in subdividing land for sale as building sites also are included in this sector. Construction work done may include new work, additions, alterations, or maintenance and repairs. Activities of these establishments generally are managed at a fixed place of business, but they usually perform construction activities at multiple project sites. Production responsibilities for establishments in this sector are usually specified in contracts with the owners of construction projects (prime contracts) or contracts with other construction establishments (subcontracts).

Despite a modest increase of 827 construction jobs in the region, this sector presents extensive opportunities for growth due to its essential role in addressing the infrastructural needs of a growing urban population. With strategic investment in skills development and training programs, especially focusing on middle-skill jobs, the construction sector can expand its workforce to meet future demand while offering competitive wages that benefit the local economy.

Over the past year, the construction sector has required a workforce skilled in areas such as advanced carpentry, sustainable building practices, and project management to meet growing infrastructure demands. Emphasis has been placed on middle-skill roles, including electricians, plumbers, and equipment operators, as well as the integration of technology-driven skills like BIM (Building Information Modeling) and energy-efficient construction methods to align with modern industry standards and sustainability goals.



**14,890 Unique Job Postings**

The number of unique postings for this job over the last 12 months.



**2,678 Employers Competing**

All employers in the region who posted for this job over the last 12 months.



**29 Day Median Duration**

Posting duration is 2 days longer than what's typical in the region.

## Entertainment and Infotech

Entertainment and Infotech combine two sectors: Arts, Entertainment, and Recreation and the Information sector. Arts, Entertainment, and Recreation includes a wide range of establishments that operate facilities or provide services to meet varied cultural, entertainment, and recreational interests of their patrons. This sector comprises (1) establishments that are involved in producing, promoting, or participating in live performances, events, or exhibits intended for public viewing; (2) establishments that preserve and exhibit objects and sites of historical, cultural, or educational interest; and (3) establishments that operate facilities or provide services that enable patrons to participate in recreational activities or pursue amusement, hobby, and leisure-time interests. The Information sector encompasses businesses involved in producing and distributing information and cultural products, including publishing, broadcasting, telecommunications, and data processing. It also includes activities like providing computing infrastructure and web hosting.

This sector saw a decline of 7,021 jobs, yet it remains vital given Los Angeles' historical role as a global entertainment hub. Infotech offers significant growth potential due to digital transformation across industries. Strengthening collaborations between educational institutions and tech companies, as well as investing in digital skills training, can help reverse employment declines and ensure the sector contributes effectively to the economy.

Over the past year, the entertainment and infotech sector has highlighted a critical need for skills in digital content creation, software development, and data analytics to keep



pace with the rapid digital transformation across industries. Demand has also surged for expertise in emerging technologies such as AI, virtual production, and cybersecurity. Strengthening partnerships between educational institutions and tech companies is essential to developing a skilled workforce that can support innovation and drive sustainable growth in this pivotal sector.



### 9,154 Unique Job Postings

The number of unique postings for this job over the last 12 months.



### 730 Employers Competing

All employers in the region who posted for this job over the last 12 months.



### 29 Day Median Duration

Posting duration is 2 days longer than what's typical in the region.

## Health Services

The Health Services sector comprises establishments providing health care and social assistance for individuals. The sector includes both health care and social assistance because it is sometimes difficult to distinguish between the boundaries of these two activities. The industries in this sector are arranged on a continuum starting with those establishments providing medical care exclusively, continuing with those providing health care and social assistance, and finally finishing with those providing only social assistance. The services provided by establishments in this sector are delivered by trained professionals. All industries in the sector share this commonality of process, namely, labor inputs of health practitioners or social workers with the requisite expertise. Many of the industries in the sector are defined based on the educational degree held by the practitioners included in the industry.

With an addition of 30,202 jobs, health services are expanding rapidly, driven by demographic shifts such as an aging population. This growth emphasizes the necessity of continuous training and certification programs to equip healthcare professionals with the skills required for evolving services. As demand for healthcare services climbs, the sector provides stable employment opportunities and supports the well-being of the community, contributing to region-wide economic stability.

Over the past year, the health services sector has required a workforce skilled in areas such as geriatric care, advanced nursing practices, and telehealth delivery to address the growing demands of an aging population. Specialized training in emerging areas like health informatics, chronic disease management, and mental health support has become increasingly essential. Continuous education and certification programs are vital to equipping healthcare professionals with the competencies needed to meet evolving patient needs while ensuring the sector's continued contribution to community well-being and economic resilience.



### 123,094 Unique Job Postings

The number of unique postings for this job over the last 12 months.



### 6,121 Employers Competing

All employers in the region who posted for this job over the last 12 months.



### 28 Day Median Duration

Posting duration is 1 day longer than what's typical in the region.

## Leisure and Hospitality

The Leisure and Hospitality super-sector includes the Arts, Entertainment, and Recreation sector (see Entertainment and Infotech, above) and the Accommodation and Food Services sector which comprises establishments providing customers with lodging and/or preparing meals, snacks, and beverages for immediate consumption. The sector includes both accommodation and food services establishments because the two activities are often combined at the same establishments.

Experiencing a workforce contraction with 13,143 fewer jobs, this sector highlights the challenges faced due to pandemic effects. Recovery in this sector can be propelled by strategic adaptability measures, like enhancing skill diversity and flexibility among workers, which can address changing consumer habits and expectations. Leveraging Los Angeles's cultural tourism appeal will also be pivotal in reinvigorating this sector.

Over the past year, the leisure and hospitality sector has emphasized the need for skills in customer service adaptability, digital marketing, and event management to address shifts in consumer behavior and preferences post-pandemic. Workers with diverse skills in technology integration, such as managing online booking systems and virtual experiences, are increasingly in demand. Strengthening workforce flexibility and leveraging Los Angeles's rich cultural tourism assets will be key to driving recovery and revitalizing this vital sector.



### 44,177 Unique Job Postings

The number of unique postings for this job over the last 12 months.



### 2,317 Employers Competing

All employers in the region who posted for this job over the last 12 months.



### 30 Day Median Duration

Posting duration is 3 days longer than what's typical in the region.

## Logistics

The Logistics sector includes industries providing transportation of passengers and cargo, warehousing and storage for goods, scenic and sightseeing transportation, and support activities related to modes of transportation. Establishments in these industries use transportation equipment or transportation related facilities as a productive asset. The type of equipment depends on the mode of transportation. The modes of transportation are air, rail, water, road, and pipeline.

There has been a substantial increase in logistics by 47,909 jobs, showcasing its rapid expansion fueled by e-commerce growth. This sector is critical to the region's economy, providing numerous entry-level positions and pathways to advancement through targeted training in logistics and supply chain management skills, aligning with increasing global trade demands.

Over the past year, the logistics sector has demonstrated a strong need for skills in supply chain management, inventory control, and warehouse operations to support its rapid expansion driven by e-commerce growth. Expertise in transportation coordination, data analytics for supply optimization, and proficiency in logistics technologies, like automated systems and tracking tools, are in high demand. Targeted training programs that provide pathways from entry-level roles to advanced positions are essential to sustaining this sector's growth and aligning with the demands of global trade.



**16,303 Unique Job Postings**

The number of unique postings for this job over the last 12 months.



**1,238 Employers Competing**

All employers in the region who posted for this job over the last 12 months.



**29 Day Median Duration**

Posting duration is 2 days longer than what's typical in the region.

**Advanced Manufacturing** (including Fashion, Aerospace, Analytical Instruments, Pharmaceuticals, Medical Devices)

The Manufacturing sector comprises establishments engaged in the mechanical, physical, or chemical transformation of materials, substances, or components into new products. Establishments in the Manufacturing sector are often described as plants, factories, or mills and characteristically use power-driven machines and materials-handling equipment. However, establishments that transform materials or substances into new products by hand or in the worker's home and those engaged in selling to the general public products made on the same premises from which they are sold, such as bakeries, candy stores, and custom tailors, may also be included in this sector. Manufacturing establishments may process materials or may contract with other establishments to process their materials for them. Both types of establishments are included in manufacturing.

Even though it experienced a decline of 6,409 jobs, selected manufacturing remains a core component for leveraging Los Angeles's industrial capabilities. The focus should be on high-tech and innovative product manufacturing, offering unique opportunities for skilled labor by integrating new technologies and improving operational efficiency.

Over the past year, the advanced manufacturing sector has highlighted the need for skills in robotics, precision engineering, and advanced materials science to align with its shift toward high-tech and innovative production. Proficiency in areas such as additive manufacturing, automation, and data-driven operational efficiency has become essential.

Investing in workforce development programs to train skilled labor in cutting-edge technologies will be crucial for revitalizing the sector and leveraging Los Angeles's industrial strengths.



**53,500 Unique Job Postings**

The number of unique postings for this job over the last 12 months.



**3,354 Employers Competing**

All employers in the region who posted for this job over the last 12 months.



**27 Day Median Duration**

Posting duration is the same as what's typical in the region.

## B. Sector and Other Industry-Focused Initiatives

The LABRPU implements numerous sector-focused initiatives aligned with the regional economy, as well as strategic industry-focused programs to advance opportunities for economic empowerment for residents facing barriers to opportunity. Mature programs like the multi-Board, South Bay WIB-led AeroFLEX apprenticeship model have expanded their scope and have been replicated across multiple sectors. More recent efforts include multiple employer-driven training pathways identified under the Regional Equity and Recovery Partnerships grant, a regional initiative to expand access to community college training in collaboration with the LABRPU's workforce boards. The program, which runs through the end of 2026, stands to create durable cross system partnerships resulting in on-ramps to a wide array of career pathway programs providing in-demand skills to improve job access; the provision of supportive services to eliminate barriers to training participation and completion; and the ability for participants to earn while they learn through stipends, paid work experience, and apprenticeships. Emergent strategies, like the L.A. City and L.A. County High Road Training Partnership (H RTP) model, project to launch over twenty new High Road Training Partnerships in collaboration with worker-centered organizations, labor, private and public sector employers, and philanthropy. H RTPs are a California Workforce Development Board strategy to create economically resilient communities and shared prosperity grounded in equity, accessible, quality jobs, and climate resilience. Following are selected examples of LABRPU sector and other industry-focused initiatives.

### Construction

**Los Angeles Workforce Infrastructure Network (LAWIN):** LAWIN is preparing the region's workforce for jobs generated by federal investment in infrastructure, through the Infrastructure Investment and Jobs Act (IIJA) and the Inflation Reduction Act (IRA). The goal is to expand access to skilled career pathways leading to quality jobs in construction and other skilled trades for underrepresented communities and groups facing barriers to opportunity. The initiative focuses on strengthening partnerships between secondary school training programs, including LAUSD K-12 CTE Linked Learning, Division of Adult Career Education, community colleges, community-based training programs, such as YouthBuild, and other pre-apprenticeship programs, and union apprenticeship programs.

HireLAX: HireLAX prepares residents for careers in construction through apprenticeships tied to major infrastructure projects at Los Angeles International Airport (LAX). The program is a partnership between the City and County of Los Angeles, Los Angeles World Airports (LAWA), Los Angeles Trade-Technical College, and construction unions, and includes training in various skilled trades. An eight-week training program prepares participants for construction careers and enrollment in a union apprenticeship program or employment on LAWA projects. Participants receive work readiness training, stipends, case management, support services, career exploration, and assistance with job placement.

Construction and Utilities Pathways Program (CUPP): SBWIB's Construction Utilities Pathway Program is a pre-apprenticeship program preparing residents for employment in the construction sector by providing readiness workshops, case management, supportive services, hands-on training, and job placement services. Once work-ready, participants are connected to union representatives, job coordinators, partner contractors, developers, and owner/agencies for placement on major construction projects throughout the region. The program maintains partnerships with the local construction industry and has become a steady source of qualified candidates and a reliable pipeline of skilled labor for key local development projects, while offering residents a pathway to high-paying careers in the field.

## **Healthcare**

C3 Skills Alliance: The C3 Skills Alliance is a SBWIB-led regional Healthcare Industry Sector Partnership. The model is anchored in public/private partnerships between health services organizations, workforce development boards, and community colleges responding to the need for skilled care coordinators and specialty Registered Nurses in Southern California's hospitals, health clinics, and long-term care facilities.

## **Advanced Manufacturing**

AERO-Flex Pre-Apprenticeship and Apprenticeship: The AERO-Flex pre-apprenticeship program is an employer-driven, earn and learn, engineering pre-apprenticeship pathway model developed by the SBWIB to serve the region's aerospace and manufacturing sectors. The first track focuses on work readiness skills training using SBWIB's Blueprint for Workplace Success curriculum. The second track teaches industry-specific occupational skills, and the third track provides work-based-learning experiences. Students earn industry-recognized stackable credentials and opportunities for employment, college completion, and/or entrance to the AERO-Flex U.S. Department of Labor (DOL)- and California Division of Apprenticeship Standards (DAS)- registered Aerospace Engineering apprenticeship program.

The program was enhanced with a \$12 million DOL Scaling Apprenticeship Grant to support the Growing Advanced Manufacturing Apprentices Across America (GAMAAA) initiative and will prepare 5,000 apprentices and pre-apprentices across California and

the nation. Program enhancements include offering the training in English and Spanish and providing a virtual training option to boost accessibility.

## **BioTech**

BioTC Collaborative Biocom Institute Technician Certification (BioTC): The public-private partnership is funded by the Verdugo WDB and includes Los Angeles' leading Life Sciences companies. It focuses on meeting the needs of the region's Life Science industry. The model includes direct employer engagement in curriculum design, credential validation, and hiring efforts. Additionally, partner employers provide paid internships, externships and apprenticeships. To streamline the industry's strategy for entry-level talent acquisition, the collaborative produced a no-cost comprehensive assessment exam for recent graduates from LA's bioscience, biotechnology, and science-related career programs to demonstrate their qualifications as entry-level technicians. Graduates who pass the exam are awarded an industry-validated, digital badge to include on their resumes, social media profiles, and job applications. The certificate offers the region's life science companies a reliable, efficient way to access, identify, and hire qualified entry-level manufacturing technicians from a pre-vetted pool to meet their growing workforce needs.

Bio-Flex: The emergent Bio-Flex program is a replication of SBWIB's successful Aero-Flex program model focused on the Biotech industry in LA County. This multi-board collaboration will offer an employer-driven, earn and learn pre-apprenticeship pathway in Life Sciences leading into the Bio-Flex registered apprenticeship program. The pre-apprenticeship will include the same three tracks as the AERO-Flex model: work readiness skills training, industry-specific occupational skills training, and a work-based-learning component. The program is currently recruiting employer partners with which to design the "flexed" skills training and work-based-learning elements.

## ***Other Industry-Focused Initiatives***

### **Public Sector**

Preparing Los Angeles for County Employment (PLACE): PLACE is an LA County high road employment program that prepares and places people with high barriers to employment into entry-level, permanent County jobs with a career pathway. The program has successfully placed cohorts into multiple County departments and plans to expand the program to more departments and job classifications.

### **Artificial Intelligence**

Artificial Intelligence (AI) Research Initiative: SELACO WDB has collaborated with the California Workforce Association (CWA) to explore AI integration in multiple industries, employer skill needs, and training strategies. To start, they established an AI-focused Sector Partnership Advisory Committee (SPAC) with representatives from private sector companies, local government agencies, and educational institutions. Next, they led a



focus group discussion with representatives of businesses implementing different AI approaches to help identify opportunities and challenges. This informed an expert panel discussion which helped deepen the workforce system's understanding of AI's impacts on work and workforce development strategies. Following the panel, the Board convened a job seeker focus group. The next steps of the initiative will include a planning session to develop workforce and education strategies and publication of a "white paper," highlighting the project's research and discoveries.

### **High Road Training Partnerships (HRTPs)**

In 2024, the County invested roughly \$3 million in three new HRTPs to support regional economic recovery and income mobility. Those investments supported initiatives in aerospace, healthcare and the creative economy. In Spring 2025, the County made \$17 Million available to fund new HRTTP initiatives in the region. Modelled on the California Workforce Development Board's HRTTP framework and essential elements, successful applicants must address equity, climate, and quality jobs while including the essential elements of industry-led problem solving, prioritizing the partnership itself, incorporating worker wisdom, and industry-driven education and training solutions.

### **LABRPU Regional Equity and Recovery Partnership (RERP)**

Under the California Workforce Development Board and California Community College Chancellor's office RERP program, LABRPU WDBs will continue to implement 20 priority pathway programs in collaboration with partner community colleges through the end of 2026. Programs were designed to enhance access and successful completion of post-secondary education and career technical education programs leading to employment for disadvantaged populations in high-demand occupations and jobs with increasing income and excellent career growth potential in 14 rapidly expanding industry clusters in the region.

To improve job access, skill acquisition, and career growth, the LARPU RERP project strengthens the relationship between WDBs, industry, community colleges, and community-based organizations, to create training programs, industry-recognized certifications, work experience/apprenticeships in companies that are part of the training program, and formation of a talent pool of qualified individuals. Sectors of focus include Arts, Media, and Entertainment, Information and Communications Technology, Advanced Manufacturing, Health and Fitness, Biosciences and Technology, Green and Environmental Sciences, Construction, Culinary/Hospitality, Supply Chain Logistics, Healthcare, Automotive Technology, and Maritime.

Central to the initiative is the provision of targeted support services to meet participants' needs. Primary services include stipends, paid work experience during or after training and apprenticeships, on-the-job training support and a wide menu of additional services to eliminate barriers to successful training completion.

## C. Strategies to Communicate with Regional Employers

The geography of the LABRPU is vast. If the region was a state, it would be the 10<sup>th</sup> largest in the nation. It is home to nearly 10 million people, more than a quarter of the state's population. Serving the region are seven workforce development boards. While multiple boards often share common business customers, actual and potential, there are distinct sub-regional industrial profiles. At the same time, workers commute across county boundaries reflecting regional employment patterns. In this complex landscape, LABRPU boards do their best to coordinate communication with the region's employers.

Specific strategies that boards utilize to communicate with businesses throughout the region include:

- Plans to contract regional intermediaries to implement sector strategies, regularly convening boards and partner employers to enhance partnerships and program implementation.
- Plans to organize construction sector employer partners, unions and skilled trades, and registered apprenticeship program sponsors to align efforts and programs and identify opportunities to expand apprenticeships into high growth sectors such as transportation, advanced manufacturing, and integrating green technology.
- Plans to establish Sector Coalitions to facilitate integration between economic development and workforce development and centering the role of employers in workforce development strategy design.
- Business leadership in existing sector initiatives previously mentioned, including HireLAX, Construction and Utilities Pathways Program, C3 Skills Alliance, BioTC Collaborative, AERO-Flex pre-apprenticeship/apprenticeship, Preparing Los Angeles for County Employment, Artificial Intelligence Research Initiative, and the High Road Training Partnerships Grant Program. Boards often collaborate on targeted outreach, employer engagement forums through regional sector initiatives.
- Boards also convene business. A prime example is Long Beach WIN's coordination of the Long Beach Aerospace Council, a collaborative of over 25 aerospace employers who are dedicated to creating inclusive pathways into the sector's in-demand occupations.

Individual boards deploy business services strategies to engage and communicate with employers. L.A. City and L.A. County business service teams conduct regular meetings with existing and potential business partners to strengthen and build relationships.



## V. ENABLING UPWARD MOBILITY FOR ALL CALIFORNIANS

Promoting economic mobility and long-term financial stability for job seekers and workers is a core commitment of the LABRPU's local Workforce Development Boards. The seven WDBs, along with their service providers and training partners, collaborate to build a regional workforce system that delivers inclusive programs tailored to the diverse needs of their communities. These efforts aim to expand access to opportunity and improve economic outcomes for residents.

The following section highlights key programs, initiatives, and strategies that empower individuals, support families, and strengthen communities.

### A. Working with Businesses that Provide Quality Jobs

The Los Angeles Basin RPU workforce development boards will maintain a strong focus on engaging business customers, prioritizing alignment with the region's high-demand industry sectors, competitive wage levels with potential for growth, and opportunities for career advancement. While each local board sets its own employer selection criteria as a matter of policy, the overarching goal remains the same: to connect job seekers with employers who provide access to sustainable careers and long-term economic security. Regional leadership recognizes and supports the California Workforce Development Board's definition of job quality and strives to adhere to these standards whenever feasible:

*"Quality jobs provide family-sustaining wages, health benefits, a pension, worker advancement opportunities, and collective worker input, and are stable, predictable, safe, and free of discrimination. Quality jobs have the potential to transform workers' lives and create resilient, thriving firms and communities, as well as a more just and equitable economy."*

The local boards also take specific actions to promote job quality, including:

- Developing Registered Apprenticeships and Pre-Apprenticeships which are proven strategies to expand access to better quality jobs and working conditions, higher earnings, and advancement opportunities. Articulated pathways that include pre-apprenticeship programs provide on-ramps that further enhance access to opportunity for individuals facing barriers, bridging the gap to long-term career success and income mobility.
- High Road Training Partnerships developed in collaboration with both workers and employers to create pathways to quality jobs that offer improved working conditions, higher wages, and clear opportunities for career advancement. Such programs may be similar in structure and value to apprenticeship programs.

- Public Sector Employment Strategies that open pathways to stable, well-compensated careers. Through targeted training, supportive services, inclusive hiring practices and structured on-ramps into specialized entry-level public sector roles, these strategies help individuals, especially those from underrepresented communities, access employment that offers competitive wages, strong benefits, workplace protections, and opportunities for advancement.

## **B. Shared Target Populations and Targeted Service Strategies**

The local boards prioritize services for a diverse range of vulnerable and underserved populations, such as individuals with disabilities, justice-involved individuals, opportunity youth, English language learners, immigrants, refugees, non-custodial parents, CalFresh recipients, veterans, displaced workers, and others. To help these individuals prepare for employment, secure jobs, and achieve long-term success in the workplace, the boards implement a range of traditional and innovative strategies and programs, including the following:

Co-enrollment in Two or More Programs: Individuals with limited work experience or significant barriers to employment often require a comprehensive range of services that cannot be met by a single program. To effectively support these job seekers, they may be co-enrolled in multiple programs. For example, an individual with limited English might be enrolled in a WIOA Title I program and receive career services and supportive services, such as transportation assistance, while also participating in a WIOA Title II Adult Education program for English as a Second Language (ESL) instruction and workplace literacy support, leveraging multiple funding sources to address unique needs.

On-going Case Management: A strong, trusting relationship with an experienced case manager is often the cornerstone of a job seeker's success. Through culturally responsive, trauma-informed case management and tailored wraparound services, case managers provide more than just guidance. They become consistent sources of support and advocacy. Regular check-ins and personalized follow-up help participants stay motivated, navigate obstacles, and explore alternative pathways when challenges arise. This ongoing relationship ensures that individuals feel seen, heard, and empowered throughout their journey toward employment and long-term self-sufficiency.

Supportive Services to Address Barriers: Direct service staff are well-informed about the extensive network of partner organizations and programs that provide a wide array of supportive services to help participants overcome barriers to employment. These services include, but are not limited to, transportation, childcare, healthcare, housing assistance, legal aid, and specialized counseling. By leveraging these partnerships, staff ensure that individuals have access to the comprehensive support they need to succeed.

Foundational Skills Training: Job readiness and essential workplace skills are foundational to a participant's long-term success. Through training and hands-on support, individuals develop key competencies such as effective communication, critical thinking, teamwork, adaptability, punctuality, and the ability to accept feedback and supervision.

These skills not only prepare participants to enter the workforce but also equip them to thrive and grow in their careers.

Work-Based Learning Programs Offering Wages and Stipends: For individuals who need to earn income while preparing for employment, work-based learning opportunities (such as on-the-job training, work experience, and internships) offer a valuable way to gain hands-on skills while receiving wages or stipends. These models allow participants to build job-specific competencies and build valuable experience in real-world settings, supporting both immediate financial needs and long-term career development.

Working with Service Networks: Local boards and their service providers actively engage with systems and networks serving specific populations. For instance, staff participating in Probation Departments' Community Corrections Partnerships, supportive housing and homeless assistance networks, immigrant and refugee support networks, disability services networks, and the like, can facilitate access to individuals and groups who can support participants' unique needs.

## VI. CLIMATE AND ENVIRONMENTAL SUSTAINABILITY

The PY 2025-28 planning period marks the first time that the L.A. Basin RPU Regional Plan addresses environmental sustainability and climate resilience. However, the WDBs and their workforce system partners are not unfamiliar with these challenges and their impact on the regional economy and local labor markets. Within the region, issues such as pollution, a movement away from fossil fuels, and air quality have already affected the focus and content of workforce programs. Strategies, which range from instruction in sustainable practices across various industries to implementation of urban forestry projects, have been developed to address the workforce needs associated with these and other issues that impact the environment. Over the course of this plan, the regional workforce partners will develop and collaborate on specific workforce strategies in support of environmental sustainability.

### ***Coordinating Workforce Strategies with the Countywide Sustainability Plan***

“OurCounty,” a regional sustainability plan, was published in 2019. Los Angeles County officials who developed and oversee the plan, assert that it is the boldest county sustainability plan in the nation. The plan outlines what local governments and stakeholders can do to enhance the well-being of every community in the county while reducing damage to the natural environment and adapting to the changing climate, particularly focusing on those communities that have been disproportionately burdened by environmental pollution. This plan envisions streets and parks that are accessible, safe, and welcoming to everyone; air, water, and soil that are clean and healthy; affordable housing that enables all residents to thrive in place; and a just economy that runs on renewable energy instead of fossil fuels.

The plan addresses the coequal values of environment, equity, and economy. With respect to the economy, the plan states:

*No community is truly sustainable without economic opportunity for all. All residents will have access to the requisite training, skills, and jobs needed to prosper and flourish in the new, regenerative economy. As we move from extractive industries towards sustainable production, we will simultaneously seek to grow the number of jobs, ensure family-sustaining wages, and redress the historical inequities that have restricted employment opportunities for marginalized individuals and communities. We can collectively manage a just economic transition that benefits workers and historically impacted communities, rather than harming them.*

The plan outlines twelve (12) wide ranging goals. Of these, goal 4, “a prosperous L.A. County that provides opportunities for all residents and businesses and supports the transition to a green economy,” is the one directly related to the workforce development goals of the region and to the work of the seven local boards. The plan describes the goal in the following terms.

*A green economy is one that runs on renewable sources of energy, moves all sectors away from carbon-intensive practices and helps steer the region towards a low-carbon future. Providing support for green industries and the workforce will help ensure the OurCounty plans and goals rest on a strong economic foundation.*

*Economic transitions have the potential to exacerbate inequality. Communities and workers that are economically dependent on fossil fuel use or extraction may face challenges in transitioning to a green economy. But with adequate planning and support, an economic transition can serve as an opportunity to implement more inclusive economic practices that will reduce inequality and support all residents. A truly “just” transition will protect and support job seekers and current workers, particularly those that are low income and/or reside in disadvantaged communities so that they can transition into a green economy with dignity and without bearing the costs of change.*

*Los Angeles is both the manufacturing center of the U.S. and a clean technology leader. This innovation can be harnessed for the greater good by supporting local entrepreneurs and connecting them to our diverse, skilled workforce. County government will support the growth of green economy sectors and ensure that our economy is one that works for everyone.*

In connection with these goals, the plan sets forth two major strategies:

- Promote inclusive growth across the changing economy.
- Support wealth-generating activities in disinvested neighborhoods.

In connection with strategy 4.A, (promote inclusive growth across the changing economy), the plan indicates:

*A well-developed and connected workforce will support high-growth sectors in the County while improving economic opportunity for all. Everyone can benefit from younger people entering the workforce to career oil and gas workers transitioning to new jobs. Some may move to the renewable-energy sector, and others will transition to entirely new fields.*

*Just as important as preparing the workforce for transition is prioritizing the education of younger populations in career paths in a green economy, from renewable energy to ecosystem restoration. Encouraging corporations to make investments that drive local job growth will help provide opportunities for our residents.*

*Beyond career placement, it is critical to ensure that all jobs provide safe and healthy working environments and family-sustaining wages, especially in the waste sector and other sectors that are traditionally dangerous and low paid. OurCounty prioritizes economic growth that is equitable and considerate of the County's working class.*

The plan highlights the following in connection with strategy 4.B (support wealth-generating activities in disinvested neighborhoods):

*The County can address economic inequality by leveraging sustainability projects to increase access to family-sustaining jobs, and by pursuing innovative policy solutions to build wealth in historically impacted communities.*

*Economic equity is inextricably linked to sustainability and resilience, as lack of access to economic opportunity strains health, prosperity, and quality of life. Low-income communities are often the least financially equipped to handle the effects of a changing climate such as fires and floods, and end up suffering the most.*

*Our efforts to reverse these trends will help to improve economic mobility and opportunities throughout the region.*

All workforce development boards in the region recognize the value of connecting local initiatives to the countywide sustainability plan and to utilizing its green economy goals and related strategies as a reference point for building climate- and sustainability-focused workforce programs.

### ***Opportunities to Strengthen the Environmental Sustainability Focus of Workforce Programs***

In addition to regional efforts aligned with the countywide plan, the LABRPU partners recognize several other opportunities to increase the competency and capabilities of the workforce system to address environmental sustainability. Among these are:

#### **Research, Learning, and Adoption of Local Priorities**

Local WDBs will focus more intensively on, engage with, and participate in state-administered projects and programs that are tied to environmental and climate issues, thereby increasing organizational knowledge and capacity in these areas. Other efforts to improve system capacity will include participation of management, staff, and board members in state and regional conferences and in online seminars and training. WDB representatives will actively seek opportunities to gain insight from organizations able to share models and best practices for adapting workforce development services to meet work requirements associated with environmental sustainability.

#### **Coordination with Regional Partners and Their Efforts**

Local and regional programs operate within a complex network of organizations, programs, and services throughout Los Angeles County and within neighboring jurisdictions. Within this environment, workforce, education, business, labor, economic development, and other stakeholders regularly communicate and share information through multiple channels and platforms. Increasingly, issues pertaining to climate and the environment, and their impacts on jobs and the economy, are topics discussed by the partners. Such discussions have not only heightened awareness of the interconnectedness between workforce development and environmental sustainability but have substantially increased knowledge of models and initiatives across various

disciplines for adopting effective climate-focused strategies. The regional workforce system will continue to align its efforts with those of stakeholders both within the Greater Los Angeles Area and throughout the state.

#### Support for and Coordination with Local Efforts and Regional Scalability

Each of the local workforce areas in the Los Angeles region represents at least one city and several are consortia of multiple municipalities. Many local jurisdictions have developed and continue to enhance plans to address climate change and support sustainability. Local boards are committed to work closely with the cities that they represent to develop workforce and training programs corresponding to local sustainability plans and initiatives. As with other programs in the region, local workforce models focused on the green economy, clean work processes, and the environment will be shared among the seven WDBs and scaled, as appropriate, throughout the region.



## VII. ACCESS AND ECONOMIC JUSTICE

LABRPU workforce development boards are committed to ensuring equitable access to programs that reduce barriers to employment and economic self-sufficiency. Following are examples of programs, partnerships, and strategies tailored to the specific needs of historically marginalized and underserved communities.

### Justice-Impacted Individuals

The Los Angeles region is home to a significant number of justice-impacted individuals. In response, LABRPU workforce development boards actively participate in a wide range of programs and initiatives designed to support this population. These efforts are carried out in collaboration with state, county, and local agencies, as well as community-based organizations and other partners with specialized expertise in serving this population. Through these coordinated efforts, the region aims to promote successful reentry, reduce recidivism, and create equitable pathways to employment and economic stability. What follows are prominent program examples:

Los Angeles Entertainment Careers Pathway Pilot: This innovative program model supports young men aged 18 to 24 returning to Los Angeles County from state prison, juvenile justice facilities, and transitional reentry housing facilities by providing 12 months of stable housing and a 10-month, union-affiliated training program for jobs in the entertainment industry.

Prison to Employment (P2E) 2.0: Building on the success of the region's P2E 1.0 grant, LABRPU workforce boards expanded their innovative reentry hub model to enhance support for formerly incarcerated and justice-impacted individuals. Through this model, WIOA service providers, community-based reentry organizations, and California Department of Corrections and Rehabilitation staff collaborate to operate resource hubs across the region. These hubs offer access to a wide range of coordinated, wraparound services, including mental health counseling, parenting workshops, financial literacy training, record expungement, and tattoo removal, alongside WIOA-funded skills training and work experience opportunities. The model is designed to meet participants where they are and address the specific challenges they face as they transition back into the workforce and their communities.

Innovative Employment Solutions (INVEST): INVEST is a collaborative initiative led by the Los Angeles County Department of Economic Opportunity, the Probation Department, and the County Office of Diversion and Reentry. It is designed to address the complex employment and supportive service needs of justice-involved individuals and help them achieve their career and employment goals. Funded through California Senate Bill 678, the program specifically serves adults on felony probation. INVEST features a flexible funding model that empowers direct services staff to deliver individualized support in a community-based context, combining intensive case management with targeted employment services tailored to each participant's unique circumstances.



## Homelessness and Housing Insecure Individuals

The Los Angeles region has the largest homeless population in the nation, along with significant numbers of residents experiencing housing insecurity. Nearly half of all renters are considered rent burdened, spending more than 50% of their household income on rent and utilities. This widespread housing instability underscores the urgent need for targeted support. In response, the region's workforce development boards are engaged in a range of strategies and initiatives aimed at addressing these challenges; connecting individuals to employment opportunities, supportive services, and housing-related resources to promote stability and long-term economic security.

Regional Homeless Opportunities for Meaningful Employment (HOME): Five of the seven LABRPU workforce development boards collaborate on this regional initiative, which integrates wraparound supportive services with employment assistance and transitional subsidized employment to help participants successfully secure unsubsidized jobs. The program is specifically designed to serve adults who are currently experiencing homelessness, have previously been unhoused, or are at risk of becoming homeless, providing a comprehensive approach to both employment and housing stability.

Los Angeles Regional Initiative for Social Enterprise (LA:RISE): LA:RISE is a regional partnership between the City and County of Los Angeles workforce development boards and employment social enterprises to create pathways to permanent employment for individuals experiencing homelessness, justice involvement, or other barriers to work. The program offers paid transitional employment combined with wraparound support, including job readiness training, education and vocational training, supportive services, and long-term case management.

Home to Employment (H2E): SELACO WDB's housing and employment model is a collaborative initiative with the Gateway Cities Council of Governments, Hub Cities Consortium, and SHARE! Collaborative Housing. The program is designed to address both housing instability and unemployment among vulnerable populations in the region. The program provides a dual approach by offering affordable, permanent supportive housing alongside comprehensive workforce services. Participants receive individualized support, including paid work experience, job training, and placement services, aiming to facilitate a transition from homelessness to stable employment. The program's holistic model ensures that individuals not only secure housing but also gain the skills and opportunities necessary for long-term economic stability.

Inside Safe Job Connector Program: An element of the broader Inside Safe strategy, the program is designed to help individuals transition out of homelessness into long-term employment and housing stability. The program integrates the City of Los Angeles's workforce development system and housing providers ensuring participants receive both shelter and employment support in a seamless, person-centered approach. Dedicated Job Connectors provide long-term intensive case management and employment services, including job readiness training, coaching, skills training, and job placement support.

## Opportunity Youth

Opportunity youth, including foster and transitional-aged youth not enrolled in school or participating in the labor market, often face multiple barriers to opportunity and economic self-sufficiency. In recognition, LABRPU workforce development boards collaborate with other public systems to align and coordinate resources and strategies to serve the needs of these individuals. Building on previous collaboration under the Los Angeles Performance Partnership Pilot, the region is now implementing the Horizons 32K Strategic Plan to address the needs of the region's opportunity youth. A network of over 120 partners from public agencies, community-based organizations, current and former opportunity youth, foundations, educational institutions, and employers is establishing a regional collaborative infrastructure to support coordination across sectors to increase opportunity youth connections to education, workforce training and career education pathways, and employment. At the center of the work is a holistic approach that aligns and coordinates housing, other social services, workforce development, education, and career technical education programs.

California Opportunity Youth Apprenticeship (COYA): The South Bay Workforce Investment Board, in partnership with regional school districts, County Office of Education, colleges, and employers, is building pathways into both existing and new state-registered apprenticeship programs for opportunity youth across the region. Supported by a COYA grant, SBWIB offers no-cost technical assistance, funding for program development, and employer incentives to expand access to high-quality, work-based learning opportunities for young people facing barriers to employment.

## Adults with Intellectual and Developmental Disabilities

Verdugo CNC Machinist Academy: This program is a partnership between Verdugo WDB, Glendale Community College, and the California Department of Rehabilitation, providing no-cost, hands-on Computer Numerical Control (CNC) Machinist training for adults with intellectual and developmental disabilities, in particular, adults with autism spectrum disorder. The program offers classroom instruction and hands-on training for small cohorts providing daily tutoring and support, job readiness training, paid internships, job placement support, and on-the-job training opportunities for graduates.

## Addressing the Digital Divide

Delete The Divide (DTD): LA County's DTD program collaborates with the region's workforce development boards to provide access to technology, internet connectivity, and digital literacy resources to youth, young adults, and small businesses in underserved areas. It also provides digital skills training, affordable internet options, and support services.

Learn Basic Tech Training: Los Angeles County's Learn Basic Tech Training provides free online and in-person Information Technology training workshops to residents

emphasizing digital skill building to foster digital literacy and inclusion in today's technology enhanced society. The program offers beginning to advanced-level training.

Digital Ambassadors Program: The Housing Authority of the City of Los Angeles (HACLA) in partnership with the region's workforce development boards implements the Digital Ambassadors Program that employs HACLA resident leaders, ages 18-30, at all public housing sites to assist residents overcome the digital divide. They provide technical support and offer workshops to empower residents with the skills necessary to thrive in an increasingly digital world.

### **Work/Wage-Based Training Models**

Transitional Subsidized Employment Program (TSE): The TSE program is part of Los Angeles County's Greater Avenues for Independence (GAIN) initiative and is administered by SBWIB, with multiple workforce development boards participating. It serves a range of individuals facing significant employment barriers, including long-term unemployed CalWORKs participants, transitional-age youth in the County's General Relief Opportunities for Work (GROW) program, and youth involved with the Department of Children and Family Services or the Probation Department, such as foster care and justice-involved youth. TSE helps participants build job skills and gain work experience through paid employment opportunities, providing a pathway toward long-term economic stability and workforce readiness.

### **Los Angeles Wildfire Disaster Recovery**

The 2025 wildfires devastated multiple communities and impacted workers throughout the region. Permanent job loss and job displacement are causing economic hardship and instability for many, especially those in low-income and immigrant communities.

Fire Recovery and Resilience Workforce Program: This program, a partnership between the LA County Department of Economic Opportunity and the region's workforce development boards, offers temporary subsidized employment and no-cost skills training for workers impacted and dislocated by the 2025 wildfires. Participants are hired in temporary paid positions with County agencies and other participating organizations that support the recovery, including cleanup and humanitarian roles. The region's America's Job Centers of California serve as employers of record.

## VIII. ALIGNING, COORDINATING, AND INTEGRATING PROGRAMS AND SERVICES

The interconnected nature of the Los Angeles region's business and workforce landscape makes alignment, coordination, and integration essential across all programs and services offered by LABRPU's seven workforce development boards. These efforts extend to a wide network of public, private, nonprofit, foundation, and community-based partners and stakeholders, which collectively support the region's workforce ecosystem.

To advance this collaborative approach, LABRPU partners have adopted a shared regional mission focused on promoting economic mobility, equity, and industry-responsive workforce development. This mission drives the development of inclusive career pathways, employer-aligned training programs, and access to quality jobs, especially for individuals from underserved communities. Core values such as collaboration, innovation, accountability, and continuous improvement shape the region's workforce strategies and guide investment decisions.

### A. Regional Coordination Strategies

The LABRPU operates under a series of regional agreements to strengthen service delivery and optimize resources. These agreements lead to more streamlined workforce services, clarify shared responsibilities, and define funding allocations to ensure an efficient and responsive system. By fostering interagency collaboration, these agreements enhance regional alignment in workforce training, business engagement, and job placement services. Examples include:

Youth@Work Intermediary Agreement: This agreement among all seven LABRPU workforce development boards establishes the Los Angeles County Youth@Work Program as a countywide initiative. It provides paid work readiness training and employment opportunities. The program, supported by federal, state, and county funds, serves approximately 10,000 youth annually.

Regional Grant Agreements: The LABRPU collaborates on numerous regional grants that include collaborative infrastructure, resource sharing, service alignment and coordination, and reporting and data collection. Prominent examples include the California Workforce Development Board-funded Regional Equity and Recovery Partnerships Grant (RERP), the Prison to Employment 2.0 Grant (P2E), and the original Slingshot Initiative.

LABRPU is also a formal partner in the Los Angeles Regional Initiative for Social Enterprises (LA: RISE) collaborative uniting Los Angeles' workforce development system, non-profit social enterprises, and for-profit employers to provide employment services for individuals facing high barriers to employment.

Regional Service Agreements: LABRPU workforce development boards maintain ongoing collaborative service agreements with partner public agencies to integrate complementary services that result in clients receiving coordinated wrap around

supportive services. Key examples include Temporary Assistance to Needy Families (TANF) and County General Fund Allocation Agreements through which the Los Angeles County WDB distributes TANF, Juvenile Justice Crime Prevention Act, and County General funds across the region to support workforce development initiatives. Similarly, Measure H Employment Support funds are allocated to the region's workforce development boards to provide workforce training and employment services for individuals experiencing homelessness.

Continuous Improvement: The LABRPU regularly evaluates program effectiveness to drive continuous improvement. Quarterly workforce impact assessments, using key performance indicators such as job placement rates, wage progression, and credential attainment are used to measure success. Additionally, LABRPU holds annual stakeholder forums where workforce boards, businesses, and training providers review progress, identify gaps, and refine service strategies to enhance workforce system effectiveness.

## **B. Regional Administrative Cost Arrangements**

Regional grants and other funding sources have enabled local workforce boards throughout the region to collaboratively share and leverage resources, enhancing services and creating broader impact across all local workforce areas. This coordinated approach strengthens the overall effectiveness of the region's workforce system and ensures that resources are used efficiently to benefit both job seekers and employers.

Regional System Administration: The South Bay WIB administers the I-TRAIN system for the region's workforce development boards. The system is a centralized repository of pre-approved organizations on the Eligible Training Provider List (ETPL). Centralizing this essential resource is a valued efficiency for local workforce boards enhancing staff capacity to focus on program-related activities. The region also gains efficiencies through use of the Cal E-Grants System for grants management. The system streamlines regional grant applications, data collection, and reporting, eliminating burdensome and duplicative administrative processes.

Cost-sharing models: LABRPU's partner workforce development boards have developed capacity to share administrative costs while maintaining program oversight within their respective jurisdictions on regional grants, such as P2E and RERP. They have also engaged in joint procurement of workforce technology systems, such as case management platforms, job-matching tools, and labor market analytics software.

Regional Staffing: The LABRPU partners co-invest in a Regional Organizer (RO) using Workforce Innovation and Opportunity Act (WIOA) discretionary funding, regional capacity-building grants, and pooled administrative funds from workforce boards, as well as philanthropic and state-funded workforce initiatives. The RO serves as a key facilitator for workforce coordination across the region.

Regional Workforce Council (RWC): The RWC meets periodically bringing together local workforce board directors, fiscal administrators, and program managers to discuss

funding allocations, cost-sharing agreements, and performance metrics. Such meetings may also serve as venues to process labor market trends, identify funding opportunities, and discuss potential policy changes.

## IX. PROGRAM YEAR 2025-28 REGIONAL SYSTEM PRIORITIES

Based on input that regional workforce leaders and stakeholders provided during discussions held throughout the process used to develop the PY 2025-28 Plan, the following issues were identified as priorities for further examination, exploration, development, and/or enhancement over the four-year period covered by the Regional Plan. Directors of the Los Angeles Basin RPU's seven local boards will work with their WDB members, elected officials, business leaders, and local partners and stakeholders to set the agenda for review of these priorities and, following such review, determine where, when, and how action should be taken.

The themes represented by the priorities that follow were identified through input from WBD leaders, system partners, and regional stakeholders during a series of discussions, including the ten community forums that are described in Attachment I.

### A. Expand the Pool of Candidates for Key Industries

Making students aware at the early age of career options within the region's predominant industries could support the development of a pipeline of workers that business leaders project a need for well into the future. Workforce system leaders collaborate with their education counterparts on issues ranging from basic skills training to the development of new courses that address the evolving needs of local industry. Opportunities may exist for workforce and education providers to collaborate more closely on bringing career information and exploration opportunities into school to build students' understanding of the labor market. Such information may increase students' participation in career track programs during high school and position students for training and education pathways into promising careers.

### B. Increase the Availability and Use of Registered Apprenticeships

Registered apprenticeship programs are exceptionally valuable because they provide a structured pathway for individuals to gain in-demand skills while earning a wage, leading to increased career opportunities and higher earning potential, while simultaneously offering employers a reliable pipeline of highly-trained, industry-specific workers with reduced turnover rates and improved productivity; essentially creating a "win-win" situation for both apprentices and companies. While the use of registered apprenticeships in the region has been slowly increasing for more than a decade, additional opportunities exist for local boards to work with community colleges, labor, and other partners to expand the availability and awareness of apprenticeship programs.

### C. Increase Workforce System Staff Knowledge about Career Pathways in Key Regional Sectors



The economy in which the system partners work is complex, dynamic, and constantly evolving. Technology alone continues to drive change in many of the region's prominent sectors. It has the power to not only change skill requirements, but to create whole new classifications of jobs and eliminate others. Individuals who provide direct clients services, including career services and training, can be better equipped to provide guidance on career planning and preparation by increasing their understanding of the economy, labor market conditions, and the region's growth sectors and other key target industries. Local boards and system partners should develop or secure training for staff that provides a strong foundation in local labor market knowledge and a clear understanding of career pathways associated with the region's major industries.

**D. Ensure all Job Seekers Have the Digital Literacy Skills Necessary to Compete for, Secure, and Retain Employment**

Job seekers compete more successfully for work and experience greater success on the job, when they have strong basic skills, including literacy and numeracy skills, as well as digital literacy and proficiency in various software and web-based applications. Individuals utilizing local WIOA and career center services should be assessed for digital literacy skills, and training should be made available to all customers lacking basic digital skills.

**E. Focus Workforce Development Efforts on Growth Industries/Sectors that Offer the Greatest Career Advancement Opportunities**

Given the importance of base and other significant industries to the economic vitality of the region and the finite availability of economic and workforce development resources, local boards, education partners, training providers, and other system stakeholders should focus on sectors of the economy that represent the greatest potential to create wealth and opportunities for businesses and residents throughout the Greater Los Angeles region. The priority industries outlined in this plan generally correspond to business and community perceptions of sectors offering significant opportunities. Throughout the community engagement process leading to the development of the Regional Plan, stakeholders frequently pointed to the emerging green economy as one that is likely to offer significant opportunities in the future. The Regional Plan describes the commitment of the local workforce boards to expand efforts in this area.

**F. Monitor and Track the Implementation and Expansion of Artificial Intelligence and Other Advanced Technologies across Key Industries and Job Classifications**

Across the network of stakeholders that comprise the regional workforce development system, there is across-the-board recognition that AI and advanced technology are changing jobs in multiple industries at a more accelerated rate than ever before. WDB leadership, education, business, and community partners must



continue to assess how technology is changing jobs. The system partners should develop strategies and programs that will enable workers and businesses to keep pace with these changes.

**G. Develop and Implement Strategies to Support Worker Retention**

Businesses are experiencing rapid turnover of workers at unprecedented levels. The cost of such turnover is significant, considering investments that businesses make to recruit, hire, orient, and train new workers. However, as workforce system professionals are essential in connecting workers to jobs, they are uniquely positioned to advise both job seekers and business representatives on the advantages of job retention and strategies to promote workers' longevity with companies that hire them.

**H. Concentrate on Methods to Increase Recognition of the Regional Workforce System by Key Customers**

While local workforce systems and regional workforce initiatives assist thousands of individuals and businesses each year, stakeholders acknowledge that most individuals in the nation's largest county are not familiar with the network of career centers, training programs, and services for businesses that are provided by the WIOA-supported public workforce system. Local systems and providers utilize a range of locally determined brand names for their centers and services, which likely leads to limited awareness and recognition of the system by potential customers. Local boards and system partners should identify opportunities to increase awareness of workforce development programs and providers within the RPU.

**I. Identify Foundational Skills that Exist across Various Job Classifications and Develop Strategies for Teaching and Certifying Such Skills**

There are skills that are widely desired by businesses across many industries, and some skills are often considered universally required for all jobs. System stakeholders call out foundational skills (i.e., so-called "soft skills," such as promptness, teamwork, acceptance of supervision, critical thinking, problem solving); basic skills (English and math skills); communication skills (verbal, written, and appropriate to the workplace); digital literacy (ability to use basic technology tools and system); financial literacy; and job retention skills as among the general skills most valued by companies of all types and sizes. Business and industry leaders continue to stress that individuals with these skills are the most desirable, are the easiest to train, and are, generally, the best fit. Workforce system partners throughout the region should work to identify a full complement of core employability skills and devise strategies for assessing and training in these skills areas.

**J. Examine Unique Needs of Older Individuals Returning to Work and Develop Strategies to Support their Success on the Job**

A range of factors is contributing to the increase in older workers remaining in or returning to the workforce. While these experienced individuals bring skills and traits that are highly valued by many employers, they also face challenges in preparing for, securing, and retaining employment. Digital technology, job application and work processes, and the dynamics of a multigenerational workforce are issues that may affect the success of older individuals. The workforce system should examine opportunities to provide stronger, more focused support for older job seekers.

**K. Regularly Assess Shifts in Worker and Business Priorities and Adjust Workforce Strategies to Meet these Priorities**

Business leaders, educators, workforce development professionals, social services providers, and other stakeholders continue to describe shifts in attitudes, behaviors, preferences, and priorities among workers and candidates for employment. Many indicate that, while these changes have been evolving over the last decade or even longer, such shifts were accelerated by circumstances surrounding the pandemic. For many individuals, particularly younger workers with less experience in and attachment to the workforce, work-life balance, “meaningful” or “purpose-driven” work, flexibility, and opportunity to be part of decision-making are more important than factors such as pay, stability, and promotional opportunities. Many businesses describe workers’ lack of punctuality, adherence to work schedules, and short tenure as challenges to business operations. System partners need to recognize and respond to changes in worker priorities by developing corresponding career services and training. Such services may acknowledge that employment and career decisions are individual choices, but highlight advantages of employment retention, including stability, wage increases, and opportunities for advancement. Support for businesses may include strategies that encourage worker retention.

**L. Expand the Availability and Improve the Content of Programs that Teach Entrepreneurial Skills**

Workforce system stakeholders acknowledge that many individuals seeking support from the workforce system have an interest in entrepreneurship and would be good candidates to launch a microbusiness using existing skill sets or skills that they could acquire from locally available training programs and WIOA career services. While there are services present in the region that could support entrepreneurs and new business startups, the workforce system partners should consider ways in which they could shape such support and what a structured entrepreneurship strategy for system participants would look like.

**M. Develop Partnerships with Businesses and Implement Strategies to Prepare Job Seekers for Employment with Business Partners.**

While businesses are a clear end-user of the full range of workforce development services provided by local boards and many system partners, too often career services, training, and even direct services for businesses are designed without their input. Business leaders should be the “managing partners” in the design of workforce services and, especially, programs that train candidates for employment in the skills companies need most. WBDs and system partners should consider opportunities to expand existing sector partnerships and to develop new ones as a structure for securing business intelligence and direction on services and training.

**N. Develop Short-Term Programs through which Individuals Can Earn Stackable Credentials and Certifications**

Many job seekers, including younger individuals, express that they are not interested in earning a degree or participating in lengthy training programs. Rather, they prefer shorter programs that will enable them to qualify for in-demand jobs and that would allow for future training to supplement their skills. The workforce system partners should make available short-term training programs that could be combined with follow-up training that produces stackable credentials. The availability of modular training opportunities could serve as an alternative to standard degree-awarding programs and draw interest from a wide range of students and workers.

**O. Increase Opportunities for Upskilling and Other Training for Businesses’ Existing Workforce**

New technologies, increased competition, and a smaller pool of job candidates are all contributing to the businesses’ needs to upskill their existing workforce. Local boards and the system partners should expand their capacity to provide training to increase the skills of workers. In addition, education partners should identify opportunities to make training more widely available in non-traditional formats (e.g. online, open-ended, nights, weekends) for working individuals interested in acquiring new skills.

**P. Train Job Seekers in Strategies to Leverage their Networks/Connections to Support their Job Search and Career Advancement.**

As part of the employment preparation and job readiness process, AJCC and partner staff should provide job seekers with information about the value of developing social capital and of networking. Individuals preparing for job search should receive instruction on how to develop a social network to support their professional goals. Information should highlight the value of both web-based

networks (e.g. LinkedIn) and community relationships with individuals and organizations.

**Q. Develop Strategies to Promote Non-Traditional Candidates to Businesses**

With the need for talent continuing to outstrip supply, local boards and system partners must develop strategies to expand the pool of available workers. Stakeholders recognize that individuals from various under-resourced populations are strong candidates for jobs, even in positions for which they have not traditionally been hired in large numbers. These populations include, but are not limited to, individuals with disabilities, older workers, justice-involved individuals, English language learners, and young workers. In addition, individuals lacking various traditional prerequisites (e.g., prescribed years of experience, college degree) may be qualified for many jobs based on their demonstrated skills, talents, and attitude. Business and workforce leaders should work together to identify the training and services that will best prepare such individuals to be competitive candidates for in-demand jobs.

**R. Continue to Focus on Development and Delivery of Holistic Services for Job Seekers**

Workforce system partners and stakeholders recognize that, for many customers, success on the job and in career advancement will require a full range of support. Services needed by many individuals enrolled in WIOA Title I and system partner programs include not just career preparation and skills training, but assistance with housing, healthcare, transportation, childcare, clothing, and other stabilizing services and support. As WIOA and many partner programs have limited resources available for these services, collaboration with community and private sector partners is essential.

**S. Improve Strategies to Support Businesses in Providing Work-Based Learning**

Opportunities to learn job-specific skills are nearly limitless with the use of work-based learning models. On-the-job training, customized training for one or more companies, and registered apprenticeships are just some of the models that the workforce system partners can utilize to assist job seekers in preparing for in-demand careers in growth industries. However, businesses are often hesitant to take advantage of such programs due to their inexperience acting in the role of trainer. Local boards and system partners should develop protocols to promote businesses' understanding of work-based learning models and develop resources that instruct companies on how to effectively train new and existing workers on the job.

## **X. ATTACHMENTS**

- A. Stakeholder and Community Engagement Summary (Attachment 1)
- B. Public comments received that disagree with the Regional Plan (Attachment 2)
- C. Signature Page (Attachment 3)

Attachment 1

## STAKEHOLDER AND COMMUNITY ENGAGEMENT SUMMARY

To facilitate the engagement of stakeholders in regional planning for the workforce development delivery system and the development of the PY 2025-28 Regional Plan, the LA Basin RPU hosted a series of ten community and stakeholder forums focused on topics affecting strategies and services across the system. These forums included:

### 1. Opportunities and Challenges for the Workforce Development System:

Questions/topics addressed include, but were not limited to:

- Considering the regional economy and industries that are contributing to growth and prosperity, what opportunities exist to help workers develop necessary skills and otherwise prepare for jobs with current and projected demand?
- What strategies should workforce system agencies employ to better understand generational and evolving needs of workers?
- What are the greatest obstacles for individuals looking to prepare for “good jobs?” Are there strategies that the workforce system could use to minimize or eliminate these obstacles?
- As businesses continue to face recruitment and hiring challenges, are there strategies that the workforce system could implement to lessen these difficulties?
- Other input on workforce development opportunities and challenges.

### 2. The Changing Landscape of Jobs and the Economy:

Questions/topics addressed include, but were not limited to:

- Compared to a decade ago or even more recently, what changes are most prevalent in the regional economy?
- How are changes in local industries and businesses affecting the types and availability of jobs?
- What impact are economic changes having on workers and individuals looking for work?
- What changes do economic trends suggest for workforce development and skills training programs?
- Other input on workforce development opportunities and challenges.

Forums were held as follows:

- October 29, 2024 hosted by SELACO WDB via videoconference.
- October 29, 2024 hosted by Los Angeles County WDB via videoconference.
- October 31, 2024 hosted by South Bay WIB via videoconference.

- October 31, 2024 hosted by Los Angeles County WDB via videoconference.
- November 14, 2024 hosted in-person by Long Beach WIN.
- December 3, 2024 hosted by Verdugo WDB via videoconference.
- December 3, 2024 hosted in-person by Los Angeles County WDB.
- December 4, 2024 hosted in person by Los Angeles City WDB.
- December 12, 2024 hosted by Foothill WDB via videoconference.
- December 12, 2024 hosted by Los Angeles City WDB via videoconference.

The following partners and workforce development system stakeholders were invited to participate in the Los Angeles Basic RPU's forums to support the development of the update to the Regional Plan. The table below summarizes participation.

Mode of Outreach	Target of Outreach	Summary of Attendance	Comments
x	x	x	x
x	x	x	x
x	x	x	x
x	x	x	x

Attachment 2

**PUBLIC COMMENTS RECEIVED THAT DISAGREE WITH THE  
PROGRAM YEAR 2025-28 REGIONAL PLAN**

1. From: \_\_\_\_\_  
Date: \_\_\_\_\_  
Comment: \_\_\_\_\_  
\_\_\_\_\_
2. From: \_\_\_\_\_  
Date: \_\_\_\_\_  
Comment: \_\_\_\_\_  
\_\_\_\_\_



Attachment 3**SIGNATURE PAGE**

The following signatures represent approval of the Los Angeles Basin Regional Planning Unit's Program Year 2025-28 Regional Plan by the seven workforce development Boards that comprise the region.

For the **City of Los Angeles Workforce Development Board**

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Name, Chairperson Date

For the **County of Los Angeles Workforce Development Board**

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Name, Chairperson Date

For the **Foothill Workforce Development Board:**

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Name, Chairperson Date

For the **Long Beach Workforce Development Board:**

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Name, Chairperson Date

For the **South Bay Workforce Investment Board**

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Name, Chairperson Date

For the **Southeast Los Angeles County Workforce Development Board:**

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Name, Chairperson Date

For the **Verdugo Workforce Development Board**:

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Name, Chairperson Date



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** Approval of Final Draft MOUs and IFA with WIOA Partners

---

Per State directive and under the Workforce Innovation and Opportunity Act (WIOA), the Southeast Los Angeles County Workforce Development Board (SELACO WDB) is required to negotiate Memoranda of Understanding (MOUs) with WIOA mandated partners to formally define the roles, responsibilities, and collaboration between the SELACO WDB and each of the required one-stop partner programs. These agreements serve as a foundation for building a seamless, customer-focused service delivery system that creates greater access, aligns program goals, reduces duplication of effort, and maximizes the resources of all partners.

The MOU is a key compliance tool for the SELACO WDB and its partners, more importantly, it is a strategic instrument for realizing WIOA's vision of integrated workforce development services. It ensures that all required partners are contributing to a shared system that provides comprehensive, accessible, and efficient services to job seekers and employers.

We are pleased to inform you that the SELACO WDB has successfully completed the negotiation and development of Memoranda of Understanding (MOUs) with all required WIOA mandated partners within our local area, with the exception of Job Corps, whose impasse has been documented and reported to the state per state directive.

Attached for your review, approval, and execution of signatory authority are the final proposed MOUs for the following eight mandated partner entities. These documents represent the culmination of a comprehensive collaborative process between the SELACO WDB Compliance, Fiscal and Program Teams and our partners. Each MOU was developed through a series of direct meetings and working sessions with individual partners to ensure that the terms reflect the unique scope and nature of each partnership.

SELACO WDB staff engaged directly with all 11 entities in one-on-one meetings to negotiate and finalize each MOU. This hands-on approach allowed us to have in-depth discussions about each partner's role, service offerings, target populations, and logistical

needs. The intent was not only to meet compliance under WIOA but to create actionable, localized MOUs that reflect true collaboration and service integration.

Each MOU is tailored to reflect the distinct contributions and coordination strategies between SELACO WDB and the individual partner. Areas addressed in each MOU include:

- Access and availability of partner services through the one-stop system
- Coordination of service delivery, referrals, and information sharing
- Contribution to infrastructure and shared service delivery costs (as applicable)
- Cross training
- Process for continuous collaboration and periodic review

**Action Required:**

Upon review, approve and execute signatory authority for eight MOUs:


- Employment Development Department (EDD)
- Department of Rehabilitation (DOR)
- Department of Public Social Services (DPSS)
- United American Indian involvement Inc. (UAI)
- Los Angeles Communities Advocating for Unity, Social Justice, and Action, Inc. (LA CAUSA)
- Paramount Adult School (PAS)
- Partnership for Adult Academic and Career Education (PAACE) Regional Consortium
  - ABC Adult School
  - Cerritos College
  - Downey Adult School
  - Norwalk La Mirada Adult School
- Norwalk Housing Authority



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L Castro, Executive Director 

**RE:** Request on Spending Authority for Fiscal Year 2025-2026

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I am requesting a continuation of spending authority for Fiscal Year 2025-2026 at the same level as this year. The completed budget for Fiscal Year 2025-2026 will be presented for your approval at our July 2025 meeting. In case there is not a quorum at the July meeting, I am requesting that the spending authority be extended until a new budget can be approved.

Due to recent executive orders released by President Trump, there is a potential reduction in workforce funding for Program Year 2025-2026. Acknowledging the potential of funding cuts, the Southeast Los Angeles County Workforce Development Board (SELACO WDB) leadership will minimize expenditures between July and October until final State allocations are confirmed.

### **Action Required:**


Approve the request on spending authority until the new budget is approved.



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** One Stop Operator Procurement Update and Approval to Re-release RFP for One Stop Operator Services

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This memo serves as an update on the status of the procurement process for the Southeast Los Angeles County Workforce Development Board's (SELACO WDB) One-Stop Operator (OSO) and includes a request for your approval to re-release the Request for Proposals (RFP).

Following the Board's prior approval to release the One-Stop Operator RFP, the solicitation was published and made publicly available within the approved timeline. However, we regret to inform you that the procurement process did not yield any responses. Specifically:

- No proposals were received by the submission deadline.
- No potential bidders attended the scheduled Bidders' Conference.
- No written questions or requests for clarification were submitted during the open posting period.

As a result, this procurement cycle is considered unsuccessful.

Per compliance protocol, the SELACO WDB compliance department notified our assigned Regional Advisor at the Employment Development Department (EDD) of the failed procurement. We have informed them of our intent to seek Board approval to re-release the RFP, and they are aware of our next steps. Should we experience another unsuccessful procurement after the second release, we will formally request state-provided technical assistance to support SELACO WDB in achieving compliance with One-Stop Operator procurement requirements under the Workforce Innovation and Opportunity Act (WIOA).

We propose to re-release the RFP with an updated timeline that allows sufficient opportunity for interested vendors to respond. The updated schedule is as follows:

- **Re-Release of RFP:** May 30, 2025
- **Bidders' Conference:** June 18, 2025
- **Deadline for Questions:** June 30, 2025
- **Proposal Submission Deadline:** July 11, 2025
- **Review and Evaluation Period:** July 14, 2025, through July 18, 2025
- **Anticipated Board Review and Award Decision:** July 24, 2025
- **Contract Start Date (tentative):** August 01, 2025

The RFP re-release will include targeted outreach strategies to enhance vendor awareness and engagement. In addition, we are restructuring the fee schedule to a deliverable-based format in order to make the projected earnings as a One-Stop Operator more attractive to potential bidders. We are also assessing adjustments to the overall scope and format of the RFP to better clarify expectations and generate broader interest from qualified providers.

The SELACO WDB remains committed to ensuring compliance with WIOA requirements and to securing a qualified One-Stop Operator that can support the integration and coordination of services across the SELACO WDB AJCC system.

#### **Action Required:**


1. Approval to re-release the One-Stop Operator RFP with the updated timeline outlined above.
2. Approval to proceed with a request for technical assistance from the EDD should the re-released RFP not result in a qualified proposal.



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** Approval to Release an RFP for IT Technical Support Services Agreement

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Per State and local policy, the Southeast Los Angeles County Workforce Development Board (SELACO WDB) is required to procure Information Technology (IT) Support Services through a competitive process.

The SELACO WDB is seeking Board approval to release a Request for Proposals (RFP) for qualified companies to provide IT Support Services at a cost not to exceed \$15, 000. The final contract amount will be negotiated and determined on the cost feasibility per SELACO WDB's budget.

The selected vendor will supplement our in-house IT staff by offering technical expertise, overflow support, and coverage for specialized tasks and after-hours emergencies.

Since 2020, the SELACO WDB IT Department has been supported by Aegis Innovators, our contracted IT consultants. Aegis provides a broad range of services essential to maintaining and securing our IT infrastructure. Their support includes server management, workstation support, network maintenance, email monitoring, and the implementation of security and backup precautions. Additionally, they assist with staff training, serve as our software licensing provider, and offer mentoring to in-house IT personnel to enhance internal capabilities and ensure operational continuity.

### Current IT Support Costs:

Aegis Innovators has provided IT support services to SELACO WDB under a Statement of Work (SOW) agreement. The current cost for their services averages \$6,600 per year, which includes 36 hours of IT support to be used within the program year. These hours may be applied toward server management, workstation support, network infrastructure, email systems, security protocols, and other general technical assistance. The agreement is based on a time-and-materials model, with support delivered both remotely and on-site as needed. For services that fall outside the scope of general IT support, such as programming, incident response, or network breaches, a separate SOW is proposed.



## **Scope of Services under the proposed RFP:**

The RFP will outline the following key services required from the prospective vendors:

### **1. Initial Assessment:**

- Review existing IT infrastructure and provide an assessment report with recommendations within 30 days of contract execution.

### **2. Server Management Services:**

- Manage servers and associated hardware/software to ensure performance, availability, reliability, and security.

### **3. Workstation Support Services:**

- Provide support and maintenance for approximately 110 workstations, including software installation, configuration, and troubleshooting.

### **4. Network Maintenance Services:**

- Maintain and support all network equipment, including proactive monitoring, configuration changes, and patch installations.

### **5. Email Services:**

- Manage the email system, including user account management and ensuring uninterrupted operation.

### **6. Security and Backup Efforts:**

- Ensure antivirus protection, firewall setup, and respond to security breaches. Evaluate and maintain backup systems and secure remote access.

## **Procurement Timeline:**

- Board Approval to Release RFP: **May 22, 2025**
- Public Announcement: **May 30, 2025**
- Release of RFP: **May 30, 2025**
- Bidder's Conference: **June 16, 2025**
- Proposal Due Date: **July 11, 2025**
- Proposal Review Process: **July 14, 2025 – July 18, 2025**
- Board Approval to award contract: **July 24, 2025**
- Notification of Award: **July 25, 2025**

**Action Required:**


1. Authorize the Executive Director to release the IT Support Services' Request for Proposal.
2. Authorize the Executive Director to amend the existing contract with Aegis to include a 90-day agreement holdover provision for continued IT technical support services. This extension will ensure uninterrupted service while allowing sufficient time to complete the procurement, selection, and contracting process for a new IT support provider.



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** Approval of Policy: Priority of Services for Veterans and Their Spouses

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The California Employment Development Department (EDD) issued Directive WSD24-15 on February 14, 2025, which provides updated guidance to Local Workforce Development Boards (Local Boards) regarding the implementation of priority of service for veterans and eligible spouses under the Workforce Innovation and Opportunity Act (WIOA).

The directive reinforces federal and state mandates requiring that veterans and eligible spouses receive priority access to training, employment, and placement services through the America's Job Center of California (AJCC) delivery system. It also outlines required policy components to ensure consistency and accountability across local boards.

In response to WSD24-15, the Southeast Los Angeles County Workforce Development Board (SELACO WDB) has drafted a new policy titled Priority of Services for Veterans and Their Spouses. This policy outlines how the SELACO WDB AJCC system will ensure compliance with the directive, including:

- Defining who qualifies for veteran or eligible spouse status under WIOA;
- Establishing procedures to identify and document eligible individuals at the point of entry;
- Ensuring priority of service is applied across all applicable programs and services;
- Clarifying coordination with other priority groups, such as low-income individuals and recipients of public assistance.

The policy is designed to provide clear guidance to program staff to ensure that veterans and their spouses receive the highest level of consideration and timely access to WIOA-funded services.

**Action Required:**

Approve and adopt the new policy titled Priority of Services for Veterans and Their Spouses to align with EDD Directive WSD24-15.

Attachment: Draft Policy – Priority of Services for Veterans and Their Spouses



## Priority of Service for Veterans and Eligible Spouses

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Board Approval Date: Scheduled for 5/22/2025

### I. Purpose

This policy establishes the framework for providing Priority of Service (POS) to veterans and eligible spouses in compliance with federal and state guidance. It ensures that veterans and eligible spouses who meet eligibility requirements for program participation are given priority access to services offered through the Southeast Los Angeles County Workforce Development Board (SELACO WDB) under the Workforce Innovation and Opportunity Act (WIOA) and other U.S. Department of Labor (DOL)-funded programs.

### II. Scope

This policy applies to all WIOA Title I and Title III programs, National Dislocated Worker Grants (NDWG), and any DOL-funded workforce preparation, development, or delivery programs operated directly or through service providers of SELACO WDB.

### III. Policy Statement

SELACO WDB is committed to ensuring veterans and eligible spouses receive Priority of Service in all applicable programs. Priority of Service means covered individuals will receive access to services earlier in time than non-covered individuals or will receive access instead of non-covered individuals if resources are limited.

### IV. Definitions

The definitions listed below are for the purpose of implementing Priority of Service only. The definitions of “veteran” and “eligible spouse” applicable to the Priority of Service requirement are different from, and broader than, the definitions of “veteran” and “other eligible persons” applicable to services in the JVSG program provided by Disabled

Veterans' Outreach Program (DVOP) Specialist, Local Veterans' Employment Representative (LVER), and Consolidated Veterans' Representative (CVR) staff.

*Covered Person* – An individual who meets the definition of veteran, or eligible spouse and as such, is eligible for Priority of Service.

*Eligible Spouse* – the spouse (including the same-sex spouse) of any of the following:

- a. Any veteran who died of a service-connected disability.
- b. Any member of the Armed Forces serving on active duty who, at the time of application for the priority, is listed in one or more of the following categories for more than 90 days:
  - i. Missing in action.
  - ii. Captured in the line of duty by a hostile force.
  - iii. Forcibly detained or interned in the line of duty by a foreign government or power.
- c. Any veteran who has a total disability resulting from a service-connected disability, as evaluated by the U.S. Department of Veterans Affairs (VA).
- d. Any veteran who died while a disability, as indicated in category c. of this definition, was in existence.

A spouse whose eligibility is derived from a living veteran or service member (i.e., categories b. or c. above) would lose his or her eligibility if the veteran or service member were to lose the status that is the basis for the eligibility (e.g., if a veteran with a total service-connected disability were to receive a revised disability rating at a lower level), or upon divorce from the veteran or service member. However, a spouse who qualifies under categories a. or d. would not lose covered status through subsequent remarriage.

**Note** – A surviving spouse who is a widow or widower AND remarries on or after December 16, 2003, AND on or after attaining age 57, is entitled to continue to receive Dependency and Indemnity Compensation.

The term *Eligible Spouse* is the term used for Priority of Service and is different than the term *Eligible Person*, which is used for JVSG eligibility purposes. Since this Directive is concerned with Priority of Service, we will only define the term *Eligible Spouse*.

*Non-covered Person* – any individual who neither meets the definition of veteran nor the definition of eligible spouse.

*Point of Entry* – the point at which a veteran or eligible spouse expresses an interest in receiving employment, training, and placement services. It may be in-person, online, or by

telephone and can include physical locations such as reception areas, resource areas, self-service kiosks, and informational bulletin boards in the SELACO WDB's America's Job Center of California (AJCC), as well as websites and other virtual service delivery resources.

*Priority of Service* – with respect to any qualified job training program, a covered person shall be given priority over a non-covered person for the receipt of employment, training, and placement services provided under that program, notwithstanding any other provision of the law. Such priority includes giving access to such services to a covered person earlier in time than a non-covered person or, if resources are limited, giving access to such services to a covered person instead of a non-covered person. Covered persons shall be informed of the following:

- Their entitlement to Priority of Service
- The full array of employment, training, and placement services available under Priority of Service
- Any applicable eligibility requirements for those programs and/or services

*Program Operator* – a recipient or subrecipient of DOL funds for a qualified job training program. A Program Operator can include grantees/subgrantees of WIOA discretionary grants, subrecipients or service providers of the SELACO WDB.

*Qualified Job Training Program* – any program or service for workforce preparation, development, or delivery that is funded, in whole or in part by the DOL. This includes but is not limited to: WIOA Title I, WIOA Title III (Wagner-Peyser Employment Services), WIOA Title I Discretionary Grants, National Dislocated Worker Grants (NDWG), the Jobs for Veterans State Grant (JVSG), or any other grant funded in whole or in part by the DOL.

*Recipient* – an entity that is awarded federal financial assistance, in whole or in part, directly from the DOL or through a subaward for any qualified job training program.

*Self-Attestation* – When a participant states his or her status for a particular data element, such as status as a *veteran*, *transitioning service member*, or *eligible spouse*, and then signs and dates a form acknowledging this status. The key elements for self-attestation are (1) the participant identifying his or her status for permitted elements, and (2) signing and dating a form attesting to this self-identification. The form and signature can be on paper or in CalJOBS, with an electronic signature.

*Service-Connected Disability* – means with respect to disability or death that such disability was incurred or aggravated, or that the death resulted from a disability incurred or aggravated, in the line of duty in active military, naval, air, or space service.

*Subrecipient/Subgrantee* – an entity that is awarded federal financial assistance through a subaward funded by the DOL for any qualified job training program.

*Total Disability* – means any disability rated total for the purposes of disability compensation which is based upon an impairment reasonably certain to continue

throughout the life of a disabled person. 38 USC 3501 (8) A 100% disability rating from the VA indicates that a veteran is completely disabled.

*Transitioning Service Member* – a person currently serving in the United States Military for military duties. Transitioning members of the Armed Forces who at the time of enrollment, have participated in the Transition Assistance Program (TAP) including self-paced online modules and Individualized Initial Counseling, and have been identified as in need of intensive services (individualized career services).

*Veteran* – a person who served at least one day in the active military, naval, or air service, and who was discharged or released under conditions other than dishonorable. Active service includes full-time duty in the National Guard or a Reserve component, other than full-time duty for training purposes. This definition includes Reserve units and National Guard units activated for Federal Service and does not include full-time active duty performed by National Guard personnel who are mobilized by State authorities.

**Note** – The definition of veteran for Priority of Service differs from the definition of veteran that applies to the reporting of Wagner-Peyser services and for JVSG program eligibility. The veteran definition (eligible veteran) that requires the individual to have more than 180 days of active service still applies to Wagner-Peyser reporting and to JVSG program eligibility but does not apply to Priority of Service in DOL-funded employment and training programs.

## V. Policy and Procedures

### Identification and Notification

If an individual self-identifies as a veteran or eligible spouse at the point of entry for any WIOA- funded services, that individual must be provided Priority of Service in the delivery of employment and training services and made aware of their entitlement to Priority of Service, the full array of employment, training, and placement services available under Priority of Service, and any applicable eligibility requirements for those programs and/or services. This includes displaying the required Priority of Service signage at points of entry and having procedures for identifying veterans at the point(s) of entry.

Additionally, the SELACO WDB shall ensure that written copies of local Priority of Service policies are maintained at all service delivery entry points and, to the extent practical, posted in a way that makes it possible for members of the public to easily access them. The SELACO WDDDB is responsible for ensuring that our subrecipients also adhere to Priority of Service requirements.



It is the responsibility of EDD Field Division staff and leadership to follow SELACO WDB policy and processes for providing Priority of Service to veterans, transitioning service members, and eligible spouses at the SELACO WDB AJCC.

Since Priority of Service requirements cannot be waived, pertinent language shall be included in SELACO WDB contracts, subgrants, solicitations for proposals, memorandums of understanding, and other service provision agreements.

Veterans or transitioning service members may be identified in any of the following ways:

- Prominent Priority of Service signage (Attachment 1) that encourages veterans, eligible spouses, and transitioning service members to self-identify as a veteran/transitioning service member.
- Ensuring that front desk staff or other first points of contact ask individuals at the point of entry, regardless of gender, if he or she, or his or her spouse, is currently serving, or has ever served, in the United States Military.
- Ensuring that when front desk staff or other first points of contact review a Driver's License or ID Card, they look to see if the word VETERAN is displayed on their Driver's License or ID Card, if a veteran does not self-identify at the point of entry.
- Electronic kiosk intake systems that allow the individual to self-identify as a veteran, eligible spouse, or transitioning service member.
- Staff review of the individual's military service section of CalJOBS as veterans are identified in CalJOBS by an American Flag icon.
- In the event a veteran self-identifies at the time of registration in CalJOBS, a pop-up window in CalJOBS informs the veteran of the Priority of Service policy and identifies the "Office Nearest You" (the closest AJCC location) based on the veteran's zip code. Asking if the individual has completed their registration in CalJOBS, will help ensure that veterans and eligible spouses are identified, and immediately informed of Priority of Service at the point of entry and given an opportunity to take full advantage of Priority of Service.

Written copies of Priority of Service policies shall be maintained at all SELACO WDB service delivery entry points and, to the extent practical, should be posted in a way that makes it possible for members of the general public to easily access them.

Policies and procedures shall ensure that veterans and eligible spouses are aware of their entitlement to Priority of Service. When identifying veterans and eligible spouses, SELACO

WDB and service providers must ensure that veteran and eligible spouses are made aware of the following:

- The entitlement to Priority of Service
- The full array of employment, training and placement services available
- Applicable eligibility requirements for programs and services
- In cases of virtual points of entry, how to access assistance via the nearest AJCC or in- person program service location.

### **Priority of Service**

The SELACO WDB shall provide Priority of Service to veterans, transitioning service members, and eligible spouses who receive services under any qualified job training program funded in whole or in part by the DOL, including all WIOA, WIOA discretionary, Wagner-Peyser, JVSG funded activities, and technology–assisted activities. Veterans, transitioning service members, and eligible spouses are entitled to Priority of Service under any qualified job training program if they otherwise meet the eligibility requirements for participation in the program. Priority of Service means that veterans, transitioning service members, and eligible spouses are entitled to take precedence over non- covered persons in obtaining employment, training, and placement services. More specifically, a veteran, a transitioning service member, or an eligible spouse either receives access to a service earlier in time than a non-covered person or, if the resource is limited, they receive access to the service instead of or before the non-covered person.

Priority of Service is not intended to allow a veteran, transitioning service member, or eligible spouse to bump the non-covered participant who is already enrolled in a workshop or training class from that workshop or training class.

Examples of how Priority of Service may be provided can include, but is not limited to the following examples:

- Exclusive access to CalJOBS job listings for the first 24 hours a job is posted
- If a resource room is at capacity and a waiting list is established, a veteran will move to the top of the waiting list for the next available computer.
- If slots in a training are limited and there are eligible veteran and non-veteran participants that are interested in enrolling, the veteran would receive priority over the non-veteran for available slots. The veteran would not “bump” anyone that has already taken a slot but would move to the top of any waiting lists over non-covered persons.

### **Applying Priority of Service**

The application of Priority of Service varies depending on the eligibility requirements of each program. There are two basic categories of DOL-funded programs: universal access programs

and programs that require participants to meet specified eligibility criteria. The following describes how Priority of Service applies to these basic types of programs.

### *Universal Access Programs*

For workforce programs that operate or deliver services to the public without targeting specific groups, veterans, transitioning service members, and eligible spouses assessed at the point of entry that meet all the eligibility requirements of the program receive Priority of Service over all other program participants. WIOA basic career services would be considered a universal access program.

### *Programs with Eligibility Criteria*

Eligibility criteria identify basic conditions that each participant in a specific program is required to meet. For any grant or program that falls under this category, a veteran or eligible spouse must first meet all eligibility criteria required for participation in the program. Once determined eligible for participation, the veteran or eligible spouse receives priority for participation in the program and receipt of services. WIOA Adult, Dislocated Worker, and Youth programs are considered programs with eligibility criteria.

WIOA 15% Governor's discretionary grants with specific eligibility criteria will also fall under this category, with the eligibility criteria set by the Solicitation for Proposals (SFP). Examples of this type of grant may include those that specifically fund services to individuals with disabilities, English Language Learners, farmworkers, opportunity young adults, etc. National Dislocated Worker Grants (NDWGs) also fall into this category, with eligibility criteria set by the applicable TEGL for each award.

In addition to eligibility criteria, some programs may also have priorities that establish a rank order of priority including programs with statutory priorities and programs with discretionary priorities.

### **Programs with Statutory Priorities**

In addition to the eligibility criteria that all participants are required to meet, some programs have priorities that target specific populations and establish a rank order for enrolling or serving participants. While veterans' priority is required under federal law and cannot be waived, it is not intended to displace existing eligibility requirements and statutory priorities. Therefore, in these instances, veterans and eligible spouses must first meet both the program's eligibility and statutory priority criteria to receive priority for participation in the program and receipt of services.

Programs with statutory priorities must determine the status of each individual veteran or eligible spouse and apply Priority of Service in the following order:

1. Veterans, transitioning service members, and eligible spouses who meet the program's statutory priority requirement.
2. Non-covered persons who meet the program's statutory priority requirement.
3. Veterans, transitioning service members, and eligible spouses who do not meet the program's statutory priority requirement.
4. Priority populations established by the Governor and/or Local Board. Examples may include individuals with disabilities, English language learners, farmworkers, opportunity youth, or other targeted populations.
5. Non-covered persons outside the program's statutory priority requirement.

An example of a program with statutory priorities is WIOA Adult formula funds, which establishes the priority to serve recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient. This means that veterans, transitioning service members, and eligible spouses who are also recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient receive first-priority for services with WIOA Adult formula funds for individualized career services and training services.

### **Programs with Discretionary Priorities**

Programs with discretionary priorities may try to provide a certain level of service to a particular group. However, WIOA law does not mandate that the target group be served before other eligible individuals. With respect to Priority of Service, the only feature that distinguishes discretionary targeting programs from universal access programs is the additional application of the discretionary targeting criterion to non-covered persons. Therefore, for veterans and eligible spouses, priority of service applies to discretionary targeting programs and services the same way that it applies to universal access programs, i.e., veterans and eligible spouses first.

Programs with discretionary priorities must apply Priority of Service in the order below:

1. Veterans, transitioning service members, and eligible spouses who meet the discretionary target group.
2. Veterans, transitioning service members, and eligible spouses outside the discretionary targeting group.
3. Non-covered persons within the discretionary targeting group.

#### 4. Non-covered persons outside the discretionary targeting group.

This applies to any WIOA program where the Governor, Local Board, or other WIOA-funded Program Operator determines discretionary priorities above and beyond WIOA statutory requirements or eligibility criteria for the funding source.

#### **Income Eligibility Requirements**

When determining eligibility for programs that have a statutory requirement to serve low-income individuals, many types of military service-related income are exempt. Specifically, the following pay, financial allowances, and financial benefits must be disregarded for veterans, transitioning service members, or any other individuals for whom these amounts would normally be applied in making an eligibility determination:

- Military pay or allowances paid while on active duty.
- Military pay or allowances paid by the VA for vocational rehabilitation, disability payments, or related VA-funded programs (including the VA work study allowance), and including any financial benefits received under the following chapters of Title 38 U.S.C.:
  - Chapter 11 – Compensation for service-connected disability or death.
  - Chapter 13 – Dependency and indemnity compensation for service-connected deaths.
  - Chapter 30 – All-volunteer force educational assistance program.
  - Chapter 31 – Training and rehabilitation for veterans with service-connected disabilities.
  - Chapter 33 – Post-9/11 educational assistance.
  - Chapter 35 – Survivors' and dependents' educational assistance.
  - Chapter 36 – Administration of educational benefits.
- Any benefits received under Title 10 U.S.C. Chapter 106 - Educational assistance for members of the selected reserve.

In contrast, the following types of military-related income are included in low-income calculations:

- Pension payments authorized by Title 10 U.S.C., such as those received by military retirees, whether or not their retirement was based on disability.
- Pension benefits paid under Title 38 U.S.C. Chapter 15 – Pensions for low-income, wartime veterans who are disabled for reasons not connected or related to their military service.

It is also important to note that VA benefits for education and training services do not constitute “other grant assistance” under WIOA’s eligibility requirements. Therefore, veterans or eligible spouses who are eligible for the GI Bill or other forms of VA-funded education or training are not required to coordinate their entitlement to those benefits with their eligibility for WIOA-funded training, as stipulated under 20 CFR Section 680.230. Specifically, Program Operators may not require veterans or eligible spouses to exhaust their entitlement to VA- funded training prior to enrolling them in WIOA-funded training.

### **Documenting Eligibility for Priority of Service**

It is not necessary for the SELACO WDB staff to verify the status of a veteran, transitioning service member, or eligible spouse until the individual undergoes eligibility determination and is enrolled in an individualized career service or training service. Until the point at which the participant receives an individualized career service or training service, an individual who states they meet the veterans’ priority eligibility criteria must be accorded veterans’ Priority of Service based on verbal self-identification.

Those instances, in which eligibility determination and enrollment in a WIOA individualized career service occur at the point of entry, a covered person must be enrolled, provided immediate priority, and permitted to follow-up subsequently with any required verification of his or her status as a covered person. In the absence of other documentation, a self-attestation should be documented either via a paper form or in CalJOBS.

### **Monitoring and Oversight**

- SELACO WDB will ensure its staff, subrecipients, and service providers comply with POS policies.
- Policies will be posted at all service locations and provided in written form upon request.
- SELACO WDB will monitor compliance and provide technical assistance as needed.

## **VI. References**

This policy incorporates all guidance provided under:

- WIOA (Public Law 113-128) Sections 3(5), 3(36), and 3(50), and 134
- *Veterans Benefits, Health Care, and Information Technology Act of 2006* (Public Law 109-461)
- *Jobs for Veterans Act (JVA) of 2002* (Public Law 107-288)
- Title 38 *United States Code* (U.S.C.) Sections 101(2), 3106, 3501(8), 4103A (a)(1), 4211,

4213, and 4215(a), and Chapters 11, 13, 15, 30-31, 33, and 35-36.

- Title 20 *Code of Federal Regulations* (CFR) Part 1010: *Priority of Service for Covered Persons*
- Title 20 CFR Sections 680.600, 680.650, and 683.230
- Training and Employment Guidance Letter (TEGL) 07-20, Subject: *Effective Implementation of Priority of Service Provisions for Most in Need Individuals in the Workforce Innovation and Opportunity Act (WIOA) Adult Program* (November 24, 2020)
- EDD Workforce Services Directive WSD 24-15 Priority of Services for Veterans and Eligible Spouses


DRAFT



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** Approval for SELACO WDB Policy Amendments Per State Review

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As part of the most recent annual program review conducted by the California Employment Development Department (EDD) compliance unit, the Southeast Los Angeles County Workforce Development Board (SELACO WDB) underwent a comprehensive evaluation of the Adult and Dislocated Worker Programs. This review included a thorough examination of our policies, procurement practices, contracting procedures, and fiscal operations.

The EDD Compliance Team identified SELACO WDB policies that contained references to a Training and Employment Guidance Letter (TEGL) that has since been rescinded by the Department of Labor. At the time of the SELACO WDB policy approval and implementation, the referenced TEGL was active and valid. However, with its rescission, the State has directed SELACO WDB to remove the citation to ensure all policies reflect only active federal guidance. It is important to note that the removal of these references is administrative in nature and does not affect the intent, structure, or implementation of the underlying policies and procedures.

Below is a summary of the identified policy changes:

### **Reference Removal Only (TEGL citation removed; no content edits):**

- Eligibility – Adult & Dislocated Worker Policy
- Supportive Services Policy
- Selective Service Policy
- Debt Collection Policy

### **Reference Removal and Edits (Updated to align with current federal and state guidance):**

- Recovery of Tuition & Training Funds Policy



- Priority of Services Policy

**Recommended for Rescind (The standalone Policy is duplicated in the Fiscal Policy manual):**

- Allowable Costs Policy

**Action Required:**

1. Approve the amended policies listed above that require removal of rescinded TEGL reference.
2. Approve the revised versions of the Recovery of Tuition & Training Funds Policy and Priority of Services with both reference removal and content updates.
3. Approve the rescission of the Allowable Cost Policy based on redundancy.

Upon Board approval, all updated policies will be posted and disseminated in accordance with SELACO WDB procedures.

**Attachments:**

- Eligibility – Adult & Dislocated Worker Policy
- Supportive Services Policy
- Selective Service Policy
- Debt Collection Policy
- Recovery of Tuition & Training Funds Policy
- Priority of Services Policy

## ELIGIBILITY & ACCEPTABLE DOCUMENTATION

Board Approval Amendment scheduled: 5/22/2025

This directive is effective on the date of SELACO WDB Board Approval.

### **PURPOSE**

To inform policy on WIOA eligibility determination and documentation consistent with federal authorizing laws, regulations, WIOA and State requirements,

### **SCOPE**

This policy applies to all SELACO Staff and its Contractors administering, managing, and implementing WIOA funded programs.

### **POLICY**

#### **Background:**

WIOA and federal regulations define and describe participant eligibility criteria for WIOA funded activities. State policy provides detailed guidance for WIOA eligibility determination and documentation.

#### **Definitions**

Basic Skills Deficient: An individual deficient in basic literacy skills is defined as: An individual, who computes or solves problems, reads, writes or speaks English at or below grade level 8.9.

Family: The term "family" means two or more persons related by blood, marriage, or decree of court, who are living in a single residence, and are included in one or more of the following categories:

- a) A husband, wife, and dependent children.
- b) A parent or guardian and dependent children.
- c) A husband and wife.

Homeless Individual: The term 'homeless', homeless individual' or homeless person includes:

- 1) A individual who lacks a fixed, regular, and adequate nighttime residence; and
- 2) A individual who has a primary nighttime residence that is:

- A) A supervised publicly or privately operated shelter designed to provide temporary living accommodations {including welfare hotels, congregate shelters, and transitional housing for the mentally ill};
- B) An institution that provides a temporary residence for individuals intended to be institutionalized; or
- C) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

**Individual with a Disability:** *The term "disability" means, with respect to an individual:*

A physical or mental impairment that substantially limits one or more of the major life activities of such individual;  
 A record of such an impairment; or Being regarded as having such an impairment

**Lower Living Standard Income Level (LLSIL):** *The term "lower living standard income level" means the income level (adjusted for regional, metropolitan, urban, and rural differences and family size), determined annually by the Secretary based on the most recent lower living family budget issued by the Secretary.*

**Offender:** *The term "offender" means any adult or juvenile:*

- I. Who is or has been subject to any stage of the criminal justice process, for whom services under this Act may be beneficial; or
- II. Who requires assistance in overcoming artificial barriers to employment resulting from a record of arrest or conviction

**Underemployed:**

An underemployed worker will include an individual who is:

- I. Working full or part time, and/or is working in employment not commensurate with the individual's demonstrated level of education and/or skill achievement.
- II. Thus including, a displace homemaker that had provided unpaid services to a family member(s) and who is no longer supported by such income and who is unemployed and experiencing difficulty obtaining employment.

#### **IV. Participant Registration**

##### **A. Adults and Dislocated Workers**

All Adults and Dislocated Workers who meet the Eligibility Criteria's 1 and 2

below must be registered for WIOA.

1. Criteria 1 - Service Provided with WIOA Funded

WIOA funds were used to provide the staff-assisted core, intensive or training service that the individual received.

An example: In a One-Stop setting, if an individual received **only** Wagner-Peyser funded core services **or** TANF funded case management, and did not receive any WIOA funded staff-assisted core, intensive or training service, that individual would not be registered for WIOA. However, an individual who has received WIOA funded staff-assisted core, intensive or training services would be registered for WIOA even if they were receiving non-WIOA funded partner services.

2. Criteria 2 - Individual Received Staff-Assisted Core Service, or Intensive Service, or Training Service.

a) Staff-Assisted Core Service

In determining if a staff-assisted Core Service requires registration the two main elements to consider are the following:

- I) Level of Involvement with the customer. There must be significant staff involvement in terms of resources or time in providing the individual with the staff-assisted core service.
- II) Purpose of the service. Services designed to inform and educate the individual about the labor market and the individual's employment strengths, weaknesses, and the range of services appropriate to their situations are considered informational in nature and do not require registration. Staff-assisted services that are designed to impart job seekers and/or occupation skills would require registration.

Core services that require registration include:

- ☐ Staff assisted job search and placement assistance, including career counseling;
- ☐ Follow-up services, including counseling regarding the workplace;
- ☐ Staff assisted job referrals (such as testing and background checks);
- ☐ Staff assisted job development (working with the employer and job seeker)and;
- ☐ Staff assisted workshops and job clubs.

Core services that Do Not require registration include:

- ☐ Determination of eligibility to receive assistance under Title 1B;
- ☐ Outreach, intake and orientation to the One-Stop center;
- ☐ Initial assessment of skill levels, aptitudes, abilities and need for supportive services;
- ☐ Employment statistics information including job vacancy listing, job skill requirements for job listing, and information on demand occupations;
- ☐ Performance information on eligible training providers;
- ☐ Information on supportive services and referral to supportive services;
- ☐ Information regarding filing for Unemployment compensation;
- ☐ Assistance in establishing Welfare-to-work activities and for other training and education programs;
- ☐ Resource and computer usage;
- ☐ Internet browsing (job and training information)
- ☐ Informational workshops and job clubs.

#### **b. Intensive Services**

WIOA intensive services that require registration include:

- ☐ Comprehensive and specialized assessment, such as diagnostic testing and interviewing;
- ☐ Full development of Individual Employment Plan;
- ☐ Group counseling;
- ☐ Individual counseling and career planning;
- ☐ Case Management;
- ☐ Work Experience;
- ☐ Short-term pre-vocational services and
- ☐ Follow-up services.

#### **c. Training Services**

WIOA training services that require registration include:

- ☐ Occupational skills training;
- ☐ On-the-Job training
- ☐ Workplace training and cooperative education programs;
- ☐ Private sector training programs;
- ☐ Skill upgrading and retraining;
- ☐ Entrepreneurial training
- ☐ Job readiness training;
- ☐ Adult education and literacy activities in combination with training;
- ☐ Customized training and
- ☐ Other WIOA funded training.

## **V. Program Eligibility Requirements**

### ***A. Selective Service Eligibility***

Only males who are subject to, and have complied with, the registration requirements of the Military Selective Service Act, as amended (MSSA) are eligible for participant in WIOA-funded programs and services. Section 189(h) of WIOA and 20 CFR Parts 667.250 of the Regulations require the Secretary of Labor to insure that each individual participating in any WIOA program, or receiving any assistance under the Act, has not violated the requirement of the MSSA (50 U.S.C. Appl 453). This requires that every male citizen, and every other male residing in the United States, who is 18 through 25 years of age must be registered with the Selective Service System (SSS). There are exceptions which include obvious disqualifying handicaps, individuals who have been honorably discharged from the armed services, aliens entering the United States on or after 26 years of age, etc. A determination must be made as to whether or not the requirement for selective serve registration has been fully met. This determination must be made on a case-by-case basis. A non-registrant may not be denied any Federal benefit if he can demonstrate that his failure to register was not knowing or not willful.

For more information about requirements for Selective Service registration refer to the Selective Service Web site at <http://www.sss.gov>.

### ***B. Citizenship Eligibility***

Participation in programs and activities (or receiving funds under WIOA) shall be available to citizens and nationals of the United States, lawfully admitted permanent resident aliens, refugees, asylees, parolees, and other immigrants authorized by the Attorney General to work in the United States.

### ***C. Adult Eligibility***

To be eligible for the Adult Program an individual must be 18 years of age or older on the date of registration (20 CFR Part 663110]. In the event that funds allocated to the WIB for adult employment and training activities are limited, priority for intensive and training services funded with Title I adult funds must be given to recipients of public assistance, other low-income, disadvantaged adults, and clients who possess multiple

barriers to employment, and within these established priority groups include, veterans, spouses of veterans. In addition, the local board will determine a percentage of funding which will be set aside to serve employed individuals who are in need of skills upgrading.[WIOA Section 101 (25) & (37)]; **TEGL 05-03; WIOA D06-17; 20 CFR 663**

#### D. Youth Eligibility

A youth must be 14 to 21 years of age on the date of registration **and** (except as provided in the 5% exception for Youth Eligibility) be low-income; **and** exhibit at least one barrier to employment.

- a. Low Income is identified according to the following characteristics:
- I) Receives, or is a member of a family that receives, cash payments under a federal, state or local income-based public assistance program; **OR**
  - II) Received an income, or is a member of a family that received a total family income, for the 6-month period prior to application (exclusive of unemployment compensation, child support payments, payments described in item (1), and old-age and survivors insurance benefits received under sections 202 of the Social Security Act (42 USC 402)) that, in relation to family size, does not exceed the higher of the poverty line, for an equivalent period; or 70 percent of the lower living standard income level, for an equivalent period; **OR**
  - III) Be a member of a household that receives (or has been determined within the 6-month period prior to application to be eligible to receive) food stamps pursuant to the Food Stamp Act of 1977 (7 USC 2011et seq.); **OR**
  - IV) Qualifies as a homeless individual, as defined in subsections (a) and (c) of Section 103 of the Stewart B. McKinney Homeless Assistance Act (42 USC 11302); **OR**
  - V) Is a foster child on behalf of whom State or local government payments are made; **OR**

VI) Is an individual with a disability whose income meets the requirements of a program described in Item (I) or Item (If) above but who is a member of a family whose income does not meet such requirement.

b. Barrier to Employment - the youth must exhibit at least one of the following barriers to employment:

1. Deficient in basic literacy skills
2. Homeless, a runaway, or a foster child
3. Offender
4. Pregnant or a parent
5. A school dropout
6. High crime, High poverty and Gang controlled areas

E. 5% Exception for Youth Eligibility

Up to 5 percent of youth participants served by youth programs in a Local WIB areas may be individuals who do not meet the income criterion for eligible youth, provided they meet three or more of the following categories:

- a. Deficient in basic literacy skills;
- b. Homeless, a runaway, a school dropout;
- c. Pregnant or parenting;
- d. One or more grade levels below the grade level appropriate to the individual's age;
- e. Possess one or more disabilities, including learning disabilities;
- f. Offender; or
- g. High crime, high poverty and gang controlled areas.

F. Concurrent Enrollment in Adult and Youth Programs

Eligible adults are defined as individuals 18 years of age or older. Therefore, individuals who are at least 18 years of age and not yet 22 years of age may be eligible for both the adult program and the youth program, and may participate concurrently. Such individuals must be eligible under the youth or adult eligibility criteria applicable to the services received. Concurrently enrolled individuals will count toward the performance measure outcomes for both programs.



#### G. Eligibility Requirements for Core Services

Core services (except follow-up services) are universally available to all adults and dislocated workers provided they meet the Selective Service Eligibility (Section A) and Citizenship Eligibility (Section B).

#### H. Eligibility Requirements for Intensive Services

To be eligible for intensive services, employed or unemployed adults or dislocated workers must meet one of the two (2) following eligibility categories:

1. Be unemployed, **AND**
  - a. Received at least one core service or a substantially similar service from a career center operators or service providers program and have been unable to obtain employment through core services; **AND**
  - b. Determined by the One-Stop operator or service providers to be in need of more intensive services in order to obtain employment.
2. Be currently employed, **AND**
  - a. Received at least one core service or a substantially similar service from a career center operator or service providers program; **AND**
  - b. Be in need of intensive services in order to obtain employment or retain employment that leads to self-sufficiency. local WIB definitions for "self-sufficiency" are:

##### Adult Criteria:

- Individuals employed in low-skill, low wage jobs
- Working poor
- Family size must be taken into consideration
- Education level
- Skill level to compete in today's labor market

##### Dislocated Worker Criteria

- Have they achieved the wage replacement rate that allows them self-sufficiency

- Expected increase in wages based on date of enrollment into WIOA as compared to the exit wages should range 5-10% above the layoff wage.

### ***I. Eligibility Requirements for Training Services***

To be eligible for training services employed or unemployed adults or dislocated workers must meet the following conditions:

1. Met the eligibility requirements for intensive Services; AND
2. Received at least one intensive service, and has been determined to be unable to obtain or retain employment through such services; AND
3. After an interview, evaluation, or assessment and case management have been determined by a SELACO WIB case manager or One-Stop partner, as appropriate, to be in need of training services and to have the skills and qualifications to successfully participate in the selected program of training services; AND
4. Selected a program of training services that is directly linked to employment opportunities either in the Local WIB area or in another area where the individual is willing to relocate; AND
5. Unable to obtain grant assistance from other sources to pay the costs of training, including federal Pell Grants established under Title IV of the Higher Education Act of 1965, or require WIOA assistance in addition to other sources of grant assistance, including federal Pell Grants AND
6. For the Adult program, determined to be eligible in accordance with the Local WIB area priority system, if any are in effect.
7. All Youth who receive WIOA Title I services must be registered.

## **VI. Eligibility Documentation Requirements**

Outlined below are key elements to support a participant's eligibility for registration in the WIOA program:

### **A. YOUTH**

1. Citizenship/Alien Status
2. Selective service registration (if applicable)
3. Age (must be 14-21 years of age)
4. Low Income and Barrier to Employment OR if eligible under 5% exception, must have qualifying barrier - see Youth Eligibility Requirements

## **VII. Acceptable Documentation**

The following documentation may be used to verify the key elements supporting a participant's eligibility for registration in the WIOA program:

A. Acceptable WIOA documentation as disseminated through the Department of Labor WIDA Technical Assistance Guides (TAGs), Training and Employment Guide Letters (TEGLs) and other Department of Labor policy issuances.

### **B. Documentation listed below:**

#### **1. General Eligibility**

##### **a. Citizenship/Alien Status**

1. Alien Registration Card stamped "Right to Work"
2. Baptismal Record indicating birth place
3. Birth Certificate
4. Employment Eligibility Verification Forms (INS form 1-9)
5. Report of Transfer or Discharge, DD-214, if place of birth is indicated
6. Food Stamp Records
7. Foreign Passport Stamped Eligible to Work
8. Hospital Record of Birth
9. Naturalization Certification
10. Social Security Card issued by the Social Security Administration

11. Public Assistance Records
12. United States Passport
13. Voter Registration Card
14. Native American Tribal Document

b. Selective Service Registration

1. Acknowledgment Letter from Selective Service
2. Report of transfer or Discharge, DD-214
3. Electronic Registration Process
4. Selective Service Advisory Opinion Letter
5. Selective Service Registration Record (Form 3A)
6. Selective Service Registration Card
7. Selective Service Verification Form
8. Stamped Post Office Receipt of Registration
9. Registration Status Information Letter

c. Age

1. Baptismal Record
2. Birth Certificate
3. Report of Transfer or Discharge, DD-214
4. Driver's License
5. Federal, State or Local Government Identification Card
6. Hospital Record of Birth
7. Passport
8. Public Assistance/Social Services Record
9. School Record/Identification Card indicating birth date
10. Work Permit

2. Low Income and Public Assistance

a. Cash Public Assistance

1. Authorization to receive Cash Public Assistance from Public Assistance Agency
2. Public Assistance Check
3. Public Assistance/le Records/Printout
4. Social Service Agency Letter of Confirmation

b. Individual/Family Income

1. Alimony Agreement
2. Award letter from Veterans Administration

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3. Bank Statement
  4. Compensation Award Letter
  5. Court Award Letter
  6. Employer statement of Income Earned
  7. Farm or Business Financial Records
  8. Pay Stubs
  9. Pension Statement
  10. Quarterly Estimated Tax for Self Employed Persons (Schedule C)
  11. Public Assistance Records
  12. Social Security Benefits
  13. Unemployment Insurance documents and/or printouts
- c. Individual Status/Family Size
1. Birth Certificates
  2. Decree of Court
  3. Divorce Decree
  4. Landlord Statement or Lease Agreement
  5. Marriage Certificate
  6. Most Recent Tax Return
  7. Public Assistance/Social Service Agency Records
  8. Public Housing Authority Records
  9. Written Statement from Care Facility or Institution
- d. Food Stamps
1. Current Food Stamps Card
  2. Letter from Food Stamp Disbursing Agency
  3. Postmarked Food Stamp Mailer with Applicable name and address
  4. Public Assistance Records/Printout
- e. Homeless
1. Written statement from individual providing temporary residence
  2. Written statement from shelter
  3. Written statement from social service agency
- f. Individual with Disability
1. Letter from Drug or Alcohol Rehabilitation Agency

2. Letter from Individual Education Plan (IEP) specialist stating specific disability
3. Medical Records
4. Physician's Statement
5. Psychiatrist's/ Psychologist's Diagnosis
6. Rehabilitation Evaluation
7. School Record stating specific disability
8. Social Service Records/Referral
9. Social Security Administration Disability Records
10. Veterans Administration Letter/Records
11. Vocational Rehabilitation Letter
12. Observable condition (applicant statement needed)
13. Sheltered Workshop Certification
14. Workers Compensation Record

### 3. Barriers to Employment

- a. School Dropout
  1. Letter of Verification from School or other social service agency
  2. School Records
- g. Basic Skills Deficient  
CASAS/TABE  
School Letter of Verification with Grade Level indicated
- h. Educational Attainment one or more Grade Levels below the Grade Level Appropriate Individual's Age
  1. School Records
  2. School Verification
- i. Pregnant/Parenting
  1. Birth Certificate
  2. Hospital Record of Birth
  3. Physician's Verification
  4. School Records
  5. School Program for Pregnant/Parenting Teens
  6. Statement from Social Service Agency
- j. Individual with Disability (see above general eligibility definition)

- k. Homeless or Runaway Youth (see above general eligibility definition)
- l. Offender
  - 1. Court Documents
  - 2. Halfway-House Verification
  - 3. Letter of Parole
  - 4. Letter from Probation Officer
  - 5. Police Records
- m. Foster Care
  - 1. Court Documents
  - 2. Verification of Payments made on Behalf of the Child
  - 3. Written Statement from Parent or Guardian
- n. An Individual who requires additional Assistance
  - 1. School Records
  - 2. Written Document from School or Referring State/Local Agency/Programs
  - 3. Written Statement from parent or Guardian

**References:** [WIOA, Sections 101, Steward B. McKinney Homeless Assistance Act Sections 103 (42 U.S.C. 11302)], [ADA of 1990 Sections. 3 (42 U.S.C. 12102)], [WIOA, Sections 101 (24)], [WIOA, Title I, Sec. 101 (27)], [WIOA Sections 101(25), [WIOA Sections 129(c)(5)], [WIOA Section 101(15)]

## SUPPORTIVE SERVICES

Board Approval Amendment scheduled: 5/22/2025

This directive is effective on the date of SELACO WDB Board Approval.

### PURPOSE

To enable employment or completion of training under Workforce Innovation and Opportunity Act (WIOA), that cannot be paid for by the participant due to financial hardship. Such services may include transportation, childcare, health care, training supplies, clothing, temporary shelter and other reasonable expenses required for successful completion of WIOA related activities. Support services may be provided in-kind or through cash assistance.

### SCOPE

The policy applies to all SELACO staff and contractors administering, managing, and implementing WIOA funded programs.

### REFERENCES

- WIOA Section 129 – Use of funds for youth workforce Development activities
- WIOA Section 134 – Use of funds for employment and training activities
- WSD17-07 – WIOA Youth Program Requirements
- ~~WIADO-15 – Debt Collection~~

### POLICY

The SELACO WDB will provide budgeted support services to customers when their support service needs are justified as reasonable and necessary in order to complete training and job search needs, and do not duplicate services available from other sources. The provision of supportive services for adults, youth, and dislocated workers are not entitlements but are determined on a case by case (individual) basis, and on the availability of funding.

### PROCEDURES

Eligibility:



- 1) Given the requirement of the law and limited WIOA resources, customers who do not follow through with the ISS/IEP and its expectations without valid reasons, will not continue to receive support services. Supportive service payments will adhere to WIOA, which precludes trainees from receiving payments if they fail to participate in training without good cause.
- 2) A customer is eligible to receive supportive service payments when:
  - a) He/she has been determined eligible and enrolled into activities authorized under Title I of the Act (see Incentive Program Guidelines), and,
  - b) There is documented justifiable need as determined by the appropriate Career Development Specialist (CDS). Customer needs will be based on the results of ongoing objective assessment and documented in the Individual Service Strategy (ISS)/Individual Employment Plan (IEP).
  - c) For customers who are employed in OJT, they may receive assistance during their first month of employment. Assistance following the first month of employment may occur in emergency situations and with management approval.

Determining the Customer's needs:

- 1) The Financial Analysis Form is completed in detail and displays all monthly resources and expenses. In review of customer's financial situation, staff will discuss projected monthly expenditures required for training and the impact of these expenditures on the customer's self-sufficiency. Note: Financial Analysis will be completed and reviewed prior to training enrollment. All support service needs, and anticipated expenses must be included in the customer's ISS/IEP and case noted in CalJOBS.
- 2) Customers who have identified a need will be introduced to various community resources and programs available that may assist in meeting their supportive service needs. Staff will make reasonable efforts to refer customers to sources of free and low-cost community services whenever feasible.
- 3) Supportive service payments will not be viewed as an income supplement for the customer, but rather the provision of referrals, goods, services (or cash to obtain it) which are essential to successful program participation.
- 4) When a request requires Management/Director approval, customers are given an assignment. The assignment requires that customers do research on at least three vendors/providers who can meet the need along with collecting three quotes comparing similar items or service. The assignment is monitored and reviewed by the assigned CDS who reviews for reasonableness. If approved the request is submitted to the department Manager/Director for approval.
- 5) Once approved, SELACO WDB will provide the supportive service until it is no longer needed or until other forms of support are made available or approved. e.g. Children's Home Society of California, Non-Gain Education and Training (NET) agencies/or other community resources.
- 6) The SELACO WDB will not be involved in the selection or endorsement of any childcare facility, due to the liability factors involved. Selection of a childcare facility is the responsibility of the customer. The SELACO WDB will pay the customer who will then be

responsible for payment to the childcare provider. A receipt and an attendance log are required for payment.

- 7) Customers eligible and approved for support services will have funds obligated through the duration of training and one month of job search activity. Assuming funds are available, support will be provided for additional months after the first month of job search activity if there is documented need as determined by the CDS.

#### General Support Service Guidelines:

- 1) Need must be documented in the ISS/IEP and confirm ~~is defined as~~: without assistance the customer would not be able to attend ISS/IEP activities or would create an undue financial hardship during the enrollment period.
- 2) The Support Service Plan (start and end dates) must be consistent with the training activity dates.
- 3) A Support Service Request form for each type of support service must be generated in advance of the expenditure of funds for the service. Completion of the ISS/IEP and, where necessary, associated supporting documents by CDS are submitted to Manager for updating database and tracking -submission for payment.
- 4) All Supportive Services Request forms must be completed classification, monthly total, duration, total cost for the services training program, name of customer or vendor, providers of service; and other required information needed to properly process the request. Unclear or incomplete transactions will be returned to the CDS.
- 5) Payments issued to enrolled customers or vendors will be made by SELACO WDB upon receiving a properly completed voucher, if required, supporting receipts or invoices from the customer, service provider or vendor. See section: Request & Distribution of Support Services/Incentive Payments)
- 6) In instances where SELACO WDB is providing an ongoing service such as transportation or childcare, the customer is required to obtain the signature of an authorized official from the school or training institution on the voucher, Attendance Record, Work Experience, Internship or Externship Form to verify attendance for those days for which payment is being requested.
- 7) If support service requires management/Director approval, completion of Attachment II: Support Service Assessment form must be submitted along with request.

#### **Request & Distribution of Support Service/Incentive Payments**

##### **ROLES & RESPONSIBILITIES**

**Career Development Specialists (CDS's)** are responsible for the collection of signatures, verification of back up documentation, request, processing, and distribution of all support services & incentive payments. CDS's must ensure that an IEP/ISS is completed and that a need has been identified before submitting any support services or incentive request.

**Program Analysts (PA)** is responsible for reviewing all support services/ incentive request submitted to fiscal. PA will ensure CDS has collected all signatures, providing proper back up documentation & completed all request fields including customer name, grant code, and clearly listed justification for payment.

- a. PA will ensure support services/ incentives is not a duplication of service and that IEP/ISS support request by verifying information on CalJOBS.
- b. PA will track request via Attachment II- Transmittal Log\*. Log will be used as a cover page for fiscal acknowledgement, log will be filed, and copy shared with Manager/Director.
- c. If information is missing or an error is identified PA will return request to CDS for review corrections.

**Manager/Directors** are responsible for receiving Transmittal Logs\* & Support Service checks. They will use Attachment II-Transmittal Log to track receipt of checks. Manager/Director will also log date checks were received and from which fiscal staff. When issuing check/cash to CDS's, CDS's must verify amount, sign, and date receipt of check/cash. CDS will store all checks/cash in lock box and designated safe location.

#### **SUPPORT SERVICE/INCENTIVE REQUEST**

Support Services/Incentive check request should be made payable to the participant. In some cases, customers have limited to no access to a bank account. In which case, CDS may make check payable to Manager/Director for cash support/incentive.

- 1) CDS must complete support service request by completing & printing a case note on CalJOBS including Customer Name, purpose of request, amount requested and form of payment & back up documentation.
  - a. All requests must include participants wet signature (or electronic signature if request was completed via virtual services, *please see virtual services policy*)
  - b. If selecting check payment; CDS must include Name of Participant with statement: ***Please make check payable to: John Doe.***
  - c. If selecting cash payment; CDS must include Name of Manager/Director assigned to manage the deposit and collection of cash and include statement: ***Please make check payable to: John Doe, Director, of Program Operations.***

#### **SUPPORT SERVICE/INCENTIVE DISTRIBUTION**

Manager/Director will notify CDS's that incentive check/cash has been received and will coordinate distribution. CDS's will sign off on Transmittal Log when check/cash was received.

CDS's will notify customer of support service/incentive payment and schedule for participant to come in to collect payment. CDS's will complete Attachment I- Signature Page for Receipt of Support Service/Incentive payment and collect participant's signature upon distribution.

If the original amount requested has changed- CDS's must case note difference in CalJOBS and return any unused or uncollected funds to Fiscal within 30 days of receipt from Manager/Director. When returning cash/check payments to fiscal, the fiscal representative shall sign Transmittal Log affirming receipt of any funds returned.

If participant is unable to pick up support service during regular business hours, CDS may arrange to be available pre or post business hours, arrange drop off to their school, employer or with written consent to release funds to selected person with proof of identification. (Example: mother is picking up incentive payment for student, after student has provided written release via email or letter identifying person for pick up)

- Attachment I- Signature Page for Receipt of Support Service-Incentive
- Attachment II- Transmittal Log
- Attachment III- Supportive Service Assessment Form

# SELECTIVE SERVICES

Board Approval Amendment Scheduled: 5/22/2025

This directive is effective on the date of SELACO WDB Board Approval.

## PURPOSE

This policy provides the guidance and establishes the procedures regarding Selective Service registration requirements for participation in *Workforce Innovation and Opportunity Act* (WIOA) Title I funded services.

## SCOPE

This policy applies to all SELACO staff and contractors administering, managing, and implementing Workforce Innovation Opportunity Act (WIOA) funded programs.

## REFERENCES

- WIOA (Public Law 113-128) Section 189(h)
- Title 50 United States Code "Military Selective Service Act," Appendix 453
- Training and Employment Guidance Letter (TEGL) 11-11, Change 2, *Selective Service Registration Requirements for Employment and Training Administration Funded Programs* (May 16, 2012)
- ~~TEGL 8-98, *Selective Service Registration* (November 4, 1998)~~
- WSD 16-18, *Selective Service Registration* (April 10, 2017)

## POLICY AND PROCEDURES

All SELACO WDB programs and services established under WIOA Title I funds must comply with the Selective Service registration requirements. These requirements apply to both formula and discretionary grants awarded by the Department of Labor (DOL).

### Selective Services Registration Requirements

Males born on or after January 1, 1960, are required to register with Selective Service within 30 days of their 18<sup>th</sup> birthday and up to, but not including, their 26<sup>th</sup> birthday.

This includes the following males:

- U.S. citizens.
- Veterans discharged before their 26th birthday.

- Non-U.S. citizens, including undocumented immigrants, legal permanent residents, and refugees, who take up residency in the U.S. prior to their 26th birthday.
- Dual nationals of the U.S. and another country, regardless of whether they live in the U.S.

Selective Service registration is not required for the following male U.S. citizens:

- Males who are serving in the military on full-time active duty.
- Males attending the service academies.
- Disabled males who were continually limited to a residence, hospital, or institution.
- Males who are hospitalized, institutionalized, or incarcerated are not required to register during their confinement. However, they must register within 30 days after being released if they have not yet reached their 26th birthday.
- Male veterans discharged after their 26th birthday.

Selective Service registration is not required for the following male non-U.S. citizens:

- Non-U.S. males who entered the U.S. for the first time after their 26th birthday. Acceptable forms of supporting documentation include the following:
  - Date of entry stamp in passport.
  - I-94 with date of entry stamp on it.
  - Letter from the U.S. Citizenship and Immigration Services indicating the date the male entered the U.S. presented in conjunction with documentation establishing the male's age.
- Non-U.S. males who entered the U.S. illegally after their 26th birthday. They must provide proof that they were not living in the U.S. from age 18 through 25.
- Non-U.S. males on a valid non-immigrant visa.

The requirement for transsexual, transgendered, and intersex individuals to register with the Selective Service depends upon the gender recorded on their birth certificate. According to the Selective Service website, "Individuals who are born female and have a gender change are not required to register. U.S. citizens or immigrants who are born male and have a gender change are still required to register."

#### **Acceptable Documentation**

In order to be eligible to receive SELACO WDB WIOA-funded services, all males born on or after January 1, 1960, must present documentation showing compliance with the Selective Service registration requirements.

Acceptable documentation to determine a person's eligibility for WIOA Title I programs include the following:

- Selective Service acknowledgement letter.
- Report of Separation form (Form DD-214). Should be used only if veteran was discharged after his 26th birthday.
- Screen printout of the Selective Service Verification site. For males who already registered, this website can be used to confirm their Selective Service number as well as the date of registration, by entering a last name, social security number, and date of birth.
- Selective Service registration card.
- Selective Service verification form (Form 3A).
- Stamped post office receipt of registration.

#### **Registration Requirements for Males under 26**

Before being enrolled in SELACO WDB WIOA-funded services, all males who are not registered with the Selective Service and have not reached their 26th birthday must register through the Selective Service website. If a male turns 18 while participating in WIOA-funded services, registration with Selective Service must be completed no later than 30 days after he becomes 18 in order to continue to receive SELACO WDB WIOA-funded services. If a male under the age of 26 refuses to register with Selective Service, SELACO WDBWIOA-funded services must be suspended until he registers.

#### **Non-Registration by Males 26 and older**

Before enrolling in SELACO WDB WIOA-funded services, all males 26 and older must provide one of the following:

- Documentation showing they were not required to register.
- If they were required to register, documentation establishing that their failure to register was not knowing or willful.

#### **Status Information Letter**

An individual may obtain a Status Information Letter from the Selective Service if one of the following applies:

- The individual believes he was not required to register.
- The individual did register but cannot provide the appropriate documentation.

If the Status Information Letter indicates that an individual was not required to register for the Selective Service, then he is eligible to enroll in SELACO WDB WIOA-funded services. If the Status Information Letter indicates that the individual was required to register and did not register, he is presumed to be disqualified from participation in SELACO WDB WIOA-funded activities and services until it can be determined that his failure to register was not knowing and willful.

#### **How to Determine "Knowing and Willful" Failure to Register**

If the individual was required but failed to register with the Selective Service, as determined by the Status Information Letter or by his own acknowledgement, the individual may only receive services from SELACO WDB if he establishes that the failure to register was not knowing and willful. The SELACO WDB intake staff is authorized to approve the use of WIOA grant funds for non-registered males, by evaluating the evidence presented by the individual and determining whether the failure to register was knowing and willful.

Documentation:

Evidence presented may include the individual's written explanation and supporting documentation of his circumstances at the time of the required registration and the reason(s) for failure to register. The individual should be encouraged to offer as much evidence and in as much detail as possible to support his case. The following are examples of documentation that may be of assistance in making a determination in these cases:

- Service in the Armed Forces - Evidence that a male has served honorably in the U.S. Armed Forces, such as a Form DD-214 or his Honorable Discharge Certificate. These documents serve as evidence that his failure to register was not knowing and willful.
- Third Party Affidavits -Affidavits concerning reasons for not registering from parents, teachers, employers, doctors, and others may help staff, subrecipients and/or contractors in making a determination regarding willful and knowing failure to register.



- **Self-Attestation** - Signed statement that explains why the individual's failure to register was not knowing and willful. *{Self-attestation may serve as sufficient evidence when other options of documentation or third party corroboration are not available.}*

## DEFINITIONS

**Intersex** - a general term used for a variety of conditions in which a person is born with a reproductive or sexual anatomy that doesn't seem to fit the typical definitions of female or male.

**Transsexual** - a person who emotionally and psychologically feels that they belong to the opposite sex.

**Transgendered** - denoting or relating to a person whose sense of personal identity and gender does not correspond with their birth sex.

DRAFT

# DEBT COLLECTION

Amendment Board Approval: Scheduled for 5/22/2025

This directive is effective on the date of SELACO WDB Board Approval.

## PURPOSE

The purpose of this policy is to establish procedures for the settlement of all debts resulting from fraud, malfeasance, misapplication of funds or other serious violations or illegal acts. Funds collected by SELACO WDB in settlement of these debts must be returned to Employment Development Department (EDD) Compliance Review Division (CRD) immediately upon their receipt to the following mailing address:

Employment Development Department Compliance Review Division, MIC 22M  
P.O. Box 826880  
Sacramento, CA 94280-0001

## SCOPE

This policy applies to all SELACO WDB staff, subrecipients, and contractors administering, managing, and implementing Workforce Innovation Opportunity Act (WIOA) funded programs.

## REFERENCES

WIOA Section 184, Fiscal Controls; Sanctions  
Title 20 CFR 683.410(a), 683.420(a)(i), 683.750  
2 CFR Part 200, 2 CFR 200.327, 200.328, 200.330, 200.331, 200.338  
Uniform Guidance Administrative Requirements  
**Directive: November 14, 2022, WSD22-07, Debt Collection**

## POLICY

As required by the referenced federal and state laws, regulations, and policies, SELACO WDB shall ensure audit resolution and aggressive debt collection action.

SELACO WDB will maintain records that document the actions taken with respect to debt collection, restoration, or other debt resolution activities. SELACO WDB will also document why the actions were taken to support these decisions.

When the debt is not a result of fraud, malfeasance, misapplication of funds or other serious violations or illegal acts, the cash repayment of the disallowance is a credit to the title and year to which it was originally charged. The credit reduces the expenditures of the period of the cost that was refunded. If the year of allocation is still open, SELACO WDB may expend the funds within the cost limits. Cash payments received after the fund availability period must be remitted to CRD.

## **PROCEDURES**

The permanent records of all debtors shall contain documentation sufficient to demonstrate that all necessary steps have occurred and shall also track the status of the debt collection cases.

### **Process for Notifying Subrecipients**

When debt has been established based on monitoring results, the awarding agency (SELACO WDB) must:

1. Issue an Initial Determination Letter to the subrecipient via certified mail with return receipt that will include:
  - a. Notification of the establishment of debt
  - b. The rights to appeal
  - c. The date that the debt will be considered delinquent (90 days from the date of the Initial Determination Letter)
  - d. The sanctions (which may include but are not limited to debarment) if the debt is not repaid and the interest rate charged, if any
2. Send three debt collection letters, no less than 30 calendar day intervals (if no response to the Initial Determination Letter is received by the date noted above in l.c.). The collection letters will be sent via certified mail, with return receipt.

### **Process for Subrecipient Response to SELACO WDB Initial Determination Letter**

1. Upon receipt of the Initial Determination Letter, the subrecipient must issue a letter in response to the Initial Determination Letter, including written documentation of acceptance or rejection of debt action.
2. If rejecting the debt, provide documentation to support allowability of costs and propose corrective action of administrative and/or audit findings.

### **Establishing an Outstanding Debt Category in SELACO's Accounts Receivable System**

At the time the debt is established, SELACO WDB Fiscal Unit shall establish a short-term liability account for the affected entity to allow for a ninety (90) day period for repayment.

### **Standards and Specifications for Terminating, Compromising, and Litigating Debts**

In accordance with federal, state, and local policy and requirements, a debt resulting from misexpenditure of funds due to willful disregard of the requirements of the Act, gross negligence, fraud, malfeasance, misapplication of funds or other serious violations or illegal acts, or failure to observe accepted standards of administration shall be terminated or resolved only by cash repayment from nonfederal sources.

**All other debts will be resolved and terminated through the following options:**

1. Cash payment for the full amount of the debt.
2. Installment Payments - Cash installment repayment agreements will be for a short duration from three to twelve months, with an exception to a maximum of thirty-six months. CRD shall approve all repayment agreements. Duration shall be negotiated based upon the size of the debt and the debtor's ability to repay. Use of cash installment repayment is recommended for instances where debt collection efforts are impeded by an inability to repay the full debt amount in a lump sum.
3. Adjustment in Payments - Under this method, an agreement is entered into with the debtor whereby the reimbursement due is reduced by the amount of the debt while the program is maintained.
4. Withholding - This repayment method will consist of withholding amounts owed by the debtor for past services or other considerations already provided in satisfaction with the debt owed.

**CRD Notification**

In accordance with the referenced CRD policy, unless prior approval to gain relief of liability for a subrecipient's debt is not received from CRD, SELACO WDB shall remain responsible for the repayment of the entire debt.

A formal request shall be submitted requesting EDD's assistance in securing an agreement from the U.S. Department of Labor (DOL) to forego collection actions, in accordance with the provisions of 20 CFR §683.740.

Documentation developed while administering the previous section shall be attached to the formal request, demonstrating compliance with WIOA §184 (d) and 20 CFR §683.740. At minimum, these attachments shall include documentation of the debt collection letters, including certified mail receipts. Such documentation of litigation, withholding of funds, and any other related action must be attached to the request.

DRAFT

## RECOVERY OF TUITION & TRAINING FUNDS

Board Approval: 9/28/2017-5/22/2025

This directive is effective on the date of SELACO WDB Board Approval.

### PURPOSE

The purpose of this policy is to establish procedures for ensuring the recovery of unused Workforce Innovation Opportunity Act (WIOA) training and/or tuition refunds.

### SCOPE

This policy applies to all SELACO staff, subrecipients, and contractors administering, managing, and implementing WIOA funded programs.

### REFERENCES

- ~~WIOA Section 184~~
- ~~Title 20 CFR Part 683, Subpart B, Section 683.200~~
- ~~Directive WIOAD04-4~~
- Employment Development Department State of California Directive: Recovery of WIOA tuition and training refunds; Date: February 20, 2020 Number: WSD19-10
- One-Stop Comprehensive Financial Management Technical Assistance Guide (TAG), Department of Labor (DOL), July 2002, Section II-6-10, WIA Individual Training Accounts
- WIOA Sections 134(c)(3)(F)(i) – (iv), and 185(c)(3)
- Title 2 Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)
- Title 2 CFR Part 2900, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Department of Labor Exceptions)
- Title 20 CFR, WIOA Final Rule, Sections 680.230, 680.300, and Section 683.410(a)(1)

### POLICY

SELACO WDB Career Development Specialists (CDS) are responsible for acknowledging and determining when a refund is due for early termination of a participant's training activity.

The assigned CDS will check-in with vendors participants on a monthly basis to ensure they are participant is still receiving training services. If a participant is no longer participating in the approved training activity, the CDS will coordinate the prompt return of any unused training refunds. This includes advising SELACO WDB Fiscal Department of the need to begin collection of unused funds.

The Fiscal Unit Department is responsible for the collection process of any outstanding training and/or tuition refund. The Fiscal Unit Department will work in conjunction with the CDS and training vendor to ensure all refunds are received.

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## PROCEDURES

The assigned CDS monitors and tracks the progress of each of their participants on a monthly basis. They receive monthly attendance data from each vendor and approve payment of monthly vendor invoices for each individual. The CDS collects attendance data and tracks it on CaUOBs, including any Measurable Skills Gains (MSG). Participants who end their training early must notify the CDS of their reason for not completing the training. On occasion this is discovered as part of the CDS follow-up with the training vendor and participant.

Once participants complete one week of training, the training vendor can submit an invoice to SELACO WDB to confirm participants' attendance and participation. The invoice must include a Training Hours verification form signed by both the participants and the training vendor representative.

Once it has been determined that a participant has withdrawn or dropped training before completion, the CDS will request a refund based on the training vendor refund policies attendance records.

### Training Provider Policies

SELACO WDB will request and review each training provider's standard tuition payment and refund policy. Per TAG Section II-6-10, payments should not be made in advance of services unless required for enrollment. If early payment is necessary, SELACO WDB will work with the provider to minimize the upfront cost.

Policies may vary by provider. For example, if reimbursement is based on attendance, a training vendor may offer a 20% refund if a participant completes only 80% of the training.

CDS must notify the Fiscal Department immediately when a participant withdraws or drops from training. Fiscal will then de-obligate the corresponding funds. CDS is also responsible for ensuring communication between the training provider and Fiscal to confirm the provider's specific refund policy. ~~and then complete the "Cancellation and Refund Form."~~ **The "Cancellation and Refund Form"** will then be forwarded to the Fiscal Unit to provide notice of the pending refund.

When a participant **withdraws** or drops from training, the vendor has 30 days from the date of withdrawal to issue a refund check. **After 30-90 days**, if SELACO WDB has not yet received refund check, the Fiscal Department will follow the Debt Collection Policy to ensure all refunds are received.

The fiscal department will review the invoice and compare it to the purchase order. If there is an error, such as an over-invoice, the **CDS** will request a corrected invoice from the vendor.

For example: The purchase order approved a 4-week training course for \$2,000. The vendor invoice shows \$2,500, exceeding the agreed amount by \$500. A request for a revised invoice with the original agreed amounts will be required.

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# WIOA PRIORITY OF SERVICES

Board Approval Amendment Scheduled: 5/22/2025

This directive is effective on the date of SELACO WDB Board Approval.

## PURPOSE

This policy provides guidance and establishes the procedures regarding priority of service for recipients served with *Workforce Innovation and Opportunity Act* (WIOA) adult funds.

## SCOPE

This policy applies to all SELACO Staff administering, managing, and implementing WIOA funded programs.

## REFERENCES

- WIOA (Public Law 113-128) Sections 3 and 134
- *Workforce Development Act* (WIOA) Section 134
- Title 20 *Code of Federal Regulations* (CFR) "WIOA, Notice of Proposed Rule Making" (NPRM), Sections 680.150, 680.600, 680.610, and 680.650
- ~~TEGL 03-15, *Guidance on Services Provided through the Adult and Dislocated under the Workforce Innovation and Opportunity Act and Wagner Peyser, as Amended by WIOA, and Guidance for the Transition to WIOA Services* (July 1, 2015)~~
- ~~Workforce Service Directive WSD08-10, Subject: *Final Rule on Priority of Service for Veterans and Eligible Spouses* (June 29, 2009)~~
- ~~Workforce Services Directive WSD15-14, Subject: *WIOA Adult Program Priority Of Service* (January 22, 2016)~~

## POLICY AND PROCEDURES

### Priority of Service Requirement

As stated in the WIOA Section 134(c)(3)(E), with respect to individualized career services and training services funded with WIOA adult funds, priority of service must be given to

recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient.

Priority of service status is established at the time of eligibility determination and does not change during the period of participation.

Veterans and eligible spouses continue to receive priority of service among all eligible individuals; however, they must meet the WIOA adult program eligibility criteria and meet the criteria under WIOA Section 134(c)(3)(E). As described in TEGl 10-09, when programs are statutorily required to provide priority, such as the WIOA adult program, then priority must be provided in the following order:

1. Veterans and eligible spouses who are also recipients of public assistance, other low income individuals, or individuals who are basic skills deficient.
2. Individuals who are the recipient of public assistance, other low income individuals, or individuals who are basic skills deficient.
3. Veterans and eligible spouses who are not included in WIOA's priority groups.
4. Priority Populations established by the Governor and /or SELACO WDB.
5. Other Individuals not included in WIOA's priority groups.

For additional guidance on providing priority of service to veterans through the SELACO WDB AJCC system, please refer to the SELACO WDB Priority of Service for Veterans and Eligible Spouses Policy.

## **Definitions**

For purposes of this directive, the following definitions apply:

*Basic Skills Deficient:* An individual that is unable to compute or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual's family, or in society. ***Criteria used to determine whether an individual is basic skills deficient includes the following:***

- ***Enrolled in a Title II Adult Education/Literacy program.***
- ***English, reading, writing, or computing skills at an 8.9 or below grade level.***
- ***Determined to be Limited English Skills proficient through staff-documented observations.***
- ***Lacks a high school diploma or high school equivalency and is not enrolled in post- secondary education***

*Case Notes:* Paper or electronic statements by the case manager that identifies, at a minimum,

(1) a participant's status for a specific data element, (2) the date on which the information was obtained, and (3) the case manager who obtained the information. If case notes are used as a documentation source, the case notes must provide an auditable trail back to the source of information verified. The case manager does not need to keep a hard copy of the information verified in the participant's case file.

*Low-Income:* An individual that meets one of the four criteria below:

1. Receives, or in the past six months has received, or is a member of a family that is receiving, or in the past six months has received, assistance through the Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance For Needy Families (TANF), program supplemental security income program, or state or local income-based public assistance.
2. In a family with total family income that does not exceed the higher of the following:
  - a. The poverty line.
  - b. 70 percent of the Lower Living Standard Income Level.
3. A homeless individual.
4. An individual with a disability whose own income does not exceed the income requirement, but is a member of a family whose total income does.

*Public Assistance Recipient:* An individual that receives federal, state, or local government cash payments for which eligibility is determined by a needs or income test.

*Self-Attestation:* When a participant states his or her status for a particular data element, such as low income, and then signs and dates a form acknowledging this status. The key elements for self-attestation are (1) the participant identifying his or her status for permitted elements, and (2) signing and dating a form attesting to this self-identification. The form and signature can be on paper or in the Local Area management information system, with an electronic signature. Self-attestation is not to be used as the primary method of gathering documentation to verify data elements. Self-attestation as a documentation source is only to be used when the preferred options of paper documentation or third party corroboration are not available.

For purposes of allowable self-attestation documentation, follow the procedures established in the SELACO WDB ***General Eligibility Determination and Documentation Policy and Procedure***.

## **Forms**


- Priority of Service Criteria and Acceptable Documentation Chart



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** Approval to Extend Moss, Levy and Hartzheim Contract for Single Audit Services

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The Southeast Los Angeles County Workforce Development Board (SELACO WDB) is requesting approval to extend the current contract with Moss, Levy, and Hartzheim (MLH) for the provision of Single Audit Services for the fiscal year ending June 30, 2025.

As a result of a competitive procurement in 2021, MLH was awarded a one-year contract with the option to extend for up to three additional years, contingent upon satisfactory performance. We are now entering the fourth and final year permissible under that original procurement.

SELACO WDB is very pleased with the quality of services provided by MLH. Staff from both the Fiscal and Compliance Departments have reported consistently positive feedback, citing MLH's professionalism, responsiveness, and high standards of accuracy and service delivery.

We anticipate returning to the Board in July 2025 to request approval to release a new Request for Proposals (RFP) for Single Audit Services for Fiscal Year 2025–2026, as this MLH contract extension represents the final year allowable under the current procurement.

### **Action Required:**


Approve and authorize the SELACO WDB Executive Director to award a final one-year contract extension to Moss, Levy, and Hartzheim (MLH) for Single Audit Services at the estimated cost of \$28,300 for Fiscal Year 2024–2025.



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** Approval to Accept Anticipated Funding and Implement a Youth at Work, Work Experience Program for PY 2025-2026

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### Background:

The Los Angeles County Board of Supervisors has granted the Department of Economic Opportunity (DEO) delegated authority to administer and extend agreements related to the Youth at Work initiative, including agreements with the Southeast Los Angeles County Workforce Development Board (SELACO WDB). Through this initiative, SELACO WDB has successfully implemented the Youth at Work, Youth Work Experience Program for several consecutive program years.

DEO has historically allocated annual funding in July to support SELACO WDB's Youth at Work operations. In anticipation of a possible allocation for Program Year (PY) 2025–2026, SELACO WDB is seeking Board authorization to accept and deploy future funds efficiently and without delay upon receipt.

### Program Overview:

Pending DEO allocation, SELACO WDB will continue providing meaningful paid work experience and enrichment training to youth populations residing in the SELACO WDB service area. Target populations include:

- Youth receiving California Work Opportunity and Responsibility to Kids (CalWORKs TANF)
- Foster Youth
- Probation Youth
- System-involved Youth
- Other underserved youth populations

The program design includes 20 hours of paid Personal Enrichment Training (PET), covering critical skills such as financial literacy, workplace ethics, life skills, and career exploration. Participants are then placed into paid work experience opportunities, with hour limits determined by County guidelines.

#### **Procurement and Provider Network:**

SELACO WDB was originally authorized by DEO to conduct a Request for Statement of Qualifications (RSOQ) process to develop a pool of qualified youth service providers. This RSOQ remains open and active, allowing for ongoing enrollment of qualified agencies. Currently, in addition to the SELACO WDB, three providers are contracted to implement the Youth at Work program:

- ABC Unified School District
- City of Hawaiian Gardens
- City of Artesia

This network may be expanded to include additional eligible providers approved through the RSOQ process.

#### **Action Required:**

In preparation for a potential funding allocation from DEO for PY 2025–2026, SELACO WDB recommends the following actions:

1. Authorize the Executive Director to accept funding from DEO for the provision of the Youth at Work program for PY 2025–2026.
2. Approve and authorize the Executive Director to allocate funds and extend contracts based on performance, compliance, and service capacity of existing providers.
3. Approve and authorize the Executive Director to award contracts to additional providers that respond to the RSOQ and are deemed eligible to implement the Youth at Work program for PY 2025-2026.


A report summarizing final allocations, participating providers, and contract extensions will be brought back to the Board following receipt of funding.



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L. Castro, Executive Director 

**RE:** Election of Officers

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The Southeast Los Angeles County Workforce Development Board (SELACO WDB) staff have reached out to SELACO WDB members to assess interest in maintaining a role on the Executive Committee, step into a role as an Executive Committee Member or nominate a member of the board for a position on the Executive Committee.

As of the creation of this memo, we have confirmed the following interest to serve:

SELACO WDB Board Chair – Richard LeGaspi  
SELACO WDB Vice Chair – Larry Wehage  
SELACO WDB Secretary/Treasurer – Rudy Villareal

Recommended At-Large positions of the Executive Committee:

Erika Parada  
Genoveva Perez

The above slate of candidates is presented for your consideration. Attached is a description of each role and responsibilities.

### Action Required:

Open the floor for additional nominations and vote to secure our Executive Board to serve July 1, 2025 - June 30, 2026.



## SELACO WDB Board – Executive Committee

The WDB's Executive Committee consists of a Chairperson, a Vice-Chairperson, a Secretary-Treasurer, and two at large members. The Chairperson must represent the private sector.

Executive Committee Members are elected annually for a one-year term by the Board of Directors at its annual meeting, and serves until a successor is elected. No person may serve more than two full terms in any office.

Any Executive Committee Member may resign at any time by giving written notice to the Chairperson or the Vice-Chairperson with a copy to the WDB's Executive Director. The resignation is effective on the date of notice or any other date specified in the notice, and need not be accepted to take effect.

Any vacancy in an Officer position for any reason is filled by election for the balance of the term of the respective Officer.

Executive Committee Members are given priority for attendance at workforce sponsored conferences.

## Roles and Responsibilities

### **Chairperson**

The Chairperson calls and presides at all meetings of the Board of Directors; appoint Directors to standing committees and ad hoc committees, except as otherwise specified in the Bylaws, the Agreement, or applicable law; is an ex officio member of all WDB committees; signs all WDB training plans, contracts, modifications, warrants and other documents evidencing an obligation of the WIB, except as such authority may be delegated to staff by specific Board of Directors action in limited circumstances; shall generally serve as the chief executive officer of the corporation; and shall exercise other powers and perform other duties as the Board identifies.

### **Vice-Chairperson**

The Vice-Chairperson as needed will perform all of the powers and duties of the Chairperson during the absence, unwillingness, inability to act of the Chairperson for any reason, or as otherwise delegated by the Chairperson; and exercise other powers and perform such other duties of the Chairperson as the WDB may from time to time assign.



### **Secretary/Treasurer**

The Secretary/Treasurer shall ensure that staff maintains the following corporate records: (a) a book of minutes of all meetings, proceedings, and actions of the Board, which minutes of meetings shall include the time and place that the meeting was held, whether the meeting was annual, regular, or special, and if special, how authorized, the notice given, and the names of those present at Board of Directors and committee meetings; (b) a copy of the Articles of Incorporation and Bylaws, as amended to date; (c) a record of the WDB's Directors, showing each Director's name, address, and term of appointment; and (d) adequate and correct books and accounts of the WDB's properties and transactions. Each of the above corporate records shall be open to inspection by any Board Member at all reasonable times.

The Secretary/Treasurer shall ensure that staff prepares notices of all meetings of the Board of Directors and its committees as required; ensure Directors such financial statements and reports. Ensure deposit of all money and other valuables in the name and to the credit of the corporation

The Secretary/Treasurer also possesses and performs all of the powers and duties of the Vice Chairperson during the absence, unwillingness, inability to act of the Vice Chairperson for any reason; and exercise such other powers and perform such other duties as the Board may from time to time assign.

### **At Large Members**


At Large Members are elected by the Chairperson. Are members of the general board. At Large Members participate in all Executive Board meetings.



## MEMORANDUM

**DATE:** May 22, 2025

**TO:** SELACO WDB Board of Directors

**FROM:** Yolanda L Castro, Executive Director 

**RE:** Ethics Training AB1234

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At the June 23, 2016, Southeast Los Angeles County Workforce Development Board (SELACO WDB) meeting, it was announced that all board members are required to take a mandatory two-hour ethics training every two years to comply with AB1234. As of May 22, 2025, the following board members have completed the training:

Blanca Rochin – expires May 25, 2025  
Belle Gomez – expires May 30, 2025  
Richard LeGaspi – expires October 21, 2025  
Connie Chan – expires January 29, 2026  
Sergio Cueva – expires May 6, 2026  
Michael Segura – expires August 9, 2026  
Genoveva Perez – expires January 21, 2027  
Larry Wehage – expires February 9, 2027

For those who have yet to complete the training, you may do so using the online course at:

<http://localethics.fppc.ca.gov/login.aspx>

As a reminder, you must print the Certification of Completion provided at the end and submit to Carol Davis.

If you have any questions regarding the training, please contact Carol directly at the SELACO WDB.



May 6, 2025

The Honorable Tim Walberg  
Chair  
House Committee on Education & Workforce  
Rayburn House Office Building  
Washington, D.C. 20515

The Honorable Bill Cassidy  
Chair  
Senate Committee on Health, Education,  
Labor and Pensions  
Washington, D.C., 20510

The Honorable Robert “Bobby” Scott  
Ranking Member  
House Committee on Education & Workforce  
Rayburn House Office Building  
Washington, D.C. 20515

The Honorable Bernie Sanders  
Ranking Member  
Senate Committee on Health, Education,  
Labor and Pensions  
Washington, D.C., 20510

Dear Chairs Walberg and Cassidy and Ranking Members Scott and Sanders,

We write as a group of national membership associations representing a wide range of local stakeholders tasked with the implementation of the Workforce Innovation and Opportunity Act (WIOA) to provide recommendations as Congress considers reauthorizing this critical investment in our nation’s workforce.

In the previous Congress, WIOA reauthorization was nearly enacted in the form of the A Stronger Workforce for America Act (ASWA). While there were elements of this legislation that would help modernize our nation’s public workforce development system, our respective memberships continue to strongly believe that future WIOA proposals should be further refined in the 119<sup>th</sup> Congress to better support employers, workers, learners, and the local communities.

### **Fully Fund the Public Workforce System**

WIOA provides a return on investment of \$15 for every \$1 spent<sup>1</sup>, yet funding for WIOA has steadily eroded over the last decade, and inflation has increased the cost of WIOA programs and services. Locally WIOA has been successful in leveraging funds for activities like apprenticeships, summer youth programs, adult and youth career exploration and piloting innovative opportunities for new businesses. As the network that serves job seekers and small businesses and supports strong local economies, the one stop career system is a stable and critical partner to economic

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<sup>1</sup> <https://futureworksystems.com/board-infographic-2023>

development and is recognized as one of the most impactful and remunerative investments Congress has made, and can continue to make, in the years ahead.

We strongly support fully and adequately funding the public workforce system and increasing available funding for workforce development activities during the authorization period for a new law so that the system can play an active role in turning unemployed workers into taxpayers.

### **Ensuring Success by Going Beyond One-Size-Fits-All Training Requirements**

Our organizations share the goal of maximizing the availability of training services provided through the public workforce system. At the same time, our members are keenly aware of the complex challenges facing individuals served through WIOA, including transportation, equipment purchases, work uniform expenses, childcare, and more. These supportive services remain critical to the successful completion of training opportunities made available via the public workforce system. Our organizations therefore strongly oppose narrowly defined, one-size-fits-all federal mandates that disregard the important role these supports, and other services, play in producing the skilled workforce that employers of all shapes and sizes, both urban and rural, need. Several states already make use of training requirements. In Florida, for instance, the state has long had a requirement that at least half of workforce funds be expended on training. Notably, however, the state considers a wide range of critical services, including case management that directly support individuals enrolled in training and other key training-related costs, to count towards this policy.

Future WIOA legislation should necessarily reflect these and other states' policy frameworks which strike a much needed balance between incentivizing training while ensuring completion and success.

To further strike this balance, we respectfully request that you also consider including 1) internships (or other paid work experience) in the definition of training; 2) the cost of case management and support services while individuals are in training in the definition of training; and 3) allowing Governors to provide waivers to a local area for a given period of time due to economic conditions.

### **Preserving Locally-Driven Workforce Infrastructure**

Workforce development boards and related local areas necessarily reflect the communities they were created to serve and provide locally developed solutions. Previous WIOA reauthorization proposals have sought to circumvent and diminish the role and critical perspectives of local stakeholders and chief elected officials as part of wider workforce area redesignation schemes and single-state area designation allowances. Our organizations believe that options considered as part of these efforts include options that allow local stakeholders to negotiate and propose alternatives as part of these processes and be subject to approval by all impacted entities.

More fundamentally, any change facilitated or promoted by future WIOA legislation should necessarily result in better outcomes for both participants and employers as measured through the law's existing accountability framework, including the ability to maintain or exceed current levels of service delivery. Such guardrails are critical to ensuring the future success of the public workforce system and to ensure that rural communities and other historically underserved areas within states are not harmed by these initiatives.

### **State-level Set-Asides**

As noted earlier, top-down federal mandates rarely have the desired effect and often lead to many unintended consequences. Prior to the passage of WIOA, Congressional appropriations leaders reduced the amount a Governor could reserve for statewide workforce initiatives to 5 percent after

several program years where states struggled to expend these reservations under WIA. The 2014 reauthorization reinstated this allowable reservation back to 15 percent after several years of careful negotiation. In the years since, there has been little objective evidence that supports the need to increase statewide reserves, particularly at the expense of local workforce infrastructure which serves as the primary focal point for employer engagement, participant access, and service delivery.

We therefore strongly support maintaining the current allocation of state and local WIOA funding which has resulted in \$61.6 billion in additional participant earnings in the most recent program year.<sup>2</sup>

### **Digital Literacy**

Digital literacy skills are increasingly essential for success in today's rapidly evolving economy. These competencies enable employees to effectively navigate, evaluate, and utilize digital tools and information, fostering efficiency, innovation, and adaptability in a rapidly evolving technological landscape. We therefore strongly support the expansion of key definitions in future WIOA legislation, like foundational skills and basic skills deficient, to explicitly include digital literacy skills in recognition of these new realities.

### **Promote Efficiencies in Local System Delivery**

We strongly recommend providing dedicated funding for the physical infrastructure costs of one-stop centers mandated by WIOA. Dedicated funding for this purpose would have the additional benefit of freeing up more funding for training and supportive services. Our organizations also believe it is critical that future WIOA legislation provides greater flexibility for LWDBs to expand access to services through using a network of affiliated locations, such as libraries and community colleges, and by allowing for the use of virtual services where appropriate for one-stop service delivery.

### **Flexibility and Support for Local Governments and Workforce Boards**

Flexibility for local governments and workforce boards (LWDBs) is crucial as it allows them to tailor workforce development strategies to meet specific needs and respond swiftly to evolving economic conditions and employment challenges. We strongly support future clarifications of LWDBs budgetary authority over the administration of adult, dislocated workers, and youth workforce development activities within local workforce areas, allowances for LWDBs that meet certain conditions to serve as one-stop operators, and increased flexibilities for incumbent worker and on-the-job training.

We also recommend allowing for public outreach and marketing of federally funded workforce initiatives to increase the public's awareness of and familiarity with these opportunities. Greater flexibility is also needed to successfully operationalize youth-work experience requirements that help to facilitate high-quality career exposure and experiential work-based learning opportunities for youth participants.

### **Looking Ahead**

We look forward to working with you to thoughtfully and meaningfully update our nation's public workforce system. If you have any questions or would like to discuss these recommendations further, please do not hesitate to reach out to our staff: Eryn Hurley (NACo) at [ehurley@naco.org](mailto:ehurley@naco.org), Gail Ravnitzky Silberglied (NAWB) at [silbergliedg@nawb.org](mailto:silbergliedg@nawb.org), Stephanie Martinez-Ruckman (NLC) at

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<sup>2</sup> <https://www.linkedin.com/pulse/demonstrating-value-wioa-strong-return-investment-geoff-smith-8hoec>

[martinez-ruckman@nlc.org](mailto:martinez-ruckman@nlc.org), Kathy Amoroso (USCM) at [kamoroso@usmayors.org](mailto:kamoroso@usmayors.org), or Chris Andresen [Chris.Andresen@dutkogr.com](mailto:Chris.Andresen@dutkogr.com).

Sincerely,



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CC: Members of the House Education and the Workforce Committee and Senate Health, Education, Labor and Pensions (HELP) Committee