

Executive Committee and FULL WDB BOARD OF DIRECTORS' MEETING

October 26, 2023

Thursday

3:00



Executive Committee and FULL WDB BOARD OF DIRECTORS' MEETING

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

**October 26, 2023
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 | Espitia | Page 1 |
| PUBLIC COMMENTS | Dameron | |
| CHAIR'S COMMENTS | Wehage | |
| EXECUTIVE DIRECTOR'S MESSAGE / UPDATE / STAFF REPORT | Castro | |
| CONSENT CALENDAR | Wehage | |
| 1A. Approval of Minutes September 28, 2023 | | 3 |
| 1B. Approval of Fiscal Reports 07/01/23 – 09/30/23 | | 8 |
| 1C. Approval of Program Report for 07/01/23 – 09/30/23 | | |
| ACTION ITEM (S): | | |
| BUSINESS ADVISORY COMMITTEE REPORT | Castro | |
| Presentation / Information / Recommendations | | |
| ACTION ITEM (S): NONE | | |

Executive Committee and FULL WDB Board of Directors' Meeting

October 26, 2023

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INFORMATION ITEM (S):

ONE STOP OPERATOR REPORT Girdner 20

Presentation / Information / Recommendations

ACTION ITEM (S):

NONE

INFORMATION ITEM (S):

INFORMATION ITEM (S):

1. Ethics Training AB1234 Castro 21

2. WAF 9.0 Grant Outcomes Castro 22

INTERESTING CORRESPONDENCE

BOARD MEMBER COMMENTS Wehage

POLICY BOARD ITEMS/REQUESTS Wehage

AGENDA REQUESTS FOR NEXT MEETING Wehage

CHAIR'S CLOSE Wehage

ADJOURNMENT OF OPEN SESSION Wehage

Policy Board Meeting: December 19, 2023

Next Full WDB Meeting: January 25, 2024

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

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 23/24**

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

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

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

**WORKFORCE DEVELOPMENT BOARD
OF THE SOUTHEAST LOS ANGELES COUNTY, INC.**

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

September 28, 2023

3:00 PM

SELACO WDB
VIA Zoom

CALL TO ORDER

The Executive Committee and FULL WDB Board of Directors' Board Meeting was called to order by Larry Wehage, Chair at 3:00 p.m.

PLEDGE OF ALLEGIANCE

Larry Wehage led the pledge of allegiance.

ROLL CALL

At this time, new board member, Genoveva Perez introduced herself to the board. She represents the City of Paramount.

WDB BOARD DIRECTORS PRESENT

| | |
|-----------------|-----------------|
| Burrell, Ashley | Chan, Connie |
| Cueva, Sergio | Dameron, Mark |
| Drake, Aaron | Espitia, Ben |
| Gomez, Belle | Levine, Barbara |
| Perez, Gen | Polley, Tracey |
| Ryder, Tim | Segura, Michael |
| Shah, Jay | Wehage, Larry |

WDB BOARD DIRECTORS ABSENT

| | |
|------------------|--------------|
| McGehee, Shannon | Patel, Vijay |
|------------------|--------------|

WDB BOARD DIRECTORS EXCUSED

| | |
|--------------------------|------------------|
| Kucera, Kevin | LeGaspi, Richard |
| Nam, Leila | Rochin, Blanca |
| Saucedo-Garcia, Cristina | Uttecht, Greg |

SELACO WDB STAFF PRESENT:

| | |
|---------------------|--------------------------|
| Castro, Yolanda | Cardona, Jefferson |
| Davis, Carol | Ferranti-Lansdown, Tammy |
| Gutierrez, Jeanette | Hernandez, Amber |
| Michel, Sandra | Sandoval, Ben |

MEMBERS OF THE PUBLIC PRESENT:

Joseph, Jack – Policy Board Administrator

PUBLIC COMMENTS

None

WDB CHAIR'S COMMENTS

The Fire Museum will be open before and after SELACO's 40th Anniversary Celebration for all to visit.

EXECUTIVE DIRECTOR'S MESSAGE/UPDATE/STAFF REPORT

Regional Job Fair/Outreach event in Downey:

- October 20, 2023
- 10:00 am – 2:00 pm
- To be held at Apollo Park, 12544 Rives Ave, Downey
- Approximately 107 employers expected

Congresswoman Nanette Barragan Annual Job Fair:

- October 6, 2023
- 10:00 am – 1:00 pm
- To be held at Paramount Park Community Center, 14400 Paramount Blvd, Paramount

CONSENT CALENDAR

A motion was made by Connie Chan to approve the Consent Calendar as presented, seconded by Aaron Drake. With no further discussion, motion carries to approve.

1A. Approval of Minutes: July 27, 2023

1B. Approval of Fiscal Reports for Periods: 07/01/22 – 08/31/23

1C. Approval of Program Report for: 07/01/22 – 08/31/23 (Receive and file)

ACTION ITEM(S)

2. Amendment to SELACO WDB 4039b) Retirement Plan

A motion was made by Tracy Polley to:

Authorize Executive Director to sign the amendment to the SELACO WDB retirement plan to allow ROTH contributions effective October 1, 20023.

Authorize the SELACO WDB Board Chair to sign the consent supporting the action taken by the board.

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

BUSINESS ADVISORY COMMITTEE REPORT

The committee is not currently active.

ACTION ITEM(S):

None

INFORMATION ITEM(S):

None

ONE STOP OPERATOR REPORT

Page 22 of the agenda provides updates from Stacey Girdner, SELACO WDB One Stop Operator.

ACTION ITEM(S):

None

INFORMATION ITEM(S):

None

INFORMATION ITEM(S):

1. Ethics Training AB1234

Chairman Wehage referred the board to page 23 of the agenda which shows the most updated list of board members who completed the mandatory ethics training. All board members must complete a two-hour training. Please contact Carol for a direct link to the online course or for any questions.

2. Employment Training Panel Initiative New Agreement 2023-2025

Ms. Castro provided the board an update on the new Employment Training Panel agreement.

3. Economic Summary

Page 26 of the agenda provides the Economic Summary for the SELACO WDB area.

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

Page 157 of the agenda provides current labor force information.

5. Board Member Espitia's Request for Changes in WIOA Allocation Throughout Our Region

Page 40 of the agenda provides a breakdown comparison of 2023-24 WIOA funding for workforce boards in the SELACO WDB region as requested by Board Member Ben Espitia.

6. Regional Job Fair

Page 43 of the agenda provides a flyer of the upcoming regional job fair. Contact Ben Sandoval directly for more information.

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 a self introduction.

ADJOURNMENT OF OPEN SESSION

The meeting was adjourned at 3:58 p.m.

SELACO WDB
Statement of Activities (by Fund)
From 7/1/2023 through 9/30/2023

| | Employment Training Panel Grant | LA County Grants | Pre-School Grant | WIOA Adult&DW & Special Projects | WIOA Youth Grant | WIOA Rapid Response / Lay-Off A version | Other Grants | Non-WIOA Training Expenditures | Total |
|-------------------------------------------|---------------------------------|------------------|------------------|----------------------------------|------------------|-----------------------------------------|--------------|--------------------------------|-----------|
| Revenues / Deferred Revenues | 25,336 | 70,059 | 1,202,795 | 268,062 | 282,578 | 56,017 | 79,444 | 0 | 1,984,291 |
| Accounts Receivable / (Due To) | 97,657 | 12 | | 159,663 | 67,150 | (17,109) | 43,423 | 0 | 350,795 |
| Total Revenues | 122,992 | 70,071 | 1,202,795 | 427,726 | 349,728 | 38,908 | 122,866 | 0 | 2,335,085 |
| Expenditures | | | | | | | | | |
| Administration Services | 5,709 | 9,032 | 46,806 | 48,538 | 39,615 | 5,225 | 8,183 | 0 | 163,109 |
| Contracted Program Costs | 0 | 24,708 | 699,498 | 7,349 | 67,675 | 0 | 2,507 | 0 | 801,736 |
| Support Services | 0 | 686 | 0 | 17,761 | 779 | 0 | 919 | 0 | 20,145 |
| Vendor Training | 75,785 | 0 | 0 | 0 | 11,817 | 0 | 0 | 0 | 87,602 |
| Work Exp/Skillz Menu/Supplies | 0 | 29,505 | 0 | 10,753 | 12,476 | 0 | 0 | 0 | 52,735 |
| WIOA Core/Basic Career Services | 0 | 0 | 0 | 111,427 | 39,190 | 0 | 0 | 0 | 150,616 |
| WIOA Intensive/Individualized Career Svcs | 0 | 0 | 0 | 124,802 | 0 | 0 | 0 | 0 | 124,802 |
| WIOA Follow-Up Career Services | 0 | 0 | 0 | 15,116 | 1,529 | 0 | 0 | 0 | 16,646 |
| WIOA Business Services | 0 | 0 | 0 | 50,879 | 29,501 | 0 | 0 | 0 | 80,380 |
| Other Program Costs | 41,498 | 6,139 | 0 | 0 | 108,731 | 33,683 | 111,258 | 0 | 301,309 |
| Cash Expenditures | 122,992 | 70,071 | 746,304 | 386,625 | 311,314 | 38,908 | 29,200 | 0 | 1,799,080 |
| Accrued Expenditures | 0 | 0 | 0 | 41,101 | 38,414 | 0 | 0 | 0 | 108,715 |
| Total Expenditures | 122,992 | 70,071 | 746,304 | 427,726 | 349,728 | 38,908 | 122,866 | 0 | 1,907,795 |
| Net Income (Loss) | - | - | 456,491 | - | - | - | - | - | 427,291 |

SELACO WDB
Statement of Functional Expenditures
From 7/1/2023 through 9/30/2023

| | Administrative Services | Contracted Program Cost | Support Services | Vendor Training | Work Exp / Skills Menu Program | WIOA Core / Basic Career Services | WIOA Intensive / Individualized Career Services | WIOA Follow-Up Career Services | WIOA Business Services | Other Program Costs | Total |
|--------------------|-------------------------|-------------------------|------------------|-----------------|--------------------------------|-----------------------------------|-------------------------------------------------|--------------------------------|------------------------|---------------------|-----------|
| Expenditures | | | | | | | | | | | |
| Personnel | 109,572 | 0 | 0 | 0 | 0 | 120,025 | 101,124 | 13,633 | 64,301 | 193,493 | 602,148 |
| Non-Personnel | 53,536 | 0 | 0 | 0 | 0 | 30,592 | 23,678 | 3,013 | 16,079 | 107,816 | 234,714 |
| Training | 0 | 801,736 | 0 | 196,317 | 52,735 | 0 | 0 | 0 | 0 | 0 | 1,050,788 |
| Support Services | 0 | 0 | 20,146 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 20,146 |
| Total Expenditures | 163,109 | 801,736 | 20,146 | 196,317 | 52,735 | 150,616 | 124,802 | 16,646 | 80,380 | 301,309 | 1,907,795 |

SELACO WDB
Statement of Functional Expenses - TR - 0201 Administrative Services
From 7/1/2023 Through 9/30/2023
(In Whole Numbers)

| | | Total |
|--------------------------------|-------|---------|
| Expenditures | | |
| Personnel | | |
| Salaries & Wages | 50100 | 81,363 |
| Social Security Tax | 50200 | 6,388 |
| Medicare Tax | 50210 | 1,494 |
| Workers Comp - Staff | 50220 | 695 |
| Employee Benefits | 50300 | 15,486 |
| Employer 403(B) Contributions | 50403 | 4,147 |
| Total Personnel | | 109,572 |
| Non-Personnel | | |
| Mileage | 51100 | 19 |
| Conferences/Staff Development | 51200 | 1,280 |
| Meeting Expenses | 51230 | 65 |
| Rent | 52100 | 13,518 |
| Telephone | 52200 | 571 |
| Office Equipment | 52330 | 218 |
| Leased Equipment | 52350 | 919 |
| Repair & Maintenance | 52360 | 267 |
| Office Supplies | 53400 | 1,528 |
| Subscriptions/Dues/Memberships | 53600 | 6,310 |
| Insurance | 53900 | 2,460 |
| Professional Services | 54100 | 13,365 |
| Legal | 54300 | 12,644 |
| Bank Charges/Miscellaneous | 59990 | 375 |
| Total Non-Personnel | | 53,536 |
| Total Expenditures | | 163,109 |

SELACO WDB
Statement of Functional Expenses - TR - 0202 Contracted Program Cost
 From 7/1/2023 Through 9/30/2023
 (In Whole Numbers)

| | | Total |
|----------------------------|-------|---------|
| Expenditures | | |
| Training | | |
| Cost Reimbursement Billing | 60300 | 762,682 |
| Other Contracted Services | 60400 | 11,840 |
| Day Care Rent | 66000 | 27,214 |
| Total Training | | 801,736 |
| Total Expenditures | | 801,736 |

SELACO WDB
Statement of Functional Expenses - TR - 0203 Supportive Services
 From 7/1/2023 Through 9/30/2023
 (In Whole Numbers)

| | | Total |
|--------------------------------|-------|--------|
| Expenditures | | |
| Support Services | | |
| Direct Support Payment | 65200 | 13,222 |
| Supportive Services - Training | 65201 | 6,924 |
| Total Support Services | | 20,146 |
| Total Expenditures | | 20,146 |

SELACO WDB
Statement of Functional Expenses - TR - 0204 Vendor Training Payments
 From 7/1/2023 Through 9/30/2023
(In Whole Numbers)

| | Total |
|--------------------------------|---------|
| Expenditures | |
| Training | |
| Vendor Training | 120,532 |
| Vendor Training - ETP | 75,785 |
| Non-WIOA Training Expenditures | 0 |
| Total Expenditures | 196,317 |

SELACO WDB
Statement of Functional Expenses - TR - 0205 Work Experience / Skillz Menu Program
 From 7/1/2023 Through 9/30/2023
 (In Whole Numbers)

| | | Total |
|--------------------------------|-------|--------|
| Expenditures | | |
| Training | | |
| Wages - WE/Internship | 60500 | 48,046 |
| SS Tax - WE/Internship | 60510 | 2,960 |
| MC Tax - WE/Internship | 60520 | 716 |
| WC - WE/Internship | 60530 | 318 |
| UI ETT Taxes | 60540 | 0 |
| Participant Incentive Payments | 65401 | 695 |
| Total Training | | 52,735 |
| Total Expenditures | | 52,735 |

SELACO WDB
Statement of Functional Expenses - TR - 0206 WIOA Career Services
From 7/1/2023 Through 9/30/2023
(In Whole Numbers)

| | | Core / Basic Services | Intensive / Individualized Services | Follow-Up Services | Total |
|--------------------------------|-------|--------------------------|-------------------------------------------|-----------------------|---------|
| Expenditures | | | | | |
| Personnel | | | | | |
| Salaries & Wages | 50100 | 85,086 | 72,684 | 8,716 | 166,486 |
| Social Security Tax | 50200 | 6,875 | 6,137 | 893 | 13,905 |
| Medicare Tax | 50210 | 1,608 | 1,435 | 209 | 3,252 |
| Workers Comp - Staff | 50220 | 817 | 827 | 118 | 1,762 |
| Employee Benefits | 50300 | 20,555 | 15,119 | 3,060 | 38,735 |
| Employer 403(B) Contributions | 50403 | 5,084 | 4,921 | 638 | 10,643 |
| Total Personnel | | 120,025 | 101,124 | 13,633 | 234,782 |
| Non-Personnel | | | | | |
| Mileage | 51100 | 45 | 99 | 0 | 144 |
| Conferences/Staff Development | 51200 | 2,647 | 2,474 | 204 | 5,325 |
| Meeting Expenses | 51230 | 107 | 92 | 12 | 211 |
| Rent | 52100 | 16,628 | 13,864 | 1,793 | 32,284 |
| Telephone | 52200 | 935 | 574 | 102 | 1,611 |
| Furniture/Fixtures | 52300 | 547 | 0 | 0 | 547 |
| Office Equipment | 52330 | 99 | 91 | 17 | 207 |
| Leased Equipment | 52350 | 1,131 | 675 | 120 | 1,926 |
| Repair & Maintenance | 52360 | 325 | 274 | 41 | 640 |
| Outreach/Recruitment | 53300 | 675 | 0 | 0 | 675 |
| Office Supplies | 53400 | 2,078 | 1,375 | 223 | 3,675 |
| Subscriptions/Dues/Memberships | 53600 | 1,737 | 1,384 | 209 | 3,330 |
| Insurance | 53900 | 3,104 | 2,387 | 214 | 5,705 |
| Professional Services | 54100 | 534 | 389 | 80 | 1,003 |
| Total Non-Personnel | | 30,592 | 23,678 | 3,013 | 57,283 |
| Total Expenditures | | 150,616 | 124,802 | 16,646 | 292,064 |

SELACO WDB
Statement of Functional Expenses - TR - 0207 Business Services
From 7/1/2023 Through 9/30/2023
(In Whole Numbers)

| | | Total |
|--------------------------------|-------|--------|
| Expenditures | | |
| Personnel | | |
| Salaries & Wages | 50100 | 49,238 |
| Social Security Tax | 50200 | 3,893 |
| Medicare Tax | 50210 | 910 |
| Workers Comp - Staff | 50220 | 489 |
| UI & ETT Taxes | 50250 | 60 |
| Employee Benefits | 50300 | 7,804 |
| Employer 403(B) Contributions | 50403 | 1,907 |
| Total Personnel | | 64,301 |
| Non-Personnel | | |
| Mileage | 51100 | 396 |
| Conferences/Staff Development | 51200 | 2,561 |
| Meeting Expenses | 51230 | 58 |
| Rent | 52100 | 8,131 |
| Telephone | 52200 | 314 |
| Office Equipment | 52330 | 68 |
| Leased Equipment | 52350 | 404 |
| Repair & Maintenance | 52360 | 137 |
| Outreach/Recruitment | 53300 | 976 |
| Office Supplies | 53400 | 937 |
| Subscriptions/Dues/Memberships | 53600 | 970 |
| Insurance | 53900 | 918 |
| Professional Services | 54100 | 209 |
| Total Non-Personnel | | 16,079 |
| Total Expenditures | | 80,380 |

SELACO WDB

Statement of Functional Expenses - TR - 0212 Other Program Costs

From 7/1/2023 through 9/30/2023

| | Employment Training Panel | WIOA Youth | WIOA Rapid Response / Lay-Off Aversion | Transitional Subsidized Employment (TSE) | Other Funds | Total |
|-------------------------------|---------------------------------|-----------------------|-------------------------------------------------|---------------------------------------------------|-----------------------|-----------------------|
| Personnel | | | | | | |
| Salaries & Wages | 22,735 | 67,203 | 18,650 | 7,172 | 27,663 | 143,423 |
| Payroll Taxes/WC | 2,268 | 7,673 | 2,286 | 1,064 | 2,440 | 15,730 |
| Employee Benefits | 4,676 | 14,170 | 6,068 | 2,765 | 6,661 | 34,340 |
| Total Personnel | <u>29,679</u> | <u>89,046</u> | <u>27,004</u> | <u>11,000</u> | <u>36,764</u> | <u>193,493</u> |
| Non - Personnel | | | | | | |
| Mileage | 0 | 51 | 25 | 0 | 125 | 201 |
| Conferences/Staff Development | 5,469 | 1,858 | 1,187 | 86 | 526 | 9,126 |
| Meeting Expenses | 44 | 68 | 16 | 0 | 16,555 | 16,683 |
| Rent/Utilities | 3,593 | 11,545 | 3,246 | 1,489 | 25,124 | 44,998 |
| Telephone | 150 | 438 | 174 | 73 | 1,469 | 2,305 |
| Furniture/Equipment | 97 | 647 | 242 | 161 | 86 | 1,233 |
| Repair & Maintenance | 42 | 212 | 87 | 16 | 40 | 397 |
| Outreach/Recruitment | 689 | 0 | 0 | 0 | 20,154 | 20,843 |
| Supplies | 507 | 1,575 | 284 | 119 | 2,365 | 4,849 |
| Subscriptions & Dues | 359 | 1,233 | 317 | 105 | 222 | 2,236 |
| Insurance | 769 | 1,727 | 950 | 311 | 444 | 4,202 |
| Consulting | 102 | 332 | 150 | 48 | 113 | 744 |
| Interest Expense | 0 | | 0 | 0 | | 0 |
| Legal Payments | 0 | 0 | | 0 | 0 | 0 |
| Total Non-Personnel | <u>11,819</u> | <u>19,686</u> | <u>6,679</u> | <u>2,408</u> | <u>67,225</u> | <u>107,816</u> |
| Total Expenditures | <u><u>41,498</u></u> | <u><u>108,731</u></u> | <u><u>33,683</u></u> | <u><u>13,408</u></u> | <u><u>103,989</u></u> | <u><u>301,309</u></u> |

SELACO WDB
Statement of Functional Expenditures
From 7/1/2023 through 9/30/2023

| Line Item Description | Current Period Actual | Budget | Budget Variance | Total Budget Remaining (%) |
|----------------------------------------------|-----------------------------|------------------|--------------------|-------------------------------------|
| PERSONNEL COSTS | | | | |
| Salaries/Wages | 440,510 | 2,849,156 | 2,408,647 | 84.5% |
| Payroll Taxes/WC | 48,577 | 260,115 | 211,538 | 81.3% |
| Employee Benefits | 113,061 | 577,627 | 464,565 | 80.4% |
| TOTAL PERSONNEL COSTS | 602,148 | 3,686,898 | 3,084,750 | 83.7% |
| NON-PERSONNEL COSTS | | | | |
| Mileage | 761 | 10,000 | 9,239 | 92.4% |
| Conference/Staff Development | 18,291 | 243,000 | 224,709 | 92.5% |
| Meeting Expenses | 17,017 | 27,000 | 9,983 | 37.0% |
| Rent/Utilities | 98,932 | 360,794 | 261,862 | 72.6% |
| Telephone | 4,800 | 25,000 | 20,200 | 80.8% |
| Furniture & Equipment | 5,520 | 50,000 | 44,480 | 89.0% |
| Repair & Maintenance | 1,440 | 17,000 | 15,560 | 91.5% |
| Outreach/Recruitment | 22,494 | 75,000 | 52,506 | 70.0% |
| Supplies | 10,989 | 55,000 | 44,011 | 80.0% |
| Subscriptions/Dues/Memberships | 12,846 | 75,000 | 62,154 | 82.9% |
| Insurance | 13,285 | 38,000 | 24,715 | 65.0% |
| Professional Fees | 15,321 | 130,000 | 114,679 | 88.2% |
| Legal Fees | 12,644 | 40,000 | 27,357 | 68.4% |
| Interest Expense/Miscellaneous | 375 | 3,000 | 2,625 | 87.5% |
| TOTAL NON-PERSONNEL COSTS | 234,714 | 1,148,794 | 914,080 | 79.6% |
| TOTAL IN-HOUSE COSTS | 836,862 | 4,835,692 | 3,998,830 | 82.7% |
| TRAINING & SUPPORT SERVICES | | | | |
| Vendor Training Payments (Classroom/OJT/IWT) | | | | |
| Employment Training Panel (ETP) | 75,785 | 305,558 | 229,773 | 75.2% |
| LA County - Homeless Initiative (Measure H) | - | 14,500 | 14,500 | 100.0% |
| Prison to Employment (P2E) | - | 47,700 | 47,700 | 100.0% |
| Regional Equity and Recovery Partnership (R | - | 104,900 | 104,900 | 100.0% |
| WIOA Adult | - | 805,359 | 805,359 | 100.0% |
| WIOA Dislocated Workers | - | 50,000 | 50,000 | 100.0% |
| WIOA Youth | 11,817 | 50,000 | 38,183 | 76.4% |
| Non-WIOA Training Expenditures | - | 573,263 | 573,263 | 100.0% |
| Subtotal | 87,602 | 1,951,280 | 1,863,678 | 95.5% |

SELACO WDB
Statement of Functional Expenditures
From 7/1/2023 through 9/30/2023

| Line Item Description | Current Period Actual | Budget | Budget Variance | Total Budget Remaining (%) |
|--------------------------------------------------|-----------------------------|-------------------|--------------------|-------------------------------------|
| Cost Reimbursements / Contracted Services | | | | |
| Day Care Pre-School / Renovation | 699,498 | 5,294,607 | 4,595,109 | 86.8% |
| Employment Training Panel (ETP) | - | 30,000 | 30,000 | 100.0% |
| LA County - Youth @ Work | 24,708 | 713,024 | 688,316 | 96.5% |
| LA County - Homeless Initiative (Measure H) | - | 5,000 | 5,000 | 100.0% |
| Regional Equity and Recovery Partnership (RI) | - | 7,500 | 7,500 | 100.0% |
| WIOA ETPL Delegation Services | 166 | 5,000 | 4,834 | 96.7% |
| WIOA Youth | 65,690 | 849,910 | 784,220 | 92.3% |
| WIOA One-Stop Operator | 3,031 | 30,000 | 26,969 | 89.9% |
| WIOA Security Guard | 8,643 | 49,190 | 40,547 | 82.4% |
| Subtotal | 801,736 | 6,984,231 | 6,231,685 | 89.2% |
| Work Experience / Skillz Menu Program | | | | |
| LA County - Youth @ Work | 29,505 | 37,716 | 8,211 | 21.8% |
| LA County - Homeless Initiative (Measure H) | - | 12,750 | 12,750 | 100.0% |
| Prison to Employment (P2E) | - | 19,000 | 19,000 | 100.0% |
| Regional Equity and Recovery Partnership (RI) | - | 5,000 | 5,000 | 100.0% |
| WIOA Adult | 10,753 | 57,404 | 46,651 | 81.3% |
| WIOA Youth | 12,476 | 225,564 | 213,088 | 94.5% |
| Subtotal | 52,735 | 357,435 | 304,700 | 85.2% |
| Training Supplies | | | | |
| WIOA Adult | - | 4,500 | 4,500 | 100.0% |
| WIOA Dislocated Workers | - | 2,000 | 2,000 | 100.0% |
| WIOA Youth | - | 3,500 | 3,500 | 100.0% |
| Subtotal | - | 10,000 | 10,000 | 100.0% |
| Direct Support Payments | | | | |
| Gateway Cities' Homeless Employment Prg | 919 | 15,412 | 14,493 | 94.0% |
| LA County - Youth @ Work | 686 | 1,560 | 874 | 56.0% |
| LA County - Homeless Initiative (Measure H) | - | 3,250 | 3,250 | 100.0% |
| Prison to Employment (P2E) | - | 6,500 | 6,500 | 100.0% |
| Regional Equity and Recovery Partnership (RI) | - | 1,000 | 1,000 | 100.0% |
| WIOA Adult | 16,466 | 50,000 | 33,534 | 67.1% |
| WIOA Dislocated Workers | 1,295 | 15,000 | 13,705 | 91.4% |
| WIOA Youth | 780 | 30,000 | 29,220 | 97.4% |
| Subtotal | 20,146 | 122,722 | 102,576 | 83.6% |
| TOTAL TRAINING & SUPPORT SVCS | 962,219 | 9,425,667 | 8,512,639 | 90.3% |
| GRAND TOTAL | 1,799,081 | 14,261,359 | 12,511,469 | 87.7% |

SELACO WDB
Balance Sheet
September 30, 2023

| | Day Care & Day Care Facilities Revolving Funds | Employment Training Panel (ETP) | Transitional Subsidized Employment (TSE) | WIOA Adult | WIOA Dislocated Workers | WIOA Youth | WIOA Rapid Response | Other Grants | General Funds | Pools | Total |
|-----------------------------------------|------------------------------------------------|---------------------------------|------------------------------------------|-----------------|-------------------------|-----------------|---------------------|----------------|----------------|--------------|------------------|
| Assets | | | | | | | | | | | |
| Cash & Cash Equivalents | 3,614,972 | 69,190 | 20,532 | 11,599 | 2,693 | 648 | 17,109 | 57,084 | 112,154 | (24,655) | 3,881,327 |
| Petty Cash | - | - | - | - | - | - | - | - | - | 4,000 | 4,000 |
| Accounts Receivable | - | 293,384 | - | 22,376 | - | - | - | 86,841 | - | - | 402,600 |
| Prepaid Expenses | - | - | - | - | - | - | - | - | - | - | - |
| Deposit | 9,100 | - | - | - | - | - | - | - | - | 20,238 | 29,338 |
| Due from Other Fund | - | - | - | - | - | (24,797) | - | - | 255,842 | - | 231,044 |
| Fixed Assets | 1,005,713 | - | - | - | - | - | - | - | - | - | 1,005,713 |
| Accumulated Depreciation | (1,005,713) | - | - | - | - | - | - | - | - | - | (1,005,713) |
| Total Assets | 3,624,072 | 362,574 | 20,532 | 33,975 | 2,693 | (24,150) | 17,109 | 143,925 | 367,996 | (417) | 4,548,309 |
| Liabilities and Net Assets | | | | | | | | | | | |
| Liabilities | | | | | | | | | | | |
| Accounts Payable | - | 256,991 | - | 98,424 | 26,373 | 29,094 | - | 24,007 | - | 3,453 | 438,342 |
| Accrued Expenses | - | - | - | - | - | 291 | - | - | - | - | 291 |
| Due to Department of Education | 9,100 | - | - | - | - | - | - | - | - | - | 9,100 |
| Due to EDD | - | - | - | - | - | - | - | - | - | 28,115 | 28,115 |
| Due to Vendors (ETP) | - | - | - | - | - | - | - | (350) | - | - | (350) |
| Due to Other Fund | - | 117,556 | 33,634 | 31,647 | - | - | - | 73,005 | - | (24,797) | 231,044 |
| Payroll Clearing | - | - | - | - | - | - | - | - | - | (7,189) | (7,189) |
| Revenues Received in Advance | 3,140,228 | 92,833 | 9,368 | - | - | (24,797) | - | 275 | - | - | 3,217,908 |
| Suspended Account | - | - | - | - | - | - | - | - | - | - | - |
| Total Liabilities | 3,149,328 | 467,380 | 43,002 | 130,071 | 26,373 | 4,587 | - | 96,937 | - | (417) | 3,917,262 |
| Net Assets | | | | | | | | | | | |
| Current YTD Net Income | 456,491 | (97,657) | (39,518) | (96,096) | (23,680) | (28,737) | 17,109 | (2,235) | (468) | - | 185,210 |
| Unrestricted | 18,252 | (7,149) | 17,047 | - | - | - | - | 49,223 | 368,464 | - | 445,837 |
| Total Net Assets | 474,743 | (104,806) | (22,471) | (96,096) | (23,680) | (28,737) | 17,109 | 46,988 | 367,996 | - | 631,048 |
| Total Liabilities and Net Assets | 3,624,072 | 362,574 | 20,532 | 33,975 | 2,693 | (24,150) | 17,109 | 143,925 | 367,996 | (417) | 4,548,309 |

ONE STOP OPERATOR REPORT

DATE: October 26, 2023
TO: SELACO WDB Board of Directors
FROM: Stacey Girdner, Managing Partner, The PRAXIS Group, SELACO One Stop Operator
RE: Update on the progress of your System Management Team (SMT)

As SELACO's selected One Stop Operator procured to support the management and coordination of the WIOA mandated partners, I am pleased to provide you with the following update on the SELACO Workforce System Management Team (SMT) progress and activities to date.

*Please note the SMT consist of high-level representatives from each of the WIOA mandated partners who have successfully completed or are in progress of completing a Memorandum of Understanding.


Membership: Adult Education Consortium (PAACE), Department of Public Social Services (DPSS), Department of Rehabilitation (DOR), Employment Development Department (EDD), Norwalk Housing Authority, Paramount Adult School, SELACO Career Services, and United American Indian Involvement (UAI)

Progress since the last SELACO Board meeting

- The SMT has had little to no activity over the past month.
- The SMT will meet next on November 15th.



MEMORANDUM

DATE: October 26, 2023
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 26, 2023, the following board members have completed the training:

Michael Segura – expires October 31, 2023
Connie Chan – expires November 18, 2023
Larry Wehage – expires 2025
Aaron Drake – expires March 26, 2025
Blanca Rochin – expires May 25, 2025
Belle Gomez – expires May 30, 2025

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 26, 2023

TO: SELACO WDB Board of Directors

FROM: Yolanda L. Castro, Executive Director 

RE: WAF 9.0 Grant Outcomes

This summer, we witnessed the graduation of the first cohort of 15 nurses from Health Impact's California Registered Nurse Ambulatory Specialty Apprenticeship Program, part of the broader WAF 9.0 initiative. A powerful collaboration between HASC, Health Impact, South Bay Workforce Investment Board (WIB) and Southeast Los Angeles County Workforce Development Board (SELACO WDB), successfully moved 15 nurses into a specialized apprenticeship program.

The 12-month program is a vital transition-to-practice initiative, greatly enhancing workforce retention, job satisfaction, and patient outcomes. It features a comprehensive 260-hour curriculum, accredited by the Division of Apprenticeship Standards (DAS), and supported by the American Academy of Ambulatory Care Nursing.

Moreover, it is worth highlighting that nine out of the 15 nurses co-enrolled with SELACO WDB WIOA individualized program to receive support services, career counseling, and support during their apprenticeship involvement. This holistic approach not only enhances the program's success but also underscores our commitment to providing comprehensive support to aspiring healthcare professionals.

The success of this pilot program is made possible by our strong partnerships with HASC and SELACO WDB. We're excited to continue these collaborations and launch additional cohorts in 2024, both within and beyond LA County, as part of the larger WAF 9.0 initiative.

Action Required:

Please see attached article for more details on the collaboration. (or click on link below)
[Registered Nurse Ambulatory Apprenticeship Program Graduates First Cohort - HASC](#)



This summer, HASC, in partnership with [HealthImpact](#) and the Southeast Los Angeles County Workforce Development Board ([SELACO WDB](#)), saw the first cohort of 15 nurses graduate from HealthImpact's California Registered Nurse Ambulatory Specialty Apprenticeship Program.

The 12-month transition-to practice program supports nurses, new either to practice or to the specialty, through their first year working in ambulatory clinics. Transition-to-practice programs have been proven to increase workforce retention, job satisfaction and patient outcomes.

HealthImpact, California's nursing workforce and policy center, developed a 260-hour curriculum. Informed by the American Academy of Ambulatory Care Nursing, the curriculum includes 116 unique competency statements interwoven into the program. The curriculum complements 1,740 hours of on-the-job training that nurses receive in full-time positions. HealthImpact received program accreditation through the Division of Apprenticeship Standards (DAS), a governing body under the Department of Industrial Relations, and is listed as an eligible training provider through California's Employment Development Department.

The ambulatory apprenticeship program focuses on recruiting nurses serving underserved and underresourced populations throughout California. For the pilot cohort, HealthImpact partnered with Los Angeles County General Medical Center, which graduated 12 nurses, and Children's Hospital Los Angeles, which graduated three. Of the graduates, 15% identified as Asian, 5% identified as Black/African American, 25% identified as Native

Hawaiian/Other Pacific Islander, 35% identified as Latino/Latina/Latinx and 20% identified as White/Caucasian.

HealthImpact is grateful for the success of the pilot cohort and for strengthened partnerships with HASC, SELACO WDB, the South Bay Workforce Investment Board, DAS, Dignity Health Global Education, LA County General Medical Center, and Children's Hospital Los Angeles. Leveraging these partnerships, HealthImpact looks forward to launching additional ambulatory apprenticeship cohorts in 2024, both within and beyond LA County.

Likewise, HASC looks forward to continuing these partnerships and to helping launch additional cohorts next year. For more information, please contact [Soyinka Allen](#), program director for workforce development at HASC, sallen@hasc.org, or [Owen Metzger](#), program manager at HealthImpact, owen@healthimpact.org.