

Executive Committee and FULL WDB BOARD OF DIRECTORS' MEETING

October 22, 2026

Thursday

3:00



Executive Committee and FULL WDB BOARD OF DIRECTORS' MEETING

**SELACO WDB
10900 E 183rd Street, Suite 350
Cerritos, CA 90703**

**October 22, 2026
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

AGENDA

CALL TO ORDER	Wehage
PLEDGE OF ALLEGIANCE	Wehage
ROLL CALL	LeGaspi
2026 – 2027	
PUBLIC COMMENTS	
CHAIR'S COMMENTS	Wehage
EXECUTIVE DIRECTOR'S MESSAGE / UPDATE / STAFF REPORT	Castro
SNIPPET: HR1: What it means for our Community and AJCC	
CLOSED SESSION	Castro
Conference with Legal Counsel – Existing Litigation Case Number: 26STCV03376 (Government Code Section 54956.9(d)(1))	
CONSENT CALENDAR	Wehage
1A. Approval of Minutes July 23, 2026	3
1B. Approval of Fiscal Report 07/01/25–09/30/26	7
1C. Approval of Program Report for 07/01/25–09/30/26	20

Executive Committee and FULL WDB Board of Directors' Meeting

October 22, 2026

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ACTION ITEM (S):

2. Revised Program Year 2026 – 2027 Budget	Castro	43
3. Approval for SELACO WDB Personnel Policies and Procedures	Castro	53
#322 – Holidays		54
#323 – Paid and Unpaid Leaves of Absence		56
#324 – Paid Vacation Time		61
#325 – Sick Leave		63

ONE STOP OPERATOR REPORT	Baquerizo	65
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Presentation / Information / Recommendations

ACTION ITEM (S):
NONE

INFORMATION ITEM (S):

INFORMATION ITEM (S):

1. Ethics Training AB1234	Castro	67
2. Proposed Temporary AJCC Closure for Carpet Replacement	Castro	68

INTERESTING CORRESPONDENCE

1. Success Stories	Castro	69
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BOARD MEMBER COMMENTS Wehage

POLICY BOARD ITEMS/REQUESTS Wehage

AGENDA REQUESTS FOR NEXT MEETING Wehage

CHAIR'S CLOSE Wehage

ADJOURNMENT OF OPEN SESSION Wehage

Next Policy Board Meeting: December 15, 2026

Next Executive Committee and FULL WDB Meeting: September 24, 2026

*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.*

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. 183rd Street, Suite 350, Cerritos, CA 90703 during normal business hours.



**SELACO WDB Board of Directors
Attendance Roster – PY 26/27**

Board Member	7/23/26	9/24/26	10/22/26	1/28/27	3/25/27	5/27/27
1. Barrales, Leonard Economic Development	X	~				
2. Beech, Jennifer Business Representative City of Bellflower	X	~				
3. Burrell, Ashley Rehabilitation Organization	X	~				
4. Ceballos, Rene Labor Organization	X	~				
5. Crow, Travis Education Entity	X	~				
6. Cueva, Sergio Business Representative City of Hawaiian Gardens	X	~				
7. Gomez, Belle Education Entity	X	~				
8. Kucera, Kevin Labor Organization	AE	~				
9. LeGaspi, Richard Vice Chair Business Representative City of Norwalk	AE	~				
10. McGehee, Shannon Business Representative City of Paramount	A	~				

Board Member	7/23/26	9/24/26	10/22/26	1/28/27	3/25/27	5/27/27
11. Mendoza, Shaila Labor Organization	AE	~				
12. Morales, Michael Business Representative City of Cerritos	X	~				
13. Nam, Leila Business Representative City of Artesia	X	~				
14. Perez, Genoveva Business Representative City of Paramount	A	~				
15. Polley, Tracy Business Representative City of Norwalk	X	~				
16. Ryder, Tim Business Representative City of Hawaiian Gardens	AE	~				
17. Segura, Michael Business Representative City of Lakewood	AE	~				
18. Taylor, Joseph Labor Organization	XV	~				
19. Uva, Carrie Business Representative City of Downey	X	~				
20. Uttecht, Greg Business Representative City of Artesia	A	~				
21. Valladares, Cesar Public Employment Service	X	~				
22. Vasquez, Salvador Labor Organization	AE	~				
23. Wehage, Larry Chair Business Representative City of Bellflower	X	~				
24. Witt, Eddie Business Representative City of Lakewood	X	~				
25. VACANT Business Representative City of Downey						
26. VACANT Labor Organization						
27. VACANT Business Representative City of Cerritos						



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

July 23, 2026

3:00 PM

SELACO WDB

CALL TO ORDER

The Executive Committee and FULL WDB Board of Directors' Board Meeting was called to order by Larry Wehage at 3:10 p.m.

PLEDGE OF ALLEGIANCE

Larry Wehage led the Pledge of Allegiance.

ROLL CALL

WDB BOARD OF DIRECTORS PRESENT

Barrales, Leonard	Beech, Jennifer
Burrell, Ashley	Ceballos, Rene
Crow, Travis	Cueva, Sergio
Gomez, Belle	Morales, Michael
Nam, Leila	Polley, Tracy
Taylor, Joseph (XV)	Uva, Carrie
Valladares, Cesar	Wehage, Larry
Witt, Eddie	

WDB BOARD OF DIRECTORS ABSENT

McGeehee, Shannon	Perez, Genoveva
Uttecht, Greg	

WDB BOARD OF DIRECTORS EXCUSED

Amansec, Jason	Kucera, Kevin
LeGaspi, Richard	Mendoza, Shaila
Ryder, Tim	Segura, Michael
Vasquez, Salvador	

SELACO WDB STAFF PRESENT

Castro, Yolanda	Alvarez, Meredith
Cardenas, David	Coronel, Corina
Diep, Chau	Ferranti-Lansdown, Tammy
Lucero, Lillian	Mariscal, Alberto
Michel, Sandra	Von Hedder, Adam

MEMBERS OF THE PUBLIC PRESENT

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

PUBLIC COMMENTS

None

WDB CHAIR'S COMMENTS

Chairman Wehage introduced new board members Travis Crow, representing Education and Michael Morales, representing Business – City of Cerritos.

EXECUTIVE DIRECTOR'S MESSAGE/UPDATE/STAFF REPORT**Joint Board/Policy Board Meeting - Retreat**

- June 16th from 9:00 – 3:00 held in Paramount.
- Twelve WDB Members and 6 Policy Board Members were in attendance.
- Sixteen staff members were present to support the discussions.
- Five members of the public were present.
- There were three breakout sessions focused on: Industry-Driven Strategies, Worker Mobility & Integrated Systems, and Accountability, Flexibility and Innovation.
- March 2027 a modified local and regional plan will be due to the State, the joint meeting offered great insight on areas of focus in preparation for the modified local plan.

Graduation Ceremony

- There was a graduation ceremony on at Artesia High School held on July 10th – Building the bridge to the next step.

Lakewood Reorganization

- Had the honor of attending the City of Lakewood Reorganization event on July 14th where SELACO WDB's Secretary/Treasurer Rudy Villarreal was sworn in as a new councilmember.

Employment Training Panel (ETP)

- SELACO WDB was recently awarded \$800,000 for a new ETP Contract thanks to Lillian Lucero and Sandra Michel.

Visit from Senator Sasha Perez

- Thank you to Sandra Michel and staff for the coordination of the July 20 visit from Senator Perez.
- Five board members were present.
- Key stakeholders present included: EDD, Cerritos College, Artesia High School, and SELACO WDB partner Harbor Freight.
- The visit went well and SELACO WDB is considering inviting other Senators to visit.

SNIPPETS

- Sandra Michel shared information on what it takes to meet performance standards.

CONSENT CALENDAR

A motion was made by Tracey Polley to approve the consent calendar as presented, seconded by Jennifer Beech. With no further discussion, motion carries to approve.

1A. Approval of Minutes: May 28 and July 23, 2026

1B. Approval of Fiscal Report: 07/01/25 – 06/30/26**1C. Approval of Program Report: 07/01/25 – 06/30/26 (Receive and File)****ACTION ITEM(S)****2. Approval of SELACO WDB Budget for Program Year 2026-2027**

A motion was made by Tracy Polley to:

- Approve the proposed PY 2026-2027 budget as submitted.
- Authorize the Executive Director to request State approval to transfer up to \$500,000, or 30.6% of Dislocated Worker funding to Adult Services.
- Approve the proposed PY 2026-2027 organization restructuring to meet service demands, aligning staffing with funding reduction, which includes the layoff of one Career Services Specialist I position. (Revised Organizational Chart dated July 16, 2026 was provided to the Board for reference)

Seconded by Carrie Uva. With no further discussion, motion carries to approve.

3. Amendment to SELACO WDB 403(b) Retirement Plan

A motion was made by Cesar Valladares to:

- Staff recommends that the Board acknowledge the completion of the IRS Cycle 2 Restatement process and authorize the Executive Director to execute all required plan documents, amendments, and related certifications necessary to maintain the SELACO WDB 403(b) Retirement Plan in compliance with applicable federal laws and regulations.

Seconded by Tracy Polley. With no further, motion carries to approve.

4. Approval to Execute Lease Agreement for SELACO WDB Offices

A motion was made by Ashley Burrell to:

- Approve the Executive Director to execute a three-year lease extension with a first-year monthly base rent of \$29,783, plus an estimated tenant improvement premium of \$695 per month, for an estimated first-year monthly total of \$30,478.
- Approve the Executive Director to execute the scheduled annual lease increases under the three-year extension, based on an annual cost-of-living adjustment not to exceed 3%.
- Approve the Executive Director to authorize secondary costs associated with facility upgrades, including moving services, preparatory work, and other related costs necessary to complete the improvements.
- Approve the Executive Director to execute sublease agreements with the Employment Development Department and any other partner housed at the SELACO WDB facility, subject to the costs, terms, and conditions identified in the extended lease.

Seconded by Eddie Witt. With no further discussion, motion carries to approve.

5. Executive Director Contract Renewal

A motion was made by Tracy Polley to:

- Approve the Executive Director's SELACO WDB's Sixth Amendment Employment Agreement Contract as presented.

Seconded by Larry Wehage. With no further discussion, motion carries to approve.

6. Election of Secretary/Treasurer

A motion was made by Larry Wehage to accept the nomination:

- Eddie Witt

With no further nominations, seconded by Jennifer Beech. With no further discussion, motion carries to approve.

ONE STOP OPERATOR REPORT

David Baquerizo, One Stop Operator, provided a One Stop Operator Report update to the full board

INFORMATION ITEM (S)**1. Ethics Training AB1234**

Page 116 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 course. Please contact Carol for a direct link to the online course or for any questions.

2. 2026 Biennial Review Certification

Carol Davis informed the board that no changes have been made to its conflict-of-interest codes that would impact filing requirements, therefore, the certification form will be completed and submitted with no amendments.

3. Summary and Key Takeaways – June 16, 2026 Joint Board Meeting and Strategic Planning Gathering

Page 119 of the agenda provides a summary and key takeaways from the June 16, 2026, Joint Policy Board and Executive Committee and FULL Workforce Development Board (WDB) meeting and Strategic Planning Gathering hosted by the City of Paramount.

INTERESTING CORRESPONDENCE

None

BOARD MEMBER COMMENTS

None.

POLICY BOARD ITEMS/REQUESTS

None

AGENDA REQUESTS FOR NEXT MEETING

None

CHAIR'S CLOSE

Chairman Wehage closed the meeting with everyone giving their final thoughts.

ADJOURNMENT OF OPEN SESSION

The meeting was adjournment at 4:23 PM

SELACO WDB
Statement of Activities (by Fund)
From 7/1/2026 through 9/30/2026

	Employment Training Panel Grant	LA County Grants	Pre-School Grant	WIOA Adult&DW & Special Projects	WIOA Youth Grant	WIOA Rapid Response / Lay-Off Aversion Grants	Other Grants	Non-WIOA Training Expenditures	Total
Revenues / (Deferred Revenues)	0	49,950	2,174,985	272,347	189,832	19,487	122,669	0	2,829,270
Accounts Receivable	36,333	13,924	0	302,134	170,733	21,888	158,953	0	703,965
Total Revenues	36,333	63,873	2,174,985	574,481	360,566	41,375	281,622	0	3,533,234
Expenditures									
Administration Services	3,472	6,661	78,067	75,763	31,557	4,078	32,920	0	232,517
Contracted Program Costs	5,390	35,339	982,561	2,560	49,823	1,960	56,907	0	1,134,540
Support Services	0	0	0	11,945	11,707	0	498	0	24,149
Vendor Training	0	0	0	27,635	4,400	0	0	0	32,035
Work Exp/Skillz Menu/Supplies	0	21,148	0	0	44,366	0	42,588	0	108,103
WIOA Core/Basic Career Services	0	0	0	133,750	63,274	0	0	0	197,024
WIOA Intensive/Individualized Career Svcs	0	0	0	125,568	0	0	0	0	125,568
WIOA Follow-Up Career Services	0	0	0	40,659	1,725	0	0	0	42,384
WIOA Business Services	0	0	0	70,966	38,826	0	0	0	109,792
Other Program Costs	27,472	725	0	0	93,868	35,337	148,709	0	306,110
Cash Expenditures	36,333	63,873	1,060,628	488,845	339,546	41,375	281,622	0	2,312,223
Accrued Expenditures	0	0	0	85,635	21,020	0	0	0	106,655
Total Expenditures	36,333	63,873	1,060,628	574,481	360,566	41,375	281,622	0	2,418,878
Net Income (Loss)	-	-	1,114,357	-	-	-	-	-	1,114,357

SELACO WDB

Statement of Functional Expenditures

From 7/1/2026 through 9/30/2026

							WIOA Intensive / Individualized Career Services	WIOA Core / Basic Career Services	Work Exp / Skills Menu Program	Vendor Training	Support Services	Contracted Program Cost	Administrative Services		WIOA Follow- Up Career Services	WIOA Business Services	Other Program Costs	Total
Expenditures																		
Personnel	128,572	0	0	0	0	0	101,371	155,937	0	0	0	0	0	0	33,284	85,614	233,160.75	737,938
Non-Personnel	103,946	0	0	0	0	0	24,197	41,087	0	0	0	0	0	0	9,100	24,178	72,949	275,457
Training	0	1,134,540	0	138,690	108,103	0	0	0	0	0	0	0	0	0	0	0	0	1,381,333
Support Services	0	0	24,149	0	0	0	0	0	0	0	24,149	0	0	0	0	0	0	24,149
Total Expenditures	232,517	1,134,540	24,149	138,690	108,103	197,024	125,568	42,384	109,792	306,110	2,418,878							

SELACO WDB
Statement of Functional Expenses - TR - 0201 Administrative Services

From 7/1/2026 Through 9/30/2026

(In Whole Numbers)

		<u>Total</u>
Expenditures		
Personnel		
Salaries & Wages	50100	90,544
Social Security Tax	50200	8,000
Medicare Tax	50210	1,871
Workers Comp - Staff	50220	617
UI & ETT Taxes	50250	9
Employee Benefits	50300	21,207
Employer 403(B) Contributions	50403	<u>6,324</u>
Total Personnel		128,572
Non-Personnel		
Mileage	51100	41
Conferences/Staff Development	51200	3,545
Meeting Expenses	51230	355
Rent	52100	13,908
Telephone	52200	525
Office Equipment	52330	23
Leased Equipment	52350	2,739
Repair & Maintenance	52360	225
Office Supplies	53400	1,581
Subscriptions/Dues/Memberships	53600	30,509
Insurance	53900	5,145
Professional Services	54100	11,099
Legal	54300	31,779
Bank Charges/Miscellaneous	59990	<u>2,472</u>
Total Non-Personnel		<u>103,946</u>
Total Expenditures		<u><u>232,517</u></u>

SELACO WDB
Statement of Functional Expenses - TR - 0202 Contracted Program Cost
From 7/1/2026 Through 9/30/2026
(In Whole Numbers)

		<u>Total</u>
Expenditures		
Training		
Cost Reimbursement Billing	60300	1,051,382
Other Contracted Services	60400	67,707
Day Care Rent	66000	<u>15,451</u>
Total Training		<u>1,134,540</u>
Total Expenditures		<u><u>1,134,540</u></u>

SELACO WDB
Statement of Functional Expenses - TR - 0203 Supportive Services
 From 7/1/2026 Through 9/30/2026
 (In Whole Numbers)

		Total
Expenditures		
Support Services		
Direct Support Payment	65200	16,676
Supportive Services - Training	65201	7,474
Total Support Services		24,149
Total Expenditures		24,149

SELACO WDB
Statement of Functional Expenses - TR - 0204 Vendor Training Payments
From 7/1/2026 Through 9/30/2026
(In Whole Numbers)

		<u>Total</u>
Expenditures		
Training		
Vendor Training	60100	138,690
Non-WIOA Training Expenditures		0
Total Expenditures		<u><u>138,690</u></u>

SELACO WDB
Statement of Functional Expenses - TR - 0205 Work Experience / Skillz Menu Program
 From 7/1/2026 Through 9/30/2026
 (In Whole Numbers)

		Total
Expenditures		
Training		
Wages - WE/Internship	60500	88,219
SS Tax - WE/Internship	60510	5,470
MC Tax - WE/Internship	60520	1,279
WC - WE/Internship	60530	1,226
Participant Incentive Payments	65401	11,908
Total Training		<u>108,103</u>
Total Expenditures		<u><u>108,103</u></u>

SELACO WDB
Statement of Functional Expenses - TR - 0206 WIOA Career Services
From 7/1/2026 Through 9/30/2026
(In Whole Numbers)

		Core / Basic Services	Intensive / Individualized Services	Follow-Up Services	Total
Expenditures					
Personnel					
Salaries & Wages	50100	118,807	75,776	25,131	219,713
Social Security Tax	50200	8,736	5,988	1,781	16,505
Medicare Tax	50210	2,043	1,400	417	3,860
Workers Comp - Staff	50220	764	556	150	1,470
UI & ETT Taxes	50250	11	9	3	23
Employee Benefits	50300	20,323	13,887	4,919	39,129
Employer 403(B) Contributions	50403	5,252	3,755	884	9,891
Total Personnel		155,937	101,371	33,284	290,592
Non-Personnel					
Mileage	51100	278	363	10	650
Conferences/Staff Development	51200	4,943	3,550	1,263	9,756
Meeting Expenses	51230	1,474	444	109	2,027
Rent	52100	16,633	10,041	4,471	31,146
Telephone	52200	1,003	444	137	1,584
Office Equipment	52330	284	95	37	416
Leased Equipment	52350	3,669	1,011	247	4,928
Repair & Maintenance	52360	788	170	70	1,028
Outreach/Recruitment	53300	41	0	0	41
Office Supplies	53400	2,095	1,192	452	3,739
Subscriptions/Dues/Memberships	53600	1,437	937	319	2,693
Insurance	53900	6,179	4,516	1,322	12,017
Professional Services	54100	2,263	1,435	662	4,359
Total Non-Personnel		41,087	24,197	9,100	74,384
Total Expenditures		197,024	125,568	42,384	364,976

SELACO WDB
Statement of Functional Expenses - TR - 0207 Business Services
From 7/1/2026 Through 9/30/2026
(In Whole Numbers)

		<u>Total</u>
Expenditures		
Personnel		
Salaries & Wages	50100	67,849
Social Security Tax	50200	5,301
Medicare Tax	50210	1,240
Workers Comp - Staff	50220	479
UI & ETT Taxes	50250	8
Employee Benefits	50300	8,399
Employer 403(B) Contributions	50403	<u>2,338</u>
Total Personnel		85,614
Non-Personnel		
Mileage	51100	468
Conferences/Staff Development	51200	6,352
Meeting Expenses	51230	547
Rent	52100	7,124
Telephone	52200	363
Office Equipment	52330	81
Leased Equipment	52350	770
Repair & Maintenance	52360	174
Outreach/Recruitment	53300	(90)
Office Supplies	53400	1,055
Subscriptions/Dues/Memberships	53600	1,993
Insurance	53900	4,177
Professional Services	54100	<u>1,164</u>
Total Non-Personnel		<u>24,178</u>
Total Expenditures		<u><u>109,792</u></u>

SELACO WDB

Statement of Functional Expenses - TR - 0212 Other Program Costs

From 7/1/2026 through 9/30/2026

	Employment Training Panel	WIOA Youth	WIOA Rapid Response / Lay-Off Aversion	Transitional Subsidized Employment (TSE)	Other Funds	Total
Personnel						
Salaries & Wages	19,826	57,259	23,043	2,266	79,946	182,341
Payroll Taxes/WC	1,728	6,240	2,211	213	6,964	17,355
Employee Benefits	1,395	11,998	4,408	967	14,697	33,465
Total Personnel	22,949	75,497	29,662	3,446	101,607	233,161
Non - Personnel						
Mileage	76	464	13	55	299	907
Conferences/Staff Development	659	3,946	1,039	0	0	5,644
Meeting Expenses	103	291	101	4	192	691
Rent/Utilities	1,745	7,024	2,686	378	34,637	46,471
Telephone	72	282	86	12	1,420	1,872
Furniture/Equipment	97	829	160	56	202	1,343
Repair & Maintenance	28	107	42	6	356	539
Outreach/Recruitment	0	-122	0	0	0	-122
Supplies	392	767	284	36	1,110	2,589
Subscriptions & Dues	328	763	197	19	719	2,026
Insurance	765	3,085	736	94	3,486	8,166
Professional Services	256	933	331	41	1,259	2,822
Total Non-Personnel	4,523	18,371	5,675	701	43,680	72,949
Total Expenditures	27,472	93,868	35,337	4,147	145,287	306,110

SELACO WDB
Statement of Functional Expenditures
From 7/1/26 through 9/30/26

Line Item Description	Current Period Actual	Budget	Budget Variance	Total Budget Remaining (%)
PERSONNEL COSTS				
Salaries/Wages	560,447	3,278,840	2,718,393	82.9%
Payroll Taxes/WC	56,739	294,997	238,259	80.8%
Employee Benefits	120,752	733,595	612,843	83.5%
TOTAL PERSONNEL COSTS	737,938	4,307,433	3,569,495	82.9%
NON-PERSONNEL COSTS				
Mileage	2,066	10,000	7,934	79.3%
Conference/Staff Development	25,296	146,505	121,209	82.7%
Meeting Expenses	3,620	15,000	11,380	75.9%
Rent/Utilities	98,649	404,080	305,431	75.6%
Telephone	4,345	22,500	18,155	80.7%
Furniture & Equipment	10,299	52,500	42,201	80.4%
Repair & Maintenance	1,966	27,000	25,034	92.7%
Outreach/Recruitment	(171)	30,000	30,171	100.6%
Supplies	8,964	65,000	56,036	86.2%
Subscriptions/Dues/Memberships	37,221	105,000	67,779	64.6%
Insurance	29,504	52,500	22,996	43.8%
Professional Fees	19,444	200,000	180,556	90.3%
Legal Fees	31,779	25,000	(6,779)	-27.1%
Interest Expense/Miscellaneous	2,472	6,000	3,528	58.8%
TOTAL NON-PERSONNEL COSTS	275,457	1,161,085	885,628	76.3%
TOTAL IN-HOUSE COSTS	1,013,395	5,468,518	4,455,123	81.5%
TRAINING & SUPPORT SERVICES				
Vendor Training Payments (Classroom/OJT/IWT)				
Employment Training Panel (ETP)	0	581,445	581,445	100.0%
WIOA Adult	105,771	501,598	395,827	78.9%
WIOA Dislocated Workers	7,499	100,000	92,501	92.5%
WIOA Youth	25,420	30,750	5,330	17.3%
Non-WIOA Training Expenditures	0	323,718	323,718	100.0%
Subtotal	138,690	1,537,511	1,398,821	91.0%

SELACO WDB
Statement of Functional Expenditures
From 7/1/26 through 9/30/26

Line Item Description	Current Period Actual	Budget	Budget Variance	Total Budget Remaining (%)
Cost Reimbursements / Contracted Services				
Day Care Pre-School / Special Grants	982,561	4,827,056	3,844,495	79.6%
Disability Access, Equity & Inclusion (DAEI)	56,907	192,702	135,795	70.5%
Employment Training Panel (ETP)	0	10,500	10,500	100.0%
ETP/WIOA Business Engagement Services	9,800	58,800	49,000	83.3%
LA County - Youth @ Work	35,339	127,012	91,673	72.2%
WIOA ETPL Delegation Services	0	5,000	5,000	100.0%
WIOA Youth	48,933	545,583	496,650	91.0%
WIOA One-Stop Operator	1,000	50,000	49,000	98.0%
WIOA Security Guard	0	60,000	60,000	100.0%
Subtotal	1,134,540	5,876,653	4,742,112	80.7%
Work Experience / Skillz Menu Program				
Disability Access, Equity & Inclusion (DAEI)	42,588	96,682	54,094	56.0%
LA County - Youth @ Work	21,148	37,872	16,724	44.2%
WIOA Adult	0	100,000	100,000	100.0%
WIOA Youth	44,366	351,012	306,646	87.4%
Subtotal	108,103	585,566	477,463	81.5%
Training Supplies				
WIOA Adult	0	5,000	5,000	100.0%
WIOA Dislocated Workers	0	2,500	2,500	100.0%
WIOA Youth	0	2,500	2,500	100.0%
Subtotal	0	10,000	10,000	100.0%
Direct Support Payments				
Gateway Cities' Homeless Employment Prg	498	22,192	21,694	97.8%
Gateway Cities' AOFY Employment Prg	0	5,000	5,000	0.0%
LA County - Youth @ Work	0	1,560	1,560	100.0%
WIOA Adult	11,285	50,000	38,715	77.4%
WIOA Dislocated Workers	659	20,000	19,341	96.7%
WIOA Youth	11,707	34,548	22,842	66.1%
Subtotal	24,149	133,300	109,151	81.9%
TOTAL TRAINING & SUPPORT SVCS	1,405,483	8,143,030	6,737,547	82.7%
GRAND TOTAL	2,418,878	13,611,548	11,192,670	82.2%

SELACO WDB
Balance Sheet
9/30/2026

	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
Assets											
Cash & Cash Equivalents	202,143	9,437,021	35,312	(127,861)	(41,562)	(194,220)	(21,888)	(11,209)	219,716	5,990	9,503,441
Petty Cash	0	0	0	0	0	0	0	0	0	5,000	5,000
Accounts Receivable	51,388	0	0	19,555	0	0	0	125,181	0	0	196,123
Deposit	0	9,100	0	0	0	0	0	0	0	20,238	29,338
Due from Other Fund	0	0	0	0	0	0	0	0	271,609	0	271,609
Fixed Assets	0	1,005,713	0	0	0	0	0	0	0	0	1,005,713
Accumulated Depreciation	0	(1,005,713)	0	0	0	0	0	0	0	0	(1,005,713)
Total Assets	253,530	9,446,121	35,312	(108,306)	(41,562)	(194,220)	(21,888)	113,972	491,325	31,227	10,005,512
Liabilities and Net Assets											
Liabilities											
Accounts Payable	214,559	0	0	0	0	0	0	4,982	0	0	219,542
Accrued Expenses	0	0	0	0	0	2,014	0	2,261	0	0	4,275
Due to Companies (ETP)	0	0	0	0	0	0	0	0	0	0	0
Due to Department of Education	0	2,567,577	0	0	0	0	0	0	0	0	2,567,577
Due to EDD	0	0	0	2,877	0	0	0	0	0	29,115	31,993
Due to ETP	0	0	0	0	0	0	0	0	0	0	0
Due to Toastmasters Intl	0	0	0	0	0	0	0	0	0	0	0
Due to CSS	0	0	0	0	0	0	0	0	0	0	0
Due to Vendors (ETP)	0	0	0	0	0	0	0	0	0	0	0
Due to Other Fund	1,200	0	282	18,751	0	0	0	(600)	0	0	(600)
Payroll Clearing	0	0	0	0	0	0	0	231,254	0	20,122	271,609
Revenues Received in Advance	225,340	5,746,167	37,604	0	0	0	0	6,708	0	(18,010)	(18,010)
Suspended Account	0	0	0	2,877	0	0	0	0	0	0	6,015,818
Total Liabilities	441,099	8,313,744	37,886	21,628	0	2,014	0	244,606	0	31,227	9,092,203
Net Assets											
Current YTD Net Income	(226,988)	1,114,357	(42,148)	(129,934)	(41,562)	(196,234)	(21,888)	(127,681)	(36,215)	0	291,707
Unrestricted	39,419	18,021	39,574	0	0	0	0	(2,953)	527,540	0	621,601
Total Net Assets	(187,569)	1,132,377	(2,574)	(129,934)	(41,562)	(196,234)	(21,888)	(130,634)	491,325	-	913,308
Total Liabilities and Net Assets	253,530	9,446,121	35,312	(108,306)	(41,562)	(194,220)	(21,888)	113,972	491,325	31,227	10,005,512



Operations Report

3RD REPORT OF PY 2026 –2027

JULY 1, 2026 – SEPTEMBER 30, 2026

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PURPOSE

The Southeast Los Angeles County Workforce Development Board (SELACO WDB) respectfully submits the third Program Operations Report for the program year 2026-2027. This report reflects the various grants and services offered to our local job seekers and employers. This report includes information on America's Job Center of California Activity, Adult Programs, Youth Programs, Employer Services, Special and Regional Programs. The report will reflect performance and activity requirements of our funding entities.

SPOTLIGHT

Connecting Education and Workforce Development: Highlights from the CTE Inspiration Visit at Corona and Norco High School



SELACO WDB's Deputy Directors, Sandra Michel and Corina Coronel recently participated in the **CTE Inspiration Visit & Expo** hosted by Gil Castañeda Jr., Director of College & Career Readiness for Bellflower Unified School District. The two-day learning experience included site visits to Corona High School and Norco High School, where staff explored Career Technical Education (CTE) pathways, work-based learning initiatives, and student-centered programs in action. Students and teachers guided the tour discussions, making the experience more engaging and meaningful.

The event concluded with the **CTE Expo** in Norco, providing opportunities to connect with educators, industry partners, and workforce development leaders while gathering innovative ideas to support future workforce and career readiness efforts throughout our region. This aligns with SELACO WDB's **Trade Bound initiative**, ensuring our involvement in efforts that promote continued student learning and pathways to self-sufficiency.

IN-THE-KNOW WITH SELACO

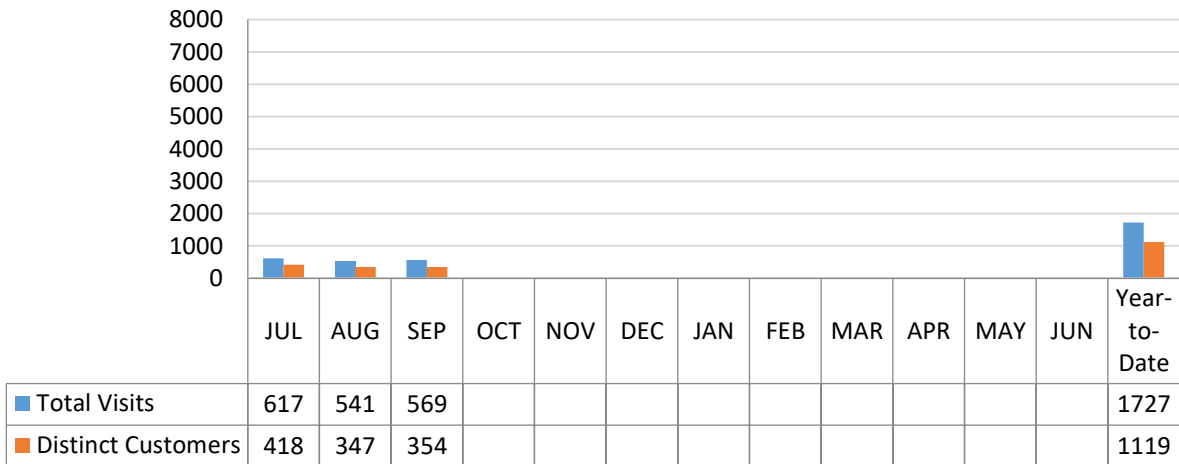
"In-the-Know with SELACO" is the name of the SELACO WDB Constant Contact company newsletter. Our newsletter is published quarterly and features articles highlighting recent activities and events including board and community engagement, special programs and success stories. Constant Contact also allows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

AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) OVERVIEW

CAREER SERVICES

Program Year 2026 – 2027

Customer Visits to AJCC



Program Year 2025 – 2026

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year-to-Date
Total Visits	606	650	568	651	452	441	548	652	681	608	559	605	7021
Distinct customers	377	398	340	393	287	268	327	401	406	388	605	387	4577

Customer Visits by City

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



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
Coffee at the Chamber	Networking – September 8, 2026
Paramount Chamber	Networking – September 15, 2026
Gridd Long Beach Job Fair	Job fair/Networking – September 11, 2026
City of Artesia	State of the City – September 16, 2026
Monthly Morning Connect	Networking – September 18, 2026
Veteran's Stand Together	Job Fair – September 25, 2026
OUTREACH EVENTS	DESCRIPTION
Paramount Chamber Outreach	Paramount, CA September 1, 2026
Veteran Subcommittee - Connecting Veterans to Careers in Water	Microsoft Teams, September 1, 2026
Job Club Collaboration with UAI	Microsoft Teams, September 8, 2026
Artesia Chamber Mixer	Artesia, CA September 22, 2026

WIOA ADULT

To prepare workers -- particularly individuals with barriers to employment -- searching 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.

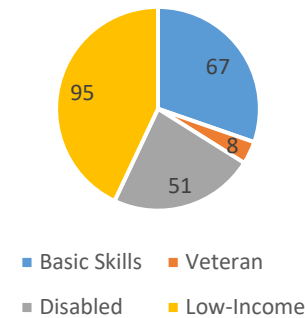
WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 25/26	Q1 PY 26/27	Q2 PY 26/27	Q3 PY 26/27	Q4 PY 26/27
Employed 2 nd Quarter after Exit	67.5%	18.80%	22.70%		
Employed 4 th Quarter after Exit	65.5%	22.50%	29.10%		
Median Earnings	\$7,622	\$10,660.00	\$10,660.00		
Credential Rate	66.0%	84.40%	84.40%		
Measurable Skill Gain (MSG)	73.0%	76.50%	75.60%		

Performance numbers are reflective of the predictive report

Activity Breakdown	
Carryovers PY25-26	180
New Enrollments	45
Total Participants	225
Exits	29
Employed at Closure	17
Program Services	
Occupational Skills Training	10
On the Job Training	0
Transitional Jobs	2
Supportive Services	76
Follow-up Services	35

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 -- searching 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.

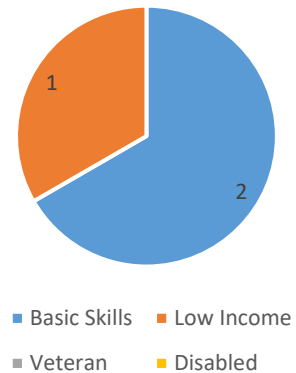
WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 25/26	Q1 PY 26/27	Q2 PY 26/27	Q3 PY 26/27	Q4 PY 26/27
Employed 2 nd Quarter after Exit	71.0%	42.30%	41.40%		
Employed 4 th Quarter after Exit	71.8%	36.60%	46.30%		
Median Earnings	\$9,800	\$13,000.00	\$12,740.00		
Credential Rate	75.4%	92.30%	92.30%		
Measurable Skill Gain	78.0%	85.70%	87.50%		

Performance numbers are reflective of the predictive report

Activity Breakdown	
Carryovers PY25-26	11
New Enrollments	2
Total Participants	13
Exits	1
Employed at Closure	1
Program Services	
Occupational Skills Training	1
On the Job Training	0
Supportive Services	8
Follow-up Services	4

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 26/27	Allocations	Goal	Actual
Projected Enrollments	20	20	9
Placements	20	20	9

PY25-26 Carryover
19

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 – searching 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.

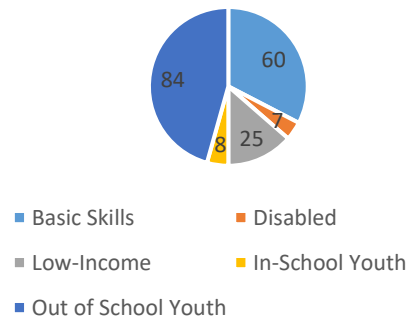
WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 25/26	Q1 PY 26/27	Q2 PY 26/27	Q3 PY 26/27	Q4 PY 26/27
Employed or Placed in Education 2 nd QT after Exit	72.0%	17.50%	20.90%		
Employed or Placed in Education 4 th QT after Exit	69.6%	7.70%	17.50%		
Median Wage	\$4,500	\$9,926.00	\$9,360.00		
Credential Rate	61.0%	64.30%	66.70%		
Measurable Skills Gain	80.0%	3.60%	2.90%		

Performance numbers are reflective of the predictive report.

Out-of-School Activity Breakdown	Actual
Carryover PY25-26	82
New Enrollments	24
Total Participants	106
Exits	7
Employed/ Placed at Closure	4
Program Services	
Occupational Skills Training	1
Enrolled in Alternative Secondary Education	1
Work Experience	7
Supportive Services	154
Follow-up Services	12

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 – searching 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.

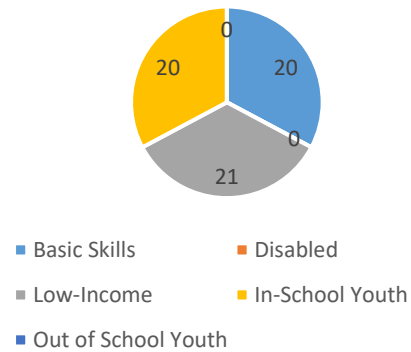
WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 25/26	Q1 PY 25/26	Q2 PY 25/26	Q3 PY 25/26	Q4 PY 25/26
Employed or Placed in Education 2 nd QT after Exit	72.0%	12.24%	20.40%		
Employed or Placed in Education 4 th QT after Exit	69.6%	83.70%	83.70%		
Median Wage	\$4,500	-	-		
Credential Rate	61.0%	100.00%	100.00%		
Measurable Skills Gain	80.0%	0.00%	0.00%		

Performance numbers are reflective of the predictive report.

In-School Activity Breakdown	Actual
Carryovers PY25-26	0
New Enrollments	33
Total Participants	33
Exits	1
Employed/ Placed at Closure	0
Program Services	
Work Experience	21
Supportive Services	0
Postsecondary Transition Services	0
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 – searching 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.

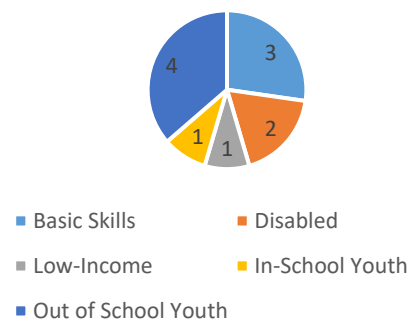
WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 25/26	Q1 PY 25/26	Q2 PY 25/26	Q3 PY 25/26	Q4 PY 25/26
Employed or Placed in Education 2 nd QT after Exit	72.0%	30.00%	17.14%		
Employed or Placed in Education 4 th QT after Exit	69.6%	9.10%	9.10%		
Median Wage	\$4,500	\$8,775.00	\$8,775.00		
Credential Rate	61.0%	11.10	22.20%		
Measurable Skills Gain	78.0%	0.00%	0.00%		

Performance numbers are reflective of the predictive report.

In-School & Out of School Activity Breakdown	Actual
Carryover	1
New Enrollments	7
Total Participants	8
Exits	1
Employed/ Placed at Closure	0
Program Services	
Enrolled in Alternative Secondary Education	2
Work Experience	0
Supportive Services	9
Follow-up Services	41

Priority Population



WIOA Youth Enrollment By City

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

1

6

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 140 hours of work experience after the completion of the PET for a total of 160 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	NCC		TOTAL	
	Planned	Actual	Planned	Actual
The City of Artesia	10	3	10	3
The City of Hawaiian Gardens	24	9	24	23
SELACO	12	23	12	12

Progress	NCC	Total
Enrollments	38	38
Exits	5	5

Youth@Work Enrollment by City

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

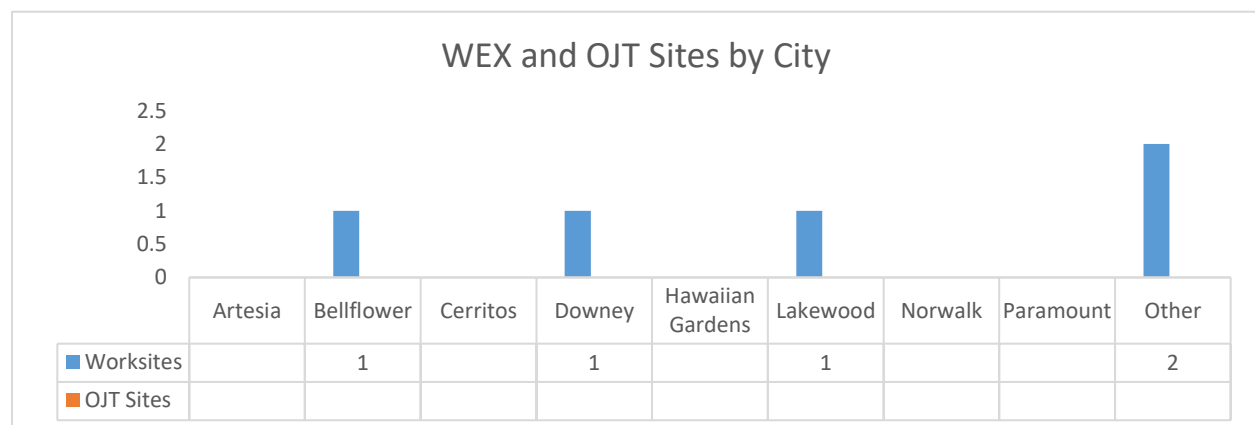


BUSINESS SERVICES

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	5
Resume Referral	24
Candidate Pre-screening	0
Employer Networking	88
Referral to Community Services	6
Tax Credit Program Awareness	0
Rapid Response	0
Lay-off Aversion	1
Total	124



BUSINESS NEEDS ASSESSMENT

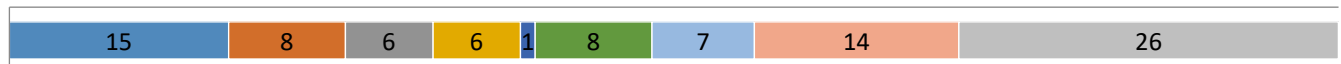
A business needs assessment is a systematic process of identifying, analyzing, and prioritizing the needs of a business. It involves gathering and evaluating information about the organization's current state, needs, future goals, and any gaps that exist between the two. The purpose of a needs assessment 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					
Goal: 384			Actual: 91		
Completed: 91			Outcome: 1		
Industry		Type of Need		Results	
Construction	1	Recruitment and hiring	31	Recruitment and hiring	1
Healthcare	7	Upskills training for current employees.	6	Upskills training for current employees.	0
Hospitality	12	Subsidized wages for new employees/ trainees	58	Subsidized wages for new employees/ trainees	0
Information Technology (IT)	4	Layoff prevention and aversion	1	Layoff prevention and aversion	0
Logistics	3	Tax Incentives	0	Tax Incentives	0
Manufacturing	6	Other:	11	Other:	0
Other:	38				

BNA Reports Completed PY25-26
95

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-25-0241 (Contract Term: 2025-2027)				
ETP Trainees		Enrollments	Completions	Retentions
Planned	Large Business 100+ Employees	246	246	246
Planned	Small Business >100 Employees	227	227	227
Actual	Large Business 100+ Employees	503	425	388
Actual	Small Business >100 Employees	146	133	133

SPECIAL AND REGIONAL PROGRAMS

CHILD DEVELOPMENT PROGRAM REGIONAL SUPPORTIVE SERVICES 3.0

Facilities	Planned Enrollments	Actual Enrollments
A. J. Padelford Child Development Center 11922 169 th Street, Artesia, CA 90701 Center Director: Maria Olmedo Phone Number: (562) 926-2427	72	25
Artesia Child Development Center 18730 Clarkdale Avenue, Artesia, CA 90701 Center Director: Katya Valencia-Campoy Phone Number: (562) 653-0290	72	69
Bellflower Child Development Center 447 Flower Street, Bellflower, CA 90706 Center Director: Gloria Torres Phone Number: (562) 804-7990	48	44
Bellflower II Child Development Center 14523 Bellflower Blvd., Bellflower, CA 90706 Center Director: Maria Brena Phone Number: (562) 867-8399	96	40
Lakewood Child Development Center 5225-A Hayter Avenue, Lakewood, CA 90712 Center Director: Silvia Guzman Phone Number: (562) 531-9440	72	38
Maywood Child Development Center 4803 58 th Street, Maywood, CA 90270 Center Director: Josefina Perez Phone Number: (323) 560-5656	72	43
Total	432	259

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 48 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	2
Referrals from SHARE	N/A	
Enrollments	48	2

Enrollment Activity		
	Planned	Actual
Attended a Job Search Workshop	20	
Completed Individual Service Plan	48	
Internships	8	
Secured Part-time Employment	3	
Secured Full-time Employment	28	
Retained Employment (3-months)	23	
Increased wages	40	

PY25-26 Carryovers

1

COG Home Enrollment by City

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

1

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

RERP PERFORMANCE INDICATORS PER QUARTER

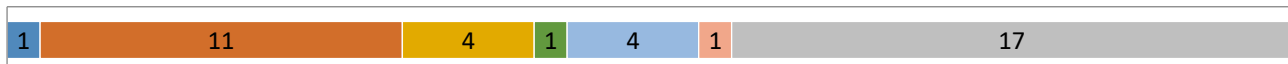
Performance Measure	Planned	Actual
New Enrollment	35	39
Individuals in Training	35	27
Individuals Completed Training	30	26
Attained Industry Recognized Certificate or Credential	30	26
Obtained Employment	30	14

PY24-25 Carryovers

7

RERP Enrollment by City

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



**Data for the Special Programs section is currently under review and revision. Updated figures will be reflected in a future report once finalized.*

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.

P2E INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	26	27
Individuals in Training	9	9
Individuals Completed Training	8	7
Attained Industry Recognized Certificate or Credential	8	7
Placement in Postsecondary Education	1	0
Placement in State Approved Apprenticeship	3	1
Employment	16	13

PY24-25 Carryovers

2

P2E Enrollment by City

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



**Data for the Special Programs section is currently under review and revision. Updated figures will be reflected in a future report once finalized.*

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.

HIRE INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual	Program Services	Planned	Actual
New Enrollment	60	60	Placement in Postsecondary Education	8	6
Enrolled In Training	24	25	Placement in State Approved Apprenticeship	6	8
Completed Training	19	19	Career Advancement	6	22
Attained Industry-Identified Certificate or Degree	19	19	Employment	36	34

PY24-25 Carryovers

35

HIRE Enrollment by City

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



**Data for the Special Programs section is currently under review and revision. Updated figures will be reflected in a future report once finalized.*

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



DATE: October 22, 2026
TO: SELACO WDB Board of Directors
FROM: Yolanda L Castro, Executive Director 
RE: Revised Program Year 2026–2027 Budget

This memorandum informs the Southeast Los Angeles County Workforce Development Board (SELACO WDB) that the Policy Board approved the attached revised Program Year (PY) 2026–2027 budget on August 18, 2026.

The budget presented to the Policy Board on August 18, 2026 is different than the budget reviewed and approved by the SELACO WDB board on July 23, 2026. The change in budget was due to notice from the State that the Disability Access, Equity and Inclusion (DAEI) grant would be terminated earlier than originally planned. The grant was scheduled to continue through March 2027, a funding reduction to the California Department of Rehabilitation resulted in its termination effective September 30, 2026. SELACO WDB received notice of the early termination after the SELACO WDB approved the initial PY 2026–2027 budget on July 23, 2026.

The revised budget presented to the Policy Board on August 18, 2026 also incorporates updated grant awards, projected carryover, completed projects, funding reductions for certain programs, and revised projections for program and operating expenditures. This is information that was not available at the time our proposed budget was presented to the SELACO WDB for review and approval.

Because the full fiscal impact of the DAEI grant termination is not known until all grant close out activities are completed, the impact on revenue and expenditures will be presented as part of our budget modification scheduled to be presented at the March 2027 SELACO WDB board meeting.

The revised PY 2026–2027 budget, approved by the Policy Board on August 18, 2026, is attached for the SELACO WDB's review and approval. It presents updated projected revenues, expenditures, and the unobligated balance.

REVISED PROGRAM YEAR 2026-2027 BUDGET NARRATIVE

Projected Revenue Budget - See the attached Projected Revenue Budget for each budget line item with an increase or decrease in funding allocations.

SELACO WDB's total projected Operating Revenue for PY 2026-27 decreases by a net of \$1,432,518, or approximately 8.8%, compared to the budget approved on March 26, 2026, by the SELACO WDB.

Revenue budget increases by \$384,574, which reflects continued and carried-over funding for the following grant:

- #02. Employment Panel Training (ETP) Grant (+ \$384,574)

Revenue budget decreases total \$1,817,092 and are summarized below:

Special Projects: A decrease of \$1,670,523 reflects completed projects and changes in continued or carried-over funding for the following grants:

- #01. Disability Access, Equity & Inclusion (DAEI) (-\$84,893) *due to early termination of grant*
- #03. Gateway Cities Homeless Employment (H2E) Program (- \$75,326)
- #05. HIRE LA Program (- \$335,189) *completed in PY25/26*
- #06. LA County Youth @ Work (- \$340,200) *due to reduced PY26/27 funding*
- #07. Preschool Grant (- \$762,737) *due to closure of Norwalk site*
- #08. Regional Equity and Recovery Partnership (RERP) (- \$72,178) *completed in PY25/26*

- 2) **Transitional Subsidized Employment (TSE) Program:** The net reduction of \$23,080 is due to lower funding in PY 2026-27 and a decline in carryover funds for these performance-based grants.

- #09. Transitional Subsidized Employment (TSE) – Carry Over (- \$41,080)
- #10. Transitional Subsidized Employment (TSE) (+ \$18,000)

- 3) **Workforce Innovation and Opportunity Act (WIOA) Formula Funding and Transfers:** A net decrease of \$121,534 reflects a net increase in PY 2026-27 WIOA formula allocations, offset by lower projected carryover funds from PY 2025-26 allocations:

Total PY 2026-27 WIOA formula allocations for Adult, Dislocated Workers, Youth, Rapid Response, and Lay-Off Aversion increased by \$119,536, or 2.4%, compared to the previous year's funding:

- #12. WIOA Adult (- \$99,105)
- #15. WIOA Dislocated Workers (+ \$265,231)
- #18. WIOA Youth (- \$115,907)
- #20. WIOA Rapid Response (+ \$58,253)
- #21. WIOA Lay-Off Aversion (+ \$11,064)

Total PY 2025-26 WIOA formula carryover funds for Adult, Dislocated Workers, and Youth decreased by \$241,070:

- #11. WIOA Adult-Carry Over (+ \$176,680)
- #14. WIOA Dislocated Workers-Carry Over (- \$32,194)
- #17. WIOA Youth-Carry Over (- \$430,373)
- #19. WIOA Rapid Response-Carry Over (+ \$44,817)

The projected revenue budget includes a request to transfer up to \$500,000, or 30.6%, of WIOA Dislocated Worker funds to the WIOA Adult program. State policy allows transfers of up to 100% when needed. Based on SELACO WDB's enrollment trends, most participants qualify under the Adult category. The transfer aligns resources with demand, increases flexibility, and strengthens services for job seekers at the America's Job Center of California (AJCC). The proposed transfer is listed below:

- #13. WIOA Adult (+ \$500,000)
- #16. WIOA Dislocated Workers (- \$500,000)

- 3) **One-Stop Partners' Shared Costs:** A decrease of \$1,955 reflects revised estimates for shared infrastructure costs, including rent, telephone/internet, security, and repair and maintenance:
- #22. Other Revenues: Shared Infrastructure Costs from One-Stop Partners (- \$1,955)

Proposed Expenditure Budget

SELACO WDB's total Expenditure Budget for PY 2026-27 reflects a net decrease of \$909,288, or approximately 6.3%, compared to the previously approved budget. The reduction is summarized below:

- 1) Total personnel costs increased by \$202,440, or 4.9%. The increase reflects scheduled annual step increases, a full-year budget for previously vacant positions, staff promotions and reorganization, and continued support for SELACO WDB's "Boots on the Ground" initiative, which has increased customer traffic and the need for intake, career planning, and direct placement assistance.

Staff promotions and organizational restructuring are reflected in the attached Organizational Chart and support the proposed budget for Program Year 2026–27.

Due to reductions in WIOA Youth funding, WIOA Adult funding, LA County Youth@Work, Gateway Cities Homeless funding, Disability Access, Equity & Inclusion (DAEI) funding, and the conclusion of two significant contracts—HIRE and RERP—leadership conducted a careful review of staffing levels, program needs, and the skills of existing personnel.

This review determined that targeted organizational changes are necessary to maintain service quality, align staffing with available resources, and ensure the continued successful delivery of customer services. Based on this assessment, leadership recommends the following changes to the organizational chart:

- The reduction in Youth funding results in the elimination/layoff of one Career Development Specialist I position within the Youth Department. This position has remained unfilled for 4 months due to an employee's unpaid medical leave. Based on the reduced

funding level and current workload, existing Youth Department staff and staff assigned to special projects are able to manage program responsibilities without backfilling this position; therefore, the position is no longer needed.

- The reduction in funding also eliminates the planned recruitment of a Youth Services Analyst. Any anticipated duties associated with that position will be absorbed by the existing Department Administrative Assistant.
- To reflect the expanded scope of responsibilities, the Department Administrative Assistant will be reclassified as a Program Operations Analyst.
- Staff previously assigned to special projects, including the HIRE, P2E, and RERP grants, will not be laid off solely due to the completion of those grants. Instead, these staff will be reassigned to support “boots on the ground” outreach and assist with intake, case management, follow-up, and customer support for individuals enrolled in Adult, Dislocated Worker, Youth, and other special programs serving youth and adult job seekers.
- Increased Rapid Response and Layoff Aversion funding, combined with State and Federal initiatives to strengthen sector-based business services, supports the need for a full-time Business Services Manager. This position will ensure SELACO WDB is positioned to meet current and future business engagement objectives. To support this priority, Adam Von Heeder has been relieved of direct oversight of job seeker services and will dedicate 100% of his time to strengthening and expanding business engagement services.
- To provide appropriate oversight of Adult, Dislocated Worker, and special project job seeker services, the Career Services Manager position will be reinstated in the organizational chart as originally intended. Renee Galvan, currently serving as Coordinator of Adult, Dislocated Worker, and Special Projects, has been employed with SELACO WDB for 25 years. During her tenure, she has demonstrated strong expertise in partner engagement, intake, case management, job placement assistance, customer follow-up, staff training, and mentoring. Over the past four years, she has successfully led re-entry programs and the RERP project. Leadership recommends advancing Renee Galvan into the Career Services Manager position because she already possesses the institutional knowledge, technical skills, and leadership experience needed for the role. This action eliminates the need for internal and/or external recruitment, helps prevent additional layoffs, and reduces the financial burden of adding a new full-time position while promoting an existing employee with a proven record of success.
- With the advancement of AI use within the organization and the growing demands placed on the IT/Facilities Department, the organizational chart advances the current Tech Support position, held by Alberto Mariscal, to IT Technician. The budget also supports backfilling the Tech Support position with an entry-level candidate who can assist with website maintenance and development, technology support, and other emerging needs within the IT/Facilities Department.
- To reflect the expanded scope of responsibilities within the Fiscal Department, the current Accounting Clerk position held by Asia Poston will be advanced to an Accounting Specialist position. Over the past year, the employee has strengthened her technical knowledge through

accounting coursework and has continued to develop the skills needed to support more complex fiscal functions, including documentation review, reconciliation assistance, and general accounting support. This recommendation supports SELACO WDB's plan for growth from within by recognizing demonstrated progress, encouraging continued professional development, and building internal capacity within the Fiscal Department. Advancing the employee into the Accounting Specialist role also allows the agency to meet current workload needs without backfilling the Accounting Clerk position, resulting in a more efficient staffing structure while supporting retention of an employee who has shown readiness for increased responsibility.

2) Total non-personnel costs increased by \$20,197, or 1.8%, compared to the previous year's budget. The budget line item changes are summarized below:

- **Conferences/Staff Development: - \$41,495**

The proposed decrease aligns the staff development budget with reduced PY 2026-27 funding. In recent years, SELACO WDB has experienced retirements of seasoned staff and organizational restructuring to better support its goals. The reduced budget remains necessary to maintain service quality and prepare for future workforce needs.

- **Rent: - \$3,773**

The decrease reflects the annual rent adjustment under the new lease amendment.

- **Furniture & Equipment: - \$15,000**

The reduction reflects the projected furniture and equipment needs for PY 2026-27.

- **Repair & Maintenance: + \$10,000**

The increase covers anticipated repair and maintenance costs associated with the re-carpeting project included in the lease amendment.

- **Supplies: + \$10,000**

The increase covers higher supply costs, including computer and printer toner.

- **Subscriptions/Dues/Memberships: + \$5,500**

The increase supports higher subscription costs and essential technology services for virtual service delivery.

- **Insurance: + \$4,466**

The increase reflects anticipated annual insurance premium adjustments.

- **Professional Fees: + \$47,500**

The increase covers costs related to local and regional planning activities.

- **Bank Fees/Interest Expense: + \$ 3,000**

The increase reflects anticipated higher monthly bank fees due to lower interest rates.

Overall, the total In-House Costs Budget increased by \$222,638, or 4.2%, reflecting the combined increases of \$202,440 in personnel costs and \$20,198 in non-personnel costs.

- 3) Total Training and Support Services Budget decreased by \$1,131,926, or 12.2%, compared to the previously approved budget. The decrease primarily reflects completed special projects, reduced special project funding, and cost realignment based on carryover funds.

See the attached Proposed Expenditure Budget for each budget line item with an increase or decrease to the overall PY 2026-27 budget.

Unobligated Balance

Based on projected revenues and proposed expenditures, SELACO WDB's unobligated balance is projected at \$1,593,470, a decrease of \$551,059, or 25.7%, compared to the previously approved budget.

Action Required:

Approve the revised budget reviewed and approved by the Policy Board on August 18, 2026.



Isaac Jaimes, Mission Hills

Workforce Challenge:

Isaac had previous work experience in retail and construction but was searching for a career that offered long-term growth and stability. Encouraged by his family, he turned to the Southeast Los Angeles County Workforce Development Board (SELACO WDB) in Cerritos for assistance. After being unemployed for more than five years, Isaac faced significant challenges in his job search and often felt discouraged, believing that many employers would not give him an opportunity. He sought both training and job placement services to help him build a better future.

Workforce Solution:

After enrolling with SELACO WDB, Isaac worked closely with Career Development Specialists Renee G. and Irma, who helped him identify a career path that matched his interests and goals. Their encouragement and guidance kept him motivated throughout the process. “They helped me stay persistent when I wanted to give up and were always there for me,” Isaac shared.

Isaac enrolled in the 1,000-hour comprehensive barbering program at Cosmetica Beauty and Barbering Academy in Downey. The training prepared students for the California State Board licensing exam and equipped them with the skills needed for a successful career in the grooming industry. To gain hands-on experience, Isaac also completed a Work Experience (WEX) assignment with SoCal Barbers in Norwalk, where he further developed his barbering skills and built confidence in his new profession.

Workforce Outcome / Results:

After completing his Work Experience assignment, Isaac dedicated himself to studying for the California State Barbering Exam and successfully earned his barber's license. He then conducted an in-person job search and secured employment with Mayans Barbershop in Panorama City, where he has since relocated.

Today, Isaac is building a career he enjoys, helping clients look and feel their best through his work as a barber. Looking back on his journey, Isaac is grateful for the support he received through SELACO WDB and encourages others facing employment challenges to remain focused on their goals. His advice to other job seekers is simple: “Be persistent. Don’t give up.”

**SELACO WDB
PROJECTED REVENUE BUDGET
PROGRAM YEAR 2026-2027**

REVENUE SOURCES	REVENUES APPROVED ON 3/26/26	PROPOSED REVISED BUDGET	INCREASE / (DECREASE)
1 Disability Access, Equity & Inclusion (DAEI)	477,026	392,133	(84,893)
2 Employment Training Panel (ETP) Grant	512,796	897,370	384,574
3 Gateway Cities Homeless Employment (H2E) Program	326,461	251,135	(75,326)
4 Aged Out Foster Youth (AOFY) Employment Program	150,000	150,000	-
5 Hired LA Program	335,189	0	(335,189)
6 LA County: Youth @ Work	536,700	196,500	(340,200)
7 Preschool Grant	5,940,635	5,177,898	(762,737)
8 Regional Equity and Recovery Partnership (RERP)	72,178	0	(72,178)
9 Transitional Subsidized Employment (TSE) - Carry Over	81,000	39,920	(41,080)
10 Transitional Subsidized Employment (TSE)	0	18,000	18,000
11 WIOA Adult - Carry Over	1,100,950	1,277,630	176,680
12 WIOA Adult	1,704,599	1,605,494	(99,105)
13 WIOA Adult - Transfer from WIOA Dislocated Workers	1,000,000	500,000	(500,000)
14 WIOA Dislocated Workers - Carry Over	197,366	165,172	(32,194)
15 WIOA Dislocated Workers	1,366,459	1,631,690	265,231
16 WIOA Dislocated Workers - Transfer to WIOA Adult	(1,000,000)	(500,000)	500,000
17 WIOA Youth - Carry Over	1,418,311	987,938	(430,373)
18 WIOA Youth	1,742,598	1,626,691	(115,907)
19 WIOA Rapid Response - Carry Over	0	44,817	44,817
20 WIOA Rapid Response	174,761	233,014	58,253
21 WIOA Lay-Off Aversion	66,057	77,121	11,064
22 Other Revenues - Shared Infrastructure Costs from One-Stop Partners	110,731	108,777	(1,955)
TOTAL OPERATING REVENUES	16,313,818	14,881,300	(1,432,518)
23 Non-WIOA Training Revenues	326,727	323,718	(3,009)
TOTAL REVENUES	16,640,545	15,205,018	(1,435,527)

**SELACO WDB
PROPOSED EXPENDITURE BUDGET
PROGRAM YEAR 2026-2027**

LINE ITEM DESCRIPTION	APPROVED BUDGET ON 3/26/26	PROPOSED REVISED BUDGET	INCREASE / (DECREASE)
PERSONNEL COSTS			
Salaries & Wages	3,140,023	3,278,840	138,817
Payroll Taxes/Worker Compensation	286,981	294,997	8,016
Employee Benefits	677,988	733,595	55,607
TOTAL PERSONNEL COSTS	4,104,993	4,307,433	202,440
NON-PERSONNEL COSTS			
Mileage	10,000.00	10,000	0
Conferences/Staff Development	188,000.00	146,505	(41,495)
Meeting Expenses	15,000.00	15,000	0
Rent	407,853.40	404,080	(3,773)
Telephone/Internet	22,500.00	22,500	0
Furniture & Equipment	67,500.00	52,500	(15,000)
Repair & Maintenance	17,000.00	27,000	10,000
Outreach/Recruitment	30,000.00	30,000	0
Supplies	55,000.00	65,000	10,000
Subscriptions/Dues/Memberships	99,500.00	105,000	5,500
Insurance	48,034.09	52,500	4,466
Professional Services Fees	152,500.00	200,000	47,500
Legal Fees	25,000.00	25,000	0
Bank Fees/Interest Expense	3,000.00	6,000	3,000
TOTAL NON-PERSONNEL COSTS	1,140,887	1,161,085	20,198
TOTAL IN-HOUSE COSTS	5,245,880	5,468,518	222,638
TRAINING & SUPPORT SERVICES			
Classroom/ OJT/ IWT Payments			
Employment Training Panel (ETP)	287,085	581,445	294,360
Hired LA Program	127,376	0	(127,376)
Regional Equity and Recovery Partnership (RERP)	4,808	0	(4,808)
WIOA Adult	642,306	501,598	(140,708)
WIOA Dislocated Workers	81,540	100,000	18,461
WIOA Youth	85,568	30,750	(54,818)
Non-WIOA Training Expenditures	326,727	323,718	(3,009)
Subtotal	1,555,409	1,537,511	(17,897)

LINE ITEM DESCRIPTION	APPROVED BUDGET ON 3/26/26	PROPOSED REVISED BUDGET	INCREASE / (DECREASE)
Cost Reimbursements / Contracted Services			
Day Care Pre-School / Special Grants	5,532,587	4,827,056	(705,532)
Disability Access, Equity & Inclusion (DAEI)	183,857	192,702	8,845
Employment Training Panel (ETP)	30,000	10,500	(19,500)
ETP/WIOA Business Engagement Services	20,000	58,800	38,800
Hired LA Program	58,467	0	(58,467)
LA County - Youth @ Work	429,164	127,012	(302,152)
WIOA ETPL Delegation Services	5,000	5,000	0
WIOA Youth	703,361	545,583	(157,778)
WIOA One-Stop Operator	25,000	50,000	25,000
WIOA Security Guard	60,000	60,000	0
Subtotal	7,047,436	5,876,653	(1,170,783)
Work Experience / Skillz Menu			
Disability Access, Equity & Inclusion (DAEI)	90,000	96,682	6,682
Hired LA Program	20,598	0	(20,598)
LA County - Youth @ Work	52,364	37,872	(14,492)
WIOA Adult	126,294	100,000	(26,294)
WIOA Youth	256,331	351,012	94,681
Subtotal	545,586	585,566	39,980
Training Supplies			
WIOA Adult	6,500	5,000	(1,500)
WIOA Dislocated Workers	500	2,500	2,000
WIOA Youth	5,000	2,500	(2,500)
Subtotal	12,000	10,000	(2,000)
Direct Support Payments			
Gateway Cities' Homeless Employment Program	11,299	22,192	10,893
Gateway Cities' AOFY Employment Program	5,000	5,000	0
LA County - Youth @ Work	1,420	1,560	140
Hired LA Program	6,806	0	(6,806)
WIOA Adult	50,000	50,000	0
WIOA Dislocated Workers	15,000	20,000	5,000
WIOA Youth	25,000	34,548	9,548
Subtotal	114,525	133,300	18,775
TOTAL TRAINING & SUPPORT SERVICES	9,274,956	8,143,030	(1,131,926)
GRAND TOTAL	14,520,836	13,611,548	(909,288)
CURRENT UNOBLIGATED BALANCE	2,144,529	1,593,470	(551,059)



MEMORANDUM

DATE: October 22, 2026

TO: SELACO WDB Board of Directors

FROM: Yolanda L. Castro, Executive Director 

RE: HR Policy Update: Personnel Policies and Procedures

Background:

The Southeast Los Angeles County Workforce Development Board (SELACO WDB) maintains a Personnel Policies and Procedures (PPP) Manual to provide Directors and Managers with guidance in the supervision and administration of personnel matters. The manual contains 53 policies, all of which were reviewed and approved by the Board between July 25, 2019, and March 20, 2023.

For consideration and approval today, staff is presenting the following amended policies:

- 322 – Holidays
- 323 – Paid and Unpaid Leaves of Absence
- 324 – Paid Vacation Time
- 325 – Sick Leave

The proposed amendments to Policies 322, 324, and 325 clarify the accrual and usage provisions for employees who work fewer than 80 hours in a pay period. Specifically, these revisions establish that holiday pay and related benefits will be prorated based on the employees' actual hours worked during the pay period.

The proposed amendment to Policy 323 clarifies that employees who have exhausted all accrued vacation and sick leave while on an approved leave of absence will not continue to accrue additional vacation or sick leave for the remainder of the leave period.

These amendments are being presented to ensure the PPP Manual remains current, consistent, and effective in providing guidance for personnel administration and staff management.

Action Required:

Review and approve amended policies as presented.

<i>Southeast Los Angeles County Workforce Development Board</i>	Policy # 322
<i>Personnel Policies and Procedures</i>	Date: 09/2022
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HOLIDAYS

Scope

This policy applies to all regular, full-time employees.

Policy

SELACO WDB provides a competitive paid time-off benefit to recognize holidays.

Procedures

A. Effective January 1, 2023, SELACO WDB observes the following holidays:

New Years' Day
 Martin Luther King's Birthday
 President's Day
 Farmworkers Day
 Memorial Day
 Independence Day
 Labor Day
 Veterans Day
 Thanksgiving Day
 Friday after Thanksgiving Day
 Christmas Eve Day
 Christmas Day

In addition to the twelve (12) holidays listed above, each eligible employee shall receive one (1) floating holiday and one (1) personal holiday per calendar year that needs to be used by December 31st.

B. Regular, full-time employees will be paid for the above holidays, regardless of their length of service with SELACO WDB.

~~C. Some regular, full-time employees working forty (40) hours per week do not work every weekday. When a paid holiday falls on such an employee's regularly scheduled day off, he/she may take an additional day off during the week of the holiday and receive holiday pay.~~

~~D. Regular, full-time employees working less than 40 hours per week will receive a prorated number of paid holidays. For example, an employee who works 32 hours per week will be eligible for eight (8) paid holidays. $(32/40 \times 10)$. The determination of which holidays will be paid will depend on the employee's schedule and, to the extent possible, the request of the employee.~~ *Employees who work fewer than 80*

hours in a pay period will be assigned prorated holiday hours in advance and will be adjusted as necessary based on actual hours worked.

- E. ~~The amount of pay an employee shall receive for a holiday shall be determined on the basis of the employee's base hourly rate pay for an eight (8) hour day, excluding any special elements of compensation, such as bonuses or commission.~~
- F. Holidays falling on Saturday will be observed on Friday preceding; holidays falling on Sunday will be observed on the following Monday.
- G. If a holiday falls within time taken under Vacation Time, the employee will be paid for the holiday and will not be charged with a vacation day for the day the holiday is observed.
- H. An employee who terminates or begins an unpaid leave of absence on the last scheduled workday preceding a holiday will not receive holiday pay.

Board Approved 3/24/2022
Revised 9/22/2022

<i>Southeast Los Angeles County Workforce Development Board</i>	Policy # 323
<i>Personnel Policies and Procedures</i>	Date: 10/2025
	Page 1 of 5

PAID AND UNPAID LEAVES OF ABSENCE

Scope

This policy applies to all regular, full-time employees.

Policy

SELACO WDB may provide leaves of absence for personal and other reasons. Where these leaves are governed by state and/or federal law, SELACO WDB intends to administer this policy in accordance with those laws and regulations. See Policy #321 for family care or medical leaves of absence.

Definitions

Leave of Absence. An excused absence without pay longer than five (5) working days.

Military Leave. A leave of absence for active military duty or annual military training.

Jury Duty Leave. A leave of absence to serve on court-ordered jury duty.

Bereavement Leave. A leave of absence due to the death of an immediate family member.

Reproductive Loss Leave. A leave of absence due to reproductive loss.

Immediate family member. An immediate family member includes an employee's child(ren), spouse/registered domestic partner, parents, parents-in-law, siblings, siblings-in-law, grandparents, grandparents-in-law, grandchildren and any other family member who permanently resides in the employee's primary place of residence.

School-Related Leave. A leave of absence in connection with an employee's child(ren)'s school-related activities or suspension.

Personal Leave. A leave of absence for any other personal reason, such as bonafide religious holiday, emergency, other reason as required by law or for personal matters.

Procedures

- A. Military Leave
 - 1) Military leave will extend for the period the law provides, up to a maximum of five (5) years.
 - 2) Employees must give verbal and written advance notice of the need for leave, including submission of a copy of the military orders or other evidence of enlistment in the military.
 - 3) Upon completion of military service, employees will be reinstated to their former or a comparable position, with full seniority. In addition to having provided advance notice of leave, employees must meet the following conditions to be reinstated.
 - a) Submission of a certificate of satisfactory completion of military

- service to their manager; and
 - b) Reapplication for their position within:
 - i. 14 days of a leave which lasts 31-180 days, or
 - ii. Within 90 days of a leave which last more than 180 days.
 - 4) Members of the National Guard or any Armed Forces Reserved component may use leave for annually scheduled training duty for the length of time the law provides.
 - a) Employees must notify their manager orally and in writing of the need for military leave.
 - b) If the leave is 30 days or less, employees are required to report to work on the first full regularly scheduled workday following the end of military service.
 - c) If the leave is longer than 30 days or less, employees must apply for reinstatement within the time requirements outlined in 30 above.
 - 5) If eligible, employees may elect to be paid for all or some of a military leave by using accrued Vacation Time.
 - 6) SELACO WBD will continue making the same contributions towards the employee's health care coverage during the military leave up to a maximum of 30 consecutive days. The employee must continue to pay his/her share of the health care coverage, either through:
 - a) continued payroll deductions (if receiving paid Vacation time);
 - b) payment of the amount of the payroll deduction at the same time as payroll deductions would have been made; or
 - c) payment at the beginning of the leave for the total amount of premium due based on the expected duration of the leave.
 - 7) If active service or reserve training is longer than 30 days, employees may elect to continue their coverage through COBRA.
- B. Jury or Witness Duty
- 1) Employees who receive notice of their obligation to serve jury or witness duty shall notify their manager no later than two (2) weeks prior to the start of jury duty. A copy of the summons/subpoena shall be attached to the employee's timesheet for the pay period their jury service occurred.
 - 2) Employees shall be paid their regular rate of pay while on jury or witness duty, up to a maximum of 10 working days when they submit documentation of their jury or witness duty from the court.
 - 3) Employees are to reimburse SELACO WDB for any pay received from the court for jury or witness duty service. Mileage or other transportation reimbursement does not need to be repaid to SELACO WDB.
 - 4) Employees shall report for work on those days or parts of days when excused from jury or witness duty when jury witness duty does not conflict with the employees' work schedule.
 - 5) Jury or witness duty shall be recorded on the employees' timesheet for those dates when jury or witness duty was served. A copy of the jury summons or the certificate issued by the court for jury service needs to be attached to the employee's timesheet.

- 6) When jury or witness duty extends beyond 10 working days, non-exempt employees will not receive pay for the time missed from work beyond the 10 working days. Exempt employees will be unpaid only for complete weeks of jury or witness duty, beyond 10 working days.
- C. Bereavement Leave
- 1) Upon, and within three (3) months of, the death of an immediate family member, SELACO WDB will grant a leave of absence for up to five (5) working days, three (3) of which will be paid at the regular straight-time rate for an eight (8) hour day and two (2) days unpaid.
 - 2) The two (2) unpaid days and additional time off may be taken as Vacation time off, or unpaid, as a personal leave of absence.
 - 3) At its discretion, SELACO WDB reserves the right to require proof of the death of the immediate family member such as a memorial service program or an obituary.
- D. Reproductive Loss Leave
- 1) Upon, and within three (3) months of a reproductive loss event, SELACO WDB will grant an unpaid leave of absence for up to five (5) working days.
 - 2) Accrued sick leave or accrued vacation time may be used for this leave.
- E. New Parent Leave Act
- 1) Employees may request up to 12 weeks of parental leave after completing at least 12 months of service, provided they have worked at least 12 months of service, provided they have worked at least 1,250 hours during the previous 12-month period to bond with a new child within one year of the child's birth, adoption, or foster care placement.
 - 2) Employees shall be provided such leave without pay.
- F. School-Related Leave
- 1) A parent or guardian of a child who has been suspended from school will be granted leave without pay to appear at the school in connection with that suspension. The employee must give reasonable notice.
 - 2) Employees will be granted 40 hours of leave without pay per year to participate in their children's or dependents' school events. Employees are required to provide notice of at least one (1) week prior to the school activity.
- G. Time Off to Vote
- 1) Full-time employees who lack sufficient time outside work hours to vote in local, state and national elections may take up to two hours off work for this purpose.
 - 2) Employees requiring time off must notify their manager at least two days before voting day and must present a voter's receipt to their manager on return to work from voting.
 - 3) Non-exempt employees will not be paid for their time for voting. Exempt employees will receive their full salary as long as they are in compliance with this policy.
- H. Victim of Domestic Violence or Sexual Assault

- 1) Any employee who is the victim of domestic violence, sexual assault or stalking is allowed to take time off, without threat of termination or retaliation to:
 - a) Seek a temporary restraining order or other injunctive relief;
 - b) Seek medical attention;
 - c) Obtain services from a domestic violence shelter or rape crisis center;
 - d) Obtain psychological counseling; and/or
 - e) Participate in safety planning or relocation.
 - 2) Under the Healthy Families Act of 2014, an employee may request the use of accrued Paid Sick Time for this.
- I. Organ and Bone Marrow
- 1) SELACO WDB employees who have exhausted all available sick leave will be permitted to take a leave of absence with pay for the purpose of bone marrow donation not to exceed five business days or organ donation not to exceed 30 business days.
 - 2) An additional unpaid leave of absence, not exceeding 30 business days in a one-year period can be granted to an employee who is an organ donor, for the purpose of donating the employee's organ to another person.
 - 3) In order to receive these leaves of absence, an employee shall provide written verification to the employer that the employee is an organ or bone marrow donor and that there is a medical necessity for the donation of the organ or bone marrow.
- J. Personal
- 1) A personal leave of absence to handle compelling personal business may be granted to regular, full-time employees.
 - 2) A personal leave of absence will generally be granted for no more than 30 days. Under some circumstances, the Executive Director may grant a personal leave of up to 90 days.
 - 3) To be considered for a personal leave of absence, the employee must have maintained a satisfactory record of employment with SELACO WDB from a minimum of one year.
 - 4) Employees will be required to use all accrued paid leave (vacation and sick leave), and in instances of FMLA/CFRA/PDL, exhaust all protected leave, before a personal leave of absence is granted.
 - 5) A personal leave of absence is approved at the discretion of the Executive Director.
 - 6) Request for a personal leave of absence must be submitted in writing to the manager at least two (2) weeks prior to the requested commencement date. Requests for extensions for personal leaves of absence must be submitted in writing to the manager at least five (5) working days prior to the original expiration date of the leave.
 - 7) Upon return from a personal leave of absence, employees will be reinstated in the following priority of position assignment:
 - a) Prior position, if available; or

- b) A comparable position for which the employee is qualified, if available.
 - 8) If the employee does not accept the offered position upon return from his/her leave of absence, the employee will be considered to have voluntarily terminated his/her employment, effective the day such refusal is made.
 - 9) If no comparable position is available within (30) calendar days from the date employee is ready to return to work, the employee will be terminated from employment as an involuntary termination.
- K. Benefits during Leaves
- 1) SELACO WDB will continue making the same contributions towards the employee's health care coverage during the leave up to a maximum of 30 consecutive days. The employee must continue to pay his/her share of the health care coverage, either through:
 - a) Continued payroll deductions (if receiving paid Vacation time);
 - b) Payment of the amount of the payroll deduction at the same time as payroll deductions would have been made; or
 - c) Payment prior to the beginning of the leave for the total amount of premium due based on the expected duration of the leave.
 - 2) If the leave lasts longer than 30 days, employees may elect to continue their health care coverage through COBRA.
 - 3) Employees who wish to retain benefits other than health care coverage (e.g. life insurance, disability insurance) must pay, prior to the beginning of the leave, the total amount of premium due based on the expected duration of the leave.
 - 4) Holidays occurring during leaves of are not considered "paid" holidays, and employees on leave will not be paid for said holidays.
 - 5) ~~Employees do not earn additional Vacation or Sick Time unless using accrued Vacation or Sick Time while on leave.~~ **Employees who have exhausted all accrued vacation and sick time while on leave will not receive any additional time accruals during the remainder of the leave period.**
- L. Termination
- 1) Acceptance of other employment while on leave of absence without prior approval will be considered a voluntary termination.
 - 2) Falsification of the reasons for going on leave will result in termination.
 - 3) See Termination Policy (#280) for termination procedures.

Board Approved 10/24/2019
Revised 09/24/2020
Revised 05/23/2024
Revised 09/25/2025
Revised 10/23/2025

Southeast Los Angeles County Workforce Development Board	Policy # 324
Personnel Policies and Procedures	Date: 01/2020
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PAID VACATION TIME

Scope

This policy applies to all regular, full-time employees.

Policy

SELACO WDB provides paid Vacation Time for personal use, such as rest and relaxation.

Procedures

A. Eligibility

All regular full-time employees are eligible to accrue and use Vacation Time.

B. Accrual

- 1) Employees begin accrual of Vacation Time immediately upon hire. Vacation accrues based on the number of years the employee has worked at SELACO WDB as indicated below:

Years Worked at SELACO	Vacation Hours Accrued Per Pay Period	Total Vacation Days Per Year
1 – 4 years	3.7 hours	12 days
5 – 9 years	5.24 hours	17 days
10 – 14 days	5.54 hours	18 days
15 years or more	6.77 hours	22 days

- 2) Vacation Time accrual is reduced each week that a full-time employee does not work his/her full weekly schedule and does not have enough Vacation Time accrued to make up for the time not worked.
- 3) Vacation Time may be used as it accrues.
- 4) Vacation Time does not accrue during an unpaid leave of absence.
- 5) Vacation Time will cease to accrue when a maximum of 200 hours is reached.
- 6) *Regular, full-time employees who work fewer than 80 hours in a pay period will receive prorated vacation time accrual based on the hours worked during the pay period.*

C. Scheduling and Use of Vacation Time

- 1) When paid time off is needed for illness, injury, or emergencies, it is not necessary to obtain prior approval. However, notification of the employee's manager is required as outlined in Attendance Policy (#243.)
- 2) Non-illness, non-injury and non-emergency uses of Vacation Time must be requested in advance.

- a) Generally, such use must be requested at least 30 days in advance of the first day of the time off.
 - b) If thirty days' notice is not given, the manager may approve the requested time off if the needs of the department and SELACO WDB will allow.
 - 3) Vacation Time used for illness, injury or emergencies may be taken in one-hour increments. Vacation Time used for other reasons (vacation, personal time off) should be taken in minimum of one day increments.
 - 4) If a SELACO paid holiday falls during an employee's Vacation Time off, the holiday will not be counted as Vacation Time, and will be paid as a paid holiday. The employee may extend the Vacation Time off by one day or take a Vacation Day at a later date.
 - 5) Employees will be requested to schedule and use Vacation Time such that 70% of their annual Vacation Time accrual is used each year.
 - a) Human Resources will send quarterly reports to managers listing all employees and the amount of their Vacation Time.
 - b) For those employees who have accrued 70% of the annual Vacation Time accrual (i.e. 106 hours), managers will request that they schedule and use Vacation Time in the near future.
 - c) Where SELACO WDB or department needs contraindicate, employees will not be requested to use Vacation Time until the needs of the department or Agency can allow.
 - d) If an employee indicates and documents the expected use of a significant amount of Vacation Time in the next fiscal year, employees will not be requested to use Vacation Time currently and will be allowed to carry over unused Vacation Time to the fiscal year.
- D. An employee who terminates or begins an unpaid leave of absence on the last scheduled workday preceding a holiday will not receive holiday pay.
- 1) Unused Vacation Time accrued will be paid to employee upon termination of employment.
 - 2) Vacation Time will be paid at the employee's rate of pay in effect upon termination.

Board Approved 3/24/2022
Revised 9/22/2022

<i>Southeast Los Angeles County Workforce Development Board</i>	Policy # 325
<i>Personnel Policies and Procedures</i>	Date: 05/2024
	Page 1 of 2

SICK LEAVE

Scope

This policy applies to all employees.

Policy

SELACO WDB provides paid Sick Leave to employees for their or their family member's preventive care or diagnosis, care, or treatment of an existing health condition, or for specified purposes if a victim of domestic violence, sexual assault or stalking.

A family member is classified as a child (biological, adopted, foster or stepchild), parent (biological, adoptive, foster or stepparent), spouse, registered domestic partner, grandchild, grandparent, or sibling.

Procedures

A. Eligibility

All regular, full-time employees are eligible to accrue and use up to twelve (12) days per year of paid Sick Leave.

All other employees (including part-time and temporary employees) who work at least 30 days for SELACO within one year will receive paid Sick Leave only pursuant to the minimum requirements under California State law at an accrual of up to 5 days or 40 hours of paid Sick Leave per year with no other policy providing additional or different terms of accrual and use of paid Sick Leave.

Employees can begin using accrued sick leave after they have worked for SELACO for 90 days.

B. Accrual of paid Sick Leave for regular, full-time employees.

1) Accrual of paid Sick Leave begins immediately upon hire.

Sick Time Accrued Per Pay Period	Total Sick Days Per Year
3.7 hours	12 days

2) Accrued paid Sick Leave carries over to the following year.

3) Sick Leave for employees hired before January 1, 2020, will cease to accrue when a maximum of 720 hours is reached.

4) Employees hired on or after January 1, 2020, will cease to accrue when a maximum of 200 hours has been reached.

5) Paid Sick Leave does not accrue during an unpaid leave of absence.

6) Regular, full-time employees who work fewer than 80 hours in a pay period will receive prorated sick leave accrual based on the hours worked during the pay period.

C. Scheduling and Use of Sick Leave

- 1) If sick leave is planned, as may be the case with scheduled doctor's visits, the employee must provide advanced notice.
- 2) If the need to take sick leave is unforeseeable, the employee need only give notice as soon as practical, as may occur in the case of an unexpected illness, health issues or medical emergency.

D. Termination

- 1) Unused paid Sick Leave accrued will NOT be paid to employee upon termination of employment.

***Board Approved 01/23/2020
Revised 05/23/2024***



SELACO WIOA One Stop Operator Report

(First Quarter 2026/2027 – (July, August, September 2026))

Prepared by: David Baquerizo, ProPath, Inc. – SELACO One Stop Operator
(10/12/26)

One Stop Operator Activities:

David Baquerizo and David Shinder facilitated a Systems Management Team (SMT) meeting in September for several of the mandated One Stop Partners and SELACO staff. We had an extensive agenda with various topics which made for a very informative meeting.

Our topics included:

Partner MOU Infrastructure Financial Agreements (IFA) review and discussion. This includes partner mandated financial obligation within the One Stop System.

A presentation and video focused on Ai Career Pathways and AI related Career/Job declines.

We discussed the need for partner support in the upcoming AJCC One Stop Certification and Continuous Improvement process.

We also discussed the upcoming PY 2025 – PY 2028 Local and Regional Plan Modifications (tentative due date, May 2027).

Partner/Stakeholder input sessions were also discussed.

We then shared excerpts from a presentation provided at the Monterey Meeting of the Minds conference titled: Professional Development for Workforce Development Professionals.

Each partner agency was then able to share news and updates about their specific agency, prior to dismissal.

As the OSO, I also attended the July 23, 2026 SELACO Workforce Development Board Executive Committee and Full Board of Directors meeting.

Any questions or comments: My email is: Davidpropath@me.com

Thank you



MEMORANDUM

DATE: October 22, 2026

TO: SELACO WDB Board of Directors

FROM: Yolanda L. Castro, Executive Director 

RE: Ethics Training AB1234

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 October 22, 2026, the following board members have completed the training:

Genoveva Perez – expires January 21, 2027
Larry Wehage – expires February 9, 2027
Carrie Uva – expires July 9, 2027
Jennifer Beech – expires August 29, 2027
Belle Gomez – expires September 27, 2027
Sal Vasquez – expires October 22, 2027
Joseph Taylor – expires October 23, 2027
Leonard Barrales – expires December 6, 2027
Eddie Witt – expires March 23, 2028
Travis Crow – expires July 15, 2028
Cesar Valladares – expires July 25, 2028
Sergio Cueva – expires October 1, 2028

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.



MEMORANDUM

DATE: October 22, 2026

TO: SELACO WDB Board of Directors

FROM: Yolanda L. Castro, Executive Director 

RE: Proposed Temporary AJCC Closure for Carpet Replacement

This notice is to inform the Board of a proposed temporary closure of the America's Job Center of California (AJCC) facility from **December 21, 2026, through January 1, 2027**, to allow for carpet replacement and related facility maintenance. No Board action is required at this time.

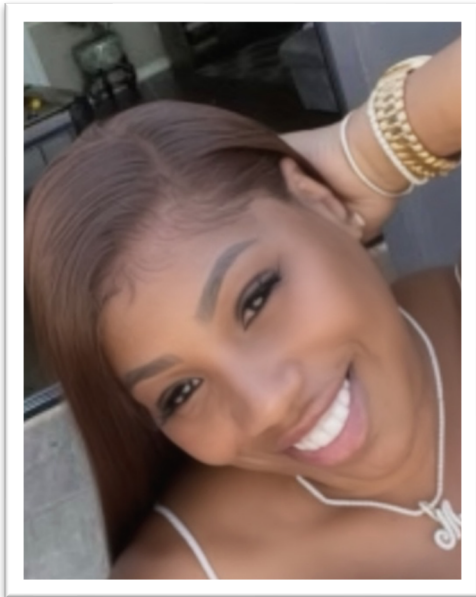
The proposed timeframe was selected for the following reasons:

- Historically, the AJCC experiences lower customer traffic during the last two weeks of December.
- Many staff members utilize accrued leave during this period due to holiday schedules and school winter breaks.
- **Southeast Los Angeles County Workforce Development Board (SELACO WDB) can continue providing services virtually with minimal disruption to customers.**
- Staff may meet customers in person at established Boots on the Ground locations, if requested.
- The proposed closure period includes **three days that SELACO WDB is already scheduled to be closed for the holidays**, reducing the impact on operations.

On site partners may need to be temporarily redirected during the carpet replacement process.

Scheduling this work during a period of lower facility utilization will help ensure the project is completed efficiently, minimize disruption to customers and partners, and avoid potential delays and additional costs associated with extending the installation timeline.

This notice is provided for informational purposes only. No action is required by the Board at this time.



Lameka Taylor, Lakewood

Workforce Challenge

Lameka was unemployed for 12 months and looking to transition into a stable healthcare career. With experience in caregiving, management, and running her own cosmetology business, she wanted to build on her strengths while gaining new skills.

After learning about the Southeast Los Angeles County Workforce Development Board (SELACO WDB) through Dialysis Education Services, Lameka sought assistance with training and career development. Her biggest challenge was entering a new field that required specialized healthcare training and

certification. Although she had extensive work experience, she needed industry-recognized credentials to compete for jobs in the dialysis field.

Workforce Solution

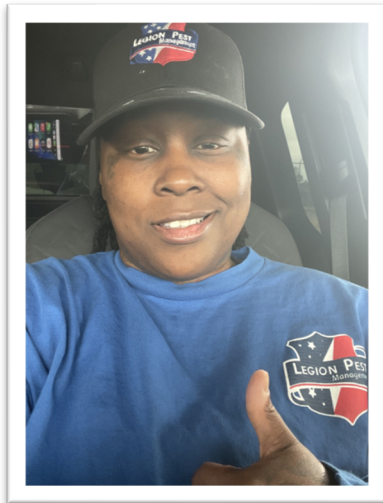
Lameka enrolled with SELACO WDB and worked with a Career Development Specialist II, who connected her with training and employment resources. Through SELACO WDB support, she enrolled in a Patient Care Technician/Dialysis Technician program at Dialysis Education Services. The program included nine weeks of classroom instruction, six weeks of clinical training, and 209 hours of hands-on experience. Lameka successfully completed the program and earned her Certified Clinical Hemodialysis Technician (CCHT) credential. SELACO WDB also provided supportive services which included transportation assistance, scrubs, shoes and interview attire.

"SELACO WDB provided the guidance, resources, and support I needed to complete my training and reach my career goal," Lameka shared.

Workforce Results / Outcome

After completing her training and passing the state examination, Lameka secured employment as a Patient Care Technician (PCT) / Certified Clinical Hemodialysis Technician (CCHT) in Hollywood. She now provides direct patient care in a dialysis clinic, assisting patients during treatment and supporting the healthcare team. Lameka is proud to have successfully transitioned into a new career and enjoys making a difference in patients' lives while building a long-term future in healthcare.

She highly recommends SELACO WDB to other job seekers, saying, *"Their support helped me turn a career goal into a reality."* Her advice: *"Don't give up on yourself. Be willing to learn, take advantage of available resources, and ask for help. The right training and support can open doors you never thought possible."*



Quanesha Smith, Los Angeles, CA

Workforce Challenge

Quanesha brought one year of experience as an LAX attendant, but despite ongoing job search efforts, she had been unemployed for several years. She learned about the Southeast Los Angeles County Workforce Development Board (SELACO WDB) in Cerritos through *Cease for Peace*, a nonprofit organization dedicated to supporting and empowering marginalized communities. Facing barriers related to her justice-involved background, Quanesha was seeking training, funding, and employment support to help her move forward. She connected with SELACO WDB and enrolled in pest control training through the Revolution National Pest Council.

Workforce Solution

After enrollment, Quanesha worked closely with her SELACO WDB Career Development Specialist (CDS), who provided individualized support including career counseling and résumé assistance. With this guidance, Quanesha enrolled in a four-week core vocational training program at Revolution Pest Control School. Throughout the program, her CDS remained actively engaged, offering encouragement and ongoing support every step of the way.

Workforce Results / Outcome:

After successfully completing the program, Quanesha graduated and received a recommendation from Revolution. She was referred to Legion Pest Management in Los Angeles, where she is now employed full-time as a Pest Control Technician.

“Through the help of SELACO WDB, I found exactly what I was looking for and received support with enrollment and funding for an amazing trade school,” Quanesha shared. She values that her new role offers a clear career pathway with opportunities for growth. Quanesha encourages others facing similar challenges with these words: “Never give up, because in due time, God will provide.”



Silvia Wang, Paramount

Workforce Challenge:

After working for approximately eight years in banking with Bank of America, Silvia Wang decided to pursue a new career in accounting and taxation. While she brought valuable transferable skills to the table, breaking into a new profession without extensive accounting experience proved challenging. Seeking training, career guidance, and job search assistance, Silvia turned to the Southeast Los Angeles County Workforce Development Board (SELACO WDB) for support during her career transition.

Workforce Solution:

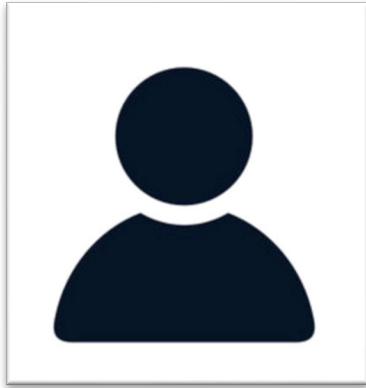
Silvia enrolled with SELACO WDB and worked closely with Career Development Specialist (CDS) Renee F., who provided guidance and encouragement throughout her journey. With SELACO WDB's assistance, Silvia completed the Accounting Technician program at ABC Adult School, where she received training in accounting, bookkeeping, payroll, taxation, QuickBooks, and Excel. Silvia earned an Accounting Technician Career Technical Diploma, became a California Tax Education Council (CTEC) Registered Tax Preparer, and completed IRS-certified tax preparation training through the Volunteer Income Tax Assistance (VITA) and Tax Counseling for the Elderly (TCE) programs.

While gaining hands-on experience through temporary tax-season positions, she continued her job search using online job boards, referrals, and networking opportunities. "Renee was always patient, supportive, and encouraging," Silvia shared. "Her positive encouragement helped me stay motivated, build confidence, and continue working toward my goal of starting a career in accounting."

Workforce Outcome / Results:

Silvia's persistence and dedication paid off when she secured full-time employment as a Payroll Specialist with an established CPA firm in Rosemead, California, in August 2026.

In her new role, Silvia processes payroll for clients, maintains payroll records, reviews payroll information for accuracy, and assists with payroll-related tax filings and reporting. She is excited to apply the skills she gained through her training while continuing to learn from experienced accounting professionals. Today, Silvia is building the stable, long-term accounting career she envisioned. She is grateful for the training, guidance, and encouragement she received through SELACO WDB and recommends the organization's services to others seeking career advancement or a transition into a new field. Her advice to other job seekers is: "Stay positive, continue learning, and don't give up. Persistence and continuous learning can eventually lead to the right opportunity."



Stephen Palumbo, Whittier

Workforce Challenge

After years of working in landscaping and experiencing a lengthy period of unemployment, Stephen Palumbo was ready for a career change. He wanted to attend truck driving school and build a future in the transportation industry, but the cost of training was a significant barrier. While searching online and through YouTube, he learned about the Southeast Los Angeles County Workforce Development Board (SELACO WDB) and the America's Job Center of California (AJCC).

Workforce Solution

Stephen visited the AJCC seeking assistance with training opportunities and connected with career counselors who helped him secure grant funding for truck driver training. Through SELACO WDB support, he enrolled in the Class A truck driver training program at Transportation Guidance and Assistance Truck Driving School in Torrance and successfully completed the program. On August 31, 2026, he earned a Certificate of Completion and a temporary Class A Commercial Driver License, gaining the credentials needed to enter the trucking industry.

Workforce Outcome / Results

Following completion of his training, Stephen was hired by C.R. England as a Class A Truck Driver and began employment in September 2026. His new role as an over-the-road truck driver allows him to travel throughout the United States while building a stable and rewarding career in the transportation industry. Stephen credits the support he received from SELACO WDB and the AJCC with helping him overcome financial barriers and achieve his career goals.

When asked what advice he would give other job seekers, Stephen shared: "Have the counselors at SELACO help you. They're amazing." Today, Stephen is successfully employed in a new career and is driving toward a brighter future.