



LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD

DRAFT MINUTES

MARCH 21, 2025
10:00 AM – 12:00 PM
Hybrid In-Person and Virtual Meeting
Department of Economic Opportunity Headquarters
510 South Vermont Avenue, Los Angeles, CA 90020

CALL TO ORDER

Chair Jorge Marquez called the Los Angeles County Workforce Development Board (LACWDB) March 21, 2025, meeting to order at 10:12 AM.

Land Acknowledgement was read by LACWDB Executive Director Cheren Kochen:

The County of Los Angeles recognizes that we occupy land originally and still inhabited and cared for by the Tongva, Tataviam, Serrano, Kizh and Chumash Peoples. We honor and pay respect to their elders and descendants- past, present, and emerging- as they continue their stewardship of these lands and waters. We acknowledge that settler-colonization resulted in land seizure, disease, subjugations, slavery, relocation, broken promises, genocide, and multigenerational trauma. This acknowledgement demonstrates our responsibility and commitment to truth, healing, and reconciliation and to elevating the stories, culture, and community of the original inhabitants of Los Angeles County. We are grateful to have the opportunity to live and work on these ancestral lands. We are dedicated to growing and sustaining relationships with Native Peoples and local tribal governments, including (in no particular order) the:

- Fernandefio Tataviam Band of Mission Indians
- Gabrielino Tongva Indians of California Tribal Council
- Gabrieleno Tongva San Gabriel Band of Mission Indians
- Gabrieleño Band of Mission Indians
- Kizh Nation - San Manuel Band of Mission Indians
- San Fernando Band of Mission Indians

Please find the Los Angeles City/County Native American Indian Commission website below at:

Attachments: [Board Motion](#)
[Los Angeles City/County NAIC Website \(Click Here\)](#)

ROLL CALL

A quorum was established with **15 board members** in-person attendance during roll call.

Present: 16 (15 in-person and 1 virtual): Alex-Handrah Aimé, Luis Arida, Gustavo Camacho, Edward Chang, Jermaine Hampton, Jesse Cuevas, Ben Garcia, Christopher Graeber, Mary Hewitt, Tami Hutchins-Nunez, Jorge Marquez, Maureen McIntyre, Toni Newman, Dr. Armida Ornelas, Jeffrey Thompson, Jeffery Wallace (virtual).

Absent: 4 Ryan Craig, Miguel Hurtado, Kyle Miller, Delbert Whetter

Conflict of Interest was read by LACWDB Executive Director Cheren Kochen:

Members shall abide by conflict-of-interest requirements outlined in Workforce Innovation and Opportunity Act (WIOA), Section 107(h), which states a member of a local board, or a member of a standing committee, may not vote on a matter under consideration by the local board (1) regarding the provision of services by such member represents; or (2) that would provide a direct financial benefit to such member of the immediate family of such member.

CHAIR'S REMARKS

- Acknowledged those that were impacted by the wildfires.
- Honored outgoing members, former Chair Darrel Saucedo, and Stephen Cheung.
- Welcomed new members Edward Chang and Jermaine Hampton.
- Congratulated Maureen McIntyre on being reappointed to the board.
- Welcomed new Department of Economic Opportunity (DEO) staff, Kate Vacanti and Jenny Synn.

A. ACTION ITEMS

I. DRAFT MINUTES OF THE LACWDB QUARTERLY MEETING HELD ON DECEMBER 13, 2024

Presenter: Jorge Marquez, LACWDB Chair

Summary: This item presents for approval, and any other action deemed necessary, the draft minutes of the LACWDB quarterly meeting held on June 28, 2024.

Discussion: There was no discussion on the item. Chair Marquez asked for public comment. No public comments were made.

Recommendations:

- Place action items and status for the minutes of each meeting.
- Email progress updates on action items to the board.
- Provide events calendar for LACWDB members.
- Notify all board members when a committee meets.

Moved by member McIntyre and seconded by member Hewitt to approve the minutes of the December 13, 2024, LACWDB board meeting.

Motion passes with a majority vote.

In Favor (15): Alex-Handrah Aimé, Luis Arida, Gustavo Camacho, Edward Chang, Jermaine Hampton, Jesse Cuevas, Ben Garcia, Christopher Graeber, Mary Hewitt, Tami Hutchins-Nunez, Maureen McIntyre, Toni Newman, Dr. Armida Ornelas, Jeffrey Thompson, Jeffery Wallace

Abstain (0):

Recused (1): Jorge Marquez

Opposed (0):

Absent (4): Ryan Craig, Miguel Hurtado, Kyle Miller, Delbert Whetter

II. APPROVE FY 2024-25 L.A. COUNTY WIOA PROGRAMS Q2 WIOA PAYMENT STATUS REPORT THROUGH DECEMBER 31, 2024

Presenter: Narine Grigoryan, Departmental Finance Manager II, DEO

Summary: This item presents for review and approval, and any other action deemed necessary, the FY 2024-25 L.A. County WIOA Programs Q2 Payment Status Report through December 2024.

Discussion:

- The America's Job Centers of California (AJCCs) get funding for WIOA Dislocated Worker, Adult, Rapid Response and Youth. Their allocation total for fiscal year 2024-2025 was \$50,000,017 of which they spent \$14.4 million of the allocation leaving \$35.6 million to be spent in the following quarters.
- Some under expenditure could be the result of AJCCs having technical issues with submission of their invoices. DEO is working closely with the AJCCs to resolve those technical issues. In addition, the AJCCs are in the process of submitting final invoices which will result in an increase in expenditures and numbers served.

Recommendation:

- The presentation of financial reports should illustrate the allocations, separating what goes to end customers of AJCCs versus what goes to the AJCCs for operations and infrastructure.
- The reports should delineate clearly in financial reports/presentations what DEO receives and how it allocates its funding including administrative costs, program staff costs, and other dollars utilized for the oversight of the AJCCs.

Action Item(s):

- Presentation from DEO to the Finance Committee requested financial reports as a draft for review and approval before presenting the final reports at the next regular quarterly board meeting in June 2025.
- Provide the board with an economic analysis of industry changes.

Moved by member Camacho and seconded by member Thompson for the approval of FY 2024-2025 L.A. County WIOA programs Q2 payment status report through December 31, 2024

Motion passes with a majority vote.

In Favor (15): Alex-Handrah Aimé, Luis Arida, Gustavo Camacho, Eduard Chang, Jermaine Hampton, Jesse Cuevas, Ben Garcia, Christopher Graeber, Mary Hewitt, Tami Hutchins-Nunez, Maureen McIntyre, Toni Newman, Dr. Armida Ornelas, Jeffrey Thompson, Jeffery Wallace

Abstain (0):

Recused (1): Jorge Marquez

Opposed (0):

Absent (4): Ryan Craig, Miguel Hurtado, Kyle Miller, Delbert Whetter

III. APPROVE TRANSFER OF WIOA DISLOCATED WORKER FUND TO WIOA ADULT PROGRAM

Presenter: Narine Grigoryan, Departmental Finance Manager II, DEO

Summary: This item presents for review and approval, and any other action deemed necessary, the transfer of \$4.30 million Dislocated Worker fund to Adult Program for the Program Year 2023-2024 grant appropriation.

Discussion:

- WIOA allows transfers up to 100% from the dislocated funds to the Adult Programs. This authority to transfer will give them flexibility to maximize both

grants concurrently to align the funding with the needs within the system. Therefore, DEO is asking approval to transfer \$4.3 million for program year 2023-2024 from Dislocated Worker to Adult.

Recommendations:

None.

Moved by member Aimé with and seconded by Hutchins-Nunez to approve transfer of WIOA Dislocated Worker fund to WIOA Adult Program.

Motion passes with a majority vote.

In Favor (15): Alex-Handrah Aimé, Luis Arida, Gustavo Camacho, Edward Chang, Jermaine Hampton, Jesse Cuevas, Ben Garcia, Christopher Graeber, Mary Hewitt, Tami Hutchins-Nunez, Maureen McIntyre, Toni Newman, Dr. Armida Ornelas, Jeffrey Thompson, Jeffery Wallace

Abstain (0):

Recused (1): Jorge Marquez

Opposed (0):

Absent (4): Ryan Craig, Miguel Hurtado, Kyle Miller, Delbert Whetter

IV. APPROVE FY 2024-25 L.A. COUNTY WIOA PROGRAMS Q2 PERFORMANCE AND RAPID RESPONSE REPORTS THROUGH DECEMBER 31, 2024

Presenter: Jenny Synn, Program Manager, Workforce Planning and Operations.

Summary: This item presents for review and approval, and any other action deemed necessary, the FY 2024-25 L.A. County WIOA Q2 Performance and Rapid Response Reports through December 31, 2024.

Discussion:

- The current fiscal year has been a year of transition with the launch of the AJCC modernization, including some movement of service providers.
- DEO has welcomed leadership into the workforce team to advance DEO's mission to expand AJCC services with plans to implement DEO's AJCC modernization strategy to serve individuals with the highest barriers to employment.
- The Centers of Excellence will launch at the start of the new fiscal year, FY 25/26.
- DEO is looking at the fiscal report data and are connecting with providers about their challenges. They proactively reached out to providers to obtain invoices. They are implementing continuous improvement strategies by having monthly AJCC leadership and one-on-one meetings with providers, and targeted technical

assistance to address programmatic challenges such as strategies, engagement, and connections to training providers.

- DEO and the AJCCs are assessing outreach retention strategies to ensure they are properly aligned in serving priority populations. Outreach in the community and strong coordination with its partners is crucial to connect with the unhoused, re-entry, foster, immigrant, and LGBTQIA+ population.
- DEO is focused on sector-based strategies beginning with the National Dislocated Worker Grant and Additional Assistance emergency grants. DEO is stacking their services and partnerships to create career pathways leading to quality jobs.
- Performance data shows that participant enrollment increased from the previous quarter, and targets were exceeded on most WIOA accountability measures. They had an overall increase of participants served by increase of 15.9% which is attributed to a 49% increase in carryovers from the previous year. The AJCC operator transition contributed to this carryover. They will continue to expand their outreach strategies. Areas for improvement include increasing training enrollment, improving employment rates for the fourth quarter for their WIOA Youth participants, and improving tracking of measurable skills gains.
- The number of participants trained decreased. Therefore, DEO is focusing on increased engagement with training providers that offer the skills needed to enter high growth sectors.
- Member Aimé requested that DEO does a training performance presentation.
- DEO experienced significant delays in obtaining base wage data from the state. They're exploring other data points to gauge employment placements in the interim.
- DEO had a 33% drop in dislocated workers. There is some correlation to the finance memo regarding shifting funding from DW to Adult. It is harder to serve dislocated workers because of the criteria around eligibility. DEO noticed less influx from Re-Employment Services and Eligibility Assessment (RESEA), which is their main referral into the system of dislocated workers. It also has to do with their restructuring of the AJCCs and having a solid Employment Development Department (EDD) presence at each of the AJCCs. Oftentimes training dollars are needed but are not there for dislocated workers.
- Recommendation noted to frame performance reports to modernization strategies.
- For expenditures on training, Workforce Operations is addressing and tracking obligated dollars versus expenditures. Workforce Operations is tracking outside of regular systems to make sure they have an idea of what the obligations are and making sure that they're capturing the invoices.
- DEO has exceeded most of their local goals on Accountability measures.

- Median earnings were positive, and it indicates that the programs are transitioning participants into quality jobs.
- Credential attainment is an area of strength. It is an area of technical assistance where AJCCs are going to be working with providers to make sure that measurable skill gains are captured and reported accurately.
- Demographic data shows that priority populations are being served. However, improvements can be made in the categories of veterans, foster youth, disabilities system impacted individuals, and English language barriers. DEO is also serving minority groups.

Recommendation to move this report to the jurisdiction of the Finance Committee.

Recommendations:

- Present to the LACWDB on how training performance is measured.
- Frame and present Performance Reports on how they implement and compare them to the modernization strategies.
- Breakout training by COE, including job placements
- Review of Performance reports should be within the purview of the Finance Committee.
- Present a focused report on training outcomes.

Moved by member Camacho and seconded by member Ornelas to approve FY 2024-25 L.A. County WIOA Programs Q2 Performance and rapid response reports through December 31, 2024.

Motion passes with a majority vote.

In Favor (14): Alex-Handrah Aimé, Luis Arida, Gustavo Camacho, Edward Chang, Jermaine Hampton, Jesse Cuevas, Ben Garcia, Christopher Graeber, Mary Hewitt, Tami Hutchins-Nunez, Maureen McIntyre, Toni Newman, Dr. Armida Ornelas, Jeffrey Thompson

Abstain (0):

Recused (1): Jorge Marquez

Opposed (1): Jeffery Wallace

Absent (4): Ryan Craig, Miguel Hurtado, Kyle Miller, Delbert Whetter

V. BUSINESS ENGAGEMENT COMMITTEE REPORT-OUT FROM DECEMBER 2024 MEETING, NOMINATION OF LACWDB MEMBER JEFFREY THOMPSON AS CHAIR

Presenter: Jorge Marquez, Chair LACWDB

Summary: This item presents for discussion and updates relating to the LACWDB

**department
of economic
opportunity**

COUNTY OF LOS ANGELES

Business Engagement Committee. Review and approve the appointments of Jeffrey Thompson as Committee Chair.

Discussion: Chair Marquez started discussion by stating that they did not have a business committee meeting because their chairman Commissioner Saucedo is no longer on the board. He added that a new chairperson is needed for the business committee. As such, the board would like to nominate Jeffrey Thompson as the new chair of the Business Engagement Committee.

Member Thompson shared that the workforce system with its engagement of business and customers is going to have to adapt and change. To him, that means it will be more evident than ever that they must have strong business relationships with private entities, corporations and companies that are growing their organizations in Los Angeles County. We must make sure they are building the right relationships and training. There is heavy lifting to do, and a lot of thinking.

Recommendations:

Schedule the next Business Engagement Committee meeting with Chair Thompson.

Present breakout information on the performance of the COE by DEO staff.

It was moved by member Ornelas and seconded by member Aimé for the nomination of LACWDB member Jeffrey Thompson as Committee Chair of the Business Engagement Committee.

Motion passes with a majority vote.

In Favor (15): Alex-Handrah Aimé, Luis Arida, Gustavo Camacho, Eduard Chang, Jermaine Hampton, Jesse Cuevas, Ben Garcia, Christopher Graeber, Mary Hewitt, Tami Hutchins-Nunez, Maureen McIntyre, Toni Newman, Dr. Armida Ornelas, Jeffrey Thompson, Jeffery Wallace

Abstain (0):

Recused (1): Jorge Marquez

Opposed (0):

Absent (4): Ryan Craig, Miguel Hurtado, Kyle Miller, Delbert Whetter

VI. FINANCE COMMITTEE REPORT-OUT AND CREATION OF ASSOCIATED FINANCE AND FUNDING WORKGROUP

Presenter: Alex-Handrah Aimé, Chair, Finance Committee

Summary: This item presents for discussion and approval updates of the LACWDB Finance Committee and to approve the creation of a workgroup chaired by member Alex-

Handrah Aimé, Chair of the Finance Committee, to discuss LACWDB Financial reports, and any matters related to WIOA expenditures. The workgroup would be sunset on March 31, 2027.

Discussion:

- In two weeks, a workgroup discussion is to be held to make a recommendation to the board around the use of innovation funds for wildfires relief.
- Chair Aimé recommended a finance workgroup, not subject to the Brown Act, to meet remotely and not in person.
- County Counsel suggested to dissolve the standing committee and establish a new workgroup.
- Chair Marquez wants to set it up as a workgroup of the board, not the committee to be able to keep the finance workgroup.
- County Counsel cautioned the body that if they have a workgroup that is doing the same thing as the committee, this may violate the Brown Act.

Recommendations:

- That the Chair of the LACWDB be granted the authority to act on behalf of the board and implement the recommendations of the Finance Committee to approve the allocation of the Innovation Funds.
- Review the feasibility of creating a Finance Workgroup.

It was moved by member Garcia and seconded by member Arida to give authority to the chair to act on behalf of the board with the recommendation of the Finance Committee to allocate \$1 million in WIOA innovation funding to the fire relief effort training, which includes clean up and building. The motion also asks to consider the feasibility of creating a LACWDB Finance Workgroup that will be allowed to meet remotely.

Motion passes with a majority vote.

In Favor (6): Luis Arida, Gustavo Camacho, Jermaine Hampton, Christopher Graeber, Mary Hewitt, Toni Newman

Abstain (6): Alex-Handrah Aimé, Eduard Chang, Tami Hutchins Nunez, Dr. Armida Ornelas, Jeffrey Thompson, Jefferey Wallace

Recused (3): Jorge Marquez, Jesse Cuevas, Ben Garcia

Opposed (0):

Absent (5): Ryan Craig, Miguel Hurtado, Kyle Miller, Delbert Whetter, Maureen McIntyre

VII. YOUTH WORKGROUP UPDATES AND APPROVAL OF YOUTH PUBLIC COMMENTARY

Presenter: Jeffery Wallace, Chair, Youth Workgroup

Summary: This item presents for review and discussion, and any action deemed necessary, updates on information relating to the Youth Workgroup.

Please note that due to the time, this item was tabled.

F. INFORMATION ITEMS

i. OVERVIEW OF THE DEO's 2025 FIRE RECOVERY RESPONSE

Presenter: Kate Vacanti, Assistant Director, DEO, Workforce Development

Summary: The item presents for information only, updates relating to DEO's 2025 fire recovery response to the Los Angeles Wildfires.

Please note that due to the time, this item was tabled.

ii. UPDATES ON AJCC MODERNIZATION AND REQUEST FOR PROPOSAL (RFP) STATUS

Presenter: Cheren Kochen, Executive Director LACWDB

Summary: This item presents for information only, updates to the AJCC Modernization and RFP status.

Please note that due to the time, this item was tabled.

iii. UPDATES ON WORKFORCE DEVELOPMENT BOARD MEMBERSHIP

Presenter: Cheren Kochen, Executive Director LACWDB

Summary: Review of current pending nominations, vacancies, plan for recruitment to fill vacancies.

Please note that due to the time, this item was tabled.

iv. DISCUSSION ON PREFERRED QUALIFICATIONS FOR CONSULTANTS AND

CONTRACTORS LEVERAGED FOR WORKFORCE SERVICES.

Presenter: Kate Vacanti, Assistant Director, DEO, Workforce Development

Summary: This item presents for LACWDB discussion on preferred qualifications for workforce consultants and contractors.

Please note that due to the time, this item was tabled.

v. DISCUSSION OF WAYS THAT THE LACWDB CAN CREATE GREATER ACCOUNTABILITY, VISIBILITY, AND COMMUNICATIONS TO THE PUBLIC.

Presenter: Jorge Marquez, Chair, LACWDB

Summary: This item presents for LACWDB discussion on ways to create greater accountability, visibility and transparent communications between the LACWDB and community members in the Los Angeles County Workforce area.

Please note that due to the time, this item was tabled.

vi. LOCAL AREA SUBSEQUENT DESIGNATION AND BOARD RECERTIFICATION FOR PROGRAM YEARS 2025-27 AND UPDATE ON TIMELINE FOR SUBMISSION OF REGIONAL AND LOCAL PLANS.

Presenter: Cheren Kochen, Executive Director, LACWDB

Summary: This item presents for information only, updates relating to the Local Area Subsequent Designation and Board Recertification process according to the EDD Directive WSD24-10 released on January 16, 2025. An update will also be provided on an extension for submission of the Regional Plan and Los Angeles County's Local Area Plan.

Please note that due to the time, this item was tabled.

vii. DISCUSSION OF THE NATIONAL ASSOCIATION OF WORKFORCE BOARDS (NAWB) CONFERENCE DELEGATION.

Presenter: Jorge Marquez, Chair, LACWDB

Summary: This item presents information on LACWDB's participation in the annual NAWB "The Forum".

Please note that due to the time, this item was tabled.

viii. LACWDB CALENDAR FOR BOARD MEMBERS

Presenter: Jorge Marquez, Chair, LACWDB

Summary: This item presents the LACWDB calendar for discussion.

Please note that due to the time, this item was tabled.

ix. SAVE-THE-DATE: UPCOMING LACWDB QUARTERLY MEETINGS, CONFERENCES/EVENTS TENTATIVE LACWDB QUARTERLY MEETINGS

LACWDB Quarterly Meeting Friday, June 13, 2025

Time: 10:00 A.M. - 12:00 P.M.

Location: Hybrid virtual & in-person

In Person Location -

Mission College; Culinary Arts Institute

13356 Eldridge Avenue

Los Angeles, CA 91342 Arroyo Room

LACWDB Quarterly Meeting Friday, September 19, 2025

Time: 10:00 A.M. - 12:00 P.M.

Location: Hybrid virtual & in-person

In Person Location -

DEO Headquarters 510 South Vermont Avenue

Los Angeles, CA 90020 Terrace Conference Room

LACWDB Quarterly Meeting Friday, December 19, 2025

Time: 10:00 A.M. - 12:00 P.M.

Location: Hybrid virtual & in-person

In Person Location -

DEO Headquarters 510 South Vermont Avenue

Los Angeles, CA 90020 Terrace Conference Room

LACWDB Quarterly Meeting Friday, March 20, 2026

Time: 10:00 A.M. - 12:00 P.M.

Location: Hybrid virtual & in-person

In Person Location -

DEO Headquarters 510 South Vermont Avenue

Los Angeles, CA 90020 Terrace Conference Room

CONFERENCES AND EVENTS

National Association of Workforce Boards the Forum 2025

Date: March 29, 2025 – April 1, 2025

Location: Washington Hilton, Washington DC

California Workforce Association WorkCon

Date: April 30, 2025 – May 2, 2025

Location: Hilton Orange County, Costa Mesa, CA

G. PUBLIC COMMENT

- Tara Perkins representing Los Angeles Black Worker Center. Ms. Perkins reintroduced themselves to the board and would like to explore opportunities with DEO.

H. ADJOURNMENT

Chair Marquez adjourned the meeting of the LACWDB at 12:17 pm.