

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

**September 25, 2025**

**Thursday**

**3:00**



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

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

**September 25, 2025  
Thursday  
3:00 PM – 5:00 PM**

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

**AGENDA**

CALL TO ORDER	LeGaspi	
PLEDGE OF ALLEGIANCE	LeGaspi	
ROLL CALL	Wehage	
2025 – 2026		Page 1
PUBLIC COMMENTS	Villarreal	
CHAIR'S COMMENTS	LeGaspi	
EXECUTIVE DIRECTOR'S MESSAGE / UPDATE / STAFF REPORT	Castro	
CONSENT CALENDAR	LeGaspi	
1A. Approval of Minutes July 24, 2025		3
1B. Approval of Fiscal Report 07/01/25 – 08/31/25		7
1C. Approval of Program Report for 07/01/25 – 08/31/25		20
ACTION ITEM (S):		
2. Adoption of State ETPL Policy and Delegation of ETPL Functions to South Bay WIB	Castro	43
3. Proposed ETP Stipend for Business Engagement Specialists (BES)	Castro	52

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4. Approval to Enter into a Sublease Agreement with Dreamcatcher Resource Center – Norwalk Facility	Castro	54
5. Approval for SELACO WDB Personnel Policies and Procedures	Castro	59
323 – Paid and Unpaid Leave of Absence		60
ONE STOP OPERATOR REPORT	Baquerizo	65
Presentation / Information / Recommendations		
ACTION ITEM (S): NONE		
INFORMATION ITEM (S):		
INFORMATION ITEM (S):		
1. Ethics Training AB1234	Castro	70
2. Los Angeles County Economic Summary	Castro	71
3. SELACO WDB Economic Summary	Castro	73
4. Employment Development Department 2025 California Jobs Market Report	Csstro	74
INTERESTING CORRESPONDENCE None		
BOARD MEMBER COMMENTS	LeGaspi	
POLICY BOARD ITEMS/REQUESTS	LeGaspi	
AGENDA REQUESTS FOR NEXT MEETING	LeGaspi	
CHAIR’S CLOSE	LeGaspi	
ADJOURNMENT OF OPEN SESSION	LeGaspi	

**Policy Board Meeting: October 21, 2025**

**Next Full WDB Meeting: October 23, 2025**

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

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



**SELACO WDB Board of Directors  
Attendance Roster – PY 25/26**

<b>Board Member</b>	<b>7/24/25</b>	<b>9/25/25</b>	<b>10/23/25</b>	<b>1/22/26</b>	<b>3/26/26</b>	<b>5/21/26</b>
<b>1. Beech, Jennifer</b> Business Representative City of Bellflower	X					
<b>2. Burrell, Ashley</b> Rehabilitation Organization	AE					
<b>3. Chan, Connie</b> Public Employment Service	X					
<b>4. Cueva, Sergio</b> Business Representative City of Hawaiian Gardens	X					
<b>5. Gomez, Belle</b> Education Entity	X					
<b>6. Kucera, Kevin</b> Labor Organization	AE					
<b>7. LeGaspi, Richard</b> Chair Business Representative City of Norwalk	X					
<b>8. McGehee, Shannon</b> Business Representative City of Paramount	A					
<b>9. Nam, Leila</b> Business Representative City of Artesia	AE					
<b>10. Parada, Erika</b> Business Representative City of Lakewood	AE					

<b>Board Member</b>	<b>7/24/25</b>	<b>9/25/25</b>	<b>10/23/25</b>	<b>1/22/26</b>	<b>3/26/26</b>	<b>5/21/26</b>
<b>11. Perez, Genoveva</b> Business Representative City of Paramount	X					
<b>12. Polley, Tracy</b> Business Representative City of Norwalk	X					
<b>13. Quirino, Demeven</b> Business Representative City of Cerritos	X					
<b>14. Rochin, Blanca</b> Education Entity	X					
<b>15. Ryder, Tim</b> Business Representative City of Hawaiian Gardens	AE					
<b>16. Saucedo-Garcia, Cristina</b> Business Representative City of Downey	AE					
<b>17. Segura, Michael</b> Business Representative City of Lakewood	AE					
<b>18. Shah, Jawahar</b> Business Representative City of Cerritos	AE					
<b>19. Taylor, Joseph</b> Labor Organization	X					
<b>20. Uva, Carrie</b> Business Representative City of Downey	X					
<b>21. Uttecht, Greg</b> Business Representative City of Artesia	A					
<b>22. Villarreal, Rudy</b> Secretary/Treasurer Labor Organization	AE					
<b>23. Wehage, Larry</b> Vice Chair Business Representative City of Bellflower	X					
<b>24. VACANT</b> Labor Organization						
<b>25. VACANT</b> Labor Organization						
<b>26. VACANT</b> Labor Organization						
<b>27. VACANT</b> Economic Development						

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

XV = PRESENT VIRTUAL



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

**July 24, 2025**

**3:00 PM**

**SELACO WDB**

**CALL TO ORDER**

The Executive Committee and FULL WDB Board of Directors' Board Meeting was called to order by Richard LeGaspi at 3:02 p.m.

**PLEDGE OF ALLEGIANCE**

Tracy Polley led the Pledge of Allegiance.

**ROLL CALL**

**WDB BOARD OF DIRECTORS PRESENT**

Beech, Jennifer	Chan, Connie
Cueva, Sergio	Gomez, Belle
LeGaspi, Richard	Perez, Genoveva
Polley, Tracy	Quirino, Demeven
Rochin, Blanca	Taylor, Joseph
Uva, Carrie	Wehage, Larry

**WDB BOARD OF DIRECTORS ABSENT**

McGehee, Shannon	Uttecht, Greg
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**WDB BOARD OF DIRECTORS EXCUSED**

Burrell, Ashley	Kucera, Kevin
Nam, Leila	Parada,
Erika	
Ryder, Tim	Saucedo-Garcia,
Cristina	
Segura, Michael	Shah, Jawahar
Villarreal, Rudy	

**SELACO WDB STAFF PRESENT**

Castro, Yolanda	Alvarez, Meredith
Cardenas, David	Cardona, Jefferson
Coronel, Corina	Davis, Carol
Diep, Chau	Ferranti-Lansdown, Tammy
Guterrez, Jeanette	Lucero, Lillian
Mercado, Ana	Michel, Sandra
Von Heeder, Adam	

**MEMBERS OF THE PUBLIC PRESENT**

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

**PUBLIC COMMENTS**

None

**WDB CHAIR'S COMMENTS**

Chairman LeGaspi introduced new board members

- Jennifer Beech, Business Representative – City of Downey
- Demeven Quirino, Business Representative – City of Cerritos
- Joseph Taylor, Labor Organization - Goodwill

Blanca Rochin at this time introduced her guest, Tracy Foreman, Assistant Principal.

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

Tour for Long Beach Workforce Innovation Network (LBWIN)

- A tour of the SELACO WDB was provided for staff from the LBWIN.
- The tour was to provide insight into how we work in partnership with EDD and partners.

Disability, Access, Equity and Inclusion (DAEI) Kickoff Meeting:

- SELACO WDB scheduled a special meeting for August 26 inviting all blueprint partners.
- The DAEI is a special grant to work with those with disabilities.

October 1 or 2 Meeting with California Workforce Development Board (CWDB)

- SELACO WDB will host a CWDB visit from Director, Kaina Periera.
- The visit will showcase key partners/stakeholders and how we leverage resources.

Reminder: Next scheduled board meetings

- September 25, 2025
- October 23, 2025
- The board will be DARK in November and December

Chair of California Workforce Association (CWA)

- SELACO WDB Executive Director will take on the role of the new CWA Chair effective July 1, 2025.

AI Sector Strategy Planning Session

- A strategic planning session took place on June 20<sup>th</sup> at The Centre in Lakewood.
- The session brought together a diverse group of stakeholders – workforce professionals, adult schools, local businesses, community colleges, state agencies, and non-profit partners – to shape a regional response to AI integration.

**CONSENT CALENDAR**

A motion was made by Larry Wehage to approve minutes, as presented, seconded by Tracey Polley with the following corrections:

Page 9 – 11. Election of Officers should read: Rudy Villareal, Secretary/Treasurer

Page 42 – The address of the Bellflower Child Development Center should read: 9447 Flower Street

With no further discussion, motion carries to approve.

**1A. Approval of Minutes: May 22, 2025****1B. Approval of Fiscal Report: 07/01/24 – 06/30/25****1C. Approval of Program Report: 07/01/24 – 06/30/25 (Receive and File)****ACTION ITEM(S)****2. Approval of Policy: Alternate Pick-Up of Participant Checks, Supportive Services Item or Forms**

A motion was made by Blanca Rochin to review, approve, and adopt the new policy titled Alternate Pick-Up of Participant Checks, Support Service item, or Forms, seconded by Connie Chan. With no further discussion, motion carries to approve.

**3. Submission of Application to CWDB to Serve as One-Stop Operator & 3-month holdover extension for the Current One-Stop Operator**

A motion was made by Tracey Polley to approve the SELACO WDB's request that the Board approve to:

1. Submit an application to the California Workforce Development Board (CWDB) for SELACO WDB to serve as its own One-Stop Operator, in alignment with WIOA guidelines and issue a public notice.
2. Retroactively approve the 3-month extension of our current One-Stop Operator agreement to ensure compliance during the procurement transition period.

Seconded by Blanca Rochin. With no further discussion, motion carries to approve.

**4. Approval of Update to the SELACO WDB's Property - Purchasing, Inventory, and Disposal Policy**

A motion was made by Larry Wehage to approve the revision to the SELACO WDB's Property-Purchasing, Inventory, and Disposal Policy to reflect the updated federal capitalization thresholds for equipment disposition of \$10,000, seconded by Jennifer Beech. With no further discussion, motion carries to approve.

**5. Approval to Enter into Agreement with Engage by Cell-AI-Driven Communication Platform**

A motion was made by Blanca Rochin to approve the execution of an agreement with Engage by Cell for AI-driven communication services at an estimated cost of \$6,171 per year for a three-year term, contingent upon State prior approval seconded by Rudy Villarreal. With no further discussion, motion carries to approve.

**6. Approval to Release an RFP for Single Audit Services**

A motion was made by Connie Chan to approve the release of the RFP for Single Audit Services, seconded by Tracey Polley. With no further discussion, motion carries to approve.

**7. Approval of Policy: Document Provision**

A motion was made by Larry Wehage to review, approve and adopt the new policy titled Document Provision, seconded by Blanca Rochin. With no further discussion, motion carries to approve.

**8. Approval of SELACO WDB Budget 2025 - 2026**

A motion was made by Tracey Polley to:

- Approve proposed budget for Program year 2025-2026 as submitted.
- Authorize Executive Director to submit a request to the State to transfer up to 73.2% of Dislocated Workers funding to Adult Services. This represents a total transfer of \$1,000,000 in funding.

Seconded by Blanca Rochin. With no further discussion, motion carries to approve.

**9. Approval for HR Policy Update: Personnel Policies and Procedures**

A motion was made by Larry Wehage to review and approve amended policies as presented, seconded by Jennifer Beech. With no further discussion, motion carries to approve.

**ONE STOP OPERATOR REPORT**

None

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

Page 79 of the agenda provides an updated list of board members who completed the mandatory ethics training. All board members must complete a two-hour training. Please contact Carol for a direct link to the online course or for any questions.

**2. WIOA Section 188 Nondiscrimination and Equal Opportunity Provisions Annual Compliance Monitoring Review Final Report PY 2023 – 2024 and 2024 – 2025**

Page 80 of the agenda provides a letter from EDD State of California regarding the annual compliance monitoring on Section 188. The report contains no findings or conditions.

**3. Update on Organization Chart**

Page 83 of the agenda provides an updated organizational chart to include names, job titles, and the respective boards.

**INTERESTING CORRESPONDENCE**

None

**BOARD MEMBER COMMENTS**

None.

**POLICY BOARD ITEMS/REQUESTS**

None

**AGENDA REQUESTS FOR NEXT MEETING**

None

**CHAIR'S CLOSE**

None

**ADJOURNMENT OF OPEN SESSION**

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

SELACO WDB

Statement of Activities (by Fund)

From 7/1/2025 through 8/31/2025

	Employment Training Panel Grant	LA County Grants	Pre-School Grant	WIOA Adult&DW & Special Projects	WIOA Youth Grant	Rapid Response / Lay-Off Aversion Grants	Other Grants	Non-WIOA Training Expenditures	Total
Revenues / (Deferred Revenues)	(71,227)	41,267	671,897	95,327	46,055	0	72,403	0	855,721
Accounts Receivable	0	13,952	0	295,783	180,924	6,253	39,332	0	536,244
Total Revenues	(71,227)	55,218	671,897	391,110	226,979	6,253	111,736	0	1,391,965
Expenditures	1,650	3,617	35,371	24,938	17,036	565	5,749	0	88,926
Administration Services	0	48,895	636,526	2,265	16,539	0	1,230	0	705,455
Contracted Program Costs	0	0	0	5,392	588	0	2,883	0	8,863
Support Services	0	0	0	4,866	10,000	0	6,295	0	21,161
Vendor Training	0	2,707	0	17,267	18,100	0	2,717	0	40,791
Work Exp/Skillz Menu/Supplies	0	0	0	103,977	66,126	0	0	0	170,104
WIOA Core/Basic Career Services	0	0	0	88,834	0	0	0	0	88,834
WIOA Intensive/Individualized Career Svcs	0	0	0	10,125	597	0	0	0	10,722
WIOA Follow-Up Career Services	0	0	0	49,567	30,907	0	0	0	80,474
WIOA Business Services	19,019	0	0	0	67,085	5,688	60,021	0	151,812
Other Program Costs	20,669	55,218	671,897	307,232	226,979	6,253	78,895	0	1,367,142
Cash Expenditures	0	0	0	83,878	0	0	32,841	0	116,719
Accrued Expenditures	20,669	55,218	671,897	391,110	226,979	6,253	111,736	0	1,483,861
Total Expenditures	(91,896)	-	-	-	-	-	-	-	(91,896)

**SELACO WDB**  
**Statement of Functional Expenditures**  
From 7/1/2025 through 8/31/2025

	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
							WIOA Core / Basic Career Services	WIOA Intensive / Individualized Career Services	WIOA Intensive / Individualized Career Services	WIOA Intensive / Individualized Career Services				
Expenditures														
Personnel	59,518	0	0	0	0	128,592	65,956	7,492	54,950	107,885	424,393			
Non-Personnel	29,408	0	0	0	0	41,511	22,878	3,231	25,524	43,928	166,479			
Training	0	705,455	0	137,880	40,791	0	0	0	0	0	884,126			
Support Services	0	0	8,863	0	0	0	0	0	0	0	8,863			
Total Expenditures	88,926	705,455	8,863	137,880	40,791	170,104	88,834	10,722	80,474	151,812	1,483,861			

SELACO WDB  
**Statement of Functional Expenses - TR - 0201 Administrative Services**  
From 7/1/2025 Through 8/31/2025  
(In Whole Numbers)

		Total
Expenditures		
Personnel		
Salaries & Wages	50100	42,156
Social Security Tax	50200	4,596
Medicare Tax	50210	1,075
Workers Comp - Staff	50220	430
Employee Benefits	50300	7,924
Employer 403(B) Contributions	50403	3,337
Total Personnel		59,518
Non-Personnel		
Mileage	51100	5
Conferences/Staff Development	51200	1,240
Meeting Expenses	51230	865
Rent	52100	7,126
Telephone	52200	274
Office Equipment	52330	4,102
Leased Equipment	52350	884
Repair & Maintenance	52360	102
Outreach/Recruitment	53300	371
Office Supplies	53400	1,311
Subscriptions/Dues/Memberships	53600	5,527
Professional Services	54100	7,525
Legal	54300	76
Total Non-Personnel		29,408
Total Expenditures		88,926

SELACO WDB  
**Statement of Functional Expenses - TR - 0202 Contracted Program Cost**  
 From 7/1/2025 Through 8/31/2025  
 (In Whole Numbers)

		Total
Expenditures		
Training		
Cost Reimbursement Billing	60300	688,048
Other Contracted Services	60400	5,069
Day Care Rent	66000	12,338
Total Training		705,455
Total Expenditures		705,455

SELACO WDB  
**Statement of Functional Expenses - TR - 0203 Supportive Services**  
 From 7/1/2025 Through 8/31/2025  
 (In Whole Numbers)

		Total
Expenditures		
Support Services		
Direct Support Payment	65200	5,135
Supportive Services - Training	65201	3,728
Total Support Services		8,863
Total Expenditures		8,863

SELACO WDB  
**Statement of Functional Expenses - TR - 0204 Vendor Training Payments**  
 From 7/1/2025 Through 8/31/2025  
*(In Whole Numbers)*

		<u>Total</u>
Expenditures		
Training		
Vendor Training	60100	137,880
Incumber Worker Training	60101	0
Vendor Training - ETP	60200	0
Non-WIOA Training Expenditures		0
Total Expenditures		<u><u>137,880</u></u>

SELACO WDB  
**Statement of Functional Expenses - TR - 0205 Work Experience / Skillz Menu Program**  
 From 7/1/2025 Through 8/31/2025  
 (In Whole Numbers)

		Total
Expenditures		
Training		
Wages - WE/Internship	60500	35,094
SS Tax - WE/Internship	60510	2,176
MC Tax - WE/Internship	60520	509
WC - WE/Internship	60530	1,942
Participant Incentive Payments	65401	1,070
Total Training		40,791
Total Expenditures		40,791

SELACO WDB  
**Statement of Functional Expenses - TR - 0206 WIOA Career Services**

From 7/1/2025 Through 8/31/2025

(In Whole Numbers)

		Core / Basic Services	Intensive / Individualized Services	Follow-Up Services	Total
Expenditures					
Personnel					
Salaries & Wages	50100	97,547	51,125	5,413	154,086
Social Security Tax	50200	7,611	4,034	501	12,147
Medicare Tax	50210	1,780	944	117	2,841
Workers Comp - Staff	50220	828	464	56	1,348
UI & ETT Taxes	50250	714	70	0	783
Other Payroll Expenses	50251	1	1	0	1
Employee Benefits	50300	16,573	7,102	1,122	24,797
Employer 403(B) Contributions	50403	3,538	2,217	282	6,037
Total Personnel		128,592	65,956	7,492	202,040
Non-Personnel					
Mileage	51100	5	109	0	114
Conferences/Staff Development	51200	6,418	3,253	344	10,016
Meeting Expenses	51230	61	57	5	123
Rent	52100	14,934	7,542	1,079	23,555
Telephone	52200	695	282	62	1,039
Furniture/Fixtures	52300	384	0	0	384
Office Equipment	52330	2,732	3,831	256	6,819
Leased Equipment	52350	2,375	492	102	2,969
Repair & Maintenance	52360	227	267	23	517
Outreach/Recruitment	53300	888	86	10	984
Office Supplies	53400	3,034	1,136	158	4,328
Subscriptions/Dues/Memberships	53600	8,692	5,248	1,137	15,077
Professional Services	54100	1,065	576	53	1,695
Total Non-Personnel		41,511	22,878	3,231	67,620
Total Expenditures		170,104	88,834	10,722	269,660

SELACO WDB  
**Statement of Functional Expenses - TR - 0207 Business Services**  
From 7/1/2025 Through 8/31/2025  
(In Whole Numbers)

		Total
Expenditures		
Personnel		
Salaries & Wages	50100	41,493
Social Security Tax	50200	3,414
Medicare Tax	50210	798
Workers Comp - Staff	50220	372
Other Payroll Expenses	50251	0
Employee Benefits	50300	7,465
Employer 403(B) Contributions	50403	1,407
Total Personnel		54,950
Non-Personnel		
Mileage	51100	74
Conferences/Staff Development	51200	4,393
Meeting Expenses	51230	87
Rent	52100	5,339
Telephone	52200	232
Office Equipment	52330	3,021
Leased Equipment	52350	423
Repair & Maintenance	52360	93
Outreach/Recruitment	53300	6,714
Office Supplies	53400	763
Subscriptions/Dues/Memberships	53600	4,083
Professional Services	54100	301
Total Non-Personnel		25,524
Total Expenditures		80,474

# SELACO WDB

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

From 7/1/2025 through 8/31/2025

	Employment Training Panel	WIOA Youth	WIOA Rapid Response / Lay-Off Aversion	Transitional Subsidized Employment (TSE)	Other Funds	Total
<b>Personnel</b>						
Salaries & Wages	14,279	37,707	4,109	496	31,456	88,047
Payroll Taxes/WC	1,251	4,324	340	70	3,256	9,241
Employee Benefits	773	5,905	91	66	3,762	10,597
<b>Total Personnel</b>	<b>16,303</b>	<b>47,936</b>	<b>4,540</b>	<b>632</b>	<b>38,473</b>	<b>107,885</b>
<b>Non - Personnel</b>						
Mileage	105	8	0	0	83	196
Conferences/Staff Development	0	3,944	156	0	0	4,099
Meeting Expenses	23	57	15	0	4	100
Rent/Utilities	1,473	5,721	587	148	18,583	26,511
Telephone	50	216	9	5	780	1,060
Furniture/Equipment	56	4,414	202	6	97	4,775
Repair & Maintenance	19	79	6	2	-47	59
Outreach/Recruitment	-91	105	11	0		26
Supplies	327	662	26	15	288	1,319
Subscriptions & Dues	676	3,609	134	86	795	5,300
Insurance	0	0	0	0	0	0
Consulting	75	333	1	6	66	482
Interest Expense	0	0	0	0	0	0
Legal Payments	0	0	0	0	0	0
<b>Total Non-Personnel</b>	<b>2,715</b>	<b>19,149</b>	<b>1,148</b>	<b>267</b>	<b>20,648</b>	<b>43,928</b>
<b>Total Expenditures</b>	<b>19,019</b>	<b>67,085</b>	<b>5,688</b>	<b>900</b>	<b>59,121</b>	<b>151,812</b>

SELACO WDB  
**Statement of Functional Expenditures**  
From 7/1/2025 through 8/31/25

Line Item Description	Current Period Actual	Budget	Budget Variance	Total Budget Remaining (%)
<b>PERSONNEL COSTS</b>				
Salaries/Wages	325,782	3,364,833	3,039,051	90.3%
Payroll Taxes/WC	37,047	305,961	268,914	87.9%
Employee Benefits	61,564	721,824	660,260	91.5%
<b>TOTAL PERSONNEL COSTS</b>	<b>424,393</b>	<b>4,392,618</b>	<b>3,968,225</b>	<b>90.3%</b>
<b>NON-PERSONNEL COSTS</b>				
Mileage	390	10,000	9,610	96.1%
Conference/Staff Development	19,748	206,500	186,752	90.4%
Meeting Expenses	1,175	15,000	13,825	92.2%
Rent/Utilities	62,532	395,283	332,752	84.2%
Telephone	2,606	22,500	19,894	88.4%
Furniture & Equipment	23,377	65,000	41,623	64.0%
Repair & Maintenance	770	17,000	16,230	95.5%
Outreach/Recruitment	8,095	25,000	16,905	67.6%
Supplies	7,721	55,000	47,279	86.0%
Subscriptions/Dues/Memberships	29,987	114,500	84,513	73.8%
Insurance	-	47,000	47,000	100.0%
Professional Fees	10,003	100,000	89,997	90.0%
Legal Fees	76	25,000	24,924	99.7%
Interest Expense/Miscellaneous	-	3,000	3,000	100.0%
<b>TOTAL NON-PERSONNEL COSTS</b>	<b>166,479</b>	<b>1,100,783</b>	<b>934,304</b>	<b>84.9%</b>
<b>TOTAL IN-HOUSE COSTS</b>	<b>590,872</b>	<b>5,493,401</b>	<b>4,902,530</b>	<b>89.2%</b>
<b>TRAINING &amp; SUPPORT SERVICES</b>				
Vendor Training Payments (Classroom/OJT/IWT)				
Employment Training Panel (ETP)	-	450,058	450,058	100.0%
Hired LA Program	39,136	125,709	86,573	68.9%
Regional Equity and Recovery Partnership (R	-	4,808	4,808	100.0%
WIOA Adult	82,129	702,603	620,474	88.3%
WIOA Dislocated Workers	6,615	55,773	49,159	88.1%
WIOA Youth	10,000	85,568	75,568	88.3%
Non-WIOA Training Expenditures	-	326,727	326,727	100.0%
Subtotal	137,880	1,751,246	1,613,367	92.1%

SELACO WDB  
**Statement of Functional Expenditures**  
From 7/1/2025 through 8/31/25

<u>Line Item Description</u>	<u>Current Period Actual</u>	<u>Budget</u>	<u>Budget Variance</u>	<u>Total Budget Remaining (%)</u>
<b>Cost Reimbursements / Contracted Services</b>				
Day Care Pre-School / Renovation	636,526	5,314,204	4,677,678	88.0%
Disability Access, Equity & Inclusion (DAEI)	-	183,857	183,857	100.0%
Employment Training Panel (ETP)	-	30,000	30,000	100.0%
Hired LA Program	-	76,400	76,400	100.0%
LA County - Youth @ Work	48,895	429,164	380,269	88.6%
Regional Equity and Recovery Partnership (RE)	-	11,500	11,500	100.0%
WIOA ETPL Delegation Services	-	5,000	5,000	100.0%
WIOA Youth	14,966	717,571	702,605	97.9%
WIOA One-Stop Operator	-	50,178	50,178	100.0%
WIOA Security Guard	5,069	68,023	62,954	92.5%
Subtotal	<u>705,455</u>	<u>6,885,897</u>	<u>6,229,632</u>	<u>90.5%</u>
<b>Work Experience / Skillz Menu Program</b>				
Disability Access, Equity & Inclusion (DAEI)	-	133,113	133,113	100.0%
Hired LA Program	2,717	20,598	17,882	86.8%
LA County - Youth @ Work	2,707	52,364	49,657	94.8%
Regional Equity and Recovery Partnership (RE)	-	6,501	6,501	100.0%
WIOA Adult	17,267	87,134	69,866	80.2%
WIOA Youth	18,100	256,706	238,605	92.9%
Subtotal	<u>40,791</u>	<u>556,416</u>	<u>515,625</u>	<u>92.7%</u>
<b>Training Supplies</b>				
WIOA Adult	-	6,500	6,500	100.0%
WIOA Dislocated Workers	-	500	500	100.0%
WIOA Youth	-	5,000	5,000	100.0%
Subtotal	<u>-</u>	<u>12,000</u>	<u>12,000</u>	<u>100.0%</u>
<b>Direct Support Payments</b>				
Gateway Cities' Homeless Employment Prg	121	11,299	11,177	98.9%
LA County - Youth @ Work	-	1,420	1,420	100.0%
Hired LA Program	2,761	4,593	1,832	39.9%
WIOA Adult	4,202	50,000	45,798	91.6%
WIOA Dislocated Workers	1,191	15,000	13,809	92.1%
WIOA Youth	588	25,000	24,412	97.6%
Subtotal	<u>8,863</u>	<u>107,312</u>	<u>98,448</u>	<u>91.7%</u>
<b>TOTAL TRAINING &amp; SUPPORT SVCS</b>	<u><b>892,989</b></u>	<u><b>9,312,871</b></u>	<u><b>8,469,072</b></u>	<u><b>90.9%</b></u>
<b>GRAND TOTAL</b>	<u><b>1,483,861</b></u>	<u><b>14,806,272</b></u>	<u><b>13,371,602</b></u>	<u><b>90.3%</b></u>

**SELACO WDB**  
**Balance Sheet**  
8/31/2025

	Employment Training Panel (ETP)	Preschool & Facilities Revolving Funds	Transitional Subsidized Employment (TSE)	WIOA Adult	WIOA Dislocated Workers	WIOA Youth	WIOA Rapid Response / LOA	Other Grants	General Funds	Pools	Total
<b>Assets</b>											
Cash & Cash Equivalents	68,018	7,355,047	6,861	(120,880)	(32,375)	(175,739)	(6,253)	3,038	459,345	(174,112)	7,382,952
Petty Cash	0	0	0	0	0	0	0	0	0	5,000	5,000
Accounts Receivable	488,174	41,986	5,400	22,112	0	0	0	146,409	0	0	704,081
Prepaid Expenses	0	0	0	0	0	0	0	0	0	0	0
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	72,632	0	72,632
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)
<b>Total Assets</b>	<b>556,193</b>	<b>7,406,133</b>	<b>12,261</b>	<b>(98,768)</b>	<b>(32,375)</b>	<b>(175,739)</b>	<b>(6,253)</b>	<b>149,447</b>	<b>531,978</b>	<b>(148,874)</b>	<b>8,194,002</b>
<b>Liabilities and Net Assets</b>											
<b>Liabilities</b>											
Accounts Payable	352,256	0	0	0	0	61,379	0	51,516	0	0	465,151
Accrued Expenses	0	0	0	0	0	0	0	1,692	0	0	1,692
Capital Lease Payable	0	0	0	0	0	0	0	0	0	0	0
Due to LA ECE - Credit Line	0	0	0	0	0	0	0	0	0	0	0
Due to Companies (ETP)	0	0	0	0	0	0	0	0	0	0	0
Due to Department of Education	0	774,775	0	0	0	0	0	0	0	0	774,775
Due to EDID	0	0	0	0	0	0	0	0	0	29,115	29,115
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	50	0	0	50
Due to Other Fund	176,793	0	422	23,790	0	0	0	94,417	0	(222,790)	72,632
Payroll Clearing	0	0	0	0	0	0	0	0	0	43,972	43,972
Revenues Received in Advance	113,215	7,275,589	5,718	0	0	0	0	13,952	(3,000)	0	7,405,473
Suspended Account	0	0	0	0	0	0	0	0	0	0	0
<b>Total Liabilities</b>	<b>642,264</b>	<b>8,050,364</b>	<b>6,140</b>	<b>23,790</b>	<b>(32,375)</b>	<b>61,379</b>	<b>0</b>	<b>161,627</b>	<b>(3,000)</b>	<b>(149,703)</b>	<b>8,792,860</b>
<b>Net Assets</b>											
Current YTD Net Income	(91,896)	(662,251)	(37,868)	(122,558)	(32,375)	(237,118)	(6,253)	(14,209)	30,028	828	(1,173,672)
Unrestricted	5,825	18,021	43,989	0	0	0	0	2,029	504,950	0	574,814
<b>Total Net Assets</b>	<b>(86,071)</b>	<b>(644,231)</b>	<b>6,121</b>	<b>(122,558)</b>	<b>(32,375)</b>	<b>(237,118)</b>	<b>(6,253)</b>	<b>(12,179)</b>	<b>534,978</b>	<b>828</b>	<b>(598,858)</b>
<b>Total Liabilities and Net Assets</b>	<b>556,193</b>	<b>7,406,133</b>	<b>12,261</b>	<b>(98,768)</b>	<b>(32,375)</b>	<b>(175,739)</b>	<b>(6,253)</b>	<b>149,447</b>	<b>531,978</b>	<b>(148,874)</b>	<b>8,194,002</b>



# Operations Report

2<sup>ND</sup> REPORT OF PY 2025 – PY 2026

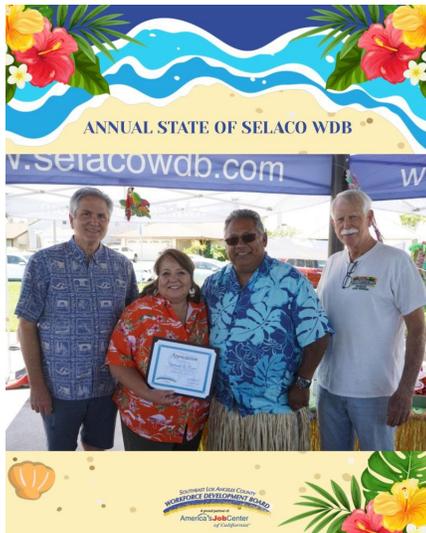
JULY 1, 2025 – AUGUST 31, 2025

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## PURPOSE

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



We recently came together for our Annual State of SELACO WDB a day dedicated to Reflecting on our progress, Recognizing our people, and Recharging our vision as one Ohana. This yearly tradition is more than just an update it's a celebration of our collective impact, a moment to honor those who make it possible, and a chance to look ahead with renewed energy.

The day began with Executive Director Yolanda Castro delivering an inspiring address that set the tone for the event. She spoke about the challenges we've faced, the successes we've achieved, and the limitless opportunities that lie ahead for the 2025–26 program year. Her words reminded us of the strength, resilience, and innovation that define SELACO WDB.

From there, each department took the stage to share their key accomplishments from the past year and their strategic goals for the year ahead. These presentations highlighted the creativity, commitment, and collaboration that drive our mission forward from improving service delivery to enhancing community partnerships, and from meeting performance targets to creating new opportunities for job seekers and businesses alike.

One of the most heartfelt moments of the day was the Years of Service Recognition, where Board Treasurer Rudy Villareal helped present certificates to our dedicated staff. Each recognition reflected the unwavering commitment and hard work of individuals who have devoted their time and talents to serving our community.

In a special tribute, Board Members Jeff Wood, Richard LeGaspi, and Larry Wehage came forward to honor Yolanda for her dedicated service and visionary leadership. Their words and presentation underscored the deep respect and appreciation our Board has for her ability to guide SELACO WDB with both compassion and strategic focus.

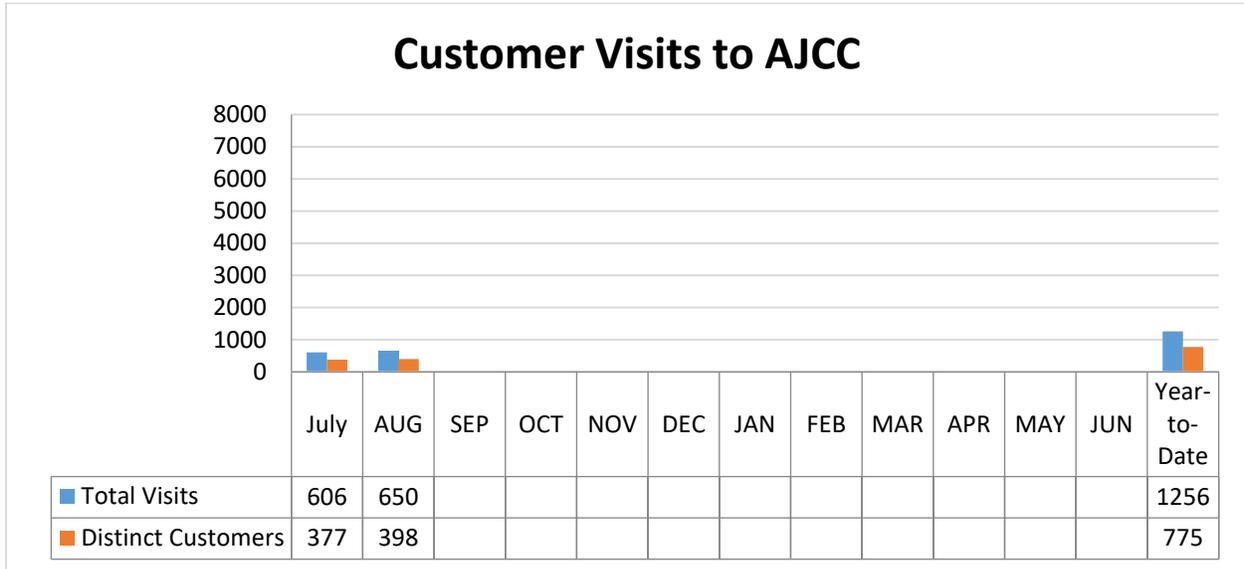
The celebration was enriched by the presence of our valued partners, including representatives from the Employment Development Department (EDD) and Hawkeye, who joined us in not only reflecting on the past year but also in aligning our vision for the year ahead. Their support and collaboration play a critical role in expanding the reach and impact of our programs.

The event closed on a high note with a shared sense of pride in what we've accomplished together, and a renewed commitment to the work ahead. The State of SELACO WDB is a reminder that when we come together as one Ohana, we are stronger, more innovative, and better prepared to serve our communities in the year ahead.

## 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](#)

**Program Year 2025 – 2026**

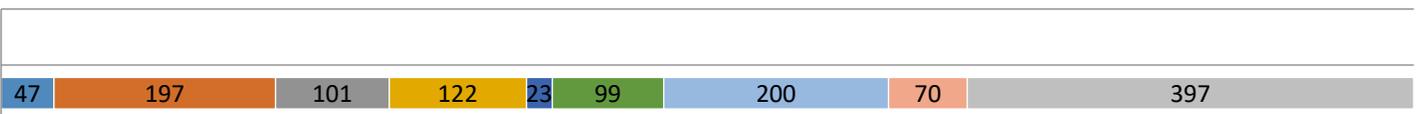


**Program Year 2024 – 2025**

	July	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year-to-Date
Total Visits	750	589	570	635	543	511	668	584	616	728	693	558	7445
Distinct customers	490	397	367	398	345	349	428	384	373	453	424	370	5778

### Customer Visits by City

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



## EVENTS



## ADULT JOB SEEKER PROGRAMS

### EVENTS

JOB SEEKER EVENTS	DESCRIPTION
Virtual Job Club	Partnered with Microsoft to host a LinkedIn presentation
Virtual Youth Workshops	Virtual workshops for youth focused on job readiness, job preparation, interview skills, and resume building
Reemployment Services and Eligibility Assessment (RESEA)	EDD host a workshop to Review of job search activity and sharing of resource information.
Job Interview Preparation and Practice Workshop	It is the interview that lands the job offer, NOT the résumé. Ease those Job Interview jitters with preparation and practice.
Be a Super Star Employee Workshop	This workshop offers an opportunity to learn how to become the employee that you would be proud to be.
Career Academy for Targeted Sectors (CATS)	Virtual bootcamp for young adults, allowing them the opportunity to establish a career pathway.
BUSINESS & EMPLOYER EVENTS	DESCRIPTION
EV Tower Recruitment	Employer Recruitment
Allied Universal	Employer Recruitment
LA Fair Chance Event	Networking Event
David's Place	WEX Agreement Established
Guy L Warden	TSE Agreement Established
AKP Technology	WEX Agreement Established
AKP Technology	OJT Agreement Established
OUTREACH EVENTS	DESCRIPTION
Boots On Ground	Hawaiian Gardens
Boots on Ground	Downey Adult School

## WIOA ADULT

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

### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 24/25	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24-25	Q4 PY 24-25
Employed 2 <sup>nd</sup> Quarter after Exit	67.5%	25.8%			
Employed 4 <sup>th</sup> Quarter after Exit	65.5%	24.3%			
Median Earnings	\$7,622	\$9,362.00			
Credential Rate	66.0%	86.25%			
Measurable Skill Gain (MSG)	73.0%	56.10%			

*Performance numbers are predictive and not final*

Activity Breakdown	
Carryover	220
Enrollments	37
Exits	1
Employed at Closure	0
<b>Program Services</b>	
Occupational Skills Training	5
On the Job Training	2
Transitional Jobs	4
Supportive Services	33
Follow-up Services	17

### Priority Population

- Basic Skills
- Veteran
- Disabled
- Low-Income

*Demographics Report Currently Unavailable*

## WIOA Adult Enrollment by City

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



## WIOA DISLOCATED WORKER (DW)

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

### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed 2 <sup>nd</sup> Quarter after Exit	71.0%	25%			
Employed 4 <sup>th</sup> Quarter after Exit	71.8%	37.5%			
Median Earnings	\$9,800	\$17,073.00			
Credential Rate	75.4%	88.9%			
Measurable Skill Gain	78.0%	50%			

*Performance numbers are predictive and not final*

Activity Breakdown	
Carryover	23
Enrollments	5
Exits	0
Employed at Closure	0
<b>Program Services</b>	
Occupational Skills Training	2
On the Job Training	2
Supportive Services	3
Follow-up Services	1

### Priority Population

- Basic Skills
- Low Income
- Veteran
- Disabled

*Demographics Report Currently Unavailable*

## WIOA Dislocated Worker Enrollment by City

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



## TRANSITIONAL SUBSIDIZED EMPLOYMENT (TSE)

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

### TSE PERFORMANCE INDICATORS PER QUARTER

TSE Performance Measures PY 24/25	Allocations	Goal	Actual
Projected Enrollments	25	25	22
Placements	25	20	13

PY24-25 Carryover
44

*List of Cities Currently Unavailable*

## TSE WEX PLACEMENT BY CITY

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

## WIOA YOUTH SELACO

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

### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 <sup>nd</sup> QT after Exit	72.0%	21.6%			
Employed or Placed in Education 4 <sup>th</sup> QT after Exit	69.6%	17%			
Median Wage	\$4,500	\$7,823.00			
Credential Rate	61.0%	70.4%			
Measurable Skills Gain	80.0%	6.5%			

*Performance numbers are predictive and not final*

Out-of-School Activity Breakdown	Actual
Carryover	52
Enrollments	1
Exits	0
Employed/ Placed at Closure	0
<b>Program Services</b>	
Occupational Skills Training	0
Enrolled in Secondary Education	0
Work Experience	6
Supportive Services	8
Follow-up Services	11

### Priority Population

- Basic Skills
- Low-Income
- Out of School Youth
- Disabled
- In-School Youth

*Demographics Report Currently Unavailable*

## WIOA Youth Enrollment By City

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

## WIOA YOUTH ABC

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

### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 <sup>nd</sup> QT after Exit	72.0%	0%			
Employed or Placed in Education 4 <sup>th</sup> QT after Exit	69.6%	89.5%			
Median Wage	\$4,500	-			
Credential Rate	61.0%	90.5%			
Measurable Skills Gain	80.0%	0%			

*Performance numbers are predictive and not final*

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

### Priority Population

- Basic Skills
- Disabled
- Low-Income
- In-School Youth
- Out of School Youth

*Demographics Report Currently Unavailable*

## WIOA Youth Enrollment By City

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

## WIOA YOUTH HAWKEYE

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

### WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 <sup>nd</sup> QT after Exit	72.0%	0%			
Employed or Placed in Education 4 <sup>th</sup> QT after Exit	69.6%	N/A			
Median Wage	\$4,500	N/A			
Credential Rate	61.0%	N/A			
Measurable Skills Gain	78.0%	40%			

*Performance numbers are predictive and not final*

In-School & Out of School Activity Breakdown	Actual
Carryover	10
Enrollments	8
Exits	0
Employed/ Placed at Closure	0
<b>Program Services</b>	
Enrolled in Secondary Education	2
Work Experience	0
Supportive Services	4
Follow-up Services	3

### Priority Population

- Basic Skills
- Disabled
- Low-Income
- In-School Youth
- Out of School Youth

*Demographics Report Currently Unavailable*

## WIOA Youth Enrollment By City

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



## YOUTH@WORK

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

### YOUTH@WORK ENROLLMENT GOALS

Agency	CalWORKs		NCC		JJCPA		TOTAL	
	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual
City of Hawaiian Gardens	10	4	60	36	0	0	70	36
Artesia	4	0	30	0	0	0	34	0
SELACO	2	0	8	4	4	0	14	4

Progress	CalWORKS	NCC	JJCPA	Total
Enrollments	4	36	0	40
Exits	0	0	0	0

## Youth@Work Enrollment by City

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

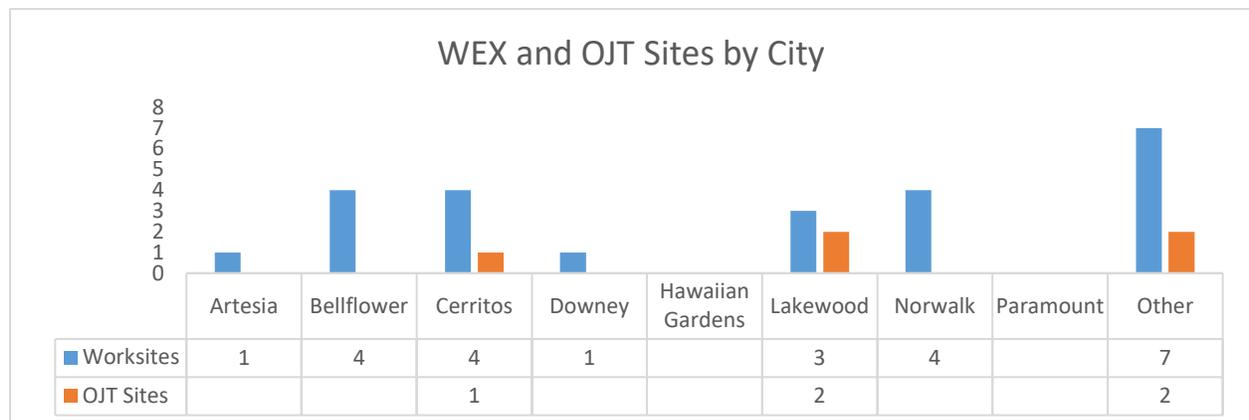


## BUSINESS SERVICES

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	2
Job Development	0
Resume Referral	36
Candidate Pre-screening	1
Employer Networking	5
Referral to Community Services	0
Tax Credit Program Awareness	0
Rapid Response	0
Lay-off Aversion	0
<b>Total</b>	<b>44</b>



## BUSINESS NEEDS ASSESSMENT

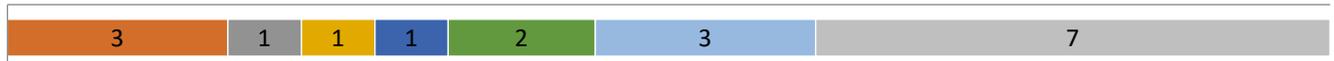
A business needs assessment is a systematic process of identifying, analyzing, and prioritizing the needs of a business. It involves gathering and evaluating information about the organization's current state, needs, future goals, and any gaps that exist between the two. The purpose of a needs assessment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

Business Needs Assessment					
<b>Goal: 384</b>			<b>Actual: 18</b>		
<b>Completed: 18</b>			<b>Outcome: 57</b>		
Industry		Type of Need		Results	
Construction	2	Recruitment and hiring	8	Recruitment and hiring	1
Healthcare	1	Upskills training for current employees.	1	Upskills training for current employees.	0
Hospitality	2	Subsidized wages for new employees/ trainees	9	Subsidized wages for new employees/ trainees	5
Information Technology (IT)	0	Layoff prevention and aversion	0	Layoff prevention and aversion	0
Logistics	1	Tax Incentives	0	Tax Incentives	0
Manufacturing	2	Other:	0	Other:	51
Other:	9				

BNA Reports Completed PY24-25
155

## Business Needs Assessment

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



## EMPLOYER TRAINING PANEL (ETP)

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

Eligible Training Panel (ETP)		
ET-24-0162 (Contract Term: 2023-2025)		
	Planned	Actual
Enrollments	405	458
Completions	405	458
Retention	380	457

SPECIAL AND REGIONAL PROGRAMS

CHILD DEVELOPMENT PROGRAM REGIONAL SUPPORTIVE SERVICES 3.0

Facilities	Planned Enrollments	Actual Enrollments
<b>A. J. Padelford Child Development Center</b> 11922 169 <sup>th</sup> Street, Artesia, CA 90701 Center Director: Maria Olmedo Phone Number: (562) 926-2427	72	8
<b>Artesia Child Development Center</b> 18730 Clarkdale Avenue, Artesia, CA 90701 Center Director: Katya Valencia-Campoy Phone Number: (562) 653-0290	72	24
<b>Bellflower Child Development Center</b> 447 Flower Street, Bellflower, CA 90706 Center Director: Gloria Torres Phone Number: (562) 804-7990	48	34
<b>Bellflower II Child Development Center</b> 14523 Bellflower Blvd., Bellflower, CA 90706 Center Director: Maria Brena Phone Number: (562) 867-8399	72	0
<b>Lakewood Child Development Center</b> 5225-A Hayter Avenue, Lakewood, CA 90712 Center Director: Silvia Guzman Phone Number: (562) 531-9440	72	24
<b>Maywood Child Development Center</b> 4803 58 <sup>th</sup> Street, Maywood, CA 90270 Center Director: Josefina Perez Phone Number: (323) 560-5656	72	15
<b>Norwalk Child Development Center</b> 14000 San Antonio Drive, Norwalk, CA 90650 Center Director: Maria Vasquez Phone Number: (562) 864-1958	40	0
<b>Total</b>	448	105

## COUNCIL OF GOVERNMENTS (COG) - HOMELESS EMPLOYMENT PROGRAM

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

The role of each partner:

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

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

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

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

Referral Activity		
	Planned	Actual
Referrals to SHARE	N/A	0
Referrals from SHARE	N/A	0
Enrollments	50	0

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

PY24-25 Carryovers
14

## COG Home Enrollment by City

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

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## REGIONAL EQUITY AND RECOVERY PARTNERSHIP (RERP)

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

### RERP PERFORMANCE INDICATORS PER QUARTER

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

#### PY24-25 Carryovers

7

## RERP Enrollment by City

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

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**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	0
Individuals in Training	9	0
Individuals Completed Training	8	0
Attained Industry Recognized Certificate or Credential	8	0
Placement in Postsecondary Education	1	0
Placement in State Approved Apprenticeship	3	0
Employment	16	0

PY24-25 Carryovers
2

**P2E Enrollment by City**

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



## HELPING JUSTICE-INVOLVED EMPLOYMENT - HIRE

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

Key focus areas include:

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

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

### HOME INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	60	9
Enrolled In Training	24	2
Completed Training	19	0
Attained Industry-Identified Certificate or Degree	19	0

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

PY24-25 Carryovers
35

### HIRE Enrollment by City

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



## GLOSSARY OF TERMS

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



## MEMORANDUM

**DATE:** September 25, 2025

**TO:** SELACO WDB Board of Directors

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

**RE:** Adoption of State ETPL Policy and Delegation of ETPL Functions to South Bay WIB

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### **Recommendation:**

It is recommended that the Southeast Los Angeles County Workforce Development Board (SELACO WDB):

1. Eliminate the outdated SELACO WDB Eligible Training Provider List (ETPL) Policy.
2. Adopt the State of California's ETPL Policy in its entirety.
3. Continue the delegation of ETPL functions to the South Bay Workforce Investment Board (SBWIB) under contract and per state authorization.

### **Background:**

The SELACO WDB's existing ETPL policy is outdated and does not reflect current State directives. Workforce Services Directive WSD21-03 requires Local Workforce Development Boards (LWDBs) to ensure compliance with ETPL policies, maintain oversight of training providers, and align ETPL activities with regional workforce development priorities.

Because the SELACO WDB has delegated its ETPL functions to the SBWIB, it is in the best interest of compliance and operational efficiency to adopt the state's ETPL Policy in its entirety. This adoption ensures that:

- The SBWIB manages ETPL functions in full compliance with state and federal requirements.
- SELACO WDB remains aligned with current and future state ETPL directives without the need for frequent policy updates.
- Oversight and monitoring of ETPL activities continue in accordance with state standards.

### **Delegated Responsibilities to South Bay WIB (SBWIB):**

As part of this delegation, the SBWIB will continue to manage the following ETPL functions:

1. **ETPL Management:** Approve and remove training providers and programs.
2. **Technical Support:** Provide guidance to providers for compliance with state and federal ETPL requirements.
3. **Data Management:** Maintain accurate and current records of ETPL providers and programs.
4. **Monitoring and Compliance:** Conduct regular monitoring to ensure adherence to ETPL standards.
5. **Reporting:** Submit required reports and documentation to the state per WSD21-03.
6. **Collaboration:** Coordinate with other local boards and stakeholders to meet regional workforce development needs.

**Southeast Los Angeles County Workforce Development Board (SELACO WDB) Oversight Responsibilities:**

SELACO WDB retains oversight to ensure compliance and alignment with state directives, including:

- Monitoring South Bay WIB's ETPL activities.
- Reviewing reports and performance metrics.
- Ensuring alignment of ETPL activities with local workforce priorities.

**Action Required:**

Approval by the SELACO WDB Board to:

1. Eliminate the outdated SELACO WDB ETPL policy.
2. Adopt the State of California ETPL policy No. WSD 21-03 in its entirety.
3. As part of the adoption of State Policy No. 21-03, identify the delegation of ETPL functions to the SBWIB under contract, per Board approval and under state authorization.

## ELIGIBLE TRAINING PROVIDER LIST

Board Approval: 9/2025

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

### PURPOSE

This policy provides guidance regarding the SELACO Workforce Development Board's adoption of the State of California ETPL policy and the delegation of ETPL functions to the South Bay Workforce Investment Board (WIB). It replaces and supersedes the outdated SELACO WDB ETPL policy. Adoption of the State's ETPL policy ensures compliance with Workforce Services Directive WSD21-03, aligns with future state policy updates, and supports consistent oversight of ETPL functions delegated to South Bay WIB.

### SCOPE

This policy applies to all SELACO WDB Staff and Contractors administering, managing, and implementing WIOA-funded programs, including oversight of ETPL activities conducted by South Bay WIB under delegation.

### REFERENCES

- Workforce Innovation and Opportunity Act of 2014 (WIOA)
- Department of Labor Final Rule
- Training and Employment Guidance Letter (TEGL) 19-16 – Guidance on Services Provided through the Adult and Dislocated Worker Program under WIOA
- EDD Workforce Services Directive WSD21-03 – Eligible Training Provider List Guidance

### BACKGROUND

Because the SELACO WDB has delegated ETPL functions to the South Bay WIB under contract, Board approval and state authorization, it is in the best interest of compliance to adopt the State of California Employment Development Department's ETPL policy in its entirety.

This approach ensures that:

- South Bay WIB manages ETPL functions fully in compliance with state and federal requirements.
- SELACO WDB remains aligned with current and future state ETPL directives without the need for continual local policy updates.
- Oversight and monitoring of ETPL activities continue in accordance with state standards.

### POLICY

The SELACO Workforce Development Board (WDB) has adopted the state's Eligible Training Provider List (ETPL) policy and delegated its ETPL functions to the South Bay Workforce Investment Board (WIB) through a formal contract and per state authorization. This delegation aligns with the guidelines set forth in Workforce Services Directive WSD21-03, which outlines the responsibilities of Local Workforce Development Boards (LWDBs) regarding the ETPL.

### **ETPL Responsibilities Delegated to South Bay WIB**

Under the delegation agreement, the South Bay WIB is responsible for the following ETPL functions:

1. **ETPL Management:** Oversee the local ETPL, including the approval and removal of training providers and programs.
2. **Technical Support:** Provide technical assistance to training providers and ensure compliance with state and federal regulations.
3. **Data Management:** Maintain accurate and up-to-date records of training providers and programs on the ETPL.
4. **Monitoring and Compliance:** Conduct regular monitoring of training providers to ensure adherence to ETPL requirements and standards.
5. **Reporting:** Submit required reports and documentation to the state as per WSD21-03 guidelines.
6. **Collaboration:** Coordinate with other local boards and stakeholders to ensure the ETPL meets regional workforce development needs.

### **SELACO WDB's Oversight Responsibilities**

While the South Bay WIB manages the day-to-day ETPL functions, the SELACO WDB retains the following oversight responsibilities:

- **Policy Adoption:** Adopt and align local ETPL policies with state directives.
- **Monitoring:** Monitor the performance of the South Bay WIB in managing the ETPL to ensure compliance with state and federal requirements.
- **Reporting:** Provide necessary reports and documentation to the state as required by WSD21-03.
- **Collaboration:** Engage with the South Bay WIB and other stakeholders to address regional workforce development needs and ensure the ETPL aligns with local priorities.

Attachments: Employment Development Department WSD 21-03

## ETPL POLICY AND PROCEDURES

### EXECUTIVE SUMMARY

This policy provides guidance and establishes the procedures applicable to the training providers and programs listed on the state and local Eligible Training Provider List (ETPL) under the *Workforce Innovation and Opportunity Act* (WIOA). This policy applies to Local Workforce Development Boards (Local Boards), and is effective on the date of issuance.

This policy contains some state-imposed requirements. All state-imposed requirements are indicated by ***bold, italic*** type.

This Directive finalizes Workforce Services Draft Directive *ETPL Policy and Procedures* (WSDD-215), issued for comment on September 3, 2020. The Workforce Development Community submitted 131 comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 8.

This policy supersedes Workforce Services Directive *WIOA Eligible Training Provider List - Policy and Procedures* (WSD15-07) dated November 10, 2015. Retain this Directive until further notice.

### REFERENCES

- *Workforce Innovation and Opportunity Act* (Public Law 113-128) Sections 3, 116, 122, 123, 129, 134, and 404
- [Title 20 Code of Federal Regulations](#) (CFR) Part 677: Performance Accountability Under Title I of the Workforce Innovation and Opportunity Act (Uniform Guidance), Sections 677.150 and 677.230
- Title 20 CFR Part 680: Adult and Dislocated Worker Activities Under Title I of the Workforce Innovation and Opportunity Act (DOL Exceptions), Sections 680.200, 680.210, 680.230, 680.300, 680.310, 680.320, 680.330, 680.340, 680.350, 680.410, 680.420, 680.430, 680.450, 680.460, 680.470, 680.480, 680.490, 680.500, 680.520, and 680.530

*The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*

- Title 20 CFR Part 681: Youth Activities Under Title I of the Workforce Innovation and Opportunity Act (DOL Exceptions), Sections 681.480 and 681.540
- Title 34 CFR Part 600: Definitions (Department of Education), Section 600.2
- [Training and Employment Guidance Letter \(TEGL\) 8-19, Workforce Innovation and Opportunity Act \(WIOA\) Title I Training Provider Eligibility and State List of Eligible Training Providers \(ETPs\) and Programs](#) (January 2, 2020)
- *TEGL 3-18, Eligible Training Provider (ETP) Reporting Guidance under the Workforce Innovation and Opportunity Act (WIOA)* (August, 31, 2018)
- *TEGL 19-16, Guidance on Services provided through the Adult and Dislocated Worker Programs under the WIOA and the Wagner-Peyser Act Employment Services, as amended by title III of WIOA, and for Implementation of the WIOA Final Rules* (March 1, 2017)
- *TEGL 13-16, Guidance on Registered Apprenticeship Provisions and Opportunities in the WIOA* (January 12, 2017)
- *California Code of Regulations* [Division 7.5](#)
- *California Education Code* Sections [94801.5](#), [94850.5](#), and [94874](#)
- *California Unemployment Insurance Code (CUIC)* [Section 14005](#)
- [CUIC Section 14230](#)
- [Workforce Services Directive WSD22-08, ETPL Reciprocal Agreements](#) (January 17, 2023)
- *WSD22-01, Performance Guidance* (July 18, 2022)
- *WSD19-10, Recovery of WIOA Tuition and Training Refunds* (February 20, 2020)
- *WSD19-06, CalJOBS Activity Codes* (December 27, 2019)
- *WSD17-01, Nondiscrimination and Equal Opportunity Procedures* (August 1, 2017)
- [California's Unified Strategic Workforce Development Plan](#)

## BACKGROUND

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WIOA Section 122 requires states to establish and maintain a list of training providers who are eligible to receive WIOA Title I, subtitle B funds for training services. An America's Job Center of California<sup>SM</sup> (AJCC) may issue an Individual Training Account (ITA) to a WIOA Title I, subtitle B eligible individual (out of school youth age 16-24, adult or dislocated worker) to fund training services.

The Employment Development Department (EDD) is the entity responsible for publishing, disseminating, and maintaining the comprehensive California (CA) ETPL with performance and cost information. In addition, the EDD is responsible for ensuring programs meet the eligibility criteria and performance levels established in this Directive; removing programs that do not meet the program criteria or performance levels established in this Directive; and taking enforcement actions against providers that intentionally provide inaccurate information, or that substantially violate the requirements of WIOA.

Likewise, the Local Board is responsible for carrying out the procedures outlined in this Directive; work with the state to ensure there are sufficient numbers and types of providers of training services with expertise in assisting individuals with disabilities, and adults in need of adult education and literacy activities; developing and maintaining a local ETPL; and ensuring the dissemination of the CA and local ETPL through the AJCCs, including in formats accessible to individuals with disabilities.

In cooperation with stakeholders, the State has adopted the following principles when developing the CA ETPL policies and procedures:

1. **Simplicity** – Avoid imposing burdens that inhibit the participation of quality training providers.
2. **Customer Focus** – The policies and procedures support the collection and presentation of easily accessible and reliable training program information for both individuals seeking career and occupational training information, and career planners who assist participants eligible for training services.
3. **Informed Consumer Choice** – The CA ETPL includes locally approved training programs that lead to self-sustainable careers in the local/regional economy, as supported by current labor market information identifying industry sectors and occupational clusters that are high-growth, high-demand, projecting skills shortages, and/or vital to the regional economy.
4. **Training Delivery Flexibility** – Policies and procedures that foster and support the inclusion of various types of training delivery that expand opportunities for consumer choice.
5. **Quality** – Ensure a comprehensive list of quality training programs that meet minimum performance standards, and provide industry-valued skills in priority industry sectors. Information must be accurate, transparent, accessible, and user-friendly.
6. **Respect for Local Autonomy** – The policy remains supportive of the autonomy WIOA grants to the Local Boards.

In addition, this policy and Local Board policies should align with the three policy objectives outlined in the California Unified Strategic Workforce Development Plan:

1. **Fostering demand-driven skills attainment** – Workforce and education programs need to align program content with the state’s industry sector needs so as to provide California’s employers and businesses with the skilled workforce necessary to compete in the global economy.
2. **Enabling upward mobility for all Californians** – Workforce and education programs need to be accessible for all Californians, especially populations with barriers to employment, and ensure that everyone has access to a marketable set of skills, and is

able to access the level of education necessary to get a good job that ensures both long-term economic self-sufficiency and economic security.

3. **Aligning, coordinating, and integrating programs and services** – Workforce and education programs must economize limited resources to achieve scale and impact, while also providing the right services to clients, based on each client’s particular and potentially unique needs, including any needs for skills-development.

## POLICY AND PROCEDURES

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This policy establishes the types of allowable training services, consumer choice, the difference between the state and local ETPL, the requirement for Local Boards to establish a ETPL policy, eligibility criteria and procedures for initial and continued eligibility for CA ETPL training providers and programs, the federally mandated Eligible Training Provider Performance Report (ETP Report), and the roles and responsibilities of the Local Boards and the EDD in maintaining the integrity of the CA ETPL.

The following attachments to this Directive provide guidance and resources when implementing the CA ETPL:

1. **ETPL Policy and Procedures**  
Contains detailed information on initial and continued eligibility requirements, and the roles and responsibilities of the Local Boards, and the EDD in maintaining the integrity of the CA ETPL and the quality of the training programs offered on it.
2. **ETPL Definitions**  
Includes definitions relevant to the ETPL Policy and Procedures.
3. **ETPL Local Board Delegation and Cancellation Form**  
This form is utilized to delegate or cancel the delegation of a Local Board’s ETPL responsibilities to another Local Board. The delegation includes both state and local ETPL functions. This form is required to be submitted annually.
4. **CA ETP Assurances Form**  
This form must be completed by the provider to ensure they will provide the data necessary to complete the annual ETP Report. This form must be submitted annually.
5. **CA ETPL Training Provider and Program Determination Flowchart**  
Decision trees designed to assist Local ETPL Coordinators with determining initial and continued eligibility for the various provider types and programs.

6. **Local ETPL Coordinator Contact Form**

A form for Local Boards to designate the Local ETPL Coordinators and provide their contact information.

7. **Summary of Comments**

A list of all comments received during the comment period, and responses to those comments from the EDD.

8. **Errata Chronology**

A list of changes that were made to the Directive and its attachments.

## ACTION

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The information contained in this Directive should be shared with Local ETPL Coordinators, and all other staff involved in the administration of the ETPL.

## INQUIRIES

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If you have any questions, contact the State ETPL Coordinator at [wsbetpl@edd.ca.gov](mailto:wsbetpl@edd.ca.gov).

/s/ JAVIER ROMERO, Deputy Director  
Workforce Services Branch

Attachments:

1. [ETPL Policy and Procedures \(DOCX\)](#)
2. [ETPL Definitions \(DOCX\)](#)
3. [ETPL Local Board Delegation and Cancellation Form \(DOCX\)](#)
4. [CA ETP Assurances Form \(DOCX\)](#)
5. [CA ETPL Training Provider and Program Determination Flowchart \(PDF\)](#)
6. [Local ETPL Coordinator Contact Form \(DOCX\)](#)
7. [Summary of Comments \(DOCX\)](#)
8. [Errata Chronology \(DOCX\)](#)



## MEMORANDUM

**DATE:** September 25, 2025

**TO:** SELACO WDB Board of Directors

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

**RE:** Proposed ETP Stipend for Business Engagement Specialists (BES)

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The purpose of this memo is to present for Board consideration a proposed Employment Training Panel (ETP) stipend for Southeast Los Angeles County Workforce Development Board (SELACO WDB) Business Engagement Specialists (BES) in compensation for their role in supporting business outreach and development activities tied to SELACO WDB's ETP program.

Business engagement is a core function of SELACO WDB. Through the use of the Business Needs Assessment (BNA) tool, staff are able to identify employer challenges and determine the suitability and need for services, including ETP training opportunities. This function is essential to maintaining SELACO WDB's commitment to addressing business needs while ensuring that companies are aware of, and benefit from, all available training resources offered by the SELACO WDB.

We currently have an incentive program under the ETP initiative. This proposed stipend extends the incentive to the Business Services team to encourage them to deepen their knowledge of ETP. With this added understanding, the SELACO WDB anticipates that the toolkit of resources currently offered to businesses in our local area will continue to expand and strengthen. This stipend is designed to reinforce their commitment to understanding the value of ETP, while also promoting consistent and meaningful follow-up with employers who can benefit from training services.

The proposed stipend applies to Business Engagement Specialists (BES) who are not directly assigned to ETP projects but who actively support the referral process through the following functions:

- Identifying business leads
- Introducing leads to the ETP BES
- Facilitating the initial meeting and communications
- Assisting with submission of the application
- Conducting follow-up with referrals who become unresponsive

## Stipend Amount

- 1% of the final contract value
- Payable only when the company begins training
- This amount is deducted from the ETP Account Representative's 3% commission, resulting in a 2% commission for the ETP Representative

This adjustment reflects the transfer of business development responsibilities to the referring BES, while maintaining ongoing account management as the sole responsibility of the ETP Representative.

This stipend structure:

- Reinforces SELACO WDB's emphasis on collaborative business engagement
- Aligns with our practice of using the BNA tool as a standardized assessment process
- Encourages consistent pipeline development for ETP opportunities
- Recognizes the shared role of BES staff in connecting employers with training resources
- Ensures that account management continuity remains with the ETP representative

### **Action Required:**

Board approval of the proposed stipend structure for SELACO WDB Business Engagement Specialists as outlined above, effective October 01, 2025.



## MEMORANDUM

**DATE:** September 25, 2025

**TO:** SELACO WDB Board of Directors

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

**RE:** Approval to Enter into a Sublease Agreement with Dreamcatcher Resource Center – Norwalk Facility

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### Background

In 2015, due to funding restrictions, the Southeast Los Angeles County Workforce Development Board (SELACO WDB) closed its brick-and-mortar Youth Corps facility. Following this closure, SELACO WDB established and maintained working relationships with Youth Build providers serving youth in the City of Norwalk and surrounding areas.

After the closure of the Norwalk Youth Build provider in 2023, SELACO WDB—upon board approval—entered a contract with Hawkeye to serve youth in Lakewood, Norwalk, and Bellflower.

To meet the Workforce Innovation and Opportunity Act (WIOA) mandate to partner with Youth Build programs, SELACO WDB secured a Memorandum of Understanding (MOU) with LA Causa, a Youth Build provider based in Los Angeles, serving youth across SELACO's eight-city region.

### New Partnership Opportunity

Recently, Dreamcatcher Community Resource Center (DCRC), a Youth Build Charter School provider, opened a facility in Norwalk at:

**10931 Rosecrans Ave., Norwalk, CA 90650**

Dreamcatcher has expressed a strong commitment to partnering with SELACO WDB to leverage Youth Build funding alongside SELACO WDB's WIOA youth services. The goal is to provide comprehensive education and job readiness services to eligible youth.

SELACO WDB and Dreamcatcher have established a working agreement to:

- Strengthen collaboration
- Expand access to workforce services
- Support co-enrollment of eligible Dreamcatcher participants into SELACO WDB programs

## Sublease Agreement Overview

On August 26, 2025, SELACO WDB leadership and Dreamcatcher finalized terms for a sublease agreement at the Rosecrans facility. This agreement enables:

- Hawkeye to operate from the Dreamcatcher facility **four days per week**
- One SELACO WDB staff member to be onsite **one day per week**

Currently, Hawkeye pays rent to SELACO WDB for space at the Cerritos facility. These funds will now be redirected to help cover the cost of maintaining space at the Dreamcatcher site.

The agreement is formalized through a **revised MOU** between SELACO WDB and Dreamcatcher, which replaces the existing MOU and incorporates sublease provisions. The revised MOU reflects mutual updates to streamline responsibilities and clarify occupancy terms.

## Agreement Highlights

- **Term:** September 1, 2025 – June 30, 2026 (retroactive start date)
- **Monthly Rate:** \$1,222 (inclusive of CAM and utilities)
- **Termination Clause:** 30-day notice by either party

## Partner Responsibilities

The signed MOU outlines the following commitments:

### SELACO WDB agrees to:

- Assign two full-time Hawkeye staff to the Norwalk facility (four days/week) and one SELACO WDB representative (one day/week)
- Provide necessary office supplies and liability insurance
- Facilitate co-enrollment of eligible Dreamcatcher participants into SELACO WDB workforce programs

### Dreamcatcher agrees to:

- Provide space for two workstations and access to common areas
- Ensure safe and functional facility access (Monday–Friday, 8:00 a.m. – 5:00 p.m.)
- Maintain adequate internet connectivity

## Staffing and Coordination

- **Facility Oversight:** Coordinated by SELACO WDB’s Deputy Director of Program Operations and Youth Services Manager (YSM)
- **Main Point of Contact:** David Cardenas, Youth Services Manager
- **Onsite Assignments:** Hawkeye staff will operate from Dreamcatcher (four days/week) and SELACO WDB (one day/week) to ensure integrated service delivery

## Action Requested:

- Enter into a sublease agreement with Dreamcatcher Community Resource Center, retroactive to September 1, 2025
- Authorize the Executive Director to extend the lease annually, contingent upon successful collaboration and achievement of program objectives

# MEMORANDUM OF UNDERSTANDING

## Between

Dreamcatcher Community Resource Center (DCRC)

## And

Southeast Los Angeles County Workforce Development Board (SELACO WDB)

## I. Introduction

This Memorandum of Understanding (“MOU”), dated September 1, 2025, is entered into by and between Dreamcatcher Community Resource Center (DCRC), a nonprofit organization operating a YouthBuild program in partnership with YouthBuild Charter School of California (YCSC), and Southeast Los Angeles County Workforce Development Board (SELACO WDB). Collectively, these organizations are referred to as “the Partners.”

## II. Purpose

The purpose of this MOU is to formalize a collaborative relationship between the Partners that advances the mission of Dreamcatcher Community Resource Center (DCRC), specifically the YouthBuild program, and supports the success of the young people we serve. This agreement outlines shared commitments to coordination, mutual support, and strategic collaboration in areas such as education, leadership development, and workforce training.

## III. Shared Vision and Goals

Both organizations are committed to:

- Contributing to high-quality education through YCSC’s project-based learning model.
- Supporting opportunity youth with wraparound services that promote academic and personal success.
- Strengthening programming through aligned strategies and shared resources.
- Increasing post-secondary and career outcomes for participants.

## IV. Areas of Collaboration

The Partners agree to explore collaboration in the following areas:

- **Professional Development:** Sharing best practices, co-facilitating trainings, and engaging in peer learning opportunities.
- **Participant Enrichment:** Participating in off-campus experiences, attending college/career events, and promoting service-learning opportunities.
- **Compliance and Capacity Building:** Supporting implementation of the Partners core elements and policies.

- **Community Engagement:** Collaborating on outreach, recruitment, and stakeholder engagement strategies.

## V. Sublease

SELACO agrees to:

- Pay a monthly fee of \$1,222.00 to cover space and common area usage by two full-time staff members on site Monday to Friday between 8:00 a.m. and 5:00 p.m.
- Communicate any changes in staff schedules so Dreamcatcher CRC can make the necessary adjustments.
- Provide necessary supplies for staff assigned to the Norwalk facility.
- Ensure co-enrollment of all Dreamcatcher CRC participants who are committed to and eligible for SELACO workforce services.
- Provide adequate liability insurance for staff stationed in the Norwalk Dreamcatcher CRC location.
- Provide Dreamcatcher CRC with a 30-day notice in the event this agreement shall be terminated.

Dreamcatcher agrees to:

- Provide space for two workstations on site at the Norwalk Facility.
- Supply adequate internet access.
- Ensure the facility is safe and functional to assure staff and customer safety.
- Provide access to the facility Monday to Friday from 8 a.m. to 5:00 p.m.
- Support the co-enrollment of all Dreamcatcher participants who meet SLEACO workforce eligibility requirements.
- Provide SELACO with a 30-day notice in the event this agreement shall be terminated.

## VI. Responsibilities of Each Partner

Each Partner agrees to:

- Designate a point of contact to oversee coordination efforts.
- Participate in quarterly check-ins to share updates and plan joint efforts.
- Share resources, templates, and tools that strengthen collaboration and support best practices.
- Promote a culture of trust, accountability, and collaboration among staff and participants.

## VII. Duration and Termination

This MOU shall be effective upon signing by both parties and remain in effect for ten (10) months, ending on June 30, 2026. It may be renewed by mutual written agreement. Either party may terminate the agreement with 30 days written notice.

**VIII. Legal Standing**

Nothing in this MOU shall be interpreted as creating a legal partnership, joint venture, or financial obligation. Each organization shall maintain its autonomy and fiscal responsibility.

**IV. Signatures**

By signing below, each party acknowledges their commitment to the shared goals and responsibilities outlined in this MOU.

**FOR Dreamcatcher Community Resource Center (DCRC)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR Southeast Los Angeles County Workforce Development Board (SELACO WDB)**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



## MEMORANDUM

**DATE:** September 25, 2025

**TO:** SELACO WDB Board of Directors

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

**RE:** HR Policy Update: Personnel Policies and Procedures

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### **Background:**

The Southeast Los Angeles County Workforce Development Board (SELACO WDB) has a Personnel Policies and Procedures (PPP) Manual on file. This manual is used by the SELACO WDB Directors and Managers to help guide them in the supervision of their staff. The manual has a total of 53 policies that were brought to you at each board meeting between July 25, 2019 and March 20, 2023 for review and approval.

Today, we have one amended policy attached for your review and approval:

- 323 – Paid and Unpaid Leaves of Absence

The amended policy #323 includes revisions to the section for voting. Amendment includes verbiage to align with the State of California Time off to Vote flyer and provides instructions to staff regarding how to request for time off if needed.

### **Action Required:**

Review and approve amended policy as presented.

<b><i>Southeast Los Angeles County Workforce Development Board</i></b>	Policy # 323
<b><i>Personnel Policies and Procedures</i></b>	Date: 05/2024
	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) **Only** full-time employees who lack sufficient time outside **of** working hours to vote in local, state and national elections may take up to two hours off work for this purpose, **without losing pay**.
- 2) **Full-time** employees **requiring** **needing** time off **to vote outside of working hours** must notify their manager/**director** at least two days before voting day ~~and must present a voter's receipt to their manager on return to work from voting~~ **at which time their manager/director will confirm that additional time off from work is needed due to the inability to access voting poll before or after work hours.**
- 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.~~ **Requested time off to vote can only be taken at the beginning or end of your regular work shift.**

- 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 Vacation Time before a personal leave of absence is granted.
  - 5) A personal leave of absence is approved at the discretion of the employee's immediate manager with the concurrence 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) Vacation Time will not accrue during an unpaid leave of absence.

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**



## **SELACO WIOA One Stop Operator Report**

(First Quarter 2025 – July, August, September)

Prepared by: David Baquerizo – SELACO One Stop Operator (09/18/25)

### **One Stop Operator Activities:**

As the OSO I participated in the last of the MOU partner meetings in July.

I prepared in collaboration with EDD a presentation based on the 2025 World Economic Forum report. This presentation was titled: How will AI impact the job market.

This presentation was provided to the one stop partners that attended the SMT meeting July 14.

I will provide just a small selection of some of the presentation slides at the end of this report.

Stay tuned.

As mentioned in last OSO report, as part of the SELACO continuous improvement plan, the OSO will develop a One Stop Partner Survey. This would be used to gather one stop partner opinions and scores/ratings of current one stop services and partner collaboration practices.

The OSO also attended the Executive Committee and FULL WDB Board Director's meeting on July 24, 2025, and provided a second quarter program report.

# Largest growing and declining jobs by 2030



## Top largest growing jobs

1	Farmworkers, labourers and other agricultural workers
2	Light truck or delivery services drivers
3	Software and applications developers
4	Building framers, finishers and related trades workers
5	Shop salespersons
6	Food processing and related trades workers
7	Car, van and motorcycle drivers
8	Nursing professionals
9	Food and beverage serving workers
10	General and operations managers
11	Social work and counselling professionals
12	Project managers
13	University and higher education teachers
14	Secondary education teachers
15	Personal care aides



## Top largest declining jobs

1	Cashiers and ticket clerks
2	Administrative assistants and executive secretaries
3	Building caretakers, cleaners and housekeepers
4	Material-recording and stock-keeping clerks
5	Printing and related trades workers
6	Accounting, bookkeeping and payroll clerks
7	Accountants and auditors
8	Transportation attendants and conductors
9	Security guards
10	Bank tellers and related clerks
11	Data entry clerks
12	Client information and customer service workers
13	Graphic designers
14	Business services and administration managers
15	Claims adjusters, examiners, and investigators

**Note:** The jobs for which employment figures are expected to increase or decrease the most in real terms by 2030.

**Source:** World Economic Forum. (2025). *Future of Jobs Report 2025*.

# Fastest growing and declining jobs by 2030

↑ Top fastest growing jobs	↓ Top fastest declining jobs
1 Big data specialists	1 Postal service clerks
2 FinTech engineers	2 Bank tellers and related clerks
3 AI and machine learning specialists	3 Data entry clerks
4 Software and applications developers	4 Cashiers and ticket clerks
5 Security management specialists	5 Administrative assistants and executive secretaries
6 Data warehousing specialists	6 Printing and related trades workers
7 Autonomous and electric vehicle specialists	7 Accounting, bookkeeping and payroll clerks
8 UI and UX designers	8 Material-recording and stock-keeping clerks
9 Light truck or delivery services drivers	9 Transportation attendants and conductors
10 Internet of things specialists	10 Door-to-door sales workers, news and street vendors, and related workers
11 Data analysts and scientists	11 Graphic designers
12 Environmental engineers	12 Claims adjusters, examiners and investigators
13 Information security analysts	13 Legal officials
14 DevOps engineers	14 Legal secretaries
15 Renewable energy engineers	15 Telemarketers

Note: The jobs that survey respondents report the highest and lowest net growth (%) by 2030.

Source: World Economic Forum. (2025). *Future of Jobs Report 2025*.

# Top 10 fastest growing skills by 2030

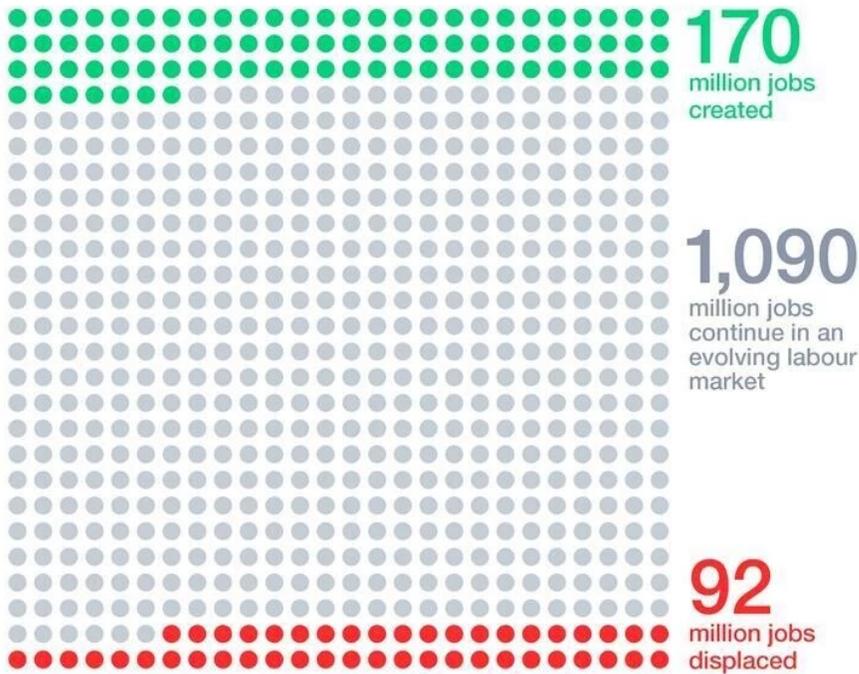
-  1. **AI and big data**
-  2. **Networks and cybersecurity**
-  3. **Technological literacy**
-  4. **Creative thinking**
-  5. **Resilience, flexibility and agility**
-  6. **Curiosity and lifelong learning**
-  7. **Leadership and social influence**
-  8. **Talent management**
-  9. **Analytical thinking**
-  10. **Environmental stewardship**

 Cognitive skills  Self-efficacy  Working with others  Management skills  Technology skills  Ethics

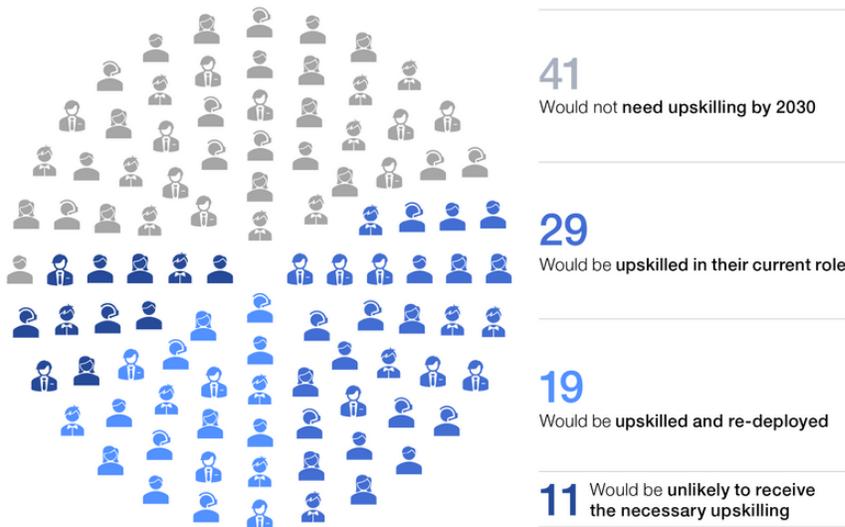
**Note:** The skills selected by surveyed organizations to be increasing most rapidly in importance by 2030.

**Source:** World Economic Forum. (2025). *Future of Jobs Report 2025*.

# Total job growth and loss



# If the global workforce were 100 people...



Source: World Economic Forum. (2025). *Future of Jobs Report 2025*.



## MEMORANDUM

**DATE:** September 25, 2025

**TO:** SELACO WDB Board of Directors

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

**RE:** Ethics Training AB1234

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At the June 23, 2016, Southeast Los Angeles County Workforce Development Board (SELACO WDB) meeting, it was announced that all board members are required to take a mandatory two-hour ethics training every two years to comply with AB1234. As of September 25, 2025, the following board members have completed the training:

Richard LeGaspi – expires October 21, 2025  
Connie Chan – expires January 29, 2026  
Sergio Cueva – expires May 6, 2026  
Michael Segura – expires August 9, 2026  
Genoveva Perez – expires January 21, 2027  
Rudy Villareal – expires February 9, 2027  
Larry Wehage – expires February 9, 2027  
Blanca Rochin – expires May 26, 2027  
Carrie Uva – expires July 9, 2027

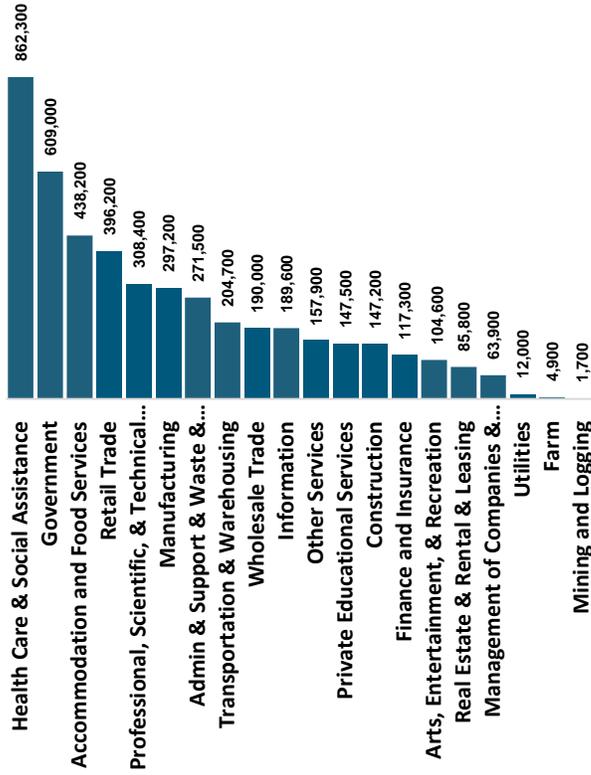
For those who have yet to complete the training, you may do so using the online course at:

<http://localethics.fppc.ca.gov/login.aspx>

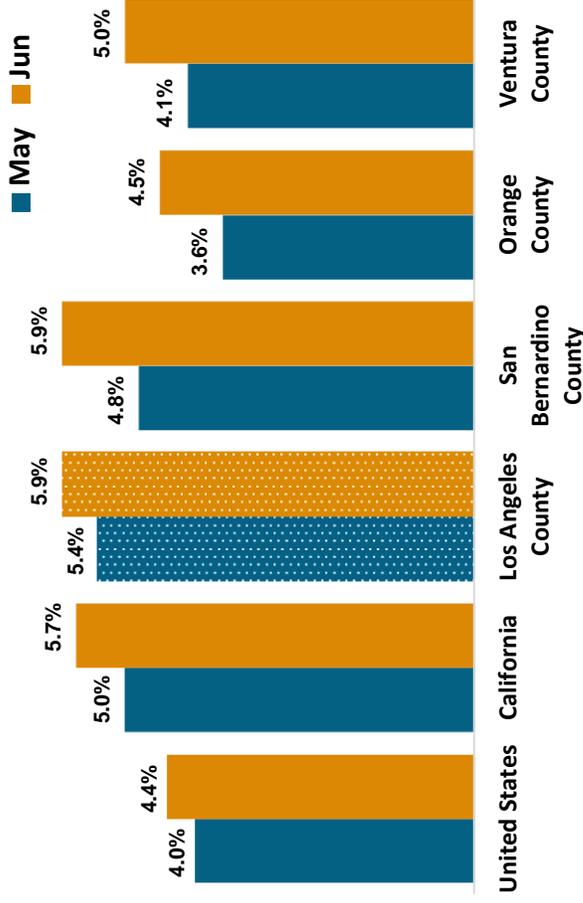
As a reminder, you *must* print the Certification of Completion provided at the end and submit to Carol Davis.

If you have any questions regarding the training, please contact Carol directly at the SELACO WDB.

## LA County June Industry Sectors Ranked by Employment Size<sup>1</sup>



## Unemployment Rates (%)<sup>2</sup>



## Online Job Advertisements – June 2025 Help Wanted OnLine<sup>3</sup>

### Top 10 Employers

- Kaiser Permanente – 1,387
- University of California, Los Angeles – 1,353
- Starbucks – 1,304
- Cedar-Sinai – 869
- SpaceX – 833
- University of Southern California – 786
- Northrop Grumman – 778
- Amazon – 774
- Providence – 760
- Domino's Pizza - 756

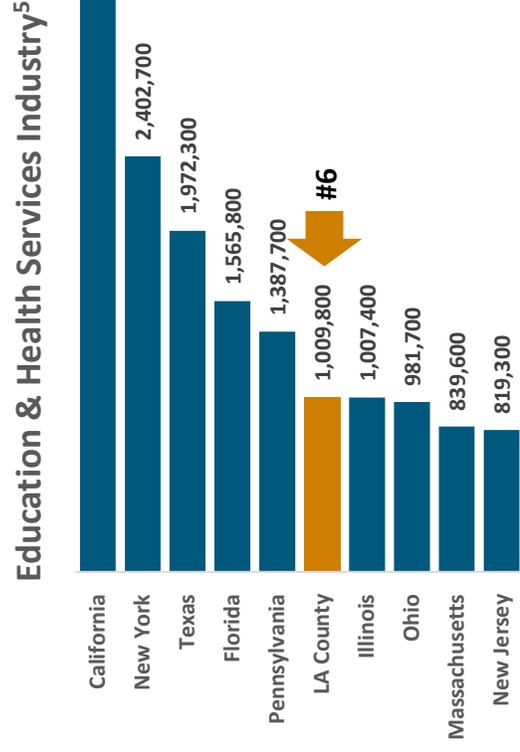
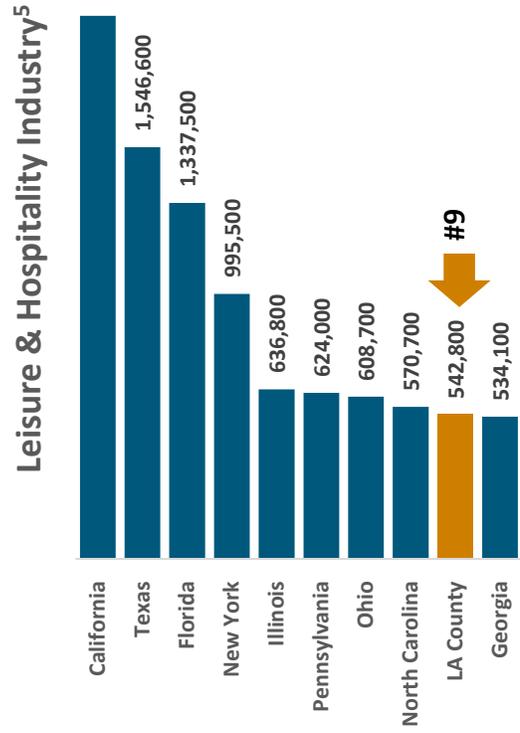
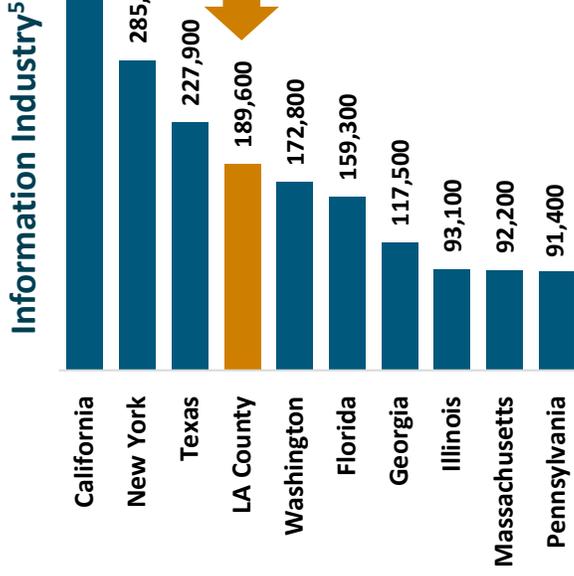
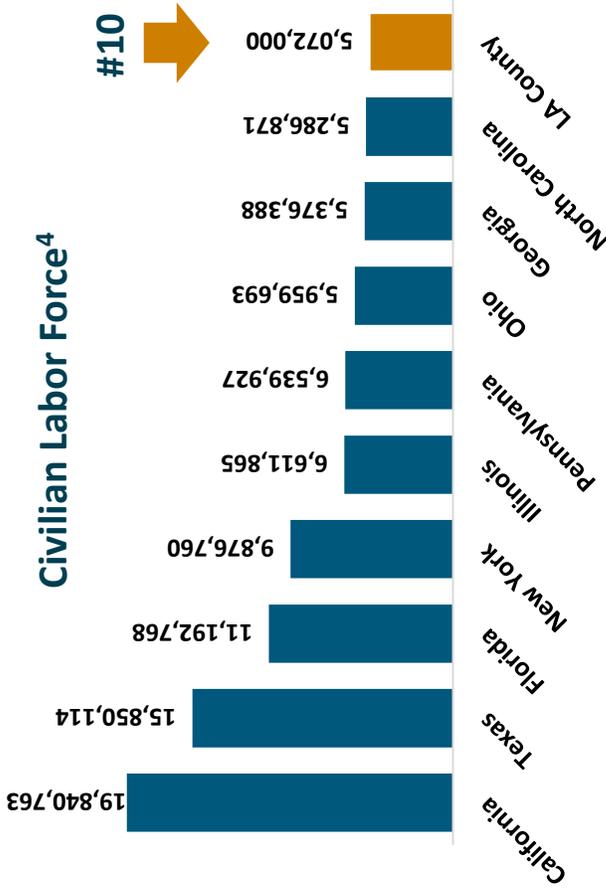
### Top 10 Occupations

- Registered Nurses – 5,264
- Retail Salespersons – 3,934
- First-Line Supervisors of Retail Sales Workers – 2,079
- Home Health and Personal Care Aides – 1,868
- Customer Service Representatives – 1,842
- Fast Food and Counter Workers – 1,825
- Sales Representatives, Wholesale and Mfg, Except Tech and Scientific Products – 1,819
- Medical and Health Services Manager – 1,747
- Security Guards – 1,633
- First-Line Supervisors of Food Preparation and Serving Workers – 1,476

### Top Cities

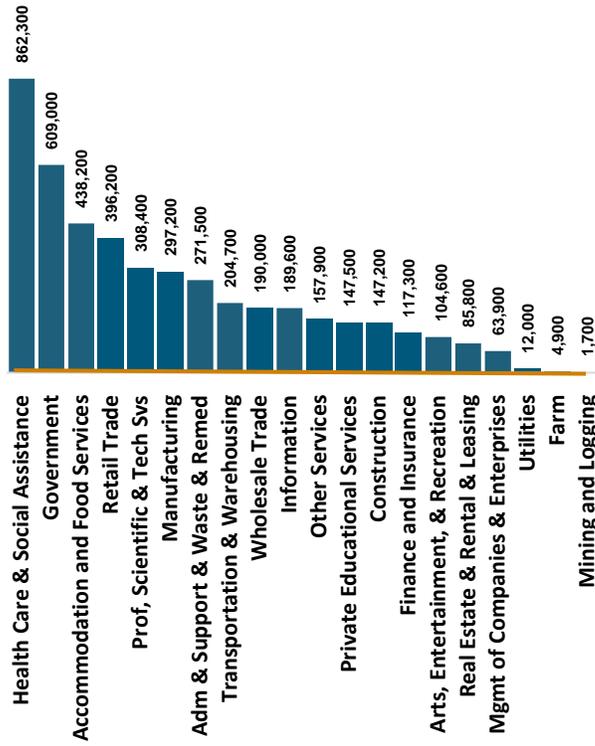
- Los Angeles – 46,607
- Long Beach – 5,051
- Torrance – 3,719
- Santa Monica – 3,652
- Pasadena – 3,347
- Glendale – 2,578
- Santa Clarita – 2,547
- El Segundo – 2,510
- Burbank – 2,207
- Beverly Hills – 2,068

## County Colossus: If L.A. County were a State

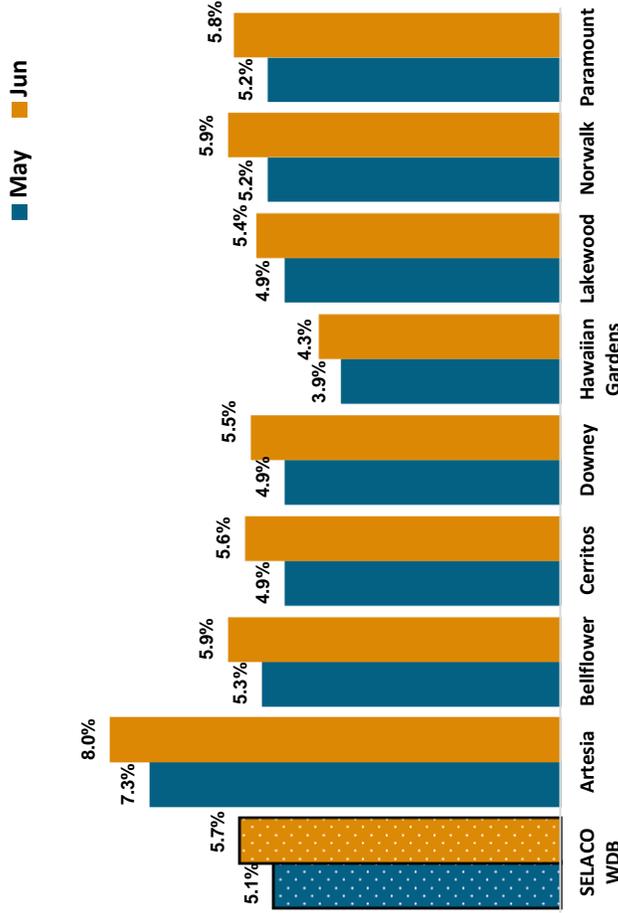


Sources: <sup>1</sup> Current Employment Statistics (Jun 2025), <sup>2</sup> Local Area Unemployment Statistics (Jun 2025), <sup>3</sup> The Conference Board-Lightcast Help Wanted Online® (HWOL), Jun 2025 <sup>4</sup>Bureau of Labor Statistics Civilian Labor Force by state June 2025, seasonally adjusted (P), <sup>5</sup>Bureau of Labor Statistics Industry Employment by State June 2025, not seasonally adjusted (P)

## LA County June Industry Sectors Ranked by Employment Size<sup>1</sup>



## Unemployment Rate (%)<sup>2</sup>



## Online Job Advertisements – June 2025 Help Wanted Online<sup>3</sup>

### Top 10 Employers

- Kaiser Permanente – 225
- PIH Health – 121
- Southern Glazer’s – 70
- PIH Health Downey Hospital - 64
- Starbucks – 63
- Macy’s - 52
- Domino’s Pizza – 47
- Walmart - 44
- Coast Plaza Hospital – 38
- Paramount Unified School District – 35

### Top 10 Occupations

- Registered Nurse – 386
- Retail Salespersons – 323
- First-Line Supervisors of Retail Sales Workers – 154
- Home Health and Personal Care Aides – 120
- Customer Service Representatives – 98
- Fast Food and Counter Workers – 87
- Food Service Managers - 86
- Food Preparation Workers – 83
- Merchandise Displayers and Window Trimmers – 82
- First-Line Supervisors of Food Preparation and Serving Workers - 82

### Top 10 Cities

- Downey – 1,569
- Cerritos – 1,116
- Lakewood – 708
- Norwalk – 618
- Paramount – 482
- Bellflower – 471
- Artesia – 289
- Hawaiian Gardens – 65

Sources: <sup>1</sup> Current Employment Statistics (Jun 2025), <sup>2</sup> Local Area Unemployment Statistics (Jun 2025), <sup>3</sup>The Conference Board-Lightcast Help Wanted Online® (HWOL) Jun 2025

# 2025 California Jobs Market Report



Stronger Jobs,  
Stronger Communities





**State of California  
Labor and Workforce Development Agency  
Employment Development Department  
Labor Market Information Division**

This briefing highlights California's labor markets as the nation commemorates Labor Day on September 1, 2025.

The report presents significant labor market trends and current statistics relating to the California economy.

**Stewart Knox, Secretary**

Labor and Workforce Development Agency

**Nancy Farias, Director**

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## Executive Summary

### Multiple Industry Sectors Projected to Grow

- EDD projects a statewide total employment increase of 8.8 percent between 2023 and 2033, reaching more than 21 million jobs.
- The top three industry sectors projected to grow the fastest for California are Education and Health Services, Leisure and Hospitality, and Information.
- EDD's labor market experts project high demand for careers including General and Operational Managers, Software Developers, and Registered Nurses – where a high level of skill is required – to Truck Drivers, Teaching Assistants, and Bookkeeping, Accounting, and Auditing Clerks in the middle-skill requirement category. Top entry-level jobs are led by Home Health and Personal Care Aides.

### California's Economic Expansion is Now Over Five-Years Old

- With an economy containing over 18.0 million nonfarm jobs, California accounted for one out of every nine of the nation's 159.5 million nonfarm jobs in July 2025.
- California's economy has experienced over five years of job growth, registering month-over job gains in 48 out of the last 63-month period.
- In July 2025, California's economy added 15,000 nonfarm jobs, bringing the state's total nonfarm employment to 18,022,700 jobs.
- California added 3,102,900 nonfarm jobs over the course of its 63-month economic expansion from April 2020 through July 2025, a 20.8 percent increase averaging 49,300 jobs per month.
- As of July 2025, California's total nonfarm job total was 358,800 jobs (2.0 percent) above its pre-pandemic level in February 2020.
- In 2025, month-over gains in the number of employed Californians have averaged 20,700.
- California's civilian labor force has had seven consecutive months of month-over gains in 2025, with gains averaging 22,600.

### California's Industry Sector Drivers of Job Growth Have Been Diverse

- Nine of California's eleven major industry sectors contributed to the 3.1 million jobs added during the April 2020 through July 2025 expansion, with the exceptions being the Financial Activities and Mining and Logging industry sectors.
- The industry sectors that created the most jobs over the course of the state's economic expansion were Leisure and Hospitality (939,700); Private Education and Health Services (886,600); and Trade, Transportation, and Utilities (455,500).
- Just over 73.0 percent, or seven out of every 10 jobs (73.5 percent), were added during the economic expansion.

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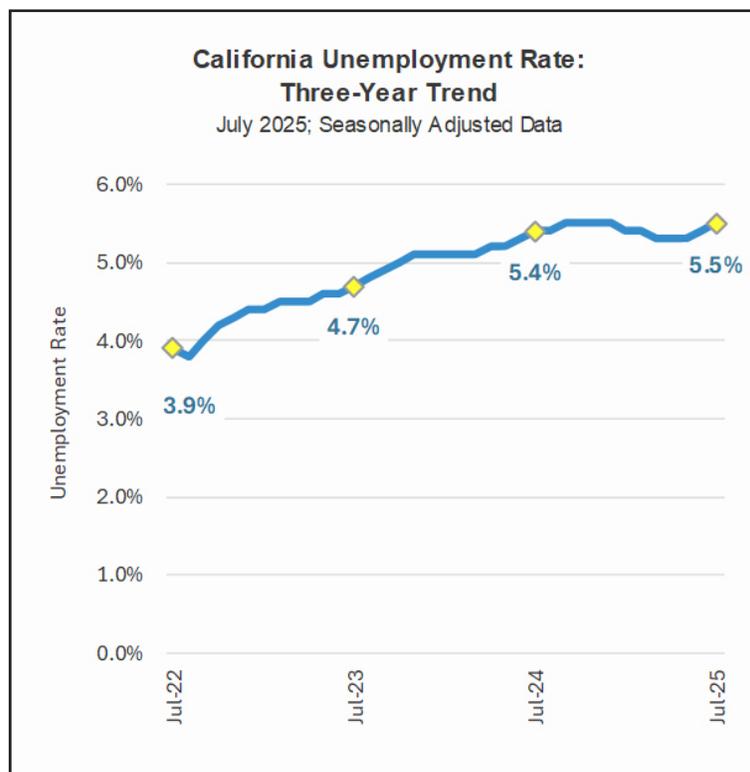


## California's Job Market Continues to Expand

California's nonfarm jobs expansion has now lasted over five years, and its unemployment rate has remained stable over the past 12 months. Over the first seven months of 2025, California's civilian labor force grew consistently with an average of 22,600 persons per month, and the number of employed Californians grew by an average of 20,700 persons per month.

### Unemployment (Seasonally Adjusted)

Figure 1: The Unemployment Rate Has Stabilized



Source: Employment Development Department



### First-of-Its-Kind Investment

By empowering local efforts and voices to define what the future can and should look like in each of their communities, this bottom-up economic development strategy charts a path toward a prosperous and sustainable future for all Californians.

13

Regional Collaboratives

10,000+

Local Residents and Experts Engaged

\$286M

Strategic Funding through the Regional Investment Initiative to Date

[jobsfirst.ca.gov](https://jobsfirst.ca.gov)



## Momentum from the state's economic expansion has stabilized unemployment.

California's seasonally adjusted unemployment rate stood at 5.5 percent in July 2025. It was just 0.1 percentage point higher than it was in July 2024 and had either decreased or remained unchanged in nine of the preceding 12 months.

In April 2020, at the end of the COVID-19 pandemic-induced recession, California's unemployment rate was 16.1 percent with a total of 3,010,400 unemployed workers. Over the remainder of the 2020 calendar year, the state's unemployment rate fell rapidly by 7.1 percentage points to 9.0 percent in December 2020, and the number of unemployed declined by 1.3 million (1,326,700), signaling that the state's economy had entered the earliest stages of a robust recovery and economic expansion.

Evidence of economic momentum pushing California's expansion forward became clearer over the course of 2021 and through the first eight months of 2022 when the state experienced 20 consecutive months of decreases in its total number of unemployed that averaged 47,900 persons per month. In addition, the state's unemployment rate declined 4.9 percentage points from 8.7 percent in January 2021 to 3.8 percent in August 2022. This was a record low unemployment rate in the official data series which extends back to the beginning of 1976.

In retrospect, the state's record low unemployment rate in August 2022 marked the end of the rapid recovery phase of the expansion and the beginning of a cooling off period for California's economy. The state's unemployment began to rise in the months that followed.

Over the course of the slower growth phase from August 2022 through July 2025, the number of unemployed increased by 362,900 persons and the unemployment rate increased by 1.7 percentage points. During this phase, the annual average number of unemployed increased from 917,700 in 2023 to 1,043,200 in 2024, a net increase of 125,500. The annual average unemployment rate increased by 0.6 percentage point between 2023 (4.7 percent) and 2024 (5.3 percent) as well. Despite these overarching

trends in 2023 and 2024, the state did experience five consecutive months of month-over losses in its number of unemployed, averaging losses of 4,800 persons from November 2024 to March 2025.

Through the first seven months of 2025, month-over changes in the number of unemployed ranged from a decline of 8,000 persons in February 2025 to a gain of 18,200 in July 2025. Meanwhile, the state's unemployment rate varied within a narrow range of 5.3 percent (March 2025 through May 2025) to 5.5 percent (July 2025). Comparing the average monthly gains in the number of unemployed in the first seven months of 2024 (8,200) and 2025 (1,900), shows that the pace of increases in the number of unemployed persons has slowed thus far in 2025.

"These are free services that are for you. This is the time in your life to use that."

**-Sage R.**  
on job services  
in her area



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## Total Nonfarm Jobs (Seasonally Adjusted)

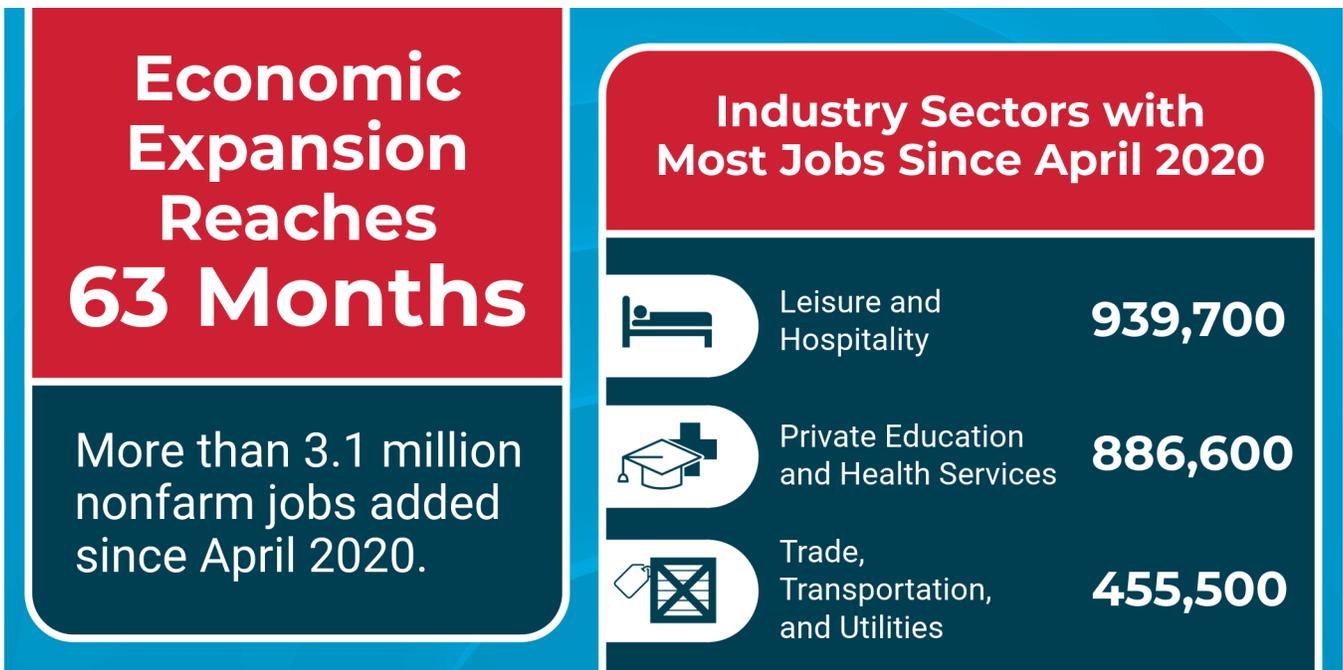
**Job growth in California remains, but at a slower and steadier pace.**

California’s seasonally adjusted nonfarm jobs totaled 18,022,700 jobs following a 15,000-job gain in July 2025. California makes up one out of every nine (11.3 percent) of the nation’s 159.5 million jobs. The states that had the next largest share of the nation’s jobs were Texas (9.0 percent), New York (6.3 percent), and Florida (6.2 percent).<sup>1</sup>

Year-over, California’s total nonfarm jobs increased by 83,800 jobs in July 2025, an increase of 0.5 percent. This was below the nation’s year-over pace of job growth (1,536,000 jobs; 1.0 percent). The state experienced seven months of job gains during the last year, the largest of which was a 42,100-job gain in November 2024 that was largely driven by increased international trade activity through the state’s shipping ports, which are among the largest in the nation.<sup>2</sup>

California’s jobs market expansion was more than five years old in July 2025, having added over 3.1 million jobs from April 2020 through July 2025, and averaging 49,300 month-over job gains. In June 2022, the state recovered the 2,744,100 nonfarm jobs it lost during the pandemic-induced recession which spanned from February 2020 through April 2020. The pandemic-induced recession had a significant impact on California’s economy resulting in a 15.5 percent loss in nonfarm jobs.<sup>3</sup> As of July 2025, California’s economic expansion had pushed total nonfarm employment 2.0 percent higher than its pre-pandemic level in February 2020.

An analysis of job growth trends shows that there have been two distinct phases in the state’s ongoing economic expansion: a rapid recovery phase and a slower growth phase. The rapid recovery phase occurred between April 2020 and August 2022 and reflected a substantial increase in business activity following the lifting of the public

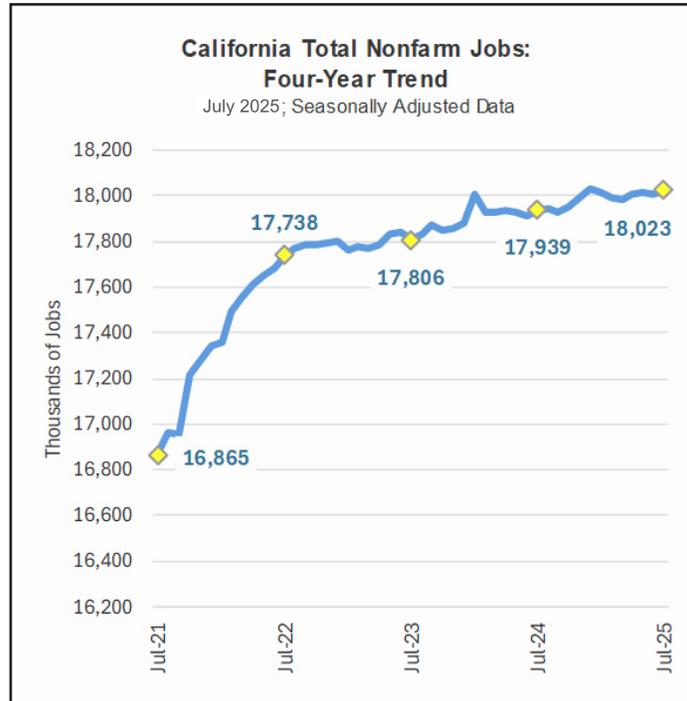


<sup>1</sup> Seasonally adjusted nonfarm job totals for United States, Texas, New York, and Florida in the month of July 2025 are as follows: United States (159,539,000), Texas (14,333,800), New York (10,023,300), and Florida (9,947,300).

<sup>2</sup> Marine Insight. [Top Ten Largest and Busiest Container Ports in the United States](#). March 9, 2025.

<sup>3</sup> California’s seasonally adjusted nonfarm jobs totals were 17,663,900 in February 2020 and 14,919,800 in April 2020.

Figure 2: California’s Economic Expansion Continues to Create Jobs



Source: Employment Development Department

health and safety mandates related to the pandemic. The state added 2,849,900 jobs over this 28-month period, which translated into an average monthly gain of 101,800 jobs per month. The rate of job creation was so strong during this phase of the expansion that its gains accounted for nine out of every 10 (91.8 percent) of the total jobs the state created during the overall expansion (3,102,900).

The slower growth phase of the expansion began in August 2022 and is ongoing. Over the 35-month period through July 2025, the state added 253,000 jobs. The state’s job gains have averaged just 7,200 jobs per month thus far in the slower growth phase. Less than one out of every 10 (8.2 percent) of the total number of nonfarm jobs added during the state’s 63-month expansion have been added during the slower growth phase.

**July 2025**  
**2.0% More**  
 Nonfarm Jobs than  
 February 2020



### Industry Sector Trends (Seasonally Adjusted)

#### Drivers of nonfarm job gains differentiated in the rapid recovery and slower growth phases.

The state's job gains during the rapid recovery phase of the expansion (April 2020 through August 2022) were distributed across a broad range of major industry sectors. The Leisure and Hospitality industry sector (892,400) created the most jobs during this phase and single-handedly accounted for three out of every 10 jobs added (31.3 percent) in the economy. The Trade, Transportation, and Utilities (516,800); Professional and Business Services (410,100); and Private Education and Health Services (379,900) industry sectors each added over 300,000 jobs during the rapid recovery phase. The state's Mining and Logging sector was the only major industry sector that experienced a net loss of jobs (800). Research suggests that this loss reflected changes in consumer demand for environmentally conscious products and California's mandates to reduce fossil fuel dependency across the state.<sup>4</sup>

The Private Education and Health Services industry sector (506,700) had by far the largest job gain of any sector during the slower growth phase of the expansion (August 2022 through July 2025). Each of the other major industry sectors that gained jobs during this phase added less than 200,000 jobs: Government (180,300); Leisure and Hospitality (47,300); and Other Services (26,100).

Several of the state's industry sectors that largely fueled the state's job growth during the rapid recovery phase had job losses during the slower growth phase. The Professional and Business Services and Information sectors experienced the largest turnaround, losing 179,100 and 105,100 jobs in comparison to gaining 410,100 and 118,300 jobs, respectively, during the rapid recovery phase. Research suggests that the job losses experienced by the state's high-tech firms may be tied to, but not limited to, the following reasons: businesses downsizing, the rapid increase in the integration of artificial intelligence-related cost saving measures that reduce the need for labor,<sup>5</sup> and increased uncertainty in today's domestic and global economy.<sup>6</sup>

Looking for your  
**next big opportunity?**

Check out  
**Job Fairs and  
Workshops**

**Find one near you!**

<sup>4</sup> The California Blueprint ([gov.ca.gov/wp-content/uploads/2022/01/Governors-California-Blueprint-Fact-Sheet.pdf](http://gov.ca.gov/wp-content/uploads/2022/01/Governors-California-Blueprint-Fact-Sheet.pdf)).

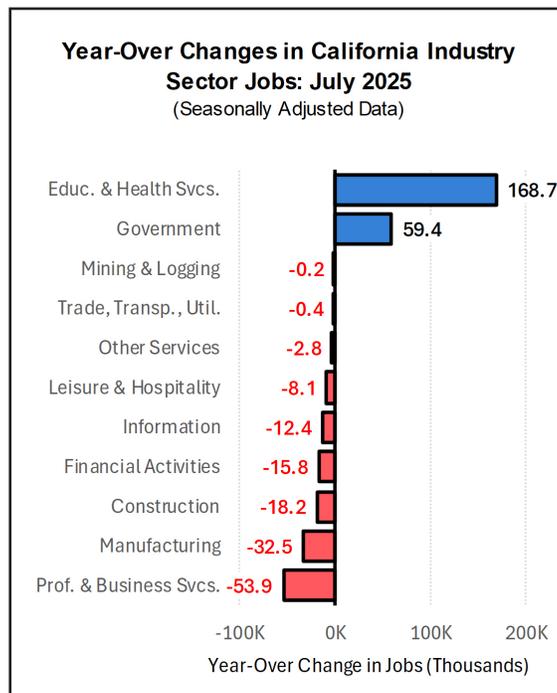
<sup>5</sup> Fortune. AI-driven layoffs are shrinking the job market for recent grads. August 8, 2025. ([fortune.com/2025/08/08/ai-layoffs-jobs-market-shrinks-entry-level/](https://fortune.com/2025/08/08/ai-layoffs-jobs-market-shrinks-entry-level/)).

<sup>6</sup> The CFO Survey. Record Concern about Tariffs Expected to Increase Costs and Prices, Reduce Hiring and Investment. June 25, 2025. ([richmondfed.org/research/national\\_economy/cfo\\_survey/data\\_and\\_results/2025/20250625\\_data\\_and\\_results](https://richmondfed.org/research/national_economy/cfo_survey/data_and_results/2025/20250625_data_and_results)).

<sup>7</sup> Federal Reserve of Richmond-CFO Survey. June 25, 2025. ([richmondfed.org/research/national\\_economy/cfo\\_survey](https://richmondfed.org/research/national_economy/cfo_survey)).

Job losses in the state’s Manufacturing (90,000); Trade, Transportation, and Utilities (61,300); Financial Activities (51,700); and Construction (19,200) industries have totaled a combined 222,200 jobs during the slower growth phase. In contrast, these same industries contributed a combined gain of 864,100 jobs to the state’s rapid recovery. Research suggests that economic uncertainty, higher interest rates, questions about the general health of the national economy, and the impact of the current trade policy landscape may be impacting investments in infrastructure and job opportunities within these respective industries.<sup>7</sup>

**Figure 3: Industry Sector Growth Driven by Educational and Health Services and Government**



Source: Employment Development Department

California’s year-over job gains in July 2025 were not as broadly distributed as in previous years of the expansion and gains were driven primarily by the Private Education and Health Services (168,700) and Government industry sectors (59,400). These were the only two out of the state’s 11 industry sectors that had a year-over job gain. The Private Education and Health Services (5.1 percent) and Government (2.2 percent) industry sectors both grew faster than the state’s overall economy (0.5 percent) over the past year.

## Top Two Industries With Fastest Job Growth in 2025



Private Education and Health Services



Government

### Regional Trends (Not Seasonally Adjusted)

The Employment Development Department (EDD) subdivides California into 15 regions for the purposes of regional economic analysis, which are delineated in the regional unemployment rate map that follows (Figure 4). These regional definitions are the same as those used by the state workforce development system in strategic planning.

California's regions vary greatly in size. Los Angeles Basin, with nearly 4.6 million jobs in July 2025, was the state's largest region, followed by Bay-Peninsula with nearly 2.3 million jobs. Six additional regions had more than 1.1 million jobs. As a group, the state's eight largest regions accounted for close to nine out of every 10 (87.5 percent) of the state's nearly 18.0 million jobs in July 2025 (not seasonally adjusted). Five California regions had between 240,000 and 600,000 jobs. In contrast, the state's two smallest regions (Middle Sierra and North Coast) each had less than 50,000 jobs.

Any analysis of regional unemployment and employment trends is complicated by the fact that the regional data are not seasonally adjusted. The only method to filter out regular and recurring seasonal patterns of employment and unemployment from not seasonally adjusted data is to compare like months of the calendar year. As such, this analysis of regional trends focuses on comparisons for the month of July. This precludes any identification of shifting regional unemployment patterns that may have occurred within the past year.

Regional unemployment rates ranged from a low of 4.6 percent to a high of 8.8 percent in July 2025. Two regions had unemployment rates below 5.0 percent: Bay-Peninsula (4.6 percent) and Orange (4.8 percent). San Joaquin Valley and Associated Counties (8.8 percent) had the highest unemployment rate amongst regions, followed by Los Angeles Basin and Inland Empire (6.4 percent each). The unemployment rate of California's remaining 10 regions were between 5.1 to 6.3 percent.

Fourteen of the state's 15 regions experienced an unemployment rate increase over-the-year in July 2025. Los Angeles Basin (-0.1 percentage point) was the only region to experience a year-over decline in unemployment rate. The Bay-Peninsula region had a year-over unemployment rate increase (0.2 percentage point), matching the non-seasonally adjusted California increase. Every other region saw a gain in year-over unemployment rate larger than that of the state. South Central Coast (0.6 percentage point) had the biggest year-over gain in unemployment rate among California's regions.

"EDD Workforce Services offers a wide array of resources that can transform lives, especially for those facing challenging circumstances. Helping Veterans who may be struggling to re-enter the workforce is one of the most rewarding aspects of this role."

- Brad Lavin, Workforce Services Branch Stockton



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### Did You Know?

EDD and the state's workforce development system are here to help job seekers find meaningful careers, and help employers find qualified candidates to hire.

Visit [Stronger Jobs, Stronger Communities](#) for more information.

### Stay Connected!

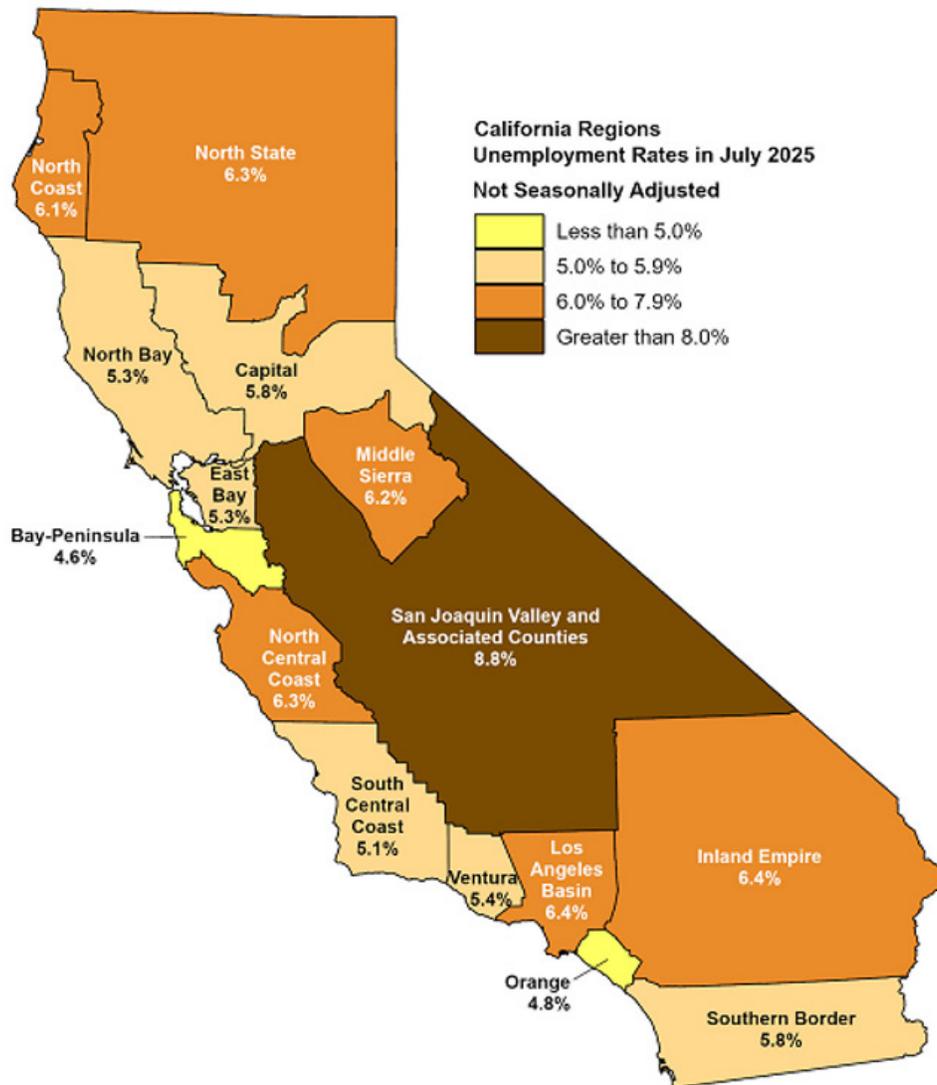
EDD is making it easier for customers to stay in the loop.

Check out our blog for the latest updates, tools, and resources.

[Read Blog](#)



Figure 4: Regional Unemployment Rates in July 2025



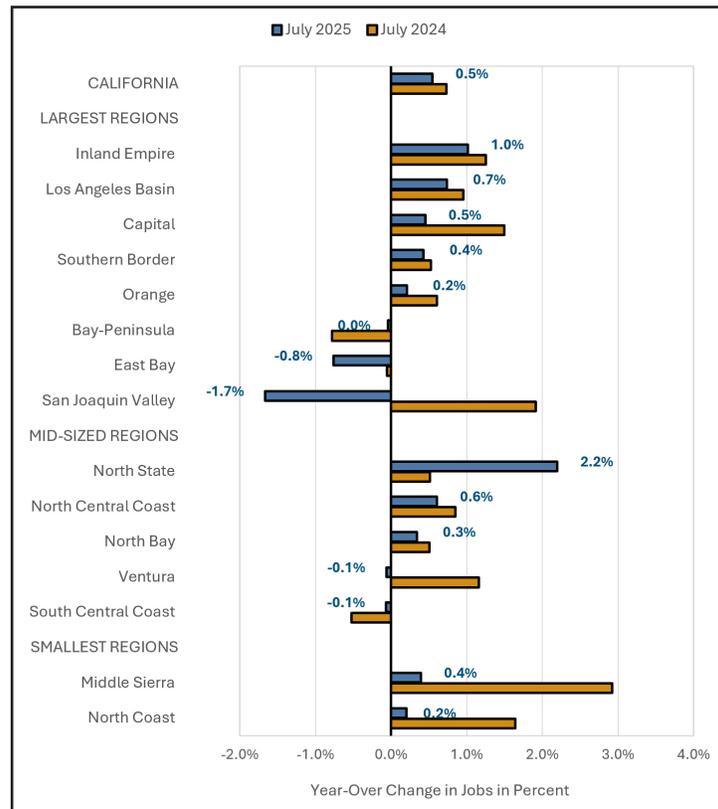
Source: Employment Development Department

**Eleven of California’s 15 regions experienced job growth over the year in 2025, with three regions having stronger gains or less losses compared to July 2024.**

Year-over job changes in California’s eight largest regions ranged from a 9,000 jobs loss (East Bay) to a 33,500 year-over jobs gain (Los Angeles Basin). The state’s five mid-sized regions saw year-over job changes ranging from a loss of 200 jobs (South Central Coast and Ventura) to a gain of 5,310 jobs (North State). California’s two smallest regions saw gains of less than 200 jobs.

In percentage terms, year-over job changes ranged from a low of -1.7 percent in San Joaquin Valley and Associated Counties to a high of 2.2 percent in North State. Inland Empire (1.0 percent) had the largest increase among the state’s eight largest regions followed by Los Angeles Basin (0.7 percent). San Joaquin Valley and Associated Counties (-1.7 percent) experienced the largest year-over percentage drop among the largest regions. North State (2.2 percent) had the largest job gain among the state’s mid-sized regions while Ventura and South Central Coast both experienced losses (-0.1 percent). The state’s smallest regions both showed modest year-over percentage gains ranging from North Coast (0.2 percent) to Middle Sierra (0.4 percent).

Figure 5: Regional Year-Over Percent Change between July 2024 and July 2025



Source: Employment Development Department

Three of California’s 15 regions showed stronger year-over job growth or less loss compared to July 2024, led by the North State region which saw its pace of year-over job growth increase from 0.5 to 2.2 percent. The Middle Sierra region saw the biggest decline in growth, decreasing from 2.9 to 0.4 percent.

Los Angeles Basin, the state’s largest region, had a year-over gain of 33,500 jobs in July 2025. The region still showed a 0.2 percent drop in job growth from July 2024, matching the overall job growth drop in California. Los Angeles Basin as well as California’s second largest region, Bay-Peninsula, were two of the eight regions to match or improve on California’s job-over pace.



## Outlook

Despite the economic uncertainty shrouding the state and national economies, such as tariffs, the state's economy is still positioned for continued growth.



"I can't thank Robyn and the EDD office enough. The resume truly made a difference in my job search, and I feel confident in my career path moving forward."

-Emmanuel O.



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"Rose helped me see the positive side of my skills and ensured I had opportunities to connect with employers actively hiring, which lead to me finding a job opportunity with SELACO (Southeast Los Angeles County Workforce Development Board)."

- Daniel R.



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## California Long-Term Industry and Occupational Employment Projections

EDD produces employment projections that provide an estimate of the changes in industry and occupational employment over time that result from past industry trends, technological change, and other factors. Statewide long-term (ten-year) projections are revised annually. The following is a recap of the most recently published long-term employment projections.

### Industry Employment Projections 2023 – 2033

EDD projects a statewide total employment increase of 8.8 percent between 2023 and 2033, reaching more than 21 million jobs. The top three industry sectors projected to grow the fastest for California are Education and Health Services, Leisure and Hospitality, and Information. These three industry sectors are projected to grow between 13.5 and 18.4 percent.

Approximately 70 percent of the total projected job growth is in three industry sectors: Education and Health Services, Professional and Business Services, and Leisure and Hospitality.

- The largest number of new jobs is expected in the Education and Health Services sector, resulting in a gain of 572,600 jobs and a growth rate of 18.4 percent. More than half of the industry's growth is expected to be concentrated in Individual and Family Services, with a gain of 296,700 jobs.
- The Professional and Business Services sector is expected to add 335,000 jobs with a growth rate of 11.9 percent. Approximately 19 percent of the industry's job growth is projected to be in the Computer Systems Design and Related Services subsector, which is a gain of 64,200 jobs.
- The Leisure and Hospitality Sector is projected to gain 294,300 jobs, with a growth rate of 14.6 percent. Nearly 73 percent of this industry's growth is estimated to be in Food Services and Drinking Places, which is a gain of 214,000 jobs.

#### Projected Top Growing Industries



Education and Health Services



Leisure and Hospitality



Information

## Occupational Employment Projections 2023 – 2033

Occupational employment growth between 2023 and 2033 is forecasted to be the greatest in the following three major occupational groups: Healthcare Support (345,600), Food Preparation and Serving Related (221,600), and Management (170,600). These top three occupational groups account for 42.9 percent of all projected job growth.

The top 10 fastest growing occupations are expected to range from 48.6 percent growth rate for Nurse Practitioners to 28.4 percent growth for Restaurant Cooks, compared to the expected overall 8.8 percent growth

Projected  
Top Growing Occupational  
Groups



Healthcare Support



Food Preparation  
and Serving Related



Management

rate for California. It's important to note that five of the top 10 fastest growing occupations have an education requirement with a bachelor's degree or above.

In addition to new jobs, openings will also be created due to workers separating from their job. Worker separations include those exiting the labor force or transferring to a different occupation. California is expected to generate a combined total of over 24 million job openings over the projections period, with exits and transfers comprising 92.8 percent of this total. The top 10 occupations with the most job openings are expected to generate 6.8 million total job openings. Nine of the top 10 occupations have more openings due to transfers than exits.

The [2023-2033 California industry and occupational employment projections](#) are available online.



“EDD Workforce Services was crucial in preparing me to re-enter the workforce. The workshops, mock interviews, and the assistance in revising my resume not only made me more confident in my job search, but it also gave me the tools to be more successful.”

- Shanissa A.



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## Occupations with the Most Projected Total Job Openings

The following table lists examples of occupations utilized by various industries where job demand is expected to grow. Occupations were selected based on jobs with the most projected total job openings (California long-term occupational projections 2023-2033), annual earnings, and online job advertisements. Occupations are separated into three categories based on education level; some require a high school diploma or less, while others require two to four years of college or higher. The online job advertisements were extracted from the Lightcast™ data series, which compiles, analyzes, and categorizes job advertisements from numerous online job boards, including [CalJOBS<sup>SM</sup>](#), California’s labor exchange system.

**Figure 6: Top 5 Projected Job Openings by Education Level**

Occupation	Projected 2023-2033 Job Openings <sup>8</sup>	2025 Median Annual Wages <sup>9</sup>	Job Ads from June 12, 2025 to August 10, 2025 <sup>10</sup>
<b>Requires a Bachelor’s Degree or Higher</b>			
General and Operations Managers	271,020	\$127,562	6,264
Software Developers	222,110	\$175,555	9,838
Registered Nurses	207,790	\$144,144	22,435
Accountants and Auditors	163,050	\$98,147	2,867
Management Analysts	156,750	\$104,003	1,373
<b>Requires Some College, Postsecondary Non-Degree Award, or Associate’s Degree</b>			
Heavy and Tractor-Trailer Truck Drivers	268,890	\$61,407	5,966
Teaching Assistants, Except Postsecondary <sup>11</sup>	194,690	\$46,695	5,083
Bookkeeping, Accounting, and Auditing Clerks	181,380	\$58,708	2,556
Medical Assistants	172,000	\$49,416	3,371
Nursing Assistants	156,310	\$47,740	2,270
<b>Requires a High School Diploma or Equivalent or Less</b>			
Home Health and Personal Care Aides <sup>12</sup>	1,792,170	\$35,584	8,356
Fast Food and Counter Workers	1,175,130	\$38,062	5,524
Cashiers	632,020	\$37,087	4,142
Laborers and Freight, Stock, and Material Movers, Hand	552,370	\$43,697	4,726
Waiters and Waitresses	548,780	\$36,293	3,819

<sup>8</sup> For the 2023-2033 period, California’s ten-year occupational projections are based on the annual average employment of 2023 and project to the annual average of 2033. These numbers reflect the sum of new jobs and worker separations, when employees permanently leave their occupations or the labor force all together. Many jobs are a result of worker separations, not growth within an occupation.

<sup>9</sup> EDD Occupational Employment Statistics; 2025 Wages reflect California median annual wage. Median wages are the estimated 50th percentile of the distribution of 2025 first quarter wages. 50 percent of workers in an occupation earn wages below, and 50 percent earn wages above the median wage. Wages do not include self-employed or unpaid family workers.

<sup>10</sup> Online job ads data (June 12, 2025 - August 10, 2025) are taken from the Lightcast data series. The Lightcast data series compiles, analyzes, and categorizes job advertisements from numerous online job boards.

<sup>11</sup> The total job ads (June 12, 2025 - August 10, 2025) for Teaching Assistants, Except Postsecondary (25-9045) reflects job ads postings for the occupations Teaching Assistants, Preschool, Elementary, Middle, and Secondary School, Except Special Education (25-9042); Teaching Assistants, Special Education (25-9043); and Teaching Assistants, All Other (25-9049).

<sup>12</sup> The total job ads (June 12, 2025 - August 10, 2025) for Home Health and Personal Care Aides (31-1120) reflects job ads postings for the occupations Home Health Aides (31-1121) and Personal Care Aides (31-1122).



# Toolbox for Job Seekers

The screenshot shows the top navigation bar of the EDD website with links for Language Resources, myEDD, and Employer Login. Below the navigation bar is the EDD logo and a menu with categories like Unemployment, Disability, Paid Family Leave, Employers, Job Services, and Newsroom. The main content area is titled 'Español' and 'Toolbox for Job Seekers'. It includes a sub-header 'The Toolbox for Job Seekers provides tools and resources for California's job seekers to assist in their job search, career exploration, and training needs.' Below this are three tabs: 'Essential Tools', 'Career Exploration Tools', and 'Training Tools'. The 'Career Exploration Tools' tab is active, showing 'America's Job Centers of California<sup>SM</sup>' and 'CalJOBS<sup>SM</sup>'. Under 'America's Job Centers of California', there is a list of services provided by AJCCs and a link to the 'American Job Center Finder'. Under 'CalJOBS', there is a description of the online resource and a list of benefits including finding education programs, customizing job searches, creating resumes, and applying for job openings.

## Find Career Tools and Resources

You can explore career options and manage your job search by visiting, [Toolbox for Job Seekers](#).

On this site, you will find:

- Your nearest America's Job Center of California.
- CalJobs, with thousands of online job listings.
- Details on over 900 careers, including skills, tasks, and pay.
- Training tools to help build your career.
- Apprenticeship programs by county and job type from the California Department of Industrial Relations.

**And more!**



## Glossary

For definitions of terms used in this Briefing, as well as other terms commonly used in connection with employment and labor market information, visit the [Glossary of Terms](#).

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# CalJOBS<sup>SM</sup>

Helping Californians get back to work.

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Climate-Forward Economy