

LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)
2020-2023 MEMORANDUM OF UNDERSTANDING (MOU)
SUBMISSION PACKET

Presented to:
Anthony Crouch
Regional Advisor
State of California Employment Development Department

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LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)
2020-2023 MEMORANDUM OF UNDERSTANDING (MOU)
EXHIBIT A

WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN THE LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
AND
MANDATED PARTNERS OF LOS ANGELES COUNTY'S
AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) SYSTEM

This Los Angeles County Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding (MOU) is entered on October 1, 2020, by and between the Los Angeles County Workforce Development Board (WDB) and the partners of the America's Job Center of California (AJCC) System for the County of Los Angeles (Partners), hereinafter collectively referred to as the "Parties."

Recitals

A. WHEREAS the Parties wish to update the Los Angeles County WIOA MOU, in accordance with State of California Employment Development Department (EDD) Directive WSD18-12.

B. WHEREAS the Parties wish to make additions, removals, and other changes to the listing of AJCC System Partners as outlined in the prior MOU (Phase II Amendment).

C. WHEREAS the Parties wish to update outdated provisions and attachments in the prior MOU.

D. WHEREAS the prior MOU dated September 1, 2017, will expire September 30, 2020.

NOW THEREFORE, the Parties hereby agree to the following:

Agreement

1. Term

The effective term of this Agreement shall be from October 1, 2020 through June 30, 2023. The MOU will be reviewed not less than once every (3) three years to identify any substantial changes that have occurred.

2. Purpose and Development of the MOU

WIOA requires that an MOU is developed and executed between the Parties to establish an agreement concerning the operations of the AJCC delivery system in accordance with the State of California Employment Development Department (EDD) Directive WSD18-12, WIOA Memorandums of Understanding and Department of Labor (DOL) requirements outlined in Training and Employment Guidance Letter Number 16-16 One-Stop Operations Guide for the American Job Center Network.

For the initial negotiation process of WIOA MOUs, EDD separated the development process into two (2) distinct phases. Phase I addressed service coordination and collaboration among all AJCC partners. Phase II centered on how to sustain the unified system by resource sharing and joint cost funding. The phases laid the groundwork for L.A. County to execute an MOU(s) in order to meet DOL requirements. All MOUs were required to contain assurances that the MOU would be reviewed and updated every three (3) years with an annual review of and, if necessary, amendments to the Infrastructure Funding Agreements (IFAs) and Other System Costs Budget. This MOU complies with the WSD18-12 directive, which consolidates the three (3) previous MOU directives and provides guidance for Local Areas in reviewing and updating their AJCC MOUs and IFAs.

AJCC's are the cornerstone of California's workforce development system. The AJCC system partners are jointly responsible for workforce and economic development, educational, and other human service programs. Therefore, the AJCC system is tasked with developing partnerships and providing programs and services to achieve three main goals established by the California Workforce Development Strategic Plan:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate and integrate programs

These goals will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers seeking the following:

- Looking for a job
- Building basic educational or occupational skills
- Earning a post-secondary certificate or degree
- Obtaining guidance on making career choices
- Seeking to identify and hire skilled workers

The past performance and successes of the Los Angeles County Workforce Investment Board and its partners under the Workforce Investment Act was due to high quality comprehensive services offered through the collaborative efforts of local and regional partnerships. Looking forward, central coordination of business services will increase strategic alignment and investment of training resources and sector priorities with AJCC system partners and strengthen coordination of efforts to meet the employment and training needs of employers more effectively. Businesses and employers will have access to a larger and more competitive pool of job seekers. Sharing regional labor market information and using common economic intelligence data to inform decisions and priorities will enhance coordination and collaboration between and among all AJCC system partners.

The Parties are committed to advancing the achievement of the local Los Angeles County Regional Strategic Workforce Plan under WIOA for the benefit of businesses, employers, and jobseekers of Los Angeles County.

In addition, this MOU makes amendments to and confirms the agreements made in previous MOU iterations established and describes the formal cooperative relationship between the Parties. This MOU does not constitute a binding financial commitment, but rather an intention by the Parties to commit specific resources on a year-to-year basis, as applicable and as allocations and budgets permit.

3. Los Angeles County Workforce Development System

3.1 Parties to MOU

The Parties to the MOU are as follows:

Chief Local Elected Official
Los Angeles County Board of Supervisors

Local Workforce Development Board
Los Angeles County Workforce Development Board (WDB)

3.1.1 Co-located AJCC Partners[1] Participating in the Infrastructure Funding Agreement (IFA) and Shared Other System Costs Agreement

WIOA Title I Adult, Dislocated Worker, Youth
Los Angeles County Workforce Development, Aging and Community Services (WDACS)

WIOA Title I Job Corps (Subtitle C)
Management and Training Corporation

WIOA Title II Adult Education and Literacy
Whittier Adult School, Baldwin Park Adult School, New Opportunities Organization

WIOA Title III Wagner-Peyser, Veterans' Employment and Training (Jobs for Veterans State Grants), Trade Adjustment Assistance Act (TAA)
State of California Employment Development Department (EDD)

WIOA Title IV Vocational Rehabilitation
California Department of Rehabilitation (DOR)

Other
Five Keys Schools and Programs (Five Keys); Goodwill Southern California (Goodwill), New Opportunities

3.1.2 Non Co-located AJCC Partners Participating in the Shared Other System Costs Agreement

WIOA Title I Native American Programs (WIOA Section 166)
United American Indian Involvement

WIOA Title I Migrant Seasonal Farmworkers (WIOA Section 167)
*Not applicable/required in Los Angeles County

WIOA Title I Youth Build (WIOA Section 171)
Antelope Valley YouthBuild

WIOA Title II Adult Education and Literacy
Antelope Valley Union High School District
Azusa Unified School District
Baldwin Park Unified School District
Bassett Unified School District
Charter Oak Unified School District
Compton Unified School District
Covina Public Library
Covina-Valley Unified School District
Culver City Unified School District

[1] Co-located Partners are all Los Angeles County AJCC System Partners who have a physical presence within a Los Angeles County Comprehensive AJCC (listed below in the section titled *Comprehensive AJCCs*), either full-time or part-time. This definition for Colocation includes Partners that are Co-located at only one or several Comprehensive AJCCs.

El Monte Union High School District
Glendora Unified School District
Hacienda La Puente Unified School District
Lynwood Unified School District
Monrovia Unified School District
Monterey Park Bruggemeyer Library
Mt. San Antonio Community College District
Pomona Unified School District
Rowland Unified School District
Santa Monica Community College District
Santa Monica-Malibu Unified School District
Temple City Unified School District
Whittier Union High School District
William S. Hart Union High School District

Title V of Older Americans Act
WDACS, Area Agency on Aging; National Asian Pacific Center on Aging (NAPCA)

Carl D. Perkins Career and Technical Education Act
Antelope Valley College; College of the Canyons; Mt. San Antonio College; Rio Hondo College; Santa Monica College

Unemployment Compensation (Insurance)
State of California Employment Development Department (EDD)

Community Services Block Grant (CSBG)
Los Angeles County Department of Public Social Services (DPSS)

Department of Housing & Urban Development
Los Angeles County Development Authority (LACDA)

Temporary Assistance to Needy Families (TANF/CalWORKs)
Los Angeles County Department of Public Social Services (DPSS)

3.2 Vision

In support of regional economic growth and economic self-sufficiency, the WDB and Partners reflect a commitment to the vision that *every business in Los Angeles County has access to skilled workers and other resources needed to succeed in a global economy, and every resident has equitable access to upward mobility and prosperity*.

3.3 Mission

To create an innovative, well-coordinated, integrated, and data-driven workforce development system that is aligned with economic development to meet the needs of employers and prepare youth and adults with the knowledge and skills needed for the jobs of tomorrow.

3.4 Goals

The following are goals shared by the Parties to this MOU:

- Develop industry-driven career pathways that prepare people for in-demand occupations in high growth industry sectors based on annual review of economic intelligence and labor market information.
- Support system alignment, service integration, and continuous improvement using data to support evidence-based decision-making.
- Strengthen communication, coordination, and decision-making between regional partners to meet labor market needs.
- Enhance existing networks between education, business and industry representatives, labor and other regional workforce development partners to develop new and align existing programs and services with regional and industry needs.
- Support the development and continued collaboration between regional workforce and economic development networks in the Los Angeles region to address workforce education and training priorities.
- Develop regional leadership and operational partnerships among community college, industry, labor, and other workforce and economic development entities to strengthen coordination and to improve the delivery of services.
- Increase the number of youth and adults who obtain marketable and industry-recognized middle skill credentials, with a priority on unemployed, underemployed, low-skilled, low-income, recipients of public assistance, limited English speaking, veterans, individuals with disabilities, foster youth, reentry and other high priority at-risk populations.
- Increase the scope and breadth of opportunities for youth, especially low-income, at-risk, disconnected and out-of-school youth, and those from low-income communities, who graduate prepared for postsecondary vocational training, post-secondary education, and/or a career.

3.5 Values

The following are values shared by the Parties to this MOU:

Accountability

We accept individual responsibility for the quality of service provided to customers and the overall success of the system. We strive to make our practices transparent and to make our reports accessible to foster a system of shared accountability.

Collaboration

We work constructively together to better align, integrate, and coordinate the delivery of services. We recognize the importance of meaningful cooperation and compromise in ensuring the vitality and success of the system as a whole.

Excellence

We are committed to excellence and continuous improvement in all aspects of our individual and collective work. We are dedicated to providing all customers with an exemplary level of service that meet their diverse and unique needs.

Innovation

We strive to develop and adopt new strategies and methods to add value for our customers and our communities. We incorporate new tools and technologies into our work to facilitate communication, data sharing, and to streamline the delivery of services.

Partnership

We acknowledge the synergy produced from working together as true partners to operate the Los Angeles County AJCC system. We foster shared leadership and strive to build consensus to structure and oversee a system that reflects our shared goals.

Responsiveness

We aspire to operate a system that constantly seeks feedback from customers and stakeholders to stay ahead of economic and workforce development trends to deliver valuable and cutting-edge services.

Respect

We recognize and appreciate the diversity of our customers and their unique needs, particularly for individuals who face barriers to employment. We are committed to treating all individuals with the courtesy, dignity, and respect.

4. Responsibility of the AJCC System Partners

The Parties to this MOU agree to participate in joint planning, coordination and evaluation of AJCC activities to serve shared customers and deliver shared services, as appropriate, in order to:

- Identify opportunities to participate in and enhance the operation of the AJCC system
- Ensure accessibility of services
- Coordinate outreach, assistance and referrals for shared customers
- Identify and coordinate applicable service(s) available to shared customers through the one-stop delivery system
- Identify and coordinate allowable collection, reporting and sharing of performance data
- Share, review, and interpret common labor market information, economic intelligence, and occupational data
- Identify, lead and support capacity building training and professional development activities to increase awareness of the unique requirements and needs of shared customers and priority populations.
- Ensure compliance with state and federal requirements

5. Service Delivery

5.1 AJCC System Design

The Los Angeles County local workforce development system is comprised of is comprised of twenty-one (21) America's Job Centers of California (AJCCs) system AJCCs: seven (7) Comprehensive, seven (7) Affiliates, four (4) additional, as well as, three (3) specialized: one which serves veterans countywide, and the remaining two (2) service students on the Main and South Gate campuses of East Los Angeles College.

The Los Angeles County AJCC system is an Integrated Service Delivery (ISD) system with EDD. All AJCCs in our system provide a single access point to education and training programs for both adults and youth. The youth workforce development program, Youth@Work, is inclusive of WIOA Title I Youth Program and the County's Subsidized Youth Work Experience Program, referred to as Work Based Learning (WBL), and Youth/Young Adult Workforce Development special initiatives.

The Youth@Work program is designed to deliver work-based learning, academic and career development and advanced career services to Youth with direct access to the Adult program when and if needed. 100% of WIOA Youth funding under the Youth@Work program is designated for older, disconnected out-of-school youth, ages 17-24. Within this commitment to prioritize disconnected youth, an additional pledge was made to further prioritize foster, and system-involved youth for WIOA services. Non-WIOA funding under the Youth@Work program supports subsidized work-based learning for youth ages 14-24 and also academic and career development for in-school youth, ages 16-21.

The system is further organized into four (4) major AJCC service regions, to facilitate high quality integrated workforce services and implement regional strategies, in coordination with mandated partners and other key stakeholders.

5.1.1 Region I

Antelope Valley AJCC
Northeast San Fernando AJCC
Santa Clarita AJCC

5.1.2 Region II

East LA/West San Gabriel Valley AJCC
Southeast Los Angeles AJCC
Veterans AJCC

5.1.3 Region III

Pomona Valley AJCC
East San Gabriel Valley AJCC
Rio Hondo AJCC

5.1.4 Region IV

Rancho Dominguez AJCC
South Los Angeles AJCC
West Los Angeles AJCC

5.2 Administration and Operations Management

The Parties to this MOU agree the day-to-day supervision of any staff assigned to the AJCCs will be the responsibility of the site supervisor(s). The original employer of staff assigned to the AJCCs will continue to set the priorities of its staff. Any change of work assignments or any problems at the worksite will be handled by the site supervisor(s) and the management of the original employer.

The Parties to this MOU further agree the office hours for any staff at AJCCs will be established by the site supervisor(s) and the primary employer. All staff will comply with the holiday schedule of their primary employer and will provide a copy of their holiday schedule to the host agency at the beginning of the fiscal year. Disciplinary actions may result in removal of co-located staff from the AJCCs, and each party will take appropriate action.

5.3 Shared Services

The Parties to this MOU will collaborate to provide physical and/or electronic access to shared customers and, for enrolled services, to Adults and Dislocated Workers and Youth, either by referral from a partner agency or on their own initiative.

AJCCs are a central point of entry to employment and training programs for any individual, without regard to eligibility; for information on job vacancies, career options, financial aid, employment trends, and labor market information; as well as workforce development services and programs provided by mandated partners.

Los Angeles County's ISD design allows for the Parties to this MOU to deliver shared and complementary services in collaboration with a diverse scope of regional partners (see chart below) and service delivery providers designed to reach more job seekers. Sector-focused strategies will increase access to career technical education and career pathway programs to better prepare jobseekers for in-high demand occupations in high growth industries.

5.4 Shared Business Services

In providing services to the entire Los Angeles County region, the Parties to this MOU agree to collaborate to identify strategies and opportunities for regional and coordinated business engagement efforts that respond to industry and labor market needs.

5.5 Shared Customers

Shared customers include businesses and employers seeking assistance to find prepared and qualified candidates for current or future employment; business and employers seeking to upskill existing employees (incumbent workers) for new positions, for new equipment, new job requirements, new industry standards, and to prevent or reduce layoffs or termination.

Adult job seekers in search of pre-employment services, training for in-demand occupations, or those seeking a new career, including low-income; individuals on public assistance; limited English speaking; basic skills deficient; unemployment insurance claimants, veterans and their eligible spouses; homeless; persons with disabilities; and formerly incarcerated individuals.

Dislocated Workers who need support and services to re-connect to employment or who need additional training and services for employment in new or emerging industry sectors, or a new career.

Youth, age 14-24, especially disconnected youth who did not complete high school, not currently enrolled in school, or not working, prioritizing foster youth and probation youth.

5.6 Referral of Shared Customers

The Parties to this MOU may manage referrals through, but not limited to, the following methods:

- Training of designated staff
- Use of the state's CalJobs[SM] system
- A portal listing the respective programs and contacts for each AJCC system partner
- County 211 Referral System

WDACS, with direction from the WDB and input from all Parties to this MOU, will develop a web-based system for referrals through which on-site and off-site referrals can be tracked to and from any of the Los Angeles County AJCC system partners. The Parties to this MOU will have access to cross-training for staff to use of the state-mandated CalJOBS[SM] system. Los Angeles County will provide all Parties to this MOU with access to CalJOBS[SM] and work with EDD to develop a system for referrals.

AJCCs will provide access to County AJCC system partner's programs through cross-referrals; co-location, or other integration as appropriate, of MOU party staff at AJCCs; post and disseminate printed information and materials on partner services and programs and locations; provide information sessions to shared customers at Los Angeles County AJCC system partner sites.

5.7 Customer Service and Quality Control

Per prior MOU iterations, all Parties had agreed to jointly develop, implement, and regularly evaluate a Customer Service and Quality Control Plan (Plan) for AJCCs to ensure that a high level of service is provided throughout the term of the MOU. This Plan will include a system for on-going and periodic review to ensure quality customer service, quality programs and services, and quality training. Planned and unscheduled visits to AJCCs will be conducted by the Parties to this MOU and records of such visits and inspections will be shared and discussed with AJCC Operators, and written reports provided to all Partners. Reports will be maintained, including the timeliness and status of follow-up or corrective action, if any.

WDACS Directive WIOA WDP D19-42, *Los Angeles County America's Job Centers of California Individual Customer Satisfaction Survey Policy and Procedures Directive*[2]

AJCCs will provide surveys for customers and employers to complete online and at all AJCCs to evaluate the quality of services. Quarterly reports on customer satisfaction survey results will be provided to all Los Angeles County AJCC system partners.

5.8 Shared Costs

5.8.1 Partner Agreement to Cost Allocation Methodology

By signing this MOU, all Parties agree to the cost allocation methodology for infrastructure cost sharing as set forth in the section titled Infrastructure Cost Allocation (IFA) Methodology.

[2] WDACS Bulletins and Directives, https://workforce.lacounty.gov/wdp-d19-42/

While both Co-located and Non-Co-located Partners agree to the cost allocation methodology, the requirement to contribute to infrastructure costs, at this time, only applies to: those Partners that are physically co-located in a Comprehensive AJCC[3]; and those that act as local program administrators for mandated partner programs and fund subcontractors or sub-recipients which have a physical presence in an AJCC.[4]

5.8.1.1 Assurances

All Non-Co-located Partners to this MOU agree to renegotiate the infrastructure cost-sharing agreement to include their proportionate share of infrastructure costs—whether it will be provided through cash, non-cash (in-kind), and/or third party in kind contributions—as soon as sufficient data are available to make such a determination. All Non-Co-located Partners will have the opportunity to review the State provided data and methodology and should prepare to engage in negotiations to pay their proportionate share of infrastructure costs based on proportionate benefits received. The level of support must be reasonable, necessary, allowable, and allocable according to WIOA and each Partner's funding source. Costs will be negotiated based on data and regulations provided by the State, directives issued by Partners' funding sources, and locally agreed upon methodologies for cost allocation and definition of benefit.

5.8.2 Infrastructure Cost Allocation (IFA) Methodology

The WDB and Co-located Partners agree to employ space use by square footage (the proportion of a Partner's occupancy percentage) as the cost allocation methodology to determine the proportionate share of infrastructure costs for each Co-located Partner. The methodology will apply the ratio of space usage by a Partner over the entire space of the site occupied by all Partners to the infrastructure costs of the AJCC to determine the share of the given Partner's cost.

The L.A. County AJCC system will have multiple sites which will require infrastructure cost sharing. Depending on the site, rents and leases may include or exclude maintenance, utilities, custodial and security services, technology to facilitate access to AJCCs, and equipment. In instances where some infrastructure costs are not included in rents and leases, the same methodology will apply to those costs unless a Partner has specific utility, technology, equipment, and/or furniture needs. For such specific needs, the Partner will be fully responsible for the additional retail or actual cost of such items. The usage of space will be reviewed and reconciled against actual costs at least quarterly and updated, if needed.

5.8.1 Initial Proportionate Share

See Attachment B

5.8.1 Contribution Types

If contributing to infrastructure costs, Partners may provide cash, non-cash (in-kind), and third-party in-kind contributions to cover their share of infrastructure costs. In-kind contributions cannot be used to fund non-infrastructure costs (such as personnel) and must be valued

[3] EDD Directive on WIOA MOUs, http://www.edd.ca.gov/Jobs_and_Training/pubs/wsd18-12.pdf
[4] EDD WIOA FAQ on Memorandums of Understanding, http://www.edd.ca.gov/Jobs_and_Training/WIOA_FAQs.htm

consistent with Uniform Guidance Section 200.306 to ensure such contributions are fairly evaluated and qualify for the Partner's proportionate share.

If third-party in-kind contributions are made to support the AJCC (such as facility space), that contribution will not count toward the AJCC Partner's proportionate amounts. Rather, it will be applied to the overall infrastructure costs and thereby reduce the contribution required for all AJCC partners.

5.8.1 Infrastructure Budget

The Parties have chosen to develop a consolidated infrastructure budget for all AJCCs in the County system.

See Attachment A

5.8.1.1 Comprehensive AJCCs

Antelope Valley Comprehensive AJCC
Address: 1420 W. Ave. I, Lancaster, CA 93534
Co-located Partners: WIOA Title I: WDACS
WIOA Title III: EDD
WIOA Title IV: DOR

East Los Angeles/West San Gabriel Valley Comprehensive AJCC
Address: 5301 Whittier Blvd, 2nd Floor, Los Angeles, CA 90022
Co-located Partners: WIOA Title I: WDACS
WIOA Title I Job Corps (MTC)
WIOA Title II: New Opportunities Organization
WIOA Title III: EDD
WIOA Title IV: DOR

East San Gabriel Valley Comprehensive AJCC
Address: 14101 E. Nelson Ave. La Puente, CA 91746
Co-located Partners: WIOA Title I: WDACS
WIOA Title I Job Corps (MTC)
WIOA Title III: EDD
WIOA Title IV: DOR

Pomona Valley Comprehensive AJCC
Address: 264 East Monterey Avenue, Pomona, CA 91767
Co-located Partners: WIOA Title I: WDACS
WIOA Title I Job Corps (MTC)
WIOA Title III: EDD
WIOA Title IV: DOR

Rancho Dominguez Comprehensive AJCC
Address: 2909 E. Pacific Commerce Dr, Compton, CA 90221
Co-located Partners: WIOA Title I: WDACS
WIOA Title III: EDD
WIOA Title IV: DOR
Other: Five Keys

Rio Hondo Comprehensive AJCC
Address: 10400 Pioneer Blvd, Suite 9, Santa Fe Springs, CA 90670
Co-located Partners: WIOA Title I: WDACS
WIOA Title IV: DOR

Southeast Los Angeles Comprehensive AJCC
Address: 2677 Zoe Ave, 2nd Floor, Huntington Park, CA 90255
Co-located Partners: WIOA Title I: WDACS
WIOA Title I Job Corps (MTC)
WIOA Title III: EDD
WIOA Title IV: DOR
Other: Five Keys

5.8.1.2 Affiliate AJCCs

Alhambra Affiliate (East Los Angeles/West San Gabriel Valley AJCC)
Address: 2550 West Main Street, Alhambra, CA
Co-located Partners: Other: Catholic Charities of Los Angeles (AYE)

Baldwin Park Affiliate (East San Gabriel Valley Comprehensive AJCC)
Address: Baldwin Park Adult School, ACT Center
4640 Maine Ave. Baldwin Park, CA 91706
Co-located Partners: **TBD**

Palmdale Affiliate (Antelope Valley Comprehensive AJCC)
Address: 38510 Sierra Highway, Palmdale, CA 93550
Co-located Partners: **TBD**

Slawson Affiliate (Southeast Los Angeles Comprehensive AJCC)
Address: Richard N. Slawson Southeast Occupation Center
5500 Rickenbacker Rd. Bell, CA 90201
Co-located Partners: **TBD**

West Covina Affiliate (Pomona Valley Comprehensive AJCC)
Address: 933 South Glendora Avenue, West Covina, CA 91790
Co-located Partners: **TBD**

Willowbrook Affiliate (Rio Hondo Comprehensive AJCC)
Address: 11737 Wilmington Ave. Los Angeles, CA 90059
Co-located Partners: **TBD**

5.8.1.3 Specialized AJCCs

Veterans AJCC
Address: Bob Hope Patriotic Hall
1816 South Figueroa Street, Los Angeles, CA 90015
Co-located Partners: **TBD**

East LA College Main Campus AJCC*

Address: 1301 Avenida Cesar Chavez, Monterey Park, CA 91754

East LA College South Gate Campus AJCC*
Address: 2340 Firestone Blvd, South Gate, CA 90280

*Fully Funded by California Community Colleges Chancellor's Office Strong Workforce Program

5.8.1.4 Additional AJCCs

Northeast San Fernando Valley AJCC
Address: 12502 Van Nuys Blvd. Pacoima, CA 91331
Co-located Partners: WIOA Title I: WDACS
WIOA Title I: City of Los Angeles

Santa Clarita AJCC
Address: 20730 Soledad St. Santa Clarita, CA 91351
Co-located Partners: WIOA Title I: WDACS
Other: Los Angeles County Office of Education

South Los Angeles AJCC
Address: Los Angeles Southwest College, CTE Building, Room 115
1600 W. Imperial Hwy. Los Angeles, CA 90047
Co-located Partners: WIOA Title I: WDACS
WIOA Title I: City of Los Angeles

West Los Angeles AJCC
Address: 5446 Sepulveda Blvd. Culver City, CA 90230
Co-located Partners: WIOA Title I: WDACS

5.8.2 Partner Agreement to Share Other One-Stop System Costs

Partners understand that while only Co-located Partners share infrastructure costs, at this time, all Partners must share Other System Costs through contributions outlined in the Consolidated Budget for the Delivery of Applicable Career Services and Other System Costs (Attachment D). By signing this MOU, all Partners agree to share Other System Costs. Partners agree that when sufficient data are available, all Non-Co-located Partners will have the opportunity to review the State provided data, and once benefits are agreed upon, they will agree to renegotiate Other System Costs, if needed and appropriate.

5.8.3 Sharing of Other System Costs

In compliance with WIOA Joint Rule Section 678.760, Partners must use portion of their funds made available to them under their authorizing federal statue to pay for other system costs required for the delivery of services and operation of the One-Stop delivery system, such as initial intake, assessment of needs, appraisal of basic skills, identification of appropriate services to meet such needs, referral to other AJCC System Partners, and business services. These costs will be shared with Co-located, as well as all other Non-Co-located Partners.

Other System Costs may be shared through cash, non-cash, or third-party in-kind contributions.

These costs will be allocable to each partner based on proportion of benefit received by each partner's program, to be determined. If available, participant data may be used to determine the level of benefit to the program of each partner.

5.8.4 Career Services Applicable to Partners

See Attachment C

5.8.5 Consolidated Budget for the Delivery of Applicable Career Services and Other System Costs

Costs included in this section represent partner contributions to the Los Angeles County Workforce Development System, overall, and thus exceed the costs required solely for the operations of the County's network of AJCCs and the delivery of services offered through the AJCC System.

See Attachment D

5.9 Reemployment Services and Eligibility Assessment Program (RESEA) Amendment

The EDD and WDB agree to provide Reemployment Services and Eligibility Assessments (RESEA) and specific related services to selected Unemployment Insurance (UI) claimants being served at Los Angeles County AJCCs. This provision ensures that the necessary partners commit to providing reemployment services at One-Stop Centers as required by the Department of Labor.

The EDD and WDB agree to coordinate reemployment service needs to provide, at a minimum, the following services:

- Orientation to help claimants access career services offered by the AJCC through the resource room or virtually, with particular emphasis on accessing available labor market and career information.
- Registration with CalJOBS℠, the state's online labor exchange resource that helps job seekers (and employers) navigate California's workforce services.
- Referrals to appropriate career services offered through the AJCC, such as workshops targeted to assist with resume writing and interviewing techniques, self-assessments, education and training information, networking services, career exploration, and online job and occupations resources.
- Support in the development of the claimant's individual reemployment plan that must include: work search activities, provision of labor market information, appropriate workshops on topics such as resume writing and job search strategies if needed, and/or approved training.

5.10 Access for Individuals with Barriers to Employment

Los Angeles County's AJCC system is an access point to workforce development, education, and training programs for individuals with barriers to employment. Accordingly, all Parties agree to ensure that all sites where workforce development services are delivered are accessible by transportation. Individuals with barriers to employment include: low-income, individuals on public assistance, limited English speaking; basic skills deficient, unemployment insurance claimants,

Veterans and their eligible spouses, homeless, foster youth; probation youth, persons with disabilities, re-entry and Prop 47 beneficiaries with reclassified sentences.

Los Angeles County's workforce development system includes a dedicated Veteran's AJCC to ensure tailored and culturally sensitive strategies are developed and implemented; and a Jail based AJCC to provide pre-release employment and training services and referrals for this high priority populations with significant barriers to employment.

100% of WIOA Youth funding is dedicated to older, disconnected out-or-school youth. WIOA Youth services are integrated with WIOA adult services. This allows youth age 18 -24 to have access to a continuum of services and support from both the adult and youth programs, as appropriate and allowable.

A specialized job center for Veterans, and one that provides pre-release employment services to Incarcerated Individuals, leverage WIOA and non-WIOA resources to increase access to tailored services to these high priority individuals with barriers to employment.

The Parties to this MOU agree to identify new and innovative access points to increase access for individuals with barriers to employment such as, but not limited to, libraries, community colleges, adult schools, literacy programs, parks and community centers.

The Parties also agree to identify, lead, and participate in training and cross-training designed to increase awareness and understanding of individuals with barriers to employment.

5.11 Shared Technology and System Security

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including client tracking, common case management, reporting, and data collection. To support the use of these tools, the Parties to this MOU agree to the following:

- Compliance with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act and any other appropriate requirements
- Commitment to sharing information on shared customers and shared services to the extent allowable under relevant governing legislation and confidentiality requirements
- Maintenance of records of AJCC customers or partners (*e.g.*, applications, eligibility and referral records, individual records related to services provided under this MOU in the strictest confidence and use of them solely for purposes directly related to such services)
- Development of technological enhancements that allow the appropriate interface of common information needs
- Commitment to the provision of system security as agreed upon by all partners

Los Angeles County will maximize appropriate features of the State's CalJOBS system to implement data and demand driven initiatives to improve employment outcomes for high-growth industries and priority populations. CalJOBS is a State system and access will be increased from community centers, and libraries to allow participants to gain access to information about the local labor market, in-demand occupations and employment opportunity. WDACS will allow the use of CalJOBS as the singular system for the data collection and the reporting of WIOA participant performance.

The Parties to this MOU agree to adhere to Department of Labor requirements in the handling and protection of all protected Personally Identifiable Information (PII). Protected PII is information that if disclosed could result in harm to the individual whose name or identity is linked to that information. Examples of protected PII include, but are not limited to, social security numbers, credit card numbers, bank account numbers, home telephone numbers, age, birthdate, marital status, spouse name, educational history, biometric identifiers (fingerprints, voiceprints, iris scans, etc.), medical history, financial information, and computer passwords.

The Los Angeles County's AJCC Workforce Development System may have in their possession large quantities of protected PII relating to their organization and staff; partner organizations and their staff; and individual program participants. This information is generally found in on-line systems, personnel files, participant data sets, performance reports, program evaluations, grant and contract files and other sources.

All Parties to this MOU agree to designate staff to attend and receive training on shared technology and system security and sign an acknowledgment of responsibility in regard to DOL Funded data systems and protected PII.

6. Dispute Resolution

The Parties to this MOU agree to try to resolve policy or practice disputes at the lowest level, starting with the AJCC site supervisor(s) and staff. If issues cannot be resolved at this level, they will be referred to the management staff of the respective staff employer for discussion and resolution. Should informal efforts at resolution fail, either party may file a formal grievance in accordance with Los Angeles County's grievance procedures. All the Parties to this MOU agree to be bound by the final determination resulting from that proceeding.

6.1 Process Used to Reach Consensus

The WDB will convene quarterly MOU meetings at a system level. local AJCC level meetings at the Comprehensive AJCC that serves as a Partner's local host, when co-located, or at its primary local AJCC partner, when not co-located, as designated by WDB and WDACS based on regional proximity. The primary function of these local quarterly AJCC meetings will be to serve as a regular forum for local AJCC Partners to discuss, vote on, and resolve common issues or disputes. The voting process can only be used if the decision is clear of regulatory violations; no decision made by the Partners can violate the requirements of another Partner. Any issues being voted on at a quarterly AJCC meeting will be posted as part of the meeting agenda and announced to regional Partners by the AJCC Operator at least two (2) weeks in advance. If a Partner is not able to participate in a meeting, it may vote via proxy by submitting a written vote to the AJCC Operator prior to the meeting or on the day of the meeting. For a vote to take place, there must be a quorum (at least 51%) of Partners present at the meeting, which includes Partners voting via proxy. An email vote may be called, with no less than three (3) business days' notice and at the request of a Partner or the AJCC, if there is an issue that requires immediate action or to facilitate the participation of all local Partners. When a call for votes via email is announced, balloting instructions will be included as part of the formal correspondence.

Throughout the development of this MOU, the Los Angeles County WDB took deliberate steps to include Partners in the review process of the final document to ensure that it reflected the current state of agreements by all the Partners as accurately possible. The Los Angeles County WDB and WDACS organized five (5) MOU convenings, several one-on-one meetings with Core Mandated Partners from November 18, 2019, to September 1,

2020. A draft of the MOU was distributed to all Partners for review on August 14, 2020, and open to Partner feedback through August 21, 2020. No Partner feedback was submitted to the WDB, so the final draft of the MOU was produced and shared with Partners via email and published on the MOU project website on August 28, 2020.

6.2 Process to Resolve Issues when Consensus Cannot be Reached

If consensus cannot be reached at a quarterly meeting, or if the issue is specific to a particular partner, or subset of partners, that partner or group of partners will agree to work in a cooperative manner with the AJCC to resolve the issue.

If an issue cannot be resolved at the local AJCC level, the issue will be brought to the attention of the Executive Director of the WDB who will attempt to mediate the dispute or disagreement with the particular Partner or subset of Partners involved in the dispute or disagreement.

6.3 WIOA Grievances and Complaints Procedure

Filing a WIOA violation grievance or complaint is outlined by WDACS Directive WIOA WDP19-35, *Equal Opportunity and Grievance and Complaint Procedures*[5], which fully outlines the County's procedures for any WIOA related grievances and complaints and should be referenced as the governing document for these types of matters.

Formal grievances or complaints on alleged WIOA violations should be filed in writing and mailed to WDACS, 3175 W 6th Street, Los Angeles, CA 90020; Attention: WIOA Grievance Officer, with a copy to the WDB at same address.

7. Process for Periodic Modification and Review

WDACS, with direction from the WDB, is responsible for ensuring that all AJCC infrastructure costs are paid according to the provisions of this MOU and will undertake the reconciliation processes outlined herein to remedy any issues or discrepancies. WDACS will review the MOU budgets at a minimum of once a year and a progress report based on fourth quarter year-to-date expenses will be made available to all Partners before the annual review to serve as the basis for any proposed modifications or amendments. Los Angeles County AJCC Operators may act as liaisons between WDACS and AJCC System Partners to review and evaluate the MOU budgets during the annual review period or whenever there is an urgent need to modify or amend a budget.

Co-located Partner contributions, regardless of the type, will be reconciled by WDACS at least once a quarter, comparing expenses incurred to relative benefits received. The reconciliation process is necessary to ensure that the proportionate share each co-located Partner is contributing remain consistent, up-to-date, and in compliance with the cost methodologies and terms outlined in this MOU.

8. Miscellaneous

8.1 Confidentiality

The Parties to this MOU agree to the following:

[5] WDACS Bulletins and Directives, https://workforce.lacounty.gov/wdp-D19-35

- To comply with any and all applicable laws, including but not limited to the provisions of WIOA, as well as the applicable sections of the California Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, and any other applicable regulation and requirement to assure the protection of confidential or private customer/client information.
- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, will be confidential and will not be open to examination for any purpose not directly connected with the delivery of such services.
- To abide by the existing Los Angeles County Workforce Development Board policy on the Protection of Personally Identifiable Information, which can be found on the Workforce Development Board website.
- No person will publish, disclose, use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers unless a specific release is voluntarily signed by the participant or customer.
- To abide by the current confidentiality provisions of the respective statutes to which the AJCC system partners must adhere and will share information necessary for the administration of the program as allowed under law and regulation.

8.2 Non-Discrimination and Equal Opportunity

The Parties to this MOU will not unlawfully discriminate, harass or allow harassment against any AJCC applicant, registrant, eligible applicant or registrant, participant, terminee, employee, or applicant for employment due to race, color, religion, sex (including pregnancy, child birth and related medical conditions, transgender status, and gender identity), sexual orientation, national origin, ancestry, age, physical or mental disability, political affiliation or belief, citizenship, English proficiency, veteran status, medical condition(s), marital status; and/or participation in a WIOA Title I-financially assisted program or activity. All Parties agree to comply fully with the nondiscrimination and equal opportunity provisions of WIOA.

8.3 Americans with Disabilities Act

The Parties to this MOU agree to ensure that the policies and procedures, as well as the programs and services provided at AJCCs, are in compliance with the ADA and its amendments. Additionally, partners agree to fully comply with provisions of WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the of Education Amendments of 1972, 29 CRF Part 37 and all other regulations implementing the aforementioned laws.

The Parties to this MOU will assure compliance with the Americans with Disabilities Act (ADA) of 1990 and its amendments, which prohibit discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the ADA Act.

8.4 Website Compliance

The Parties to this MOU also agree to abide by the accessibility requirements set forth in Titles II and III of the ADA as they apply to websites of governmental entities, publicly-funded social service agencies, educational institutions, non-profit organizations, and private entities that offer online access to public goods, programs, and services. The Parties agree to not

discriminate individuals on the basis of disability in the full and equal enjoyment of public facilities or places of public accommodations, whether they be physical or virtual. Parties with inaccessible websites (e.g. websites that do not provide accessible content, features and/or elements for individuals with visual impairments) may meet their legal obligations under the ADA by providing alternative means to access programs or services, such as a staffed telephone information line.

8.5 Seismic Compliance

The Parties also agree that all AJCC sites will comply with California ADA and seismic certification requirements.

8.6 Press Releases and Communications

Participation in media communications by each Party to this MOU will be determined by each Party's designated communications or public relations representative. The Parties to this MOU acknowledge the workforce development system and Job Centers funded by the County of Los Angeles are uniformly branded as Los Angeles County America's Job Centers of California, or L.A. County AJCC.

9. Modifications and Revisions

This MOU constitutes the entire agreement between the Parties hereto and no oral understanding not incorporated herein will be binding on any of the Parties. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the Parties hereto by the issuance of a written amendment, signed and dated by the Parties.

10. Termination

The Parties to this MOU understand that implementation of the County's AJCC System is dependent on the good faith effort of every partner to work together to improve services to the community. The Parties also agree that this is a project in which different ways of working together and providing services are utilized. In the event that it becomes necessary for one (1) or more of the Parties to cease being a party to this MOU, said entity will notify the other Parties to this MOU in writing 30 days in advance of the need to cease being a Partner under this MOU.

11. Assignment

Except as otherwise provided in this MOU, the rights and duties of each Partner, as outlined in this agreement, may not be assigned or delegated without the advance written consent of the WDB, and any attempt to assign or delegate such rights or duties in contravention of this section shall be null and void. This MOU shall inure to the benefit of and be binding upon the successors and assigns of the Parties hereto.

12. Execution in Parts or Counterparts

This MOU may be executed in parts or counterparts, each part or counterpart being an exact duplicate of all other parts or counterparts, and all parts or counterparts shall be considered as constituting one complete original and may be attached together when executed by the Party hereto. Facsimile or electronic signatures shall be binding.

13. Hold Harmless/Indemnification/Liability

In accordance with provisions of Section 895.4 of the California Government Code, each Party to this MOU hereby agrees to indemnify, defend and hold harmless all other Parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of, or resulting from, any acts or omissions that arise from the performance of the obligations by such indemnifying Party pursuant to this MOU. In addition, except for Departments of the State of California that cannot provide for indemnification of court costs and attorneys' fees under the indemnification policy of the State of California, all other Parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorneys' fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying Party pursuant to this MOU. It is understood and agreed that all indemnity provided herein will survive the termination of this MOU.

14. Severability

If any part of this MOU is found to be null and void or is otherwise stricken, the rest of this MOU will remain in force.

(MOU continued on next page)

15. Authority and Signature

The individuals signing for each AJCC System Partner below certify that they have the legal authority to commit the Party they represent to the terms of this MOU. Their signatures certify understanding of the terms outlined herein and agreement with:

- Infrastructure Funding Agreement (Section 5.8)
- Partner Agreement to Share Other One-Stop System Costs (Section 5.8)
- Infrastructure Budget (Attachment A)
- Initial Allocation of Proportionate Share of Infrastructure Costs for Colocated Partners (Attachment B)
- Summary of Career Services Applicable to One-Stop Delivery System Partner (Attachment C)
- Consolidated Budget for the Delivery of Applicable Career Services and Other System Costs (Attachment D)

The individuals signing below understand that this MOU may be executed in counterparts, each being an original, and that this MOU expires either on June 30, 2023 or upon amendment, modification, or termination, whichever occurs earlier.

ATTEST: CELIA ZAVALA
EXECUTIVE OFFICER
CLERK OF THE BOARD OF SUPERVISORS
By _____, Deputy

Kathryn Barger
Chair, Los Angeles County Board of Supervisors

SEP 29 2020
Date

Holly Schroeder
Chair, Los Angeles County Workforce Development Board

9/29/2020
Date

County of Los Angeles Workforce Development Board Los Angeles County Network of AJCCs Infrastructure Budget FY 2019 - 2020		
Cost Category/Line Item	***Line Item Cost Detail***	***Cost***
Rent		
Rental of Facilities		$ 3,618,000
Subtotal: Rental Costs		***$ 3,618,000***
Utilities and Maintenance		
Facility Maintenance Contract		$ 113,000
High-Speed Internet		$ 22,000
Telephones	Landlines	$ 59,000
Utilities	Electric, Gas, Water	$ 62,000
Subtotal: Utilities and Maintenance Costs		***$ 256,000***
Equipment		
Assessment-Related Products		$ 1,000
Assistive Technology		$ 1,000
Computers		$ 1,000
Copiers		$ 30,000
Equipment Maintenance		$ 19,000
Fax Machines		$ 1,000
Other (Specify)		$ 443,000
Marketing	*Advertisements*	*$ 6,000*
Miscellaneous	*Insurance, Professional Services*	*$ 107,000*
Office Supplies		*$ 146,000*
Security	*Security Services*	*$ 184,000*
Subscriptions	*License Renewals, Memberships*	*$ -*
Subtotal: Equipment Costs		***$ 496,000***
Technology and Access Costs		
Information Technology Costs		$ 30,000
Subtotal: Technology and Access Costs		***$ 30,000***
Common Identifier Costs (Local Option, If Agreed To By All Co-Located Partners)		
Local option not selected		$ -
Subtotal: Common Identifier		***$ -***
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED PARTNERS		
Cost Category		***Total Cost***
Subtotal: Rental Costs		*$ 3,618,000*
Subtotal: Utilities and Maintenance Costs		*$ 256,000*
Subtotal: Equipment Costs		*$ 496,000*
Subtotal: Technology to Facilitate Access Costs		*$ 30,000*
Subtotal: Common Identifier Costs		*$ -*
TOTAL INFRASTRUCTURE COSTS		**$ 4,400,000**

County of Los Angeles Workforce Development Board
Los Angeles County Network of AJCCs
Initial Allocation of Proportionate Share of Infrastructure Costs for Colocated Partners
FY 2019 - 2020

Colocated Partner	Shared Infrastructure Costs	Application of Methodology	Allocated Initial Share	Amount: Cash	Amount: In-Kind
WIOA Title I: WDACS	$ 4,400,000	Square Footage	$ 2,614,000	$ 2,614,000	$ -
WIOA Title I: L.A. City WDB			$ 115,000	$ 115,000	$ -
WIOA Title II: HLPUSD			$ -	$ -	$ -
WIOA Title II: New Opportunities Organization			$ 382,000	$ 382,000	$ -
WIOA Title III: EDD			$ 860,000	$ 860,000	$ -
WIOA Title IV: DOR			$ -	$ -	$ -
Carl D. Perkins Career and Technical Education Act: L.A. Southwest College			$ -	$ -	$ -
CSBG: DPSS			$ 8,000	$ 8,000	$ -
GROW Job Club: DPSS			$ 64,000	$ 64,000	$ -
Other: 1st District			$ 126,000	$ 126,000	$ -
Other: Asian Youth Center			$ 4,000	$ 4,000	$ -
Other: Five Keys			$ 88,000	$ 88,000	$ -
Other: Goodwill			$ -	$ -	$ -
Other: JVS			$ 44,000	$ 44,000	$ -
Other: LA County Office of Education			$ -	$ -	$ -
Other: LAUSD			$ 5,000	$ 5,000	$ -
Other: Probation			$ -	$ -	$ -
Second Chance Act: New Opportunities Organization			$ -	$ -	$ -
TANF/CalWORKs: DPSS			$ -	$ -	$ -
Title V OAA: SER-Jobs for Progress			$ 16,000	$ 16,000	$ -
TSE: SBWIB			$ 75,000	$ 75,000	$ -

Notes:

- WIOA Title I: WDACS includes Youth@Work funding for Rancho Dominguez, Rio Hondo, and Southeast Los Angeles; these agencies inadvertently combined their Youth@Work funding with their WIOA Youth funding
- CSBG: DPSS is missing some allocated costs from East Los Angeles/West San Gabriel Valley and South Los Angeles; both AJCCs indicated there are funding restrictions from DPSS, which do not cover associated infrastructure costs (10% S&EBs, 90% participant costs)
- TSE: SBWIB is missing some allocated costs from Pomona Valley; they were unable to determine the occupied square footage of this program
- Workforce/Non-Credit Classes: Mt. SAC is missing some allocated costs from Pomona Valley; they were unable to determine the occupied square footage of this program
- Workforce Services: Job Corps is missing some allocated costs from Pomona Valley; they were unable to determine the occupied square footage of this program

ATTACHMENT C
Los Angeles County Workforce Development Board
Summary of Career Services Applicable to Each One-Stop Delivery System Partner (Colocated)
FY 2019-2020

	Title I Adult	Title I Dislocated Worker	Title I Youth	OAA SCSEP Title V	Title I Job Corps	Title II AEFLA		Title III Wagner-Peyser
	Workforce Development, Aging, & Community Services (WDACS)				MTC	New Opportunities Organization	Five Keys Charter School	EDD
Basic Career Services								
Program Eligibility	X	X	X	X	X		X	
Outreach, Intake, Orientation	X	X	X	X	X	X	X	X
Initial Assessment	X	X	X	X	X	X	X	X
Labor Exchange/Job Search	X	X	X	X				X
Referrals to Partners	X	X	X	X			X	X
Labor Market Information	X	X	X					X
Performance/Cost Information	X	X	X					
Support Service Information	X	X	X				X	X
Unemployment Insurance Information	X	X	X					X
Financial Aid Information	X	X	X				X	
Other: Career Counseling					X	X		
Other: Job Training					X			
Other: Expungement								
Other: Re-entry Services							X	
Other: Marketing							X	
Individualized Career Services								
Comprehensive Assessment	X	X	X	X			X	X
Individual Employment Plan	X	X	X	X	X			X
Career Planning/Counseling	X	X	X	X	X	X	X	X
Short-Term Prevocational Services	X	X	X	X				
Internships/Work Experience	X	X	X	X	X			
Out-of-Area Job Search	X	X	X					
Financial Literacy	X	X	X		X	X	X	
English Language Acquisition	X	X	X			X	X	
Workforce Preparation	X	X	X	X	X	X	X	
Follow-up Services								
Counseling Regarding the Workplace					X	X		
Contacting Individuals or Employers to Verify Employment					X			
Assistance with Work-related Problems						X		
Required Contact with the Participant's Employer					X			
Peer Support Groups								
Supportive Services Referrals					X			
Information Regarding Educational Opportunities					X	X	X	
Re-entry Services (Justice-Involved)						X	X	
Other:								
Other Services								
Training Services	X	X	X					
System Partner Trainings	X	X	X					

ATTACHMENT C
Los Angeles County Workforce Development Board
Summary of Career Services Applicable to Each One-Stop Delivery System Partner (Colocated)
FY 2019-2020

	Title IV Rehab Act	Veterans	Trade Adjustment Act	OAA SCSEP Title V	CSBG	TANF	Second Chance Act
	DOR	EDD		SER--Jobs for Progress	LA County DPSS		L.A. County Probation
Basic Career Services							
Program Eligibility	X			X			
Outreach, Intake, Orientation	X			X		X	
Initial Assessment	X			X			X
Labor Exchange/Job Search	X			X		X	
Referrals to Partners	X			X		X	X
Labor Market Information	X						
Performance/Cost Information							
Support Service Information	X					X	X
Unemployment Insurance Information							
Financial Aid Information	X						
Other: Career Counseling							
Other: Job Training							
Other: Expungement							
Other: Re-entry Services							
Other: Marketing							
Individualized Career Services							
Comprehensive Assessment	X	X	X	X		X	X
Individual Employment Plan	X	X	X	X		X	
Career Planning/Counseling	X	X	X	X		X	X
Short-Term Prevocational Services	X						
Internships/Work Experience	X			X		X	
Out-of-Area Job Search	X			X			
Financial Literacy				X			
English Language Acquisition							
Workforce Preparation	X	X	X	X	X	X	X
Follow-up Services							
Counseling Regarding the Workplace	X						
Contacting Individuals or Employers to Verify Employment	X						
Assistance with Work-related Problems	X			X			
Required Contact with the Participant's Employer							
Peer Support Groups				X			
Supportive Services Referrals	X						
Information Regarding Educational Opportunities	X			X			
Re-entry Services (Justice-Involved)							
Other:							
Other Services							
Training Services						X	
System Partner Trainings						X	

ATTACHMENT C
Los Angeles County Workforce Development Board
Summary of Career Services Applicable to Each One-Stop Delivery System Partner (Non-Colocated)
FY 2019-2020

	Title II Adult Education & Family Literacy Act (AEFLA)																			
	Antelope Valley Union High School District	Azusa Unified School District	Baldwin Park Unified School District	Bassett Unified School District	City of Covina	Compton Unified School District	Culver City Unified School District	El Monte Union High School District	Glendora Unified School District	Hacienda La Puente Unified School District	Lynwood Unified School District	Monrovia Unified School District	Monterey Park Literacy Program (LAMP)	Pomona Unified School District	Rowland Unified School District	Santa Monica Community College District	Santa Monica-Malibu Unified School District	Tri Community Adult Education (Covina-Valley Unified)	Whittier Union High School District	William S. Hart Union High School District (Charter Oak Adult)
Basic Career Services																				
Program Eligibility		X	X		X		X			X	X	X		X	X		X	X		X
Outreach, Intake, Orientation	X	X	X	X	X		X	X		X	X	X		X	X	X		X	X	X
Initial Assessment		X	X	X	X		X	X		X	X	X		X	X			X	X	X
Labor Exchange/Job Search		X	X			X				X		X		X						
Referrals to Partners	X	X	X	X	X		X			X				X	X		X	X	X	X
Labor Market Information		X	X							X				X			X		X	X
Performance/Cost Information		X								X				X						
Support Service Information	X	X	X			X	X				X	X		X	X	X	X	X	X	X
Unemployment Insurance Information		X								X										
Financial Aid Information		X	X						X	X	X	X		X						
Other: Employment Development Services																		X		
Other: Marketing																		X		
Individualized Career Services																				
Comprehensive Assessment		X	X							X	X	X						X	X	X
Individual Employment Plan		X								X	X			X					X	
Career Planning/Counseling	X	X	X				X	X	X	X	X	X		X	X	X			X	
Short-Term Prevocational Services		X								X	X									
Internships/Work Experience	X	X	X			X				X										X
Out-of-Area Job Search		X																	X	
Financial Literacy		X				X														
English Language Acquisition	X	X	X	X	X		X	X	X	X	X	X	X	X	X	X		X	X	X
Workforce Preparation		X		X				X		X	X	X							X	X
Other: Job Seeking Services																		X		
Follow-up Services																				
Counseling Regarding the Workplace	X	X		X				X		X		X		X	X	X		X		X
Contacting Individuals or Employers to Verify Employment			X	X		X				X		X		X	X					X
Assistance with Work-related Problems								X		X	X									
Required Contact with the Participant's Employer		X		X						X								X		
Peer Support Groups										X		X								
Supportive Services Referrals	X	X	X	X	X		X	X		X	X	X		X		X				X
Information Regarding Educational Opportunities	X	X	X	X	X	X	X	X	X	X	X			X	X	X	X	X		X
Re-entry Services (Justice-Involved)										X										
Other: Citizenship Classes													X							
Other: 1-1 Citizenship and CIT													X							

ATTACHMENT C
Los Angeles County Workforce Development Board
Summary of Career Services Applicable to Each One-Stop Delivery System Partner (Non-Colocated)
FY 2019-2020

	Title I YouthBuild		Title I DINAP	Title V SCSEP Older Americans Act	Carl D. Perkins CTE			Unemployment Compensation	Housing & Urban Development
	Antelope Valley YB	Compton & Whittier YB	United American Indian Involvement	NAPCA	Antelope Valley College	College of the Canyons	Santa Monica College	EDD	LACDA
Basic Career Services									
Program Eligibility	X	X	X	X		X			
Outreach, Intake, Orientation	X	X	X	X	X	X			
Initial Assessment	X	X	X	X		X			
Labor Exchange/Job Search	X	X	X			X			X
Referrals to Partners	X	X		X	X	X			X
Labor Market Information	X					X	X		
Performance/Cost Information	X								
Support Service Information	X		X	X		X			X
Unemployment Insurance Information						X		X	
Financial Aid Information			X			X			X
Other: Employment Development Services									
Other: Marketing									
Individualized Career Services									
Comprehensive Assessment		X	X						X
Individual Employment Plan		X	X			X			X
Career Planning/Counseling	X	X	X		X	X	X		
Short-Term Prevocational Services		X	X			X			
Internships/Work Experience	X	X	X			X			X
Out-of-Area Job Search			X						
Financial Literacy	X	X	X						X
English Language Acquisition									
Workforce Preparation	X	X	X			X			
Other: Job Seeking Services									
Follow-up Services									
Counseling Regarding the Workplace	X	X	X			X			
Contacting Individuals or Employers to Verify Employment	X	X	X			X			
Assistance with Work-related Problems	X	X	X			X			
Required Contact with the Participant's Employer						X			
Peer Support Groups	X		X						
Supportive Services Referrals	X	X	X			X			
Information Regarding Educational Opportunities	X	X	X			X			
Re-entry Services (Justice-Involved)	X								
Other: Citizenship Classes									
Other: 1-1 Citizenship and CIT									

ATTACHMENT D
Los Angeles County Workforce Development Board
Consolidated Budget for the Delivery of Applicable Career Services Other System Costs
FY 2019-2020
Budget Details to be finalized by first MOU Meeting October 30, 2020

Colocated Partners						
Partner Program	**Partner Name**	**Basic Career Services Costs**	**Individualized Career Services Costs**	**Follow-up Services**	**Total**	**Notes**
WIOA Title I Adult	WDACS				$0	
WIOA Title I Dislocated Worker					$0	
WIOA Title I Youth					$0	
Title V of Older Americans Act					$0	
Title I Job Corps	MTC				$0	
WIOA Title II Adult Education and Literacy	New Opportunities Organization	$20,000	$80,000	$95,000	$195,000	
WIOA Title III Wagner-Peyser	EDD				$0	
WIOA Title IV Vocational Rehabilitation	DOR				$0	
Title V of Older Americans Act	SER-Jobs for Progress, Inc.	$0	$0	$0	$0	
Veterans' Employment and Training	EDD				$0	
Trade Adjustment Assistance Act					$0	
Community Services Block Grant	DPSS				$0	
Temporary Assistance to Needy Families/ CalWORKs					$0	
Other	Five Keys Charter Schools	N/A	N/A	N/A	$0	
Second Chance Act	Los Angeles County Probation Department				$0	
	Totals	$20,000	$80,000	$95,000	$195,000	

ATTACHMENT D
Los Angeles County Workforce Development Board
Consolidated Budget for the Delivery of Applicable Career Services Other System Costs
FY 2019-2020
Budget Details to be finalized by first MOU Meeting October 30, 2020

Non-Colocated Partners						
Partner Program	**Partner Name**	**Basic Career Services Costs**	**Individualized Career Services Costs**	**Other Costs**	**Total**	**Notes**
Title I DINAP	United American Indian Involvement	$200,000	$600,000	$150,000	$950,000	
Title I Youth Build	Antelope Valley YouthBuild	$75,000	$150,000	$75,000	$300,000	
	Compton & Whittier YB	N/A	N/A	N/A	$0	
Title II Adult Education and Literacy Act (AEFLA)	Antelope Valley Union High School District	$36,000	$152,000	$0	$188,000	
	Azusa Unified School District	$24,000	$36,000	$21,000	$81,000	
	Baldwin Park Unified School District	$103,975	$108,978	$39,790	$252,743	
	Bassett Unified School District				$0	
	City of Covina				$0	
	Compton Unified School District	$2,000	$1,500	$1,000	$4,500	
	Culver City Unified School District	$30,000	$200,000	$30,000	$260,000	
	El Monte Union High School District				$0	Did not spend money on services, utilized local AJCC
	Glendora Unified School District	$0	$8,600	$0	$8,600	
	Hacienda La Puente Unified School District	$500,000	$500,000		$1,000,000	
	Literacy for all of Monterey Park (LAMP) Literacy Program	$0	$48,960	$5,270	$54,230	
	Lynwood Unified School District	$25,000	$5,000	$2,000	$32,000	
	Monrovia Unified School District	$30,165	$30,165	$17,219	$77,549	
	Pomona Unified School District	$25,000	$25,000	$15,000	$65,000	
	Rowland Unified School District				$0	
	Santa Monica Community College District	$46,583	$65,042	$0	$111,625	
	Santa Monica-Malibu Unified School District				$0	
	Tri Community Adult Education	$3,377	$14,013	$8,821	$26,211	
	Whittier Union High School District	$40,000	$125,000	$20,000	$185,000	
	William S. Hart Union High School District	$8,510	$13,275	$0	$21,785	
Title V of Older Americans Act	NAPCA	$5,830	$0	$0	$5,830	
Carl D. Perkins Career and Technical Education	Antelope Valley College				$0	
	College of the Canyons				$0	
	Santa Monica Community College District				$0	
Unemployment Compensation	EDD				$0	
Department of Housing & Urban Development	Los Angeles County Community Development Commission				$0	
	Totals	$1,155,440	$2,083,533	$385,100	$3,624,073	

ATTACHMENT E
MOU/AJCC System Partner Signature Pages

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Edward Knudson
Edward Knudson (Sep 25, 2020 11:17 PDT)

Edward Knudson
President
Antelope Valley Community College District
Carl D. Perkins Career and Technical Education Act

Sep 25, 2020
Date

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Steven Radford (Sep 28, 2020 13:17 PDT)

Sep 28, 2020

Steven Radford Ed.D.
Regional Director
College and Career Preparation and Adult Education
Antelope Valley Union High School District
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

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Rossie Cherry (Sep 16, 2020 16:27 MDT)

Sep 16, 2020

Rossie D. Cherry
Chief Executive Officer
Advancing Communities Together
dba Antelope Valley YouthBuild
Other

Date

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Arturo Ortega
Arturo Ortega (Sep 17, 2020 08:28 PDT)

Arturo Ortega
Superintendent
Azusa Adult Education Center
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Sep 17, 2020
Date

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Sep 21, 2020

Jeffrey Jordan, Ed.D.
Superintendent
Charter Oak Unified School District
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

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Jeff Forrest
VP, Economic Development
College of the Canyons
Carl D. Perkins Career and Technical Education Act

Sep 16, 2020
Date

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Alejandro Alvarez
Alejandro Alvarez (Sep 21, 2020 16:13 PDT)

Sep 21, 2020

Alejandro Alvarez
Deputy Superintentendent
Compton Unified School District
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

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Sara A. M. Silva & Kim Hughes
Sara A. M. Silva & Kim Hughes (Sep 16, 2020 15:23 PDT)

Sep 16, 2020

Sara Silva
Co Executive Director
EntreNous Youth Empowerment Services, Inc
(dba Compton YouthBuild and Whittier YouthBuild)
WIOA Title I YouthBuild

Date

Sara A. M. Silva & Kim Hughes
Sara A. M. Silva & Kim Hughes (Sep 16, 2020 15:23 PDT)

Sep 16, 2020

Kim Hughes
Co Executive Director
EntreNous Youth Empowerment Services, Inc
(dba Compton YouthBuild and Whittier YouthBuild)
WIOA Title I YouthBuild

Date

Signature:

Email: ssilva@comptonyouthbuild.org

LA County Workforce Development Board 2020-2023 WIOA MOU

Final Audit Report 2020-09-21

Created:	2020-09-16
By:	Ali Raisdanai (wdb@wdacs.lacounty.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA8s8biaEWr_xjeUPyr1pliszhET_WshP7

"LA County Workforce Development Board 2020-2023 WIOA MOU" History

Document created by Ali Raisdanai (wdb@wdacs.lacounty.gov)
2020-09-16 - 5:45:25 PM GMT- IP address: 172.88.93.118

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Leslie Lockhart
Leslie Lockhart (Sep 30, 2020 16:12 PDT)

Sep 30, 2020

Leslie Lockhart
Superintendent
Culver City Unified School District
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

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Wan Chun Chang
Wan Chun Chang (Sep 28, 2020 14:30 PDT)

Wan-Chun Chang
Regional Director
Department of Rehabilitation
WIOA Title IV Department of Rehabilitation

Sep 28, 2020
Date

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Antonia Jiménez
Director
Los Angeles County Department of Public Social Services
Temporary Assistance for Needy Families (TANF)
Community Services Block Grant (CSBG)

9/16/2020
Date

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Jesse Cuevas
Jesse Cuevas (Sep 22, 2020 12:30 PDT)

Sep 22, 2020

Jesse Cuevas
Acting Division Chief
Employment Development Department
WIOA Title III Wagner-Peyser Act
Unemployment Compensation
Veterans' Employment & Training (Jobs for Veterans State Grants)
Trade Adjustment Assistance Act (TAA)

Date

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Clarece Weinraub

Sep 25, 2020

Clarece D. Weinraub, Ed.D.
Director for Southern California Region
Five Keys Schools and Programs
WIOA Title II Adult Education & Family Literacy Act (AEFLA)
Justice-Involved Programs/Second Chance

Date

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Rebecca Summers
Rebecca Summers (Sep 23, 2020 10:21 PDT)

Rebecca Summers
Director of Curriculum & Instruction
Glendora Unified School District
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Sep 23, 2020
Date

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Donna M. Manfredi
Donna M. Manfredi (Sep 29, 2020 12:57 PDT)

Sep 29, 2020

Donna M. Manfredi
Interim Principal
Golden Oak Adult School
William S. Hart Union High School District
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

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Tom Fitzwater
Tom Fitzwater (Sep 17, 2020 14:46 PDT)

Tom Fitzwater
Center Director
Los Angeles Job Corps Center
WIOA Title I Job Corps

Sep 17, 2020
Date

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Davon Barbour
Davon Barbour (Sep 17, 2020 09:45 PDT)

Sep 17, 2020

Davon Barbour
Director, Community and Economic Development
Los Angeles County Development Authority
Housing and Urban Development (HUD) Programs

Date

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Shawna Dinkins, Ed.D.
Shawna Dinkins, Ed.D. (Sep 24, 2020 17:49 PDT)

Sep 24, 2020
Date

Dr. Shawna Dinkins
Assistant Superintendent, Educational Services
Lynwood Unified School District
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

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Katherine Thorossian
Katherine Thorossian (Sep 28, 2020 10:30 PDT)

Sep 28, 2020

Katherine Thorossian, Ed.D.
Superintendent
Monrovia Community Adult School
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

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Ron Bow (Sep 30, 2020 14:09 PDT)

Sep 30, 2020

Ron Bow
City Manager
On behalf of LAMP Literacy-Monterey Park Bruggemeyer Library
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

Approved as to form:

9/30/2020

Karl H. Berger
City Attorney
City of Monterey Park
On behalf of LAMP Literacy-Monterey Park Bruggemeyer Library
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

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Sep 29, 2020

Lisa Thong
Chief Operations Officer
National Asian Pacific Center on Aging
Title V of Older Americans Act

Date

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Paul Guzman
Paul Guzman (Sep 16, 2020 12:33 PDT)

Sep 16, 2020

Paul Guzman
Executive Director
New Opportunities Organization
Date

WIOA Title II Adult Education & Family Literacy Act (AEFLA)
Second Chance Act

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Dr. RUth Perez
Dr. RUth Perez (Sep 28, 2020 10:51 PDT)

Sep 28, 2020

Ruth Perez
Superintendent
Paramount Adult School
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Date

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Ben Drati

Digitally signed by Ben Drati
DN: cn=Ben Drati, o=Santa Monica-Malibu USD, ou=Superintendent, email=bdrati@smmusd.org, c=US
Date: 2020.09.30 09:23:33 -07'00'

Dr. Ben Drati

9/30/20

Date

Santa Monica Adult Education Center
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

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Sep 18, 2020

Kathryn Jeffery
Superintendent/President
Santa Monica College
Carl D. Perkins Career and Technical Education Act

Date

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Rudy Contreras
Rudy Contreras (Sep 28, 2020 11:33 PDT)

Rudy Contreras
Chief Executive Officer
Southern California Rehabilitation Services, Inc.
ACL
WIOA Title I-YouthBuild

Sep 28, 2020
Date

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Luis Cervantes (Sep 17, 2020 07:17 PDT)

Luis Cervantes
Chief Executive Officer
United American Indian Involvement
WIOA Title I Indian and Native American Programs

Sep 17, 2020
Date

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9/21/2020

Otto Solórzano
Acting Director
Los Angeles County
Workforce Development, Aging & Community Services
WIOA Title I Adult, Dislocated Worker, & Youth
Title V of Older Americans Act

Date

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Kevin Jamero
Kevin Jamero (Sep 22, 2020 15:04 PDT)

Kevin Jamero
Assistant Superintendent of Business Services
Whittier Union Adult School
WIOA Title II Adult Education & Family Literacy Act (AEFLA)

Sep 22, 2020
Date

LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)
2020-2023 MEMORANDUM OF UNDERSTANDING (MOU)
EXHIBIT B

LA County Workforce Development Board
2020-2023 WIOA MOU
FY2020-2021 Reconcilation/Annual Review Schedule

Due Date(s)	Remaining Days	Task/Deliverable
10/20/2020	19	Q1 Reconciliation of WIOA Partner Contributions)
10/30/2020	29	Q1 WIOA MOU Partner Meeting
1/20/2021	111	Q2 Reconciliation of WIOA Partner Contributions
1/27/2021	118	Q2 WIOA MOU Partner Meeting
4/20/2021	201	Q3 Reconciliation of WIOA Partner Contributions
4/28/2021	209	Q3 WIOA MOU Partner Meeting
7/20/2021	292	Q4 Reconciliation of WIOA Partner Contributions/Annual Review
7/29/2021	301	Q4 WIOA MOU Partner Meeting

LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)
2020-2023 MEMORANDUM OF UNDERSTANDING (MOU)
EXHIBIT C

Los Angeles County Workforce Development Board
2020-2023 WIOA MOU
Signature Disposition Status Report

Partnership Type	Partner Name	Signature Disposition	Date to Be Signed
Carl D. Perkins Career and Technical Education Act	Los Angeles Southwest College	No Signatory Submitted/Email Reminder Sent 9/21/2020 to Maricela at AJCC 9/28/2020 contacted Presidents office, left vmail.	
Title V of Older Americans Act	SER Jobs for Progress	Sent for Signature 9/25/2020 Reminder Email and Voicemail sent to Esteban 9/28/2020	
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Baldwin Park Unified School District	Going to Board/Council for Approval	10/13/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Bassett Adult School	Going to Board/Council for Approval	10/20/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	City of Covina/Covina Library	Going to Board/Council for Approval	10/06/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	El Monte Union High School District (El Monte Rosemead Adult School)	Going to Board/Council for Approval	**11/5/2020**
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Hacienda La Puente Unified School District	Going to Board/Council for Approval	10/09/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Mt. San Antonio College	Going to Board/Council for Approval	10/14/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Pomona Unified School District	Going to Board/Council for Approval	10/21/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Rowland Unified School District	Going to Board/Council for Approval	10/8/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Tri-Community Adult Ed Covina-Valley Unified School District	Going to Board/Council for Approval	10/5/2020
Other	Advancing Communities Together dba Antelope Valley YouthBuild	Signed	9/16/2020
Carl D. Perkins Career and Technical Education Act	Antelope Valley Community College District	Signed	9/25/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Antelope Valley Union High School District	Signed	9/28/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Azusa Adult Education Center	Signed	9/17/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Charter Oak Unified School District	Signed	9/21/2020
Carl D. Perkins Career and Technical Education Act	College of the Canyons	Signed	9/16/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Compton Unified School District	Signed	9/21/2020
WIOA Title I YouthBuild	Compton YouthBuild and Whittier YouthBuild (EntreNous)	Signed	9/16/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Culver City Unified School District	Signed	9/30/2020
Temporary Assistance for Needy Families (TANF) Community Services Block Grant (CSBG)	Department of Public Social Services (DPSS)	Signed	9/17/2020
WIOA Title IV Rehabilitation Act	Department of Rehabilitation (DOR)	Signed	9/28/2020
WIOA Title III/TAA/VETERANS/UI	Employment Development Department (EDD)	Signed	9/22/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Five Keys	Signed	9/25/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Glendora Unified School District	Signed	9/23/2020
Housing and Urban Development (HUD)	Los Angeles County Development Authority (LACDA)	Signed	9/17/2020
WIOA Title I Job Corps	Los Angeles Job Corps Center	Signed	9/18/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Lynwood Unified School District	Signed	9/24/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Monrovia Unified School District	Signed	9/28/2002
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Monterey Park Bruggemeyer Library LAMP Literacy Program	Signed	9/30/2020
Title V of Older Americans Act	National Asian Pacific Center on Aging	Signed	9/29/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA) Second Chance Act	New Opportunities Organization	Signed	9/16/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Paramount Adult School	Signed	9/28/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Santa Monica Adult Education Center	Signed	9/30/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Santa Monica College	Signed	9/18/2020
ACL;WIOA Title I-YouthBuild	Southern California Rehabilitation Services, Inc.	Signed	9/28/2020
WIOA Title I Indian and Native American Programs	United American Indian Involvement	Signed	9/16/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	Whittier Union Adult School	Signed	9/22/2020
WIOA Title II Adult Education & Family Literacy Act (AEFLA)	William S. Hart Union High School District Golden Oak Adult School	Signed	9/29/2020
WIOA Title I Adult, Dislocated Worker, Youth	Workforce Development, Aging, and Community Services (WDACS)	Signed	9/21/2020

LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)
2020-2023 MEMORANDUM OF UNDERSTANDING (MOU)
EXHIBIT D

Los Angeles County Workforce Development Board
Workforce Innovation and Opportunity Act (WIOA)
Workforce System Partners'
Memorandum of Understanding (MOU) Task Force

Kick Off Meeting

November 18, 2019

1:00 p.m. – 4:00 p.m.

The Village at Indian Hill, Pomona California

Overview of Task Force Kick-Off Meeting

- The MOU – At a Glance
- Why a Task Force?
- Composition of the Task Force?
- What the MOU Must Do
- What the MOU Can and Should Do
- Task Force Roles and Responsibilities
- Moving from Here to There
- Task Force Calendar
- Capturing and Presenting Task Force Recommendations
- Development and Execution of the New MOU
- Other Matters

The MOU – At a Glance

State Guidance:

- In order to establish a high quality AJCC delivery system and enhance collaboration among partner programs, WIOA requires Local Boards to develop MOUs with all AJCC required partners within their Local Workforce Development Area.

- These MOUs will serve as a functional tool as well as visionary plan for how the Local Board and AJCC partners will work together to create a unified service delivery system that best meets the needs of their shared customers.

- For the initial negotiation process of these MOUs, the state separated the development process into two distinct phases. The Phase I Directive addressed service coordination and collaboration among all AJCC partners. The Phase II Directives addressed how to sustain the unified system through the use of resource sharing and joint cost funding. In the next iteration of the MOU, prior components will be consolidated.

Content of the Current MOU

- **Purpose**
- **Process and Development**
  - Effective Date and Term of the MOU
  - The Parties to MOU Phase II
  - Process Used to Reach Consensus
  - Process Used to Resolve Issues during MOU Term When Consensus Cannot be Reached
  - Process for Periodic Modification and Review
  - Assurances
- **Infrastructure Funding Agreement (IFA)**
  - Partner Agreement to Cost Allocation Methodology
  - Comprehensive AJCCs
  - Affiliate and Specialized AJCCs
  - Infrastructure Cost Allocation Methodology
  - Infrastructure Budget
  - Initial Proportionate Share
  - Infrastructure Contributions

- **Sharing of Other System Costs**
  - Partner Agreement to Share Other One-Stop System Costs
  - Career Services Applicable to Partners
  - Consolidated Budget for the Delivery of Applicable Career Services and Other System
  - Costs
- **Amendments to MOU Phase I**
  - Changes to MOU Phase I Partner List
  - Updated Los Angeles County AJCC System Design
  - Updated Shared Services Matrices
  - Reemployment Services and Eligibility Assessment Program (RESEA) Amendment
  - New Customer Service and Quality Control Plan Target Date
  - Update to WIOA Grievances and Complaints Procedure

- Confidentiality
- Non-Discrimination and Equal Opportunity
- Americans with Disabilities Act, Seismic and Amendments Compliance
- Modifications and Revisions
- Termination
- Assignment
- Execution in Parts or Counterparts
- Hold Harmless/Indemnification/Liability
- Severability
- Integration Clause
- Authority and Signature

Why a Task Force?

- Developing an MOU is, by design, best done as group process.
- As we enter the sixth year of WIOA, relationships and interactions among the partners have matured and evolved.
- Doing the "heavy lifting" now will avoid scrambling as a target completion date approaches.
- Since the end goal is collaboration, why not start with it?

Composition of the Task Force

WDACS is seeking participation in the Task Force from the following decision-makers:

- Leaders from organizations representing the "one-stop" partners that are party to the MOU.
- Organizations that contract as service providers and "operators" at County-funded AJCCs.
- Executive leadership from WDACS.

A commitment to participate in all scheduled meetings is required.

Parties to the MOU

- Chief Local Elected Official: Los Angeles County Board of Supervisors
- Local Workforce Development Board: Los Angeles County Workforce Development Board

Co-located AJCC Partners Participating in the Infrastructure Funding Agreement (IFA) and Shared Other System Costs Agreement:

- WIOA Title I Adult, Dislocated Worker, Youth: Los Angeles County Workforce
- Development, Aging and Community Services (WDACS)
- WIOA Title I Job Corps (Subtitle C): Cornerstone Solutions, Inc. — Job Corps Services
- WIOA Title II Adult Education and Literacy: New Opportunities Organization
- WIOA Title III Wagner-Peyser: California Employment Development Department (EDD)

- WIOA Title IV Vocational Rehabilitation: California Department of Rehabilitation (DOR)
- Title V of Older Americans Act: SER—Jobs for Progress, Inc. San Joaquin Valley
- Veterans' Employment and Training (Jobs for Veterans State Grants): EDD
- Trade Adjustment Assistance Act (TAA): EDD
- Second Chance Act: Los Angeles County Probation Department (Probation); New
- Opportunities Organization
- Other: Five Keys Schools and Programs (Five Keys); Goodwill Southern California

Non-Co-located AJCC Partners Participating in the Shared Other System Costs Agreement:

- WIOA Title I Job Corps (Subtitle C): Department of Labor operated in Los Angeles
- County by YWCA Greater Los Angeles
- WIOA Title I Native American Programs (WIOA Section 166): Department of Labor operated in Los Angeles County by Southern California Indian Center, Inc. (SCIC)
- WIOA Title I Migrant Seasonal Farmworkers (WIOA Section 167): Not applicable/required in Los Angeles County
- WIOA Title I Youth Build (WIOA Section 171): Department of Labor operated in Los Angeles County by Youth Policy Institute and Reentry Employment Opportunities; Los Angeles Region Youth Build Collaborative

- WIOA Title II Adult Education and Literacy: Antelope Valley Union High School District; Azusa Unified School District; Baldwin Park Unified School District; Bassett Unified School District; City of Covina; Claremont Unified School District; Compton Unified School District; Culver City Unified School District; El Monte Union High School District; Glendora Unified School District; Hacienda La Puente Unified School District; Literacy for all of Monterey Park (LAMP) Literacy Program; Los Angeles Unified School District; Lynwood Unified School District; Monrovia Unified School District; Montebello Unified School District; Mt. San Antonio Community College District; Paramount Unified School District; Pomona Unified School District; Rowland Unified School District; Santa Monica Community College District; Santa Monica-Malibu Unified School District; Tri-Community Adult Education; Whittier Union High School District; William S. Hart Union High School District
- Title V of Older Americans Act: WDACS, Area Agency on Aging; National Asian Pacific Center on Aging (NAPCA)

What the MOU Must Do

- Describe the Workforce Development/AJCC Service Delivery System
- Describe Methods for Referring Customers
- Describe Administration and Operations Management
- Indicate the Duration of the MOU
- Describe Approach and Mechanisms for WIOA-Mandated Cost Sharing
  - Infrastructure Costs
  - Other System Costs

Describe the Workforce Development/AJCC Service Delivery System

- Define the purpose, mission, values and goals of the AJCC system.
- Identify the AJCC partner(s) included in the MOU (both required and optional).
- Describe the AJCC system design.
- Describe the AJCC system services, that are applicable to each partner, including career services and those identified in the bi-lateral agreements contained in the California Workforce Development Strategic Plan
- Identify the AJCC system customers and describe shared customers.
- Describe the responsibilities of the AJCC partner(s), including joint planning and staff development/ professional development

Describe Methods for Referring Customers

- Describe the AJCC system referral process.
- Describe commitment to ensuring a high quality customer service and customer-centered focus.
- Identify how the AJCC system will provide direct access to partners through real-time technology.

Describe Administration and Operations Management

- Describe management operations, including site supervision and day to day operations.
- Describe how the AJCC system will engage in media releases and communication.
- Describe the AJCC system policy and procedures regarding hold harmless, indemnification, and liability.
- Describe how the AJCC system will handle dispute resolution.

Indicate the Duration of the MOU

- Identify the effective dates of the MOU.
- Include an assurance to review the MOU at least every three years.
- Describe the procedures established to revise and modify the MOU.
- Describe the procedures established to terminate the MOU.

Describe Approach and Mechanisms for WIOA-Mandated Cost Sharing

- Infrastructure Costs
- Other System Costs

Infrastructure Costs

- A budget outlining the infrastructure costs for each comprehensive AJCC in the Local Area with a detailed description of what specific costs are included in each line item. Please note, if the Local Board chooses to negotiate infrastructure costs based on their network of comprehensive AJCCs, rather than center by center, then the budgets for all the comprehensive AJCCs can be consolidated into one system budget.
- The cost allocation methodology chosen to charge each partner in proportion to its use of the AJCC(s) and benefit received, in accordance with Uniform Guidance.
- The initial proportionate share of infrastructure costs allocated to each partner based on the agreed upon cost allocation methodology, each partner's estimated total contribution amount, and whether it will be provided through cash, non-cash (in-kind), and/or third-party in-kind contributions. This initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly.
- For any identified non-cash or in-kind contributions, the method by which the value of the contribution was or will be fairly evaluated, in accordance with Uniform Guidance Section 200.306

Other System Costs

- A budget outlining other system costs for each comprehensive AJCC in the local AJCC delivery system and a detailed description of what specific costs are included in each line item. The budget must include "applicable career services" as well as any other shared costs agreed upon by the AJCC partners.
- The cost allocation methodology agreed to by all partners to charge other system costs according to if benefit is received and their proportionate use in accordance with Uniform Guidance.
- The initial proportionate share of other system costs allocated to each partner based on the agreed upon cost allocation methodology, each partner's estimated total contribution amount, and whether it will be provided through cash, non-cash (in-kind), and/or third-party in-kind contributions. This initial determination must be periodically reconciled against actual costs incurred and adjusted accordingly.
- For any identified non-cash or in-kind contributions, the method by which the value of the contribution was or will be fairly evaluated, in accordance with Uniform Guidance.

What the MOU Can and Should Do

Can the MOU be enhanced so as to:

- Increase the system's customers focus, putting customers at the center of what we do?
- Increase quality of services provided by the partners and, as a result, customers' satisfaction with services?
- What opportunities exists to develop or import new strategies?

Task Force Roles and Responsibilities

- Identify System Coordination Priorities
- Consider Models and Options
- Make Recommendations for MOU Key Content

Moving from Here to There

The Existing MOU

- Phase I – Shared Customers and Shared Services
- Phase II – Shared Costs: Infrastructure Funding Agreement and Other System Costs

The New MOU

- Innovation
- Strategy
- Progress

Three Questions...

- What has been learned since the MOU was first developed that has improved partners' effectiveness is serving shared customers?

- Have inter-agency referral systems improved? If so, what have been the benefits?

- What are the next steps is system collaboration? What achievements in system cooperation and alignment are within reach?

Task Force Calendar

Four Planning Meetings and a Capstone Session

- November 18, 2019 (Monday):
  Introduction and Kick-Off
- December 16, 2019 (Monday):
  The System Partners and Service Delivery
- January 21, 2020 (Tuesday):
  Customer Referrals and Coordination
- February18, 2020 (Tuesday):
  Administration and Cost Sharing
- March 16, 2020 (Monday):
  Capstone Session: Recommendations

Capturing and Presenting Task Force Recommendations

- Notes taken at each task force meeting
- Review of task force discussions by WDACS Leadership
- On-Going Sharing of Task Force Notes
- WDACS Leadership and Consultant/Facilitator Identify Significant Themes
- Recommendations presented to task force at "capstone" meeting and feedback used to guide development of new MOU

Development and Execution of the New MOU

- WDACS will take the lead
- Information updates:
  - System-wide
  - Center-based
- Draft of the MOU to Signatory Parties for Review and Comments
  - Date - TBD
- Transmission of MOU for Final Review and Signature
  - Date - TBD

Other Matters

- Your Task Force Participation
- What's in it for me?
- Task Force Communications
- What's on Your Mind?

Los Angeles County Workforce Development Board
WIOA MOU Taskforce Meeting #1 Registration List
November 18, 2019

First Name	Last Name	Job Title	Company
Vanessa	Arevalo	Vice Principal	Baldwin Park Adult and Community Education
Adder	Argueta	CTE Specialist	Bassett Adult School
Adder	Argueta	CTE Program Specialist	Bassett Adult School
Ivan	Ayro	Director of Adult and Career Technical Education	Charter Oak Unified
Davon	Barbour	Director	Los Angeles County Development Authority
Eduardo	Bedoy	WIOA Navigator	LAUSD / DACE
Eduardo	Bedoy	WIOA Navigator	DACE
Rocky	Bettar	Director Adult Education/Careep Preparation	Rowland Unified School District
Greg	Buckner	Executive Director	Hacienda La Puente Adult Education
Trina	Cardona	Assistant Principal	El Monte-Rosemead Adult School
elvis	carias	program coordinator	Culver City Unified School District
Dione	Carter	Dean, Academic Affairs (Noncredit & External Prg.)	Santa Monica College
Laura	Chardiet	Coordinator	Los Angeles Unified School District
Dahlia	Cornejo	Human Services Administrator I	LA County, DPSS
Lucia	Covarrubias	College and Career Counselor	Paramount Adult School
Natalie	Cozby	CTE WIOA Specialist	Assurance Learning Academy High School
Devin	Daugherty	Director, CACT	College of the Canyons
Felipe	Delvasto	Coordinator of Alternative Education	Claremont Unified School District
Mary Pat	Dodson	Adult Literacy Coordinator	LAMP Literacy-Monterey Park Bruggemeyer Library
Alejandra	Duarte	Management Analyst	Southeast LA Comprehensive AJCC
Olga	Duran	Program Coordinator	San Gabriel Valley Conservation Corps
Virginia	Espana	Assistant Principal	Tri-Community Adult Education
Kim	Fedrick	VP Programs	JVS - SoCal
Margaret	Fernandez	Grant Manager	Rio Hondo College
Tom	Fitzwater	Center Director	Los Angeles Job Corps
Laureano	Flores	Dean, Academic Planning	Antelope Valley College
Laureano	Flores	Dean, Academic Planning & Special Initiatives	Antelope Valley College
Anthony	Fuller	Principal	Adult Education Center, Santa Monica-Malibu Unified School District
Angel	Gallardo	Acting Director, Adult Education & Student Support	Montebello Unified School district
Kalaya	Goins	QA & Performance Manager	Goodwilll SoCal
Micah	Goins	Director, Adult CTE Programs	Hacienda La Puente Adult Education
Bernadine	Gonzalez	Principal	Los Angeles Unified School District / Division of Adult and Career Education
Paul	Guzman	Executive Director	New Opportunities Organization
Paul	Guzman	Executive Director	New Opportunities Organization
Linda	Hembrick	Instructor	Lynwood Community Adult School
Linda	Jenkins	Manager	Los Angeles County Development Authority
Kirk	Kain	Executive Director	Rio Hondo AJCC/SASSFA
Deborah	Kerr	Principal	El Monte-Rosemead Adult School
Patrick	Koppula	Executive Advisor	Los Angeles County
Joyce	Lee	District Administrator	Department of Rehabilitation
Michelle	Lee	Principal	Charter Oak Adult Education
Ripsime	Markaryan	Program Director	Pomona Valley AJCC
James	Marsh	Career Pathways Coordinator	Goodwill Southern California
Linda	McNary	Director of Adult and Continuing Education	Azusa Adult Education Center
Enrique	Medina	Director - Career Readiness	Pomona USD
Ashley	Mejia	Project Manager, Noncredit Initiatives	Santa Monica College
Ashley	Mejia	Project Manager , Noncredit Initiatives	Santa Monica College
Albert	Michel	Principal	Bassett Adult School
Albert	Michel	Principal	Bassett Adult School
Albert	Michel	Principal	Bassett Adult School
Joel	Morgan	Regional Director	Goodwill
Joel	Morgan	Regional Director	Goodwill of Southern California
Margie	Moriarty	Principal	Whittier Union Adult School
Ruth	Morris	Assistant Principal	Culver City Adult School
Denise	Newman	job developer	HEALTHright360.org
Luz	Ochoa	Program Assistant	DPSS
Eboney	Pearson	Business & Community Liaison	MTC Los Angeles Job Corps Center
Tami	Pearson	Dean, Continuing Education and Workforce Developme	Mt. SAC
Roberto	Pena	Community Sites Director	New Opportunities Organization
Sam	Powers	Advisor--WIOA Navigator Program	LAUSD
Chris	Rajapakse	Community Program Director	City of Los Angeles - Economic and Workforce Development Department
Michelle	Renteria	Assistant Director of Workforce and Career Develop	Five Keys Schools and Programs
John	Russell	Regional Director / Assistant Principal	Citrus College Adult Education Consortium / Monrovia Community Adult School
Eunetra	Rutledge	Community Liaison	Learn 4 Life
LILIANA	SANCHEZ	Community Liaison	Learn4Life
Josefina	Santiago	Director Workforce Development	JVS So Cal
Fidelina	Santos	Admin Sec	Bassett Adult School
Elbia	Sarabia	Director, Adult Academics & Community Education	Hacienda La Puente Unified School District
Elbia	Sarabia	Director of Adult Academics & Community Education	Hacienda La Puente Unified School District
Deanna	Schubert	Community Liaison	Learn4life
Jorge	Seccia	Program Administrator	Hacienda La Puente Adult Education
Brenda	Seiden	Staff Services Manager I- Team Manager	Department of Rehabilitation
Beatriz	Silva	Management Analyst	Southeast LA Comprehensive AJCC
Kalei	Souza	Community Liaison	Learn4Life
Kalei	Souza	Community Liaison	Learn4Life

Los Angeles County Workforce Development Board
WIOA MOU Taskforce Meeting #1 Registration List
November 18, 2019

Philip	Starr	Executive Director	MCS
Miriam	Suen	Director	NAPCA
Miriam	Suen	SCSEP Regional Director	National Asian Pacific Center on Aging
christina	sullivan	Job developer	HEALTHright360
Will	Thornhill	Director of Community Outreach & Partnership	Lifelong Learning
Veronica	Valenzuela	Director of Adult and Community Education	Baldwin Park Unified School District
Robert	Westgate	Principal	Dr. Doug Sears Learning Center
Ryan	Whetstone	Consortium Manager	Mt. SAC Regional Consortium for Adult Education
Rene	Williams	Director of Department of Workforce Development	United American Indian Involvement, Inc
John	Wilson	Career Services Specialist	Mt. San Antonio College
Ken	Wu	Data admin	Temple city adult school
Lisa Michelle	Zega	Program Manager	Goodwill

LOS ANGELES COUNTY
WDB
WORKFORCE DEVELOPMENT BOARD

Workforce Innovation and Opportunity Act (WIOA)
Workforce System Partners'
MEMORANDUM OF UNDERSTANDING (MOU)
TASK FORCE

MEETING ON
SYSTEM PARTNERS & SERVICE DELIVERY

DECEMBER 16, 2019
1:00 P.M. – 3:00 P.M.

RICHARD N. SLAWSON
SOUTHEAST OCCUPATIONAL CENTER

Review of Task Force Purpose and Objectives

- Why a Task Force?
- Composition of Task Force
- What the MOU Must Do
- What the MOU Can and Should Do
- Task Force Roles and Responsibilities
- Task Force Calendar

Why a Task Force?

- Developing an MOU is, by design, best done as a group process.
- As we enter the sixth year of WIOA, relationships and interactions among the partners have matured and evolved.
- Doing the “heavy lifting” now will avoid scrambling as a target completion date approaches.
- Since the end goal is collaboration, why not start with it?

Composition of the Task Force?

WDACS is seeking participation in the Task Force from the following decision-makers:

- Leaders from organizations representing the “one-stop” partners that are party to the MOU.
- Organizations that contract as service providers and “operators” at County-funded AJCCs.
- Executive leadership from WDACS.

A commitment to participate in all scheduled meetings is required.

What the MOU Must Do

- Describe the Workforce Development/AJCC Service Delivery System
- Describe Methods for Referring Customers
- Describe Administration and Operations Management
- Indicate the Duration of the MOU
- Describe Approach and Mechanisms for WIOA-Mandated Cost Sharing
  - Infrastructure Costs
  - Other System Costs

What the MOU Can and Should Do

Can the MOU be enhanced so as to:

- Increase the system's customers focus, putting customers at the center of what we do?
- Increase quality of services provided by the partners and, as a result, customers' satisfaction with services?
- Maximize opportunities to develop or import new strategies?

Task Force Roles and Responsibilities

- Identify System Coordination Priorities
- Consider Models and Options
- Make Recommendations for Key Content of the MOU

Task Force Calendar

Four Planning Meetings and a Capstone Session

- **November 18, 2019** (Monday):
  Introduction and Kick-Off
- **December 16, 2019** (Monday):
  The System Partners and Service Delivery
- **January 21, 2020** (Tuesday):
  Customer Referrals and Coordination
- **February 18, 2020** (Tuesday):
  Administration and Cost Sharing
- **March 16, 2020** (Monday):
  Capstone Session: Recommendations

Focus of Today's Task Force Discussion: "*System Partners & Service Delivery*"

The key word in today's discussion is **system**.

System Partners

- AJCC Operators
- Mandatory Parties to the MOU (WIOA "One-Stop" Partners)
- Others (?)

Parties to the Current MOU

- Chief Local Elected Official: Los Angeles County Board of Supervisors
- Local Workforce Development Board: Los Angeles County Workforce Development Board

Co-located AJCC Partners Participating in the Infrastructure Funding Agreement (IFA) and Shared Other System Costs Agreement:

- WIOA Title I Adult, Dislocated Worker, Youth: Los Angeles County Workforce Development, Aging and Community Services (WDACS)
- WIOA Title I Job Corps (Subtitle C): Cornerstone Solutions, Inc. — Job Corps Services
- WIOA Title II Adult Education and Literacy: New Opportunities Organization
- WIOA Title III Wagner-Peyser: California Employment Development Department (EDD)

Parties to the Current MOU

- **WIOA Title IV Vocational Rehabilitation**: California Department of Rehabilitation (DOR)
- **Title V of Older Americans Act**: SER—Jobs for Progress, Inc. San Joaquin Valley
- **Veterans' Employment and Training** (Jobs for Veterans State Grants): EDD
- **Trade Adjustment Assistance Act** (TAA): EDD
- **Second Chance Act:** Los Angeles County Probation Department (Probation); New Opportunities Organization
- **Other:** Five Keys Schools and Programs; Goodwill Southern California

Non-Co-located AJCC Partners Participating in the Shared System Costs Agreement:

- **WIOA Title I Job Corps** (Subtitle C): Department of Labor operated in Los Angeles County by YWCA Greater Los Angeles
- **WIOA Title I Native American Programs** (WIOA Section 166): Department of Labor operated in Los Angeles County by Southern California Indian Center, Inc. (SCIC)
- **WIOA Title I Migrant Seasonal Farmworkers** (WIOA Section 167): Not applicable/required in Los Angeles County
- **WIOA Title I Youth Build** (WIOA Section 171): Department of Labor operated in Los Angeles County by Youth Policy Institute and Reentry Employment Opportunities; Los Angeles Region Youth Build Collaborative

Non-Co-located AJCC Partners Participating in the Shared System Costs Agreement:

- **<u>WIOA Title II Adult Education & Literacy</u>:**
  Antelope Valley Union High School District; Azusa Unified School District; Baldwin Park Unified School District; Bassett Unified School District; City of Covina; Claremont Unified School District; Compton Unified School District; Culver City Unified School District; El Monte Union High School District; Glendora Unified School District; Hacienda La Puente Unified School District; Literacy for all of Monterey Park (LAMP) Literacy Program; Los Angeles Unified School District; Lynwood Unified School District; Monrovia Unified School District; Montebello Unified School District; Mt. San Antonio Community College District; Paramount Unified School District; Pomona Unified School District; Rowland Unified School District; Santa Monica Community College District; Santa Monica-Malibu Unified School District; Tri-Community Adult Education; Whittier Union High School District; William S. Hart Union High School District

- **<u>Title V of Older Americans Act</u>**: WDACS Area Agency on Aging; National Asian Pacific Center on Aging (NAPCA)

Service Delivery

MOU must describe the workforce development/ AJCC service delivery system, including:

- Describe the **AJCC system design**.
- Describe the AJCC **system services** that are applicable to each partner, including career services and those identified in the bi-lateral agreements contained in the CA Workforce Development Strategic Plan
- Identify the **AJCC system customers** and describe **shared customers.**
- Describe the **responsibilities of the AJCC partner(s),** including joint planning and staff/professional development

Services Listed in the Current MOU Include:

Basic Career Services

- **Program Eligibility**
- **Outreach, Intake, Orientation**
- **Initial Assessment**
- **Labor Exchange/Job Search**
- **Referrals to Partners**
- **Labor Market Information**
- **Performance/Cost Information**
- **Support Service Information**
- **Unemployment Insurance Information**
- **Financial Aid Information**
- **Other: Marketing**
- **Other: Expungement**
- **Other: Job Seeking Services**
- **Other: Re-entry Services**
- **Other: Marketing Services**
- **Other: Employment Development**

Services Listed in the Current MOU Include:

Individualized Career Services

- **Comprehensive Assessment**
- **Individual Employment Plan**
- **Career Planning/Counseling**
- **Short-Term Prevocational Services**
- **Internships/Work Experience**
- **Out-of-Area Job Search**
- **Financial Literacy**
- **English Language Acquisition**
- **Workforce Preparation**
- **Other: Job Seeking Services**

Other Services

- **Training Services**

Work Group Topics

- **Local Workforce Development Delivery System** (including all partners)
- **Customers Served** (particularly, “shared customers”)
- **Services** (including Career Services)
- **Responsibilities of the AJCC Partners**

Local Workforce Development Delivery System (including all partners)

- What is the L.A. County workforce system?
- Who are the system partners?
- What are the goals of the system?
- What outcomes should the system achieve?

Customers Served
(particularly, "shared customers")

- Who are the systems customers?
- Which system partners share customers? Who are these shared customers?
- How do we promote the "system" to potential customers?
- How do we determine customer satisfaction?

Services (including Career Services)

- What are the principal system services?
- What services are/should be provided at the AJCCs?
- What services are/should be provided at other locations?
- What other services should the system make available?

Responsibilities of the AJCC Partners

- What are/should be the primary responsibilities of the one stop operators?
- What are/should be the primary responsibilities of mandatory system partners (including both co-located and non-co-located partners)?
- What are the primary responsibilities of the County (WDACS, WDB, Board of Supervisors)?
- What responsibilities are/should be shared by all system partners?

Reminder on Upcoming Task Force Meetings

- **January 21, 2020** (Tuesday) – Customer Referrals and Coordination
- **February 18, 2020** (Tuesday) – Administration and Cost Sharing
- **March 16, 2020** (Monday) - Capstone Session: Recommendations

Los Angeles County Workforce Development Board
WIOA MOU Taskforce Meeting #2 Registration List
December 16, 2019

First	Last	Job Title	Company
Vanessa	Arevalo	Vice Principal	BPUSD- Baldwin Park Adult & Community Education
Adder	Argueta	CTE Program Specialist	Bassett Adult School
Tommie	Baines	Probation Director - INVEST Program	LA County Probation
Mariya	Bauer	Director of Reentry Services	New Opportunities Organization
Eduardo	Bedoy	WIOA Navigator	DACE
Natalie	Camacho	Grant Writer	Cal Learns
Wan-Chun	Chang	Regional Director	Department of Rehabilitation
Lucia	Covarrubias	Counselor	Paramount Adult School
Devin	Daugherty	Director, CACT	College of the Canyons
Felipe	Delvasto	Sr. Coordinator of Alternative Education	Claremont Unified School District
Noelle	Dingillo	Counselor	Tri-Community Adult Ed
Mary Pat	Dodson	Adult Literacy Coordinator	City of Monterey Park
Olga	Duran	Program Coordinator	San Gabriel Valley Conservation Corps
Virginia	Espana	Assistant Principal	Tri-Community Adult School
Margaret	Fernandez	Grant Manager	Rio Hondo College
Flint	Fertig	Principal	Monrovia Adult Schools-Monrovia Unified School District
Tom	Fitzwater	LA Job Corps - Center Director	Management & Training Corporation
Laureano	Flores	Dean, Academic Planning and Special Initiatives	Antelope Valley College
Cilecia	Foster	CTE Teacher / WIOA Coordinator	Learn4Life
Gaby	Goetz	Program Manager	ESGV AJCC-Goodwill Socal
Bernadine	Gonzalez	Principal	LAUSD /Division of Adult and Career Education / Slawson Occupational Cente
Paul	Guzman	Executive Director	New Opportunities Organization
LILLY	JIMENEZ	Library Services Supervisor/Literacy Coordinator	Covina Public Library-Second Start Literacy Program
Kirk	Kain	Executive Director	Rio Hondo AJCC/SASSFA
Deborah	Kerr	Principal	El Monte-Rosemead Adult School
Trung	Le	Regional Director	Department of Rehabilitation
SIMON	LOPEZ	VP, WORKFORCE CAREER & DEVELOPMENT	GOODWILL SOUTHERN CA
John	Maltes	Program Manager	Bassett Adult School
Ripsime	Markaryan	Program Director	Pomona Valley AJCC
Linda	McNary	Director of Adult and Continuing Education	Azusa Adult Education Center
Linda	McNary	Director of Adult and Continuing Education	Azusa Adult Education Center
Ashley	Mejia	Project Manager, Noncredit Initiatives	Santa Monica College
JOEL	MORGAN	REGIONAL DIRECTOR	GOODWILL SOUTHERN CA
Ruth	Morris	Assistant Principal	Culver City Adult School
Cheren	Payne	Human Services Administrator II	LA County WDACS
Tami	Pearson	Dean, Continuing Education & Workforce Developmer	Mt. SAC
Tami	Pearson	Dean, Continuing Education	Mt San Antonio College
Aaron	Perez	Job Developer	Rio Hondo College
Sam	Powers	WIOA & Partnership Advisor	LAUSD
Christopher	Rajapakse	Community Program Director	Economic & Workforce Development Department, City of Los Angeles
Chris	Rajapakse	Community Program Director	City of Los Angeles - Economic and Workforce Development Department
John	Russell	Director	Monrovia Community Adult School
LILIANA	SANCHEZ	Community Liaison	Learn4Life
Hilary	Schardein	IET Coordinator	Golden Oak Adult School
Jorge	Seccia	Administrator	HLPUSD/Adult Ed Division
Susan	Senior	Regional Director	DOR
Philip	Starr	Executive Director	MCS - Pomona Valley AJCC
Miriam	Suen	SCSEP Regional Director	National Asian Pacific Center on Aging
JOSEPH	TAYLOR	REGIONAL DIRECTOR	GOODWILL SOUTHERN CA
William	Thornhill	Director of Partnerships	Learn4Life
Maria	Turrubiartes	Regional Director	Department of Rehabilitation, Greater Los Angeles
Cesar	Valladares	Deputy Chief	EDD
Rene	Williams	Director of the Workforce Development Department	United American Indian Involvement, Inc
Shamell	Wilson	Principal	Lynwood Unified School District
Ken	Wu	Data	Temple City Adult Education
Lisa Michelle	Zega	Program Manager	Goodwill
Lisa Michelle	Zega	Operations Manager	Goodwill Southern California

Los Angeles County Workforce Development Board

Workforce Innovation and Opportunity Act (WIOA)

Workforce System Partners' Memorandum of Understanding (MOU) Task Force

Meeting on Customer Referral and Coordination

January 21, 2020

1:00 p.m. – 3:00 p.m.

East Los Angeles College

Building F5 – Room 201 – Multi-Purpose Room

Review of Task Force Purpose and Objectives

- Why a Task Force?
- Composition of the Task Force
- What the MOU Must Do
- What the MOU Can and Should Do
- Task Force Roles and Responsibilities

Why a Task Force?

- Developing an MOU is, by design, best done as group process.
- As we enter the sixth year of WIOA, relationships and interactions among the partners have matured and evolved.
- Doing the “heavy lifting” now will avoid scrambling as a target completion date approaches.
- Since the end goal is collaboration, why not start with it?

Composition of the Task Force?

WDACS is seeking participation in the Task Force from the following decision-makers:

- Leaders from organizations representing the “one-stop” partners that are party to the MOU.
- Organizations that contract as service providers and “operators” at County-funded AJCCs.
- Executive leadership from WDACS.

A commitment to participate in all scheduled meetings is required.

What the MOU Must Do

- Describe the Workforce Development/AJCC Service Delivery System
- Describe Methods for Referring Customers
- Describe Administration and Operations Management
- Indicate the Duration of the MOU
- Describe Approach and Mechanisms for WIOA-Mandated Cost Sharing
  - Infrastructure Costs
  - Other System Costs

What the MOU Can and Should Do

Can the MOU be enhanced so as to:

- Increase the system's customers focus, putting customers at the center of what we do?
- Increase quality of services provided by the partners and, as a result, customers' satisfaction with services?
- What opportunities exists to develop or import new strategies?

Task Force Roles and Responsibilities

- Identify System Coordination Priorities
- Consider Models and Options
- Make Recommendations for MOU Key Content

Focus of Today's Task Force Discussion:

Customer Referral and Coordination

Work Group Topics

- **System Coordination:** What do we need to coordinate?
- **Customer Referrals:** Processes and desired outcomes
- **Customer Referrals:** Mechanisms: ideal vs. practical.
- **Information Sharing:** What, why and how?

Reminder on Upcoming Task Force Meetings

- **February 18, 2020** (Tuesday) – Administration and Cost Sharing
- **March 16, 2020** (Monday) - Capstone Session: Recommendations

Los Angeles County Workforce Development Board
WIOA MOU Taskforce Meeting #3 Registration List
January 21, 2020

First Name	Last Name	Job Title	Company
Juan	Anzaldo	Assistant Principal	WHITTIER UNION HIGH SCHOOL DISTRICT
Vanessa	Arevalo	Vice Principal	BPACE
Tommie	Baines	Assistant Probation Director	LOS ANGELES COUNTY PROBATION DEPARTMENT
Mariya	Bauer	Reentry Director	NEW OPPORTUNITIES ORGANIZATION
Eduardo	Bedoy	WIOA Navigator	DACE/LAUSD
Marquise	Brown	Programs Manager	CCD
Connie	Chan	Deputy Division Chief	EDD
Wan-Chun	Chang	Regional Director	DEPARTMENT OF REHABILITATION
Lucia	Covarrubias	Counselor	PARAMOUNT ADULT SCHOOL
Devin	Daugherty	Director, Centers for Applied Competitive Tech.	COLLEGE OF THE CANYONS
Felipe	Delvasto	Coordinator of Alternative Education	CLAREMONT UNIFIED SCHOOL DISTRICT
Mary Pat	Dodson	Adult Literacy Coordinator	MONTEREY PARK BRUGGEMEYER LIBRARY: LAMP LITERACY
Alejandra	Duarte	Management Analyst	SOUTHEAST LA COMPREHENSIVE AJCC
Olga	Duran	Program Coordinator	SAN GABRIEL VALLEY CONSERVATION AJCC
Virginia	Espana	Assistant Principal	TRI-COMMUNITY ADULT EDUCATION
Margaret	Fernandez	Grant Manager	RIO HONDO COLLEGE
Flint	Fertig	Director of Adult and Alternative Education	MONROVIA COMMUNITY ADULT SCHOOL
Laureano	Flores	Dean Academic Planning	ANTELOPE VALLEY COLLEGE
Dr. Angel	Gallardo	Acting Director, Adult Education & Student Support	MONTEBELLO UNIFIED - MONTEBELLO COMMUNITY ADULT SCHOOL
Diana	Giannone	Human Services Administrator I	LACO DPSS
Micah	Goins	Director, Adult CTE Programs	HACIENDA LA PUENTE ADULT EDUCATION
Bernadine	Gonzalez	Principal	LAUSD , DIVISION OF ADULT AND CAREER EDUCATION, SLAWSON OCCUPATIONAL CENTER
Paul	Guzman	Executive Director	NEW OPPORTUNITIES ORGANIZATION
Linda	Hembrick	ABE/ASE Instructor	LYNWOOD COMMUNITY ADULT SCHOOL
Mary	Hewitt	Executive Director	LA COUNTY ALLIANCE FOR BOYS & GIRLS CLUB
Linda	Jenkins	Manager	LOS ANGELES COUNTY DEVELOPMENT AUTHORITY
Lilly	Jimenez	Library Services Supervisor/Literacy Coordinator	COVINA PUBLIC LIBRARY
Deborah	Kerr	Principal	EL MONTE-ROSEMEAD ADULT SCHOOL
Derrick	Lemos	Business account manager	CENTER FOR EMPLOYMENT OPPORTUNITIES
John	Maltes	Program Manager	BASSETT ADULT SCHOOL
Ripsime	Markaryan	Program Director	POMONA VALLEY AJCC
Lorena	Martin	Administrative Assistant	SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT ADULT EDUCATION CENTER
Linda	McNary	Director of Adult and Continuing Education	AZUSA ADULT EDUCATION CENTER
Ashley	Mejia	Project Manager, Noncredit Initiatives	SANTA MONICA COLLEGE
Albert	Michel	Principal	BASSETT ADULT SCHOOL
Ruth	Morris	Assistant Principal	CULVER CITY ADULT SCHOOL
Denise	Newman	Job Developer	HEALTHRIGHT360.ORG
Tami	Pearson	Dean, Continuing Education and Workforce Devel	MT. SAC
Rosa	Penaloza	Program Director	CATHOLIC CHARITIES OF LA, INC. (AYE)
Sam	Powers	WIOA Navigator & Partnership Advisor	LAUSD
Chris	Rajapakse	Community Program Director	CITY OF LOS ANGELES
Michelle	Renteria	Director of Workforce Development	FIVE KEYS
John	Russell	Assistant Principal / Regional Director	MONROVIA COMMUNITY ADULT SCHOOL
Josefina	Santiago	Director of Workforce Development	JVS SOCAL
Fidelina	Santos	Administrative Secretary	BASSETT ADULT SCHOOL
Eldia	Sarabia	Director, Adults Academy and Community Education	HACIENDA LA PUENTA UNIFIED SCHOOL DISTRICT
Hilary	Schardein	EL Civics Coordinator	WILLIAM S. HART UNION SCHOOL DISTRICT
Deanna	Schubert	Community Liaison	LEARN4LIFE
Brenda	Seiden	Staff Services Manager	DEPARTMENT OF REHABILITATION
Beatriz	Silva	Management Analyst	SOUTHEAST LA COMPREHENSIVE AJCC
Kalei	Souza	Community Liaison	LEARN4LIFE
Phillip	Starr	Executive Director	POMONA VALLEY AJCC
Miriam	Suen	SCSEP Regional Director	NATIONAL ASIAN PACIFIC CENTER ON AGING
Maria	Turrubiartes	Regional Director	CALIFORNIS DEPARTMENT OF REHABILITATION
Alberto	Uribe	Chief Executive Officer	COMMUNITY CAREER DEVELOPMENT, INC.
Ryan	Whetstone	Manager	MT. SAC REGIONAL CONSORTIUM FOR ADULT EDUCATION
Ken	Wu	Data Dude	TEMPLE CITY COMMUNITY ADULT EDUCATION

LOS ANGELES COUNTY
WORKFORCE DEVELOPMENT BOARD

WIOA MOU TASKFORCE MEETING

ADMINISTRATION & COST SHARING

FEBRUARY 18, 2020 12:30 TO 3:00 PM

WDACS
WORKFORCE DEVELOPMENT
AGING & COMMUNITY SERVICES

COUNTY OF LOS ANGELES
CALIFORNIA

LOS ANGELES COUNTY
WDB
WORKFORCE DEVELOPMENT BOARD

WIOA MOUs Overview and Purpose

- The purpose of a Memorandum of Understanding (MOU) is to establish the roles and responsibilities of the Local Workforce Development Board, the chief elected official and the one-stop partners in relation to the management of the American Job Centers of California (AJCC) network.
- In order to establish a high quality AJCC delivery system and enhance collaboration among partner programs, WIOA requires Local Boards to develop MOUs with all AJCC required partners within their Local Workforce Development Area. MOUs describe how the Local Board and AJCC partners will work together to create a unified service delivery system that best meets the needs of their shared customers.

Three Major Components of the MOU

1. Shared Customers
2. Shared Services
3. Shared Costs

- Local Areas should utilize their existing MOUs as a foundation to negotiate the three major components.
- Local Boards must work with all of the required partners in their Local Area to develop an agreement regarding the operations of the local system.
- Once shared services and customers have been established and addressed, the Local Area should build upon them to determine how to best support their established service delivery model with an updated IFA that addresses shared resources and costs.

Shared Customers and Services

- The Local Board and AJCC partners should start the negotiations with a discussion around each partner's customers and services.
- This can help to inform the discussion of how best to serve the Local Area's population through effective partnerships, referrals, and cross-training staff.
- It is important to clearly delineate the responsibilities of each MOU partner when it comes to helping plan, develop, and implement the local AJCC system.
- Each partner should be helping to strengthen partnerships across WIOA programs in order to have an effective system that meets the needs of all local customers.

Shared Costs

- Under WIOA, each AJCC partner that carries out a program or activities within an AJCC must use a portion of the funds available for their program and activities to help maintain the AJCC delivery system, including proportionate payment of the infrastructure costs of the AJCC.
- If a determination is made that a partner is receiving benefit from the AJCC, the amount of funds each AJCC partner must contribute must be based on their proportionate use of the AJCC(s).
- When determining each partner's proportionate share, Local Boards must remain in compliance with the federal statute authorizing each partner's program as well as Uniform Guidance.

Infrastructure Costs

- Non-personnel costs that are necessary for the general operation of each AJCC, including:
- rental of the facilities,
- utilities and maintenance,
- equipment (including assessment-related products and assistive technology for individuals with disabilities),
- technology to facilitate access to the AJCC (including technology used for the center's planning and outreach activities), and
- common identifier costs if decided on by the Local Board and AJCC partners

Other System Costs

- In addition to jointly funding infrastructure costs, AJCC partners must use a portion of funds made available under their authorizing federal statute (or fairly evaluated in-kind contributions) to pay the additional costs relating to the operation of the One-Stop delivery system.
- These costs may be shared through cash, non-cash, or third-party in-kind contributions. All comprehensive, affiliate, and specialized AJCCs must include an “other system costs” budget as part of their MOU.
- The other system costs budget must include a line item for applicable career services.
- The budget may also include the cost of other shared services commonly provided by AJCC partners to any individual such as initial intake, assessment of needs, appraisal of basic skills, identification of appropriate services to meet needs, referrals to other AJCC partners, and business services. Shared operating costs may also include shared costs related to the Local Board’s functions. This could include costs associated with the AJCC operator, policy and oversight of AJCC partnerships and effectiveness, etc.

MOU Taskforce Meeting Timeline		
Date	**Topic**	**Topic**
November 18 2019	1st Meeting	**Introduction/KickOff**
December 16 2019	2nd Meeting	**The System Partners & Service Delivery**
January 21 2020	3rd Meeting	**Customer Referrals & Coordination**
February 18 2020	4th Meeting	**Administration & Cost Sharing**
March 16 2020	5th Meeting	**Capstone: Recommendations**

Background

For the initial MOU negotiation process, the state separated development process into two distinct phases and three separate Directives.

- Phase I Directive: Service coordination & collaboration among all AJCC partners.
- Phase II Directives (2): How to sustain the unified system through the use of resource sharing and joint cost funding.

These Directives laid the groundwork for Local Areas to execute an MOU(s) in order to meet DOL requirements and included the key elements of an MOU as outlined in TEGL 16-16. All MOUs were required to contain assurances that the MOU would be **reviewed and updated every three years** with an annual review of and, if necessary, amendments to the Infrastructure Funding Agreements (IFA) and Other System Costs Budget.

The current directive **consolidates all three previous MOU directives** and provides guidance for Local Areas in reviewing and updating their AJCC MOUs and IFAs. (page 2 of 20).

State Imposed Requirements (in Bold)

	Location
AJCC/Local WDB Responsibilities	Page 6 of 20
Access and Accommodation Inclusion	Page 9 of 20
Colocated/Noncolocated Partner Infrastructure Contribution Responsibilities	Page 11 of 20
State Funding Mechanism Process	Page 16 of 20
Sample Timeline for Completion of MOU	Page 19 of 20

MOU-Assurance Language

- Every Infrastructure budget must have an Access and Accommodation line-item to ensure physical and programmatic access to the center by individuals with disabilities (Page 9 of 20)
- Much more prevalent with stronger coordination of our partnership with DOR

MOU-Assurance Language

The state is in the process of implementing the requisite statewide data tracking system, and once such data are available, all non-colocated partners who are receiving benefit from the AJCCs will also be required to contribute their proportionate share towards infrastructure costs.

Consequently, the Phase II MOU included an assurance from all non-co-located partners that they agree to pay their proportionate share of infrastructure costs as soon as sufficient data are available. These clauses will carryover and be part of the MOU narrative and signature pages.

MOU Process Review and Modification

- Process for review
  - The entire MOU must be reviewed at minimum every 3 years (following State cycle per directive) and amended (update) as necessary
  - However, Budget must be reviewed **annually** and updated if there are any “substantial changes”
  - Process conducted for Input /Updates (MOU Taskforce Meetings)
  - Negotiations at the Comprehensive AJCC/partner level Consensus/Agreement Process for Modification
  - Write MOU III
  - Acquire Signatures
  - Submit to State by June 20, 2020

Sharing Infrastructure Costs

AJCC Infrastructure Budget

- Rent
- Utilities and Maintenance
- Equipment
- Technology to facilitate access to AJCC
- Common Identifier Costs- Optional (e.g., new AJCC signage, updates to templates, materials, or electronic resources)

Cost Allocation Methodology

- Occupancy % - the proportion of a partner programs occupancy percentage of the comprehensive center's square footage
- Proportion of partner program customers - the proportion of a partner program's customers compared to all customers served by the comprehensive center
- Proportion of Partner Program Staff - The proportion of partner program staff among all staff at the comprehensive center
- % of Partner Program Equipment Use - The percentage of a partner program's use of equipment at the comprehensive center

Sharing Infrastructure Costs

- Non-cash and in-kind contributions:
  - May not include costs for personnel, and
  - Must be valued consistent with Uniform Guidance Section 200.306
- Third-party, in-kind contributions will be applied to the overall infrastructure budget prior to determining proportionate amounts and thereby reduce the contribution required for all partners.

Sharing Infrastructure Costs

- All AJCC partner contributions, regardless of the type, must be reconciled on a regular basis, e.g., monthly or quarterly, comparing expenses incurred to relative benefits received
- There are no caps on partner contributions
- Though partners may not physically be co-located in an AJCC, their programs may be receiving referrals/benefits from the AJCC system.
- Therefore, the benefit has to be allocable based on reliable data and a cost methodology that demonstrates the partner's use of and benefit from the center and its services. This benefit calculation will be determined at a later date by State.

WIOA Core Partner	Infrastructure Costs Methodologies Available
WIOA Title I	Infrastructure Costs can be paid as program and/or administrative costs
WIOA Title II	Infrastructure Costs can only be paid from funds available for local administrative expenses or from non-federal resources that are cash, in-kind, or third-party contributions
WIOA Title III	Any available funds may be utilized for Infrastructure Costs
WIOA Title IV	Infrastructure Costs are paid from administrative costs

WIOA Mandated Partner	Infrastructure Costs Methodologies Available
Career & Technical Education (Perkins)	Infrastructure costs must be paid from funds available for local administrative or postsecondary level programs and activities to eligible recipients, or a consortium of eligible recipients, and may be paid from funds made available by the state or non-federal resources that are cash, in-kind, or third-party contributions
TANF/CalWORKs	Infrastructure Costs are paid only from those funds used for the provision or administration of employment and training programs

Sharing Other One-Stop System Costs

- The MOU must include an agreed upon budget for Other One-Stop System Costs along with the agreed upon cost sharing methodology
- Task: Identify Partner Budget for Other One Stop Systems Costs, including Career Services; services must match partner activities that were listed in previous MOU Matrix/Activity Sheets

- These costs may be shared through cash, non-cash, or third-party in-kind contributions

Sharing Other One-Stop System Costs

- All AJCC partners must share in Other System Costs such as: Career Services Costs

Basic Career Services	WIOA Title III Wagner-Peyser
T-I Program Eligibility	√
Outreach, Intake, Orientation	√
Initial Assessment	√
Labor Exchange/Job Search	√
Referrals to Partners	√
Labor Market Information	√
Performance/Cost Info	√

Sharing Other One-Stop System Costs

- Partners must provide us with their costs to provide services that were listed in previous MOU (Activity Sheets) such as :
    - Initial intake and assessment of needs
    - Appraisal of basic skills
    - Identification of appropriate services
    - Referrals to other AJCC partners
    - Business Services

Sharing Other One-Stop System Costs

- Other Costs also include:
    - AJCC partner staff cross-training
    - One-Stop Operator costs
    - Shared personnel costs for co-located partners
- We need these costs estimates before our next meeting which is March 16th. We will send out follow-up emails with actual due dates.

Infrastructure Cost Survey

LOS ANGELES COUNTY
WORKFORCE DEVELOPMENT BOARD (WDB) WORKFORCE DEVELOPMENT, AGING, COMMUNITY SERVICES (WDACS)
AJCC Infrastructure Cost Program Year 2019-2020

AGENCY INFORMATION

America's Job Center: _____
Location: _____
Contact Person: _____
Email Address: _____
Phone Number: _____

OCCUPANCY

Who is the Master Leaseholder of the facility? _____
Total Square Footage of the America's Job Center: _____
If your organization is not the Master Leaseholder of the facility,
how much of the lease is your organization covering with WIOA funds? _____
Cost Per Square Foot: _____
Number of Common Area Square Footage in the America's Job Center: _____

Please indicate the square footage occupied by each resident partner (including your own organization) and the amount of rent **paid annually** by that partner.

	Fund Source/Partner	Agency Name	No. of FTEs	Square Footage Occupied	Annual Rent
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

Survey becomes Attachment to MOU

EXHIBIT 1

County of Los Angeles Workforce Development Board Los Angeles County Network of AJCCs Infrastructure Budget FY 2017 - 2018		
Cost Category/Line Item	***Line Item Cost Detail***	***Cost***
Rent		
Rental of Facilities		$4,768,000
Subtotal: Rental Costs		**$ 4,768,000**
Utilities and Maintenance		
Utilities (electric, gas, water)		$72,000
High-Speed Internet		$35,000
Telephones (Landlines)		$170,000
Facility Maintenance Contract		$216,000
Subtotal: Utilities and Maintenance Costs		**$ 493,000**
Equipment		
Assessment-related products		$35,000
Assistive Technology		$9,000
Copiers		$44,000
Fax Machines		$9,000
Computers		$41,000
Other (specify)	Equipment Maintenance, Marketing, Subscriptions, Office Supplies, Security	$265,000
Subtotal: Equipment Costs		**$ 403,000**

Attachment to MOU

Technology and Access Costs		
Information Technology Costs		$92,000
Subtotal: Technology and Access Costs		**$ 92,000**
Common Identifier Costs (Local Option, If Agreed To By All Colocated Partners)		
Local option not selected		
Subtotal: Common Identifier		**$ -**
SUMMARY OF TOTAL INFRASTRUCTURE COSTS TO BE SHARED BY CO-LOCATED PARTNERS		
Cost Category		***Total Cost***
Subtotal: Rental Costs		$ 4,768,000
Subtotal: Utilities and Maintenance Costs		$ 493,000
Subtotal: Equipment Costs		$ 403,000
Subtotal: Technology to Facilitate Access Costs		$ 92,000
Subtotal: Common Identifier Costs		$ -
TOTAL INFRASTRUCTURE COSTS		**$ 5,756,000**

Development Timeline and Next Steps	
February 2020	WDACS Meetings/Negotiations with Partners; AJCC IFA & Partner Surveys to help develop MOU Draft and Budget Components, Services Survey
March 2020	By March 15, Notify EDD Regional Advisor of Workplan and Status Same Date/Provide Draft MOU with Budget Components for Partner Review (online)
April 2020	Collect Signatures Host One-on-One Meetings by Request from Each Agency or at WDB Discretion
May 2020	File County Board of Supervisor/CEO approval
June 2020	File with Workforce Board for approval, then Final Submission to the State

Draft Detailed Timeline

11/2019	MOU Task Force Meeting #1 – Process Overview
12/16/2019	MOU Task Force Meeting #2 - System Partners & Service Delivery
1/21/2020	MOU Task Force Meeting #3 – Customer Referrals & Coordination
2/10/2020 – 3/10/2020	WDACS Meets with Partners Re: Co-location and Cost Sharing Negotiations
2/18/2020	MOU Task Force Meeting #4 – Administration & Cost Sharing
2/21/2020	WDACS Confirms Cost Sheet Information and Partners with AJCCs
2/28/2019	First Round of Partner Feedback on Draft MOU Due
3/11/2020- 4/11/2020	WDACS meets with AJCCs re: - Infrastructure Costs and Occupancy Surveys - Applicable Career Service Questionnaires - Partner Cost-Sharing Agreements and Costs
3/16/2020	MOU Task Force Meeting #5 – Capstone Session: Recommendations
3/30/2020	Draft of Renegotiated MOU based on Task Force Input, Meetings with Partners, and Meetings with AJCCs
4/1/2020	Begin Final MOU Vetting Process with County Counsel and WDACS Executive Team
3/13/2020	Send Draft of Renegotiated MOU to all partners & request feedback
3/16/2020 - 4/3/2020	One-on-one Meetings w/ partners to resolve any disagreements on IFA, Other System Costs Agreement, or any other components of MOU

3/16/2020 - 4/3/2020	One-on-one Meetings w/ partners to resolve any disagreements on IFA, Other System Costs Agreement, or any other components of MOU
3/16/2020	MOU Partner Convening to present Final Renegotiated MOU (All)
4/10/2020	Complete Final Version of MOU & Reach Agreement on all Cost Sharing Components with Partners
4/17/2020	Send Final Version of MOU to All Partners for Approvals & Signatures
4/20/2020 - 6/24/2020	Collect Partner Signatures
4/30/2020	Begin BOS Approval/CEO Filing Process for Final Version of Renegotiated MOU
5/14/2020	File Final Version of Renegotiated MOU & Board Letter/Fact Sheet for EDCP Meeting
5/28/2020	Present Board Letter/FactSheet & Final Renegotiated MOU at EDPC Meeting
6/2/2020	File Final Version of Renegotiated MOU for BOS Approval/Signature
6/12/2020	Present Final Renegotiated MOU to WDB at Quarterly Meeting for Approval/Signature
6/16/2020	Present WDB-Approved MOU to BOS for Approval/Signature
6/26/2020	Mail/Deliver Renegotiated MOU Packet w/ Signatures to Regional Advisor
6/30/2020	Renegotiated MOU w/ all Signatures Due to Regional Advisor*

Q & A Session

Track MOU progress on our website

https://workforce.lacounty.gov/wdb/legislation/2020mou/

soon moving to

https://wdb.lacounty.gov

Los Angeles County Workforce Development Board
WIOA MOU Taskforce Meeting #4 Registration List
February 18, 2020

First Name	Last Name	Job Title	Company
Claudia	Aceves	Regional Director	Goodwill SoCaL
Ander	Argueta		Bassett Adult School
Tommie	Baines	Assistant Director	LA County Probation
Michale	Bastine	Regional Director, Employer Engagement	California Community Colleges
Eduardo	Bedoy	WIOA Navigator	DACE
Connie	Chan	Deputy Division Chief	Employment Development Department
Wan-Chun	Chang	Regional Director	Department of Rehabilitation
Marco	De los Santos	Business Services Manager	New Opportunities Organization
Mary Pat	Dodson	Adult Literacy Coordinator	Moonterey Park Bruggemeyer Library
Mariane	Doyle		Golden Oak Adult School
Lerma	Faust	Budget Manager	JVS SoCal
Margaret	Fernandez	Grant Manager	Rio Hondo College
Tom	Fitzwater	Center Director	MTC - Management & Training Corp.
Laureano	Flores	Dean, Academic Planning	Antelope Valley College
Stephanie	Fuentes	Student Assistant	MUSD
Anthony	Fuller	Principal	Santa Monica-Malibu USD Adult Education Center
Dr. Angel	Gallardo		Montebello Adult School
Gaby	Goetz	Associate Director	Goodwill Southern California
Jeanne	Gooch	Accounting Technician	BASSETT ADULT SCHOOL
GusTavo	Guerra Vasquez	HSA I	L.A. County WDB
Paul	Guzman	Executive Director	New Opportunities Organization
Mary	Hewitt	Executive Director	Los Angeles County Alliance for Boys & Girls Clubs
Zeb	Jenkins	CFO	SCRS-IL
Lilly	Jimenez	Library Services Supervisor	Covina Public Library
Kirk	Kain	Executive Director	Rio Hondo AJCC/SASSFA
Sean	Kearney	Director - Fiscal Services	Culver City Unified School District
Armando	Loza	Director	CCD
John	Maltes		Bassett Adult School
Ripsime	Markaryan	Program Director	Managed Career Solutions
Proceso	Maturan		
Linda	McNary	Director of Adult and Continuing Education	Azusa Adult Education Center
Ashley	Mejia	Project Manager, Noncredit Initiatives	Santa Monica College
Albert	Michel	Principal	Bassett Adult School
Veronica	Montes	Principal/Director	Culver City Unified School District
Ruth	Morris	Assistant Principal	Culver City Adult School
Mamikon	Nalchadjiyan		
Tami	Pearson	Dean, Continuing Education	Mt. SAC
Rosa	Penaloza	Quality Assurance	America Job Center
Dante	Real	Accounting Manager	AJCC SELA (Hub Cities)
Michelle	Renteria	Assistant Director of Workforce Development	Five Keys Schools and Programs
Julie	Roth		
John	Russell	Regional Director	Citrus College Adult Education Consortium
Isabel	Salazar	Accountant	Goodwill So Cal
Josefina	Santiago	Director of Workforce Development	West LA AJCC, AV AJCC and Vets AJCC
Hilary	Schardein	EL Civics Coordinator	WSHUSD
Miriam	Suen	SCSEP Regional Director	National Asian Pacific Center on Aging
Lisa	Thong	COO	NAPCA
Ryan	Whetstone	Consortium Manager	Mt. SAC Regional Consortium for Adult Education
Ken	Wu	Data admin	Temple city adult school

LOS ANGELES COUNTY
WDB
WORKFORCE DEVELOPMENT BOARD

Los Angeles County Workforce Development Board
Workforce System Partners

Workforce Innovation and Opportunity Act (WIOA) Memorandum of Understanding (MOU) Task Force

Capstone Session Webinar:

Overview of Stakeholders Recommendations

March 24, 2020

Webinar

1:00PM to 2:30 PM

LA County
America's JobCenter of California℠

COUNTY OF LOS ANGELES CALIFORNIA

COVID-19 Workforce News, Updates

Learn more about how LA County is responding to COVID-19 and sign up for alerts:

https://covid19.lacounty.gov/

Learn more about how LA County WDACS is responding to COVID-19:
https://workforce.lacounty.gov/

EDD

https://www.edd.ca.gov/about_edd/coronavirus-2019.htm

State of California

https://covid19.ca.gov/

Please inform us on your new business protocols to keep the MOU process moving!

wdb@workforce.lacounty.gov

General Housekeeping

- Please silence/mute your phones/computers. This webinar is in presentation format for the duration.

- Please direct any comments or questions regarding this presentation on the MOU process via email by

  Friday, March 27, 2020, to wdb@wdacs.lacounty.gov

- All Q&A will be shared with meeting attendees & uploaded to the MOU website by April 1, 2020.

  https://workforce.lacounty.gov/wdb/legislation/2020mou/

Capstone Session Agenda:

WELCOME- Maritza Dubie-Uribe, Interim Executive Director

OPENING REMARKS- Jose Perez, Assistant Director

FACILITATOR- David Shinder, Facilitator

OBJECTIVES – What We Planned to Do

ACTIONS – What We Did

ACHIEVEMENTS – What We Accomplished

NEXT STEPS – Where We Go from Here

I. OBJECTIVES - What We Planned to Do

Examine the purpose of WIOA MOUs:

- In order to establish a high quality AJCC delivery system and enhance collaboration among partner programs, WIOA requires Local Boards to develop MOUs with all AJCC required partners within their Local Workforce Development Area.
- The MOU should serve as a functional tool as well as visionary plan for how the Local Board and AJCC partners will work together to create a unified service delivery system that best meets the needs of their shared customers.

Review the required content of MOUs

- Describe the Workforce Development/AJCC Service Delivery System
- Describe Methods for Referring Customers
- Describe Administration and Operations Management
- Indicate the Duration of the MOU
- Describe Approach and Mechanisms for WIOA-Mandated Cost Sharing
  - Infrastructure Costs
  - Other System Costs

Review the "parties to the MOU"

- Chief Local Elected Official: Los Angeles County Board of Supervisors
- Local Workforce Development Board: Los Angeles County Workforce Development Board

Co-located AJCC Partners Participating in the Infrastructure Funding Agreement (IFA) and Shared Other System Costs Agreement:

- WIOA Title I Adult, Dislocated Worker, Youth: Los Angeles County Workforce
- Development, Aging and Community Services (WDACS)
- WIOA Title I Job Corps (Subtitle C): Cornerstone Solutions, Inc. – Job Corps Services
- WIOA Title II Adult Education and Literacy: New Opportunities Organization
- WIOA Title III Wagner-Peyser: California Employment Development Department (EDD)

Non-Co-located AJCC Partners Participating in the Shared Other System Costs Agreement:

- WIOA Title I Job Corps (Subtitle C): Department of Labor operated in Los Angeles
- County by YWCA Greater Los Angeles
- WIOA Title I Native American Programs (WIOA Section 166): Department of Labor operated in Los Angeles County by Southern California Indian Center, Inc. (SCIC)
- WIOA Title I Migrant Seasonal Farmworkers (WIOA Section 167): Not applicable/required in Los Angeles County
- WIOA Title I Youth Build (WIOA Section 171): Department of Labor operated in Los Angeles County by Youth Policy Institute and Reentry Employment Opportunities; Los Angeles Region Youth Build Collaborative

- WIOA Title IV Vocational Rehabilitation: California Department of Rehabilitation (DOR)
- Title V of Older Americans Act: SER—Jobs for Progress, Inc. San Joaquin Valley
- Veterans' Employment and Training (Jobs for Veterans State Grants): EDD
- Trade Adjustment Assistance Act (TAA): EDD
- Second Chance Act: Los Angeles County Probation Department (Probation); New
- Opportunities Organization
- Other: Five Keys Schools and Programs (Five Keys); Goodwill Southern California

- WIOA Title II Adult Education and Literacy: Antelope Valley Union High School District; Azusa Unified School District; Baldwin Park Unified School District; Bassett Unified School District; City of Covina; Claremont Unified School District; Compton Unified School District; Culver City Unified School District; El Monte Union High School District; Glendora Unified School District; Hacienda La Puente Unified School District; Literacy for all of Monterey Park (LAMP) Literacy Program; Los Angeles Unified School District; Lynwood Unified School District; Monrovia Unified School District; Montebello Unified School District; Mt. San Antonio Community College District; Paramount Unified School District; Pomona Unified School District; Rowland Unified School District; Santa Monica Community College District; Santa Monica-Malibu Unified School District; Tri-Community Adult Education; Whittier Union High School District; William S. Hart Union High School District
- Title V of Older Americans Act: WDACS, Area Agency on Aging; National Asian Pacific Center on Aging (NAPCA)

III. ACTIONS – What We Did

- Convened over four months to discuss the purpose and content of the MOU.
- Held discussions on the following topics:
  - Overview of current MOU and WIOA Requirements for the development of an MOU among the workforce system partners (November 2019)
  - The workforce system partners and service delivery (December 2019)
  - System coordination and customer referrals (January 2020)
  - System cost sharing – infrastructure funding and other system costs (February 2020)

III. ACHIEVEMENTS – What We Accomplished

- Obtained input from the system partners
- Captured ideas that have been recorded as *recommendations* for strengthening the local workforce system and for improving the MOU.
- Recommendations drawn from our discussions with the partners have been categorized as follows:

System Partners and Service Delivery

System Branding and Messaging

- Message about the AJCC system as a whole
- Conduct cross training among and between the system partners so that everyone becomes more aware of the full array of services and programs offered through the AJCCs
- Consider the target audiences in crafting messages
- Promote consistency in messaging to avoid confusion

System Partners and Service Delivery

Define Shared Customers

- Acknowledge two main customers: job seekers and businesses
- Recognize that the system also has other customers
- Stakeholders must understand that the customer base includes many individuals with barriers to employment who will need services from more than one provider of program

System Partners and Service Delivery

Better Coordination of Services

- Examine benefits of a universal intake process
- Conduct regular meetings among system partners
- Encourage partners to designate consistent points of contact
- Publish and update system points of contact on a semi-annual basis

System Partners and Service Delivery

Improve Data Sharing

- Examine benefits of identifying and tracking outcomes beyond mandated metrics to show progress on outcomes in addition to employment: such as:
  - Health
  - Social equity
  - Reduction of reliance on government services
  - Health of families and communities.
- Improve communication/sharing of data with partners

System Partners and Service Delivery

Greater Focus on Career Pathways

- Increase collaboration between the workforce system and the K-12 and adult education system
- Provide more industry intelligence/desired curriculum content to the education system
- Collaborate on program/curriculum development
- Identify additional opportunities to collaborate in providing common customers with career exploration/career information

Coordination and Customer Referrals

System Coordination

- Increase regular communication among all system stakeholders
- Establish goals for increasing coordination
- Define protocols for system coordination, “regional” coordination and coordination by AJCC
- Design and deliver training across the partnership on a structured and regular basis
- Examine opportunities to better align outreach and marketing to system customers
- Encourage coordination among leaders at the highest levels of organizations and at all other levels
- Identify how co-location (fully or partially) may contribute to improved coordination among specific partners

Coordination and Customer Referrals

Customer Referrals

- Ensure partners understand how to refer candidates to other programs
- Train partners on the eligibility requirements for all system partner programs
- Examine benefits of implementing of a centralized referral system
- Create and require a process and follow-up on referrals and document of these efforts
- Consider opportunities to make services available through virtual platforms

Resource Sharing and the MOU

The discussion served as an orientation for system partners to the WIOA requirements pertaining to cost sharing.

Key topics included:

- Shared Costs
- Types of Shared Costs
  - Infrastructure Costs
  - Other System Costs

Shared Costs

- Local Boards and the partners negotiate around what are services are and who are customers are. This is the basis for determining shared costs.
- How to best serve the population through partnerships, referrals, and cross training.
- Each AJCC partner that carries out a program or activities within an AJCC must use a position of the funds available for their program and activities to help maintain the AJCC delivery system, including proportionate payment of the infrastructure costs and the AJCC.
- When determining each partner's proportionate share, Local Boards must remain in compliance with the federal statute authorizing each partner's program as well as Uniform Guidance.

Types of Shared Costs – *Infrastructure Costs*

- Non-personnel costs that are necessary for the general operation of each AJCC.
- Rental of facilities, utilities and maintenance, equipment, technology to facilitate access to the AJCC.
- Costs relating to the operation of the One-Stop delivery system.

Types of Shared Costs – *Other System Costs*

- AJCC Partners must use a portion of the funds made available under their authorizing federal statute.
- These costs may be shared through cash, non-cash, or third-party in-kind contributions.
- The other system costs budget must include a line item for applicable career services.
- What constitutes career services?
  - ex. Career Services Provided under WIOA Title I and Wagner-Peyser

IV. NEXT STEPS – Where We Go from Here

- Confirm recommendations with stakeholders
- Modify the MOU content to incorporate key recommendations
- Negotiate and update MOUs (including cost contributions)
- Update MOUs
  - (EDD advised on delays in timeline process amid current crisis, which also affects our signature process, we may move to an electronic/signature process if allowed to keep everything on schedule).

- Also:

- Make other adjustments in system protocols, process and tools
- Implement new processes
- Continue periodic stakeholder meetings to strengthen the overall community of practice within the L.A. County workforce system

Comment Period

- **Please direct any comments or questions regarding this presentation on the MOU process via email by**

  Friday, March 27, 2020, to wdb@wdacs.lacounty.gov

- **All Q&A will be shared with meeting attendees & uploaded to the MOU website by April 1, 2020.**

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LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)
2020-2023 MEMORANDUM OF UNDERSTANDING (MOU)
EXHIBIT E

LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD

2017-2020 LOCAL AREA PLAN:

BUSINESS ENGAGEMENT, PROGRAM ALIGNMENT & SKILLS BUILDING

CREATING PATHWAYS TO THE MIDDLE CLASS

LOS ANGELES COUNTY
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
LOCAL AREA PLAN FOR PROGRAM YEARS 2017-2020

Los Angeles County Workforce Development, Aging and Community Services (WDACS)
March 6, 2017

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ATTACHMENTS

Attachment I:	**Local Plan - Executive Summary**
Attachment II:	**M. Local Board Assurances**
Attachment III:	**N. AJCC Locations and AJCC Partners**
Attachment IV:	**O. AJCC Memoranda of Understanding**
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Attachment VI:	**Q . Local Board Bylaws**
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Attachment VIII:	**S. Public Comment Summary Disagreeing with Local Plan**

A. COMPREHENSIVE STATEMENT OF VISION, GOALS & STRATEGY

i. Strategic Vision

In support of regional economic growth and economic self-sufficiency, the Los Angeles County Workforce Development Board's (WDB) Local Plan reflects a commitment to a vision that *every business in Los Angeles County has access to skilled workers and other resources needed to succeed in a global economy, and every resident has equitable access to upward mobility and prosperity.* This vision was crafted to support the California State Plan's vision *to ensure upward mobility for all Californians through the alignment of workforce development programs with those of WIOA education partners to develop demand-driven skills among job seekers that meet the needs of businesses.*

The Los Angeles County WDB is an industry-led board of senior executives appointed by the County's Board of Supervisors and charged with policy oversight of the County's Workforce Innovation & Opportunity Act (WIOA) workforce development system. The Los Angeles County Workforce Development, Aging and Community Services Department (WDACS) is the County's lead agency for workforce development. WDACS is responsible for administering the 2nd largest public workforce system in the State. WDACS is the fiscal and programmatic administrator of this system and is responsible for providing workforce services to the four million residents and roughly 300,000 employers in 58 of the County's 88 cities, and in all of its 151 unincorporated areas. In total, through its many departments, the County administers approximately $650 million a year in economic and workforce development programs and initiatives. The roughly $35 million in WIOA funding the County receives each year is nested within this larger County workforce and economic development system. This positions WDACS to maximize WIOA funding by braiding and leveraging it, to the extent possible, with other non-WIOA workforce and economic development resources.

To begin achieving the vision of the Local Plan, WDACS entered into the Phase I MOU agreement with the County workforce development system's WIOA core program and other required partners to align resources and remain actively engaged in the planning and implementation of an innovative, coordinated, data-driven workforce system that meets the needs of businesses, job-seekers, and the regional economy. The vision, goals and strategies outlined in this Plan are strongly linked to analytical data reflecting the characteristics of the L.A. Basin's regional economy. This data resulted from WDACS, in partnership with L.A. City, contracting the Los Angeles County Economic Development Corporation (LAEDC) to conduct an analysis of our region. This analysis resulted in the Los Angeles: People, Industry & Jobs 2015-2020 report that outlined existing and emerging in-demand industry sectors and occupations in our region. It is this analysis on which our Local Plan is based.

The submission of this Plan for State approval does not signal the end of our WIOA planning process. The purpose of the Plan is to serve as a blueprint for the implementation of strategies to achieve the County's WIOA goals. The plan will be adjusted over the next two years as strategies are tested, successes are measured, lessons are learned, and consumer and stakeholder feedback is gained. As per State mandate, a revised Plan will be submitted for State review and approval after two years of Plan implementation.

ii. Goals

The County has established a set of goals for preparing an educated and skilled local workforce that were crafted to support the California State Plan's three policy objectives: (1) fostering demand-driven skills attainment; (2) enabling upward mobility; and (3) aligning, coordinating and integrating programs and services to economize limited resources. The goals also support the State Plan's overarching stretch goal to

produce, over the next ten years, one million middle-skill industry-recognized post-secondary credentials, certifications, professional licenses, and degrees with demonstrable labor market value, as well as to increase the number of Apprenticeship program enrollments. As indicated in the Regional Plan, the County will be working with the other six WDBs in our region to convene stakeholders to develop a plan to achieve the L.A. Basin region's share of the State's goal with regard to credential achievement.

GOALS

1. Focus on the Needs of Business: In alignment with Regional Plan Technical Goal 3[1] and Strategic Goal 8[2], actively engage industries that provide career pathways in in-demand priority sectors.
2. Spearhead System Alignment, Integration and Coordination: Lead efforts to align and integrate all WIOA partners within the AJCC system to allow for a robust menu of services for shared customers delivered in a true one-stop, franchise model.
3. Create Middle-Skill Credentials: Develop trainings in partnership with Carl D. Perkins Career Technical Education and Title II K-14, adult education and community college partners to teach skills that prepare individuals for middle income employment.
4. Expand Earn & Learn: Lead strategic partnerships with industry, education and the core WIOA partners to expand opportunities for individuals to earn wages while they learn on the job, thus enhancing their ability to secure unsubsidized jobs that pay competitive wages.
5. Strengthen Economic Development: Maximize WIOA's impact on economic development by galvanizing the County's economic and workforce development initiatives and strategies through its AJCC system.
6. Focus on WIOA Priority Populations**:** Increase the number of those in these populations who obtain marketable and industry-recognized skills and credentials to support their middle-income employment goals.
7. Increase Services to the Limited English Proficient: In alignment with Regional Plan Technical Goal 2[3], better align with WIOA Title II Adult Education and Literacy programs to serve the County's Limited English-Proficient community.
8. Create System Inclusivity & Accessibility: Expand access to WIOA programs and services for WIOA Priority,[4] WIOA Target[5] and County Target[6] populations.
9. Continuous System Improvement and High Performance Board Standard**:** Establish high performance standards that ensure premium workforce services to job seekers, workers and businesses that exceed required performance.

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[1] Regional Plan (RP) Technical Goal (TG)-3: Engage industry leaders in each priority sector to: identify skill needs; review training content; determine the value of credentials; and recommend programs to address skill needs.

[2] RP TG-8: Implement a system-wide approach to industry engagement that would support the efforts of the seven boards and all system stakeholders.

[3] RP TG-2: Working with education partners, develop a plan of action for the system-wide delivery of basic skills and English language skills at levels reflecting need across the region.

[4] Priority Populations: Recipients of public assistance, other low income individuals, and individuals who are basic skills deficient according to the priority of service requirements in WIOA Section 134(c)(3)(E) for the WIOA Adult program. Within the basic skills deficient category, particular priority is placed on individuals whose English language proficiency is limited. Veterans and Eligible Spouses also receive priority under all WIOA programs.

[5] WIOA Target Populations: The following groups of people, as defined in sec. 3(24) of WIOA: individuals with disabilities, including youth with disabilities; displaced homemakers; low-income individuals; Indians, Alaska Natives, and Native Hawaiians; older individuals; ex-offenders; homeless individuals, or homeless children and youths; youth who are in or have aged out of the foster care system; individuals who are English language learners, individuals who have low levels of literacy, and individuals facing substantial cultural barriers; farmworkers; individuals within 2 years of exhausting lifetime eligibility under the TANF program; single parents (including single pregnant women); and long-term unemployed individuals.

[6] County Target Populations: Those in WIOA priority populations, plus disconnected youth (inclusive of foster youth), ex-offenders, individuals with disabilities, those experiencing homelessness, and the LGBTQ community.

In addition to aligning with the State Plan, the County's Local Plan goals were developed to align with L.A. County Board of Supervisors' (BOS) Strategic Plan Goals, as well as with countywide initiatives that involve distinct workforce development components. The County is in the unique position to serve as a leader in braiding and leveraging the L.A. Basin region's WIOA resources with those of the County's other economic and workforce-development resources. The County's workforce development system will lead the following countywide initiatives:

- **Countywide Youth Employment Program** – A coordinated partnership of the region's seven WDBs to provide paid work experience, financial literacy, career exploration, life skills, and work ethics to over 10,000 youth annually. The program is funded by TANF and General County fund dollars, and serves as a gateway for WIOA services.
- **L.A. Compact** - A collaboration between BOS, the County and City WDBs, and other local partners to pursue three systemic goals: (1) all students graduate from high school; (2) all students have access to and are prepared for success in college; and (3) all students have access to pathways to sustainable jobs and careers.
- **My Brother's Keeper** - A countywide initiative to better engage, serve, and produce improved education, work and life outcomes for boys and young men of color in the County.
- **Performance Partnership Pilot Program (P3)** – Braids federal, State and local funding of multiple County and City departments, and the Los Angeles Unified School District, to streamline a coordinated service delivery to produce better education, work and life outcomes for the region's disconnected youth.
- **Homeless Initiative** - The most comprehensive effort taken by the County to-date to combat homelessness through 47 strategies aimed to attack the root causes of homelessness and lift thousands of families and individuals out of homelessness and into better lives.
- **Prop 47 Initiative** - Galvanizes multiple County departments, programs and services to assist those whose incarceration sentences were reduced with a host of coordinated re-entry supports needed to fully integrate these individuals back into society.
- **Local and Targeted Worker Hiring Initiative** - Uses County investment in public works, affordable housing projects and economic development projects on County property as a catalyst for local job creation, construction careers training, and revenue generation targeted to assist vulnerable workers who face barriers to employment.
- **Disability Hiring Initiative** - Utilizes best practices in recruitment and hiring of those with disabilities to increase the number of these individuals employed in the County's workforce.
- **Local Small Business Enterprise, Disabled Veteran Business Enterprise, and Social Enterprise Preference Program** - Works to strengthen the local economy by supporting new businesses, growth of existing small businesses, creation of new local and disadvantaged worker employment opportunities, and achievement of social and environmental goals through private partnerships.
- **Minimum Wage Initiative** - Incrementally raises the minimum wage to $15 an hour in unincorporated areas of the County over the next five years.
- **Non-Custodial Parent Program** - Aids unemployed non-custodial parents by connecting them to the AJCCs and other resources for job training, employment, peer counseling, parenting classes, and the reinstatement of their driver's license for work purposes.

The County's Local Plan goals were developed to ensure that it not only meets, but exceeds, its past performance which earned this WDB High Performing Board (HPB) certification in Program Year 2012-2013 for exceeding negotiated statutory indicators and performance measures. The L.A. County WDB was one of the 16 original WDBs in California to receive HPB certification, which remains in effect until 2019 when the next HPB certification occurs with the submission of the local boards' two-year WIOA Local Plan update. All WIOA Title I Adult, Dislocated Worker, Youth and Rapid Response program service providers in the County's

AJCC delivery system are required to meet applicable State negotiated local area performance goals and required State rapid response reporting goals. To ensure its system exceeds negotiated performance goals, the County will be requiring all of its AJCCs in its new WIOA system, which rolls out July 1, 2017, to be certified for meeting high quality standards based on Malcom Baldridge National Quality Award Criteria. Quality will be achieved through a mandatory Continuous Quality Improvement (CQI) process that will be outlined, supported, monitored and evaluated by the County. Part of CQI is the comprehensive *Customer Service and Quality Control Plan* (QCP Plan) that will be required of all AJCCs and Title I program service providers. Each QCP Plan will be required to include methods used to ensure that quality services are provided to fully meet the performance required by the County, State and Federal governments. To ensure adherence to the continuous quality of services, the County will conduct regular, intensive technical assistance (TA) for AJCC operators and Title I program service providers. To ensure performance expectations for serving those with barriers to employment are met, the County will be establishing specialized AJCCs and special initiatives tailored to the needs of these populations.

iii. Strategy for Core Programs Implementation

The County has developed twelve (12) strategies to work with its WIOA partners to align resources to achieve its vision that every business in the County have access to skilled workers and other resources needed to succeed, and that every resident have equitable access to upward mobility and prosperity. To support the alignment of resources, the County executed the WIOA Phase I MOU with 46 core and other required partners. The County is currently negotiating cost-sharing agreements and other requirements of the Phase II MOU which is on-track to be executed by September 1, 2017. The parties to the Phase I MOU are as follows:

- **WIOA Title I Adult, Dislocated Worker, Youth**: L.A. County Workforce Development, Aging and Community Services (WDACS)
- **WIOA Title II Adult Basic Education and Basic Skills** (25): Antelope Valley Union High School District; Azusa Unified School District; Baldwin Park Unified School District; Bassett Unified School District; City of Azusa; Claremont Unified School District; City of Covina; Culver City Unified School District; El Monte Union High School District; El Rancho Unified School District; Glendora Unified School District; Hacienda La Puente Unified School District; Monterey Park Monterey Library; Los Angeles Unified School District; Lynwood Unified School District; Monrovia Unified School District; Montebello Unified School District; Mt. San Antonio Community College District; Paramount Unified School District; Pomona Unified School District; Rowland Unified School District; Santa Monica Community College District; Santa Monica-Malibu Unified School District; Whittier Union High School District; William S. Hart Union High School District
- **WIOA Title III Wagner-Peyser:** State of California Employment Development Department (EDD)
- **WIOA Title IV Vocational Rehabilitation**: State of California Department of Rehabilitation (DOR)
- **Carl D. Perkins Career Technical Education** (6): Antelope Valley College; Citrus College; College of the Canyons; Mt. San Antonio College; Rio Hondo College; Santa Monica College
- **Title V Older Americans Act**: WDACS
- **Job Corps**: YWCA Greater L.A.
- **Native American Programs**: Southern California Indian Center, Inc.
- **Migrant Seasonal Farmworkers**: EDD
- **Veterans (JVSG):** EDD
- **Youth Build:** Youth Policy Institute
- **Trade Adjustment Assistance Act:** EDD
- **Community Services Block Grant:** L.A. County Department of Public Social Services (DPSS)
- **Housing & Urban Development:** L.A. County Community Development Commission
- **Unemployment Compensation (Insurance):** EDD
- **Second Chance:** L.A. County Probation Department
- **Temporary Assistance to Needy Families**: DPSS

The County's 12 Strategies to Implement and Align Resources of WIOA Partners:

1. Strategic Business Engagement: In alignment with Regional Plan Technical Goal 3[7], the WDB will lead the engagement of its WIOA and other partners in economic development efforts with major business and trade organizations to position workforce development as a key resource to attract and retain businesses and support their immediate and future talent and training needs. Targeted priority sectors include: *advanced manufacturing-including bioscience; construction; entertainment and infotech; health services; leisure and hospitality; and trade and logistics.*
2. System Alignment and Regional Coordination: In support of Regional Plan Strategic Goal 2[8], the WDB will ensure partners' responsiveness to regional economic trends and workforce demands by organizing its system according to 10 workforce service delivery areas with each AJCC being responsible for serving as the hub of its service delivery area and ensuring the alignment and coordination of the network of partners and services within their respective areas.
3. Career Pathways: In alignment with Regional Plan Technical Goals 3[9], 4[10], 6[11] and 7[12], the WDB will coordinate with business, industry, education, training and other partners to ensure that training credentials and education coursework are aligned with employer-validated competencies that result in career pathways within our defined priority sectors.
4. On the Job Training**:** The WDB will work closely with its WIOA and other partners to increase paid work experience opportunities--including apprenticeships, pre-apprenticeships, incumbent worker training, on-the-job training, transitional and subsidized employment, paid internships and project-based compensated learning--through engagement with business and unions.
5. Engagement in the County's Economic Development Efforts**:** The WDB will lead its partners' alignment with the BOS efforts and initiatives to positively impact the regional economy and strengthen the region's workforce system.
6. Specialized Centers and Programs for Priority Populations: The WDB will implement specialized job centers that will work closely with partners to provide tailored services to veterans and re-entry customers. AJCCs will deliver, in collaboration with partners, specialized programs and services for WIOA priority populations, and local targeted populations including participants with disabilities and limited English proficiency. AJCC staff will be trained in cultural competencies to ensure services provided respond to the unique characteristics and needs of each priority population.
7. Accessibility & Inclusivity: AJCCs will be strategically located in close proximity to or within partner feeder systems such as adult schools and community colleges with access to public transportation. Additional access will be provided through the County's library system and community centers. Every AJCC will ensure inclusiveness by providing technology to serve individuals with special needs, translation services, and facilities compliant with the Americans with Disabilities Act (ADA) requirements. Staff will be trained to be culturally competent and responsive to the circumstances and needs of populations with barriers to employment.
8. Consistent Branding as America's Job Center of California: The County's franchise model will ensure, among all partner programs, a consistent standard of quality, menu of services, customer flow and professional staffing through a single common brand: *America's Job Center of California (AJCC)*. In support

[7] RP TG-3: Engage industry leaders in each priority sector to: identify skill needs; review training content; determine the value of credentials; and recommend programs to address skill needs

[8] RP Strategic Goal (SG)-2: Develop a regional framework for delivering demand-driven services to guide planning and program development across the network of system stakeholders.

[9] RP TG-3: IBID

[10] RP TG-4: Adopt a regional definition of "industry-valued" to support credential efforts.

[11] RP TG-6: Adopt a slate of agreed upon regional sector pathway programs and regularly update.

[12] RP-TG-7: Once determined, develop a list of industry-valued credentials in the region.

of Regional Plan Strategic Goal 7[13], WDACS will play a pivotal role in developing, testing and implementing a common countywide system that operates collectively and is responsive to the unique challenges and opportunities of every workforce service delivery area in the County.

9. Integrated Service Delivery (ISD): AJCCs will utilize the ISD model to align and maximize resources, avoid duplication, coordinate programs and integrate the services of all WIOA core and other required partners. AJCCs will serve as the central point of entry to all employment and training programs.
10. Multi-Generational Workforce Development Services: AJCCs will provide a continuum of multi-generational workforce development services to the student, worker or job seeker no matter where they are on their career path. This design is unique in that workforce programs for youth, young adults, adults, and older adults will be strategically offered in the same location under one roof.
11. Technology for Efficiencies: AJCCs will maximize all features of the CalJOBS system to manage customer flow, track customer service and outcomes, and facilitate shared case management among WIOA partners. Technology efficiencies will also be implemented to deliver services such as workshops and meetings remotely. In alignment with Regional Plan Strategic Goal 6[14], AJCCs will coordinate referrals through the regional network of partners utilizing an automated referral system.
12. Data & Performance Driven System: AJCCs will meet aggressive performance targets in close coordination with WIOA core and other required partners. In addition to the six (6) WIOA accountability measures, AJCC performance will include analysis of customer-centered strategies, business engagement, assessments of effectiveness and customer satisfaction, quality improvement, and staff capacity. To better determine the performance of TANF participants, WDACS and DPSS will engage in data sharing to conduct a countywide data matching of those co-enrolled in TANF and WIOA services.

B. ALIGNMENT TO STATE PLAN POLICY STRATEGIES

i. Description of Workforce Development System and its Programs

Given the size of our region, the County has adopted an economic development model for planning that is comprised of eight (8) *economic development planning areas* that encompass all of Los Angeles County. In order to effectively reach communities across our Local Workforce Development Area, these planning areas are further divided into ten (10) *workforce service delivery areas.* Each AJCC in the County's one-stop delivery system will be responsible for coordinating all partner programs and services within the AJCC's assigned workforce service delivery area. The system is built upon the delivery of a full complement of services to businesses, workers, and job seekers delivered through:

- 8 Comprehensive AJCCs fully integrated with EDD Wagner-Peyser partners, providing direct services to businesses and job seekers, and linkages to WIOA partner programs and services;
- 5 additional AJCCs, including a dedicated countywide Specialized Veterans AJCC, and a Specialized Jail-Based Job Center at L.A. County Sheriff's Pitchess Detention Center in Castaic to provide targeted workforce services to the re-entry population;
- 7 Affiliates; and
- A Centralized Business Services Coordination Team that leads the County's efforts to meet the needs of businesses and coordinate the work of business representatives at each AJCC.

To support the system's integrated service delivery model, AJCCs will house, to the extent possible, WIOA core and other required partner programs. These programs include WIOA Title I Adult, Dislocated Worker, Youth, Title III Wagner-Peyser, and Veterans employment programs, as well as WIOA Title II Adult Basic Education & Basic Skills programs, Vocational Rehabilitation, Older Americans Act, Carl D. Perkins Career Technical Education, Trade

[13] RP SG-7: Develop a framework for system messaging to strengthen the impact of messages to key customer groups.
[14] RP SG-6: Develop a communications platform for the region to promote the sharing of information throughout the workforce system.

Adjustment Assistance, Community Services Block Grant, HUD Employment and Training, State Unemployment Compensation, 2nd Chance Act, Social Security Act, TANF, Native American, Migrant Seasonal Farm Workers, Job Corps, YouthBuild and National Emergency Grants programs. As part of its Continuous Quality Improvement plan, the County will provide continuous professional development and capacity building through the delivery of quarterly trainings to cohorts of workforce development, core program and other required program staff in each of the ten workforce service delivery areas.

The programs in the County's workforce development system are inclusive of those of the core and other required partners who are signatories to our Phase I MOU as outlined in Section Aiii, on page 4. The programs directly operated by the County, by way of its contracted AJCC operators, are as follows:

- **WIOA Title I Adult and Dislocated Worker Program** - Services to assist individuals 18 years or older in achieving self-sufficiency by providing a menu of WIOA services. Individuals are provided access to Basic and Individualized Career Services, Training and Follow-Up services through our AJCC system and its partners.
- **Youth@Work Program** - The WIOA Title I Youth program is offered as part of a three-tiered program structured to offer youth and young adults, ages 17-24, a continuum of services to support their Career Path development, no matter in which Level of Service they are: Level 1/Work-Based Learning; Level II/Academic and Career Development; or Level III/Advanced Career Services. Services are rendered in a progressive, simultaneous, or combined manner as needed and appropriate. Participants engage in a Level of Service based on their age, eligibility, and needs. Youth ages 14-16 will be introduced to career exploration in Level I services only. One hundred percent of WIOA Youth program funds are designated to exclusively serve out-of-school youth ages 17-24. The WIOA in-school-youth program will be leveraged with non-WIOA funds, including General County and TANF funds.
- **WIOA Title I Rapid Response Program** - Provides services that directly assist employers and workers affected by anticipated or scheduled mass layoffs, business closures, and natural or other disasters to mitigate the impact of these occurrences on the local economy.
- **Older Americans Act Title V Senior Community Services Employment Program** (SCSEP) - A job creation program for low-income individuals aged 55 years and older who have poor employment prospects. Provides hands-on job training through part-time, subsidized work at community service agencies and assistance with transitioning to unsubsidized employment.
- **Specialized Jail-Based Job Center** - A specialized program providing trauma-informed and gender-responsive re-entry employment services to inmates, including Second Chance Act recipients, both before their release and post-release, when they are navigated to an AJCC for continued job preparation and career development services.
- **Veterans AJCC** - A specialized, dedicated job center that develops, leads and supports employment and training initiatives for veterans and their eligible spouses countywide, within LA County's workforce service delivery areas. Operating out of Bob Hope Patriotic Hall beginning July 1, 2017, the Veterans AJCC will work with, collaborate and support the County's workforce system with regards to County veteran employment services and strategies. The Veterans AJCC also provides access to additional supportive and wrap-around services uniquely tailored to meet the needs of veterans and eligible spouses which include, but are not limited to, housing, child support, expungement assistance, and mental health services.

ii. Service Alignment with State Policy Strategies

The County will lead the alignment of services of WIOA core and other required partners to ensure the implementation of the State Plan's seven policy strategies through our local workforce service delivery system. Our Local Plan goals align with the State's policy strategies and objectives as follows:

Local Plan System Strategies	State Plan Policy Strategies	State Plan Policy Objectives
1. Strategic Business Engagement	• Sector Strategies • Career Pathways • Organizing Regionally • Integrating Services & Braiding Resources	1. Fostering "demand-driven skills attainment" 2. Enabling upward mobility for all Californians 3. Aligning, coordinating, and integrating programs and services
2. System Alignment and Regional Coordination	• Sector Strategies • Career Pathways • Organizing Regionally • Building Cross System Data Capacity • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
3. Career Pathways	• Sector Strategies • Career Pathways • Organizing Regionally • Earn & Learn • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
4. On the Job Training	• Sector Strategies • Career Pathways • Earn & Learn • Supportive Services • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
5. Engagement in County Economic Development Efforts	• Sector Strategies • Career Pathways • Organizing Regionally • Building Cross System Data Capacity • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
6. Specialized Centers and Programs for Priority Populations	• Career Pathways • Organizing Regionally • Supportive Services • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
7. Accessibility & Inclusivity	• Career Pathways • Organizing Regionally • Earn & Learn • Supportive Services • Building Cross System Data Capacity • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
8. Consistent Branding as America's Job Center of California	• Sector Strategies • Career Pathways • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Aligning, coordinating, and integrating programs and services
9. Integrated Service Delivery (ISD)	• Sector Strategies • Career Pathways • Organizing Regionally • Building Cross System Data Capacity • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
10. Multi-Generational Workforce Development Services:	• Career Pathways • Earn & Learn • Supportive Services • Integrating Services & Braiding Resources	• Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
11. Technology for Efficiencies:	• Career Pathways • Organizing Regionally • Building Cross System Data Capacity • Integrating Services & Braiding Resources	• Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services
12. Data & Performance Driven System	• Sector Strategies • Career Pathways • Organizing Regionally • Building Cross System Data Capacity • Integrating Services & Braiding Resources	• Fostering "demand-driven skills attainment" • Enabling upward mobility for all Californians • Aligning, coordinating, and integrating programs and services

The programs of our core and other required partners will be the basis of service delivery at all the AJCCs throughout our delivery system. To assure alignment of the services offered through these programs, the WDB will work closely with the partners to support the State Plan's policy strategies as follows:

(1) Sector Strategies: The County's workforce investments are strategically focused in areas where economic returns are likely to be highest: on education and training that prepares job seekers with skills needed by businesses in our six identified priority sectors. These sectors were chosen based on indicators that they would generate an increase of jobs that offer livable wages. The L.A. County and City WDBs contracted with the LAEDC to analyze the economy of our region. This analysis resulted in the *Los Angeles: People, Industry & Jobs 2015-2020* report which outlined existing and emerging in-demand industry sectors and occupations in our region based on: (1) industry growth rate; (2) potential job creation; and (3) prevailing wages. It also identified the knowledge and skills needed to meet the needs of employers in these sectors and occupations. Based on this analysis, the County chose its priority sectors. After these sectors were chosen, the County enlisted Sector Intermediaries to conduct a deeper analysis of each sector to inform strategies and training investments that would best prepare workers with skills employers need. Resultant *Sector Intermediary Reports* will outline existing career pathway programs in each sector, existing training and education programs that meet sector needs, and skills gaps in each sector.

Los Angeles County's PRIORITY GROWTH SECTORS
• **Construction Industries**
• **Advanced Manufacturing** (fashion, aerospace, analytical instruments, pharmaceuticals, medical devices, bioscience.)
• **Trade & Logistics**
• **Entertainment & Infotech**
• **Health Services**
• **Leisure & Hospitality**

The data produced by these reports will be used to develop business services strategies to align the workforce and education programs of the AJCCs and their WIOA partners in each of the County's eight economic development planning areas. In alignment with Regional Plan Technical Goal 3[15] regarding engagement of industry leaders, the County will use these strategies to coordinate the development of industry and sector partnerships in each economic planning area, including the creation of industry cluster councils which will both inform, and be informed by, business engagement strategies outlined in the Regional Plan. These partnerships will bring multiple employers within a sector together with representatives of labor, education and workforce professionals to examine the interrelated workforce needs of the entire industry. The aim of the partnerships will be to address industry's particular skills shortages, to determine the credentials the industry values, and to align the monetary and institutional resources of industry, labor, workforce, and education within each workforce service delivery area. To support the work of the industry cluster councils, the WDB has committed to establishing four (4) committees led by the WDB to engage in deeper discussion on how to effectively coordinate local area workforce development activities with the regional sector and career pathway strategies.

(2) Career Pathways: In support of Regional Plan Strategic Goal 3[16], the County will work closely with the six other WDBs to develop a framework for determining the scalability and replication potential of career pathway models developed at the local and/or stakeholder level, as well as a protocol for bringing such models to scale as regional sector pathway programs. One such model the County will work with the other WDBs to bring to scale regionally is its *Longitudinal Career Path Model.* This model brings WIOA core education and training partners together with business and industry to create career pathways within the priority sectors. It is characterized by a high degree of program alignment and service coordination among the WIOA core and other partner programs, particularly Title II Adult Basic Education and Basic Skills programs, and Carl D. Perkins

[15] RP TG-3: IBID

[16] RP SG-3: Develop a framework for determining the scalability and replication potential of career pathway programs developed at the local and/or stakeholder level and a protocol for bringing such programs to scale as regional sector pathway programs.

CTE programs. The model identifies sequential career development opportunities within a sector that can be accessed at different points based on progressive levels of skill attainment on the part of the worker or job-seeker. A business's current or future needs are analyzed to identify a packaged set of skills needed by the business to be competitive in the industry. The County's education and training partners within the appropriate workforce service delivery area are engaged so that stackable credentials formulate a comprehensive training that meets the business's immediate needs, but also include foundational competencies that allow for upskilling talent in alignment with the businesses future needs. The model utilizes the US DOL CareerOneStop's "Generic Building Blocks for Competency" framework (http://www.careeronestop.org/CompetencyModel/) to aid the development of a participant's competencies to achieve progressive levels of career development within a sector.

(3) Earn & Learn: Earn & Learn, or what the County refers to as "Work-Based Learning" (WBL), is a key strategy used to aid participants into the workforce and onto career paths. Program participants develop an Individual Employment Plan (IEP) or an Individual Service Strategy (ISS) in collaboration with AJCC career development specialists. These plans involve a client-centered approach for balancing the facilitation of skills attainment with opportunities for compensated work experience. This allows participants to "earn" an income while they "learn" to do a job. The County will utilize its strategic partnerships to bring businesses together with Carl D. Perkins CTE and Adult Basic Education and Basic Skills program partners in order to create system-wide opportunities. These opportunities are provided to participants through apprenticeships, pre-apprenticeships, incumbent worker training, on-the-job training, transitional and subsidized employment, paid internships and externships, and project-based compensated learning. "Earn and learn" opportunities are an important strategy for success, particularly for those with barriers to employment who cannot afford to attend an education or training program full time. For example, through a State Workforce Accelerator grant, the County has developed a Transitional Employment Initiative that provides young adults transitioning from Probation camps with an immediate paying job on a work crew while he or she also receives re-entry supportive services, case management and classroom learning aimed at preparing the young person for unsubsidized employment requiring a higher level of skill.

(4) Organizing Regionally: The County will work in collaboration with the six other WDBs in the region to implement the strategies for organizing regionally outlined in the Regional Plan. These include strategies to: conduct outreach to priority sectors, engage sector leaders on skill requirements and credentialing, craft messaging to target populations, respond to events of worker dislocation, develop processes for vetting training providers, and remove barriers for at-risk populations. Just as the County will be partner to initiatives led by the other WDBs to organize regionally, it will likewise lead the engagement of the six (6) other WDBs in several countywide workforce development initiatives requiring regional coordination. The County will continue, for instance, to lead the region-wide youth employment program—*Los Angeles County Youth Jobs* program-- that provides 10,000 youth annually with exposure to the world of work combined with financial literacy and personal enrichment training. It will also lead the engagement of all the WDBs in the County's *Local Target Hire* initiative that provides employment opportunities to those from high risk populations by requiring businesses that receive County contracts to hire those from these populations. The County will also continue to lead the *AFAB Antelope Valley Northrop Partnership,* a regional sector strategy outlined in the Regional Plan that provides customized manufacturing training, as well as continue developing such partnership programs in other in-demand industry sectors. Additionally, the County will lead the *Metro Workforce Initiative Now* (WIN-LA), also outlined in the Regional Plan, which aims to create career pathways in construction, professional services, transit operations and maintenance through a partnership with Metro. The County will work closely with the other WDBs to scale these sector strategies regionally. It will also serve as partner in regional sector strategies led by other WDBs, such as the *Care Coordination Career Pathway* funded by the State SlingShot initiative. These sector initiatives are examples of ways in which the seven WDBs in our region plan to organize, on a regional level, economic development, industry, workforce development, and education partners in order to better align resources, coordinate programs, and leverage one another's expertise in order to serve the needs of our shared labor markets.

(5) Integrating & Braiding Resources: To support the integration and braiding of resources, the County workforce development system's ISD model will provide an optimal framework for achieving program alignment and assuring access to the broad array of services provided by the system's WIOA core and other required partners' programs. These programs include, but are not limited to, the WIOA Title I Adult, Dislocated Worker and Youth, Title II Adult Basic Education and Basic Skills, Carl D. Perkins CTE, Adult Education Block Grant (AEBG), and Vocational Rehabilitation programs. AJCCs will serve as a single point of access to education and training offered by all WIOA partner programs. Within each AJCC, there will be a common flow of customer services jointly provided by the integrated staff of County-contracted AJCC Operators and WIOA Title I program providers, EDD's Wagner-Peyser program, and of other core and required partner programs. The ISD model will support the development of value-added partnerships in each workforce service area such that partners leverage one another's expertise by transacting on the basis of specialization and by providing services consistent with each programs' core competencies. Partners hold the same shared goal of fostering skills development and facilitating attainment of industry-recognized credentials and degrees. Efficiencies achieved through an integrated system will translate into an increase in the number of businesses and jobseekers served, as well as an increase in job placements in businesses within high-demand industries. The ISD integration framework also assists the leveraging of resources and programs of other County departments, such as public assistance programs administered by DPSS, and Probation programs. The leveraging of dollars from these other County departments and programs will allow for a more enhanced and robust menu of services for shared customers, and the likelihood of better outcomes for participants.

(6) Building Cross-System Data Capacity: Evidence-based, data-driven decision-making is one of the County's strategies to effect its Local Plan vision and goals. As outlined in the Regional Plan, the County will work with the other WDBs to engage the LAEDC to conduct on-going research and application of diagnostic data to steer our collective workforce development systems' investments and help ensure that our programs align with labor market trends and needs. The County will continue, in this way, to analyze and apply diagnostic data pertaining to growth, skills needs and income potential of the region's industries, sectors and occupations. The County has also prioritized the use of technology as a critical tool for facilitating all aspects of data sharing and information exchange with both the other WDBs as well as our core and other required WIOA partners, including the sharing of regional labor market information (LMI), economic intelligence, client tracking, common case management, reporting, and data collection. Data is shared with partners through CalJOBS, the State's labor exchange system. WDACS also has a direct agreement with DPSS to receive data from its program participants to determine how many are co-enrolled into WIOA throughout the region. Partners who are signatories to the Phase I MOU have agreed to the following data sharing commitments:

- Compliance with applicable provisions of WIOA, Welfare & Institutions Code, California Education Code, Rehabilitation Act and any other appropriate requirements
- Commitment to sharing information on shared customers and shared services to the extent allowable under relevant governing legislation and confidentiality requirements
- Maintenance of records of AJCC customers or partners (e.g., applications, eligibility & referral records, and individual records related to services, in the strictest confidence and solely for purposes directly related to provision of services)
- Development of technological enhancements that allow appropriate interface of common information needs
- Commitment to the provision of system security as agreed upon by all partners

In addition, the County is investing in an additional economic data management system that will allow access to more precise snaps shots of industry-related needs and trends in each workforce service delivery area. It also has begun to work more closely with the community college system to use regional economic data to identify trainings that prepare participants for high growth occupations. The County has begun mapping the resources

offered by our system's WIOA core and other required program partners, including the Title II Adult Basic Education and Basic Skills, Carl D. Perkins CTE, and AEBG programs offered by K-14, adult school and community college partners in each of our ten workforce service delivery areas. The County has also begun to align these offerings so as to begin identifying career pathways within each priority sector.

(7) Supportive Services: As many of the participants served by the County's workforce development system face barriers to employment that undermine their ability to complete a training or educational program, the coordinated provision of supportive services to WIOA participants is of maximum importance. One of the purposes of collaborating and braiding resources with our partners is to ensure that participants are fully supported with a broad array of ancillary services to help them complete employment activities, training or education programs, and successfully enter and remain in the labor market. The supportive services provided to participants through WIOA core and other required partner programs include, but are not limited to: subsidized childcare and dependent care, transportation assistance, referral to substance abuse treatment, linkages to community services, assistance with housing, assistance with educational testing, legal aid services, referrals to health care, assistance with work attire and work-related tools, assistance with books and other educational supplies for students, training-related payments and fees coverage, accommodations to individuals with disabilities including the use of assistive technology, and other needs-related payments that are necessary to enable an individual to participate in career and training services.

Supportive services are awarded to individuals in financial need based on an individual needs assessment, participation in approved program activities, and the availability of funds. The Youth program also provides for appropriate incentives as part of supportive services to motivate youth to complete program goals. The system will ensure that supportive services are provided to enhance an individual's ability to participate in workforce programs, or to enhance probability of job placement and security. In providing supportive services, the system will maximize available partner program services while avoiding duplication. The County's WIOA Title I program providers are required to set aside a minimum of 10% of their annual budget to address the Supportive Service needs of participants. At the same time, they are also mandated to identify and leverage the resources and supports of WIOA partner programs before WIOA supportive service dollars are used. For instance, with regard to participants who are co-enrolled in both a WIOA Title I and/or Title II program and the CalWORKs' "Greater Avenues for Independence" (GAIN) program, participants are to utilize the transportation, childcare, clothing and other supports provided by GAIN first. WIOA career development specialists coordinate with GAIN staff to ensure their supportive services are aligned, complimentary to one another, and serve the IEP or ISS of each participant. As indicated in the Regional Plan Technical Goal 11, the County will be working with the other WDBs to examine opportunities for regional coordination of support services and develop an action plan as needed.

C. SERVICES AND SERVICE DELIVERY STRATEGIES

i. Expanding Access to Services

The County will work with its partners to expand access to employment, training, education, and supportive services for eligible individuals, particularly for individuals with barriers to employment as defined in WIOA Section 24 (A)-(M).[17] The County's ISD model provides a framework meant to expand access to training,

[17] The term "individual with a barrier to employment," as defined in sec. 3(24) of WIOA, encompasses the following groups of people: individuals with disabilities, including youth with disabilities; displaced homemakers; low-income individuals; Indians, Alaska Natives, and Native Hawaiians; older individuals; ex-offenders; homeless individuals, or homeless children and youths; youth who are in or have aged out of the foster care system; individuals who are English language learners, individuals who have low levels of

education, and career development for participants of any of our core and other required partner programs. AJCCs will house, to the extent possible, the WIOA core and other required partner programs so that multiple programs may be accessed in one location. AJCCs will serve as a single access point to education, training, career, and supportive services offered by all WIOA partner programs through cross-referrals, co-location, or other integration methodologies. Partner programs will be coordinated and aligned to allow for more seamless delivery and take into account the uniqueness of the workforce region.

AJCCs will be strategically located in close proximity to, or within, feeder education and training systems such as adult schools and community colleges. One of our AJCCs will be located on the campus of Hacienda La Puente Adult School, a WIOA Title II Adult Basic Education and Basic Skills program partner. This partnership will allow participants who are looking to start a career, or upskill from a current position, to more easily access stackable, short-term, industry-recognized credentials that focus on middle skill jobs. AJCCs will also be strategically located near public transportation. Additional access to WIOA programs will be made available through the County library system and community centers.

To expand access to those with disabilities (uniquely abled), every AJCC will operate in full compliance with federal and State guidelines and requirements for serving people with disabilities. AJCCs will provide training that equips staff with tools to better serve uniquely abled customers through trainings on ADA customer service, assistive technology, and WIOA non-discrimination law and regulations. They will also ensure access to American Standard Sign Language translators. Every AJCC will also utilize technology that accommodates the needs of uniquely abled individuals. Many AJCCs currently have a representative from the Department of Rehabilitation (DOR) on-site, as a WIOA core program partner, to further assist with proper referrals for services and programming. All Comprehensive AJCCs will have DOR on-site by the end of 2017.

To expand access to those from other target populations, such as from the re-entry, homeless, former and current foster youth, and limited-English proficient populations, AJCC staff will be trained in cultural competency, trauma-informed service delivery and gender responsiveness. Additionally, the County will be implementing specialized job centers to serve the unique needs of Veterans and those reentering from incarceration. To further enhance services to these specialized populations, the County has partnered with community-based organizations that major in services to these priority populations such as the Volunteers of America, which provide services to Veterans, the Center for Employment Opportunities, which provides transitional employment to those reentering the community from incarceration, and the Alliance for Children's Rights, that provides advocacy and other services for foster and aged-out youth. To expand access for disconnected youth, the County has dedicated 100% of its WIOA Youth funding to serve out-of-school youth. Additionally, WIOA Youth services have been integrated with WIOA Adult services to better facilitate the access of youth ages 18 -24 to a continuum of services and support from both the Adult and Youth programs.

In addition to expanding access to the programs and services offered through the AJCCs, the County will be implementing a number of Special Initiatives specifically designed to engage best practices, proven innovations, and tested models to better reach, engage, and achieve positive employment outcomes for those in these hard-to-serve target populations. These initiatives include, but are not limited to, the following:

literacy, and individuals facing substantial cultural barriers; farmworkers (as defined at sec. 167(i) of WIOA 37 and Training and Employment. Guidance Letter No. 35-14); individuals within 2 years of exhausting lifetime eligibility under the TANF program; single parents (including single pregnant women); and long-term unemployed individuals.

INVEST Program: In partnership with the National Institute of Corrections (NICs), the County has launched this program that incorporates interagency coordination, streamlined service delivery and the expansion of Second Chance/Re-entry employment and training opportunities to collectively reduce recidivism and reliance on safety-net programs. A collaboration between WDACS, Probation, Sheriff, EDD Wagner-Peysner, and community-based organizations, the program co-locates Probation officers at County AJCCs where they work in a multidisciplinary approach with AJCC career development specialists to use evidence based strategies for rehabilitation and job attainment. The program includes education and skills development, employment retention strategies, system navigation, and intervention with the ultimate goal of creating new opportunities and solutions to aid this population in being employable and financially stable.

L.A. County Prop 47 Initiative: The County established this task force to formulate a countywide plan for establishing public-private partnerships to provide Prop 47 eligible individuals with employment opportunities and wraparound services. Eligible individuals are those whose sentences were reduced as a result of this State act. There are roughly 500,000 individuals in the County who may qualify for relief under Prop. 47.

Jail Based Job Centers: Through a collaboration of many of its departments, the County is establishing its first Jail-Based Job Center at Pitchess Detention Center to provide a bridge for individuals released from the jail to the WIOA programs offered at the AJCCs. Similar plans are underway to establish a similar job center at the County's women's jail.

Reentry for Youth Offenders: The County received a State Workforce Accelerator Fund grant to partner with the Center for Employment Opportunities, a social enterprise agency, to implement a pilot program to place 50 Probation youth in transitional jobs in work crews at County Parks to gain work experience while they receive job training and career development at a County AJCC.

Second Chance Business Champions: The County is implementing a multi-layered business services strategy that includes dedicated staff focused on maintaining, growing and fostering current and new business relationships with Second Chance/Re-entry-friendly employers and industries that may hire from this talent pool. In addition, it is building a coalition to promote opportunities through business-to-business engagement and ongoing strategies to create sustainable career pathways for our re-entry population.

Fair Chance Employment Opportunities: Multiple County departments are collaborating with the City of Los Angeles, community based organizations (CBOs) and private partners to develop comprehensive Second Chance/Re-entry Workforce Development strategies and initiatives that expand capacity and expertise to better meet the needs of re-entry population. These strategies incorporate sustainable interagency coordination, streamlined service delivery, and the expansion of Second Chance employment and training opportunities in an effort to collectively reduce recidivism and reliance on entitlement and safety-net programs.

Social Enterprise Businesses: Social Enterprises typically provide bridge employment and stabilizing services, such as housing and mental health services, to under-served populations such as re-entry and homeless. This County initiative leverages the expertise of Social Enterprises in this way, with the resources of our AJCCs to support the career development of the reentry, homeless and other high risk populations to help them towards middle-skilled, higher-wage jobs and self-sufficiency.

Local/Target Worker Hire Program: The County recently adopted Local/Target Worker Hire policies that leverage County investments to maximize employment opportunities for hard-to-serve populations. AJCCs will play a key role in the administration of these policies by providing a pipeline of talent that meets the set local and target worker criteria.

Homeless Training Academy: This partnership between the County, L.A. City and the East San Gabriel Valley Regional Occupational Center establishes an academy that provides 30-hour training to low-income and formerly homeless individuals to prepare them for entry-level jobs as outreach workers and peer counselors at local homeless and social services agencies.

TANF/General Relief/WIOA Co-location Model: The County has established and is overseeing a demonstration co-location model at its East L.A. AJCC which aims to maximize workforce services for CalWORKs (TANF) and General Relief participants by braiding program resources and providing wrap-around employment services.

Performance Partnership Pilot Program (P3): This initiative braids federal, state and local funding of multiple L.A. County and L.A. City departments to streamline a coordinated service delivery to produce better education, work and life outcomes for the region's disconnected youth.

STEAM (Science, Technology, Engineering, Arts, and Mathematics) through the Creative Arts: An initiative that engages youth in learning concepts needed to succeed in sectors that rely heavily on STEM competencies.

ii. Career Pathways & Co-enrollment in Core Programs

In addition to working with the other 6 WDBs to develop protocols to guide practitioners in helping workers progress upward along their chosen career path as outlined in the Regional Plan, the County will facilitate the development of career pathways through its *Longitudinal Career Path Model.* This model brings education and training partners together with business and industry to create career pathways within the County's priority sectors. This career path development effort is characterized by a high degree of program alignment and service coordination among business partners and the County's core program partners, including for the co-enrollment of participants in core programs when warranted. The County identifies sequential opportunities within a sector that can be accessed at different points based on progressive levels of skill attainment on the part of the job-seeker or worker. Business partners are engaged based on each business's current or future talent needs. The appropriate AJCC identifies clients that might meet these skill needs, or provides training to prepare for the anticipated need. The AJCC forms a partnership with the appropriate education partner to identify or develop trainings that meet the business' talent needs. AJCC participants are then co-enrolled in WIOA Title I ADW and Youth, Title II Adult Basic Education and Basic Skills, and Carl D. Perkins CTE partner programs, as appropriate to receive the specified training.

Co-enrollment of WIOA participants in education partner programs will also occur through the Cohort Training Model. In this model, the County contracts with specific community colleges, adult schools or other entities offering Title II, Carl D. Perkins CTE or AEBG programs, and then links the contracted education partner with the business in need of talent. The education partner then identifies or develops a training, with business input, that meets the business's needs. The AJCCs form cohorts of participants whose IEP/ISS would be advanced by the Cohort Training being offered. The AJCC prepares the participants for the trainings by addressing basic skills, transportation, childcare, and other needs.

As outlined in the Regional Plan, the County is at the forefront of working with the other WDBs to establish a construction pipeline career pathway for the L.A. Basin region. L.A. Metro (Metro) Transportation recently launched its WIN initiative to address imminent attrition due to upcoming retirements and future staffing needs with an infusion of $860 million over the next several years to fund multiple transportation projects in L.A. City. The County is actively mobilizing training partners and AJCCs to align existing and future efforts to meet Metro's needs. Through partnership with the YouthBuild Construction Industry Advisory Council, made up of 10 local YouthBuild partners, the County will lead a coordinated effort to co-enroll current YouthBuild participants into WIOA Title I Youth and/or Adult programs to establish entry onto the Construction pipeline. Once enrolled, AJCCs will incorporate the YouthBuild career plan in order to support wrap around services for youth to achieve: a secondary credential, an MC3 credential (post-secondary), other post-secondary training offerings, and contextualized paid and unpaid work experience. The ultimate goal of the initiative is to connect these youths with permanent employment through Metro or its contractors. Another career pathway

program the County will be implementing is a collaboration with the Los Angeles County Arts Commission. This program will introduce youth to the creative arts economy through STEAM work-based-learning opportunities in the Entertainment sector.

iii. Improving Access to Industry-Recognized Post-Secondary Credentials

The County will engage in both regional and local strategies to improve access for students, job seekers and workers to industry-recognized post-secondary credentials. To aid the development of these strategies, the County hosted one of four stakeholder forums conducted in our region on the topic of industry recognized credentials as part of the regional and local planning processes. This forum explored credentials that currently exist, and industry engagement to determine their value. Our forum explored the process used to ensure industry value for courses being developed, and for courses already on the shelf. It also explored what processes exist for industry to review content so that it can determine the value of a credential. The Regional Plan outlines a more detailed summary of the discussion and outcomes of the forums conducted in our region on the topic of Industry Valued Credentials[18]. The Regional Plan also outlines how the County and the six (6) other WDBs in our region will form a workgroup that will address the region's strategy for producing its share of the State target of a million industry-recognized credentials over the next ten years. The Regional Plan also outlines how the seven (7) WDBs will work together to convene industry steering committees for each of the region's six target sectors to discuss work-related credentials. The committees will include a diverse cross section of businesses and will complete a number of tasks outlined in the Regional Plan that will result in the publishing, by the seven WDBs, of a regional protocol for determining industry valued and recognized credentials. The industry steering committees will develop and implement a structured process for convening system stakeholders in discussions around goals for credentials, the development of a process to track their attainment, and key content issues for regional sector pathway programs.

In addition to its participation in regional level strategies, the County will engage in a number of strategies at the local level to improve participant access to activities that lead to a recognized post-secondary credential. First, it will increase co-enrollment of WIOA Title I program participants into basic skills, cohort, customized, on-the-job, and other trainings by partnering with WIOA Title II, Carl D. Perkins CTE or AEBG program K-14, adult school or community college partners. The County will engage with businesses to identify their skill needs, as well as with WIOA education partners to identify current trainings that meet these needs. To aid the process of matching skill need with training offerings, the County will align the Taxonomy of Programs codes (TOP), which Community College and Adult Education Partners use to categorize their class offerings, with Standard Occupation Codes (SOC) and NAICs codes, that the workforce development system uses to define career pathways within sectors. This alignment of respective codes used by workforce and education will help the County match businesses talent needs with education training offerings to aid co-enrollment of WIOA Title I program participants into trainings offered by WIOA Title II and Carl D. Perkins CTE partners to help participants achieve credentials valued by business and industry.

The County will also co-enroll WIOA Title I program participants in WIOA Title II Adult Basic Education and Basic Skills programs to better prepare participants for trainings that produce certificates that can be stacked and ported. Many participants are low income and need to work while receiving training. They may only be able to engage in trainings incrementally. Access to portable and stackable credentials is crucial for helping such participants achieve credentials over time as they balance career advancement with the immediate demands of life and family. A Title I program participant's ISS or IEP will consist of a strategy that combines education, training and work experience, as needed, to ensure participants steadily advance over time along their career path. Many of our adult school partners offer basic skill and remedial education programs in

[18] Page 20, Section D/Industry Valued Credentials

collaboration with local community colleges such that the certificate a participant receives from their basic skill program leads directly to a degree or credential program at the community college. Also, the County will be implementing a strategy proven as particularly effective for those with barriers to learning and employment; that is, incorporating basic skills remediation into the vocational training so that the basic skills being learned are immediately applicable and contextualized to the vocational learning.

Access to activities leading to an industry valued credential will be further facilitated through the County's *Cohort Training Model.* By way of this model, the County will contract with specific K-14, community college and adult education partners providing Title II Adult Basic Education and Basic Skills, Carl D. Perkins CTE, and AEBG programs, and then link the contracted education partner with the business in need of candidates with particular skills. The education partner then identifies or develops, with business input, a training that teaches the WIOA participant those skills. The Cohort Model also aids the County in providing the colleges with the required number of students they need to form a new credited class that will produce skills needed by our business partners. One such Cohort Training already underway is the *AltaMed Medical Assistant (MA) Career Pipeline* program. This is a partnership between AltaMed, the East San Gabriel Valley Regional Occupational Center (ESVROP), and the County's West Covina AJCC. AltaMed is a Federally Qualified Health Center with more than 40 clinical sites and over 2,300 employees. The model was launched in 2013 to address the growing demand within AltaMed to fill vacant MA positions at AltaMed clinics. Upon completion of training and certification, students are eligible for employment within AltaMed's clinics, or within the network of community-based health clinics in the County. The certified, accredited nine-month MA training was developed by ESVROP in collaboration with AltaMed. The County funds the training and the AJCC conducts outreach, enrollment and job coaching services until students secure job placement. Providing access to this type of training activity will prepare the participant for the next level of credential attainment needed for the participant to advance their career. The County is developing similar Cohort Trainings to meet business and industry needs, including: a Hospitality Training partnership between Santa Monica City College and the West L.A. AJCC; an Advanced Manufacturing Training partnership between the South L.A. AJCC and Valley College; another Advanced Manufacturing Training (CNC) partnership between Glendale College and the Northeast San Gabriel Valley AJCC; and a Pharmacy Technician Training collaboration between the South L.A. AJCC and Richard N. Slawson Occupational Center. It is the County's plan to continue growing its Cohort Training model to expand to more industries, employers, geographical areas.

iv. Engaging Employers in Workforce Development Programs

Effective employer engagement is a primary goal of the County's workforce development system. Employer engagement is paramount in determining the needs of business and industry, and in establishing regional and local strategies that provide them the tools and talent they need to succeed. On a regional level, as outlined in the Regional Plan[19], the County will work with the six (6) other WDBs to engage industry leaders in each priority sector to develop the process for determining which credentials are valued by each industry sector. As also outlined in the Regional Plan[20], the County and the other WDBs will work with LAEDC to examine ways in which the workforce system may leverage the organization's resources to convene and engage with business around its needs for skilled workers. It will also work with the other WDBs and EDD to examine the potential benefits of sharing intelligence on business and industry collected by the regional workforce system in order to promote analysis of the priority sectors.

In addition to this regional-level engagement of employers, the County will embark on a number of local strategies to engage employers in workforce development programs. Given the diverse economic and

[19] Regional Plan page 20, Section D/Industry Valued Credentials.

[20] Regional Plan page 30, Section H/Adherence to Federal Requirements for Regional Planning.

geographical characteristics of our local area, and the unique opportunities and challenges within each workforce development service delivery area, L.A. County will employ a diverse range of methods to garner business intelligence. These include the use of industry, sector and small business intermediaries, partnerships with industry associations, and gathering of input from local and regional employers on the workforce development system, programs and services.

Sector and Business Intermediaries: The County will procure Industry Sector Intermediaries to help expand engagement and coordination of services with employers. The County's intermediaries will be experts in their industries and will help facilitate the gathering of industry intelligence and identify industry specific needs. These efforts will inform operational decisions, build system capacity, and help identify regional and local collaborative opportunities. Small businesses play a big role in driving the regional economy and represent a large percentage of the businesses that use the County's workforce services. In order to better engage and connect with small businesses, WDACS will use the County's Department of Consumer and Business Affairs, which houses the County of Los Angeles Small Business Commission and the County's Small Business Concierge, as the Small Business Intermediary. This will ensure that workforce development services and small business programs will be integrated to maximize service and effectively respond to their needs.

Industry and Economic Development Associations: The County will leverage partnerships with both local and regional industry and business associations as a platform to engage businesses at scale. The WDB has approved memberships in several associations. This provides opportunities to actively participate and engage with member businesses, to better understand their needs, and ultimately to connect them to available services. Currently, the County is an active member of Los Angeles County Business Federation (BizFed), San Gabriel Valley Economic Partnership, Greater Antelope Valley Economic Alliance, and Santa Clarita Valley Economic Development Corporation, LAEDC, and works closely with the L.A. Area Chamber of Commerce in a variety of projects including regional re-entry efforts and strategies around Healthcare Industry needs.

Los Angeles SlingShot Coalition: The Slingshot initiative provided an invaluable opportunity to develop regionally coordinated business engagement strategies around a common targeted industry. This led to the establishment of the Los Angeles County Regional SlingShot Coalition which is comprised of all 7 local WDBs, and works to accelerate income mobility and regional prosperity through the coordination of the development of career pathways to meet the growing demand of regional employers for care coordination/managed care in the healthcare industry. The County will continue to not only support and participate in this effort, but will also map the current healthcare education and workforce ecosystem to help the region better understand existing resources, and better align regional resources to collectively address the industry's needs.

Industry Cluster Councils and Industry Advisories: Industry cluster councils and advisory bodies provide an additional source of business intelligence, understanding of industry trends, and effective platform for garnering stakeholder input. As outlined in the Regional Plan, and in support of Regional Plan Strategic Goal 8[21], the County will partner with the City of Los Angeles to engage the LAEDC to establish LAEDC-led Industry Cluster Councils that will create a systematic employer and industry "feedback loop" for the region, as well as for the LAEDC's *Institute for Applied Economics* to further supplement its annual *Industry and Market Intelligence Reports* with on-the ground demand-driven industry intelligence. In support of this strategy, the County will establish the L.A. County *Healthcare Employers Taskforce* which will be comprised of healthcare industry executives, industry associations, chambers of commerce, and economic development professionals. The purpose of this task force will be to solicit the advice of healthcare industry employers and experts in identifying opportunities to align local and regional workforce systems to better meet business demand, local hiring initiatives, and County economic development priorities. The vision of the Taskforce is *to build a patient-*

[21] RP SG-8: Implement a system-wide approach to industry engagement that would support the efforts of the seven boards and all system stakeholders

centered healthcare workforce with the talent that meets the evolving needs of all residents across L.A. County by the end of the decade.

Employer and Industry Input: The County's Business Services Unit will engage and consult with regional and local businesses and industry leaders on a daily basis. These relationships will be built through the provision of customized talent and workforce planning services providing direct access to on-the-ground real time business intelligence with local employers. At the regional level, the County will establish, foster and develop relationships with large employers and industry associations in in-demand industries to gather feedback and help establish strategies that meet their workforce needs. This will facilitate the development of regional and local partnerships within priority sectors that ensure County AJCCs meet the needs of businesses in a manner that aligns with countywide regional workforce and economic development priorities outlined in the Regional Plan.

Business Engagement Committee: The County's WDB represents a diverse range of businesses throughout the County and is an invaluable resource for business engagement. The WDB's Business Engagement Committee will bring together industry and business executives to help refine and develop ongoing business engagement strategies in an effort to ensure the County's workforce system meets the employment needs of local and regional business and supports economic development efforts. This will include the use of Labor Market Information and business intelligence to develop regional strategies to engage industry and businesses as outlined in the Regional Plan. In addition, the Committee will serve to create systematic linkages to industries and employers and promote the use of the County and other WDB workforce development systems.

v. Meeting the Needs of Businesses

The County's Business Services Unit (BSU) was established to effectively meet the needs of the County's business community, and to identify strategies to align and mobilize the County's workforce and economic development resources. The County will employ a host of career services specifically developed to meet the needs of business and that can be customized to meet the individual organizational needs of each business. BSU staff have been trained on the multiplicity of business and economic development resources available to businesses throughout the County, on facilitating access to these services through referrals, on convening the appropriate partners to address their immediate and future needs, and on identifying early warning signs of distress, opportunities for growth, and retention of talent and resources. The goal of the BSU is to create a sustainable pipeline of talent that meets employer needs upon hire and who have foundational skill sets that can be built upon to meet the business' future needs. This will be accomplished through a number of comprehensive business and talent solutions:

Business Services		
Human Resources Consultation Services	Industry Sector Strategies	Business Needs Assessments
Development of Job Descriptions and Employee Handbooks	Labor Market Information	Layoff Aversion
Analyzing Employee Turnover	Access to Government Workforce and Economic Development resources	Outplacement Services
Assistance Developing Reasonable Accommodations	Customized Recruitment and Placement Services	Access to Tax Incentives
Workforce Planning	Hiring Events	Employer and Business Workshops
Succession Planning	Regional and Scaled Recruitment Services	Business Retention Services
Customized Training	Identifying, Developing & Supporting Career Pathways	Internship Services
		Rapid Response Services

The County's AJCCs will serve as hubs for local business engagement and as catalysts for coordinated business services networks. Each AJCC will have dedicated Business Services staff who will engage businesses in their workforce service area and mobilize the wide range of County resources available to businesses. The Business Services Unit will guide AJCC business services staff in implementing regional business engagement strategies outlined in the Regional Plan. To support this coordinated engagement and responsiveness to businesses, the county has established a centralized business services inquiry email – bservices@css.lacounty.gov- and will establish a centralized Business Services Hotline.

In coordination with and support of the Regional Plan's strategies to engage business and industry, the County will establish sector partnerships in each of its workforce service delivery areas. These partnerships will bring multiple employers within a sector together with representatives of labor, education and workforce professionals to examine the interrelated workforce needs of the entire industry. The aim of the partnerships are to address the industry's particular skills shortages and align the monetary and institutional resources of industry, labor, workforce, and education within each workforce service delivery area. This work includes convening of stakeholders on an on-going basis to develop a general understanding of the challenges the sector faces, and to engage in shared problem-solving.

The County uses several tools and strategies to ensure it understands and meets business's needs, including:

- On-going data analysis of the regional economy to identify growing and in-demand industry sectors, as well as sectors and businesses that are struggling;
- Use of research, data and sector intermediaries to identify skill gaps within prioritized sectors and identify tailored trainings that meet those gaps;
- Application of the Longitudinal Career Pathway Model to engage businesses within the sector to identify and meet individual employers' immediate training needs, while also taking into consideration and developing plans to meet their future needs;
- Co-enrollment of WIOA Title I program's participants into WIOA Title II Adult Basic Education and Basic Skills, Carl D. Perkins CTE, and AEBG partner programs to produce the skills and credentials necessary to meet business's current and future skills needs;
- Development and coordination of industry and sector partnerships in each of the County's 10 workforce service delivery areas to align resources of industry, labor, workforce, and education within each area.

vi. Coordination of Workforce Development Programs with Economic Development

Given the size of Los Angeles County, and in an effort to align our workforce development system with regional economic development, the County has divided the L.A. Basin Regional Planning Unit into eight (8) economic development planning areas that align with the economic development areas previously determined by the LAEDC. These eight planning areas are: Antelope Valley, Santa Clarita, San Fernando Valley, Westside Cities, South Bay, Gateway Cities, Central Los Angeles, and San Gabriel Valley. Within these economic development planning areas are multiple business associations and economic development entities that offer opportunities to partner, coordinate and align efforts in support of local and regional economic development. Service delivery and coordination will be aligned within each planning area in a manner that supports both the unique needs of each area, as well as countywide workforce and economic development strategies and initiatives. In an effort to better understand the needs of and serve the industry within each planning area, WDACS is an active member of various economic development associations as describe in section *C.iv*.

In further effort to address regional economic and workforce needs, the County has established the Los Angeles Economic Development Policy Committee (LAEDPC) which implements forward-thinking programs that promote income growth and economic opportunity for residents of the County. The LAEDPC steers the

County's economic and workforce development investments, resources and programs into initiatives that support the region's high-growth industry sectors as well as help create opportunities for disadvantaged, priority populations to thrive as business owners and employees in those sectors. As part of the LAEDPC, WDACS will play a key role in the development of county strategies to deliver measurable gains in job creation and skill development among our priority and target populations who experience barriers to employment, and in ensuring these strategies are aligned with the industry engagement strategies outlined in the Regional Plan.

The vast and diverse economic landscape of Los Angeles may prove challenging and some businesses may find themselves in unstable or stagnant situations. The integration of the County's economic development resources with Business Services that assist with the retention and aversion of layoffs is an important countywide strategy that aims to support distressed businesses. The County's Layoff Aversion provides "at risk" businesses customized and confidential plans that are crafted to help that business find alternatives to layoffs and stay afloat should it need to downsize. The plans leverage County resources to provide viable wrap-around services to accomplish this.

The County's Rapid Response (RR) program provides services to both employers and employees transitioning through downsizing or plant closures. RR is a pro-active and business-focused program designed to respond to layoffs and plant closures in an effort to mitigate the adverse effects on the local economy. RR teams will work with employers and any employee representative(s) to quickly maximize public and private resources to minimize disruption associated with job loss. RR can provide customized services on-site at an affected company, accommodate any work schedules, and assist companies and workers through the painful transition associated with job loss. Our Rapid Response efforts are explained in more detail in section E iii.

vii. **Strengthening Linkage with Unemployment Insurance Programs**

The County's workforce development system will work in conjunction with EDD to ensure that AJCCs' existing links to Unemployment Insurance (UI) programs are maintained and reinforced. EDD UI staff will be co-located, to the extent possible, at County AJCCs. To strengthen its coordination with the UI program, the County has mandated that its AJCC staff be trained to use EDD's UI online system to aid AJCC staff in assisting UI customers in managing their UI claims. Further, service engagement strategies will be employed to increase the number of UI claimants who use the labor exchange, career development, training and supportive services available to them through WIOA partner programs offered through the AJCCs.

D. AMERICA'S JOB CENTERS OF CALIFORNIA℠ (AJCC)

i. Ensuring Continuous Improvement of Services

The County will implement a number of strategies to ensure the continuous improvement of services offered by its AJCC WIOA program providers. Beginning July 1, 2017, it will require that all AJCCs, in order to receive continued WIOA and other workforce system funding, be certified for meeting a set of quality standards based on Malcom Baldridge National Quality Award Criteria. Certification will be achieved by engaging in a required Continuous Quality Improvement (CQI) process outlined, supported, monitored and evaluated by the County. To further ensure that a high level of service is provided consistently throughout the system, all County AJCC Operators and WIOA Title I program providers will be contractually required to develop a *Customer Service and Quality Control Plan* (QCP Plan). Each AJCC's QCP Plan will include method the AJCC will use to ensure that the quality of services provided fully meets the County's performance requirements of AJCC operators

and program providers. This includes methods for identifying and preventing deficiencies in the quality of service performed before the level of performance becomes unacceptable.

The QCP also requires that regular Customer Satisfaction Surveys be administered to evaluate the quality of services provided by the AJCCs and their WIOA partner programs. Surveys will be administered to job-seekers, program participants, WIOA partner programs, and business and industry partners. These surveys will be made available to participants, program partners, and employers at least once a quarter each fiscal year. The results of the surveys will be used by the County to ensure continuous quality improvements in AJCC WIOA services. Each AJCC will establish a process for addressing identified concerns and measuring outcomes of recommendations implemented as a result of the surveys. Additionallly, all the WIOA core and other required partners who are signatories of the WIOA Phase I MOU have agreed to jointly develop, implement, and regularly evaluate QCP Plans to ensure that a high level of service is provided by all WIOA core and other required programs.

To further ensure the continuous improvement of services, the County will conduct continuous capacity building through training and professional development. It will also conduct technical assistance (TA) for the WIOA Title I programs. TAs will involve an extensive review of the AJCC operator and WIOA program providers' administrative and programmatic process including, but not limited to, the establishment of program eligibility, priority of service, right to work determination, selective service registration, training services, supportive services, co-enrollment, IEPs, OJTs, and overall review of WIOA applications and enrollments. Consistent review of CalJOBS will be conducted to ensure eligibility criteria are captured correctly. This will be complemeted with a physical file review. In addition, the County will prepare and share with providers weekly error reports that agencies utilize to correct identified errors. After a TA is conducted, the County will determine if the provider requires further technical assistance, or whether a WIOA training is warranted.

ii. Access to AJCC Delivery System Services

The County has developed strategies to place it at the forefront of facilitating access to services provided through its AJCC one-stop delivery system. For example, the County will use innovative technology to facilitate access, such as with a new *CalJOBS VOSGreeter* and *Document Imaging* pilots. The purpose of the CalJOBS VOSGreeter pilot will be to improve and expand constituent access to the system and the timely delivery of customer services by streamlining "front-desk" processes of connecting clients with staff. It is a technical "check-in" system with which individuals interact when they walk into the AJCC. A kiosk with the Virtual VOSGreeter module will be placed at the main AJCC entrance to capture the client's needs as they walk in. It will also notify staff when clients have arrived for scheduled appointments, and track wait times before clients are assisted. This new greeter system will expedite lobby management by eliminating the need for paper sign-in sheets and automating the queue process. It will also reduce client wait times and enhance the electronic tracking and reporting of services.

The Document Imaging pilot will also serve to improve and expand constituent access and the timely delivery of customer services. The Document Management module of the pilot will allow staff to scan documents and store them within the CalJOBS system. It will also allow staff to upload documents from a computer file and store them within the virtual database. This new system of collecting and storing supporting documents will be used for various verification purposes within the CalJOBS system. It will eliminate participants' need to provide documents multiple times when co-enrolling, via CalJOBS, in WIOA partner programs, or co-enrolling in services provided at different AJCCs. The County will conduct a second phase of this pilot in which signature pads will be installed alongside the scanners to facilitate electronic signatures of clients and staff on all required documents. This will eliminate the need to print out, sign and scan documents back into CalJOBS. The use of the electronic signature pads will create efficiencies such as a reduction in reliance on hard copy

files and in client wait times. In addition, to streamline and revolutionize the WIOA enrollment and eligibility intake process across, the County is exploring the possibility of expanding document imaging as part of the CalJOBS registration process by allowing individuals to upload eligibility determination documentation from any remote location. AJCC staff would then need to verify the original documents thus saving time and resources. An additional technology the County will develop to improve access to services is a *Workforce Program Referral System*. This system is a web-based system for referrals through which on-site and off-site referrals may be tracked to and from any of the County's WIOA partner programs. The use of this system is meant to ensure that customer co-enrollment between partner programs happens quickly and efficiently so that customers are enrolled in or served by the referred program right away and that they do not "fall through the cracks."

Access to AJCC system and its services will also be facilitated by stationing system access points in or near customer feeder systems, such as community colleges, libraries and adult schools. AJCCs or their Affiliate sites will be located either close to or inside these feeder systems. In addition, the County's network of Community Service Centers will act as service hubs for the AJCC workforce delivery system. System access will also be facilitated through the County's specialized Veterans and jail-based job centers. Finally, the County will encourage its AJCC Operators and partner programs to use technologies such as "Facetime" or "Skype" to provide services such as workshops in order to enable access opportunities to a wider range of customers, especially those in remote areas or with disabilities.

iii. Accessibility for Individuals with Disabilities

The County will require its AJCC operators and program providers to ensure the physical and programmatic accessibility of facilities, programs, services, technology, and materials for individuals with disabilities**.** All of the County AJCC sites are required to meet strict contractual stipulations regarding accessibility of facilities and services to remain in compliance with ADA and WIOA Section 188. They are also required to ensure that work-based learning sites are ADA compliant and meet the accessibility needs of those with disabilities. Many AJCCs currently have a representative from the Department of Rehabilitation (DOR) on-site as a WIOA program partner, and all Comprehensive AJCCs will have DOR on-site by the end of 2017. The County will work closely with DOR to develop and conduct basic training for all AJCC staff on strategies and accommodations in serving persons with disabilities. This training will be conducted in person with follow up instruction on-line. The training will be required as part of the County's Continuous Quality Improvement process in place to achieve and maintain standards of excellence throughout our system.

The training being developed by DOR will augment training already in place at the County AJCCs that equips staff with tools to better serve those with disabilities, including ADA Customer Service, Use of Assistive Technology, use of TTY telephone, and Compliance with WIOA Title I Non-Discrimination Laws and Regulations. These trainings will include experiential learning with exercises that help staff understand the challenges customers with disabilities encounter. Sign Language interpreters will be engaged when needed. Every AJCC will utilize technology that accommodates the needs of individuals with disabilities including: *Zoom Text Extra 7.0* software that magnifies text up to 16 times the normal size; *Jaws for Windows* software that allows individuals with low vision or who are blind to navigate Windows and the Internet; *Magic Cursor 2000* software which performs all the functions of a mouse; hands-free manipulation equipment; and TTY telephone. All special equipment will be readily available and set-up to be self-directed.

To increase the number of individuals with disabilities who are served and placed in employment by our system, the County will identify and implement best practices and proven strategies for disability recruitment and hiring. Strategies will include posting job announcements on accessible web-based "job boards" that specialize in identifying qualified individuals with disabilities, in disability-related publications, and with

specific disability organizations. Another strategy that will be employed is the provision of job application documents, training materials and tests in alternative formats such as in large font or Braille. Other strategies will include: centralizing all resources for people with disabilities in one location; promoting the availability of reasonable accommodations; publicizing the County's commitment to hiring those with disabilities; and creating an ad campaign featuring employed persons with disabilities.

iv. Roles & Resource Contributions of AJCC Partners

The roles and responsibilities of the AJCC partners who are signatories to the Phase I MOU (page 6) are outlined in the MOU (Attachment IV). Also outlined in the MOU are the resource contribution that each partner is making available to participants through the AJCC delivery system (Matrix of Partner Resources, pages 6-7, Phase I MOU.) The County is currently negotiating a cost sharing formula and cost sharing agreements with the partners to comply with the State's deadline for MOU Phase II completion by September 2017.

The Phase I MOU went into effect with County BOS approval in June of 2016. It establishes a cooperative working relationship among the 46 core and other required partners for the provision of shared services to employers, incumbent workers, job seekers and others needing workforce development services. In formulating the MOU, the County met with the partners individually and collectively to seek input and agreement on how AJCC services will be delivered through the AJCC delivery system. In order to serve shared customers and deliver shared services as appropriate, the Phase I MOU partners agreed to participate in joint planning, coordination and evaluation of AJCC activities. They also committed to collaborating to provide physical and electronic access to shared customers, as well as to participate in training and cross-training designed to increase awareness and understanding of individuals with barriers to employment. The Phase I MOU shared customers include:

- Adult job seekers in search of pre-employment services, training for in-demand occupations, or those seeking a new career;
- Dislocated workers who need support and services to re-connect to employment or who need additional training and services for employment in new or emerging industry sectors, or a new career;
- Youth & young adults age 14-24, especially disconnected youth who did not complete high school, who are not currently enrolled in school, or who are not working including foster, probation or low-income youth;
- Businesses and employers that are seeking assistance in finding prepared and qualified candidates for current or future employment, or seeking to upskill existing employees (incumbent workers) for new positions to meet new job requirements, to meet new industry standards, and/or to prevent or reduce layoffs or termination.

v. MOUs and Cooperative Agreements

Local Board MOUs are included as Attachment IV to this Local Plan. These include the Phase I MOU with 46 core and other required partners. It also includes agreements with other WDBs and County departments that define how the County's workforce delivery system providers will integrate and provide access to WIOA core and other required partner program services available through our AJCC delivery system. The Phase II MOU is currently being negotiated and on track for completion by September 2017.

vi. Indian and Native American Equal Access to AJCC Services

The County will work closely with WIOA Section 166 grantees to ensure that Indian and Native Americans in its service areas are provided equal access to AJCC programs and services. The County's Native American Commission is housed within WDACS, which also administers the County WIOA workforce development system. Through this connection, the County will be able to conduct outreach to the region's Native American community, and regular dialogue with this community on ways the County AJCC system may best meet the workforce needs of this community.

vii. Migrant Worker Equal Access to AJCC Services

WIOA Section 167 Migrant Seasonal Farmworker services are not provided in the L.A. Basin region.

viii. AJCCs as On-Ramps to Regional Sector Pathways

Where the seven WDBs in the L.A. Basin region will work together on a regional level to develop sector pathways in the six priority sectors, the AJCCs will serve as on-ramps to those pathways. The County has made a tactical decision to earmark the majority its AJCC WIOA Adult, Dislocated Worker and Youth training dollars to fund training explicitly related to the needs of businesses in the region's priority sectors (listed in B.i. "Sector Strategies"). Dedicating funds in this manner will help the County AJCCs provide job seekers a gateway to skills and credentials that can move them into high-paying jobs, or entry level jobs that provide a foothold onto an articulated career pathway.

Another way in which County AJCCs will serve as on-ramps for regional sector pathways will be by directly partnering with K-14 schools, community colleges and adult schools through the County's Cohort Training initiative. The County's agreements with education partners in the Cohort Training initiative will stipulate that these schools work directly with selected County AJCCs to enroll Title I program participants into their Cohort Trainings. The agreements also stipulate that these trainings must fall within at least one of the County's priority sectors, and have an employer from one of these sectors committed to hiring participants who successfully complete the training.

Finally, the County will utilize the AJCCs as on-ramps to regional sector pathways by creating task forces in each of the County's priority sectors. These Sector Task Forces will identify the specific needs of employers in each sector, in each of the County's workforce service delivery areas. For example, the County has established a Healthcare Sector Taskforce devoted to addressing skill gaps at healthcare facilities in one particular workforce service delivery area. The task forces will work with the AJCC, employers within the sector, and the WIOA education partners in each service delivery area to identify the career pathways in the sector, the trainings that prepare job-seekers for the jobs along that pathway, and the AJCC Title I participants to co-enroll into the identified trainings that produce the skills and credentials needed for those identified jobs.

E. PROGRAMS, POPULATIONS, AND PARTNERS

i. Regional Economic Development Coordination

The County will develop a number of policies to maximize the breadth of its resources to positively impact economic development in our region. At the direction of the County Board of Supervisors, the County's workforce development system administrator, WDACS, will be partnering with the newly established Los Angeles Economic Development Policy Committee (LAEDPC) to develop countywide workforce and economic development initiatives and policies that include the Countywide Business Registry Initiative and local hire initiatives. WDACS will also help to lead the coordination of all County entities that provide services to

business, such as the Department of Business and Consumer Affairs, Health Services, Regional Planning, Community Development Commission, Fire, Office of the Assessor, and the Treasure and Tax Collector. These efforts will include cross training and resource and information sharing to better assist businesses and to expand business engagement. Economic development efforts will be organized around several priorities including the stimulation of job growth in industries that are most competitive and that will generate high-paying jobs to propel economic growth and wealth creation for all residents. The County's workforce development priorities will be developed in alignment with its long term economic development goal of supplying a workforce prepared for the jobs of the future, as well as with immediate goals of matching job seekers most in need with viable employment opportunities.

The County will also be undertaking a number of efforts to promote entrepreneurship and to support micro-enterprises. Complementing the support that the Department of Consumer and Business Affairs' (DCBA) *Small Business Division* already provides, the County Office of Economic Development will be launching a *Local and Small Business Enterprise Preference Program* to provide added incentives to micro-enterprises. Additionally, the County Board of Supervisors just approved the launch of the *East L.A. Entrepreneurial Center*, a "one-stop" for entrepreneurs spearheaded by the County's First Supervisorial District Office. A collaboration between WDACS, the DCBA, and the Community Development Commission, the Center will offer entrepreneurial training provided by local community colleges, business development services, credit repair, micro-enterprise loans through the local credit unions, and assistance in navigating the layered process of securing business licenses. Further, entrepreneurial skills training will be embedded in the County's sector-based trainings and special initiatives for target populations. Entrepreneurial training will be provided as a means of packaging and promoting one's skills, whether that be to sell one's services to a client or customer as a small business, or to sell one's skills and services to an employee.

ii. Adult & Dislocated Worker Employment and Training Activities

The County's WIOA AJCC service delivery system is comprised of eight Comprehensive AJCCs, three standard AJCCs, and one Countywide Veterans AJCC. All of these AJCCs will provide the WIOA Title I Adult and Dislocated Worker (ADW) programs and the full breadth of required Basic and Individualized Career services, Follow-Up services, and Training services as set forth under WIOA law and regulations. Comprehensive AJCCs will provide, additionally, complementary Wagner-Peyser program employment services by way of co-located EDD staff. Qualifying dislocated workers will receive training services through the Trade Adjustment Assistance (TAA) program administered by co-located EDD staff. AJCCs will also provide direct connection to employment and training services available through the TANF (CalWORKs)-funded GAIN and GROW programs operated by DPSS by way of partnership and AJCC co-location. Department of Vocational Rehabilitation programs will be available to ADW program participants through co-located DOR staff. Specialized services will also available to Veterans through a specialized Veterans Center, and to the re-entry population, through the County's Specialized Jail-Based Job Center.

All AJCCs will from close partnerships with the K-14 schools, adult schools and community colleges that provide WIOA Title II, Carl D. Perkins CTE, and AEBG programs in the workforce development service delivery areas to which they are assigned. AJCC Title I program participants will be co-enrolled in WIOA partner programs as needed per the participant's Individual Service Strategy (ISS) or Individual Employment Plan (IEP). Individuals who are basic skills deficient, including those who are limited English proficient, will be co-enrolled Title II Adult Basic Education and Basic Skills partner programs. One County AJCC will be located on the campus of its adult school partner, Hacienda La Puente, in order to enhance connection between the WIOA Title I, Title II, Carl D. Perkins CTE, and AEBG programs. The County will negotiate additional co-location strategies

with its community college and adult school partners, as well as technology, cross-training and other mechanisms to enhance training activities for ADW program participants.

iii. Rapid Response Activities

L.A. County's Rapid Response activities are coordinated and administered by WDACS and delivered through three (3) Comprehensive AJCCs. Rapid Response protocols have been established through a standard of operations agreement led by EDD and in partnership with most WDBs across Southern California. The WDBs participate in Rapid Response Regional Roundtables on the third Thursday of every month where best practices are shared and protocols are updated, if needed. The monthly meetings provide a forum for on-going input and feedback to ensure continuous improvement of all Rapid Response (RR) programs in the region. The County's Rapid Response providers also attend monthly meetings to effect strengthened partnership, coordination and continuous improvement of the County's program. These meetings address best practices, impending layoffs, and specialty grants, resources available to strengthen Rapid Response activities, capacity building, and information sharing regarding regional Rapid Response activity in multi-jurisdictions.

L.A. County's RR program provides services to both employers and employees affected by a business's downsizing or plant closure. It is a pro-active, flexible, business-focused program designed to quickly respond to layoffs and closures by coordinating services and providing immediate aid to companies and their affected workers. Three Comprehensive AJCCs, located in the Antelope Valley, Gateway Cities, and San Gabriel Valley regions respectively, will provide services to all affected businesses in the County's workforce service delivery areas on a 24 hour-per-day, 7 days-a-week basis. The County will assign Worker Adjustment and Retraining Notification (WARN) notices to each of the three regional AJCC Rapid Response providers on a rotational basis. After receiving the notice, the provider must connect with employer within 24 hours. In addition, the AJCC Rapid Response teams are charged with identifying "Non-WARN" lay-offs: lay-offs not covered by the WARN Act in which the business accepts Rapid Response services to assist employees being laid-off. The teams will provide customized services on-site at an affected company, accommodating any schedule, and assisting both companies and workers through the challenges associated with lay-offs and job loss.

The AJCC Rapid Response teams are tasked with establishing partners to quickly maximize public and private resources in order to minimize disruption associated with job loss. The teams will coordinate partners to provide the following services: assessment and implementation of layoff aversion strategies; on-site orientations to impacted employees; provision of information about unemployment benefits, Trade Adjustment Assistance Act benefits, COBRA benefits, AJCC re-employment services, coordination with Labor-Management/Workforce Transition Committees. They will also coordinate among the partners the following Lay-Off Aversion activities: assisting businesses with devising and overseeing strategies to prevent plant closures; providing referrals within the community to government services; providing linkages to economic development activities at the federal, State and local levels; and providing linkages to Federal Department of Commerce programs. The Lay-Off Aversion activities that the AJCC provides directly are: on-site access to CalJOBS; on-site registration with the AJCC; access to job fair and job posting information; training orientations on industry specific opportunities; resources for food, shelter, clothing and other emergency assistance; business services workshops; and training to upgrade skills for reemployment. In addition, the Rapid Response teams will work with Rapid Response liaisons stationed at each County AJCC site to ensure RR services are coordinated and provided throughout the County's service delivery areas. The County provides on-going

technical assistance to and regular review of RR providers to ensure services are being delivered in a consistent and comprehensive manner across the service area.

iv. Youth Workforce Development Activities

The WIOA Title I Youth program is braided with County-funded youth services and offered collectively as the "Youth@Work" program. Youth@Work offers youth ages 14-24 three Levels of Services, depending on the age and career development needs of each youth. Level I is *Work-Based Learning and Career Exploration*, Level II is *Career Development*, and Level III is *Comprehensive Career Planning & Training*. The Youth@Work program prepares youth to enter career pathways in the priority sectors by exposing them to Earn & Learn opportunities as early 14 years old. Youth progress along their career path by matriculation through the levels of service. This career development approach supports youth in making informed career decisions over time based on LMI, real-life work experiences, and advanced education and/or training moving them deeper each year into the skilled labor force. Priority is placed on reengaging disconnected, out-of-school youth in employment and/or education that leads to viable career paths. Level I services are paired with paid Personal Enrichment Training (PET) modules that include: financial literacy, life skills, work ethics, career exploration, and goal setting based on Stephen Covey's 7 Habits of Successful Teens. Level I Work-Based Learning & Career Exploration services are offered region-wide with the County providing funding to the 6 other WDBs to carry out uniform, work-based learning to approximately 10,000 youth each year. Level II Career Development services combine education, training and work experience. AJCCs provide access to all of the 14 WIOA Youth program elements through the Level II Career Development services. Level III Comprehensive Career Planning & Training bring young adults closer to their career goals through co-enrollment in the WIOA Adult program and the provision of training that prepares them for employment in a sector pathway program. The Youth@Work program and its services will be offered at all AJCCs, and will be expanded as to other access points including but not limited to: County libraries, Parks & Recreation centers, Community Service Centers, and Teen Clubs.

In addition to the Youth@Work program and its offerings, WDACS conducted a countywide asset mapping of the types of programs, services, and resources available for youth participants, particularly for foster, Probation, CalWORKs youth and those with special needs. Our workforce system serves a significant number of youth with learning disabilities, many of whom are foster youth. To strategically and systemically serve this priority population, a coordinated effort was established through the Opportunity Youth Collaborative (OYC) comprised of the County WDB, the City of Los Angeles WDB, the Alliance for Children's Rights, the Los Angeles Chamber, the Aspen Institute, the Los Angeles Unified School District (LAUSD), the Department of Children and Family Services, and other stakeholders. The goal of the collaborative is to facilitate re-engagement of these youth in education programs to complete their education with appropriate assistance. Youth participate in trauma-informed work readiness training, engage in work-based learning, and transition to permanent employment. The County will partner with the Children's Law Center to identify and refer foster youth who are within 18-24 months of losing their AB12 status into County AJCC services. It will also implement Performance Partnership Pilot best practices, including the co-location of LAUSD Pupil Services Attendance Counselors (PSAs) at select AJCCs as a reengagement strategy for out-of-school youth.

The County is also actively pursuing the adoption of the term "uniquely abled" to support the goal of the Uniquely Abled Project whose aim is to influence a paradigm shift in viewing individuals with special needs as "uniquely abled" as opposed to "disabled." This model also prepares high functioning individuals with autism

for high skilled jobs in manufacturing through innovative training. Youth also receive paid internships leveraged through WIOA and non-WIOA programs as appropriate. Partners include the Department of Rehabilitation, Glendale Community College, the Verdugo Jobs Center, Goodwill Industries of Southern California and other stakeholders.

The County will continue to dedicate funding to provide *Youth@Work* Level I Work-Based Learning and Career Exploration services to Probation youth while they are at camp. Youth earn the privilege of participation in the program through their good behavior. The County will work with Probation to develop and implement a strategy to identify appropriate Level I participants for enrollment into Level II Career Development services prior to their release from camp as part of their camp-to-community transition plan. Youth on public assistance are also a top priority for the County. The majority of Youth@Work non-WIOA funds will continue to be dedicated to CalWORKs (TANF) youth. Special attention will be placed on outreaching to these youths to provide them with opportunities to avoid future reliance on public assistance. Each week data on CALWORKs youth is shared with the region's 7 WDBs to aid their enrollment into Level I Work-Based Learning services. The County will establish a uniform strategy to develop stronger linkages for this population to WIOA services. Since 2013, over 25,000 CalWORKs youth been provided work experience.

v. Coordination with Secondary & Post-Secondary Education Programs and Activities

The County will align WIOA Title II Adult Education and Literacy, Carl D. Perkins CTE, and AEBG programs and activities with WIOA Title I and other AJCC workforce development programs and activities in each of its 10 workforce service delivery areas as a means of aiding participant attainment of a secondary school diploma, post-secondary education and/or training aligned with career plans. In addition to identifying the trainings offered by education partners that align with career pathways in the priority sectors, the County is developing a one-stop online center that will include secondary and post-secondary education program resources per workforce service delivery area. This one-stop online center will assist participants in developing their literacy and obtaining the knowledge and skills necessary for employment and economic self-sufficiency. The County will provide public access to a website that will allow local job seekers and workers to access the education and career preparation course offerings of all Title II providers. The County will also conduct regional forums in which access to Title II program, resources and services will be provided to those seeking to enter the workforce.

The County will collaborate with the local Adult Education Block Grant (AEBG) Regional Consortia providers who have already done the work to align Title II Adult Education and Literacy, Cart D. Perkins CTE, and AEBG programs and services, based on a regional needs assessment they conducted in order to avoid unnecessary duplication of their programs and services. Through this collaboration, a master program of services and programs will be made available through the workforce development website and its AJCCs. A link to the County's workforce development website will be accessible from the local Title II, Carl D. Perkins CTE, and AEBG program provider websites. Access to register for WIOA workforce services will be available at all Title II, Carl D. Perkins CTE and AEBG program sites. Training and assistance on WIOA workforce development services available at the AJCCs will be offered to Title II, Carl D. Perkins CTE and AEBG program staff on a quarterly basis in order to ensure information and access to potential workforce registrants is made accessible through all education partner program sites. A regional training for AJCC operators, Title I program providers, and Title II, Carl D. Perkins CTE, and AEBG program partner staff will be held quarterly to ensure that all participating programs and AJCCs are made aware of services provided throughout the region in coordination and alignment with educational and vocational training programs.

vi. Coordination of Supportive Services

Given that many of the County's WIOA participants experience multiple barriers to successful program participation and sustained employment, the coordinated provision of supportive services and needs-related payments, including transportation, is of maximum importance in ensuring these participants' success. One of the purposes of collaborating and braiding resources with WIOA core and other required partners is to ensure that shared customers receive wrap-around services, including supportive services, in a manner that coordinates and leverages partner dollars as opposed to duplicating efforts. The County's AJCC program providers are instructed to inform participants about the wide range of supportive services available to them through WIOA partner agencies, as well as to provide the appropriate referrals to the programs that offer these services. AJCC staff are required to identify and use supportive services resources offered through those partner programs before they utilize WIOA supportive service dollars. An example of AJCCs utilizing and leveraging partner resources to enhance supportive services provision is seen in the County's WIOA/TANF co-location pilot in which DPSS GAIN and GROW staff are co-located at the AJCC. AJCC WIOA Title I program career development specialists coordinate with GAIN case managers to ensure each program's supportive services are aligned, complimentary to one another, and serve the Individual Employment Plan of each participant. The same arrangement and mandate exists with regard to TAA clients, and clients of any of our other WIOA partner programs.

vii. Coordination with Wagner-Peyser

The County's WIOA AJCC one-stop delivery system is based on the ISD model as this model provides an optimum framework by which the alignment of programs and services of all WIOA core and other required partners may be effected. At the center of this model is the on-site co-location of EDD Wagner-Peyser at all of the County's Comprehensive AJCCs. Our ISD model is intended to reduce duplication and administrative burdens between the County's WIOA Title I programs and the Wagner-Peyser program in order to provide a better match between participants and employers through more coordinated screening, assessment, skill development, and skill certification opportunities related to the need of employers. The ISD Model includes three core principles: (1) Common Customer Pool; (2) Common Customer Flow; and (3) Common Staffing. Through the implementation of these three core principles, the County's integrated service delivery system reduces the duplication of services with Wagner-Peyser and better ensures that it responds to industry demand, aligns services and trainings to these demands, and provides job seekers with skills that lead to self-sufficiency.

viii. Coordination with Adult Education & Literacy

The County's WIOA Phase I MOU (Attachment IV) demonstrates its coordination with several providers of Adult Education & Literacy Skills under WIOA Title II including the following institutions: Antelope Valley Union High School District; Azusa Unified School District; Baldwin Park Unified School District; Bassett Unified School District; City of Azusa; Claremont Unified School District; City of Covina; Culver City Unified School District; El Monte Union High School District; El Rancho Unified School District; Glendora Unified School District; Hacienda La Puente Unified School District; Monterey Park Monterey Library; Los Angeles Unified School District, Lynwood Unified School District; Monrovia Unified School District; Montebello Unified School District; Mt. San Antonio Community College District; Paramount Unified School District; Pomona Unified School District; Rowland Unified School District; Santa Monica Community College District; Santa Monica-Malibu Unified School District; Whittier Union High School District; and William S. Hart Union High School District.

The County will work closely with the AEBG Regional Consortia related to the County's workforce service delivery areas to ensure expanded access to adult education and literacy for its WIOA Title I program participants. The County will collaborate with the Consortia to align program services among Title I workforce service providers and adult education providers based on a regional needs assessment in order to avoid unnecessary duplication of services. Through this collaboration, a master program of services and programs will be made available through the County's workforce development website, as well as through its AJCCs. A link to the County's workforce development website will be accessible from the local Title II, Carl D. Perkins CTE and AEBG programs providers' websites. Access to register for WIOA AJCC workforce services will be available at all Title II AEBG and Carl D. Perkins CTE program sites. Training and assistance on AJCC WIOA workforce development services will be offered to Title II, Carl D. Perkins CTE and AEBG staff on a quarterly basis in order to ensure information and access to potential workforce registrants is made accessible through all education program partner sites. A regional training for the staff AJCC operators, Title I program providers, and education partner programs will be held quarterly to ensure that all participating programs and AJCCs are made aware of services provided throughout the region in coordination and alignment with educational and vocational training programs.

The County will follow EDD Workforce Services Information Notice WSIN16-26 to review each eligible provider's Title II Adult Education and Family Literacy Act (AEFLA) application. The County will complete and submit recommendations for promoting alignment with the local plan through the online system as identified in the Information Notice, beginning on May 17, 2017, and ending on May 31, 2017, unless otherwise stipulated or directed.

ix. Services for English Language Learners

The County has prioritized WIOA programs and services for Limited English Proficiency (LEP) individuals. Los Angeles County is home to just over 3.5 million immigrants from around the world. It hosts the largest communities of expatriates of several nations. More than half of the foreign-born population originates from Latin America and South America, approximately one third from eastern and southeastern Asia, and the remaining 10%, from the rest of the world. Language ability is an important aspect of employment and economic participation. Over half of the population in the County (57%) speaks a language other than English at home, with Spanish being the most common. Just 43% of residents speak only English at home. Of the 5.3 million residents that speak languages other than English at home, approximately 27% speak English less than well.

Before WIOA, workforce systems statewide served only a small percentage of this significant sub-group of Californians. The State Unified Plan challenges regions and local areas statewide to do a better job of engaging LEPs in the WIOA system to better support these residents in achieving middle income employment. Key to the County's efforts to engage and serve LEPs is its partnership with Title II Adult Education and Literacy program partners who provide English as a Second Language (ESL) programs, and other programs that address this population's basic skills deficiencies. All the County AJCCs enjoy well established partnerships with local Title II providers. The County will be building on these partnerships to provide Vocational English as A Second Language (VESL) programs throughout its workforce development system to provide LEPs with language learning that is contextualized to the vocation each is pursuing. VESL courses are developed through collaboration between adult school and business partners so that curriculum in infused with the terminology

English Learners	Population	Percentage
Speaks English Less Than "Very	2,407,270	
Speaks English "Very Well"	2,890,179	
Speaks Only English	4,032,116	
Total	9,329,565	

and language proficiency needed for particular job functions. VESL courses also serve as a bridge for participants into credit-earning courses. The County has developed and will be implementing a policy requiring a VESL component as part of any work-based learning or training activity in which an LEP participant is engaged.

F. GRANTS AND GRANT ADMINISTRATION

The BOS has designated WDACS as the administrator of the federal WIOA funding it receives each year. On behalf of the County, WDACS conducts the procurement of the WIOA AJCC system through a Request for Proposals (RFP) competitive bid process to award sub-grant contracts to AJCC One Stop Operators (OSOs) and WIOA Title I program service providers. WDACS issued its RFP to procure AJCC OSOs and WIOA program providers on September 30, 2016. The RFP and addenda are available at http://wdacs.lacounty.gov/business-opportunities-with-cssdoing-business-with-css/. A Proposer's Conference was held on October 19, 2016. Proposals were due to the County December 19, 2016. Proposals were reviewed by a panel in January 2017. Winning proposers will be notified in March 2017, contracts signed by May 30, 2017, and the County's new AJCC system rolled out by July 1, 2017.

The RFP solicited proposers from for profit and non-profit organizations, public agencies, social enterprise agencies, and public and private institutions of higher education. Proposals were solicited for: OSOs for the eight (8) Comprehensive AJCCs and their associated Affiliate AJCCs; three (3) additional AJCCs with sites in South Los Angeles, the Westside and Santa Clarita; and for the countywide Veterans AJCC. The Specialized Jail-Based Job Center will be a joint effort between WDACS, Sheriff, and other County departments to establish a jail-based job center inside Pitchess Detention Center (PDC)-South Facility. All AJCCs will provide WIOA Title I ADW and Youth programs. Some Comprehensive AJCCs will also be awarded the WIOA Rapid Response (RR) and Older Americans Act (OAA) Senior Community Service Employment Program (SCSEP) contracts. SCSEP services, with the recent reauthorization of the OAA, are aligned with those of WIOA and will be operated out of the San Gabriel Valley, Antelope Valley, and Gateway Cities AJCCs in conjunction with the WIOA programs. In order to apply for the RR program and/or the SCSEP, proposers must have also applied to serve as OSO for a Comprehensive AJCC. Agencies awarded Comprehensive AJCC contracts will implement the ISD model ensuring coordination with the other WIOA core and other required partner programs. They will also be responsible for implementing the workforce development aspects of County Special Initiatives, such as the Proposition 47, Community Recidivism Reduction Grant, My Brother's Keeper, and Homeless initiatives.

It is the intent of the County to ensure, at a later date, that Comprehensive AJCCs and AJCCs provide a gender-responsive, trauma-informed jail-based program, dependent on the availability of funding, which shall include: jail in-reach employment readiness services for those currently incarcerated; system navigation into community-based Comprehensive AJCC or AJCC services once inmate is released; and re-entry-specific employment services at the Comprehensive AJCC or AJCC to include wrap-around services, through partnership with other County departments and agencies, including but not limited to: housing, substance abuse, mentorship, and family reunification services leveraged with WIOA partner programs.

G. PERFORMANCE GOALS

The County has established two sets of goals to measure the performance of our system: WIOA Accountability Measures and targets negotiated with the State, and measures beyond the Accountability Measures that assess workforce program performance as well as community impact. The first set of goals are the six (6) Accountability Measures based on performance indicators set by the Department of Labor[22]. These goals (see charts below) measure Unsubsidized Employment Rate (2ndquarter after exit), Unsubsidized Employment Rate (4th quarter after exit), Median Earnings (2nd quarter after exit), Credential Attainment (during program participation or within 1 year after exit), Measureable Skills Gains (during program participation), and Indicators of Effectiveness in Serving Employers. The second set of goals are not mandated, but assist the County in tracking performance with regard to engagement of priority populations, training-related employment placements, and locally-defined business services performance indicators. Also, in order to ensure that we produce 31,200 middle-skill industry valued credentials between 2017 and 2020 as our Local Area's contribution to the State's stretch goal of producing 1 million such credentials[23] between 2017 and 2027, we have included in the second set of goals measurement of the achievement of credentials from trainings that prepare for employment in one of the County priority sectors.

L.A. COUNTY STATE NEGOTIATED PERFORMANCE GOALS PY 2016-17*

ADULT			
Employment Rate 2nd Qtr After Exit	Employment Rate 4th Qtr After Exit	Median Earnings 2nd Quarter After Exit	Credential Attainment within 4 Quarters After Exit
65.0%	62.5%	$4,657	52.9%
DISLOCATED WORKER			
Employment Rate 2nd Qtr After Exit	Employment Rate 4th Qtr After Exit	Median Earnings 2nd Quarter After Exit	Credential Attainment within 4 Quarters After Exit
68.0%	66.5%	$7,308	60.0%
YOUTH			
Employment Rate 2nd Qtr After Exit	Employment Rate 4th Qtr After Exit	Median Earnings 2nd Quarter After Exit	Credential Attainment within 4 Quarters After Exit
62.4%	64.2%	Baseline	54.7%

L.A. COUNTY STATE NEGOTIATED PERFORMANCE GOALS PY 2017-18*

ADULT			
Employment Rate 2nd Qtr After Exit	Employment Rate 4th Qtr After Exit	Median Earnings 2nd Quarter After Exit	Credential Attainment within 4 Quarters After Exit
68.0%	65.5%	$5,157	55.9%
DISLOCATED WORKER			
Employment Rate 2nd Qtr After Exit	Employment Rate 4th Qtr After Exit	Median Earnings 2nd Quarter After Exit	Credential Attainment within 4 Quarters After Exit
71.0%	69.5%	$7,523	63.0%
YOUTH			
Employment Rate 2nd Qtr After Exit	Employment Rate 4th Qtr After Exit	Median Earnings 2nd Quarter After Exit	Credential Attainment within 4 Quarters After Exit
65.4%	67.2%	Baseline	57.7%

*Measureable Skills Gains and Indicators of Effectiveness in Serving Employers are not negotiated and will be baseline measures per EDD Directive WSDD-149

[22] Based on WIOA performance indicators described in 20 Code of Federal Regulations Notice of Proposed Rulemaking 677.155(a)(1).)

[23] Defined as sub-baccalaureate credentials with demonstrable labor market value, including industry-recognized certificates, or certifications, or certificates of completion of apprenticeship, or professional licenses, recognized by California or the federal government, as well as industry-valued associate degrees that facilitate movement into either the labor market or longer term educational programs aligned with the state's workforce needs.

H. HIGH PERFORMANCE BOARD (HPB) EFFORTS

The County's WDB was one of the original 16 local boards to receive High Performing Board (HPB) certification in 2012. In order to ensure its WDB continues to meet and surpass HPB standards, the County will ensure that its system remains fully compliant with state-issued AJCC policies in the WIOA Adult Program Priority of Service (WSD15-14), Memorandums of Understanding Phase I (WSD15-12), and Phase II Memorandums of Understanding (WSD16-09) directives.

With regards to Priority of Service, all County-contracted AJCC providers have been directed, per L.A. County WIOA *B15-03: WIOA Operating Guidance*, to provide priority of service to recipients of public assistance, other low income individuals, and individuals who are basic skills deficient according the priority of service requirements in WIOA Section 134(c)(3)(E) for the WIOA Adult program. In addition, WIOA partner signatories to the Phase I MOU have agreed to prioritize coordinated services and support to participants in the priority of service categories.

With regard to compliance with the State directives on the Phase I and Phase II MOUs, the County's Phase I MOU has been signed and executed by all mandated partners and is included in this plan (Attachment IV). The Phase II MOU is due June 30, 2017. Meetings with partners began in October of 2016 and have included negotiations for cost sharing agreements. The County is on target to meet the deadline as required.

With regard to planning with HPB-required entities as outlined in the State Workforce Services Directive (WSD16-07), in the six stakeholder forums the County hosted of the 19 regional and local planning stakeholder forums conducted throughout the region in conjunction with the 6 other WDBs, the County actively engaged stakeholders including, but not limited to: key stakeholders, major employers and industry groups from the relevant regional economy and organized labor; partners in K–12 education, career technical education, the community college system, other post-secondary institutions, and partners with DOL programs, including Youth Build and Job Corps programs.

I. RELEVANT INFORMATION ON TRAINING ACTIVITIES

All of the County's WIOA eligible training programs are pre-screened and ETPL-approved before WIOA participants may be considered eligible for participation in the program. The County holds a contract with South Bay WDB to maintain the region's I-Train system of ETPL-approved training institutions. The South Bay WDB reviews the L.A. County workforce development system's training institutions for ETPL eligibility, uploads the training institutions onto ETPL, processes renewals, and monitors all training provider performance. The County also requires that the training institution provide the training in accordance with the approved curriculum as specified in the school catalog and consistent with what is being offered the general public. Participants' trainings are documented in CalJOBS using training activity codes. AJCC WIOA providers are contractually obligated to ensure Customer Choice in training options. Participants are given access to I-Train to compare training institutions and their programs in order to select their preferred program, and demonstrate that the training chosen was by customer choice by signing off on an *Informed Customer Choice Form*. Participants in the WIOA Youth program who are over the age of 17 have access to ITAs as well.

J. PUBLIC TRANSPARENCY, ACCESSIBILITY AND INCLUSIVITY

To ensure accessibility and inclusivity in its Local Plan planning efforts, the County hosted six of the 19 stakeholder regional and local planning forums conducted throughout the County from November through December 2016 (https://drive.google.com/file/d/0B799Ja12yhYmV3dXTHZPRVJrTEU/view?usp=sharing). It worked closely with each of its AJCCs to ensure effective outreach was conducted to stakeholders and CBOs representing individuals from target populations reflective of the demography of each of the County's workforce service areas. The County placed particular emphasis on outreach to current and prospective partners with experience serving high-need and historically disadvantaged communities such as ex-offenders and out of school and/or disconnected and foster youth. Another prioritized group targeted in outreach efforts were current and future partners who serve LEPs. Included in the Regional Plan is a detailed description of how and which groups were contacted and invited to participate in regional planning efforts. The Local Plan was issued for a 30-day public comment period from February 3 through March 3, 2017. Outreach to gain public comment on the plan was conducted to a wide-ranging and diverse array of stakeholders, including the 300 stakeholders who attended Local Planning forums (https://drive.google.com/file/d/0B799Ja12yhYmLUh4NXBGTTBvcDg/view?usp=sharing). The Plan was posted and comments invited through WDACS website, Facebook page and Twitter account. In addition, the County held four Public Comment Forums during February 2017 to present the local and regional plans and invite comments.

K. COMMON INTAKE AND CASE MANAGEMENT EFFORTS

Intake and case management are conducted by AJCC Career Development Specialists and managed through the CalJOBS labor exchange and case management system. The County WIOA core program partners will be provided access to case notes and other pertinent information on shared customers through CalJOBS, as available. This approach will allow the County to track co-enrolled individuals across WIOA core programs. Partners will meet to coordinate the co-enrollments to ensure that services are not duplicated and resources are leveraged. Partners will work closely together to share information and participant progress and to ensure needs and barriers that may emerge are addressed.

L. OTHER MISCELLANEOUS INFORMATION REQUIREMENTS

i. Title II Access to the Local Plan

Title II partners will be notified of the posting of the Local Plan on the WDACS website. Announcements of the plan's availability will be made in all AJCC and WDB meetings. Copies will be available at the AJCC sites. Executive Summaries of the plan will be made available in Spanish and in any other languages upon request.

ii. Priority of Service Requirements

The County meets priority of service requirements as outlined in Section H. All contracted AJCC providers have been contractually mandated to ensure that 51% of people served by the WIOA Adult program come from at least one priority of service category. Within the basic skills deficient category, particular priority is placed on LEPs to meet the County's goal of increasing the number of LEPs served by its system. All AJCC provder staff have been trained on priority of service requirements and strategies. The County has also instituted policy establishing additional priority groups to include target populations that are the focus of Los Angeles countywide initiatives, including: foster youth, ex-offenders, individuals with disabilities, and those experiencing homelessness.

iii. Portion of Local Plan Addressed in Regional Plan

A summary of economic analysis of our region and details on Regional Industry Sector Strategies are outlined in the Regional Plan. Listing of Stakeholder Forum participants and a summary of stakeholder input on Local and Regional Plan development are also available in the Regional Plan. All elements, as required, are addressed in the Local Plan.

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- AJCC locations
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  - *New locations* – in place July 1, 2017. The system is currently in procurement
    - SEE: Map of Regions in Future System
- AJCC Partners – as of MOU Phase I are listed below (NOTE: Partner list will change as the MOU Phase II resource sharing agreement negotiations begin and our new system has been procured):

Attachment IV – AJCC Memoranda of Understanding

- LA County WDB Phase I MOU with required partners
- Intermediary Agreements between the RPU's seven WDBs to implement the L.A. County Youth Jobs (LACYJ) countywide youth work experience program:
  - Foothill
  - L.A. City
  - Pacific Gateway
  - South Bay
  - SELACO
  - Verdugo
- Agreement between WDACS and DPSS that provides CalWORKs funding for LACYJ
- MOU between WDACS and Probation that provides Juvenile Justice Crime Prevention Act funding to WDACS to provide WIOA AJCC services to Probation youth
- MOU between WDACS and Child Support Services assists non-custodial parents addressing the child support fine barrier to employment via AJCCs
- L.A. County Board of Supervisors Motion outlining commitments between WDACS and other County departments to provide AJCC and other services to Prop 47 beneficiaries
- MOU between WDACS and DPSS for Data Sharing
- Data Sharing Agreement between WDACS and L.A. City

Attachment V – Local Area Grant Recipient Listing

Attachment VI – Local Board Bylaws

LA County WDB's Bylaws can be found here:

- L.A. County Workforce Development Board Bylaws

Attachment VII – Program Administration Designee and Plan Signatures

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ATTACHMENT I

LOCAL PLAN - EXECUTIVE SUMMARY

The Los Angeles County Workforce Development Board (WDB) is one of seven Local Boards that comprise the Los Angeles Basin Regional Planning Unit (RPU). The WDB is an industry-led board of senior executives appointed by the County's Board of Supervisors and charged with policy oversight of the County's Workforce Innovation & Opportunity Act (WIOA) workforce development system. The Los Angeles County Workforce Development, Aging and Community Services Department (WDACS) is the County's lead agency for workforce development. WDACS is responsible for administering the 2nd largest public workforce system in the State. It administers approximately $35 million annually in WIOA funding to provide workforce services to the four million residents and roughly 300,000 employers in 58 of the County's 88 cities and all of its 151 unincorporated areas.

The County's WDB worked closely with the six other WDBs in the RPU to develop the Regional Workforce Development Plan. The County's Local Plan is aligned with the Regional Plan as well as with California's Unified Strategic Workforce Development Plan. While the Regional Plan outlines regional sector strategies and career pathways, the Local Plan describes how the County's workforce development system will utilize partnerships between business, workforce development, education and other key partners to achieve its **vision** that "***every business in Los Angeles County has access to skilled workers and other resources needed to succeed in a global economy, and every resident has equitable access to upward mobility and prosperity."*** The Local Plan was developed with input from over 500 partners and key stakeholders representing education, labor, economic development, and community based organizations as well as customers including job seekers, youth, and businesses. The County conducted six stakeholder forums throughout its service delivery areas attracting overwhelming participation and invaluable input that informed the development of both the Regional and Local Plans.

The County has established the following **goals** for implementing an innovative, customer-centered, coordinated, data-driven workforce system that meets the needs of businesses, job-seekers, and the regional economy:

1. **Focus on the Needs of Business**
2. **Spearhead System Alignment and Coordination**
3. **Create Middle Skill Credentials**
4. **Expand Earn & Learn**
5. **Strengthen Economic Development**
6. **Focus on WIOA Priority Populations**
7. **Increase Service to English Language Learners**
8. **Create System Inclusivity & Accessibility**
9. **Continually Improve the System & Surpass High Performance Board Standards**

In order to meet the State Unified Plan goal to increase the attainment of middle skill, industry recognized credentials, the County has developed twelve key **strategies:**

1. **Strategic Business Engagement**
2. **System Alignment, Integration and Regional Coordination**
3. **Career Pathways**
4. **On the Job Training**
5. **Engagement in County's Economic Development Efforts**
6. **Specialized Centers and Programs for Priority Population**

7. **Accessibility & Inclusivity**
8. **Consistent Branding as America's Job Center of California**
9. **Integrated Service Delivery (ISD)**
10. **Multi-Generational Workforce Development Services**
11. **Technology for Efficiencies**
12. **Performance Driven System**

The Local Plan outlines how the County's workforce development system will serve as the vehicle through which its goals will be achieved and its strategies effected. The system is a franchise model of America's Job Centers of California (AJCCs) that offers consistent quality and uniformity of service throughout the system. AJCCs serve as hubs for local business engagement, catalysts for coordinated business services networks, central points of entry to employment and job training programs, and on-ramps to the regional sector pathways outlined in the Regional Plan. The system consists of:

- 8 Comprehensive AJCCs that fully integrate with EDD Workforce Services Partners, providing direct services to job seekers and businesses, as well as linkages to WIOA Partner and additional Partner programs and services;
- 5 additional AJCCs, including a specialized AJCC fully dedicated to serving Veterans countywide, and a Specialized Jail-Based Job Center at L.A. County Sheriff's Pitchess Detention Center in Castaic to provide targeted workforce services to the re-entry population;
- 7 Affiliates; and
- A Centralized Business Services Team to lead and coordinate the County's efforts to meet the needs of business community, and to identify strategies that align and mobilize the County's workforce and economic development resources to ensure their success.

The system is built upon an Integrated Service Delivery (ISD) model which provides the optimal framework for coordination, alignment and leveraging of resources, services and programs of the County's WIOA Core and other required program partners. Forty-six of these partners are signatories to the County WIOA Phase I Memorandum of Understanding (MOU) demonstrating their commitment to a common vision, values and goals for providing comprehensive, coordinated, customer-centered services to Businesses and Job Seekers.

Impacting the growth of the regional economy by serving the talent needs of business and industry is one of the primary goals of the Plan. The County has made a number of investments in economic development and in assisting residents--particularly those with barriers to employment-- in achieving self-sufficiency and livable wages. The Plan outlines how the County workforce system will play a central role in maximizing these investments by leveraging them with the breadth of partnerships and services sustained through its network of AJCCs. The Plan describes the role of the newly established Business Services Unit (BSU) within WDACS whose exclusive focus is on meeting the needs of the County's business community, and implementing strategies to align County workforce and economic development resources to ensure businesses' success. It describes plans for coordinated sector partnerships in each of the County's 10 workforce service delivery areas which will bring multiple employers within a sector together with education and workforce professionals to examine skills shortages. It describes strategies for serving residents most in need with innovative approaches to career pathway development leading to livable wages. In short, the Plan serves as the blueprint that will guide the system and its WIOA partners in impacting the growth of the regional economy by building a well-trained workforce attractive and responsive to businesses within the County's most growing and in-demand industries.

ATTACHMENT II

M. Local Board Assurances

Through PY 2017-20, the Local Workforce Development Board (Local Board) assures the following:

a. The Local Board assures that it will comply with the uniform administrative requirements referred to in the *Workforce Innovation and Opportunity Act* (WIOA) Section 184(a)(3).
b. The Local Board assures that no funds received under the Workforce Development Act will be used to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
c. The Local Board assures that the board will comply with the nondiscrimination provisions of WIOA Section 188.
d. The Local Board assures that the board will collect and maintain data necessary to show compliance with the nondiscrimination provisions of WIOA Section 188.
e. The Local Board assures that funds will be spent in accordance with the WIOA, written Department of Labor guidance, and other applicable federal and state laws and regulations.
f. The Local Board assures it will comply with future State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under Federal law or policy, including the WIOA or state legislation.
g. The Local Board assures that when allocated adult funds for employment and training activities are limited, priority shall be given to veterans, recipients of public assistance and other low-income individuals for intensive and training services. (WIOA Section 134[c][3][E], and CUIC Section 14230[a][6])
h. The Local Board certifies that its America's Job Center of California^{SM} (AJCC) location(s) will recognize and comply with applicable labor agreements affecting represented employees located in the AJCC(s). This shall include the right to access by state labor organization representatives pursuant to the *Ralph Dills Act* (Chapter 10.3 [commencing with Section 3512] of Division 4, of Title 1 of the Government Code, and CUIC Section 14233).
i. The Local Board assures that state employees who are located at the AJCC(s) shall remain under the supervision of their employing department for the purposes of performance evaluations and other matters concerning civil service rights and responsibilities. State employees performing services at the AJCC(s) shall retain existing civil service and collective bargaining protections on matters relating to employment, including, but not limited to, hiring, promotion, discipline, and grievance procedures.
j. The Local Board assures that when work-related issues arise at the AJCC(s) between state employees and operators or supervisors of other partners, the operator or other supervisor shall refer such issues to the State employee's civil service supervisor. The AJCC operators and partners shall cooperate in the investigation of the following matters: discrimination under the *California Fair Employment and Housing Act* (Part 2.8 [commencing with Section 12900] of Division 3, of Title 2 of the Government Code), threats and/or violence concerning state employees, and state employee misconduct.
k. The Local Board assures that it will select the One-Stop Operator with the agreement of the CEO, through a competitive process, or with approval from the local elected official and the Governor's Office. (WIOA Section 121[d][2][A]). The AJCC Operator is responsible for administering AJCC services in accordance with roles that have been defined by the Local Board.

SIGNATURE PAGE

Instructions:

The Local Board chairperson and local CEO must sign and date this form. Include the original signatures with the request.

By signing below, the local CEO and Local Board chair agree to abide by the Local Area assurances included in this document.

Local Workforce Development Board Chair	**Local Chief Elected Official**
Signature	Signature
Erick Verduzco-Vega	Mark Ridley-Thomas
Name	Name
Chair – L.A. County WDB	Chair – L.A. County Board of Supervisors
Title	Title
Date	Date

ATTACHMENT III

N. AJCC Locations and AJCC Partners

- AJCC locations
  - *Current Locations* – SEE: List of Current AJCCs
  - *New locations* – in place July 1, 2017. The system is currently in procurement
    - SEE: Map of Regions in Future System
- AJCC Partners – as of MOU Phase I are listed below (NOTE: Partner list will change as the MOU Phase II resource sharing agreement negotiations begin and our new system has been procured):

Partner Type	Organization
WIOA Title I Adult, Dislocated Worker, and Youth **Title V Older Americans Act**	L.A. County Workforce Development, Aging and Community Services
WIOA Title II Adult Basic Education and Basic Skills (25)	Antelope Valley Union High School District Azusa City Library Azusa Unified School District Baldwin Park Unified School District Bassett Unified School District Claremont Unified School District City of Covina Public Library Culver City Unified School District El Monte Union High School District El Rancho Unified School District Glendora Unified School District Hacienda La Puente Unified School District Los Angeles Unified School District Lynwood Unified School District Monrovia Unified School District Montebello Unified School District Monterey Park Monterey Library Mt. San Antonio Community College Paramount Unified School District Pomona Unified School District Rowland Unified School District Santa Monica Community College Santa Monica-Malibu Unified School District Whittier Union High School District William S. Hart Union High School District
WIOA Title III Wagner-Peyser Migrant Seasonal Farmworkers	Employment Development Department

Veterans **Trade Adjustment Assistance Act** **Unemployment Compensation (Insurance)**	
WIOA Title IV Vocational Rehabilitation	California Department of Rehabilitation
Carl D. Perkins Career Technical Education (6)	Antelope Valley College Citrus College College of the Canyons Mt. San Antonio College Rio Hondo College Santa Monica College
Job Corps	Los Angeles Job Corps
Native American Programs	Southern California Indian Center
Youth Build	Youth Policy Institute
Community Services Block Grant **Temporary Assistance to Needy Families (TANF)**	L.A. County Department of Public Social Services
Housing and Urban Development	L.A. County Community Development Commission
Second Chance	L.A. County Probation Department

LOS ANGELES COUNTY
AMERICA'S JOB CENTERS OF CALIFORNIA (AJCC)
PROGRAM YEAR 2016-17

Antelope Valley AJCC

1420 West Avenue I, Lancaster, CA 93534
Phone: (661) 726-4128 TTY: (661) 951-1695 FAX: (661) 945-5767
Website: www.jvsla.org

Santa Clarita AJCC A
(Affiliate to Antelope Valley AJCC)

26455 Rockwell Canyon Road #250, Santa Clarita, CA 91355
Phone: (661) 799-9675 TTY: (800) 815-9387 FAX: (661) 288-4449
Website: www.lancasterajcc.org

Northeast San Fernando Valley AJCC

11623 Glenoaks Boulevard, Pacoima, CA 91331
Phone: (818) 492-4065 TTY: (818) 897-9791 FAX: (818) 897-9793
Website: www.ypiusa.org

South Valley AJCC

38510 Sierra Hwy, Palmdale, CA 93550
Phone: (661) 265-7421 TTY: (661) 265-9649 FAX (661) 265-9322
Website: www.cityofpalmdale.org/SVWC

South Los Angeles/Compton AJCC

2909 East Pacific Commerce Dr., Compton, CA 90221
Phone: (310) 762-1101 TTY: (310) 762-1283 FAX: (310) 762-1129
Website: www.communitycareer.org

Central San Gabriel Valley AJCC

11635 Valley Blvd. Unit G, El Monte, CA 91732
Phone: (626) 258-0365 TTY: (626) 258-0429 FAX: (626) 258-0428
Website: www.goodwillsocal.org

Pomona AJCC

264 East Monterey Avenue, Pomona, CA 91767
Phone: (909) 242-7999 TTY: (909) 865-2835 FAX: (909) 242-7998
Website: www.goodwillsocal.org

Huntington Park AJCC

2677 Zoe Avenue, 2nd Floor, Huntington Park, CA 90255
Phone: (323) 586-4700 TTY: (323)586-4707 FAX: (323) 586-4701
Website: www.hubcities.org

West Hollywood AJCC

625 North San Vicente Blvd, 1st floor, West Hollywood, CA 90069
Phone: (310) 652-6378 TTY: (310) 652-6816 Fax: (310) 652-6816
Website: www.jvsla.org

West Los Angeles AJCC

13160 Mindanao Way, Suite 240, Marina del Rey, CA 90292
Phone: (310) 309-6000 TTY: (310) 309-6018 FAX: (310) 309-6032
Website: www.jvsla.org

Northeast San Gabriel Valley AJCC

2550 W. Main Street suite 101, Alhambra, CA 91801
Phone: (626) 284-9715 TTY: (323) 261-1366 FAX: (626) 284-9951
Website: www.mcscareergroup.com

West Covina AJCC

933 South Glendora Avenue, West Covina, CA 91790
Phone: (626) 814-8234 TTY: (626)814-8234 Fax: (626) 962-6826
Website: www.mcscareergroup.com

East Los Angeles AJCC

5301 Whittier Blvd. 2nd Floor, Los Angeles, CA 90022
Phone: (323) 887-7122 TTY: (323) 832-1278 FAX: (323) 887-8236
Website: www.rescare.com

Florence Firestone AJCC A
(Affiliate to East LA AJCC)

2166 East Florence Avenue, Walnut Park, CA 90255
Phone: (323) 583-9655 TTY: (323) 923-4822 FAX: (323) 583-8969
Website: www.rescare.com

Santa Fe Springs AJCC

10400 Pioneer Blvd., Suite 9, Santa Fe Springs, CA 90670
Phone: (562) 946-2237 TTY: (562) 236- 2899 FAX: (562) 946-5818
Website: www.sassfa.org

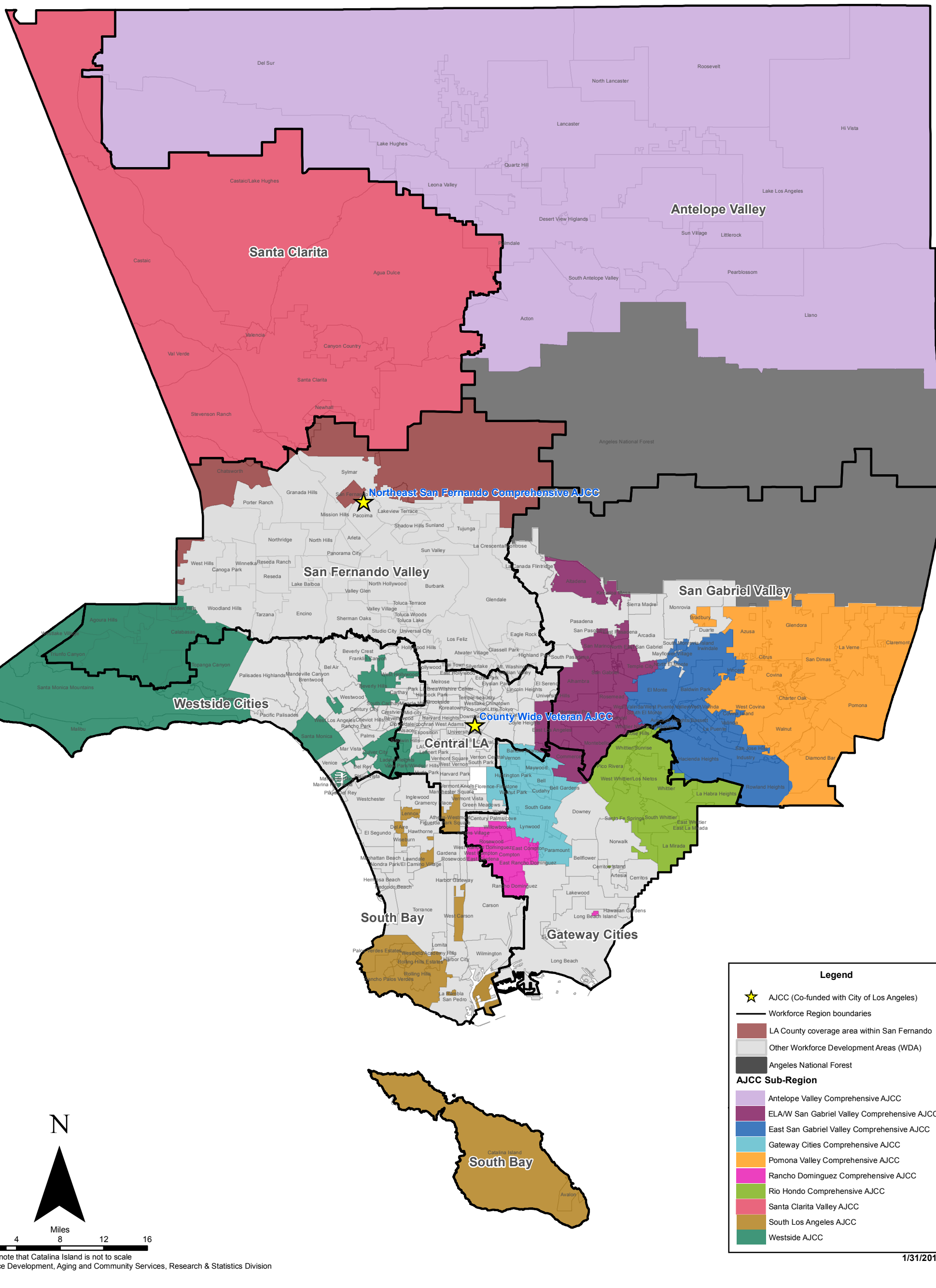
Paramount AJCC A
(Affiliate to Santa Fe Springs AJCC)

15538 Colorado Avenue, Paramount, CA 90723
Phone: (562) 633-9511 TTY: (562) 633 -1716 Fax: (562) 633-9514
Website: www.sassfa.org

Funded in conjunction with City of L.A.

A **Affiliate AJCC**

Los Angeles County
AJCC Locations and Sub-Regions


Antelope Valley
Santa Clarita
San Fernando Valley
San Gabriel Valley
Westside Cities
Central LA
South Bay
Gateway Cities
South Bay
Northeast San Fernando Comprehensive AJCC
County Wide Veteran AJCC
Del Sur
North Lancaster
Roosevelt
Lancaster
Hi Vista
Lake Hughes
Quartz Hill
Castaic/Lake Hughes
Leona Valley
Lake Los Angeles
Desert View Highlands
Sun Village
Littlerock
Palmdale
Castaic
Agua Dulce
South Antelope Valley
Pearblossom
Acton
Llano
Valencia
Canyon Country
Val Verde
Santa Clarita
Stevenson Ranch
Newhall
Angeles National Forest
Chatsworth
Sylmar
Granada Hills
Porter Ranch
Mission Hills
Pacoima
Lakeview Terrace
Shadow Hills Sunland
Tujunga
Northridge
North Hills
Arleta
Panorama City
Sun Valley
La Crescenta-Montrose
West Hills
Winnetka
Reseda Ranch
Canoga Park
Reseda
Lake Balboa
North Hollywood
Burbank
Valley Glen
Glendale
Toluca Terrace
Valley Village
Toluca Woods
Toluca Lake
Sherman Oaks
Studio City
Universal City
Tarzana
Encino
Woodland Hills
Hidden Hills
Agoura Hills
Calabasas
Westlake Village
Topanga Canyon
Malibu
Santa Monica Mountains
Pacific Palisades
Palisades Highlands
Mandeville Canyon
Brentwood
Bel Air
Beverly Crest
Franklin Canyon
Hollywood Hills
Los Feliz
Eagle Rock
Atwater Village
Glassell Park
Highland Park
South Pasadena
Pasadena
Sierra Madre
Monrovia
Arcadia
Duarte
Bradbury
Azusa
Glendora
La Verne
Claremont
San Dimas
Citrus
Covina
Charter Oak
Pomona
West Covina
Walnut
Diamond Bar
Rowland Heights
La Habra Heights
Whittier
West Whittier/Los Nietos
Pico Rivera
Whittier/Sunrise
Hacienda Heights
Industry
San Jose Hills
La Puente
Valinda
West Puente Valley
West Valinda
El Monte
Baldwin Park
Alhambra
Rosemead
San Gabriel
San Marino
Temple City
Arcadia
Monrovia
Irwindale

ATTACHMENT IV

O. AJCC MEMORANDA OF UNDERSTANDING

LA County's Memoranda of Understanding (MOUs) can be found here:

- LA County WDB Phase I MOU with required partners
- Intermediary Agreements between the RPU's seven WDBs to implement the L.A. County Youth Jobs (LACYJ) countywide youth work experience program:
  - Foothill
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- MOU between WDACS and DPSS for Data Sharing
- Data Sharing Agreement between WDACS and L.A. City

MEMORANDUM OF UNDERSTANDING
BETWEEN
THE LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
AND
MANDATED PARTNERS OF LOS ANGELES COUNTY'S
AMERICA'S JOB CENTER OF CALIFORNIA (AJCC) SYSTEM

Purpose

The Workforce Innovation and Opportunity Act (WIOA) requires that a Memorandum of Understanding (MOU) is developed and executed between the Local Board and the partners of the America's Job Center of California (AJCC) to establish an agreement concerning the operations of the AJCC delivery system. Pursuant to California Employment Development Department (EDD) Directive WSD15-12, WIOA Memorandums of Understanding, the purpose of this MOU is to establish a cooperative working relationship among the Parties identified herein, and to define their respective roles and responsibilities related to shared customers and shared services. This MOU also serves to establish the framework for providing shared services to employers, incumbent workers, job seekers and others needing workforce development services.

AJCC's are the cornerstone of California's workforce development system. The AJCC system partners are jointly responsible for workforce and economic development, educational, and other human service programs. Therefore, the AJCC system is tasked with developing partnerships and providing programs and services to achieve three main goals established by the *California Workforce Development Strategic Plan*:

- Foster demand-driven skills attainment
- Enable upward mobility for all Californians
- Align, coordinate and integrate programs

These goals will be accomplished by ensuring access to high-quality AJCCs that provide the full range of services available in the community for all customers seeking the following:

- Looking for a job
- Building basic educational or occupational skills
- Earning a post-secondary certificate or degree
- Obtaining guidance on making career choices
- Seeking to identify and hire skilled workers

The past performance and successes of the Los Angeles County Workforce Investment Board and its partners under the Workforce Investment Act is due to high quality comprehensive services offered through the collaborative efforts of local and regional partnerships. Looking forward, central coordination of business services will increase strategic alignment and investment of training resources and sector priorities with AJCC system partners, and strengthen coordination of efforts to more effectively meet the employment and training needs of employers. Businesses and employers will have access to a larger and more competitive pool of job seekers. Sharing regional labor market information and using common economic intelligence data to inform decisions and priorities will enhance coordination and collaboration between and among all AJCC system partners.

The Los Angeles County Workforce Development Board (WDB) and AJCC system partners are committed to advancing the achievement of the local *Los Angeles County Regional Strategic Workforce Plan* under WIOA for the benefit of businesses, employers and jobseekers of Los Angeles County.

Vision

To enable the upward mobility and prosperity of Los Angeles County residents, particularly those with barriers to employment, by increasing access to quality workforce development, training and educational opportunities in the region.

Mission

To create an innovative, well-coordinated, integrated, and data-driven workforce development system that is aligned with economic development to meet the needs of employers and prepare youth and adults with the knowledge and skills needed for the jobs of tomorrow.

Goals

The following are goals shared by the Parties to this MOU:

- Develop industry-driven career pathways that prepare people for in-demand occupations in high growth industry sectors based on annual review of economic intelligence and labor market information.
- Support system alignment, service integration, and continuous improvement using data to support evidence-based decision-making.
- Strengthen communication, coordination, and decision-making between regional partners to meet labor market needs.
- Enhance existing networks between education, business and industry representatives, labor and other regional workforce development partners to develop new and align existing programs and services with regional and industry needs.
- Support the development and continued collaboration between regional workforce and economic development networks in the Los Angeles region to address workforce education and training priorities.
- Develop regional leadership and operational partnerships among community college, industry, labor, and other workforce and economic development entities to strengthen coordination and to improve the delivery of services.
- Increase the number of youth and adults who obtain marketable and industry-recognized middle skill credentials, with a priority on unemployed, underemployed, low-skilled, low-income, recipients of public assistance, limited English speaking, veterans, individuals with disabilities, foster youth, reentry and other high priority at-risk populations.
- Increase the scope and breadth of opportunities for youth, especially low-income, at-risk, disconnected and out-of-school youth, and those from low-income communities, who graduate prepared for postsecondary vocational training, post-secondary education, and/or a career.

Values

The following are values shared by the Parties to this MOU:

Accountability

We accept individual responsibility for the quality of service provided to customers and the overall success of the system. We strive to make our practices transparent and to make our reports accessible to foster a system of shared accountability.

Collaboration

We work constructively together to better align, integrate, and coordinate the delivery of services. We recognize the importance of meaningful cooperation and compromise in ensuring the vitality and success of the system as a whole.

Excellence

We are committed to excellence and continuous improvement in all aspects of our individual and collective work. We are dedicated to providing all customers with an exemplary level of service that meet their diverse and unique needs.

Innovation

We strive to develop and adopt new strategies and methods to add value for our customers and our communities. We incorporate new tools and technologies into our work to facilitate communication, data sharing, and to streamline the delivery of services.

Partnership

We acknowledge the synergy produced from working together as true partners to operate the Los Angeles County AJCC system. We foster shared leadership and strive to build consensus to structure and oversee a system that reflects our shared goals.

Responsiveness

We aspire to operate a system that constantly seeks feedback from customers and stakeholders to stay ahead of economic and workforce development trends to deliver valuable and cutting-edge services.

Respect

We recognize and appreciate the diversity of our customers and their unique needs, particularly for individuals who face barriers to employment. We are committed to treating all individuals with the courtesy, dignity, and respect.

The Parties

- WIOA Title I Adult, Dislocated Worker, Youth: L.A. County Community & Senior Services

- WIOA Title II Adult Education and Literacy (25): Antelope Valley Union High School District; Azusa Unified School District; Baldwin Park Unified School District; Bassett Unified School District; City of Azusa; Claremont Unified School District; City of Covina; Culver City Unified School District; El Monte Union High School District; El Rancho Unified School District; Glendora Unified School District; Hacienda La Puente Unified School District; Literacy for all of Monterey Park (LAMP) Literacy Program; Los Angeles Unified School District, Lynwood Unified School District; Monrovia Unified School District; Montebello Unified School District; Mt. San Antonio Community College District; Paramount Unified School District; Pomona Unified School District; Rowland Unified School District; Santa Monica Community College District; Santa Monica-Malibu Unified School District; Whittier Union High School District; William S. Hart Union High School District

- WIOA Title III Wagner-Peyser: Employment Development Department (EDD)

- WIOA Title IV Vocational Rehabilitation: California Department of Rehabilitation (DOR)

- Carl Perkins Career Technical Education (6): Antelope Valley College; Citrus College; College of the Canyons; Mt. San Antonio College; Rio Hondo College; Santa Monica College

- Title V Older Americans Act: Community & Senior Services, Area Agency on Aging

- Los Angeles Job Corps: Department of Labor operated in Los Angeles County by YWCA Greater Los Angeles

- Native American Programs: Department of Labor operated in Los Angeles County by Southern California Indian Center, Inc.

- Migrant Seasonal Farmworkers: Employment Development Department (EDD)

- Veterans (JVSG): Employment Development Department (EDD)

- Youth Build: Department of Labor operated in Los Angeles County by Youth Policy Institute

- Trade Adjustment Assistance Act: Employment Development Department (EDD)

- Community Services Block Grant: L.A. County Department of Public Social Services

- Housing & Urban Development: L.A. County Community Development Commission

- Unemployment Compensation (Insurance): Employment Development Department (EDD)

- Second Chance: Los Angeles County Probation Department

- Temporary Assistance to Needy Families: L.A. County Department of Public Social Services

Responsibility of the AJCC System Partners

The Parties to this MOU agree to participate in joint planning, coordination and evaluation of AJCC activities to serve shared customers and deliver shared services, as appropriate, in order to:

- Identify opportunities to participate in and enhance the operation of the AJCC system
- Ensure accessibility of services
- Coordinate outreach, assistance and referrals for shared customers
- Identify and coordinate applicable service(s) available to shared customers through the one-stop delivery system
- Identify and coordinate allowable collection, reporting and sharing of performance data
- Share, review, and interpret common labor market information, economic intelligence, and occupational data
- Identify, lead and support capacity building training and professional development activities to increase awareness of the unique requirements and needs of shared customers and priority populations.
- Ensure compliance with state and federal requirements

AJCC System Design

The Los Angeles County local workforce development system is comprised of 8 Comprehensive AJCCs, which provide access to mandated partner services, including full co-location of our State partners, EDD, and 4 additional AJCCs, one of which is a dedicated countywide veterans AJCC. We also operate 8 Affiliates to the Comprehensive AJCCs and AJCCs, including one jail-based AJCC at the Pitchess Detention Center in Castaic.

The Los Angeles County AJCC system is an Integrated Service Delivery (ISD) system with EDD. All of the AJCCs in our system provide a single access point to education and training programs for both adults and youth. The youth workforce development program, Youth@Work, is inclusive of the Workforce Innovation and Opportunity Act (WIOA) Title I Youth Program and the County's Subsidized Youth Work Experience Program, referred to as Work Based Learning (WBL), and Youth/Young Adult Workforce Development special initiatives.

The Youth@Work program is designed to deliver work-based learning, academic and career development and advanced career services to Youth with direct access to the Adult program when and if needed. 100% of WIOA Youth funding under the Youth@Work program is designated for older, disconnected out-of-school youth, ages 17-24. Non-WIOA funding under the Youth@Work program supports subsidized work-based learning for youth ages 14-24 and also academic and career development for in-school youth, ages 16-21.

Comprehensive AJCCs and AJCCs deliver high quality integrated workforce services and implement sub-regional strategies, in coordination with mandated partners and other key stakeholders, within one of 8 designated economic development regions of Los Angeles County. The 8 workforce regions are *Antelope Valley, Santa Clarita Valley, San Gabriel Valley, South Bay, Gateway Cities, Westside, Central, and San Fernando Valley*. The County has further carved out 10 sub-regions to maximize service delivery, in all areas that are under the purview of the Los Angeles County Workforce Development Area. The 10 sub-regions are Antelope Valley, East San Gabriel Valley, East Los Angeles/West San Gabriel Valley, Gateway Cities, Pomona Valley, Rancho Dominguez, Rio Hondo, South Los Angeles, Westside and Santa Clarita Valley. Each sub-region has a Comprehensive AJCC and an Affiliate, or an AJCC that are located at, or in close proximity to, community colleges and adult schools.

Shared Services

The Parties to this MOU will collaborate to provide physical and/or electronic access to shared customers and, for enrolled services, to Adults and Dislocated Workers and Youth, either by referral from a partner agency or on their own initiative.

AJCCs are a central point of entry to employment and training programs for any individual, without regard to eligibility; for information on job vacancies, career options, financial aid, employment trends, and labor market information; as well as workforce development services and programs provided by mandated partners.

Los Angeles County's ISD design allows for the Parties to this MOU to deliver shared and complementary services in collaboration with a diverse scope of regional partners (see chart below) and service delivery providers designed to reach more job seekers. Sector-focused strategies will increase access to career technical education and career pathway programs to better prepare jobseekers for in-high demand occupations in high growth industries.

	WIOA Title I Adult	WIOA Title I Dislocated Worker	WIOA Title I Youth	WIOA Title II Adult Education	WIOA Title III Wagner-Peyer Act	Title I of Rehabilitation Act	Carl D. Perkins Career and Technical Education	Title V Older Americans	L.A. Job Corps	Native American Programs
Assess Skills and Needs; Eligibility; Intake; Orientation	X	X	X	X	X	X	X	X	X	X
Assist with Tuition/Fees	X	X	X							
Develop Curriculum/Programs	X	X	X	X		X	X	X	X	X
Deliver Training	X	X	X	X		X	X		X	X
Engage Employers	X	X	X	X	X	X	X	X	X	X
Identify Industry-Recognized Credentials	X	X	X			X	X	X	X	X
Provide Counseling (Academic/Personal/ Career)	X	X	X	X	X	X	X	X	X	X
Provide Case Management	X	X	X			X	X			X
Provide Informational Services	X	X	X	X	X	X	X	X	X	X
Provide Job Placement	X	X	X	X	X	X	X	X		
Provide Job Search Assistance	X	X	X	X	X	X	X	X	X	X
Provide Labor Market Information	X	X	X	X	X	X	X	X	X	X
Provide Support Services	X	X	X							
Provide Work-Based Learning Opportunities	X	X	X			X	X	X	X	X
Recruit and Make Referrals	X	X	X	X	X	X		X	X	X
Housing									X	

	Migrant Seasonal Farmworkers	Veterans (JVSG)	Youth Build	Trade Adjustment Assistance Act	Community Services Block Grant	Housing and Urban Development	Unemployment Compensation	Second Chance	TANF
Assess Skills and Needs; Eligibility; Intake; Orientation	X	X	X	X	X	X		X	X
Assist with Tuition/Fees			X		X	X			
Develop Curriculum/Programs			X		X	X		X	X
Deliver Training			X		X			X	X
Engage Employers	X	X	X	X	X		X	X	X
Identify Industry-Recognized Credentials			X		X				
Provide Counseling (Academic/Personal/ Career)	X	X	X	X	X	X		X	X
Provide Case Management		X	X	X	X			X	X
Provide Informational Services	X	X	X	X	X	X	X	X	X
Provide Job Placement	X	X	X	X	X			X	
Provide Job Search Assistance	X	X		X	X	X		X	X
Provide Labor Market Information	X	X	X	X	X	X		X	X
Provide Support Services				X	X	X		X	X
Provide Work-Based Learning Opportunities			X		X			X	X
Recruit and Make Referrals	X	X	X	X	X	X		X	X
Housing									

Shared Business Services

In providing services to the entire Los Angeles County region, the Parties to this MOU agree to collaborate to identify strategies and opportunities for regional and coordinated business engagement efforts that respond to industry and labor market needs.

Shared Customers

Shared customers include businesses and employers seeking assistance to find prepared and qualified candidates for current or future employment; business and employers seeking to upskill existing employees (incumbent workers) for new positions, for new equipment, new job requirements, new industry standards, and to prevent or reduce layoffs or termination.

Adult job seekers in search of pre-employment services, training for in-demand occupations, or those seeking a new career, including low-income; individuals on public assistance; limited English speaking; basic skills deficient; unemployment insurance claimants, veterans and their eligible spouses; homeless; persons with disabilities; and formerly incarcerated individuals.

Dislocated Workers who need support and services to re-connect to employment or who need additional training and services for employment in new or emerging industry sectors, or a new career.

Youth, age 14-24, especially disconnected youth who did not complete high school, not currently enrolled in school, or not working, including foster youth and probation youth.

Customer Service and Quality Control

The Parties to this MOU agree to jointly develop, implement, and regularly evaluate a Customer Service and Quality Control Plan (Plan) for AJCCs by December 2016 to ensure that a high level of service is provided throughout the term of the MOU. This Plan will include a system for on-going and periodic review to ensure quality customer service, quality programs and services, and quality training. Planned and unscheduled visits to AJCCs will be conducted by the Parties to this MOU and records of such visits and inspections will be shared and discussed with AJCC Operators, and written reports provided to all Partners. Reports will be maintained, including the timeliness and status of follow-up or corrective action, if any.

AJCCs will provide surveys for customers and employers to complete online and at all AJCCs to evaluate the quality of services. Quarterly reports on customer satisfaction survey results will be provided to all Los Angeles County AJCC system partners.

Shared Costs

The Parties to this MOU agree to explore a fair and equitable cost sharing formula by March 1, 2017 to comply with the December 31, 2017 deadline for approval of an updated MOU. Cost Sharing Agreements for Los Angeles County administered services will be negotiated through Community and Senior Services as the designated intermediary. The Parties will ensure that the shared costs, not excluding in-kind contributions, are supported by accurate data in accordance with local district and governing board policies.

Referral of Shared Customers

The Parties to this MOU may manage referrals through, but not limited to, the following methods:

- Training of designated staff
- Use of the state's CalJobs^{SM} system
- A portal listing the respective programs and contacts for each AJCC system partner

Los Angeles County Community and Senior Services, with input from the Parties to this MOU , will develop a web-based system for referrals through which on-site and off-site referrals can be tracked to and from any of the Los Angeles County AJCC system partners. The Parties to this MOU will have access to cross-training for staff to use of the state-mandated CalJOBS^{SM} system. Los Angeles County will provide all of the Parties to this MOU with access to CalJOBS^{SM} and work with EDD to develop a system for referrals.

AJCCs will provide access to County AJCC system partner's programs through cross-referrals; co-location, or other integration as appropriate, of MOU party staff at AJCCs; post and disseminate printed information and materials on partner services and programs and locations; provide information sessions to shared customers at Los Angeles County AJCC system partner sites.

Access for Individuals with Barriers to Employment

Los Angeles County's AJCC system is an access point to workforce development, education and training programs for individuals with barriers to employment. Accordingly, the Parties to this MOU agree to ensure that all sites where workforce development services are delivered are accessible by transportation. Individuals with barriers to employment include: low-income, individuals on public assistance, limited English speaking; basic skills deficient, unemployment insurance claimants, Veterans and their eligible spouses, homeless, foster youth; probation youth, persons with disabilities, re-entry and Prop 47 beneficiaries with reclassified sentences.

Los Angeles County's workforce development system includes a dedicated Veteran's AJCC to ensure tailored and culturally sensitive strategies are developed and implemented; and a Jail based AJCC to provide pre-release employment and training services and referrals for this high priority populations with significant barriers to employment.

100% of WIOA Youth funding is dedicated to older, disconnected out-or-school youth. WIOA Youth services are integrated with WIOA adult services. This allows youth age 18 -24 to have access to a continuum of services and support from both the adult and youth programs, as appropriate and allowable.

A specialized job center for Veterans, and one that provides pre-release employment services to Incarcerated Individuals, leverage WIOA and non-WIOA resources to increase access to tailored services to these high priority individuals with barriers to employment.

The Parties to this MOU agree to identify new and innovative access points to increase access for individuals with barriers to employment such as, but not limited to, libraries, community colleges, adult schools, literacy programs, parks and community centers.

The Parties also agree to identify, lead, and participate in training and cross-training designed to increase awareness and understanding of individuals with barriers to employment

Shared Technology and System Security

WIOA emphasizes technology as a critical tool for making all aspects of information exchange possible, including client tracking, common case management, reporting, and data collection. To support the use of these tools, the Parties to this MOU agree to the following:

- Compliance with the applicable provisions of WIOA, Welfare and Institutions Code, California Education Code, Rehabilitation Act and any other appropriate requirements
- Commitment to sharing information on shared customers and shared services to the extent allowable under relevant governing legislation and confidentiality requirements
- Maintenance of records of AJCC customers or partners (*e.g.*, applications, eligibility and referral records, individual records related to services provided under this MOU in the strictest confidence and use of them solely for purposes directly related to such services)
- Development of technological enhancements that allow the appropriate interface of common information needs
- Commitment to the provision of system security as agreed upon by all partners

Los Angeles County will maximize appropriate features of the State's CalJOBS system to implement data and demand driven initiatives to improve employment outcomes for high-growth industries and priority populations. CalJOBS is a State system and access will be increased from community centers, and libraries to allow participants to gain access to information about the local labor market, in-demand occupations and employment opportunity. LA County Community and Senior Services will allow the use of CalJOBS as the singular system for the data collection and the reporting of WIOA participant performance.

The Parties to this MOU agree to adhere to Department of Labor requirements in the handling and protection of all protected Personally Identifiable Information (PII). Protected PII is information that if disclosed could result in harm to the individual whose name or identity is linked to that information. Examples of protected PII include, but are not limited to, social security numbers, credit card numbers, bank account numbers, home telephone numbers, age, birthdate, marital status, spouse name, educational history, biometric identifiers (fingerprints, voiceprints, iris scans, etc.), medical history, financial information, and computer passwords.

The Los Angeles County's AJCC Workforce Development System (WDS) may have in their possession large quantities of protected PII relating to their organization and staff; partner organizations and their staff; and individual program participants. This information is generally found in on-line systems, personnel files, participant data sets, performance reports, program evaluations, grant and contract files and other sources.

All The Parties to this MOU agree to designate staff to attend and receive training on shared technology and system security, and sign an acknowledgment of responsibility in regards to DOL Funded data systems and protected PII.

Confidentiality

The Parties to this MOU agree to the following:

- All applications and individual records related to services provided under this MOU, including eligibility for services and enrollment and referral, will be confidential and will not be open to examination for any purpose not directly connected with the delivery of such services.
- To abide by the existing Los Angeles County Workforce Development Board policy on the Protection of Personally Identifiable Information, which can be found on the Workforce Development Board website.
- No person will publish, disclose use, or permit, cause to be published, disclosed or used, any confidential information pertaining to AJCC applicants, participants, or customers unless a specific release is voluntarily signed by the participant or customer.
- To abide by the current confidentiality provisions of the respective statutes to which the AJCC system partners must adhere, and will share information necessary for the administration of the program as allowed under law and regulation.

Non-Discrimination and Equal Opportunity

The Parties to this MOU will not unlawfully discriminate, harass or allow harassment against any employee, applicant for employment or AJCC applicant due to gender, race, color, ancestry, religion, national origin, English proficiency, veteran status, physical disability, mental disability, medical condition(s), age, sexual orientation or marital status.

The Parties to this MOU will assure compliance with the Americans with Disabilities Act of 1990 and its amendments, which prohibit discrimination on the basis of disability, as well as other applicable regulations and guidelines issued pursuant to the Americans with Disabilities Act.

The Parties to this MOU will commit to capacity building, professional development, and cross training for staff to increase awareness, sensitivity, and understanding of individuals with barriers to employment and individuals with disabilities.

The Parties to this MOU will abide by the existing policies of the Workforce Development Board of Los Angeles County on Non-discrimination and Equal Opportunity and on Reasonable Accommodation. These policies are published on the Los Angeles County Workforce Development Board website.

The Parties also agree to post the following in highly visible locations: Non-discrimination; Equal Opportunity Policies and Procedures; Equal Opportunity is the LAW Posting; and Grievance and Complaint Procedures posters in English and Spanish to any interested parties and members of the public.

Grievances and Complaints Procedure

The Parties to this MOU agree to abide by grievance procedures as outlined in WIOA and in the operational procedures of all partners under federal, state, county and local jurisdictions. The County of Los Angeles has its own established Program Grievance/Complaint Procedures. They recognize each individual's right to receive fair and impartial treatment under all of its services, and they encourage and support a model of open communication and resolution at all program levels.

All AJCC customers have the right to file a grievance or complaint with the AJCC Operator or with Los Angeles County Community and Senior Services. The grievance/complaint must be filed within one year of the alleged violation. Participants have the right to receive technical assistance to ensure that complaints are properly filed. Such technical assistance include providing instructions on how to file a grievance/complaint.

All grievances/complaints must be in writing and be filed with Los Angeles County Community and Senior Services. Upon receipt of any grievances or complaints, the County of Los Angeles will provide an informal resolution or an administrative hearing. An informal resolution will commence within 10 working days of the date of the complaints. An administrative hearing on any grievance or complaint shall be scheduled within 30 days of filing. The complainant and the respondent will be notified in writing of the hearing 10 days prior to the date of the hearing.

Not later than 60 days after the filing of the grievance or complaint, the Hearing Officer shall send, via certified mail, a written decision to both parties.

Any grievance or complaint may be appealed to EDD. If no decision is reached within 60 days or if either party is dissatisfied with the County of Los Angeles Hearing Officer's determination, the complainant may request a State hearing by submitting a written notice of appeal. Formal complaints may be filed with Los Angeles County Community and Senior Services, 3175 West 6th Street, Los Angeles, CA 90020; Attention: Jhony Acosta, WIOA Grievance Officer (213)738-2605; jacosta@css.lacounty.gov. All complaints will be handled confidentially.

Americans with Disabilities Act, Seismic and Amendments Compliance

The Parties to this MOU agree to ensure that the policies and procedures as well as the programs and services provided at AJCCs are in compliance with the Americans with Disabilities Act and its amendments. Additionally, partners agree to fully comply with provisions of WIOA, Title VII of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title IX of the of Education Amendments of 1972, 29 CRF Part 37 and all other regulations implementing the aforementioned laws.

The Parties also agree that all AJCC sites will comply with California ADA and seismic certification requirements.

Effective Dates and Term of the MOU

The term of this MOU will be from July 1, 2016 through December 31, 2017.

Modifications and Revisions

This MOU constitutes the entire agreement between the Parties hereto and no oral understanding not incorporated herein will be binding on any of the Parties. This MOU may be modified, altered, or revised, as necessary, by mutual consent of the Parties hereto by the issuance of a written amendment, signed and dated by the Parties.

Termination

The Parties to this MOU understand that implementation of the AJCC system is dependent on the good faith effort of every partner to work together to improve services to the community. The Parties also agree that this is a project in which different ways of working together and providing services are being tried. In the event that it becomes necessary for one or more the Parties to cease being a part of this MOU, said entity will notify the other the Parties to this MOU in writing 30 days in advance of that intention.

Administration and Operations Management

The Parties to this MOU agree the day-to-day supervision of any staff assigned to the AJCCs will be the responsibility of the site supervisor(s). The original employer of staff assigned to the AJCCs will continue to set the priorities of its staff. Any change of work assignments or any problems at the worksite will be handled by the site supervisor(s) and the management of the original employer.

The Parties to this MOU further agree the office hours for any staff at AJCCs will be established by the site supervisor(s) and the primary employer. All staff will comply with the holiday schedule of their primary employer and will provide a copy of their holiday schedule to the host agency at the beginning of the fiscal year. Disciplinary actions may result in removal of co-located staff from the AJCCs, and each party will take appropriate action.

Dispute Resolution

The Parties to this MOU agree to try to resolve policy or practice disputes at the lowest level, starting with the site supervisor(s) and staff. If issues cannot be resolved at this level, they will be referred to the management staff of the respective staff employer for discussion and resolution. Should informal efforts at resolution fail, either party may file a formal grievance in accordance with Los Angeles County's grievance procedures. All of the Parties to this MOU agree to be bound by the final determination resulting from that proceeding.

Press Releases and Communications

Participation in media communications by each Party to this MOU will be determined by each Party's designated communications or public relations representative. The Parties to this MOU acknowledge the workforce development system and Job Centers funded by the County of Los Angeles are uniformly branded as Los Angeles County America's Job Centers of California, or L.A. County AJCC.

Hold Harmless/Indemnification/Liability

In accordance with provisions of Section 895.4 of the California Government Code, each Party to this MOU hereby agrees to indemnify, defend and hold harmless all other Parties identified in this MOU from and against any and all claims, demands, damages and costs arising out of, or resulting from, any acts or omissions that arise from the performance of the obligations by such indemnifying Party pursuant to this MOU. In addition, except for Departments of the State of California that cannot provide for indemnification of court costs and attorneys' fees under the indemnification policy of the State of California, all other Parties to this MOU agree to indemnify, defend and hold harmless each other from and against all court costs and attorneys' fees arising out of or resulting from any acts or omissions which arise from the performance of the obligations by such indemnifying Party pursuant to this MOU. It is understood and agreed that all indemnity provided herein will survive the termination of this MOU.

Severability

If any part of this MOU is found to be null and void or is otherwise stricken, the rest of this MOU will remain in force.

Authority and Signature

The individual signing for each mandated AJCC system partner below have the authority to commit the party they represent to the terms of this MOU.

Hilda L. Solis
Chair, Los Angeles County Board of Supervisors

JUN 21 2016
Date

Erick Verduzco-Vega
Chair, Los Angeles County Workforce Development Board

June 10, 2016
Date

Continued on next pages

Signature Pages for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System

Cynthia Banks
Director
Los Angeles County Community and Senior Services
WIOA Title I Adult, Dislocated Worker, and Youth

5/27/16
Date

Cynthia Banks
Director
Los Angeles County Community and Senior Services
Title V Older Americans Act

5/27/16
Date

Sheryl Spiller
Director
Los Angeles County Department of Public Social Services
Community Services Block Grant

6/14/16
Date

Sheryl Spiller
Director
Los Angeles County Department of Public Social Services
Temporary Assistance to Needy Families (TANF)

6/14/16
Date

Thomas Flournoy
Division Chief, Los Angeles-Ventura
Employment Development Department
WIOA Title III Wagner-Peyser

6/8/16
Date

MOU Signature Pages

Thomas Flournoy
Division Chief, Los Angeles-Ventura
Employment Development Department
Migrant Seasonal Farmworkers

6/8/16
Date

Thomas Flournoy
Division Chief, Los Angeles-Ventura
Employment Development Department
Veterans (JVSG)

6/8/16
Date

Thomas Flournoy
Division Chief, Los Angeles-Ventura
Employment Development Department
Trade Adjustment Assistance Act

6/8/16
Date

Agustin Huerta
Employment Development Administrator
Employment Development Department
Unemployment Compensation

6/14/16
Date

Wan-Chun Chang
District Administrator
California Department of Rehabilitation
WIOA Title IV Vocational Rehabilitation

6/8/16
Date

Dixon Slingerland
Executive Director, Youth Policy Institute
Youth Build

5/31/16
Date

Fred Williams
Center Director, Los Angeles Job Corps
YWCA Greater Los Angeles
Job Corps

5/23/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **Housing & Urban Development**

Sean Rogan
Executive Director
Los Angeles County Community Development Commission

6/16/16
Date

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: Second Chance

Calvin Remington
Interim Chief Probation Officer
Los Angeles County Probation Department

6-9-16
Date

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: WIOA Title II, Adult Education and Literacy

Dr. David Vierra
Superintendent
Antelope Valley Unified High School District

June 15, 2016
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Alex Rojas
Superintendent
Bassett Unified School District

6/28/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Ann Graf
Director of IT & Library Services
City of Azusa

6/9/16
Date

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy.**

Linda Kaminski Ed.D.
Superintendent,
Azusa Unified School District

6/21/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**



6-14-16

Frolan Mendoza
Superintendent
Baldwin Park Unified School District

Date

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Don Penman

Don Penman
Interim City Manager
City of Covina

June 8, 2016

Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Felipe Delvasto
Coordinator of Alternative Education
Claremont Unified School District

6/13/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Dave LaRose
Superintendent
Culver City Unified School District

5/26/2016
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Cynthia Shieh
Chief Business Official
El Monte Union High School District

6/16/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Martin Galindo
Superintendent
El Rancho Unified School District

6/6/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Rebecca Summers
Director
Glendora Unified School District

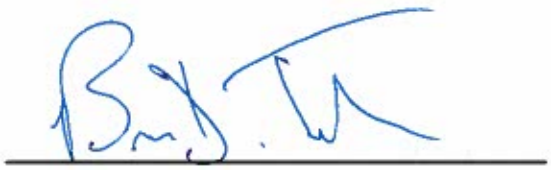
6/27/2016
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Cynthia Parulan-Colfer
Superintendent
Hacienda La Puente Unified School District

6/2/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**



Bruce Trenbeth
Contract Administration Manager
Procurement Services Division
Los Angeles Unified School District

6-17-16

Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**



6-23-16

Paul Gothold
Superintendent
Lynwood Unified School District

Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Flint Fertig
Director of Adult Programs
Monrovia Community Adult School
Monrovia Unified School District

6/20/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Kathy Brendzal

Kathy Brendzal
Director, Adult Education Consortium
Department of Adult Education
Montebello Unified School District

6-3-16

Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Norma A. Arvizu

Norma Arvizu
City Librarian/Literacy Administrator
Monterey Park Monterey Library

6/01/16

Date

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System

Dr. William T. Scroggins
President and Chief Executive Officer
Mt. San Antonio Community College District
Carl D. Perkins Career and Technical Education

6/23/16
Date

Dr. Irene Malmgren
Vice President, Instruction
Mt. San Antonio Community College District
WIOA Title II, Adult Education and Literacy

6.23.16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Dr. Ruth Perez
Superintendent
Paramount Unified School District

8/5/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: WIOA Title II, Adult Education and Literacy

Dr. Leslie Barnes
Assistant Superintendent/Chief Financial Officer
Pomona Unified School District

June 16, 2016
Date

Approved as to Form:

MUNDELL, ODLUM & HAWS, LLP
General Counsel

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: WIOA Title II, Adult Education and Literacy

Alejandro Flores
Assistant Superintendent – Administrative Services
Rowland Unified School District

6/3/16
Date

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System

Dr. Kathryn Jeffery
President/Superintendent
Santa Monica Community College District
WIOA Title II Adult Education and Literacy

5/25/2016
Date

Dr. Kathryn Jeffery
President/Superintendent
Santa Monica Community College District
Carl D. Perkins Career Technical Education

5/25/2016
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Sandra Lyon
Superintendent
Santa Monica-Malibu Unified School District

6/14/16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Martin Plourde
Superintendent
Whittier Union High School District

6-13-16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **WIOA Title II, Adult Education and Literacy**

Mike Kuhlman
Asst. Superintendent, Ed Services
William S. Hart Union High School District

6-17-16
Date

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **Carl D. Perkins Career and Technical Education**

Edward Knudson
President/Superintendent
Antelope Valley College

7/12/16
Date

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **Carl D. Perkins Career and Technical Education**

Dr. Geraldine M. Perri
President/Superintendent
Citrus College

6/22/16
Date

Dr. Arvid Spor
Vice President, Academic Affairs
Citrus College

6-21-16
Date

James Lancaster, Ed.D.
Dean of Curriculum, Career, Technical and Continuing Education
Citrus College

6-13-16
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **Carl D. Perkins Career and Technical Education**

Dr. Dianne G. Van Hook
Chancellor
Santa Clarita College District-College of the Canyons

July 15, 2014
Date

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: **Carl D. Perkins Career and Technical Education**

Teresa Dreyfuss
President/Superintendent
Rio Hondo College

4/31/16
Date

5/25/2016

MOU Signature Pages

Signature Page for MOU between the Los Angeles County Workforce Development Board & Partners of the Los Angeles County AJCC System: Native American Programs

Paula Starr
Executive Director
Southern California Indian Center, Inc.

5-24-16
Date

County of Los Angeles
COMMUNITY AND SENIOR SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213- 487-0379

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lacounty.gov

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Don Knabe
Michael D. Antonovich

css.lacounty.gov

Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

March 25, 2016

Phillip Dunn, Executive Director
Foothill Workforce Development Board
1207 E. Green Street
Pasadena, CA 91106

CHANGE NOTICE - REVISED
FY 2016-2017 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM

On June 24, 2014, the Los Angeles County Board of Supervisors (BOS) provided delegated authority to Community and Senior Services (CSS) to execute and or amend Intermediary Agreements with the six Workforce Development Boards (WDB)s in Los Angeles County. Subsequently, on June 9, 2015, the BOS provided CSS delegated authority to increase contract allocations by greater than 10% for youth workforce contractors.

Pursuant to your agency's Intermediary Agreement No. IA-0614, Section 5.2, Funding Allocations, Sub-Section 5.2.1, Maximum Contract Sum and Section 5.2.2, Maximum Contract Sum Funding Source(s), sub-section 5.2.2.1, the following additions have been made:

5.2.1.1.1 For the contract period July 1, 2015 through June 30, 2016, Contractor shall receive a Total Maximum Amount of $197,000 in funding for providing Services outlined in this Agreement and is broken down as follows:

5.2.1.1.1.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($101,000), 50 Youth to be placed.

5.2.1.1.1.2 Other Underserved Youth monies (formerly known as NCC); ($76,000), 38 Youth to be placed.

5.2.1.1.1.3 Foster Youth; ($20,000), 10 Youth to be placed.

5.2.1.1.2 For the contract period July 1, 2016 through June 30, 2017, Contractor shall receive a Total Maximum Amount of $136,800 in funding for providing Services outlined in this Agreement. The initial total County shall pay Contractor is $114,000 and is broken down as follows:

5.2.1.1.2.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($77,000), 35 Youth to be placed.

5.2.1.1.2.2 Other Underserved Youth monies (formerly known as NCC); ($28,000), 13 Youth to be placed.

5.2.1.1.2.3 Foster Youth; ($9,000), 4 Youth to be placed.

5.2.1.1.2.4 The full Total Maximum Amount noted in 5.2.1.1.2 above will be available contingent on availability of funds, full expenditure of initial funds and Contractor performance.

In addition, **EXHIBIT A, FY 2015-16 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM STATEMENT OF WORK,-WORKFORCE DEVELOPMENT BOARDS SECTION 4.6: PAID WORK EXPERIENCE (WEX), SUB-SECTION 4.6.1 and SECTION 26.0: PARTICIPANT COSTS** has been deleted and replaced as follows:

4.6.1 Contractor(s) shall provide Youth with an average of 120 hours of paid WEX, over the term of the Contract, at the minimum wage rate of $10/hour effective January 1, 2016, until June 30, 2016, including appropriate income taxes, Workman's Compensation benefits and social security benefits.

26.0 PARTICIPANT COSTS

Contractor(s) shall not exceed the maximum total Cost Per Participant as follows:

26.1 For Services between July 1, 2015 through June 30, 2016:

Program Costs	$1,920
Administration	$ 150
Total Cost Per Participant	**$2,070**

26.2 For Services between July 1, 2016 through June 30, 2017:

Program Costs	$2,000
Administration	$150
Total Cost Per Participant	**$2,150**

If you have any questions regarding this notice, please contact Ara Gabrielian your assigned contract analyst via email at agabrielian@css.lacounty.gov.

Sincerely,

CAROL DOMINGO, Program Manager
Contract Management Division

lacounty.gov

Hilda L.Solis
Mark Ridley-Thomas
Sheila Kuehl
Don Knabe
Michael D. Antonovich

County of Los Angeles
COMMUNITY AND SENIOR SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213- 487-0379

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css.lacounty.gov

Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

March 25, 2016

Robert Sainz, Assistant General Manager
City of Los Angeles
Economic & Workforce Development Department
1200 W. 7th Street-6th Floor
Los Angeles, CA 90017

CHANGE NOTICE - REVISED
FY 2016-2017 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM

On June 24, 2014, the Los Angeles County Board of Supervisors (BOS) provided delegated authority to Community and Senior Services (CSS) to execute and or amend Intermediary Agreements with the six Workforce Development Boards (WDB)s in Los Angeles County. Subsequently, on June 9, 2015, the BOS provided CSS delegated authority to increase contract allocations by greater than 10% for youth workforce contractors.

Pursuant to your agency's Intermediary Agreement No. IA-0114, Section 5.2, Funding Allocations, Sub-Section 5.2.1, Maximum Contract Sum and Section 5.2.2, Maximum Contract Sum Funding Source(s), sub-section 5.2.2.1, the following additions have been made:

5.2.1.1.1 For the contract period July 1, 2015 through June 30, 2016, Contractor shall receive a Total Maximum Amount of $7,603,000 in funding for providing Services outlined in this Agreement and is broken down as follows:

5.2.1.1.1.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($3,871,000), 1,926 Youth to be placed.

5.2.1.1.1.2 Other Underserved Youth monies (formerly known as NCC); ($2,959,000), 1,485 Youth to be placed.

5.2.1.1.1.3 Foster Youth; ($773,000), 380 Youth to be placed.

5.2.1.1.2 For the contract period July 1, 2016 through June 30, 2017, Contractor shall receive a Total Maximum Amount of $5,322,000 in funding for providing Services outlined in this Agreement. The initial total County shall pay Contractor is $4,435,000 and is specified below. The remainder, 887,000, will be available in subsequent quarters subject to the County Board of Supervisor's approval.

5.2.1.1.2.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($2,995,000), 1,391 Youth to be placed.

5.2.1.1.2.2 Other Underserved Youth monies (formerly known as NCC); ($1,092,000), 505 Youth to be placed.

5.2.1.1.2.3 Foster Youth; ($348,000), 159 Youth to be placed.

5.2.1.1.2.4 The full Total Maximum Amount noted in 5.2.1.1.2 above will be available contingent on availability of funds, full expenditure of initial funds and Contractor performance.

5.2.1.1.3 For the contract period April 1, 2016 through June 30, 2017, Contractor shall receive a Total Maximum Amount of $161,333 in funding for providing Program Evaluation and Customer Satisfaction Surveys – Summer Youth Employment Evaluation Services.

In addition, **EXHIBIT A, FY 2015-16 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM STATEMENT OF WORK,-WORKFORCE DEVELOPMENT BOARDS SECTION 4.6: PAID WORK EXPERIENCE (WEX), SUB-SECTION 4.6.1 and SECTION 26.0: PARTICIPANT COSTS** has been deleted and replaced as follows:

4.6.1 Contractor(s) shall provide Youth with an average of 120 hours of paid WEX, over the term of the Contract, at the minimum wage rate of $10/hour effective January 1, 2016, until June 30, 2016, including appropriate income taxes, Workman's Compensation benefits and social security benefits.

26.0 **PARTICIPANT COSTS**

Contractor(s) shall not exceed the maximum total Cost Per Participant as follows:

26.1 For Services between July 1, 2015 through June 30, 2016:

Program Costs	$1,920
Administration	$ 150
Total Cost Per Participant	**$2,070**

26.2 For Services between July 1, 2016 through June 30, 2017:

Program Costs	$2,000
Administration	$150
Total Cost Per Participant	**$2,150**

If you have any questions regarding this notice, please contact Ara Gabrielian your assigned contract analyst via email at agabrielian@css.lacounty.gov.

Sincerely,

CAROL DOMINGO, Program Manager
Contract Management Division

County of Los Angeles
COMMUNITY AND SENIOR SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213- 487-0379

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Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Don Knabe
Michael D. Antonovich

css.lacounty.gov

Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

March 25, 2016

Erick Serrato, Executive Director
Pacific Gateway Workforce Development Board
3447 Atlantic Avenue
Long Beach, CA 90807

CHANGE NOTICE - REVISED
FY 2016-2017 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM

On June 24, 2014, the Los Angeles County Board of Supervisors (BOS) provided delegated authority to Community and Senior Services (CSS) to execute and or amend Intermediary Agreements with the six Workforce Development Boards (WDB)s in Los Angeles County. Subsequently, on June 9, 2015, the BOS provided CSS delegated authority to increase contract allocations by greater than 10% for youth workforce contractors.

Pursuant to your agency's Intermediary Agreement No. IA-0214, Section 5.2, Funding Allocations, Sub-Section 5.2.1, Maximum Contract Sum and Section 5.2.2, Maximum Contract Sum Funding Source(s), sub-section 5.2.2.1, the following additions have been made:

5.2.1.1.1 For the contract period July 1, 2015 through June 30, 2016, Contractor shall receive a Total Maximum Amount of $1,113,000 in funding for providing Services outlined in this Agreement and is broken down as follows:

5.2.1.1.1.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($567,000), 282 Youth to be placed.

5.2.1.1.1.2 Other Underserved Youth monies (formerly known as NCC); ($433,000), 217 Youth to be placed.

5.2.1.1.1.3 Foster Youth; ($113,000), 55 Youth to be placed.

5.2.1.1.2 For the contract period July 1, 2016 through June 30, 2017, Contractor shall receive a Total Maximum Amount of $780,000 in funding for providing Services outlined in this Agreement. The initial total County shall pay Contractor is $650,000 and is broken down as follows:

5.2.1.1.2.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($439,000), 204 Youth to be placed.

5.2.1.1.2.2 Other Underserved Youth monies (formerly known as NCC); ($160,000), 74 Youth to be placed.

5.2.1.1.2.3 Foster Youth; ($51,000), 23 Youth to be placed.

5.2.1.1.2.4 The full Total Maximum Amount noted in 5.2.1.1.2 above will be available contingent on availability of funds, full expenditure of initial funds and Contractor performance.

In addition, **EXHIBIT A, FY 2015-16 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM STATEMENT OF WORK,-WORKFORCE DEVELOPMENT BOARDS SECTION 4.6: PAID WORK EXPERIENCE (WEX), SUB-SECTION 4.6.1 and SECTION 26.0: PARTICIPANT COSTS** has been deleted and replaced as follows:

4.6.1 Contractor(s) shall provide Youth with an average of 120 hours of paid WEX, over the term of the Contract, at the minimum wage rate of $10/hour effective January 1, 2016, until June 30, 2016, including appropriate income taxes, Workman's Compensation benefits and social security benefits.

26.0 **PARTICIPANT COSTS**

Contractor(s) shall not exceed the maximum total Cost Per Participant as follows:

26.1 For Services between July 1, 2015 through June 30, 2016:

Program Costs	$1,920
Administration	$ 150
Total Cost Per Participant	**$2,070**

26.2 For Services between July 1, 2016 through June 30, 2017:

Program Costs	$2,000
Administration	$150
Total Cost Per Participant	**$2,150**

If you have any questions regarding this notice, please contact Ara Gabrielian your assigned contract analyst via email at agabrielian@css.lacounty.gov.

Sincerely,

CAROL DOMINGO, Program Manager
Contract Management Division

County of Los Angeles
COMMUNITY AND SENIOR SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213- 487-0379

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Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Don Knabe
Michael D. Antonovich

css.lacounty.gov

Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

March 25, 2016

Jan Vogel, Executive Director
South Bay Workforce Development Board
11539 Hawthorne Blvd., Floor #5
Hawthorne, CA 90250

CHANGE NOTICE - REVISED
FY 2016-2017 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM

On June 24, 2014, the Los Angeles County Board of Supervisors (BOS) provided delegated authority to Community and Senior Services (CSS) to execute and or amend Intermediary Agreements with the six Workforce Development Boards (WDB)s in Los Angeles County. Subsequently, on June 9, 2015, the BOS provided CSS delegated authority to increase contract allocations by greater than 10% for youth workforce contractors.

Pursuant to your agency's Intermediary Agreement No. IA-0314, Section 5.2, Funding Allocations, Sub-Section 5.2.1, Maximum Contract Sum and Section 5.2.2, Maximum Contract Sum Funding Source(s), sub-section 5.2.2.1, the following additions have been made:

5.2.1.1.1 For the contract period July 1, 2015 through June 30, 2016, Contractor shall receive a Total Maximum Amount of $628,000 in funding for providing Services outlined in this Agreement and is broken down as follows:

5.2.1.1.1.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($319,000), 158 Youth to be placed.

5.2.1.1.1.2 Other Underserved Youth monies (formerly known as NCC); ($245,000), 122 Youth to be placed.

5.2.1.1.1.3 Foster Youth; ($64,000), 31 Youth to be placed.

5.2.1.1.2 For the contract period July 1, 2016 through June 30, 2017, Contractor shall receive a Total Maximum Amount of $440,400 in funding for providing Services outlined in this Agreement. The initial total County shall pay Contractor is $367,000 and is broken down as follows:

5.2.1.1.2.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($248,000), 115 Youth to be placed.

5.2.1.1.2.2 Other Underserved Youth monies (formerly known as NCC); ($90,000), 41 Youth to be placed.

5.2.1.1.2.3 Foster Youth; ($29,000), 12 Youth to be placed.

5.2.1.1.2.4 The full Total Maximum Amount noted in 5.2.1.1.2 above will be available contingent on availability of funds, full expenditure of initial funds and Contractor performance.

In addition, **EXHIBIT A, FY 2015-16 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM STATEMENT OF WORK,-WORKFORCE DEVELOPMENT BOARDS SECTION 4.6: PAID WORK EXPERIENCE (WEX), SUB-SECTION 4.6.1 and SECTION 26.0: PARTICIPANT COSTS** has been deleted and replaced as follows:

4.6.1 Contractor(s) shall provide Youth with an average of 120 hours of paid WEX, over the term of the Contract, at the minimum wage rate of $10/hour effective January 1, 2016, until June 30, 2016, including appropriate income taxes, Workman's Compensation benefits and social security benefits.

26.0 **PARTICIPANT COSTS**

Contractor(s) shall not exceed the maximum total Cost Per Participant as follows:

26.1 For Services between July 1, 2015 through June 30, 2016:

Program Costs	$1,920
Administration	$ 150
Total Cost Per Participant	**$2,070**

26.2 For Services between July 1, 2016 through June 30, 2017:

Program Costs	$2,000
Administration	$150
Total Cost Per Participant	**$2,150**

If you have any questions regarding this notice, please contact Ara Gabrielian your assigned contract analyst via email at agabrielian@css.lacounty.gov.

Sincerely,

CAROL DOMINGO, Program Manager
Contract Management Division

County of Los Angeles
COMMUNITY AND SENIOR SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213- 487-0379

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Hilda L.Solis
Mark Ridley-Thomas
Sheila Kuehl
Don Knabe
Michael D. Antonovich

css.lacounty.gov

Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

March 25, 2016

Yolanda Castro, Executive Director
Southeast Los Angeles County Workforce Development Board
10900 E. 183rd Street, Suite 350
Cerritos, CA 90703

CHANGE NOTICE - REVISED
FY 2016-2017 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM

On June 24, 2014, the Los Angeles County Board of Supervisors (BOS) provided delegated authority to Community and Senior Services (CSS) to execute and or amend Intermediary Agreements with the six Workforce Development Boards (WDB)s in Los Angeles County. Subsequently, on June 9, 2015, the BOS provided CSS delegated authority to increase contract allocations by greater than 10% for youth workforce contractors.

Pursuant to your agency's Intermediary Agreement No. IA-0514, Section 5.2, Funding Allocations, Sub-Section 5.2.1, Maximum Contract Sum and Section 5.2.2, Maximum Contract Sum Funding Source(s), sub-section 5.2.2.1, the following additions have been made:

5.2.1.1.1 For the contract period July 1, 2015 through June 30, 2016, Contractor shall receive a Total Maximum Amount of $540,000 in funding for providing Services outlined in this Agreement and is broken down as follows:

5.2.1.1.1.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($275,000), 136 Youth to be placed.

5.2.1.1.1.2 Other Underserved Youth monies (formerly known as NCC); ($210,000), 105 Youth to be placed.

5.2.1.1.1.3 Foster Youth; ($55,000), 27 Youth to be placed.

5.2.1.1.2 For the contract period July 1, 2016 through June 30, 2017, Contractor shall receive a Total Maximum Amount of $379,200 in funding for providing Services outlined in this Agreement. The initial total County shall pay Contractor is $316,000 and is broken down as follows:

5.2.1.1.2.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($213,000), 99 Youth to be placed.

5.2.1.1.2.2 Other Underserved Youth monies (formerly known as NCC); ($78,000), 36 Youth to be placed.

5.2.1.1.2.3 Foster Youth; ($25,000), 11 Youth to be placed.

5.2.1.1.2.4 The full Total Maximum Amount noted in 5.2.1.1.2 above will be available contingent on availability of funds, full expenditure of initial funds and Contractor performance.

In addition, **EXHIBIT A, FY 2015-16 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM STATEMENT OF WORK,-WORKFORCE DEVELOPMENT BOARDS SECTION 4.6: PAID WORK EXPERIENCE (WEX), SUB-SECTION 4.6.1 and SECTION 26.0: PARTICIPANT COSTS** has been deleted and replaced as follows:

4.6.1 Contractor(s) shall provide Youth with an average of 120 hours of paid WEX, over the term of the Contract, at the minimum wage rate of $10/hour effective January 1, 2016, until June 30, 2016, including appropriate income taxes, Workman's Compensation benefits and social security benefits.

26.0 **PARTICIPANT COSTS**

Contractor(s) shall not exceed the maximum total Cost Per Participant as follows:

26.1 For Services between July 1, 2015 through June 30, 2016:

Program Costs	$1,920
Administration	$ 150
Total Cost Per Participant	**$2,070**

26.2 For Services between July 1, 2016 through June 30, 2017:

Program Costs	$2,000
Administration	$150
Total Cost Per Participant	**$2,150**

If you have any questions regarding this notice, please contact Ara Gabrielian your assigned contract analyst via email at agabrielian@css.lacounty.gov.

Sincerely,

CAROL DOMINGO, Program Manager
Contract Management Division

lacounty.gov

Hilda L. Solis
Mark Ridley-Thomas
Shella Kuehl
Don Knabe
Michael D. Antonovich

County of Los Angeles
COMMUNITY AND SENIOR SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax 213- 487-0379

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css.lacounty.gov

Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

March 25, 2016

Judith Velasco, Executive Director
Verdugo Workforce Development Board
1255 South Central Ave.
Glendale, CA 91204

CHANGE NOTICE - REVISED
FY 2016-2017 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM

On June 24, 2014, the Los Angeles County Board of Supervisors (BOS) provided delegated authority to Community and Senior Services (CSS) to execute and or amend Intermediary Agreements with the six Workforce Development Boards (WDB)s in Los Angeles County. Subsequently, on June 9, 2015, the BOS provided CSS delegated authority to increase contract allocations by greater than 10% for youth workforce contractors.

Pursuant to your agency's Intermediary Agreement No. IA-0414, Section 5.2, Funding Allocations, Sub-Section 5.2.1, Maximum Contract Sum and Section 5.2.2, Maximum Contract Sum Funding Source(s), sub-section 5.2.2.1, the following additions have been made:

5.2.1.1.1 For the contract period July 1, 2015 through June 30, 2016, Contractor shall receive a Total Maximum Amount of $360,000 in funding for providing Services outlined in this Agreement and is broken down as follows:

5.2.1.1.1.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($183,000), 90 Youth to be placed.

5.2.1.1.1.2 Other Underserved Youth monies (formerly known as NCC); ($140,000), 70 Youth to be placed.

5.2.1.1.1.3 Foster Youth; ($37,000), 18 Youth to be placed.

5.2.1.1.2 For the contract period July 1, 2016 through June 30, 2017, Contractor shall receive a Total Maximum Amount of $253,200 in funding for providing Services outlined in this Agreement. The initial total County shall pay Contractor is $211,000 and is broken down as follows:

5.2.1.1.2.1 California Work Opportunity and Responsibility Kids Temporary Assistance for Needy Families (CalWORKs TANF) monies; ($142,000), 66 Youth to be placed.

5.2.1.1.2.2 Other Underserved Youth monies (formerly known as NCC); ($52,000), 24 Youth to be placed.

5.2.1.1.2.3 Foster Youth; ($17,000), 7 Youth to be placed.

5.2.1.1.2.4 The full Total Maximum Amount noted in 5.2.1.1.2 above will be available contingent on availability of funds, full expenditure of initial funds and Contractor performance.

In addition, **EXHIBIT A, FY 2015-16 LOS ANGELES COUNTY YOUTH JOBS (LACYJ) PROGRAM STATEMENT OF WORK,-WORKFORCE DEVELOPMENT BOARDS SECTION 4.6: PAID WORK EXPERIENCE (WEX), SUB-SECTION 4.6.1 and SECTION 26.0: PARTICIPANT COSTS** has been deleted and replaced as follows:

4.6.1 Contractor(s) shall provide Youth with an average of 120 hours of paid WEX, over the term of the Contract, at the minimum wage rate of $10/hour effective January 1, 2016, until June 30, 2016, including appropriate income taxes, Workman's Compensation benefits and social security benefits.

26.0 PARTICIPANT COSTS

Contractor(s) shall not exceed the maximum total Cost Per Participant as follows:

26.1 For Services between July 1, 2015 through June 30, 2016:

Program Costs	$1,920
Administration	$ 150
Total Cost Per Participant	**$2,070**

26.2 For Services between July 1, 2016 through June 30, 2017:

Program Costs	$2,000
Administration	$150
Total Cost Per Participant	**$2,150**

If you have any questions regarding this notice, please contact Ara Gabrielian your assigned contract analyst via email at agabrielian@css.lacounty.gov.

Sincerely,

CAROL DOMINGO, Program Manager
Contract Management Division



MEMORANDUM OF UNDERSTANDING
BETWEEN

LOS ANGELES COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES

AND

LOS ANGELES COUNTY DEPARTMENT OF COMMUNITY AND SENIOR SERVICES

FOR

YOUTH EMPLOYMENT PROGRAMS

Prepared by:

Department of Public Social Services
CalWORKs and GAIN Division, Section III
City of Industry, CA 91746
(562) 908-8370

August 14, 2012

MEMORANDUM OF UNDERSTANDING

BETWEEN LOS ANGELES COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES AND LOS ANGELES COUNTY DEPARTMENT OF COMMUNITY AND SENIOR SERVICES
FOR
YOUTH EMPLOYMENT PROGRAMS

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MEMORANDUM OF UNDERSTANDING

BETWEEN LOS ANGELES COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES AND
LOS ANGELES COUNTY DEPARTMENT OF COMMUNITY AND SENIOR SERVICES
FOR
YOUTH EMPLOYMENT PROGRAMS

I. PURPOSE

A. Youth Employment Program (YEP)

This Memorandum of Understanding (MOU) is entered into between the Department of Public Social Services (DPSS) and Community and Senior Services (CSS) for CSS to administer Youth Employment Programs (YEPs) via an intrafund transfer utilizing CSS' contractors.

The purpose of this MOU is to forge an agreement between the DPSS and CSS to provide employment and training services to youth, between the ages of 14 to 21, who are currently enrolled in CalWORKs. This will fulfill the Board of Supervisors' goal to integrate services and have departmental collaboration while ensuring services to these populations are rendered in accordance with the demands of the funding source.

Provisions for sharing of confidential youth data are specified in the MOU between DPSS and CSS for sharing of confidential youth data for term June 1, 2012 through December 31, 2017.

B. General Relief Opportunities for Work Youth Employment Program (GYEP)

The purpose of this MOU is for CSS to provide a General Relief Opportunities for Work Youth Employment Program (GYEP) for Transition Age Youth (TAY), ages 18 to 24.

This program will provide subsidized employment to General Relief Opportunities for Work (GROW) participants who are determined to be job-ready and available for work, offered through this agreement.

Within the scope of this MOU, CSS would administer the GYEP through participation of selected WorkSource Centers contracted by CSS for this purpose.

II. TERM OF MOU

A. YEP

The term of the MOU shall begin on June 1, 2012 and terminate on December 31, 2017 unless terminated earlier. The MOU shall be amended

each fiscal year starting with July 1, 2013, contingent upon available funding and to incorporate the level of funding and current budget upon the written consent of the Directors of DPSS and CSS and contingent upon an acceptable level of performance as evidenced in DPSS' monitoring of this MOU or unless terminated as provided herein.

The funding level for CSS administered YEPs for CalWORKs youth beginning June 1, 2012 shall not exceed annual allotted amount indicated in Attachment J.

If either party decides to terminate the agreement before the end of the agreement period, notice shall be provided in writing no less than thirty (30) days prior to the date of termination. If either party requests modification(s) to the agreement, request shall be done in no less than thirty (30) days of the anticipated changes. Either party may terminate this Agreement without stating a cause, provided that the required advance written notification is provided.

B. GYEP

The term of this Agreement shall begin on June 1, 2012 and terminate on December 31, 2017 unless terminated earlier. The MOU shall be amended each fiscal year starting with July 1, 2013, contingent upon available funding and to incorporate the level of funding and current budget upon the written consent of the Directors of DPSS and CSS and contingent upon an acceptable level of performance as evidenced in DPSS' monitoring of this MOU or unless terminated as provided herein. Services may be terminated at any time without cause by either party upon giving at least thirty (30) days prior written notice, thereof to the other.

GYEP will begin on June 1, 2012. Direct services will begin the first day of the initial referral and must continue through the fourth month of direct service provision. The funding level for the CSS administered GYEP shall not exceed the annual allotted amount indicated in Attachment K.

The GYEP may be immediately terminated if funding becomes unavailable.

The GYEP will be a pilot project and the outcome and funding availability will determine whether future GYEP projects will be implemented.

Each year that the GYEP is implemented, DPSS GROW Program Section will determine which GROW sites will participate in the program.

III. ROLES AND RESPONSIBILITIES

DPSS RESPONSIBLITIES

A. YEP

Provide CSS a list and/or database of all eligible CalWORKs youth between ages 14 to 21 for CSS administered YEPs. Specifics to be requested will include common data fields such as youth's full name, date of birth, age, mailing address, phone number, last 4 digits of the youth's social security number, case name/number, program/aid type, DPSS district office, and DPSS Eligibility Worker File number.

1. DPSS shall review the MOU no less than annually to ensure that the MOU is needed and that all terms and conditions are current, including payment provisions and the work requirements.

2. Designate the following County Contract Administrator (CCA):

   Lynol Phillips, ASM I
   Department of Public Social Services
   Contract Management Division
   12900 Crossroads Parkway South
   City of Industry, CA 91746
   (562) 908-4431
   Email: lynolphillips@dpss.lacounty.gov

3. Address all correspondence with inquiries regarding this MOU to CSS as follows:

   Magdalena Mireles, Program Manager
   Department of Community and Senior Services
   3175 W. 6th Street, Room 300
   Los Angeles, CA 90020
   Phone: (213)-738-2198
   Email: mmireles@css.lacounty.gov

B. GYEP

1. DPSS will refer a total of 100 participants to participate in the GYEP, with the following distribution:

   a. 33 participants from Lancaster GROW Site
   b. 33 participants from San Gabriel GROW Site
   c. 34 participants from South Special GROW Site

d. Selected participants will meet all ten (10) criteria established in the GROW "work-readiness" criteria established for this project (Attachment A-2)

2. DPSS will assign one liaison at each of the three selected GROW sites, and will provide their contact information, upon execution of this Agreement.

3. DPSS assigned liaisons will be responsible for the referrals of selected GROW participants to the corresponding WorkSource Center, for enrollment in subsidized employment, according to the terms and conditions of this MOU.

4. DPSS assigned liaisons will work closely with CSS GYEP representatives and with WorkSource staff assigned to this project, in order to facilitate the referral and enrollment of GROW participants in this project, as well as the resolution of any issues regarding this project.

5. DPSS liaison will ensure that GROW participants selected to participate in this project meet the "work-readiness" criteria established for this project (Attachment A-2).

6. DPSS liaison will ensure GROW participants selected to participate in this project have completed Job Skills Preparation Class, Pathways to Success or Fastrak components, registered with CalJobs and selective services, and receive ancillary payments until the GR case is terminated.

7. DPSS liaison will send the DPSS/WorkSource Center Referral (Attachment A-3) to the participating WorkSource Center when a GYEP is initiated.

8. DPSS liaison will ensure selected GROW Sites designate a Job Developer to work with the WorkSource Center in identifying job sites for this project.

9. DPSS liaison will initiate a Welfare-to-Work plan to be signed by the selected participants to document their agreement to participate in this project for 20 hours per week.

CSS RESPONSIBILITIES

A. YEP

1. Use DPSS CalWORKs youth data for the sole purpose of outreach and to determine eligibility for the various YEPs, as indicated in this MOU. CSS shall place CalWORKs youth in subsidized employment for at least 20 hours per week.

2. Designate the following person to serve as CSS' MOU Manager to function as Liaison with DPSS and coordinate overall management of this MOU on CSS' behalf:

Magdalena Mireles, Program Manager
Department of Community and Senior Services
3175 W. 6th St., Room 300
Los Angeles, CA 90020
Phone: (213)-738-2198
Email: mmireles@css.lacounty.gov

B. GYEP

1. Hours of Operation

   CSS shall be available to provide the required services during the period indicated in this MOU; between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday.

   CSS is not required to provide services on the County recognized holidays

2. CSS shall ensure that 100 GR youth are placed into subsidized employment for at least 20 hours per week.

3. CSS shall designate at least one WorkSource Center for each of the GROW Sites selected to participate in this project (Lancaster, San Gabriel and South Special GROW Sites).

4. CSS/WorkSource Centers will select one liaison to work with the DPSS liaison at each of the selected GROW Sites. This liaison will be responsible to provide any necessary information regarding enrollment and progress of the GROW participants assigned to this project Via the ABP 1464 WSC. Additionally, this liaison will work with the designated DPSS liaison in the resolution of any issues arising from participants assigned to this project.

5. CSS/WorkSource Centers will maintain files for each GROW participant assigned to this project, in order to document subsidized employment information, including but not limited to: work start date; hours of employment; job position; expected duration; any issues and their resolution.

6. CSS/WorkSource Centers will be responsible to provide any necessary information regarding enrollment/progress/dropouts of GYEP participants.

7. CSS/WorkSource Centers will complete the DPSS/WorkSource Center referral (Attachment A-3) and return it to the DPSS Liaison within five (5) business days of GYEP enrollment date.

8. CSS/WorkSource Centers will provide detailed verification of employment for GROW participants within five (5) business days of their start date. This verification will be provided to the DPSS liaison for this project.

IV. CONFIDENTIALITY

CSS shall maintain the confidentiality of all records and information relating to CalWORKs/GR participants it receives from DPSS under this MOU. CSS agrees to adhere to the requirements of Welfare & Institutions Code (WIC) Section 10850 et seq. and the California Department of Social Services, Manual of Policies and Procedures, Confidentiality Fraud, Civil Rights, and State Hearings, as well as all other applicable State and County laws, ordinances, regulations and directives relating to confidentiality. CSS shall inform all its managers, supervisors, employees and contracted providers providing services hereunder, of the confidentiality provision of this MOU.

This MOU and any projects hereunder that provide for the sharing of individually identified information shall only be used for purposes directly connected to the administration of public social services programs of Los Angeles County pursuant to Welfare and Institutions Code Section 10850 et seq. and the California Department of Social Services, Manual of Policies and Procedures, Confidentiality Fraud, Civil Rights, and State Hearings The Parties agree that the sharing of identified information can only occur where there is a legally permissible or required authorization or the disclosure is otherwise permitted or required by law.

CSS, its employees, agents, contractors and subcontractors, shall maintain the confidentiality of all records obtained from DPSS under this MOU, in accordance with all other applicable federal, state or local laws, ordinances regulations, and directives, including but not limited to, Welfare and Institutions Code Sections 10850.

CSS is fully responsible for all performances required under this MOU, including those that have been subcontracted. All contract and subcontracted staff that work with participants must review and sign the Contractor Employee Acknowledgment and Confidentiality Agreement (See Attachment B). CSS must keep copies, along with the original copy on file, and ready for distribution upon request from DPSS and/or any other authorized department or agency.

In no case shall records or information pertaining to individuals receiving aid be disclosed to any person except designated County/contractor employees without prior written permission of the DPSS Director or their authorized representative. The DPSS Director shall be advised of any request for such records or information.

CSS will notify DPSS of any breach of security within one (1) business day of CSS' obtaining knowledge of such breach and will cooperate with DPSS in any investigations of information security incidents. The notification must describe the incident in detail and provide contact information if different from the contact information described herein. In addition, if requested by DPSS Director, CSS shall provide notification to all persons whose unencrypted personal information was,

or is reasonably believed to have been, acquired by any unauthorized person, and the content, method, and timing of such notification shall be subject to the prior approval of DPSS Director. CSS shall not use the data provided for any purpose or reason other than to fulfill its obligations under this MOU. Additionally, all security events shall be reported to Departmental Information Security Officers and the County Chief Information Security Officer.

CSS and its Contractors shall ensure that all monitors, printers, hard copy printouts or any other forms of DPSS data are maintained so that they may not be viewed by the public or other unauthorized persons.

V. COMPLIANCE WITH CIVIL RIGHTS LAWS (YEP/GYEP)

A. CSS and its contractors will abide by the provisions of Title VI and Title VII of the Federal Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, as amended, the Age Discrimination Act of 1975, the Food Stamp Act of 1977, the Americans with Disabilities Act of 1990, WIC Section 10000, California Department of Social Services Manual of Policies and Procedures, Division 21, and other applicable federal and State laws to ensure that employment practices and the delivery of social service programs are nondiscriminatory. Under this requirement, CSS and its contractors will not discriminate on the basis of race, color, national origin, ethnic group identification, political affiliation, religion, marital status, domestic partnership, sex, age, sexual orientation, or disability and in compliance with all anti-discrimination laws of the United States of America and the State of California.

B. CSS and its contractors will abide by all provisions contained in the DPSS Civil Rights Training Handbook. The DPSS Civil Rights Training Handbook, which was developed in compliance with the Resolution Agreement between Los Angeles County and the federal Office of Civil Rights of the Department of Health and Human Services, incorporates the Civil Rights requirements of the Agreement along with all other mandated federal and State requirements that must be adhered to by DPSS, its contractors, and subcontractors. They include, but are not limited to the following:

1. Effectively identifying participant's designated/preferred language. This can be accomplished by using DPSS' Language Designation form (PA 481) or a similar form that CSS already has in place and approved by DPSS.

2. Ensuring that notices sent to participants are in their respective designated/preferred language.

3. Providing and assisting participants, as needed, when completing a Complaint of Discriminatory Treatment (PA 607) form (Attachment GG) in the participant's primary language.

4. Maintaining a log of civil rights complaints. CSS and its contractors will maintain the confidentiality of the log by maintaining it in a locked drawer or cabinet.

5. Designating a person who will act as the Civil Rights Liaison (CRL) between DPSS and the DPSS Civil Rights Section (CRS).

6. Forwarding all PA 607s to the DPSS MOU Administrator under this MOU within two (2) business days.

7. CSS and its contractors will not attempt to investigate civil rights complaints under this MOU. All investigations are handled by the DPSS CRS.

C. CSS shall ensure that all sub-contractors attend the mandatory COUNTY provided Civil Rights training.

VI. REPORTING REQUIREMENTS

A. YEP

1. CSS shall make reports as may be required by DPSS concerning its activities as they affect the duties and purposes contained herein for each fiscal year that this MOU is in existence and when funding is made available.

2. In years where funding is made available, CSS shall provide on the 10th calendar day of each month to DPSS a Monthly Management Report (MMR) (Attachment C) report on the YEP.

   The MMR reports shall include the following fields for YEP, countywide:

   a. The names of each and the total number of youth applying for the program.
   b. Total enrollments.
   c. Total placements.
   d. The names of each and total number of youth who did not complete their work experience will be provided in the final report.

B. GYEP

CSS will provide a bi-weekly management report (Attachment D) each Friday. This report will include an attached list of the GROW participants receiving subsidized employment under this project, and payroll information including, but not limited to, gross income, tax and any other deductions; and individuals terminated from this project, effective date and reason for termination.

VII. PERFORMANCE MEASURES

A. YEP

The County's goal is to assist youth in YEPs in overcoming barriers to employment. For the YEP participant, a work readiness measure is the means in which YEP participants can be determined to have overcome barriers to employment. For a youth to be successfully evaluated for the YEP, participation must be for a minimum of 100 hours of subsidized employment. CSS or its contractors must complete the approved pre and post assessment tool to determine if the youth has met the work readiness measure.

CSS or its contractors must ensure that 70% of all YEP Youth complete a minimum of 100 hours of employment in the YEP, successfully exit from the program, and achieve work readiness.

B. GYEP

CSS will provide proof of GROW TAY participants' enrollment in subsidized employment as indicated under CSS responsibilities. CSS will be required to enroll 100 % of referred participants, who meet the qualifying criteria established for this project, within thirty (30) calendar days. Participants who successfully complete this program would have acquired job experience which will increase their opportunities to reach self-sufficiency through unsubsidized employment.

VIII. DATA DESTRUCTION (YEP/GYEP)

The Data Security Plan for Data Provided to CSS by DPSS (See Attachment F), has the data destruction instructions.

IX. MONITORING

A. YEP/GYEP

1. Not less than once for each fiscal year that this MOU is in existence, DPSS shall issue a monitoring report on its overseeing of this MOU.

2. CSS will ensure that the program is monitored once during the duration of the MOU. The monitoring will be conducted by the County Auditor-Controller (A-C) and will include a program and fiscal review. Upon receipt of the A-C's report of each monitoring review by contractor, CSS will provide DPSS with a copy of the report and the actions that will be taken to resolve any findings/questioned costs in the report if any.

3. DPSS shall monitor CSS performance under this MOU in accordance with the MMR to ensure that services and associated costs are valid. Such

monitoring shall address the outcome measure along with fiscal and administrative reviews, including the following

DPSS Monitoring activities will include:

a. Fiscal Monitoring – which will include review of invoices and supporting documents to ensure appropriate services and valid associated costs.

b. Service Delivery Monitoring – which will include verification of adequate services to CalWORKs and GROW youth, timely delivery of services, and compliance with related terms and conditions of this MOU.

c. Administrative Monitoring – which will include verification that CSS is in compliance with applicable laws and regulations established by the County in relation to this MOU. Compliance with MOU Reporting Requirements for both GAIN and GROW and must include verification of services to CalWORKs and GROW youth enrolled in this program, payroll report indicating the amounts paid in wages, tax deductions and any other payroll-related information.

X. PAYMENT PROVISIONS

A. Inter-Fund Transfer Initiators (IFTIs)

1. CSS shall prepare a separate monthly IFTI (Attachment E) to DPSS according to actual costs for each CalWORKs and GR youth served. IFTIs received from CSS will be identified as Cost Reimbursement (CR) under the description section of the IFTI.

   CSS shall request, on the IFTI, a monthly payment based on the actual number of youth's served during the service month per procedures approved by the Auditor–Controller and the Chief Executive Office (CEO).

2. CSS shall submit a copy of the monthly IFTI to DPSS within thirty (30) calendar days after the eCAPS data entry. Failure to submit a timely and accurate monthly IFTI will result in an agreement discrepancy and a delay in payment.

3. Each IFTI shall be supported by back-up documentation to validate the IFTI amounts. This documentation shall include, but not be limited to, those items as specified in the MMR. CSS shall ensure that its contractors maintain, track, and monitor all supporting data on each participating youth. CSS contractors shall maintain payroll registers/records which will

include the following information: youth's first/last name, last four digits of Social Security Number, Pay Period, Check Date, and Number of Hours Worked. DPSS will not authorize payment on an inaccurate IFTI.

4. The IFTI copy should provide a breakdown of the total actual costs reflected on the IFTI into administrative costs, direct services costs, and any other relevant participant data.

5. CSS shall submit a copy of the IFTI, MMR reports and back-up documentation for the YEPs for CalWORKs youth to the following address:

   Department of Public Social Services
   Contract Management Division
   12900 Crossroads Parkway South
   City of Industry, CA 91746
   Attention: Lynol Phillips

6. CSS shall adhere to the instructions set forth hereunder in the Billing Reconciliation Process for the YEPs for CalWORKs and GROW youth.

7. CSS shall maintain centralized files for monitoring of YEPs referral expenditures, actual and projections, to ensure the funding commitments referenced in Fiscal Provisions (Section XIII) are being met.

B. PAYMENT

1. CSS shall submit a copy of the monthly IFTI to DPSS within thirty (30) calendar days after the eCAPs report is available. Failure to submit a timely and accurate monthly IFTI will result in an agreement discrepancy and a delay in payment.

2. Upon DPSS review and approval of an IFTI, DPSS shall authorize payment contingent upon 100% review of documentation required by the invoice and MMR.

3. DPSS shall make payment to CSS within thirty (30) calendar days of receipt of an IFTI, which is accurate as to form and content.

   a. CSS shall provide a final IFTI no later than thirty (30) days from the last day of the month when services were provided.

   b. CSS shall notify DPSS once the IFTI is submitted.

   c. DPSS shall pay the final billings by no later than thirty (30) days after receipt of complete and accurate IFTIs.

4. CSS shall have no claim against DPSS for payment of any money or reimbursement of any kind for any service provided by CSS after the expiration or termination of this MOU. Should CSS receive any such payment, it shall immediately notify and repay all such funds to DPSS.

5. Payment by DPSS for services rendered after expiration/termination of this MOU shall not constitute a waiver of DPSS' right to recover such payment from CSS. This provision shall survive the expiration or other termination of this MOU.

6. DPSS shall have no requirement for payment other than as set forth in this MOU.

XI. SUBCONTRACTING (YEP/GYEP)

DPSS must authorize any subcontracting with other agencies for services performed in relation to this MOU. Subcontracts shall be made in the name of Community and Senior Services and shall state that "All representations and warranties shall inure to the benefit of the County of Los Angeles."

If CSS contracts with other agencies, CSS shall include in the contracts a provision that DPSS shall not be liable for billings submitted more than thirty (30) calendar days after the date services were rendered. Charges not billed within the thirty (30) calendar day time frame are not collectable unless DPSS agrees to accept the charges.

When required by State regulations, subcontracts shall be advertised, competitively bid and evaluated in a manner which will meet the California Department of Social Services Manual of Policies and Procedures (MPP), Section 23-600, Purchase of Service.

The making of subcontracts hereunder shall not relieve CSS of any requirement under the Agreement, including, but not limited to, the duty to properly supervise and coordinate the work of subcontractors. In no event shall approval of any subcontract by CSS be construed as effective any increase in the amount provided for in the Agreement.

XII. FISCAL PROVISIONS

A. YEP

1. Based on the FY 2011-12 and 2012-13 DPSS allocation for CSS' CalWORKs YEPs shall not exceed $1.5 million.

   The CalWORKs GAIN fund is budgeted as follows:

   Of the $1.5 million CalWORKs YEP fund, $214,000 is budgeted for coordination and administration and $1,286,000 for participant services

provided by the CSS's contractors. The $1,500,000 CalWORKs YEP fund is estimated to serve approximately 943 participants based on estimated cost of $1,590 per participant.

2. DPSS shall reimburse CSS 100% of the actual costs which include direct services costs for YEPs provided to eligible CalWORKs youth. These costs are reimbursable, provided they are in accordance with this MOU terms and conditions. As is customary, CSS operated YEP expenses including housing costs and incentives for participants will not be reimbursed by DPSS. Certain costs such as food and consumables for orientation purposes may be reimbursed upon review and approval by DPSS.

3. DPSS shall prepare a Departmental Service Order (DSO) each fiscal year to CSS based on the final budgeted amount, in accordance with the Auditor-Controller (A-C) instructions. The MOU budget and DSO may be adjusted according to any Board-approved adjustments made to the DPSS budget or allocation funding. Payments to CSS for YEPs under this MOU shall be based upon an amount agreed by DPSS and CSS during the budget process.

4. DPSS shall process the DSO in accordance with the A-C guidelines. The DSO amount shall be based on the final budgeted amount. DPSS will pay only up to the DSO amounts.

5. In no event shall the total fiscal year billings from CSS for the YEPs exceed the total DSO amount.

6. If, at any time during the term of this MOU, authorized representatives of DPSS conduct an audit of CSS regarding the services provided herein under and if such audit finds that DPSS' dollar liability for such services is less than payments made by DPSS to CSS, CSS agrees that the difference, at the DPSS Director's discretion, shall be either: 1) repaid forthwith by CSS to DPSS; or 2) at DPSS' option, applied by DPSS to future CSS payments. In no event shall DPSS' maximum obligation for this MOU be exceeded.

7. In the event that payments are owed by one department to another after the close of the fiscal year and the amount cannot be resolved by the departments, it shall be referred to the CEO for resolution in the best interest of the County.

8. CSS shall be required to adhere to strict fiscal and accounting standards and must comply with the Cost Principles of the Office of Management and Budget (OMB) Circular A-102 for Grants and Cooperative Agreements with State and Local Government agencies and OMB Circular A-133 for Audits of States, Local Governments and Non-Profit Organizations.

B. GYEP

Based on the 2011-12 and 2012-13 DPSS allocation for CSS' GYEP shall not exceed $500,000. Of the $500,000 GYEP fund, $75,000 is budgeted for coordination and administration and $425,000 is for participant services provided by CSS's contractors. The $500,000 GYEP fund is estimated to serve approximately 100 participants based on estimated cost of $5,000 per participant.

XIII. LIABILITY (YEP/GYEP)

Each department shall retain responsibility for any and all liability, including, but not limited to, demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees) arising from or connected with that department's respective acts and/or omissions arising from and/or relating to this MOU.

XIV. AGREEMENT

In witness whereof, the parties hereto agree to execute this Memorandum of Understanding as of this 1st day of June, 2012.

County of Los Angeles
Department of Community
and Senior Services

8-13-2012
Cynthia D. Banks Date
Director

County of Los Angeles
Department of Public
Social Services

9-4-12
Sheryl L. Spiller Date
Director

Youth Employment Programs
Community and Senior Services
Statement of Work (GAIN)

As the lead agency responsible for administering the Youth Employment Program (YEP) for CalWORKs youth in the Los Angeles County Service Delivery Area/Workforce Investment Area (SDA/WIA), Community and Senior Services (CSS) shall do the following:

A. Once CSS receives CalWORKs data on eligible youth from DPSS, the data will be loaded into the Oracle database.

   Program Eligibility - DPSS will provide a database of eligible youth and the eligibility is based on point and time of the database. Other documents approved by DPSS may be used to establish eligibility of the following categories. DPSS will determine ad-hoc eligibility.

   Eligibility for services in the YEP is limited to youth who ages 14 to 21 in CalWORKs Households.

B. CSS will ensure that its contractors provide orientation and training to all staff who work directly with youth, informing them of the rules, guidelines, and requirement of the YEP.

C. CSS shall ensure that all participating youth completing 100 hours or more of work are given a pre and post assessment to determine Work Readiness as indicated in the Youth Employment Programs Work Readiness Checklist Work Readiness Pre-test and Post-test (Attachment A-2) to determine if the work readiness outcome was met. This process is intended to assist participants in identifying strengths, transferable skills, interests, work values, and priorities.

D. CSS will ensure via its contractors that all eligible youth will be provided with work experience. Youth will also be provided with additional supportive services if an objective needs assessment indicates that any of these services are needed by the youth.

   1. Career Planning
   2. Employment Readiness Skills

E. CSS will ensure that its contractors maintain centralized files for monitoring of all YEPs expenditures, actual and projections.

F. Walk-ins:

   Contractor should initially ask the walk-in youth to self-identify which of the eligible populations they qualify under. If they self-identify as CalWORKs the following process should be applied:

1. Contractor will first attempt to verify if the youth is on the eligible database.

   Please note: Only one eligible list will be provided to CSS by DPSS for CalWORKs youth.

2. Youth not found in the YEP eligible list are to be verified by designated DPSS staff to establish their eligibility.

3. Contractor shall obtain as much case information as possible from the youth or parent to complete the Confidential Verification Sheet for YEP (Attachment A-1).

   Information needed to complete request:

   a. Youth's name
   b. Last four digits of youth's Social Security Number
   c. Case Number and Name (usually in mother's name)
   d. Address
   e. Youth's Birth Date

   Please note: The Confidential Verification Sheet will be hand carried by youth and/or parent to their CalWORKs District Office's Customer Service Liaison for verification of CalWORKs eligibility.

   The Customer Service Liaison will review the information provided and determine whether the individual is eligible. After the request is received, the Customer Service Liaison will complete the bottom portion of the Eligibility Verification Request and return it to the parent and instruct the parent that he/she or the youth may return the form back to the contractor. The contractor is to maintain the form and all attachments in the case file.

   If eligibility is verified, the youth will be contacted by the YEP Contractor to enroll in the YEPs. If Youth is determined not eligible to participate in the program, the Contractor will notify the Youth and will drop the youth from the enrollment process.

4. Contractor will ensure that the following documents are obtained (if applicable) from youth participating in the YEP:

   - Employment Eligibility Verification (Form I-9)
   - Work Permit

General Relief Opportunities for Work Youth Employment Program
Community and Senior Services
Statement of Work (GROW)

As the lead agency responsible for administering the General Relief Opportunities for Work Youth Employment Program (GYEP) for youth in the Los Angeles County Service Delivery Area/Workforce Investment Area (SDA/WIA), Community and Senior Services (CSS) shall do the following:

A. Ensure 100 GROW referred Youth who meet the below selection criteria are placed into subsidized employment for at least 20 hours per week for at least 13 weeks. Referred participants will be selected from the Lancaster, San Gabriel and South Special GROW sites.

1. Ages 18 to 24;
2. Determine Job Ready using the Youth Employment Programs Work Readiness Checklist Pre-Test and Post-Test (Technical Exhibit A-2);
3. Complete Job Skill Preparation Class and Pathways to Success; and
4. Register with CalJobs.

B. CSS will ensure that its contractors provide orientation and training to all staff who work directly with Youth, informing them of the rules, guidelines, and requirement of the GYEP.

C. Designate at least one WorkSource Center for each of the GROW Sites selected to participate in this project (Lancaster, San Gabriel and South Special GROW Sites).

D. CSS/WorkSource Centers will select one liaison to work with the DPSS liaison at each of the selected GROW Sites. This liaison will be responsible to provide any necessary information regarding enrollment and progress of the GROW participants assigned to this project. This liaison will work with the designated DPSS liaison in the resolution of any issues arising from participants assigned to this project.

E. CSS/WorkSource Centers will maintain files for each GROW participant assigned to this project, in order to document subsidized employment information, including but not limited to: work start date; hours of employment; job position; expected duration; any issues and their resolution.

F. CSS/WorkSource Centers will provide verification of employment within five (5) business days of its start date. This verification will be provided to the DPSS GROW liaison for this project.

G. CSS/WorkSource Centers will complete the DPSS/WorkSource Center referral (Attachment A-3) and return it to the DPSS Liaison within five business of GYEP enrollment date.

Attachment A-1

CONFIDENTIAL VERIFICATION SHEET

Youth Employment Program (YEP)
CalWORKs Youth Ages 14 to 21

Date: _____

CONTRACTOR INFORMATION:

Agency Name	Contact Name
Phone Number	

YOUTH INFORMATION (*please complete all known information):*

Youth Name	Last four digits of SSN	Case Number
Address	Birth Date	Case Name

Signature_____ Date _____
(*Parent on CalWORKs case, if applicable)*

TO BE COMPLETED BY DPSS STAFF ONLY (check applicable box)

☐ This Youth qualifies for the Youth Employment Program due to receiving:

☐ CalWORKs (includes MFG youth)

☐ Not Eligible

Verified by: _____ Signature: _____
(DPSS staff printed name)

Date: _____

YOUTH EMPLOYMENT PROGRAMS
WORK READINESS CHECKLIST
WORK READINESS PRE-TEST AND POST-TEST

PARTICIPANT	DATE
INTERVIEWER/RATER	PRE-TEST SCORE/POST-TEST SCORE

Participant must have no felonies and must receive a score of 10 on the below indicators to meet Work Readiness requirements.

Please check appropriate box for each indicator/competency.

Work Readiness Indicator		Pass	Fail
1	Follows Instructions	☐ Responds accurately and appropriately to verbal and written instructions.	☐ Does not respond accurately and appropriately to verbal and written instructions.
2	Completes Tasks Accurately	☐ Carefully completes all tasks and assignments.	☐ Does not carefully complete all tasks and assignments.
3	Demonstrates "Learner's Attitude"	☐ Demonstrates a clear interest in tasks and assignments.	☐ Does not demonstrate a clear interest in tasks and assignments.
4	Accepts Constructive Criticism	☐ Always reacts appropriately and positively to corrections and guidance.	☐ Does not always react appropriately and positively to corrections and guidance.
5	Punctual/Timely	☐ Always arrives and completes tasks on schedule.	☐ Does not always arrive on time and does not always complete tasks on schedule.
6	Consistent	☐ Consistently demonstrates positive work behaviors and skills.	☐ Does not consistently demonstrate positive work behaviors and skills.
7	Presents Self Appropriately	☐ Dress, grooming, mannerisms and speech are work appropriate.	☐ Dress, grooming, mannerisms and speech are not work appropriate.
8	Communicates Clearly	☐ Expresses thoughts and ideas clearly.	☐ Does not express thoughts and ideas clearly.
9	Drug/Alcohol Free Behavior	☐ Demonstrates a commitment to drug-and-alcohol-free behavior.	☐ Does not demonstrate a commitment to drug-and-alcohol-free behavior.
10	Positive Attitude	☐ Demonstrates a positive work attitude.	☐ Does not demonstrate a positive work attitude.
Total/Pass/Fail Scores:			
Comments:			
Interviewer/Rater Signature:			

WorkSource CALIFORNIA
Building Business and Careers

dpss

"Enriching Lives Through Effective and Caring Service"

DPSS/WORKSOURCE REFERRAL

Participant's Name: LAST FIRST MIDDLE	
Appointment Information (Completed by DPSS)	
Date of Referral: / /	Worksource Center Referred to:
Date of Appointment: / /	Location:
Time of Appointment:	
Contact Person:	Contact #: ( ) –
E-Mail:	Fax #: ( ) –
Reason for Referral: **GROW Youth Employment Program** **Other:** _____	
DPSS Information (Completed by DPSS)	
Name of DPSS District/GAIN/GROW Office:	Address:
Contact Person:	Contact #: ( ) –
Email:	Fax #: ( ) –
Current Services Being Provided by DPSS: GROW GAIN FOOD STAMPS CALWORKS GR Other: _____	
(Acknowledgement of Referral and Consent to Release of Information) *I authorize DPSS and WorkSource staff to exchange information regarding my case file, participation, and counseling for employment and training services.* Participant Signature:_____ Date: _____	
Outcome/Result of Appointment (Completed by WorkSource Agency)	
Attended Appointment: Yes No	Start Date:
Assigned Activity: Employment Education/Training	Schedule or Days of Attendance:
Worksite/Training Site:	Hours Per Week:
Address: Telephone:	Expected Completion Date:
Agency Staff Signature:	Date:

ABP 1464 WSC

CONTRACTOR EMPLOYEE ACKNOWLEDGEMENT AND CONFIDENTIALITY AGREEMENT

(Note: This certification is to be executed and returned to the Department of Community and Senior Services (CSS) with Contractor's executed Agreement. Work cannot begin on the Contract until CSS receives this executed document.)

Contractor Name: _____ Agreement No. _____

Employee Name: _____

GENERAL INFORMATION

The Contractor referenced above has entered into a contract with CSS to provide _____. CSS requires your signature on this Contractor Employee Acknowledgement and Confidentiality Agreement.

EMPLOYEE ACKNOWLEDGEMENT

I understand and agree that the Contractor referenced above is my sole employer for purposes of the above reference contract. I understand and agree that I must rely exclusively upon my employer for payment of salary and any and all other benefits payable to me or on my behalf by virtue of my performance of work under the above-reference contract.

I understand and agree that I am not an employee of CSS or Los Angeles County for any purposes whatsoever and that I do not have and will not acquire any rights or benefits of any kind from the CSS or County by virtue of my performance of work under the above reference contract. I understand and agree that I do not have and will not acquire any rights or benefits from CSS or County pursuant to any agreement between any person or entity and CSS or County.

I understand and agree that I may be required to undergo a background and security investigation(s). I understand and agree that my continued performance of work under the above referenced contract is contingent upon my passing, to the satisfaction of CSS and County of Los Angeles, any and all such investigations. I understand and agree that my failure to pass, to the satisfaction of CSS and County of Los Angeles, any such investigation shall result in my immediate release from performance under this and/or any future contract.

CONFIDENTIALITY AGREEMENT

I may be involved with work pertaining to services provided by the County of Los Angeles and, if so, I may have access to confidential data and information pertaining to persons and/or entities receiving services from the County. In addition, I may also

have access to proprietary information supplied by other vendors doing business with the County of Los Angeles. CSS and the County of Los Angeles have a legal obligation to protect all such confidential data and information in its possession, especially data and information concerning health, criminal, and welfare recipient records. I understand that if I am involved in County work, the County must ensure that I, too, will protect the confidentiality of such data and information. Consequently, I understand that I must sign this agreement as a condition of my work to be provided by my employer for CSS and the County of Los Angeles. I have read this agreement and have taken due time to consider it prior to signing.

I hereby agree that I will not divulge to any unauthorized person any data or information obtained while performing work to the above-referenced agreement between my employer and CSS and the County of Los Angeles. I agree to forward all requests for the release of any data or information received by me to my immediate supervisor.

I agree to keep confidential all health, criminal, and welfare recipient records and all data and information pertaining persons and/or entities receiving services from the County, design concepts, algorithms, programs, formats, documentations, Contractor proprietary information and all other original materials produced, created, or provided to or by me under the above-referenced contract. I agree to protect these confidential materials against disclosure to other than my employer or County employees who have a need to know the information. I agree that if proprietary information supplied by other County vendors is provided to me during this employment, I shall keep such information confidential.

I agree to report to my immediate supervisor any and all violations of this agreement by myself and/or by any other person of whom I become aware. I agree to return all confidential materials to my immediate supervisor upon completion of this contract or termination of my employment with my employer, whichever occurs first.

SIGNATURE: _____ Date: _____

PRINTED NAME: _____

POSITION: _____

WITNESS SIGNATURE: _____ Date: _____

WITNESS PRINTED NAME: _____

Attachment C

MONTHLY MANAGEMENT REPORT
YOUTH EMPLOYMENT PROGRAM
COMMUNITY AND SENIOR SERVICES

MONTH/YEAR_____

1. Total number of youth applying for the program.
2. Total enrollments.
3. Total placements.
4. Total number of youth who did not complete their work experience (include in final report)

Please note: Include in the final report, as back-up, listing of names to support the numbers reported.

* CSS' Program to Date Report (PTD) will be acceptable in lieu of this MMR. Cumulative totals will be acceptable in lieu of monthly totals.

SUBMITTED BY_____
(NAME AND TITLE)

SIGNATURE_____DATE_____

Attachment D

GROW BI-WEEKLY MANAGEMENT REPORT

GENERAL RELIEF YOUTH EMPLOYMENT PROGRAM

COMMUNITY AND SENIOR SERVICES

WEEK ENDING/YEAR_____

1. Total number of youth referred to the program.
2. Total enrollments.
3. Total No Shows
4. Total placements.
5. Total number of youth who did not complete their work experience.
6. Total number of GROW youth who entered employment.
7. Total number of active GROW youth in employment.

NOTE: This report must include a detailed listing of GROW participants placed into subsidized employment (including payroll information) and individuals terminated from this project, including effective date and reason for termination.

SUBMITTED BY_____
(NAME AND TITLE)

SIGNATURE_____DATE_____

Attachment E

Department of Community and Senior Services
Inter Fund Transfer Initiator (IFTI)
Youth Employment Program/General Relief Youth Employment Program

Service Month: _____

Program: (example CalWORKs YEP or GYEP)

PERSONNEL COST	ACTUAL MONTHLY COSTS
A. PROGRAM AND ADMINISTRATION COST	
1. Salaries (attach Personnel Schedule)	_____
2. Employee Benefits	_____
3. Overhead	_____
1+2+3 Total Program and Administrative Costs	
B. DIRECT SERVICES COSTS	_____
C=A+B TOTAL RELATED COSTS PAYABLE TO CSS	_____*

*Attach supporting documentation

_____ _____
CSS' Authorizing Signature Date

_____ _____
County Contract Administrator's Authorizing Signature Date

Data Security Plan

for

Data Provided to

The Los Angeles Department of Community and Senior Services

by

The Los Angeles County Department of Public Social Services

INTRODUCTION

This Security Plan documents the procedures to be used by the Department of Community and Senior Services (CSS) to provide safeguards regarding the use and disclosure of data provided by the Los Angeles County Department of Public Social Services (DPSS) under the terms of the Memorandum of Understanding (MOU) Sharing of Confidential Data for CSS administered Youth Employment Programs. The data files to be provided to CSS under the MOU are from the Los Angeles County LEADER consortium system and other data systems.

SAFEGUARDS REGARDING THE USE AND DISCLOSURE OF DATA

1. General

All confidential data made available to CSS by DPSS shall be protected by CSS and its Contractors from unauthorized use and disclosure. Confidential information includes, youth's full name, date of birth, age, mailing address, phone number, last 4 digits of the youth's social security number, case name/number, program/aid type, DPSS district office, and DPSS Eligibility Worker File number. Pursuant to California Welfare and Institutions Code Section 10850 confidential information includes the name(s) of applicants or recipients of social services. CSS will comply with all provisions of the MOU between CSS and DPSS and ensure that all authorized contractors will comply with these requirements. The data provided under the MOU will be subject to safeguards and those specified in the MOU between CSS and DPSS.

2. Records Usage, Duplication, and Redisclosure Restrictions

Data provided by DPSS and any records created as a result of the data provided by DPSS will be used for the purposes of, and only to the extent necessary in the administration of, the information sharing covered by the MOU. CSS and DPSS agree that the use of the data provided under the MOU or created as a result of the MOU are only for the purposes covered by the MOU and will not be redisclosed, other than to CSS contractors who have signed the Contractor Employee Acknowledgment and Confidentiality Agreement.

3. Assurance

CSS will assure that all Contractors will sign a Contractor Employee Acknowledgement and Confidentiality Agreement (see Attachment B) and comply with all provisions of the law that affect information acquired by DPSS.

CSS employees and contractors who improperly disclose confidential information are subject to criminal sanctions.

CSS agrees that access to the personally identifiable information provided under the MOU will be restricted to authorized CSS employees and contractors with authorized access limited to the purpose described under the MOU.

4. Computer Security

The County Chief Information System Officer (CISO) and Departmental Information System Officer (DISO) will approve the transit and handling methods.

Network Configuration
Upon delivery of data files to CSS, a digital copy will be stored in a restricted access folder designated solely for this project with an access policy built on the principles of least privilege and need-to-know.

Off-site Use Permitted
The data files provided by DPSS can be used by contractors at their job sites who have signed the Contractor Employee Acknowledgement and Confidentiality Agreement. Data will be made available only through securely managed applications and not at the sole discretion of non-County personnel.

Unauthorized Access Prohibited
The data files provided by DPSS will not be accessed in the presence of unauthorized, third parties. Screen locks will be used whenever unauthorized, third parties enter the room. Data will be made available only through securely managed applications and not at the sole discretion of non-County personnel and accessed only through secure application framework.

Media Disposal and Re-Use
The folder, or any media that potentially contains data files provided by DPSS, will be thoroughly wiped before it is disposed of or re-used. The data files provided by DPSS in electronic format will be stored on erasable digital storage media. At the end of the project or the MOU, all writeable space of any kind on the media will be wiped, overwritten; or the media will be both physically destroyed and degaussed to such an extent that no portion is capable of being read. This requirement applies to fixed and removable media, including media used for backup. Backup tapes will be dedicated to this MOU and will be degaussed at the end of the project, prior to reuse. Data will be made available only through securely managed applications and not at the sole discretion of non-County personnel.

Access Control
Access to the restricted data will require a verification process. Each user will be required to maintain a Password. Password protection will remain active at all times. Data will be made available only through securely managed applications and not at the sole discretion of non-County personnel.

Audit Control
The operating system log on and log off procedures provides additional documentation, including data and time of access. Data will be made available only through securely managed applications and not at the sole discretion of non-County personnel.

All data files provided by DPSS will be electronic copies of original electronic files.

Encryption
All data files provided by DPSS stored in the folder designated solely for this project will be encrypted when not actively in use to prevent unauthorized access. The standard for minimum encryption strength will be 256-bit key. Data will be made available only through securely managed applications and not at the sole discretion of non-County personnel.

Automated Shutdown
Files will be closed and the system shut down whenever the computer is not in active use. An automated shutdown or screen locks will be enabled after 20 minutes of idle time. Data will be made available only through securely managed applications and not at the sole discretion of non-County personnel.

5. Security of Paper/ Hard Copies

Disposal of Paper Documents
Destruction of documents containing any personally identifying information will be accomplished by pulping, shredding, or complete incineration.

6. Facility Security

Physical Security Procedures
Encryption of all confidential data stored on portable electronic media (including, but not limited to, CDs and thumb drives) and on computing devices (including, but not limited to, laptop computers and PDAs) with a solution that uses proven industry standard algorithms.

7. Transmission and Transportation of Data

DPSS will transmit electronic data files to CSS in a manner that satisfies security requirements. The data shall be encrypted.

8. Destruction of Data

All original data and files created from original data, excluding de-identified data, shall be destroyed upon completion, expiration, or termination of this MOU. The media used for any part of the project will be wiped or destroyed, and all writeable space of any kind on the media will be wiped or overwritten; or the media will be

both physically destroyed and degaussed to such an extent that no portion is capable of being read. This requirement applies to fixed and removable media, including media used for backup. The dedicated backup tapes will be degaussed at the end of the project, prior to reuse.

9. Breach Disclosure and Legal Actions

CSS employees and contractors are expected to immediately report any known or suspected violations of security procedures, or any exposure of known sensitive material to unauthorized personnel. This report will be made within twenty-four hours to the designated contacts for CSS and DPSS.

CSS agrees to notify the designated contacts for DPSS within twenty-four hours, upon discovering any unauthorized disclosure of confidential information. CSS agrees to notify the designated contacts for DPSS within twenty-four hours upon discovering:

- Any breach or suspected breach of security.
- Any unauthorized disclosure of the confidential information.

CSS agrees to notify the designated contacts for DPSS within twenty-four hours upon receipt of any legal, investigatory, or other demand for access to the confidential information in any form. To the fullest extent permitted by law, CSS shall refer any Freedom of Information Act request for confidential information provided by CSS to DPSS for response.

CIVIL RIGHTS COMPLAINT PROCEDURES

A. Accepting Civil Rights Discrimination Complaints from the Department of Public Social Services (DPSS) California Work Opportunities and Relief for Kids (CalWORKs)/General Relief (GR) Youth Participating in Youth Employment Programs

Any CalWORKs/GR youth alleging discrimination has the right to file a complaint of discrimination. It is the responsibility of the Department of Community and Senior Services (CSS) and its contracted agencies to ensure that all complaints of discriminatory treatment filed by CalWORKs/GR youth are handled professionally and with respect.

CSS and its contracted agencies **must accept all complaints** of discriminatory treatment, written and/or verbal from DPSS CalWORKs/GR youth. Individuals are not required to disclose the nature of the complaint in order to obtain a DPSS "Complaint of Discriminatory Treatment" form (PA 607). If a verbal allegation of discrimination is made, either in person or by telephone, and the complainant refuses or is incapable of putting the allegation in writing, the staff person with whom the complainant is discussing the allegation shall put the elements of the complaint in writing, using the PA 607 form.

A complainant who wishes to be anonymous may also file a complaint. Individuals should be given the PA 2457, Civil Rights Information Notice regarding Civil Rights Laws & Complaints. This document contains the contact information for the various Civil Rights agencies that monitor DPSS and its contractors.

B. Facilitating the Discrimination Complaint Process – Responsibilities of CSS and its Contracted Agencies

In order to facilitate the complaint process, the PA 607 shall always be readily accessible at CSS' contracted agencies in the appropriate threshold languages. If a CalWORKs/GR youth indicates to a CSS' contracted staff at any time during any conversation that he/she has experienced discrimination, provide the PA-607 in the participant's preferred language and refer the participant directly to your designated Civil Rights Liaison. CalWORKs/GR youth may also be directly referred to the DPSS Civil Rights Section at (562) 908-8501.

All CSS' contracted agencies must have a designated Civil Rights Liaison. The Civil Rights Liaison will provide the CalWORKs/GR youth with the PA 607, in the language he/she preferred and must not compel them to discuss the complaint in the office or be forced to resolve the issue against their better judgment. Participants are not required to disclose the nature of their complaint in order to obtain a PA 607 form.

Once a complaint has been received, the Civil Rights Liaison must enter the complaint in the Civil Rights Log. However, he/she must **NEVER** conduct a Civil Rights investigation. The task of performing this function is the responsibility of the DPSS Civil Rights Investigator, who is trained to review and investigate complaint allegations of discrimination.

Once the Civil Rights Liaison at the CSS' contracted agency has received and logged the complaint, he/she must forward all complaints of discriminatory treatment made by CalWORKs/GR youth to the DPSS Civil Rights Section within 24 hours. A copy of the complaint and the Complaint Log must also be submitted within 24 hours to the DPSS Contract Management Division and Civil Rights Coordinator at CSS.

The DPSS Civil Rights Section is responsible for registering, investigating, and resolving Civil Rights complaints. The original Complaint of Discriminatory Treatment form (PA 607) should be forwarded to:

Department of Public Social Services
Civil Rights Section
12860 Crossroads Parkway South
City of Industry, CA 91746
(562) 908-8501

A copy of the Complaint of Discriminatory Treatment form (PA 607) and a copy of the Complaint Log must be submitted to:

DPSS Administrative Headquarters
Contract Management Division
12900 Crossroads Parkway South
City of Industry, CA 91746
Attention: Lynol Phillips

AND

Department of Community and Senior Services
3175 W. 6th Street, Room 300
Los Angeles, CA 90020
Attention: Civil Rights Coordinator

C. Civil Rights Complaint Log & Procedures

All Civil Rights complaints must always be entered in the Civil Rights Complaint Log. The Civil Rights Log, which must be on-hand at every CSS' contracted agency is subject to review and inspection by the DPSS auditors/monitors and must always be maintained for the purpose of recording, tracking, and reviewing Civil Rights complaints. CSS' contracted agencies shall ensure that all complaints filed by a CalWORKs/GR youth alleging discrimination are filed

separately and logged in the Civil Rights Complaint Log, not in their general complaint files.

The minimum information to be maintained on each Civil Rights Discrimination Complaint Log should include the following:

1. The complainant's name

2. DPSS Case Number and California Department of Social Services/Civil Rights Bureau case, if known.

3. Program(s) involved such as CalWORKs or GR

4. Basis of alleged discrimination:

(a) Race

(b) Sex

(c) Religion

(d) National Origin

(e) Color

(f) Disability

(g) Age

(h) Marital Status

(i) Political Affiliation

(j) Sexual Preference

5. Nature of the complaint. This should be a brief description of the Provider's alleged action or inaction, such as delay of services, withholding of treatment, discourtesy, etc.

The following information (Items 6 – 9) shall be included in the Complaint Log upon resolution of the alleged complaint.

6. Resolution of the complaint such as investigation completed, withdrawal, failure to pursue, etc.

7. Whether discrimination was found.

8. Date complaint was resolved or investigation completed.

9. Disposition of the complaint.

County of Los Angeles

Department of Public Social Services

COMPLAINT OF DISCRIMINATORY TREATMENT

TO: DEPARTMENT OF PUBLIC SOCIAL SERVICES
CIVIL RIGHTS SECTION
12860 CROSSROADS PARKWAY SOUTH
CITY OF INDUSTRY, CALIFORNIA 91746

CASE NAME:

CASE NUMBER:

I, _____, hereby file this complaint of discriminatory treatment and request that an investigation be conducted.
(Please print your name)

I believe I was discriminated against because of my:

☐ RACE	☐ DISABILITY	☐ ETHNIC GROUP IDENTIFICATION
☐ NATIONAL ORIGIN	☐ RELIGION	☐ SEX
☐ MARITAL STATUS	☐ AGE	☐ COLOR
☐ POLITICAL AFFILIATION	☐ SEXUAL ORIENTATION	☐ DOMESTIC PARTNERSHIP

DATE OF OCCURRENCE: _____

NAME(S) AND TITLE(S) OF THE PERSON(S) WHO I BELIEVE DISCRIMINATED AGAINST ME:

_____

_____

THE ACTION, DECISION OR CONDITION WHICH CAUSED ME TO FILE THIS COMPLAINT IS AS FOLLOWS:

_____

_____

_____

_____

_____

_____

_____

I WISH TO HAVE THE FOLLOWING CORRECTIVE ACTION TAKEN:

_____

_____

_____

_____

_____
Initial on the line above if you give consent.

CONSENT GRANTED – By initialing this option, I am authorizing the Department of Public Social Services, Civil Rights Section (CRS) to reveal my identity and other personal information to persons at the organization or institution under investigation and to other Federal and State agencies in accordance with applicable federal and state laws and regulations. I hereby authorize CRS to receive material and information including, but not limited to applications, case files, personal records, and medical records. The material and information shall be used for authorized civil rights compliance and enforcement activities. I understand that I am not required to authorize this release and I do so voluntarily.

_____
Initial on the line above if you do not give consent.

CONSENT DENIED – I do not give my consent for the release of my name or other personally identifying information. I understand that this complaint may not be investigated as a result of my refusal to give my consent for the release of information.

_____ _____
(SIGNATURE) **(DATE)**

ADDRESS: _____

_____

TELEPHONE: _____

CIVIL RIGHTS INFORMATION NOTICE

YOUR CIVIL RIGHTS

WHAT ARE CIVIL RIGHTS?

Civil Rights are laws that protect individuals from being discriminated against. The Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 and other federal and State regulations say that discrimination is against the law in programs receiving federal and state financial aid.

WHO DO THEY PROTECT?

If you are applying for or receiving cash assistance, Medi-Cal, Food Stamps, or Social Services in Los Angeles County, you are protected under the law against discrimination regarding these benefits and you have specific rights:

You have the right to receive the same services, consideration, and equal treatment given to all other applicants or participants regardless of race, color, religion, sex, national origin (this covers speaking a different language other than English), political affiliation, disability, marital status, ethnic group identification, sexual orientation or any other factor. You have the right:

- to receive free interpreter services if you need help to apply for or to keep receiving benefits from us; and
- to be given a bilingual worker for your case who speaks your language if you speak one of the following languages: Armenian, Cambodian, Chinese, English, Farsi, Korean, Russian, Spanish, Tagalog and Vietnamese; and
- to receive free interpreter services for your case even if you speak a language other than those listed above; and
- to call the office and have an English Notice that you received, translated and explained to you.

HOW TO FILE A CIVIL RIGHTS COMPLAINT

If you believe you have been discriminated against because of race, color, religion, sex, national origin, political affiliation, disability, age, marital status, ethnic group identification, sexual orientation or any other factor, you may take one or all of the following actions:

You may ask to speak with the local office Civil Rights Liaison. He or she can help you resolve your complaint and/or explain your rights. This includes assisting you with obtaining a PA 607, "Complaint of Discriminatory Treatment," and helping you complete the form. You may also contact the Los Angeles County Department of Public Social Services (DPSS) Civil Rights Section or the State directly at the addresses and telephone numbers listed in the next column.

You may request an investigation from the DPSS Civil Rights Section either verbally or in writing by contacting the Civil Rights Unit. You may use the PA 607 to document your complaint. The PA 607 is available to any person or organizational representative in the community requesting it. You may complete the form or ask the Civil Rights Liaison to complete it for you. The Civil Rights Unit will contact you within 20 days of receipt of your complaint for more information. The Civil Rights Unit will investigate the complaint and inform you of their findings in writing. If you disagree with the County's findings, you may appeal to the California Department of Social Services, or if it involves the Food Stamp Program, to the U.S. Department of Agriculture.

Your complaint must be filed within 180 days from the date that you believe you were discriminated against.

You may file your complaint with one or all of the following applicable County, State and federal agencies: the California Department of Social Services, the U.S. Department of Agriculture or the U.S. Department of Health and Human Services.

County Office
Department of Public Social Services
Civil Rights Section
12860 Crossroads Parkway South
City of Industry, California 91746
Telephone No. : (562) 908-8501

State Office
California Department of Social Services
Civil Rights Bureau
744 "P" Street, M-S. 8-16-70
Sacramento, California 95814
Telephone No. : (866) 741-6241

Federal Office
U.S. Department of Health and Human Services
Office for Civil Rights
907th Street, Suite 4-100
San Francisco, California 94102
Telephone No. : (800) 368-1019

Food Stamp Program
U. S. Department of Agriculture
Food and Nutrition Services
Office of Civil Rights - Western Region
907th Street, Suite 10-100
San Francisco, California 94108
Telephone No. : (888) 271-5983

INSTRUCTIONS FOR **STATE HEARING** ON REVERSE

(REVERSE SIDE)

STATE HEARING

If you need to seek further help regarding the County's action on your application for assistance or your public assistance benefits, you may take the following action:

File a State Hearing within 90 days of the County's action. The 90-day period applies even though you have filed a Civil Rights complaint. Aid Paid Pending may be received if you file your request for a hearing before the effective date of the action.

To ask for a hearing:

By telephone, please call (800) 952-5253. This number is often busy.
By mail, fill out the back of any Notice of Action (letter) from the welfare office or write a letter (keep a copy), and send your request to Appeals and State Hearings, P.O. Box 18890, Los Angeles, CA 90018

Additional Civil Rights and State Hearing information is available in the reception areas of District/Regional offices. You may ask for the State pamphlet, Your Rights Under California Welfare Programs (PUB 13), which is available in all reception areas.

Instructions

- To be given and explained to applicants/participants at time of application and recertification/redetermination or mailed to applicants/participants if a face-to-face contact is not required.
- Filing/Retention – Not Applicable

PA 2457 (Rev. 03/10) ENGLISH

Attachment I

LANGUAGE DESIGNATION FORM

CASE NAME: _____ CASE NUMBER: _____

FREE INTERPRETER SERVICES ARE AVAILABLE

(please ask your worker)

A. SPOKEN LANGUAGE DESIGNATION

I speak the language checked below. I prefer to speak/talk about my case or related matters with staff from the Department of Public Social Services in the language selected below. This designation takes the place of any choices made before.

☐ Armenian ☐ Cambodian ☐ Cantonese ☐ English
☐ Korean ☐ Mandarin ☐ Russian ☐ Spanish
☐ Tagalog ☐ Vietnamese ☐ Other (Specify) _____

B. WRITTEN LANGUAGE DESIGNATION

☐ I prefer to get written letters, notices, forms and other communication in English.

OR

☐ I prefer that written communications and forms be sent or given to me, if available, in the language specified below (Chinese is the written language for those who speak Cantonese and Mandarin). In addition, I understand that if written communications from the Department of Public Social Services are not available in the language specified below, I can receive a verbal translation by contacting my case worker.

☐ Armenian ☐ Cambodian ☐ Chinese
☐ English ☐ Korean ☐ Russian ☐ Spanish
☐ Tagalog ☐ Vietnamese ☐ Other (Specify) _____

_____ _____
APPLICANT'S/PARTICIPANT'S SIGNATURE (OR MARK) DATE

☐ I hereby verify that the applicant's/participant's above choices are reflected on LEADER and/or GEARS and/or CMIPS and/or any other computer program used to manage eligibility issues.

_____ _____ _____
CASE CARRYING WORKER'S SIGNATURE FILE NUMBER DATE

_____ _____
SUPERVISOR'S INITIALS DATE

FILING INSTRUCTIONS:
BWS/BSO: Documentation/Activity Folder
Retention: Permanent

Department of Community and Senior Services

PROGRAM NAME: **YOUTH EMPLOYMENT PROGRAM - CALWORKS TEENS**

PROGRAM TERM: **JUNE 1, 2012 - OCTOBER 31, 2012**

CONTACT PERSON: Dan Ma
TELEPHONE NUMBER: (213) 738-2767

BUDGET ALLOCATIONS	CALWORKS June ONLY	CALWORKS July - Oct	**TOTAL June - Oct**
Program Costs			
Program Staff Salary and Employee Benefits			
Salaries	$ 27,500	$ 50,200	$ 77,700
Fringe Benefits	10,313	18,787	29,100
Subtotal Program Staff Salary and Employee Benefits	**37,813**	**68,987**	**106,800**
Operating Costs			
Auditor-Controller - Services	-	20,000	20,000
Communication	-	200	200
Mileage/Travel	-	300	300
Office Supplies	-	1,648	1,648
Printing/Postage/Other	-	1,500	1,500
Subtotal Operating Costs	**-**	**23,648**	**23,648**
Administrative Support	**26,187**	**57,365**	**83,552**
Program Costs Total	**64,000**	**150,000**	**214,000**
Contracted Costs Total		**1,286,000**	**1,286,000**
TOTAL	**$ 64,000**	**$ 1,436,000**	**$ 1,500,000**

Department of Community and Senior Services

PROGRAM NAME: **GENERAL RELIEF OPPORTUNITIES for WORK (GROW) YOUTH EMPLOYMENT PROGRAM**

PROGRAM TERM: **JUNE 1, 2012 - OCTOBER 31, 2012**

CONTACT PERSON: Dan Ma
TELEPHONE NUMBER: (213) 738-2767

BUDGET ALLOCATIONS	GROW June ONLY	GROW July - Oct	**TOTAL June - Oct**
Program Costs			
Program Staff Salary and Employee Benefits			
Salaries	$ 9,300	$ 18,700	$ 28,000
Fringe Benefits	3,563	6,937	10,500
Subtotal Program Staff Salary and Employee Benefits	**12,863**	**25,637**	**38,500**
Operating Costs			
Auditor-Controller - Services	-	9,700	9,700
Communication	-	200	200
Mileage/Travel	-	300	300
Office Supplies	-	400	400
Printing/Postage/Other	-	1,500	1,500
Subtotal Operating Costs	**-**	**12,100**	**12,100**
Administrative Support	**9,137**	**15,263**	**24,400**
Program Costs Total	**22,000**	**53,000**	**75,000**
Contracted Costs Total		**425,000**	**425,000**
TOTAL	**$ 22,000**	**$ 478,000**	**$ 500,000**

MEMORANDUM OF UNDERSTANDING
BETWEEN
LOS ANGELES COUNTY COMMUNITY AND SENIOR SERVICES
AND
LOS ANGELES COUNTY PROBATION DEPARTMENT
TO PROVIDE
ENHANCED EMPLOYMENT AND VOCATIONAL TRAINING OPPORTUNITIES
FOR PROBATION YOUTH IN THE COMMUNITY
FUNDED BY THE JUVENILE JUSTICE CRIME PREVENTION ACT

Prepared by:
Los Angeles County Probation Department
and
Community and Senior Services

MEMORANDUM OF UNDERSTANDING
BETWEEN LOS ANGELES COUNTY COMMUNITY AND SENIOR SERVICES
AND
LOS ANGELES COUNTY PROBATION DEPARTMENT
TO PROVIDE
ENHANCED EMPLOYMENT AND VOCATIONAL TRAINING OPPORTUNITIES
FOR PROBATION YOUTH IN THE COMMUNITY
FUNDED BY THE JUVENILE JUSTICE CRIME PREVENTION ACT

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MEMORANDUM OF UNDERSTANDING BETWEEN
LOS ANGELES COUNTY COMMUNITY AND SENIOR SERVICES
AND
LOS ANGELES COUNTY PROBATION DEPARTMENT
TO PROVIDE
ENHANCED EMPLOYMENT AND VOCATIONAL TRAINING OPPORTUNITIES
FOR PROBATION YOUTH IN THE COMMUNITY
FUNDED BY THE JUVENILE JUSTICE CRIME PREVENTION ACT

I. PURPOSE

This Memorandum of Understanding (MOU) is entered into between the Los Angeles County Community and Senior Services (CSS) and Los Angeles County Probation Department (Probation).

The purpose of this MOU is to affect an intrafund transfer from Probation to CSS to enhance and provide employment and vocational training opportunities through subsidized employment and enrollment funding for identified youth served by Probation.

In addition, the forging of an MOU between CSS and Probation is to enable the sharing of confidential data for eligible Probation youth. The data will be used to provide CSS and its contractors with eligible Probation youth information required to provide outreach and services.

II. TERM OF MOU:

The initial term of this MOU shall commence upon execution date and shall remain in effect over a three year period. Contingent upon available funding, the term may be automatically extended as agreed upon by both parties.

III. AGREEMENT FUNDING:

Probation shall reimburse CSS for the enhancement of subsidized employment and vocational training programs, in an amount not to exceed $2,000,000 over a three year period beginning upon execution of this MOU.

CSS shall utilize these funds to work in collaboration with local Workforce Development Boards and local employers to assess and pay for subsidized employment of youth referred by Probation, and where applicable, to pay for vocational training program enrollment, tuition, books, tattoo removal, supportive services (i.e., transportation, work clothing and/or tools) and other educational related fees or

materials including the Personal Enrichment Training (i.e., Financial Literacy, Work Ethics, Work Readiness, Career Exploration), which may include an attendance stipend.

Changes to the budget, require signed written approval by both parties.

IV. ROLES AND RESPONSIBILITIES

PROBATION SHALL:

- Probation shall attend regular meetings of the Juvenile Justice Crime Prevention Act (JJCPA) partners intended to enhance interagency collaboration and quality of care.

- Probation shall identify eligible youth for referral to CSS. Referral forms will be agreed upon by both agencies.

- Probation shall continue to provide services already in place such as background clearance oversight of CSS contracted community-based providers, as required.

- Probation shall collaborate with CSS and other agencies providing services in the employment and vocation training plan, and will address needs that surface during the juvenile's screening, evaluation and assessment.

- Probation shall coordinate and collaborate with CSS and/or its contracted and/or subcontracted agency in the provision of services to reduce fragmentation and duplication.

- Probation shall provide CSS with access to applicable information necessary to provide services to youth identified by Probation.

- Probation shall affect an intra-fund transfer to CSS for the purpose of expanding employment opportunities through employment and vocational training stipend through JJCPA funds for eligible Probation youth.

CSS SHALL:

- CSS shall attend regular meetings of the JJCPA partners intended to enhance interagency collaboration and quality of care;

- CSS shall work collaboratively with Probation, Workforce Development Boards and other County departments, CSS contracted and/or subcontracted agencies, and other workforce

partners to 1.) provide: subsidized employment opportunities, 2.) connect youth to vocational training opportunities and, 3.) to establish a case management plan that will result in the provision of subsidized employment of up to 250 hours on average per youth and vocational training programs to youth served by the Probation Department.

- CSS shall distribute funding to provide services in all five supervisorial districts based on levels of need throughout Los Angeles County as agreed upon by both CSS and Probation. Once placed in a subsidized job and/or in a vocational training program through a CSS authorized Contractor/Service Provider, the funds made available through this MOU will be used to directly pay the participants' subsidized employment wage and related benefits, enrollment vocational education and/or training, and tuition costs, books, supportive services, tattoo removal, the Personal Enrichment Training, and related educational fees and materials as approved by Probation.

- CSS shall ensure that confidentiality of all records is and information relating to juvenile participants under this MOU are adhered to by CSS and CSS contracted and/or subcontracted agencies.

V. CONFIDENTIALITY

Probation and CSS shall maintain the confidentiality of all records and information relating to juvenile participants under this MOU. This shall be in accordance with Welfare & Institutions Code (WIC) provisions, as well as, all other applicable State and County laws, ordinances, regulations, and directives relating to confidentiality. Probation and CSS shall inform all its managers, supervisors, employees, and contractor providers providing services hereunder, of the confidentiality provision of this MOU in writing.

In no case shall records or information pertaining to participants be disclosed to any person except designated County/contractor employees without the written permission of a Probation Director, or authorized representative.

VI. FISCAL PROVISIONS

Probation shall make payments to CSS for services rendered pursuant to this MOU. Such payments shall be made from the JJCPA funding.

Payment terms are as follows:

- Departmental Service Orders (DSOs) shall be prepared in accordance with Chief Executive Office budget instructions.

- CSS shall submit Departmental Invoices monthly that comply with Auditor-Controller guidelines. Expenditures must correspond to the CPA 2000 plan budget approved by the State. Changes to the budget require signed written approval of both parties.

- The monthly invoices shall include the expenditures, less other State and Federal revenue, for the enhanced employment and vocational training services funded by the JJCPA funds:

    1. Salaries and Employee Benefits
    2. Operating Costs
    3. Administrative Overhead
    4. Tattoo removal
    5. Supportive services- (i.e., transportation, clothing and tools for work)
    6. Personal Enrichment Training

- Departmental Invoices with supporting documentation should be submitted by the 25th of the following service month to:

    Grace Reyes, Chief Financial Officer
    Probation Department
    9150 East Imperial Highway, Room P-73
    Downey, CA 90242
    Phone: (562) 940-2680
    E-mail: Grace. Reyes@probation.lacounty.gov
    Fax: (562) 940-2614

- Unspent JJCPA funding for CSS is subject to carryover from one FY to the next for a period not to exceed three (3) total years from the execution date.

- If an audit of the program covered in this MOU identifies and disallows ineligible costs, CSS will reimburse Probation for the amount of the over-payment to the extent that program eligibility requirements have been communicated to CSS.

VII. EMPLOYEE CRIMINAL RECORDS AND NOTICES

As a condition of participation, CSS shall include the following language in any and all contracts with third parties, referred to as Contractor/Servicer

Provider below and shall facilitate any Probation activities with regard to Contractor/Service Provider referred to hereunder:

"Contractor/Service Provider" shall be responsible for ongoing implementation and monitoring of subsections 1. through 7. listed below. On at least a quarterly basis, Contractor/Service Provider shall report, in writing, monitoring results to CSS and Probation, indicating compliance of problem areas. Elements of monitoring report shall receive prior written approval from CSS and Probation.

1. No personnel employed by the Contractor/Service Provider for this program having access to Probation and/or CSS information or records shall have a criminal conviction record or pending criminal trial unless such information has been fully disclosed and employment of the employee for this program is approved, in writing by Probation and CSS.

2. CSS reserves the right to preclude the Contractor/Service Provider from employment, or continued employment of any individual or any individual designated by Probation for this contract service.

3. In general, no personnel employed by the Contractor/Service Provider for this project shall be on active probation or parole currently or within the last three (3) years. The only exception pertains to youth that receive subsidized employment through this program and appear to be employees of the CSS contractor and/or subcontractor for the provisions of this contract.

4. Contractor/Service Provider and employees of the Contractor/Service Provider shall be under a continuing obligation to disclose any prior or subsequent criminal conviction record or any pending criminal trial to Probation and CSS.

5. CSS reserves the right to have Probation conduct a background investigation of Contractor/Service Provider's prospective employees prior to employment and further reserves the right to have Probation conduct a background investigation of Contractor/Service Provider's employees at any time during employment, and to bar such employees from working on the contract under circumstances in which information is discovered regarding a criminal conviction or pending criminal trial.

6. The Contractor/Service Provider shall submit the names of employees to the CSS Contract Manager within five (5)

business days of the date of hire. Probation will schedule appointments to conduct background investigation/record checks based on fingerprints of Contractor/Service Provider's employees, and further reserves the right to have Probation conduct a background investigation of Contractor/Service Provider employees at any time.

7. Because Probation is charged by the State for checking the criminal records of Contractor/Service Provider's employees, CSS, through Probation, will bill Contractor/Service Provider to recover expense. The current amount is $32.00 per record check which is subject to change by the State."

IN WITNESS HEREOF, the parties hereto have executed this MOU as of this 22nd day of December, 2016.

LOS ANGELES COUNTY
COMMUNITY AND SENIOR SERVICES

CYNTHIA D. BANKS
Director

DATE

LOS ANGELES COUNTY
PROBATION DEPARTMENT

CALVIN C. REMINGTON
Interim Chief Probation Officer

12-22-16
DATE

AGN. NO.

MOTION BY SUPERVISORS HILDA L. SOLIS AND MARK RIDLEY-THOMAS **DECEMBER 1, 2015**

IMPLEMENTING PROP 47 AND ADAPTING TO THE NEW LEGAL LANDSCAPE

Last year, California voters approved Proposition 47: The Safe Neighborhoods and Schools Act ("Prop 47"), which reduced certain non-violent, non-serious drug and property crimes from felonies to misdemeanors. By reducing the number of people serving prison sentences for low-level, nonviolent offenses, Prop 47 has helped to reduce California's prison overcrowding one year ahead of a federal court deadline. Anticipating that the law would result in savings, the law directed that such savings flow to local jurisdictions to be spent on (1) mental health and substance use treatment, (2) truancy and dropout prevention among K-12 public school students, and (3) victim services. The law applied retroactively as well as prospectively, thereby allowing currently or formerly incarcerated people to apply to change their criminal record.

Though premised in part on the proposition that treating addiction would increase public safety more than long prison sentences, the law did not provide immediate funding for such treatment. Though some state savings will eventually flow to the local level in the form of grants for which local jurisdictions can apply, the law's failure to provide immediate treatment funding was a significant shortcoming.

This must not distract us from our responsibility for ensuring that the will of the people is carried out. Prop 47 is the law of the land. California voters have validated a shift in public opinion away from "tough on crime" policies reliant on long prison sentences as the

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primary crime-fighting tool and towards a restorative approach prioritizing prevention and treatment that address crime's root causes. The salient question today is not whether Prop 47 "caused" more crime, but rather what changes our public safety leaders must make in order to protect safety and advance justice in this new context.

Los Angeles County should further this work by galvanizing a massive and focused effort by both public and private institutions to connect these formerly incarcerated men and women with jobs and services that will help them rejoin productive society. This will not be easy. The criminal justice ecosystem is complex and involves many institutions that too often operate independently and without unity of purpose. Adjusting to the new legal landscape will require unprecedented collaboration between law enforcement agencies, prosecutors, the defense bar, trial judges, corrections professionals, and service providers. In fact, the collaborative circle must be wider still, encompassing private sector efforts to supply jobs, philanthropic efforts to mobilize resources, and nonprofit efforts to implement successful treatment and service programs.

The first task for this collaborative is to ensure that all who are eligible for a sentence reduction apply for one. Under California law, most people convicted of felonies face restricted access to jobs, housing, and government programs—even after they have served their sentence. This includes people convicted of low-level felonies, including drug possession, shoplifting, and writing bad checks.

The Public Defender and Alternate Public Defender estimate that there are at least 690,000 Los Angeles County residents eligible for resentencing under Prop 47. Prop 47, however, did not allow for automatic resentencing. Any eligible person who wants their sentence reduced under Prop 47 must petition the court. Many of these people may not be able to afford a lawyer or navigate the legal system without one. Even more worrisome, outreach and education concerning Prop 47 has been insufficient. A recent survey commissioned by the California Endowment found that only 29% of Los Angeles residents were aware of Prop 47. These challenges must be overcome within the 3 year deadline the law set for retroactive applications. Reaching this population will require creative outreach, coordination, and funding support—in a very short timeframe.

Facilitating these applications, moreover, presents a tremendous opportunity to expand access for these men and women to the services they need to fully reintegrate. Establishing a system for identifying eligible applicants and providing them access to jobs and training, linking them to mental health treatment, substance abuse treatment, health services, supportive housing, and other wraparound supports services will require exactly the kind of public-private cooperation contemplated above.

California is on the cutting edge of a national shift away from mass incarceration and towards smarter criminal justice policies. Los Angeles should lead California's criminal justice transformation from a system focused primarily on punishment to a more effective system focused on prevention, rehabilitation, and restoration. This is a significant moment and challenge for our region, and we must succeed.

WE, THEREFORE MOVE that the County of Los Angeles Board of Supervisors:

1. Direct the Public Defender and the Chief Executive Officer (CEO) to jointly convene a Prop 47 County Taskforce comprising the Interim Director of the Office of Diversion and Reentry and senior management representatives from the Alternate Public Defender, the District Attorney, the Superior Court, the Los Angeles County Bar Association Indigent Criminal Defense Program, Post-Conviction Assistance Center, the Information Systems Advisory Body (ISAB), the Countywide Criminal Justice Coordinating Committee, the Probation Department, Department of Public Social Services, the Department of Children and Family Services, and any other departments they deem necessary, and to prepare a report to the Board in 90 days that:

    a. Identifies the number of Los Angeles County residents eligible for Proposition 47, the number who have applied for reclassification to date, and the number of those applications that have been processed; and

b. Formulates a County-wide plan for identifying all remaining eligible residents and facilitating the application and processing of their resentencing petitions prior to the statutory deadline. This plan should consider means by which departments that regularly interface with the public and community-based organizations can identify eligible candidates and link them to culturally and linguistically competent resources they need to complete the reclassification process. The plan should also consider partnerships with local law schools and/or pro bono private attorneys. The report should also include the estimated costs for outreach services and for facilitating and processing their applications; and

c. Develops a data collection and analysis methodology so that the Taskforce can make informed recommendations based upon reliable data.

d. Explores the feasibility of legislation that would extend or eliminate the sunset date for processing Prop 47 sentence reduction applications and recommend whether the County should support legislation.

2. Direct the Chief Executive Officer, in collaboration with the Interim Director of the Office of Diversion and Reentry who will serve as the liaison between the two groups, to convene a Prop 47 Jobs & Services Taskforce that comprises, should the County's invitation be accepted, the President & CEO of the Los Angeles Area Chamber of Commerce, the Executive Secretary-Treasurer of the Los Angeles County Federation of Labor, President and CEO of The California Endowment, the President of Los Angeles Trade-Tech College, the Executive Director of Californians for Safety and Justice, the Archbishop of Los Angeles, as well as the Directors of the Department of Human Resources, the Department of Community and Senior Services, the Department of Mental Health, and the Department of Public Health; and a minimum of two (2) community members formerly impacted by incarceration, substance abuse, mental health issues, chronic unemployment and/or

homelessness to prepare a report to the Board in 90 days that:

a. Formulates a plan for launching multiple public-private partnerships (PPPs) with philanthropy, the private sector, unions, educational institutions, faith-based organizations (FBOs), and community-based nonprofit organizations (CBOs) that are targeted towards enabling residents who have reduced their felony record through Prop 47 to access workforce development and vocational training, employment opportunities, apprenticeships, and educational programs. The members of the taskforce should convene and chair sub-groups comprising other organizations in the same field, i.e. philanthropy, private sector, unions, educators and workforce developers, FBOs, CBOs, and formerly impacted community members.

b. Formulates a Countywide plan for capitalizing on the outreach to and contact with Prop 47 eligible residents to simultaneously link them with wraparound services such as family reunification counseling, permanent housing, healthcare, mental health treatment, and substance abuse treatment that will promote their successful reintegration into productive membership in society.

3. Instruct the Director of the Office of Diversion and Reentry, in collaboration with the Manager of the City of Los Angeles Mayor's Office of Reentry, to:

a. Convene appropriate stakeholders, including significant representation by community-based organizations and people previously incarcerated under Prop 47 offenses, to recommend a process and schedule for collaborating with regional stakeholders to prepare an application for the forthcoming state grant funds, with a strong focus on promoting evidence-based interventions.

b. Facilitate a community engagement process that includes a minimum of three

(3) town hall meetings to solicit input from County residents and stakeholders adversely impacted by poverty and crime as defined by the United States Census Bureau Data on Poverty Thresholds; rates of unemployment and homelessness; concentrated populations of probationers, parolees, and juvenile offenders; and high rates of violent and non-violent crimes.

c. Report back to the Board in 180 days with a set of recommendations and priorities for applying for State funding to support the County's investment in (1) community-based mental health and substance abuse treatment, (2) truancy and dropout prevention among K-12 public school students, and (3) victim services.

4. Request that the Auditor-Controller report back to the Board in writing in 90 days with an analysis of existing, and newly required, accountability measures that capture any past and potential future cost savings (or increases) and/or service improvements (or declines) attributable to Prop 47, which could include, but should not be limited to, decreased jail system costs due to reduced overcrowding (if potential savings have been reinvested in increasing the percentage time served for certain inmates, this reinvestment and its results should be made explicit), a reduction in County Probation caseloads, reduced supervision requirements for misdemeanants in comparison to felonies, and a reduction of panel attorney costs and reduced staff time (e.g. for the public defender, alternate public defender, etc.) as a result of decreased caseloads. The Auditor-Controller is encouraged to examine best practices used by other counties to quantify such savings. In addition, the report back should propose a methodology for considering how to reallocate future cost savings (or increases) in order to ensure that the Public Defender and Alternate Public Defender have sufficient resources to expeditiously process applications for sentence reductions before the three-year deadline. The report should include a full statement of the methodologies employed to assess cost

savings and open access to the underlying data used. The Auditor-Controller is requested to seek input from interested research organizations and consider their comments in finalizing the report.

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MRT:djj

AGN. NO.

MOTION BY SUPERVISORS HILDA L. SOLIS AND MARK RIDLEY-THOMAS **DECEMBER 1, 2015**

IMPLEMENTING PROP 47 AND ADAPTING TO THE NEW LEGAL LANDSCAPE

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Los Angeles County should further this work by galvanizing a massive and focused effort by both public and private institutions to connect these formerly incarcerated men and women with jobs and services that will help them rejoin productive society. This will not be easy. The criminal justice ecosystem is complex and involves many institutions that too often operate independently and without unity of purpose. Adjusting to the new legal landscape will require unprecedented collaboration between law enforcement agencies, prosecutors, the defense bar, trial judges, corrections professionals, and service providers. In fact, the collaborative circle must be wider still, encompassing private sector efforts to supply jobs, philanthropic efforts to mobilize resources, and nonprofit efforts to implement successful treatment and service programs.

The first task for this collaborative is to ensure that all who are eligible for a sentence reduction apply for one. Under California law, most people convicted of felonies face restricted access to jobs, housing, and government programs—even after they have served their sentence. This includes people convicted of low-level felonies, including drug possession, shoplifting, and writing bad checks.

The Public Defender and Alternate Public Defender estimate that there are at least 690,000 Los Angeles County residents eligible for resentencing under Prop 47. Prop 47, however, did not allow for automatic resentencing. Any eligible person who wants their sentence reduced under Prop 47 must petition the court. Many of these people may not be able to afford a lawyer or navigate the legal system without one. Even more worrisome, outreach and education concerning Prop 47 has been insufficient. A recent survey commissioned by the California Endowment found that only 29% of Los Angeles residents were aware of Prop 47. These challenges must be overcome within the 3 year deadline the law set for retroactive applications. Reaching this population will require creative outreach, coordination, and funding support—in a very short timeframe.

Facilitating these applications, moreover, presents a tremendous opportunity to expand access for these men and women to the services they need to fully reintegrate. Establishing a system for identifying eligible applicants and providing them access to jobs and training, linking them to mental health treatment, substance abuse treatment, health services, supportive housing, and other wraparound supports services will require exactly the kind of public-private cooperation contemplated above.

California is on the cutting edge of a national shift away from mass incarceration and towards smarter criminal justice policies. Los Angeles should lead California's criminal justice transformation from a system focused primarily on punishment to a more effective system focused on prevention, rehabilitation, and restoration. This is a significant moment and challenge for our region, and we must succeed.

WE, THEREFORE MOVE that the County of Los Angeles Board of Supervisors:

1. Direct the Public Defender and the Chief Executive Officer (CEO) to jointly convene a Prop 47 County Taskforce comprising the Interim Director of the Office of Diversion and Reentry and senior management representatives from the Alternate Public Defender, the District Attorney, the Superior Court, the Los Angeles County Bar Association Indigent Criminal Defense Program, Post-Conviction Assistance Center, the Information Systems Advisory Body (ISAB), the Countywide Criminal Justice Coordinating Committee, the Probation Department, Department of Public Social Services, the Department of Children and Family Services, and any other departments they deem necessary, and to prepare a report to the Board in 90 days that:

    a. Identifies the number of Los Angeles County residents eligible for Proposition 47, the number who have applied for reclassification to date, and the number of those applications that have been processed; and

b. Formulates a County-wide plan for identifying all remaining eligible residents and facilitating the application and processing of their resentencing petitions prior to the statutory deadline. This plan should consider means by which departments that regularly interface with the public and community-based organizations can identify eligible candidates and link them to culturally and linguistically competent resources they need to complete the reclassification process. The plan should also consider partnerships with local law schools and/or pro bono private attorneys. The report should also include the estimated costs for outreach services and for facilitating and processing their applications; and

c. Develops a data collection and analysis methodology so that the Taskforce can make informed recommendations based upon reliable data.

d. Explores the feasibility of legislation that would extend or eliminate the sunset date for processing Prop 47 sentence reduction applications and recommend whether the County should support legislation.

2. Direct the Chief Executive Officer, in collaboration with the Interim Director of the Office of Diversion and Reentry who will serve as the liaison between the two groups, to convene a Prop 47 Jobs & Services Taskforce that comprises, should the County's invitation be accepted, the President & CEO of the Los Angeles Area Chamber of Commerce, the Executive Secretary-Treasurer of the Los Angeles County Federation of Labor, President and CEO of The California Endowment, the President of Los Angeles Trade-Tech College, the Executive Director of Californians for Safety and Justice, the Archbishop of Los Angeles, as well as the Directors of the Department of Human Resources, the Department of Community and Senior Services, the Department of Mental Health, and the Department of Public Health; and a minimum of two (2) community members formerly impacted by incarceration, substance abuse, mental health issues, chronic unemployment and/or

homelessness to prepare a report to the Board in 90 days that:

a. Formulates a plan for launching multiple public-private partnerships (PPPs) with philanthropy, the private sector, unions, educational institutions, faith-based organizations (FBOs), and community-based nonprofit organizations (CBOs) that are targeted towards enabling residents who have reduced their felony record through Prop 47 to access workforce development and vocational training, employment opportunities, apprenticeships, and educational programs. The members of the taskforce should convene and chair sub-groups comprising other organizations in the same field, i.e. philanthropy, private sector, unions, educators and workforce developers, FBOs, CBOs, and formerly impacted community members.

b. Formulates a Countywide plan for capitalizing on the outreach to and contact with Prop 47 eligible residents to simultaneously link them with wraparound services such as family reunification counseling, permanent housing, healthcare, mental health treatment, and substance abuse treatment that will promote their successful reintegration into productive membership in society.

3. Instruct the Director of the Office of Diversion and Reentry, in collaboration with the Manager of the City of Los Angeles Mayor's Office of Reentry, to:

a. Convene appropriate stakeholders, including significant representation by community-based organizations and people previously incarcerated under Prop 47 offenses, to recommend a process and schedule for collaborating with regional stakeholders to prepare an application for the forthcoming state grant funds, with a strong focus on promoting evidence-based interventions.

b. Facilitate a community engagement process that includes a minimum of three

(3) town hall meetings to solicit input from County residents and stakeholders adversely impacted by poverty and crime as defined by the United States Census Bureau Data on Poverty Thresholds; rates of unemployment and homelessness; concentrated populations of probationers, parolees, and juvenile offenders; and high rates of violent and non-violent crimes.

c. Report back to the Board in 180 days with a set of recommendations and priorities for applying for State funding to support the County's investment in (1) community-based mental health and substance abuse treatment, (2) truancy and dropout prevention among K-12 public school students, and (3) victim services.

4. Request that the Auditor-Controller report back to the Board in writing in 90 days with an analysis of existing, and newly required, accountability measures that capture any past and potential future cost savings (or increases) and/or service improvements (or declines) attributable to Prop 47, which could include, but should not be limited to, decreased jail system costs due to reduced overcrowding (if potential savings have been reinvested in increasing the percentage time served for certain inmates, this reinvestment and its results should be made explicit), a reduction in County Probation caseloads, reduced supervision requirements for misdemeanants in comparison to felonies, and a reduction of panel attorney costs and reduced staff time (e.g. for the public defender, alternate public defender, etc.) as a result of decreased caseloads. The Auditor-Controller is encouraged to examine best practices used by other counties to quantify such savings. In addition, the report back should propose a methodology for considering how to reallocate future cost savings (or increases) in order to ensure that the Public Defender and Alternate Public Defender have sufficient resources to expeditiously process applications for sentence reductions before the three-year deadline. The report should include a full statement of the methodologies employed to assess cost

savings and open access to the underlying data used. The Auditor-Controller is requested to seek input from interested research organizations and consider their comments in finalizing the report.

# # # #

HLS:bp
MRT:djj

County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES
12860 CROSSROADS PARKWAY SOUTH • CITY OF INDUSTRY, CALIFORNIA 91746
Tel (562) 908-8400 • Fax (562) 695-4801

SHERYL L. SPILLER
Director

ANTONIA JIMÉNEZ
Acting Chief Deputy

Board of Supervisors
HILDA L. SOLIS
First District
MARK RIDLEY-THOMAS
Second District
SHEILA KUEHL
Third District
JANICE HAHN
Fourth District
KATHRYN BARGER
Fifth District

January 25, 2017

Josephine Marquez, Assistant Director
Department of Workforce Development,
Aging and Community Services
3175 W. Sixth St.
Los Angeles, CA 90020

Dear Ms. Marquez:

This is to provide you with the Memorandum of Understanding, Amendment Number One, between the County of Los Angeles Department of Public Social Services and the Department of Workforce Development, Aging and Community Services (WDACS) for sharing of Confidential Data for Youth Employment Programs and the Workforce Innovation and Opportunity Act (WIOA).

Amendment Number One will expand the current data sharing agreement to include CalWORKs adults and CalWORKs eligible youth ages 14 through 19. This will enable WDACS to conduct a countywide match of adults receiving CalWORKs and enrolled in WIOA and to provide performance outcomes data for all co-enrolled participants.

We are requesting WDACS Director signature. Please have one original signature (Page 4) signed in blue ink and return to my attention by January 30, 2017.

Should you have questions or need more information, please let me know, or contact Debora Mills at (562) 908-8370.

Sincerely,

Luther Evans, Chief
CalWORKs and GAIN Program Division

LE:DM
DC:st

Enclosure



MEMORANDUM OF UNDERSTANDING
BETWEEN

LOS ANGELES COUNTY DEPARTMENT OF
PUBLIC SOCIAL SERVICES

AND

LOS ANGELES COUNTY DEPARTMENT OF
WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES

FOR

SHARING OF CONFIDENTIAL DATA
YOUTH EMPLOYMENT PROGRAM(S) AND WORKFORCE INNOVATION AND OPPORTUNITY ACT

AMENDMENT NUMBER I

Prepared by:

Department of Public Social Services
GAIN Program Division, Section III
12860 Crossroads Parkway South
City of Industry, CA 91746
(562) 908-8370

AMENDMENT NUMBER ONE

MEMORANDUM OF UNDERSTANDING
BETWEEN LOS ANGELES COUNTY DEPARTMENT OF PUBLIC SOCIAL SERVICES
AND LOS ANGELES COUNTY DEPARTMENT OF WORKFORCE DEVELOPMENT,
AGING AND COMMUNITY SERVICES
FOR
SHARING OF CONFIDENTIAL DATA
YOUTH EMPLOYMENT PROGRAM(S) AND WORKFORCE INNOVATION AND
OPPORTUNITY ACT

Reference is being made to the document entitled "*Memorandum of Understanding (MOU) between Los Angeles County Department of Public Social Services and Los Angeles County Department of Workforce Development, Aging and Community Services for Sharing of Confidential Data Youth Employment Program(s) dated June 4, 2012.*

WHEREAS, MOU provides that further changes to its terms may be made in the form of a written amendment which is formally approved and executed by the parties;

THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. This Amendment shall commence and be effective upon execution.

2. **SECTION I, PURPOSE** is revised to read:

   This Memorandum of Understanding (MOU) is entered into between the Department of Public Social Services (DPSS) and the Department of Workforce Development, Aging and Community Services (WDACS) specifically for sharing data elements pertaining to CalWORKs youth for Youth Employment Programs (YEPs) and CalWORKs adults co-enrolled for Workforce Innovation and Opportunity Act (WIOA) employment and training services.

   The purpose of this MOU is to forge an agreement between DPSS and WDACS to enable sharing of confidential data of CalWORKs eligible youth ages 14 through 19 and all Cal-Learn participants, and CalWORKs adults. This will fulfill the Board of Supervisors' goal to integrate services and have departmental collaboration while ensuring services to these populations are rendered in accordance with the demands of the funding source. Once data is matched the two departments can better assess and improve the service delivery process as these populations flow into the workforce system.

   Data received from DPSS will be used to provide WDACS and its contractors with eligible youth names for outreach and determining eligibility for the various YEPs. The data may be used to identify youth receiving CalWORKs aid. In addition, the

data will also be used to identify adults receiving CalWORKs and enrolled in WIOA. This will allow for the matching of youth data for YEPs and adults enrolled in WIOA.

3. **SECTION III, ROLES AND RESPONSIBILITIES,**

DPSS shall:

Subsection A is revised to read:

Provide WDACS a list and/or database of CalWORKs eligible youth ages 14 through 19 and all Cal-Learn youth for outreach to YEPs and all CalWORKs adults. Data file will be provided by DPSS, Eligibility Systems Division on a weekly basis. Specifics to be requested will include common data fields such as a person's full name, date of birth, age, gender, e-mail address, mailing address, physical address, phone number, last four digits of the person's social security number, case name/number, program/aid type, DPSS district office, and DPSS Eligibility Worker File number.

WDACS shall:

Subsection A is revised to read:

Use DPSS CalWORKs data solely for the following purposes:

I. Outreach and to determine eligibility for the various YEPs, as indicated in this MOU.

II. Conduct a countywide data match identifying CalWORKs participants who are also enrolled in WIOA broken out by Workforce Development Board.

III. Provide DPSS with performance outcomes data for participants who are co-enrolled in CalWORKs and WIOA. Performance measures to be tracked and provided by WDACS are as follows:

   a. WIOA Enrollments;
   b. Unsubsidized Employment Placements;
   c. Education/Vocational Training Placements;
   d. Median Earnings for Unsubsidized Employment Placements; and
   e. Six Month Job Retention Rate.

IV. From countywide data match, provide performance measures outcome sub-report for homeless population only.

V. Data provided for both countywide and homeless files will include both aggregate and detail information. Some of the specifics to be included in detail file will be person's full name, case number, date of birth, age, gender,

homeless indicator, name of employer, name of school/training provider and name of WIOA-enrolled Workforce Development Board.

VI. WDACS will provide DPSS data for all CalWORKs participants co-enrolled in WIOA on the following measures:

a. Percentage of participants in unsubsidized employment during the second quarter after exiting WIOA Program;
b. Percentage of participants in unsubsidized employment during the fourth quarter after exiting WIOA Program;
c. Median earnings of participants who are in unsubsidized employment during the second quarter after exiting WIOA Program;
d. Percentage of participants enrolled in an education or training program who attained a recognized postsecondary credential or a secondary school diploma during participation or within one year of exiting WIOA Program; and
e. Percentage of participants in education or training program that leads to a recognized postsecondary credential or employment.

Subsection C is revised to read:

Debora Mills, Director
Department of Public Social Services
CalWORKs and GAIN Division
12860 Crossroads Parkway South
City of Industry, CA 91746
(562) 908-8370

Email: deboramills@dpss.lacounty.gov

Attachment B, SAFEGUARDS REGARDING THE USE AND DISCLOSURE OF DATA

Subsection 1. General is revised to read:

All confidential data made available to WDACS by DPSS shall be protected by WDACS and its Contractors from unauthorized use and disclosure. Confidential information includes a person's full name, date of birth, age, mailing address, phone number, last four digits of the person's social security number, case name/number, program/aid type, DPSS district office, and DPSS Eligibility Worker File number. Pursuant to California Welfare and Institutions Code Section 10850, confidential information includes the name(s) of applicants or recipients of social services. WDACS will comply with all provisions of the MOU between WDACS and DPSS and ensure that all authorized contractors will comply with these requirements. The data provided under the MOU will be subject to safeguards and those specified in the MOU between WDACS and DPSS.

This Amendment Number One is made and entered into this _____day of_____, 2016.

County of Los Angeles
Department of Workforce Development,
Aging and Community Services

_____

Cynthia D. Banks, Director
Department of Workforce Development,
Aging and Community Services
County of Los Angeles

_____
Date

County of Los Angeles
Department of Public Social Services

Sheryl L. Spiller AG

Sheryl L. Spiller, Director
Department of Public Social Services
County of Los Angeles

12.28.16
Date

CSS COURIER SERVICES REQUEST

Requested by (print) JOSIE MARQUEZ Date 2/2/2017

Time: 10:00 AM Requestor Telephone Number: 213 738-3175

TYPE OF SERVICE

Type: Delivery

What: ENVELOPE

Where Site Name: DPSS

Addressee Name: Luther EVANS Room:

Address: 12400 Crossroads Parkway S

City: City of Industry, CA

When: ~~Monday~~ Thursday Date: 2/2/17

Requestor Signature: ~~Bonnie Curtis~~

Special Instructions: ATTENTION DEBORA MILLS

Addressee Signature: _____

Date: 2/2/17 Time: 12:58

Agent Signature: Nadia Vela Title: Receptionist

This Space is for ISS use Only

Completed by: _____ Batch Number: _____

Date: _____ Time: _____

Courier 1) Return original form to Requestor

2) Retain copy for ISS courier files

Mail Delivery Confirmation

CITY OF LOS ANGELES
CALIFORNIA

JAN PERRY
GENERAL MANAGER

ERIC GARCETTI
MAYOR

ECONOMIC AND WORKFORC
DEVELOPMENT DEPARTMEI

1200 W. 7TH STREET
LOS ANGELES, CA 90017

February 6, 2017

Jaime L. Gutierrez, Chief
Central Office Workforce Services Division
Employment Development Department
P.O. Box 826880,
Sacramento, CA 94280-0001

RE: AUTHORIZATION TO SHARE DATA

Dear Mr. Gutierrez:

The intent of this letter is to inform the Employment Development Department that the City of Los Angeles' Economic & Workforce Development Department (EWDD) hereby authorizes access to its CalJOBS^{SM} data downloads to Los Angeles County's Workforce Development, Aging & Community Services (WDACS) Department. The authorization further allows WDACS MIS Admin Staff the right of use to EWDD's LWDA's CalJOBS^{SM} reports.

The objective of this decision is to provide both Workforce Development Areas with the benefit of the most complete, reliable and operationally relevant information regarding the administration of workforce programs. Access to our data will further establish the collaborative relationship between EWDD and WDACS. This will allow us to better serve our mandated partners, including the Department of Public Social Services (DPSS), as well as increase economic self-sufficiency and improve the well-being of parents and children in CalWORKS families. The City and County is also sharing data for disconnected youth under the federal Performance Partnership Pilot. It will also encourage effective partnerships and networks required for regionalism and economic development to ensure the success of workforce programs.

Note that both parties shall maintain the confidentiality of all records obtained in accordance with Federal, State, or local laws, ordinances, regulations and directives relating to confidentiality.

Please feel free to contact us should you have any questions or comments.

Sincerely,

ROBERT SAINZ
Assistant General Manager

c: Otto Solorzano

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program.
Auxiliary aids and services are available upon request to individuals with disabilities.

ATTACHMENT V

P. Local Area Grant Recipient Listing

STATE of CALIFORNIA
LOCAL AREA GRANT RECIPIENT LISTING
[WIOA Section 107(d)(12)(B)(i)]

LA County Workforce Development Board
(Name of Local Workforce Development Area)

ENTITY	ORGANIZATION	CONTACT (NAME/TITLE)	MAILING ADDRESS (STREET, CITY, ZIP)	TELEPHONE, FAX, E-MAIL
Grant Recipient (or Sub-recipient if applicable)	Workforce Development, Aging and Community Services	Cynthia D. Banks, Director of WDACS	3175 West 6th Street, Los Angeles, CA, 90020	Tel: (213) 637-0798 Fax: (855) 396-8456
Fiscal Agent	Workforce Development, Aging and Community Services	An Duong, Fiscal Officer	3175 West 6th Street, Los Angeles, CA, 90020	Tel: (213) 738-2644 Fax: (855) 396-8456
Local Area Administrator	Workforce Development, Aging and Community Services	Josephine Marquez, Assistant Director	3175 West 6th Street, Los Angeles, CA, 90020	Tel: (213) 738-3175 Fax: (855) 396-8456
Local Area Administrator Alternate	Workforce Development, Aging and Community Services	Martha Molina-Aviles, Program Manager	3175 West 6th Street, Los Angeles, CA 90020	Tel: (626) 393-2823 Fax: (855) 396-8456

Signature: _____ _____
Chief Elected Official: Chair – L.A. County Board of Supervisors Date

If a Local Grant Sub-recipient has been designated, please submit a copy of the agreement between the Chief Elected Official and the Sub-recipient. The agreement should delineate roles and responsibilities of each, including signature authority

ATTACHMENT VI

Q. Local Board Bylaws

LA County WDB's Bylaws can be found here:

- L.A. County Workforce Development Board Bylaws

LOS ANGELES COUNTY
WDB
WORKFORCE DEVELOPMENT BOARD

BYLAWS

OF

THE

LOS ANGELES COUNTY

WORKFORCE DEVELOPMENT BOARD

ADOPTED: October 28, 2015

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BYLAWS
OF
THE LOS ANGELES COUNTY
WORKFORCE DEVELOPMENT BOARD

ARTICLE I - NAME

The name of this organization is the Los Angeles County Workforce Development Board ("WDB"). The principal office of the WDB is located at the Department of Community and Senior Services (CSS), 3175 W. 6th Street, Los Angeles, CA 90020.

ARTICLE II - DEFINITIONS

1. **Board of Supervisors**
   The Los Angeles County Board of Supervisors are the Chief Local Elected Official ("CLEO") of the Los Angeles County Workforce Development Area.
2. **WDB Executive Director**
   The WDB Executive Director is an employee of the County of Los Angeles who assists in carrying out the functions of the WDB.
3. **Community and Senior Services ("CSS")**
   This is the County department that acts as the fiscal agent for the Los Angeles County Workforce Development Area.
4. **Local Workforce Development Area**
   The term local area refers to the 58 cities and all unincorporated areas that the L.A. County WDB is funded to serve.

ARTICLE III - RESPONSIBILITIES

As set forth in the Workforce Innovation and Opportunity Act of 2014 and subsequent actions by the L.A. County Board of Supervisors, the responsibilities of the WDB are:

1. Develop and submit a local plan to the Governor that supports the strategy described in the State's plan for workforce development;
2. Carry out workforce research and regional labor market analyses to assist in the development and implementation of the local plan;
3. Convene local workforce development system stakeholders to assist in the development of the local plan and identify non-federal expertise and resources to leverage support for workforce development activities;
4. Lead efforts to engage with a diverse range of employers, economic development entities, and service providers in the region to:
    (a) promote business representation on the WDB;
    (b) develop linkages with employers in the region to support utilization of the local workforce development system and support investment activities;
    (c) ensure that workforce investment activities meet the needs of employers and support economic growth in the region by enhancing communication, coordination, and collaboration; and
    (d) develop and implement proven or promising strategies that meet the employment and skill needs of workers and employers, and that expand employment and career advancement opportunities for workforce development system participants in in-demand industry sectors or occupations;
5. Lead efforts to implement career pathways development within the local area with representatives of secondary and postsecondary education, by aligning the employment, training, education, and supportive services that are needed by adults and youth, particularly individuals with barriers to employment;
6. Lead efforts to identify and promote proven and promising strategies and initiatives for meeting the needs of employers, and workers and jobseekers (including individuals with barriers to employment) in the local workforce development system, including providing physical and programmatic accessibility to the one-stop delivery system, in accordance

with the applicable provisions of WIOA Section 188 and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.), and also identify and disseminate information on proven and promising practices carried out in other local areas for meeting such needs;

7. Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, and workers and jobseekers;
8. With the Board of Supervisors (herein referred to as "the Board"), conduct program oversight for authorized local youth workforce investment activities, local employment and training activities, and one-stop delivery system activities;
9. Negotiate and reach agreement on local performance accountability measures with the Board and the Governor;
10. With the agreement of the Board, select, and also have the ability to terminate for cause, operators and providers of one-stop, youth, training, and career services, and also work with the State to ensure there are sufficient numbers and types of providers of career and training services (including eligible providers with expertise in assisting individuals with disabilities and adults in need of adult education and literacy activities) serving the local area and providing the services involved in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive integrated employment for individuals with disabilities;
11. Coordinate activities with education and training providers in the local area;
12. Develop a budget, subject to approval of the Board, for the activities in the local area that is consistent with the local plan and the duties referred to herein; and
13. Annually assess the physical and programmatic accessibility of all one-stop centers in the local area, in accordance with the applicable provisions of WIOA Section 188 and the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.).

ARTICLE IV - MEMBERSHIP

1. **Nomination and Appointment**

   The WDB shall have at least 19, and no more than 25 members, all of whom are appointed by the Board of Supervisors. Two members may be directly nominated by each Supervisor and appointed by the Board of Supervisors. The remaining members shall be appointed in accordance with the membership and nomination requirements of WIOA and any other applicable federal and state law, and County Code.

2. **Term of Service**

   (a) Members appointed pursuant to County Code section 3.76.040(B), shall serve at the pleasure of the Board for a maximum of two consecutive three-year terms, unless otherwise extended by the Board.

   (b) Members appointed pursuant to County Code section 3.76.040(C) shall serve at the pleasure of the Board for terms of one or two years, as set by the Board at the time of appointment. These members shall be limited to a maximum of two consecutive two-year terms, with the exception of representatives of the California Employment Development Department and the California Department of Rehabilitation whose terms shall be determined by their nominating agencies.

3. **Attendance**

   Attendance at all WDB Board and standing and/or ad hoc Committee meetings to which a member has been appointed is expected of all members.

4. **Renewals**

   WDB Members will be notified by the Executive Director at least six months in advance of their term end date. Members who wish to be considered for re-appointment to a second term must continue to meet the eligibility requirements for their appointed category of representation and be nominated in accordance with the requirements of WIOA and any other

applicable federal and state law, and County Code. Any Member not reappointed to the WDB prior to their term end date will cease to be a Member of the WDB effective the day their term ends.

5. **Resignations**

Any Member may resign by giving written notice to the WDB Chair. The resignation shall be effective on the date specified in writing, but a resignation is not complete until the Member has submitted all of the following to the WDB Executive Director:

(a) Completed and signed Leaving Office Form 700 Statement of Economic Interests;

(b) County property assigned to them as a Member of the WDB including Commissioner Identification Cards.

6. **A recommendation to remove a member will be forwarded to the Board of Supervisors when:**

(a) A Member is convicted of a felony.

(b) A Member has engaged in activities or interests detrimental to, or in conflict with the WDB.

(c) A Member misses a third consecutive Board meeting.

(d) A Member ceases to meet the qualifications to be a representative of the category for which they were nominated.

i. When a Member is identified as ceasing to meet the eligibility requirements to represent the group from which he or she was nominated, the WDB Executive Director will notify the WDB Chair in writing. The Chair will initiate a formal eligibility review by notifying the Member within 7 business days to request a written confirmation of eligibility.

ii. Failure to submit the requested documentation within 30 days, or a mutually agreed upon date, will result in a written notice of ineligibility to remain on the WDB and

recommendation to the Board of Supervisors for appropriate action.

7. **Fees and Compensation**

(a) WDB Members shall serve without compensation except for mileage reimbursement for meeting attendance and any authorized travel expenses incurred in connection with their duties, including transportation, meals, and lodging, in accordance with WIOA and all applicable County policies and regulations.

(b) WDB Members may receive mileage and parking reimbursement for approved official business for the use of a privately-owned motor vehicle, to attend WDB meetings and any other approved meetings in their official capacity, to the extent reimbursable under WIOA and all applicable County policies and regulations.

(c) The Director of CSS is authorized to pay for necessary incidental expenses of the WDB including those identified in this section, to the extent such expenses are allowable and reimbursable under WIOA and all applicable County policies and regulations.

ARTICLE V - OFFICERS

1. **Designation, Election, and Vacancies of Officers**

(a) **Officers:** There shall be three Officer positions: Chair, Vice-Chair, and Secretary/Treasurer.

(b) **Elections:**

i. **Initial Elections:** The election of each officer position shall occur at the first meeting of the WDB. Candidates for each of the Officer positions may be nominated by a WDB Member, or self-nominate. All nominations must be seconded by a WDB Member. Each candidate will be allowed to present their qualifications and interests.

Following questions to any candidates, a public vote with a showing of raised hands by all WDB members in attendance will be held for each position separately, and in accordance with the Brown Act. The election will be administered by the WDB staff.

ii. **Subsequent Elections:** Elections of all WDB officers shall take place at the regular WDB meeting in the spring of each even-numbered year. WDB Members shall submit nominations to the WDB Chair or WDB Executive Director, for each of the officer positions authorized under the Bylaws, during a publically announced period that is not less than two weeks. The ballot shall be prepared by the WDB Executive Director, stating the names of the persons so nominated, which shall be placed on the agenda of the WDB's spring quarterly meeting, for consideration and voting in accordance with the Brown Act and all relevant legal requirements.

iii. Only Business Representatives are eligible to serve as WDB Chair and Vice-Chair.

iv. The WDB must inform the Board of Supervisors of the election of officers within ten (10) business days of the election.

2. **Terms of Office**

Each officer shall serve for a term and period stipulated in the Bylaws beginning July 1 and ending June 30 except for the initial election when the term of office begins upon election and continues until June 30, 2016. Each officer shall serve no more than two (2) consecutive terms in any one position.

3. **The Powers and Duties of Officers – WDB Chair**

The WDB Chair:

(a) Shall preside at all meetings of the WDB, and except in the absence of a quorum, shall proceed with the business of the WDB in the manner prescribed by the Bylaws.

(b) Subject to the approval of the WDB, shall appoint Members of the WDB to standing and ad hoc committees, including designating Members as chairs of such standing and ad hoc committees. Appointments made between meetings shall be confirmed by the WDB at its next possible scheduled meeting.

(c) Shall only vote on action items before the WDB in the case of a tie.

4. **Vice-Chair**

The WDB Vice-Chair shall possess and perform all the powers and duties of the WDB Chair during, for whatever reason, the absence of the WDB Chair.

5. **Secretary/Treasurer**

The WDB Secretary/Treasurer:

(a) Shall ensure that an official record of all proceedings is maintained;

(b) Shall review, sign, and date the official version of the WDB Bylaws and any other official documents as required, or directed by the WDB Chair.

(c) Shall review budget reports and financial and performance reports in advance of each Board meeting based upon an agreed upon schedule and ensure any questions regarding the reports are resolved.

6. **Resignation of Officers**

Any officer may resign any time by giving written notice to the WDB Chair. Any resignation shall take effect at the date of receipt of that notice or at any later time specified in that notice; and unless otherwise specified in that notice, the acceptance of that notice shall not be necessary to make it

effective. A WDB Officer who resigns may continue as a WDB Member unless otherwise provided in the written notice of resignation.

7. **Removal**

The WDB, at any regular meeting or special meeting of the WDB, may remove any officer, with or without cause, upon a two-thirds majority vote.

8. **Vacancy**

Any vacancy caused by death, resignation, removal, disqualification or other circumstance shall be filled by the WDB for the unexpired portion of the term. In the event of a vacancy of any office other than that of WDB Chair, such vacancy shall be filled temporarily by appointment by the WDB Chair until such time as the WDB shall fill the vacancy by election at a public meeting.

ARTICLE VI - MEETINGS

1. **Meeting Location**

The regular meeting location of the WDB is the principal office of the WDB. Meetings of the WDB may also be held at any place within the County of Los Angeles, or other location authorized by law.

2. **Meetings**

The WDB shall meet at least four times per year and may meet at such other times as may be deemed necessary by the Chair, or the WDB Vice-Chair if authority is so delegated or by a majority of WDB Members.

3. **Meeting Notices**

Notice of the date, time and place of meetings shall be given to each Member either by email or mail or by email or mail to a person at the Member's office who would reasonably be expected to communicate that notice promptly to the Member. The notice shall comply with the Brown Act.

4. **Quorum and Adjournment**

A quorum is established when a majority of the number of Members appointed to the WDB or an established standing and(or) ad hoc committee are present. If attendance drops below quorum, the WDB staff shall immediately notify the Chair. The only business that can be conducted at this point is to adjourn or to take recess.

5. **Conflict of Interest**

(a) Members shall abide by conflict of interest requirements outlined in WIOA Section 107(h) which states a member of a local board, or a member of a standing committee, may not--

i. vote on a matter under consideration by the local board--

1. regarding the provision of services by such member (or by an entity that such member represents); or
2. that would provide direct financial benefit to such member or the immediate family of such member.

(b) An announcement shall be made by the Chair at the beginning of each meeting to remind members of these requirements and it will be reflected on the official agenda for the meeting.

ARTICLE VII - COMMITTEES

1. The WDB may designate and direct the activities of standing committees to provide information and to assist the board in carrying out its responsibilities. Such standing committees shall be chaired by a member of the WDB, may include other members of the WDB and shall include other individuals appointed by the WDB who are not WDB members and who the WDB determines have appropriate experience and expertise.
2. The WDB may designate and direct the activities of ad hoc committees, which must be comprised solely of WDB members, have a defined purpose and timeframe to accomplish that purpose, consist of less than

the number of WDB members who have the ability to make a decision and be advisory in nature without any delegated decision-making power.

ARTICLE VIII - GENERAL PROVISIONS

1. **Ralph M. Brown Act**. All meetings of the WDB shall be called and conducted in conformity with provisions of the Ralph M. Brown Act of the State of California (the "Brown Act") (Cal. Gov. Code 54950, et seq.). Any conflict between specific provisions of these Bylaws and provisions of the Brown Act shall be resolved in favor of the latter.
2. **Eleventh Edition of Robert's Rules of Order Newly Revised**. When parliamentary procedures are not covered by the Bylaws, Eleventh Edition of Robert's Rules of Order Newly Revised shall prevail.

ARTICLE IX - AMENDMENTS

1. Subject to the limitations set forth in these Bylaws, the Members may adopt, amend or repeal these Bylaws.
2. New Bylaws may be adopted, or these Bylaws may be amended or repealed, by approval of a majority of the Members of the WDB.
3. No amendment may extend the term of a Member beyond that for which the Member was appointed.

CERTIFICATE OF SECRETARY/TREASURER OF THE LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD

I DO HEREBY CERTIFY that I am the duly appointed and acting Secretary/Treasurer of the Los Angeles County Workforce Development Board, that the above Bylaws were duly adopted by resolution of the WDB Members thereof at its meeting of the Workforce Development Board. Executed on October 28, 2015 at Los Angeles, California.



Secretary/Treasurer
Los Angeles County Workforce Development Board

ATTACHMENT VII

R. Program Administration Designee and Plan Signatures

This local plan represents the Los Angeles County Workforce Development Board's efforts to maximize and coordinate resources available under Title I of the **Workforce Innovation and Opportunity Act.** This local plan is submitted for the period of July 1, 2017 through June 30, 2021 in accordance with the provisions of the WIOA.

Explanation for Signature Absences on Local Plan Submitted March 15, 2017 for State Review:

The L.A. County Local Plan (Plan) herein is being submitted *without* the signatures of the chairs of either the L.A. County WDB (WDB) or the L.A. County Board of Supervisors (BOS). The Local and Regional Plans were presented at the February 28, 2017 BOS meeting. The final Plan versions, which incorporate feedback from the State, will be brought back to the BOS for approval.

The WDB, at its March 10, 2017 meeting, approved the Plan herein to be submitted to the State by the March 15, 2017 submission deadline. The WDB Chair also agreed to approve and sign the finalized Plan at its June 2017 meeting, once the State has notified the County of Plan deficiencies and the Plan has been revised accordingly. The Plan will receive both Chief Elected Official and WDB Chair signatures, and the signed original with all required signatures and three copies will be submitted to the State by the August 1, 2017 deadline.

Local Workforce Development Board Chair	**Chief Elected Official**
Signature	Signature
Erick Verduzco-Vega	Mark Ridley-Thomas
Name	Name
Chair – L.A. County WDB	Chair – L.A. County Board of Supervisors
Title	Title
Date	Date

ATTACHMENT VIII

S. Public Comments Summary Disagreeing with Local Plan

Local Board Record of Comments

Instructions: *Section 108 of the Workforce Innovation and Opportunity Act requires the Local Boards to publish the local plan for public comment. The Local Workforce Development Board (Local Board) should include with their local plan submittal all comments that have been received that disagree with the local plan, how the Local Board considered that input and its impact on the narrative in the local plan.*

The County published its Local Plan for a 30-day public comment period from February 3-March 3, 2017. During this time, the Plan was posted to the WDB and WDACS websites, distributed widely via website link to partners and stakeholders, made known to the media via press release, and posted on WDACS' Facebook and Twitter accounts. In addition, the County conducted four (4) Public Comment Forums throughout its workforce service delivery areas to gain comment on both the Regional and Local Plans. At each forum, the Plans were presented and much stimulating conversation ensued with regard to the concepts in the Plans. Where there was much conversation, there were only four actual comments submitted either at the forum, or electronically as a result of on-line outreach for public comment. The most resounding feedback received from the forums were that stakeholders were appreciative of a forum in which they could learn, first hand, about the Plans.

None of the comment received disagree with the Plans per se; rather, they provide additional ideas or information. Hence, the comments outlined below are titled as "Additional Comments and Ideas."

ADDITIONAL COMMENTS AND IDEAS

Local Plan Section	Comment/Response
Section: General Comment	**Comment**: *"Funding could be used more effectively if partnerships with local entities (Chambers of Commerce, for example) were able to apply for funding to use on the local level to support youth internships, training of local employees and the unemployed, small business development and growth. Right now it seems as if services that are supposed to fund local efforts either do not reach the local population/business community or has little or no real impact. Provide grants to already established and effective organizations, with clearly defined goals and objectives, and as clearly defined outcomes to measure. You would get a lot more impact for your expenditures."*
	Local Board Response: This comment came from the Pasadena Chamber of Commerce which is not in our service area. The County referred the commenter and the Chamber to the Foothill WDB which serves the Pasadena area.
Section: General Comment	**Comment**: *"Please include Avalon/Catalina Island as a stakeholder and beneficiary of workforce efforts. Hospitality is our number one sector and is identified as a key sector in the plan."*
	Local Board Response: The County explained to the commenter that the City of Avalon, and Santa Catalina Island as a whole, are indeed part of the L.A. County Local Workforce Development Area and are to be served by the Comprehensive AJCC operating out of the South Los Angeles workforce service area. The County will ensure that Catalina residents and businesses are provided access to workforce development services through the South Los Angeles AJCC.

Section: Ci: Services and Service Delivery Strategies; Expanding Access to Services	**Comment:** *"Access to services for the deaf and hard-of-hearing could be improved if there were an American Sign Language translator on staff at every AJCC."*
	Local Board Response: The County responded that Section C i. of the Plan indicates that every AJCC will ensure access to American Sign Language (ASL) translators. Where the intention was that the AJCC would secure an ASL translator on an as-needed basis, the Commenter suggests that access for the deaf and hard-of-hearing would be expanded if there were an ASL translator on staff *at each* AJCC. The County responded that it would explore the feasibility of ensuring a staff person at each AJCC was trained in ASL.
Section: General Comment	**Comment:** *"K-12/high schools prepare students/youth with CTE and work-based learning skills. The mandate is to work with adult schools and community colleges with regard to CTE; however, with the development of career pathways and OJT, high schools need to be included in the Local Plan strategies. The partnership with AJCCs and high schools need to happen as well for integrated service delivery."*
	Local Board Response: In response to this comment, the County made changes to the Local Plan in the following sections to indicate that partnerships with Carl D. Perkins CTE program partners will include schools and institutions in the K-14 systems: A. ii. COMPREHENSIVE STATEMENT OF VISION, GOALS & STRATEGY; Goals C. iii: SERVICES AND SERVICE DELIVERY STRATEGIES; Improving Access to Industry-Recognized Post-Secondary Credentials D. viii. AMERICA'S JOB CENTERS OF CALIFORNIA℠ (AJCC); AJCCs as On-Ramps to Regional Sector

LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)
LOCAL AREA PLAN FOR PROGRAM YEARS 2017-2021

2019 BIENNIAL MODIFICATION

2019 BIENNIAL MODIFICATION
TO 2017-2021 L.A. COUNTY WIOA LOCAL AREA PLAN

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LOS ANGELES COUNTY LOCAL PLAN
PY 2017-21 TWO YEAR MODIFICATION

The biennial modification (Modification) to the Los Angeles County Workforce Development Board (WDB) 2017-21 Local Area Plan outlines strategies to establish and grow partnerships to improve workforce development services, supportive services, and outcomes for CalFresh recipients, unemployed/under-employed non-custodial parents[1], persons with intellectual and/or developmental disabilities, English language learners, refugees, the foreign born, and others who traditionally experience barriers in securing and maintaining employment. It also outlines mechanisms put in place by Los Angeles County Workforce Development, Aging and Community Services (WDACS)—the fiscal and programmatic administrator of the County's public workforce system— to regularly assess and respond to changes in the region's labor market and economic conditions. Additionally, the Modification summarizes progress WDACS has made, on behalf of the WDB, on its Local Plan goals. Finally, the Modification underscores the role WDACS plays in facilitating partnerships, leveraging resources and coordinating programs of Los Angeles County departments with the Regional Planning Unit's (RPU's) countywide public workforce development system. To inform the Modification, WDACS conducted robust outreach and engagement with a broad spectrum of multi-disciplinary stakeholders through a series of ten (10) stakeholder forums conducted throughout the County from September 25 to November 27, 2018 (outlined in detail in Attachment A, page i).

I. PARTNERSHIPS & STRATEGIES TO SUPPORT EXPANSION OF EMPLOYMENT & TRAINING FOR CALFRESH RECIPIENTS

To inform its Plan Modification to engage and work with the County human service agency—Los Angeles County Department of Public Social Services (DPSS)and other local CalFresh Employment & Training (CFET) partners to serve our region's CalFresh population, WDACS conducted two stakeholder forums with a broad base of government, community, and business stakeholders who work to support CalFresh recipients into self-sufficiency. Attachment B (page v) contains supplemental narrative that provides an overview of the population, barriers experienced, resources identified to address barriers, types of workforce services needed, and current collaboration among workforce, social service and other partners, all of which informed the Plan Modification.

To maximize County resources to grow the region's economy and assist more residents into sustainable-wage jobs, the Los Angeles County Board of Supervisors (Board) established a Workforce Development Alignment Plan. This plan calls for the coordination of all County efforts to prepare and place residents into employment, and asks that these efforts, effected by multiple County departments, are fully aligned and leveraged with the RPU's regionwide workforce development system. To meet its goals in this way, the Board designated WDACS to serve as the lead in coordinating County department partnerships with the RPU's seven (7) workforce development boards to align County training, employment, and social service programs with those of AJCCs regionwide. To this end, WDACS engaged DPSS, on behalf of the RPU, in planning to expand the County's CFET program to serve more justice-involved, homeless and other high-risk job seekers by utilizing programs and resources of AJCCs and their partners. To inform these plans, WDACS facilitated DPSS's provision to the RPU of key demographic and other data on the region's CalFresh population and CFET program participants (see Attachment B, page v.)

To better assist job seekers with multiple barriers to employment in entering the workforce, WDACS has doubled its efforts to develop partnerships, programs and resources that can be leveraged with the federal funding that supports

[1] Note that the County of Los Angeles uses the term "Persons Paying Support" when referring to the population commonly known as "Non-Custodial Parents;" however, for the purposes of remaining in alignment with the State Plan Modification, this document refers to the population as Non-Custodial Parents.

the RPU's public workforce development system. Partnerships that WDACS has developed in this way include those with the Los Angeles County Probation Department, social enterprises, adult schools, community colleges, and many others. As a result of these efforts, WDACS has established programs supported by funding that can now be used to leverage the Supplemental Nutritional Aid Program (SNAP) 50 percent reimbursement the federal government provides to public social service agencies when non-federal dollars are used to provide CalFresh recipients with certain types of employment and training services. On behalf of the RPU, WDACS has been meeting with DPSS to discuss feasibility and details related to modifying the County's current CFET plan to the state to expand the County's CFET program utilizing the following strategies:

(1) Leverage a portion of the $7.1 million/year in County Measure H funding WDACS allocates to the RPU on behalf of the County for homeless employment services in order to expand employment and training services for the homeless;
(2) Leverage non-federal funding of social enterprises with which the County is partnering to provide employment service to the homeless to expand employment and training opportunities to homeless individuals throughout the RPU;
(3) Leverage a portion of the $4.75 million/year in State Senate Bill 678 (SB678) funding that WDACS receives from the Probation for specialized workforce services for Probationers to expand employment and training services to the region's Adult Probation populations;
(3) Leverage community college and adult school non-federal dollars to expand employment and training to students receiving CalFresh.

The baseline level of service provided by the County's current CFET program includes six workforce services (job search, job club, workfare, education, vocational training, and post-employment services) provided to individuals considered employable General Relief recipients. With the partnerships developed and non-federal funds identified by WDACS, the County's current CFET plan has the potential to be modified to bring the number of services provided from six (6) to eleven (11) (see Table 1), and to expand CFET services to include adult and young adult homeless and justice-involved individuals.

TABLE 1

CURRENT CFET COMPONENTS	CFET COMPONENTS WITH PROPOSED MODIFICATION
1. Job Search	1. Career Development & Employment Case Management
2. Job Club	2. Personal Development Training
3. Workfare	3. Supportive Services
4. Education	4. Financial Literacy
5. Vocational Training	5. Soft Skills/Life Skills Development
6. Post-Employment Services	6. Basic Numeracy & Literacy
	7. Transitional Employment
	8. On-the-Job Training
	9. Vocational Training
	10. Pre-Apprenticeship & Apprenticeship Programs
	11. Employment Retention Services & Incentives

Leveraging County Measure H Funding: In response to L.A. County's homelessness crisis, the Board of Supervisors approved 47 strategies to combat homelessness. Subsequently, voters passed Measure H authorizing a .25 percent county sales tax to provide $355 million annually over ten years to fund homeless strategies. WDACS receives just over $7 million in Measure H funding a year to allocate to the RPU workforce development boards to provide homeless employment services and programming. The Los Angeles City and County WDBs work collaboratively to implement the *Los Angeles: Regional Initiative for Social Enterprises* (LA:RISE) program, which unites AJCCs with social enterprises to help those impacted by homelessness attain jobs and stay employed. Social enterprises provide transitional subsidized employment and intensive wrap-around supportive services, while AJCCs provide career planning, job training, assistance into unsubsidized employment, employment retention incentives, and post-employment services. The five remaining WDBs utilize their Measure H funding to implement the *Homeless Opportunity for Meaningful Employment* (HOME) program which combines subsidized employment paired with AJCC employment services to assist participants in obtaining unsubsidized employment. The use of Measure H funding to expand LA:RISE to additional homeless individuals who are CalFresh recipients would maximize the expertise of social

enterprises in outreaching to and engaging the target population, and in providing intensive, wrap around supportive services to help support CalFresh recipients stay engaged in workforce development training and services to secure unsubsidized employment.

Leveraging Social Enterprise Non-Federal Funding Partnerships with social enterprises to provide the LA:RISE program is just one example of the County's efforts to support and partner with social enterprises as a strategy to assist those with the greatest barriers to employment and who are most reliant on County systems (County "priority populations[2]") in establishing a pathway to self-sufficiency. Social enterprises have a track record of providing benefits to the community, and services to the most vulnerable. The County has established a process to certify social enterprises and provide them opportunities to gain contracts to provide County services by employing individuals from the Priority Populations. WDACS plans to help harness non-federal dollars that fund social enterprises as another strategy to increase the number of homeless and justice-involved individuals who are engaged in CFET employment and training.

Leveraging State SB678 Funding**:** WDACS, Probation, and the County of Los Angeles Department of Health Services (DHS) have partnered to create and implement the INVEST program to prepare adults on Probation for permanent employment along a career pathway. To support INVEST, Probation has invested $4.75 million a year of SB 678 funds in the County AJCC system to provide specialized workforce development services. Services are delivered by AJCC Career Development Specialists and Business Services Representatives who work hand-in-hand with Probation Officers co-located at select AJCCs. AJCC and Probation staff have been trained together in National Institute of Corrections Offender Workforce Development Specialist training on evidence-based practices in assisting former offenders to enter the workforce. AJCC staff and Probation Officers conduct regular INVEST outreach and recruitment at Probation Area Offices and work together to prepare and train Probationers for employment, provide job retention incentives, and support career advancement. Leveraging SB 678 funds to expand INVEST to Adult Probationers who are CalFresh recipients will allow the CFET program to maximize intensive supportive services provided to the justice-involved population by DHS-subcontracted community-based organizations as part of INVEST. It would also maximize for CFET program participants the sector-pathway partnerships developed for INVEST including, for example, with Career Expansion, Inc**.** to provide justice-involved individuals Building Trades Pre-Apprenticeship Multi-Craft Core Curriculum (MC3) 130-hour construction training that provides a pathway to registered apprenticeships and careers in the trades.

Leveraging Community College and Adult School Non-Federal Funding: Three of the County's AJCCs are co-located at education institutions (L.A. Southwest College, Hacienda La Puente Adult School, and Richard N. Slawson Southeast Occupational Center). WDACS plans to partner with these schools to assist them in identifying, using and tracking their non-federal dollars to leverage the federal SNAP E&T 50% reimbursement for employment and training services offered to students who are CalFresh recipients. WDACS is already in close partnerships with these schools to support and retain students from the County's Priority Populations in sector pathway programs as they progress into livable wage jobs. These partnerships can be maximized for CFET participants if this strategy is invoked. For instance, WDACS is working in close partnership with L.A. Southwest College, Los Angeles World Airports (LAWA), and the Los Angeles/Orange Counties Building and Construction Trades Council to assist job seekers from County priority populations onto building trade career pathways through the *HireLAX Apprenticeship Readiness Program*. Participants receive free training to prepare them for entrance into union apprenticeships, as well as comprehensive

[2] The County's priority populations include, but are not limited to, the homeless, the justice-involved, disconnected youth (including Probation and Transition-Aged Youth), English Language Learners, recipients of public assistance, Veterans, those with disabilities, and members of the lesbian, gay, bi-sexual and transgender (LGBT) community.

case management provided by the AJCC to help participants develop soft skills and overcome barriers to employment. Under the HireLAX framework, program graduates are connected to union apprenticeship programs to begin their construction careers related to a $15 billion capital improvement project at LAX airport. Table 2 below summarizes the funding sources and strategies under consideration to expand the County's CFET program.

TABLE 2

STRATEGIES UNDER CONSIDERATION TO EXPAND LA COUNTY CFET				
Funding Source	L.A. County Measure H Funding	Social Enterprise Non-Federal Funding	State SB 678 Funding	Community College/Adult School Non-Federal Funding
Non-Federal $	$7.1 million	TBD	$4.75 million	TBD
Target Population	The Homeless	The Homeless & Justice-Involved	Adult Probationers	Homeless & Justice-Involved Students
Partners	WDACS, DPSS, County CEO, Social Enterprises (Chrysalis, Goodwill, Center for Employment Opportunities)	WDACS, DPSS, Social Enterprises	WDACS, DPSS, Probation, DHS, Career Expansion Inc.	WDACS, DPSS, Probation, DHS, L.A. Southwest College, Hacienda La Puente Adult School, Richard N. Slawson Occupational Center

On behalf of the RPU, WDACS is meeting regularly with DPSS to determine which of the above-outlined strategies will be invoked to expand the County's CFET plan with the state. This includes expanding an existing data-sharing agreement that would allow WDACS and potential third-party partners to verify the status of participants in programs whose funding will be used to leverage the federal reimbursement to expand CFET. WDACS is working with subject matter experts with significant expertise in federal SNAP E&T and California CFET to guide WDACS and DPSS in determining the best strategies to expand the County CFET program.

II. PARTNERSHIPS & STRATEGIES TO INCREASE ENGAGEMENT OF NON-CUSTODIAL PARENTS IN WORKFORCE DEVELOPMENT SERVICES & CAREER PATHWAY EMPLOYMENT OPPORTUNITIES

Workforce & Child Support Referral Program To increase access to workforce development services, improve coordination of supportive services, enhance job retention assistance, and improve employment outcomes for unemployed, underemployed, and payment-delinquent non-custodial parents, WDACS and the County's child support agency, the Child Support Services Department (CSSD), have partnered to create a referral program—the Child Support/AJCC Referral Program--aimed at reducing this population's barriers to employment. Both CSSD and WDACS recognize that a major barrier faced by this population is the suspension and revocation of driver's and professional licenses due to outstanding child support obligations. Most jobs in California require proof of a current driver's license; hence, non-custodial parents (NCPs) who have had their license suspended or revoked often have difficulty securing employment, further preventing them from fulfilling child support payment obligations. To incentivize these individuals to engage in AJCC workforce development programs and services, WDACS and CSSD have established an agreement, formalized in a Memorandum of Understanding (MOU), that those referred to, enrolled in and actively engaged in AJCC workforce programs and services will have their licenses conditionally released and potentially reestablished on condition that a child support payment plan is established and adhered to. Those who fulfill these conditions may have their license(s) reinstated for a year, providing them a better chance to obtain employment, remain gainfully employed, and become compliant with child support payment obligations. The Referral Program is fully supported by CSSD and AJCC leveraged resources. Participants that are homeless or justice-involved are co-enrolled in the LA:RISE or INVEST program, respectively, so that they are able to receive intensive supportive services, subsidized employment and employment retention assistance.

Innovative Automated Referral System To facilitate referrals from CSSD to the AJCCs, WDACS has developed an innovative Automated Referral System (ARS) to automate referrals from CSSD to AJCCs. CSSD staff complete an

online application that electronically identifies the five closest AJCC(s) by geocoding the NCP's address. WDACS then directs the individual to the closest AJCC, unless a different AJCC is preferred. The ARS allows AJCC staff to notify CSSD that the referral has been received and if/when the referred individual has been enrolled into an AJCC workforce program. Once the individual is enrolled, all other data related to workforce program participation and outcomes is tracked in CalJOBS. WDACS then pulls data from both CalJOBS and the ARS to create monthly dashboards that provide WDACS, the AJCCs and CSSD data on program referrals, enrollments, training completions, employment placements, and demographic data.

Progress and Future Plans: In the first phase of piloting the Referral Pilot (July 2017 - December 2018), 295 NCPs were referred to AJCCs by CSSD, 68 of whom were enrolled in an AJCC program. Twenty-two (22) of those enrolled have secured permanent unsubsidized employment. With the first phase complete, WDACS is now taking the lead in working to expand the program RPU-wide. CSSD has committed to the RPU-wide expansion, and the L.A. County WDB has begun discussions with the other WDBs regarding program expansion through the L.A. Basin RPU Regional Plan Modification planning process. To inform plans to scale up the Referral Program and grow partnerships to better engage and serve the population, the County conducted two forums with a broad array of stakeholders who serve those in the County's Child Support program. Exhibits A1-A7 (pp i-xvi) contain flyers, agendas, sign-in sheets, PowerPoint presentations, and meeting notes of the stakeholder forums. Attachment C provides an overview of the population, barriers experienced, resources to address barriers, types of services needed, and services currently being provided to the population, as identified in the stakeholder forums. Based on input received through the forums, L.A. County plans to collaborate with partners and stakeholders to implement the following strategies to increase engagement of non-custodial parents in workforce development services & career pathway employment opportunities:

- Support and train AJCC and partner staff to increase the provision of coaching, pro-social habit development and system navigation;
- Develop common messaging and materials so that AJCCs, CSSD and their partners are able to educate non-custodial parents on the impact of employment income on public assistance benefits, and the advantages of being employed;
- Identify funding for training stipends and employment retention incentives for non-custodial parents;
- Standardize processes for AJCC and partner referrals to mental health, housing, parenting, dispute resolution, and other resources that serve parents;
- Grow partnerships with trade unions and intermediaries to increase participation in pre-apprenticeship programs that include intensive supportive and wrap-around services;
- Augment current cross-system, cross-agency trainings to increase the success of system-to-system referrals;
- Increase and coordinate business engagement to develop bridge job and permanent employment opportunities, and better assess skills needed and credentials valued by employers;
- Facilitate partnerships between training institutions and businesses to develop trainings that meets business/industry needs;
- Identify and develop more intensive, short-term trainings to be conducted at AJCCs and work sites to help non-custodial parents quickly gain skills to secure employment and advance in careers.

Sector Strategies: For this population, as well as for the others that are the focus of this Modification, WDACS has established partnerships to support specific sector-based career pathway strategies. One such strategy is the *Construction Pre-Apprenticeship Pipeline Project* that works to increase the number of parolees who enter state-approved construction apprenticeship programs by engaging them in MC3 training through local providers such as Flintridge Center, YouthBuild, Conservation Corps, Anti-Recidivism Coalition, L.A. Southwest College, L.A. Trade Tech, L.A. Unified School District, and Women in Non-Traditional Employment (WINTER). A key partner in the

pipeline project is the L.A. and Orange Counties (LA/OC) Building and Trades Council which oversees the Construction Union Apprenticeship Training programs in Los Angeles and Orange counties, represents 48 local unions in 14 Trades, and negotiates Project Labor Agreements (PLAs) with entities such as the Los Angeles Airport, L.A. Unified School District, Port of Los Angeles, L.A. County Metro, NBC Universal, and others.

Other sector strategies WDACS will continue to facilitate on behalf of the RPU include public sector pathway initiatives for which the L.A. County Department of Human Services (DHR) has identified entry-level positions within several County departments accessible to vulnerable populations that lead to career advancement within County government. Such initiatives include: the Youth Bridges Program that trains and mentors Probation and Transition-Age Youth into County entry-level jobs that promise career growth; Temp L.A. that places homeless and justice-involved individuals in temporary jobs in County departments with the goal of transitioning participants into permanent positions; and the Worker Education & Resource Center (WERC) High Road Training Partnership that provides training tailored to vulnerable populations to prepare them for occupations within County government. WDACS plans to work, on behalf of the RPU, to ensure that AJCC job seekers throughout the region will have access to these public sector training and career path opportunities.

III. STRENGTHENED COLLABORATION WITH COMPETITIVE INTEGRATED EMPLOYMENT PARTNERS TO SUPPORT INDIVIDUALS WITH INTELLECTUAL AND DEVELOPMENTAL DISABILITIES INTO INTEGRATED EMPLOYMENT OPPORTUNITIES

WDACS plans to support "Competitive Integrated Employment," an emerging national movement to recognize the right of people with intellectual and developmental disabilities (ID/DD) to work in integrated settings with people without disabilities and to earn a livable wage. The California Workforce Development Board (State Board) and the Department of Rehabilitation (DOR) formed a partnership and developed state-wide Competitive Integrated Employment (CIE) policy and strategy outlined in the State's CIE Blueprint (2017). Key partners to the CIE strategy include DOR, the State Board, the California Department of Education (CDE), and the Department of Developmental Services (DDS). In July 2017, the CIE partners created the Local Partnership Agreement (LPA) Template to guide LEAs, DOR districts, and DDS regional centers in establishing agreements to create more CIE opportunities for individuals with intellectual disabilities and developmental disabilities (ID/DD). The LPA Template was designed to facilitate discussion among partners towards the goal of establishing collaborative plans to assist individuals in achieving CIE.

To inform its plans to strategically engage with CIE partners to increase integrated employment for the ID/DD population, WDACS conducted research on the LPAs being developed in the RPU and identified the partners to each. Once identified, WDACS convened a special meeting (10/17/18) of partners to all ten (10) LPAs being developed in the region to assess the status of development of each and begin discussions on how the County AJCCs might work more strategically with each on business outreach and engagement to develop competitive integrated employment opportunities. An overview of each LPA, its partners, and the status of its development is outlined in detail in Attachment D (page xii). Of the ten (10) LPAs being developed, only one is finalized: the San Gabriel Valley LPA to which the County's East San Gabriel Valley Comprehensive AJCC is partner and has been actively involved with regard to LPA development. At the LPA partner meeting, all LPA partners agreed that DOR, the regional centers, and the school districts need to rely on the AJCCs to a much greater degree to conduct employer recruitment and engagement for shared efforts. As such, WDACS will continue to attend the on-going partnership meetings of each LPA to continue to determine the AJCC business outreach and engagement tools, strategies and marketing materials that can be leveraged by the LPA to create more opportunities for the ID/DD population.

To assist ID/DD individuals into career pathway employment, WDACS has partnered with Goodwill and the Verdugo WDB on a Uniquely-Abled (UA) Program that focuses on the creation of vocational opportunities for the uniquely-abled, including the ID/DD population, by matching their abilities to the needs of local employers in such sectors as hospitality and advanced manufacturing. The program consists of a 12-week intensive, certificated training in such occupations as Computer Numerical Control (CNC) machinist and welders. The program leverages funding from DOR and features support from staff of local regional centers and social service agencies. Once participants complete training, they are matched to jobs that start at wages of $14.00 - $20.00 per hour, which are considered livable wages for entry level employment in these sectors. The program has successfully placed 100% of its 2nd cohort of fifteen (15) participants and has been instrumental in creating career pathways for ID/DD individuals in occupations within sectors such as aerospace and manufacturing which would typically require 3-5 years of experience to gain access. The program is now entering its third cohort supported by L.A. County WDB Innovation Funds and involving the County's Santa Clarita AJCC and education partner College of the Canyons. In addition to expanding the UA program, the WDB plans to explore the possibility of using its innovation funds to expand other established sector pathway efforts serving this population, such as the New Horizons' program that trains and places ID/DD individuals in positions in retail and restaurants, including with Outback Steakhouse, Walgreens, Albertson's and Vons. In addition, WDACS plans to develop AJCC staff skills in serving the ID/DD population through training.

IV. PARTNERSHIPS & STRATEGIES TO INCREASE ENGAGEMENT OF ENGLISH LANGUAGE LEARNERS, FOREIGN BORN INDIVIDUALS AND REFUGEES IN WORKFORCE DEVELOPMENT SERVICES & CAREER ADVANCEMENT

To inform its Plan Modification to increase engagement of English language learners (ELLs), foreign born individuals, and refugees in workforce development services and to support their career advancement, WDACS convened government, education, community-based and other partners to discuss strategies to share resources, align services, coordinate supportive services, promote retention in training, and increase access to sector pathway programs for this target population. These convenings occurred September 25, 2018 at Pomona City Hall and November 20, 2018 at Centro Maravilla Service Center in areas that have high concentrations of immigrant and refugee populations. Based on stakeholder input from these forums, Attachment E (page xiv) provides an overview of the population, barriers to employment, specialized needs, identified gaps in workforce system services, outreach and recruitment strategies, and coordination and alignment among partners serving the ELL, foreign born, and refugee population.

To increase engagement of the population, WDACS plans to build upon its current, well-established partnerships with local Title II adult education providers. The County's East San Gabriel Valley AJCC and South East L.A. AJCC Affiliate are co-located at Adult schools, Hacienda La Puente Adult School and Richard N. Slawson Southeast Occupational Center, respectively. Additionally, all the AJCCs enjoy strong partnerships with their local school districts which serve to enhance coordination of AJCC workforce development services with adult education English as a Second Language (ESL) classes to support ELL job seekers and employees in learning language skills directly related to vocations in which they are seeking employment or career advancement. Vocational English as a Second Language (VESL) programs offered through these education partners are developed through collaboration between adult school and business partners so that curriculum is infused with the terminology and language proficiency needed for particular job functions. VESL courses also serve as a bridge for participants into credit-earning courses. WDACS encourages that a VESL component be part of any AJCC work-based learning or training activity in which an individual from this target population is engaged.

In addition to partnerships with adult education, the East L.A. AJCC collaborates closely with New Opportunities, a non-profit organization that provides disenfranchised and at-risk populations training in academic, vocational, social and emotional skills required for obtaining work skills. The co-location of New Opportunities at the AJCC allows the

ELL job seeker to receive services in an inviting setting from staff familiar with their needs and circumstances. Together, the AJCC and New Opportunities have engaged industry sectors and employers amenable to hiring English language learners. The East L.A. AJCC is operated by Catholic Charities which also operates immigration and refugee services, including legal support, which allows for coordinated and aligned workforce development and legal services under one roof. The Hospitality Training Academy (HTA) coordinates its services with many of the County AJCCs to provide ELLs vital training to support their employment within the hospitality sector. AJCCs and HTA reach out to employers in tandem in advance of the job seeker's interview to let the employers know interviewees are receiving support in learning English. HTA also collaborates and aligns with local Korean churches to connect Korean English language learners to training and employment opportunities in the hospitality sector.

Instrumental to engaging this population in workforce services has been the use of the County's Community and Senior Service Centers. In addition to administrating the County's workforce development system, WDACS also runs the County's Community and Senior Service Centers which serve as an instrumental bridge to the community, particularly to the immigrant and refugee communities in such areas of the County as East Los Angeles and the San Gabriel Valley. The centers offer a connection to immigrant and refugee services, food banks, and other services that attract this target population. WDACS has been able to utilize its centers' connections to this community to better educate them and engage them in AJCC workforce development services. Additionally, WDACS plans to work more closely with the County's Refugee Employment Program, an employment program for refugees in the County's GAIN program administrated by DPSS. Finally, to ensure responsive and accessible services, WDACS has created and directed its AJCCs to follow distinct policies and protocols for ensuring those with limited English proficiency have equal and unfettered access to AJCC workforce development services.

V. UPDATES ON PROGRESS IN IMPLEMENTATION OF L.A. COUNTY WORKFORCE DEVELOPMENT BOARD 2017-2021 LOCAL PLAN GOALS

In the first two years of implementation, WDACS has made progress on many of the WDB's Local Plan Goals. The work WDACS has undertaken in this way supports the Board of Supervisors' goal to fully optimize the County's workforce and economic development efforts to increase impact on improving the livelihoods of residents and strengthen economic development opportunities for high-growth sectors in our region. As the County's workforce development programs are primarily administered by WDACS, the Board of Supervisors designated WDACS to serve as the lead in coordinating all County department efforts to prepare and place residents into employment, standardize tracking of program performance measures, and ensure all County efforts are fully aligned and leveraged with the RPU's workforce development system. To this end, WDACS and the other relevant County departments have made major strides in improving coordination, linking job services to high growth industries, conducting more intentional outreach to people with barriers to employment, increasing partnerships with community-based organizations and social enterprises, developing campaigns to engage the private sector to hire justice-involved populations, and co-locating employment and training services in schools and community colleges in underserved communities.

To meet both Board of Supervisor workforce and economic development alignment goals, as well as WDB goals to strengthen economic development and business needs, WDACS has bolstered its Economic and Business Development Division (formerly referred to as the Business Services Division) by adding staff skilled in a variety of labor market analytic tools from companies such as Dun and Bradstreet and Economic Modeling Specialists International (EMSI). These tools provide AJCC Business Services Representatives (BSRs) with up-to-date intelligence on businesses in their area to aid business engagement efforts. The tools also allow WDACS to regularly assess and respond to changes in the region's labor market and economic conditions. These tools complement additional

WDACS strategies to remain informed on and responsive to policy and trends related to regional economic landscape changes through on-going partnerships with the California Workforce Association (CWA), U.S. Conference of Mayors, L.A. Area Chamber of Commerce, L.A. Economic Development Corporation (LAEDC), and the Center for Competitive Employment.

WDACS provides AJCC BSRs regular technical assistance and training to increase their professional business engagement skills, provide policy direction, guide strategic and coordinated outreach, and review performance with regards to outreach and assessment of business needs. WDACS has ensured that there are two BSRs at each of the seven Comprehensive AJCCs, and one BSR at the remaining AJCCs, responsible for matching jobs seekers to available jobs, maintaining relationships with business, developing employment opportunities, establishing work-based learning experiences, brokering on-the-job training (OJT) contracts, and developing customized trainings. AJCC BSRs have received accredited Business Services Professional Development training from *Business U*[3] on actively engaging business and industry regarding the development of career pathways in in-demand priority sectors.

One of the main goals of the Board of Supervisors' workforce and economic development alignment efforts is to ensure that more individuals from the County's priority populations enter the workforce and establish a path to self-sufficiency. To meet the Board's goals in this way, WDACS, on behalf of the RPU, has worked closely with relevant County departments to systematically register job seekers into CalJOBS and establish data-sharing MOUs to assist alignment of services and outcome reporting. To date, WDACS has established data-sharing MOUs with DPSS, Probation, DHR and DHS. Additionally, WDACS has assumed the lead on the system alignment work relative to the RPU's P2E efforts to align the countywide workforce development system, State Parole, County Probation and other relevant stakeholders in coordinating assistance to the justice-involved in accessing and receiving workforce development programs and supports in a uniform manner across the region. To this end, WDACS is leading the RPU's efforts to assess and align State, regional and local data systems affecting the justice-involved population and execute a partnership agreement among the WDBs, the California Department of Corrections and Rehabilitation (CDCR), Probation and DHS to support the P2E alignment efforts.

WDACS has also made significant strides in its goal of creating system inclusiveness and accessibility by expanding earn & learn and other workforce development opportunities for County priority populations. For instance, WDACS has significantly expanded workforce services to the homeless population. Each year WDACS receives Measure H funding which it is responsible for allocating to the RPU's workforce development boards for homeless employment programming. The L.A. City and L.A. County WDBs work collaboratively to partner with social enterprises to implement LA:RISE, and the five other WDBs in the RPU utilize their Measure H funding to implement the HOME program. Both programs combine transitional subsidized employment with AJCC employment services to assist participants in obtaining unsubsidized employment. In FY 2017-18, these combined efforts provided almost 800 homeless individuals with subsidized employment and career services, 260 of whom secured permanent, unsubsidized employment.

In the past two years, WDACS has also greatly expanded services to the justice-involved population through its Jail-Based Job Center, INVEST program, and several youth workforce development initiatives. To increase access to workforce services for County jail inmates, WDACS partnered with the County Sheriff and several other departments to establish a Jail-Based Job Center at Pitchess Detention Center in Castaic, CA. The Center provides inmates who are within 3-6 months of release with a continuum of pre and post-release workforce development services that include employment readiness workshops, pro-social skill development, career planning, peer supports, intensive navigation

[3] https://www.business-u.net/

into AJCC services upon release, job training, job search assistance, and employment retention services. The center has served 200 inmates since its inception in October 2017. The County Board recently moved to expand the Center to the County's women's jail, Century Regional Detention Center.

To expand access to services for those on County Adult Probation, WDACS has partnered with Probation to establish the INVEST program in which Probation Officers are co-located at County AJCCs and work hand-in-hand AJCC staff utilizing evidence-based practices to prepare and train probationers for employment, provide job retention incentives, and support career advancement. Since July 2018, the program has served 318 individuals on Adult Probation, 52 of whom have secured full-time, unsubsidized permanent employment. WDACS and Probation are working with the L.A. City WDB to expand INVEST to L.A. City WorkSource Centers beginning July 2019, with South Bay WDB to expand INVEST to their workforce development area sometime in 2019, and, through the Prison-to-Employment (P2E) process, are exploring with the other WDBs the potential of expanding INVEST to the remaining workforce development areas.

WDACS has also partnered with Probation, the L.A. Area Chamber of Commerce and several County departments to expand earn and learn opportunities for justice-involved, foster and other disconnected young adults. For instance, in the L.A. County Youth Bridges Program, WDACS is working closely with the County DHR and several County departments, including Parks and Recreation and Beaches and Harbors, to support justice-involved and foster youth onto career paths in the public sector. The program includes career education and exposure, employment preparation, work-based learning and, in some cases, guaranteed interviews for entry-level jobs with County departments. For this effort, DHR has identified several positions that lend themselves as accessible entry-level jobs for the targeted populations that lead to concrete career advancement opportunities in the public sector.

Though major strides have been made in aligning programs and resources to increase the impact of the County's workforce development efforts on regional economic economy, the Board of Supervisors is considering further restructuring of relevant County departments and programs to achieve greater impact in this way. To this end, the Board has contracted with the University of California, Berkeley to conduct a thorough study of the County's workforce and economic development programs and infrastructure. This study is expected to result in concrete recommendations and timelines to further innovate the County's workforce and economic development system to better serve its constituents with job training and career opportunities to achieve greater impact on regional economic growth.

ATTACHMENT A

SUPPLEMENTAL NARRATIVE

STAKEHOLDER & COMMUNITY OUTREACH AND INVOLVEMENT IN TWO-YEAR REVIEW OF THE LOCAL PLAN

Outreach & Engagement Strategies to Secure Broad & Informed Stakeholder Input**:** To inform its Local Plan Biennial Modification, the WDB conducted ten (10) stakeholder forums from September 25 to November 27, 2018, two of which were held after business hours. A full schedule of forums conducted can be found through the following link:

https://workforce.lacounty.gov/expanding-the-vision-for-workforce-development-in-l-a-county/?utm_content=&utm_medium=email&utm_name=&utm_source=govdelivery&utm_term

To conduct the forums with broadest possible base of input, the WDB compiled a Stakeholder Forum Master Distribution list of stakeholder and community engagement contact information from the following: the Directory of Planning Partners & Interactive Corrections Map provided by CAWDB; subscribers to the WDB's Quarterly Meeting invitation list; subscribers to County's "Workforce Development News" using County of L.A.'s GovDelivery subscription service; RSVPs from the County's AJCC Grand Openings, WDB Special Meetings, and other AJCC and workforce development events; and lists of local stakeholder and community contact information provided by the fifteen (15) County AJCC operators. The master distribution list (available upon request) utilized to conduct stakeholder forum outreach to partners that serve the CalFresh, Child Support, Competitive Integrated Employment, and English language learner populations contains the contact information of approximately 10,000 professional individuals from organizations serving the RPU. Partners outreached to include businesses, economic development partners, business assistance providers, County agencies, community colleges, adult schools, community-based organizations, social enterprises, faith-based organizations, and other community engagement and advocacy groups.

The GovDelivery platform was utilized to send out formal notices to all individuals on the distribution list. To advertise the forums, the WDB created and utilized unique marketing materials such as posters, flyers, and digital media distributed via social media (Facebook, Twitter, Instagram, and LinkedIn) and featured on a webpage linked to the front page of two websites managed by the County: https://workforce.lacounty.gov/, which services the jobseekers, and https://wdacs.lacounty.gov/, which is the WDACS department site.

Plan modification and stakeholder forum marketing efforts were unified under the tagline "*Expanding the Vision for Workforce Development in L.A. County.*" This allowed each social media platform to be marketed using respective Search Engine Optimization (SEO) results from hashtags such as "#workforcedevelopment", "#wioa", and "#lacounty", as well as from web-based community interactions such as sharing, liking, or commenting. The optimization and marketing tagline for *"Expanding the Vision"* ranks 4th by utilizing Google from a search engine of approximately 50 million results. In addition, posters were posted in the lobbies of WDACS' headquarters and of the fifteen (15) County AJCCs. Flyers were circulated in paper and digital form.

To further enhance outreach to effect strong attendance at the forums from a broad array of stakeholders from throughout the region, County AJCCs conducted outreach via phone and email to their respective local stakeholder and community contacts. To track stakeholder meeting attendance and to further assist with

promotion of the event, the WDB utilized the Eventbrite platform. Each stakeholder meeting was published under a unique event URL (uniform resource locator) hyperlink and the settings for each meeting was set to Public (opposed to Private). This allowed each event to be marketed using Eventbrite SEO results for tags such as "Government" and "Things to Do in [city/community of venue]".

Approach to Conducting Population & Partnership-Specific Stakeholder Forums To guide the stakeholder forum process, and to moderate the forums, the WDB secured facilitators with a depth of experience in workforce development as well as in service provision for the populations that are the focus of the Plan Modification. Additionally, the WDB crafted its forums and outreach efforts to gain input from appropriate stakeholders relevant to each of the specific populations discussed in the modification: CalFresh Recipients; Non-Custodial Parents ("Persons Paying Support"); individuals with intellectual and developmental disabilities; and English language learners, refugees and the foreign born. To ensure relevant input on each population, the WDB outreached via the engagement strategies outlined above to government, education, business and community partners and stakeholders relevant to each population. The following documentation on stakeholder outreach and engagement efforts for each of the ten (10) Stakeholder Forums conducted can be found in Exhibits A-1 through A-7 (pages i-xvi):

Exhibit A-1	Flyers for the 10 Stakeholder Forums
Exhibit A-2	Email Bulletin Notifying Stakeholders on 10 Forums
Exhibit A-3	Attendee Lists for the 10 Stakeholder Forums
Exhibit A-4	Notification of All 10 Forums to State Board
Exhibit A-5	Agendas of the 10 Forums
Exhibit A-6	PowerPoint Presentations for Each Forum
Exhibit A-7	Meeting Notes of Each Forum

The facilitators crafted and used the following talking points to promote dialog and elicit input from stakeholders specific to each population:

TALKING POINTS FOR STAKEHOLDER FORUMS ON PARTNERSHISP TO SUPPORT EMPLOYMENT & TRAINING FOR CALFRESH RECIPIENTS
Are programs for CalFresh recipients currently available in the local area? If so, what services are provided and which are the organizations providing them?
What types of workforce services are needed to help CalFresh recipients succeed in the local labor market?
What barriers to employment are faced by CalFresh recipients and what resources are available to help assist them to overcome those barriers?
What partnerships currently exist or could be developed among the local workforce system and (relevant partners) that provide or could provide services to CalFresh recipients. How do the partners work with one another and how do they share information?
Are CalFresh recipients being referred to programs that prepare them for high demand jobs in the region's priority sectors?
What services or systems are in place that could help CalFresh recipients succeed in such programs and on the job?

TALKING POINTS FOR STAKEHOLDER FORUMS ON ENGAGEMENT OF NON-CUSTODIAL PARENTS IN SERVICES
What barriers to employment are most common among targeted NCPs?
What are NCPs' service needs (particularly with regard to job skills and employment) and what services are currently available?
What organizations collaborate locally to promote skills development, employment and career advancement for targeted NCPs?
Among the NCP service partners, (e.g. Child Support, Family Court, AJCCs, training providers and community-based organizations), what referral and information sharing systems are in place?
What strategies and tools are used to motivate and incentivize NCPs' acting on referrals, participating in training/skills development and retention in employment?
How can local organizations work better to ensure positive employment and career outcomes for NCPs?

TALKING POINTS FOR STAKEHOLDER FORUMS ON DEVELOPING COMPETITIVE INTEGREATED EMPLOYMENT OPPORTUNITIES FOR INDIVIDUALS WITH INTELLECTUAL AND/OR EVELOPMENT DISABILITITES
How are DOR and the workforce system (i.e. the local Board and the AJCCs) currently working together with local partners (such as regional centers, special education and Workability programs, among others) to support the employment goals of individuals with intellectual disabilities and developmental disabilities?
Are efforts underway for the partners to collaborate on the use of CIE for job seekers with ID/DD?
Have discussions begun on the development of a Local Partnership Agreement to create more CIE opportunities? If not, how can this be accelerated?
Have workforce system staff received training in serving individuals with ID/DD and are they knowledgeable about programs and services available to assist this target group? What additional training and information is needed?
How are DOR and the local workforce system working together to outreach to employers and partners to support individuals with ID/DD in achieving CIE? If efforts are not yet underway, what will be done?
Have recruitment, referral and employer engagement strategies been defined? If not, what is planned?

TALKING POINTS FOR STAKEHOLDER FORUMS ON ENGAGINGENGLISH LANGUAGE LEARNERS, REFUGEES AND THE FOREIGN BORN IN WORKFORCE DEVELOPMENT SERVICES
What are the needs of individuals in this category?
What are the principal barriers to employment faced by these individuals?
What partnerships and collaborative efforts exist that enable local organizations to provide services to meet these needs?
What outreach and recruitment strategies are effective in connecting individuals from these target groups to skills training and livable wages?
What strategies are in place to provide these individuals with job skills and training that will enable them to progress into livable wage jobs and careers?
Where do gaps in services exist for this target population and what can we do to bridge these gaps?

TALKING POINTS FOR STAKEHOLDER FORUMS ON WDB'S OVERALL APPROACH TO WORKFORCE PROGRAMMING & PLANNING
What services and support do job seekers need to help prepare for and find work?
What types of training are most needed in the area?
Do people in the community have a good understanding of the programs and services that are available to assist them? If not, what is the best way to get the word out?
Are there specific gaps between the services that are available and the services that people need? If so, how can we bridge those gaps?
If you were writing the local workforce plan, what would your priorities be and why?

Opportunities and Mechanisms for Public Comment**:** To further gain stakeholder input on its Plan Modification, the WDB issued a Notice of Availability of the Draft Modification for public review for a period of 30 days, from February 8 to March 10, 2019. The public and stakeholders were made aware of the availability of the Draft Modification for review and comment by the same outreach mechanisms utilized to advertise the Stakeholder Forums. The notice was distributed via the GovDelivery platform to over 10,000 stakeholders on the Stakeholder Forum Master Distribution compiled from the Directory of Planning Partners & Interactive Corrections Map provided by CAWDB; subscribers to the WDB's Quarterly Meeting invitation list; subscribers to County's "Workforce Development News" using County of L.A.'s GovDelivery subscription service; RSVPs from the County's AJCC Grand Openings, WDB Special Meetings, and other AJCC and workforce development events; and list of local stakeholder and community contact information provided by the fifteen (15) County AJCC operators. To advertise the Notice, the WDB created and utilized posters, flyers, and digital media distributed via social media (Facebook, Twitter, Instagram, and LinkedIn) and featured on a webpage linked to the front page of two websites managed by the County: https://workforce.lacounty.gov/, which services the jobseekers, and https://wdacs.lacounty.gov/, which is the WDACS department site. Through these outreach efforts, stakeholders were made aware of the email address to which to submit their comments to the Draft. A copy of the Notice of Availability of the Draft Modification, a sample email message to stakeholders on the Notice, a List of stakeholders to whom the message was sent, and the email message notifying State Board contacts of the Notice can all be found in Exhibits A1-A7 (pages i-xvi). Results of the Public Comments received, how they affected the draft and comments received in disagreement with plan can be found in Attachment F on page xvi.

SUPPLEMENTAL NARRATIVE

CALFRESH PARTICIPANTS
BACKGROUND AND ASESSSMENT OF NEED

Overview of CalFresh Recipients Population & CalFresh E&T Participants Of the approximately 10.5 million people in Los Angeles County, about 1.1 million receive CalFresh. The County ranks among the lowest of all the counties in the state in terms of CalFresh program participation rate among those eligible to participate in the program[4]. The county's participation rate is 66 percent compared with the state average of nearly 70 percent. Most participants are families with children. At least 700,000 more people may be eligible. In response to this, in January 2018 the L.A. County Board of Supervisors moved that the Department of Public Social Services create a unit with existing staff to develop ways to increase participation in CalFresh by improving the enrollment process as well as customer service. It is expected that increased participation will result in a $2.1 billion bump in economic activity in the county.

The chart below indicates the breakdown of the County CalFresh recipients by race/ethnicity:

Race/Ethnicity	Percentage of Households
African American/Black	18%
American Indian/Alaska Native	0%
Asian/Filipino/Pacific Islander	3%
Hispanic/Latino	59%
White	11%
Multiracial	1%
Other	7%

Of the total CalFresh recipient population, approximately 200,000 participate in the County's CalFresh Employment and Training (CFET) program. The following table provides a snap shot of the region's CFET program participants by workforce force development area including breakdowns by gender, age, homelessness status and English language ability:

[4] https://www.latimes.com/local/lanow/la-me-ln-food-stamps-20170529-story.html

L.A. Basin RPU CalFresh Employment and Training by LWDA

	Foothill	L.A. City	L.A. County	Long Beach	SELACO	South Bay	Verdugo	Unknown	Grand Total
Female	1,598	39,091	35,075	3,139	2,325	3,316	3,370	3,318	91,232
Male	2,414	53,682	42,180	2,396	1,913	2,497	3,710	5,470	114,262
Grand Total	**4,012**	**92,773**	**77,255**	**5,535**	**4,238**	**5,813**	**7,080**	**8,788**	**205,494**

	Foothill	L.A. City	L.A. County	Long Beach	SELACO	South Bay	Verdugo	Unknown	Grand Total
18-24	539	15,591	13,734	1,044	699	999	756	1,695	35,057
25-34	1,074	25,701	19,879	1,238	946	1,163	1,591	2,760	54,352
35-44	892	18,962	16,191	1,059	886	1,161	1,572	1,836	42,559
45-54	961	21,092	17,931	1,418	1,070	1,561	2,063	1,723	47,819
55-59	546	11,427	9,520	776	637	929	1,098	774	25,707
Grand Total	**4,012**	**92,773**	**77,255**	**5,535**	**4,238**	**5,813**	**7,080**	**8,788**	**205,494**

Homeless

	Foothill	L.A. City	L.A. County	Long Beach	SELACO	South Bay	Verdugo	Unknown	Grand Total
No	2,944	76,793	65,910	5,498	4,017	5,783	6,172	6,421	173,538
Yes	1,068	15,980	11,345	37	221	30	908	2,367	31,956
Grand Total	**4,012**	**92,773**	**77,255**	**5,535**	**4,238**	**5,813**	**7,080**	**8,788**	**205,494**

English Speakers

	Foothill	L.A. City	L.A. County	Long Beach	SELACO	South Bay	Verdugo	Unknown	Grand Total
English	3,740	79,016	67,036	4,527	3,607	4,859	4,682	8,352	175,819
Grand Total	**3,740**	**79,016**	**67,036**	**4,527**	**3,607**	**4,859**	**4,682**	**8,352**	**175,819**

Non English Speakers

	Foothill	L.A. City	L.A. County	Long Beach	SELACO	South Bay	Verdugo	Unknown	Grand Total
	272	**13,757**	**10,219**	**1,008**	**631**	**954**	**2,398**	**436**	**29,675**

The program consists of six (6) components: job search, job club workfare, education, vocational training, and post-employment job retention services. Below is a breakdown the number of participants in each of the six (6) CFET program components for Program Year (PY) 2017/18:

CFET Component	Number Engaged
Job Search	2,990
Job Club	1,538
Workfare	620
Education	987
Vocational Training	497
Job Retention	17

The components may be performed individually, or in combination with other components to enhance the employability of individual participants. The current CFET program is limited to those in the General Relief Work Opportunity (GROW) program. Upon case approval, employable CalFresh (CF) recipients receiving General Relief are assigned to the GROW program. These employable participants can be assigned to one or more CFET components based on their Job Skills Assessment.

Stakeholder Forums on Expanding Services to CalFresh Recipients To inform its Plan Modification relative to partnerships with County human service CalFresh programs, WDACS conducted two stakeholder forums (see forum notes in Exhibit A-7) with government, community, and business stakeholders who work to support those receiving CalFresh into self-sufficiency. The first forum was held on November 14, 2018 at the Santa Fe Springs Town Center, and the second on November 27, 2018 at AMS Fulfillment in Valencia, CA. The forums consisted of facilitated discussion with stakeholders on the theme of creating intentional partnership and meaningful system alignment to better assist CalFresh recipients into the workforce. Participants were asked to describe CFET programs known to them, organizations providing the program, the greatest barriers to employment that CalFresh recipients face, the types of workforce services stakeholders felt were needed to assist the population into the workforce, existing partnerships with DPSS and the workforce system, and how partners should work together and share information to better support the population.

Employment Barriers Experienced by CalFresh Recipients & Resources to Address Barriers A robust discussion of the most common barriers to employment experienced by the population included: lack of relational or "soft" skills, even among those with certificates and job skills; lack of basic skills including computer, financial, and English and math literacy skills; justice-involvement and felony backgrounds that disqualify individuals from some employment; homelessness and the instability that comes with transience; and transportation given the great distances and time required to travel to training and jobs given the vastness of the county, exacerbated by skyrocketing housing costs that increasingly prevent workers from living near available jobs. The most pervasive and difficult barrier to surmount, said many stakeholders, was what they perceived as an ambivalence among some in the population to pursuing employment. Some mentioned that they felt this ambivalence to working was related to a fear that income from working would force CalFresh recipients to lose their benefits.

Types of Workforce Services Needed by the CalFresh Recipients Stakeholders identified some of the workforce services needed by the population were services that teach skills in basic communication, conflict resolution, computer literacy, financial management and language, and reading and math skills. Stakeholders highly recommended that bootcamps that provide intensive teaching of foundational skills be made more available

to the population. The most vital service called for was the need to provide individuals one-on-one personal coaching on the development of positive work habits, goal setting, and pro-social habit development. Stakeholders also underscored the need for a more holistic approach to assisting individuals within the context of the family system. Many called for a service approach that aimed to assist every member of the family with regard to their employment, training and career advancement needs given their age and life stage. Stakeholders also agreed that there was a need for employment engagement efforts that identify employers willing to provide more opportunities to more high risk, high needs individual, as well as for supportive services that follow the individual even after employment placement, when participants' connection to the AJCC and other supports often drop off.

Collaboration Among Workforce, Public Social Services, and Stakeholders**:** In terms of partnerships, stakeholders mentioned several examples of AJCC/DPSS collaboration in which DPSS conducts outreach and eligibility at the AJCC at regular times each month. AJCCs also work with local school districts to outreach to students who receive CalFresh. The L.A. County Office of Education (LACOE) helps coordinate student co-enrollment into AJCC employment services. One school (Whittier Adult School) has started a navigator program to help connect students to resources including AJCC workforce programs. In spite of these efforts, it was noted that these partnerships needed to be conducted more consistently and uniformly across the workforce system, and that DPSS staff should not just visit AJCCs regularly, but rather be co-located at the AJCC to increase accessibility of public assistance enrollment for job seekers, and workforce development services for CalFresh recipients. Stakeholder-provided intelligence garnered in the two forums on the County's CalFresh population were instrumental in informing WDACS' work with DPSS, on behalf of the RPU, to develop strategies to expand the County's CFET program to serve more homeless, justice-involved and other job seekers with barriers to employment.

ATTACHMENT C

SUPPLEMENTAL NARRATIVE

UNEMPLOYED, UNDEREMPLOYED & PAYMENT DELINQUENT NON-CUSTODIAL PARENTS
BACKGROUND & ASSESSMENT OF NEED

Overview of the Population To increase and improve partnerships to better serve payment delinquent non-custodial parents, the WDB attempted to secure demographic and other relevant data on the population from the County Child Support Services Department. From the data received (below), the WDB learned that there is a total of 112,301 non-custodial parents in the region with the highest concentration (48,182) residing in the County WDB workforce development service area, and the second highest concentration (39,061) residing in the L.A. City WDB area. Men represent 87% of the population, where women represent only 13%. In terms of race and ethnicity, the majority are Hispanic (55%), though African Americans represent a disproportionate 24%, compared with the 8% they represent in the overall population of the region.

DATA OVERVIEW OF L.A. COUNTY CHILD SUPPORT PROGRAM PARTCIPANTS [5]

Gender	Count
Female	8978
Male	103720
Null	464
Other	4
Unknown	310
Grand Total	**113476**

Race/Ethnicity[6]	Count
African	185
Alaska Native/Native American	11
Alaskan Native	2
Armenian	164
Asian Indian	62
Asian	531
White	7070
Black	27687
Cambodian	218
Chinese	199
Filipino	812
Guamanian	20
Hawaiian	55
Hispanic	62138
Japanese	65
Korean	112
Laotian	15
Multi-Racial	761
Native American	134
No Race Given	1028
Null	9637
Other	703
Pacific Islander	106
Samoan	168
Unknown	1424
Vietnamese	169
Grand Total	**113476**

LWDA	Count
Foothill	2392
L.A. County	47532
Los Angeles	39061
Pacific Gateway	7379
SELACO	5553
South Bay	10063
Verdugo	1496
Grand Total	**113476**

Age	Count of Age
17-24	2402
25-34	29076
35-44	40660
45-54	27057
55-64	11379
65+	2805
NULL	94
Grand Total	**113473**

Justice-Involved	Count
INC	12275
(blank)	101201
Grand Total	**113476**

Active Employers	Count
0	49909
1+	63567
Grand Total	**113476**

[5] Per CSSD, data is self-reported by client

[6] CSSD reports clients are asked about their race/ethnicity. The categories in chart reflect are clients self-report their race or report the race of the other parent on application documents. Prison indicator is all-encompassing "re-entry" categories, but again self-reported

Barriers Experienced & Resources to Address Barriers To inform its Plan Modification relative to strategies to engage and retain unemployed and underemployed payment delinquent non-custodial parents in workforce development services and employment, the WDB held two stakeholder forums.[7] At the forums, stakeholders named the following as the most common bbarriers to employment faced by the population: offense records which impede employment; lack of education and skills sufficient to achieve living wage jobs; lack of stable housing; transportation issues exacerbated by revoked licenses due to being in arrears with child support payments; substance use; a lack of motivation to pursue employment; fear that employment will cause loss of public assistance benefits. Some experienced barriers to enrolling in a WIOA program due to their failure to have registered for Selective Service by the federal deadline. This failure is sometime due to incarceration, or to being disconnected to the extent they are unaware of the requirement or how to fulfill it. WDACS has developed funding and partnerships to braid additional workforce programs with WIOA programs to be able to provide more intensive, tailored employment services to populations who traditionally experience multiple barriers to achieving employment and/or who do not qualify for WIOA programs. For instance, the non-custodial parent who is homeless or at risk of homelessness may qualify for the LA:RISE program, a specialized program in which homeless-impacted job seekers are co-case managed by AJCCs and Social Enterprises. Likewise, those who are on Adult Probation may be enrolled in the INVEST program and receive co-case-managed supports from Probation Officers and AJCC career development specialists who together assist the justice-involved into employment. As INVEST is funded by non-federal dollars that do not carry the same restrictions as WIOA, it allows AJCCs to serve those in this population who have offense records and who do not qualify for WIOA.

Types of Services Needed by the Targeted Population In response to identified barriers, stakeholders recommended services needed to better engage and incentivize payment-delinquent non-custodial parents to participate in services and pursue employment. Recommended were greater provision of coaching and system navigation to encourage and assist individuals into services; greater use of motivational interviewing and other cognitive behavioral tools to increase motivation and pro-social habit development; greater education on the impact of employment income on public assistance benefits, and advantages to working versus relying on benefits; monetary and collateral incentives for participating in and completing training and services; fund development to be able to provide subsidized training stipends to provide individuals with income while they receive and complete training; better coordination with mental health and housing providers; more coordinated partnership with school districts and adult education to strengthen provision of basic English and math skills; stronger, more consistent connection to agencies providing record expungement and other legal supports; greater and more coordinated partnership with pre-apprenticeship programs, particularly in the building trades that anticipate great job growth and are more open to hiring those with criminal backgrounds; and better partnership with DPSS GAIN and GROW offices to achieve more effective referrals into AJCC and CBO services.

Outreach & Engagement Strategies Aside from the referral system in place as a result of the CSSD/AJCC Referral Pilot, most agencies described referrals as effected primarily by way of individual outreach efforts, door knocking, flyer distribution, and networking. CBOs have attempted, and in some cases have succeeded, in establishing quarterly networking meetings with the Department of Rehabilitation, the Department of Mental

[7] Please see Exhibit A1-7 for meeting flyers, agendas, sign-in sheets and note.

Health and the Department of Public Social Services to better engage and support the populations. Though great strides have been made in effecting interdepartmental MOUs for data sharing and improving and automating cross-system referral processes between County agencies, there remains a need for better information sharing and effective referral processes between government agencies and community-based organizations. In addition to better referral and data tracking between agencies, there is also a need for more cross-agency education so that service providers are more aware of services offered by others as well as the eligibility requirements associated with each so that the community-based organizations that often remain in closer contact with individuals from this populations are better able to promote the array of services available to them, to help them prepare to meeting eligibility requirements, and to help navigate them into the services.

Services Currently Being Provided To increase access to workforce development services for unemployed, underemployed, and payment-delinquent non-custodial parents, WDACS and the County Child Support Services Department (CSSD) have partnered to provide workforce development services for this population through the Child Support Services/AJCC Referral Program. These efforts to develop a workforce-child support partnership have served to pave the way for similar efforts throughout the state. In the program, once an individual is successfully referred to and enrolled in an AJCC workforce program, he/she is offered the full array of workforce development services offered by AJCCs. The basic level of service provided is Basic Career Services which include eligibility determination, intake, AJCC service orientation, initial assessment, navigation into education and support services, labor market information, training, financial aid eligibility assistance, information on unemployment compensation, job search aid, and employment placement assistance.

If deemed eligible, the individual may enroll into a WIOA program to receive Individualized Career Services including but not limited to comprehensive and specialized assessments, development of an Individual Employment Plan (IEP), group or individual counseling, career planning, short-term pre-vocational services, internships, work experience linked to careers, basic academic skills development, digital and financial literacy services, English language acquisition programs, supportive services, job readiness training, occupational skills training, On-the-Job training, entrepreneurial training, and customized training.

Additional services currently being provided to payment delinquent non-custodial parents include a Work Adjustment Program provided by Mental Health America that is a three-month paid employment preparation training after which participants are evaluated for workplace readiness, as well as a 13-week certificated training in customer services, hospitality, and food handling provided by the L.A. County Office of Education (LACOE). AJCC and partner staff also regularly refer NCP job seekers who need it to drug treatment provided by such agencies as Tarzana Treatment Center, and mental health programs with such agencies as Mental Health America.

SUPPLEMENTAL NARRATIVE
ENGAGEMENT WITH THE LOCAL
COMPETITIVE INTEGRATED EMPLOYMENT PARTNERS

Competitive Integrated Employment Local Planning Agreement (LPA) Partners To inform its plans to strategically engage with Competitive Integrated Employment (CIE) partners to increase integrated employment for the uniquely-abled, the WDB conducted research on the Local Partnership Agreements (LPAs) being developed in the region, the Department of Rehabilitation (DOR) districts involved, and the lead agency of each LPA. There are four DOR Districts that overlap with the County's workforce development areas as follows:

DOR DISTRICT	CONTACT & INFO
Greater L.A. DOR District	Maria Turrubiartes / Maria.Turrubiartes@dor.ca.gov
Van Nuys/Foothill DOR District	Wan-Chun Chang / Wan-chun.chang@dor.ca.gov
South Bay DOR District	Brenda Garvin / Brenda.Garvin@dor.ca.gov
Orange/San Gabriel/W. Covina DOR District	Trung Le / trung.h.le@dor.ca.gov

The WDB also learned that there is a total of ten (10) LPA partnerships in the region which overlap with the workforce development area served by the County. The WDB convened a special meeting (12/17/18) of representatives of each of the 10 LPAs to become acquainted with LPA partners and the status of development of each LPA. Of the 10 LPAs, three are just beginning development, two are in development, four are in final review stage, and one LPA, the San Gabriel Valley LPA, has been finalized. The LPAs, leads, partners, and status of development are as follows:

LPA & LEAD	PARTNERS	STATUS
1. San Gabriel Valley	Pomona Regional Center; Mt. Sac Regional Consortium; El Monte and Bassett Unified School Districts; Orange/San Gabriel and W. Covina DOR District	Finalized
2. Long Beach Unified School District (LBUSD)	L.A. South Bay DOR District; Harbor Regional Center	In Final Review
3. Montebello Unified School District Single District	Greater L.A. DOR District; East L.A. Regional Center	In Final Review
4. Compton Unified School District LPA	L.A. South Bay DOR District; Harbor Regional Center	In Final Review
5. Los Angeles Unified School District (LAUSD)	Greater L.A., Van Nuys/Foothill & South Bay DOR Districts; East Los Angeles, Lanterman, Northeast Los Angeles, Harbor, Westside, and South Central Regional Centers	In Final Review
6. Verdugo	Van Nuys/Foothill DOR District; Burbank, Glendale & La Canada school districts; North East Los Angeles Regional Center	In development
7. Alhambra	Van Nuys/Foothill DOR District; Alhambra Unified School District; Eastern L.A. Regional Center	In development

8. Centinela	L.A. & South Bay DOR Districts; Centinela Valley USD; Westside Harbor Regional Center	Beginning Development
9. Pasadena	Van Nuys/Foothill DOR District; Monrovia, Arcadia, Sierra Madre, Duarte, Temple City, Alhambra, Pasadena and South Pasadena school districts; San Gabriel/Pomona and ELARC Regional Centers	Beginning Development (1st meeting 2/27/19)
10. Antelope Valley	Van Nuys/Foothill DOR; Antelope Valley and HART unified school districts; Northeast L.A. Regional Center	Beginning Development

Planned WDB Engagement with LPA Partners As County AJCCs have DOR staff co-located within them to help foster collaboration on workforce development strategies and supports to assist people with disabilities into employment, some AJCCs have been very involved with their DOR partners in the development of the LPA in their area. That being said, the WDB Plan Modification calls for a much more consistent and systemic collaboration of AJCCs with LPA partners across the County workforce development system. In its special meeting with the LPA leads, the WDB began discussions on how the WDB, WDACS and County AJCCs might work more strategically with each LPA on business outreach and engagement to develop competitive integrated employment placement opportunities across the region for the uniquely-abled. Partners agreed that the AJCCs needed to be relied on to a much greater degree by DOR, the regional centers, and the school districts to conduct employer recruitment and engagement to support growth of CIE. As such, the WDB will continue to attend the on-going partnership meetings of each LPA to determine how the WDB can help coordinate business engagement to can assist ID/DD individuals into CIE employment opportunities.

Needs of ID/DD Population The WDB conducted two stakeholder forums (10/10/18 and 10/23/18; see session notes in Exhibit A9) on Competitive Integrated Employment and invited the DOR District leads, regional center, and school district partners of the LPAs, and other relevant stakeholders that serve the uniquely-abled. The forums helped the WDB better understand the needs to assist the population into CIE opportunities. One of the main needs identified was the need for better outreach, promotion and marketing of existing programs, services and resources available for uniquely-abled job seekers. Stakeholders unanimously agreed that there were ample resources for the population, but that challenges exist in letting those who needed the services most know about them. One issue preventing this was the fact that the stigma of having a disability keeps individuals from identifying themselves and their needs. Further, there is a need to educate the population on the impact of employment on their benefits and the advantages to working. discussions on how the WDB and County AJCCs might work more strategically with each LPA on business outreach and engagement to develop competitive integrated employment opportunities. Input from the two stakeholder forums conducted were essential in helping WDACS craft its plans to work closely with partners of the 10 LPA's in the region to assist ID/DD individuals into integrated employment settings by growing the Uniquely-Abled (UA) Program, expanding its partnership with New Horizons' to place ID/DD individuals in retail and restaurants positions, and continuing to work with the LPA's to leverage AJCC business outreach and engagement tools, strategies and marketing materials to create more opportunities for the ID/DD population.

ATTACHMENT E

SUPPLEMENTAL NARRATIVE

ENGLISH LANGUAGE LEARNERS, FOREIGN BORN INDIVIDUALS AND REFUGEES – BACKGROUND AND ASESSSMENT OF NEED

Overview & Demographics Los Angeles County is home to just over 3.5 million immigrants from around the world. It hosts the largest communities of expatriates of several nations. More than half of the foreign-born population originates from Latin America, approximately one third from eastern and southeastern Asia, and the remaining 10%, from the rest of the world. Language ability is an important aspect of employment and economic participation. Over half of the population in the County (57%) speaks a language other than English at home, with Spanish being the most common. Just 43% of residents speak only English at home. Of the 5.3 million residents that speak languages other than English at home, approximately 27% speak English less than well.

English Learners	Population	Percentage
Speaks English Less Than "Very	2,407,270	25.8%
Speaks English "Very Well"	2,890,179	31.0%
Speaks Only English	4,032,116	43.2%
Total	9,329,565	100.0%

Barriers to Employment and Specialized Needs The WDB conducted two stakeholder forums to inform its Plan Modification to improve and expand services to English language learners, refugees and the foreign born (Pomona City Hall, September 25, 2018, and Centro Maravilla County Community Center, November 20, 2018; see Exhibit A for Forum meeting notes and outreach materials). What surfaced as the most significant barrier encountered by the population was, expectedly, barriers in communication due to lack of English language skills, followed by lack of documentation and legal right to work. Lack of stable housing and transportation were other expected barriers identified, although many stakeholders attested to the population's adeptness in utilizing the region's bus system. Another barrier identified was that of unknown disabilities, as those with disabilities often do not disclose the disability until after several encounters with the service provider. Another barrier identified was difficulty in assisting the individuals from this population in attaining training certifications as many report being intimidated to enter training classrooms. Additionally, though a segment of the refugee population may have education, training and work experience gained in their native country, they do not have accreditation or certificates in the U.S. and do not know how to go about getting appropriate U.S. credentials.

Identified Gaps in Workforce System Services: Population-Appropriate Outreach and Recruitment Strategies Stakeholders in both ELL Forums concurred that one of the biggest gaps in in workforce development services was a great need for outreach and recruitment strategies that would effectively engage the population. Stakeholders reiterated that this is a population that does not often come looking for the services and does not know how to begin to get a job or look for services that can help them with this. Stakeholders identified a distinct need for more outreach and reception staff who possess the language skills needed to welcome those from this population into services. Similarly identified was a need for system navigators with knowledge of both the population as well as the full array of resources in the region available to them. Stakeholders also identified the need for the workforce development system to make better use of community-based non-profits that have the trust of the ELL community but that are not equipped with the capacity to conduct

workforce development services. Stakeholders also mentioned the need for AJCCs and CBO to conduct outreach together to better connect the population to employment-related services. Input from the stakeholder forums provided valuable input that helped WDACS develop its plans to build upon current partnerships with local Title II adult education providers and County Community & Senior Centers to better engage the population in AJCC workforce development services, support their language development relative to employment opportunities, and to increase their employment and career advancement outcomes.

ATTACHMENT F

SUPPLEMENTAL NARRATIVE
PUBLIC COMMENTS IN DISAGREEMENT WITH LOCAL PLAN

To gain public input on the draft L.A. County 2019 Local Plan Modification, the WDB put the Plan Modification out for public comment for a 30 day period from February 8 to March 10, 2019. A link to the Plan Modification was distributed to each individual on the Master List, and each AJCC provided copies of the draft Plan Modification to AJCC service users and program participants. As a result of the Modification Feedback Process, the WDB received a total of (#) comments in response to the draft publication during a 30-day public comment period. Following are comments in disagreement with the draft plan, listed in the order in which they were received.

1.	Commenter:	
	Date Received:	
	Method By Which Comment Communicated:	
	Comment:	

2.	Commenter:	
	Date Received:	
	Method By Which Comment Communicated:	
	Comment:	

3.	Commenter:	
	Date Received:	
	Method By Which Comment Communicated:	
	Comment:	

EXHIBITS

Exhibit A-1	Flyers for the 10 Stakeholder Forums
Exhibit A-2	Email Bulletins Notifying Stakeholders on 10 Forums
Exhibit A-3	Attendee Lists for the 10 Stakeholder Forums
Exhibit A-4	Notification of All 10 Forums to State Board
Exhibit A-5	Agendas of the 10 Forums
Exhibit A-6	PowerPoint Presentations for Each Forum
Exhibit A-7	Meeting Notes of Each Forum

Exhibit A-1

Stakeholder Forum Flyers

NOTICE OF PUBLIC MEETING

EXPANDING THE VISION
FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STAKEHOLDER MEETING #1 OF 10

WORKFORCE SERVICES FOR ENGLISH LANGUAGE LEARNERS, FOREIGN BORN INDIVIDUALS & REFUGEES

We need to hear from you! We are seeking your input to begin exploring and driving new strategic partnerships to better serve the following five priority populations: **Disabled/Uniquely-Abled, CalFresh Employment & Training, Non-Custodial Parents receiving services from Local Child Support Agencies, English Language Learners, Foreign Born, & Refugees**.

This is the **first of 10 stakeholder engagement meetings throughout LA County** designed to hear your input.

Your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

FOR OUR FULL MEETING SCHEDULE & TO REGISTER/ATTEND VISIT WORKFORCE.LACOUNTY.GOV

Date/Time of Event
Tuesday
September 25, 2018

10:00 AM To 12:00 PM



Venue Location
Pomona City Hall
Council Chambers
505 Garey Avenue
Pomona, CA 91766

THESE MEETINGS ARE OPEN TO THE PUBLIC

Workforce Development Aging and Community Services (WDACS) and the Los Angeles County America's Job Centers of California are equal opportunity employers/programs. The stakeholder engagement meetings are being held in compliance with EDD Directive WSD18-01 (https://www.edd.ca.gov/Jobs_and_Training/Active_Directives.htm).

ACCOMMODATIONS

Assistive listening devices, agenda in Braille and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to meeting policies and/or procedures, such as to assist members of the disability community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three business days prior to each stakeholder meeting. Later requests will be accommodated to the extent feasible.

If accommodations for persons with disabilities are needed, please contact the L.A. County Workforce Development Board (WDB) at (213) 738-4913 at least three business days before each meeting from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Questions? Please contact the LA County Workforce Development Board Staff: WDB@WDACS.LACOUNTY.GOV

NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STAKEHOLDER MEETING #2 OF 10

WDACS
WORKFORCE DEVELOPMENT AGING & COMMUNITY SERVICES

LOS ANGELES COUNTY WDB
WORKFORCE DEVELOPMENT BOARD

WORKFORCE SERVICES FOR THE UNIQUELY ABLED

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO BEGIN EXPLORING AND DRIVING NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE THE FOLLOWING PRIORITY POPULATIONS:

- **DISABLED/UNIQUELY-ABLED**
- **CALFRESH EMPLOYMENT & TRAINING**
- **UNEMPLOYED, UNDEREMPLOYED & PAYMENT-DELINQUENT NON-CUSTODIAL PARENTS**
- **ENGLISH LANGUAGE LEARNERS, FOREIGN BORN, & REFUGEES**

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Tuesday
October 2, 2018
10:00 AM to 12:00 PM

Venue Location
West Los Angeles College
(HLRC) Library 4th Floor
(Room BCD)
9000 Overland Ave
Culver City, CA 90230

Registration/Full Meeting Schedule
Workforce.lacounty.gov
or
wdacs.eventbrite.com

THESE MEETINGS ARE OPEN TO THE PUBLIC

WORKFORCE DEVELOPMENT AGING AND COMMUNITY SERVICES (WDACS) AND THE LOS ANGELES COUNTY AMERICA'S JOB CENTERS OF CALIFORNIA ARE EQUAL OPPORTUNITY EMPLOYERS/PROGRAMS. THE STAKEHOLDER ENGAGEMENT MEETINGS ARE BEING HELD IN COMPLIANCE WITH EDD DIRECTIVE WSD18-01

ACCOMMODATIONS

ASSISTIVE LISTENING DEVICES, AGENDA IN BRAILLE AND/OR ALTERNATE FORMATS ARE AVAILABLE UPON REQUEST. AMERICAN SIGN LANGUAGE (ASL) INTERPRETERS, OTHER AUXILIARY AIDS AND SERVICES, OR REASONABLE MODIFICATIONS TO MEETING POLICIES AND/OR PROCEDURES, SUCH AS TO ASSIST MEMBERS OF THE DISABILITY COMMUNITY WHO WOULD LIKE TO REQUEST A DISABILITY-RELATED ACCOMMODATION IN ADDRESSING THE BOARD, ARE AVAILABLE IF REQUESTED AT LEAST THREE BUSINESS DAYS PRIOR TO EACH STAKEHOLDER MEETING. LATER REQUESTS WILL BE ACCOMMODATED TO THE EXTENT FEASIBLE. IF ACCOMMODATIONS FOR PERSONS WITH DISABILITIES ARE NEEDED, PLEASE CONTACT THE LA COUNTY WORKFORCE DEVELOPMENT BOARD AT (213) 738-2711 OR WDB@WDACS.LACOUNTY.GOV AT LEAST THREE BUSINESS DAYS BEFORE EACH MEETING FROM 8:00 A.M. TO 5:00 P.M., MONDAY THROUGH FRIDAY.

THESE MEETINGS ARE OPEN TO THE PUBLIC

DATE/TIME	LOCATION	WORKFORCE SERVICES TOPICS
Tuesday September 25, 2018 10:00 AM to 12:00 PM	Pomona City Hall Council Chambers 505 Garey Ave. Pomona, CA 91766	ENGLISH LANGUAGE LEARNERS, FOREIGN BORN INDIVIDUALS & REFUGEES
Tuesday October 02, 2018 10:00 AM to 12:00 PM	West Los Angeles College (HLRC) Library 4th Floor (Room BCD) 9000 Overland Ave Culver City, CA 90230	WORKFORCE SERVICES FOR THE UNIQUELY ABLED
Tuesday October 09, 2018 6:00 PM to 8:00 PM	Compton College The Little Theater 1111 E. Artesia Blvd. Compton, CA 90221	GENERAL FORUM
Tuesday October 16, 2018 10:00 AM to 12:00 PM	Chimbole Cultural Center 38350 Sierra Highway Palmdale, CA 93550	UNEMPLOYED, UNDEREMPLOYED & PAYMENT-DELINQUENT NON- CUSTODIAL PARENTS
Tuesday October 23, 2018 10:00 AM to 12:00 PM	Hacienda La Puente Adult School Cafeteria 14101 E. Nelson Ave. La Puente, CA 91746	WORKFORCE SERVICES FOR THE UNIQUELY ABLED
Tuesday October 30, 2018 10:00 AM to 12:00 PM	LA Southwest College The Little Theater 1600 W. Imperial Hwy Los Angeles, CA 90047	GENERAL FORUM
Tuesday November 06, 2018 10:00 AM to 12:00 PM	South Gate Girls Club House 4940 Southern Ave. South Gate, CA 90280	UNEMPLOYED, UNDEREMPLOYED & PAYMENT-DELINQUENT NON- CUSTODIAL PARENTS
Wednesday November 14, 2018 10:00 AM to 12:00 PM	Santa Fe Springs Town Center 11740 Telegraph Road Santa Fe Springs, CA 90670	CALFRESH EMPLOYMENT & TRAINING
Tuesday November 20, 2018 6:00 PM to 8:00 PM	Centro Maravilla Auditorium 4716 E. Cesar Chavez Ave. Los Angeles, CA 90022	ENGLISH LANGUAGE LEARNERS, FOREIGN BORN INDIVIDUALS & REFUGEES
Tuesday November 27, 2018 10:00 AM to 12:00 PM	AMS Fulfillment 28624 Witherspoon Parkway Valencia, CA 91355	CALFRESH EMPLOYMENT & TRAINING

PLEASE REGISTER ON

WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM

NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STAKEHOLDER MEETING #3 OF 10

WDACS
WORKFORCE DEVELOPMENT AGING & COMMUNITY SERVICES

LOS ANGELES COUNTY WDB
WORKFORCE DEVELOPMENT BOARD

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO EXPLORE AND DRIVE NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE:

Community Forum on Local Workforce Planning

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Tuesday
October 9, 2018
6:00 PM to 8:00 PM

Venue Location
Compton College
The Little Theater
1111 E. Artesia Blvd.
Compton, CA 90221

Registration/Full Meeting Schedule
Workforce.lacounty.gov
or
wdacs.eventbrite.com

THESE MEETINGS ARE OPEN TO THE PUBLIC

WORKFORCE DEVELOPMENT AGING AND COMMUNITY SERVICES (WDACS) AND THE LOS ANGELES COUNTY AMERICA'S JOB CENTERS OF CALIFORNIA ARE EQUAL OPPORTUNITY EMPLOYERS/PROGRAMS. THE STAKEHOLDER ENGAGEMENT MEETINGS ARE BEING HELD IN COMPLIANCE WITH EDD DIRECTIVE WSD18-01

ACCOMMODATIONS

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THESE MEETINGS ARE OPEN TO THE PUBLIC

DATE/TIME	LOCATION	WORKFORCE SERVICES TOPICS
Tuesday September 25, 2018 10:00 AM to 12:00 PM	Pomona City Hall Council Chambers 505 Garey Ave. Pomona, CA 91766	**Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees**
Tuesday October 02, 2018 10:00 AM to 12:00 PM	West Los Angeles College (HLRC) Library 4th Floor (Room BCD) 9000 Overland Ave Culver City, CA 90230	**Improving Services to Individuals with Disabilities through Competitive Integrated Employment**
Tuesday October 09, 2018 6:00 PM to 8:00 PM	Compton College The Little Theater 1111 E. Artesia Blvd. Compton, CA 90221	**Community Forum on Local Workforce Planning**
Tuesday October 16, 2018 10:00 AM to 12:00 PM	Chimbole Cultural Center 38350 Sierra Highway Palmdale, CA 93550	**Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents**
Tuesday October 23, 2018 10:00 AM to 12:00 PM	Hacienda La Puente Adult School Cafeteria 14101 E. Nelson Ave. La Puente, CA 91746	**Improving Services to Individuals with Disabilities through Competitive Integrated Employment**
Tuesday October 30, 2018 10:00 AM to 12:00 PM	LA Southwest College The Little Theater 1600 W. Imperial Hwy Los Angeles, CA 90047	**Community Forum on Local Workforce Planning**
Tuesday November 06, 2018 10:00 AM to 12:00 PM	South Gate Girls Club House 4940 Southern Ave. South Gate, CA 90280	**Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents**
Wednesday November 14, 2018 10:00 AM to 12:00 PM	Santa Fe Springs Town Center 11740 Telegraph Road Santa Fe Springs, CA 90670	**Collaborating with CalFresh Employment & Training Programs**
Tuesday November 20, 2018 6:00 PM to 8:00 PM	Centro Maravilla Auditorium 4716 E. Cesar Chavez Ave. Los Angeles, CA 90022	**Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees**
Tuesday November 27, 2018 10:00 AM to 12:00 PM	AMS Fulfillment 28624 Witherspoon Parkway Valencia, CA 91355	**Collaborating with CalFresh Employment & Training Programs**

PLEASE REGISTER ON
WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM

NOTICE OF PUBLIC MEETING

EXPANDING THE VISION
FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY
STAKEHOLDER MEETING #4 OF 10

COUNTY OF LOS ANGELES CALIFORNIA

WDACS
WORKFORCE DEVELOPMENT AGING & COMMUNITY SERVICES

LOS ANGELES COUNTY WDB
WORKFORCE DEVELOPMENT BOARD

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO EXPLORE AND DRIVE NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE:

LOCAL CHILD SUPPORT AGENCIES TO SERVE NON-CUSTODIAL PARENTS

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Tuesday
October 16, 2018
10:00 AM to 12:00

Venue Location
Chimbole Cultural Center
38350 Sierra Highway
Palmdale, CA 93550

REGISTRATION/ MEETING SCHEDULE

WORKFORCE.LACOUNTY.GOV
or WDACS.EVENTBRITE.COM

THESE MEETINGS ARE OPEN TO THE PUBLIC

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THESE MEETINGS ARE OPEN TO THE PUBLIC

DATE/TIME	LOCATION	WORKFORCE SERVICES TOPICS
Tuesday September 25, 2018 10:00 AM to 12:00 PM	Pomona City Hall Council Chambers 505 Garey Ave. Pomona, CA 91766	**Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees**
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Tuesday October 09, 2018 6:00 PM to 8:00 PM	Compton College The Little Theater 1111 E. Artesia Blvd. Compton, CA 90221	**Community Forum on Local Workforce Planning**
Tuesday October 16, 2018 10:00 AM to 12:00 PM	Chimbole Cultural Center 38350 Sierra Highway Palmdale, CA 93550	**Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents**
Tuesday October 23, 2018 10:00 AM to 12:00 PM	Hacienda La Puente Adult School Cafeteria 14101 E. Nelson Ave. La Puente, CA 91746	**Improving Services to Individuals with Disabilities through Competitive Integrated Employment**
Tuesday October 30, 2018 10:00 AM to 12:00 PM	LA Southwest College The Little Theater 1600 W. Imperial Hwy Los Angeles, CA 90047	**Community Forum on Local Workforce Planning**
Tuesday November 06, 2018 10:00 AM to 12:00 PM	South Gate Girls Club House 4940 Southern Ave. South Gate, CA 90280	**Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents**
Wednesday November 14, 2018 10:00 AM to 12:00 PM	Santa Fe Springs Town Center 11740 Telegraph Road Santa Fe Springs, CA 90670	**Collaborating with CalFresh Employment & Training Programs**
Tuesday November 20, 2018 6:00 PM to 8:00 PM	Centro Maravilla Auditorium 4716 E. Cesar Chavez Ave. Los Angeles, CA 90022	**Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees**
Tuesday November 27, 2018 10:00 AM to 12:00 PM	AMS Fulfillment 28624 Witherspoon Parkway Valencia, CA 91355	**Collaborating with CalFresh Employment & Training Programs**

PLEASE REGISTER ON
WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM

NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STAKEHOLDER MEETING #5 OF 10

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO EXPLORE AND DRIVE NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE:

Individuals with Disabilities through Competitive Integrated Employment

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Tuesday
October 23, 2018
10:00 AM to 12:00 PM

Venue Location
Hacienda La Puente Adult School Cafeteria
14101 E. Nelson Ave.
La Puente, CA 91746

REGISTRATION/ MEETING SCHEDULE

WORKFORCE.LACOUNTY.GOV
or WDACS.EVENTBRITE.COM

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NOTICE OF PUBLIC MEETING

EXPANDING THE VISION
FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY
STAKEHOLDER MEETING #6 OF 10

WDACS
WORKFORCE DEVELOPMENT AGING & COMMUNITY SERVICES

LOS ANGELES COUNTY WDB
WORKFORCE DEVELOPMENT BOARD

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO EXPLORE AND DRIVE NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE:

Community Forum on Local Workforce Planning

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Tuesday
October 30, 2018
10:00 AM to 12:00 PM

Venue Location
LA Southwest College
The Little Theater
1600 W. Imperial Hwy
Los Angeles, CA 90047

REGISTRATION/ MEETING SCHEDULE

WORKFORCE.LACOUNTY.GOV
or **WDACS.EVENTBRITE.COM**

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NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STAKEHOLDER MEETING #7 OF 10

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO EXPLORE AND DRIVE NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE:

Local Child Support Agencies to Serve Non-Custodial Parents

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Tuesday
November 06, 2018
10:00 AM to 12:00 PM

Venue Location
South Gate Girls ClubHouse
4940 Southern Ave.
South Gate, CA 90280

REGISTRATION/ MEETING SCHEDULE

WORKFORCE.LACOUNTY.GOV
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NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STAKEHOLDER MEETING #8 OF 10

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO EXPLORE AND DRIVE NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE:

CalFresh Employment & Training Programs

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Wednesday
November 14, 2018
10:00 AM to 12:00 PM

Venue Location
Santa Fe Springs
Town Center
11740 Telegraph Road
Santa Fe Springs, CA

REGISTRATION/ MEETING SCHEDULE

WORKFORCE.LACOUNTY.GOV
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NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STAKEHOLDER MEETING #9 OF 10

WDACS
WORKFORCE DEVELOPMENT AGING & COMMUNITY SERVICES

LOS ANGELES COUNTY WDB
WORKFORCE DEVELOPMENT BOARD

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO EXPLORE AND DRIVE NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE:

English Language Learners, Foreign Born Individuals & Refugees

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Tuesday
November 20, 2018
6:00 PM to 8:00 PM

Venue Location
Centro Maravilla Auditorium
4716 E. Cesar Chavez Ave.
Los Angeles, CA 90022

REGISTRATION/ MEETING SCHEDULE

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NOTICE OF PUBLIC MEETING

EXPANDING THE VISION
FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STAKEHOLDER MEETING #10 OF 10

WE NEED TO HEAR FROM YOU!

WE ARE SEEKING YOUR INPUT TO EXPLORE AND DRIVE NEW STRATEGIC PARTNERSHIPS TO BETTER SERVE:

CalFresh Employment & Training Programs

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

Date/Time of Event
Tuesday
November 27, 2018
10:00 AM to 12:00 PM

Venue Location
AMS Fulfillment
28624 Witherspoon Pkwy
Valencia, CA 91355

REGISTRATION/ MEETING SCHEDULE

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Tuesday October 30, 2018 10:00 AM to 12:00 PM	LA Southwest College The Little Theater 1600 W. Imperial Hwy Los Angeles, CA 90047	**Community Forum on Local Workforce Planning**
Tuesday November 06, 2018 10:00 AM to 12:00 PM	South Gate Girls Club House 4940 Southern Ave. South Gate, CA 90280	**Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents**
Wednesday November 14, 2018 10:00 AM to 12:00 PM	Santa Fe Springs Town Center 11740 Telegraph Road Santa Fe Springs, CA 90670	**Collaborating with CalFresh Employment & Training Programs**
Tuesday November 20, 2018 6:00 PM to 8:00 PM	Centro Maravilla Auditorium 4716 E. Cesar Chavez Ave. Los Angeles, CA 90022	**Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees**
Tuesday November 27, 2018 10:00 AM to 12:00 PM	AMS Fulfillment 28624 Witherspoon Parkway Valencia, CA 91355	**Collaborating with CalFresh Employment & Training Programs**

PLEASE REGISTER ON
WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM

NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

COLLABORATING WITH CALFRESH EMPLOYMENT & TRAINING PROGRAMS

Date/Time of Event
Wednesday
November 14, 2018
10:00 AM to 12:00 PM

Venue Location
Santa Fe Springs
Town Center
11740 Telegraph Road
Santa Fe Springs, CA 90670

OR

Date/Time of Event
Tuesday
November 27, 2018
10:00 AM to 12:00 PM

Venue Location
AMS Fulfillment
28624 Witherspoon Pkwy
Valencia, CA 91355

We need to hear from you! We are seeking your input to explore and drive new strategic partnerships with CalFresh Employment & Training programs to provide better workforce services to CalFresh recipients.

The County will host two meetings to gather community feedback on this topic.

REGISTRATION/ MEETING SCHEDULE

workforce.lacounty.gov or wdacs.eventbrite.com

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

THESE MEETINGS ARE OPEN TO THE PUBLIC

WORKFORCE DEVELOPMENT AGING AND COMMUNITY SERVICES (WDACS) AND THE LOS ANGELES COUNTY AMERICA'S JOB CENTERS OF CALIFORNIA ARE EQUAL OPPORTUNITY EMPLOYERS/PROGRAMS. THE STAKEHOLDER ENGAGEMENT MEETINGS ARE BEING HELD IN COMPLIANCE WITH EDD DIRECTIVE WSD18-01

ACCOMMODATIONS

ASSISTIVE LISTENING DEVICES, AGENDA IN BRAILLE AND/OR ALTERNATE FORMATS ARE AVAILABLE UPON REQUEST. AMERICAN SIGN LANGUAGE (ASL) INTERPRETERS, OTHER AUXILIARY AIDS AND SERVICES, OR REASONABLE MODIFICATIONS TO MEETING POLICIES AND/OR PROCEDURES, SUCH AS TO ASSIST MEMBERS OF THE DISABILITY COMMUNITY WHO WOULD LIKE TO REQUEST A DISABILITY-RELATED ACCOMMODATION IN ADDRESSING THE BOARD, ARE AVAILABLE IF REQUESTED AT LEAST THREE BUSINESS DAYS PRIOR TO EACH STAKEHOLDER MEETING. LATER REQUESTS WILL BE ACCOMMODATED TO THE EXTENT FEASIBLE. IF ACCOMMODATIONS FOR PERSONS WITH DISABILITIES ARE NEEDED, PLEASE CONTACT THE LA COUNTY WORKFORCE DEVELOPMENT BOARD AT (213) 738-2711 OR WDB@WDACS.LACOUNTY.GOV AT LEAST THREE BUSINESS DAYS BEFORE EACH MEETING FROM 8:00 A.M. TO 5:00 P.M., MONDAY THROUGH FRIDAY.

THESE MEETINGS ARE OPEN TO THE PUBLIC

DATE/TIME	LOCATION	WORKFORCE SERVICES TOPICS
Tuesday September 25, 2018 10:00 AM to 12:00 PM	Pomona City Hall Council Chambers 505 Garey Ave. Pomona, CA 91766	**Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees**
Tuesday October 02, 2018 10:00 AM to 12:00 PM	West Los Angeles College (HLRC) Library 4th Floor (Room BCD) 9000 Overland Ave Culver City, CA 90230	**Improving Services to Individuals with Disabilities through Competitive Integrated Employment**
Tuesday October 09, 2018 6:00 PM to 8:00 PM	Compton College The Little Theater 1111 E. Artesia Blvd. Compton, CA 90221	**Community Forum on Local Workforce Planning**
Tuesday October 16, 2018 10:00 AM to 12:00 PM	Chimbole Cultural Center 38350 Sierra Highway Palmdale, CA 93550	**Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents**
Tuesday October 23, 2018 10:00 AM to 12:00 PM	Hacienda La Puente Adult School Cafeteria 14101 E. Nelson Ave. La Puente, CA 91746	**Improving Services to Individuals with Disabilities through Competitive Integrated Employment**
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Tuesday November 27, 2018 10:00 AM to 12:00 PM	AMS Fulfillment 28624 Witherspoon Parkway Valencia, CA 91355	**Collaborating with CalFresh Employment & Training Programs**

PLEASE REGISTER ON
WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM

NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

STRENGTHENING LOCAL CHILD SUPPORT AGENCIES TO SERVE NON-CUSTODIAL PARENTS

Date/Time of Event
Tuesday
October 16, 2018
10:00 AM to 12:00 PM

Venue Location
Chimbole Cultural Center
38350 Sierra Highway
Palmdale, CA 93550

OR

Date/Time of Event
Tuesday
November 06, 2018
10:00 AM to 12:00 PM

Venue Location
South Gate Girls ClubHouse
4940 Southern Ave.
South Gate, CA 90280

We need to hear from you! We are seeking your input to explore and drive new strategic partnerships with the L.A. County Child Support Services Department and other Local Child Support Agencies (LCSAs) to provide better workforce services to unemployed, underemployed, and payment-delinquent non-custodial parents.

The County will host two meetings to gather community feedback on how to it can partner with and support LCSAs.

REGISTRATION/ MEETING SCHEDULE

workforce.lacounty.gov
or wdacs.eventbrite.com

YOUR VOICE WILL HELP US EXPAND THE VISION FOR WORKFORCE DEVELOPMENT IN LOS ANGELES COUNTY. TOGETHER, WE CAN MAKE IT HAPPEN!

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THESE MEETINGS ARE OPEN TO THE PUBLIC

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WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM

NOTICE OF PUBLIC MEETING

EXPANDING THE VISION

FOR WORKFORCE DEVELOPMENT IN L.A. COUNTY

THESE MEETINGS ARE OPEN TO THE PUBLIC

We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve the following priority populations: **Disabled/Uniquely-Abled; CalFresh Employment & Training; Unemployed, Underemployed, & Payment Delinquent Non-Custodial Parents; and English Language Learners, Foreign Born, and Refugees**. Below you will find the topics as well as locations for 10 stakeholder engagement meetings designed to collect your input.

These meetings began on September 25 and will end on November, 27, 2018.

Your voice will help us expand the vision for workforce development in Los Angeles County.

Together, we can make it happen!

REGISTRATION/MEETING SCHEDULE

WORKFORCE.LACOUNTY.GOV

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Exhibit A-2

Email Bulletins Notifying Stakeholders of 10 Forums

From: County of Los Angeles-Workforce Development Board
Sent: Monday, September 17, 2018 4:01 PM
To: County of Los Angeles-Workforce Development Board
Subject: Expanding the Vision for Workforce Development in L.A. County: Formal Invitation to Community Stakeholder Meetings

Expanding the Vision for

Workforce Development in L.A. County

We need to hear from you! We are seeking your input to begin exploring and driving new strategic partnerships to better serve the following five priority populations: Disabled/Uniquely-Abled; CalFresh Employment & Training; Non-custodial parents receiving services from Local Child Support Agencies; and English language learners, Foreign born, and refugees. Below you will find the themes as well as locations for 10 stakeholder engagement meetings designed to hear your input. These meetings will begin on September 25 and end on November, 27, 2018.

Your voice will help us expand the vision
for workforce development in Los Angeles County.
Together, we can make it happen!

STAKEHOLDER ENGAGEMENT MEETING TOPICS & SCHEDULE

Workforce Services for English Language Learners, Foreign-Born Individuals & Refugees (Stakeholder Meeting #1)

Pomona Valley America's JobCenter of California℠

Tuesday September 25, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Workforce Services for the Uniquely Abled (Stakeholder Meeting #2)

Tuesday October 2, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California (West LA)

Workforce Services-General Forum (Stakeholder Meeting #3)

America's Job Center of California (Rancho Dominguez)

Tuesday October 9, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

Workforce Services for Unemployed, Underemployed and payment delinquent Non-Custodial Parents (Stakeholder Meeting #4)

Tuesday October 16, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California (Antelope Valley)

Workforce Services for the Uniquely Abled (Stakeholder Meeting #5)

America's Job Center of California (East SGV)

Tuesday October 23, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Workforce Services-General Forum (Stakeholder Meeting #6)

Tuesday October 30, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California (South LA)

Workforce Services for Unemployed, Underemployed and payment delinquent Non-Custodial Parents (Stakeholder Meeting #7)

America's Job Center of California (Southeast LA)

Tuesday November 6, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Workforce Services for CalFresh Employment & Training (Stakeholder Meeting #8)

Tuesday November 14, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ Rio Hondo

Workforce Services for English Language Learners, Foreign-Born Individuals & Refugees (Stakeholder Meeting #9)

America's Job Center of California℠ East LA/West SGV

Tuesday November 20, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

Workforce Services for CalFresh Employment & Training (Stakeholder Meeting #10)

Tuesday November 27, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ Santa Clarita

These meetings are OPEN to the public.
Workforce Development Aging and Community Services (WDACS) and the Los Angeles County America's Job Centers of California are equal opportunity employers/programs.
The stakeholder engagement meetings are being held in compliance with **EDD Directive WSD18-01**.
Assistive listening devices, agenda in Braille and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to meeting policies and/or procedures, such as to assist members of the disability community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three business days prior to each stakeholder meeting. Later requests will be accommodated to the extent feasible. If accommodations for persons with disabilities are needed, please contact the L.A. County Workforce Development Board (WDB) at (213) 738-4913 at least three business days before each meeting from 8:00 a.m. to 5:00 p.m., Monday through Friday.

America's Job Center of California℠ LA County



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This email was sent using GovDelivery Communications Cloud on behalf of: County of Los Angeles · 500 W. Temple St. · Los Angeles 90012

From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Tuesday, September 18, 2018 4:47 PM
To: Ali Raisdanai
Subject: Friendly Reminder, First Meeting is Just One Week Away! Expanding the Vision for Workforce Development in L.A. County



Friendly Reminder that our first meeting is just One Week Away!

We need to hear from you! We are seeking your input to begin exploring and driving new strategic partnerships to better serve the following five priority populations: Disabled/Uniquely-Abled; CalFresh Employment & Training; Non-custodial parents receiving services from Local Child Support Agencies; and English language learners, Foreign born, and refugees. Below you will find the themes as well as locations for 10 stakeholder engagement meetings designed to hear your input.
These meetings will begin on September 25 and end on November, 27, 2018.
Your voice will help fulfill the vision of a new workforce development system. Together, we can make it happen!

Workforce Services for English Language Learners, Foreign-Born Individuals & Refugees (Stakeholder Meeting #1)

Pomona Valley America's JobCenter of California℠

Tuesday September 25, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

CLICK HERE TO VIEW OUR FULL MEETING SCHEDULE

These meetings are OPEN to the public.
Workforce Development Aging and Community Services (WDACS) and the Los Angeles County America's Job Centers of California are equal opportunity employers/programs.
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LA County America's JobCenter of California℠

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From: County of Los Angeles-Workforce Development Board
Sent: Monday, September 24, 2018 4:45 PM
To: County of Los Angeles-Workforce Development Board
Subject: Friendly Reminder, First Meeting is Tomorrow Morning! Parking Info Attached Expanding the Vision for Workforce Development in L.A. County
Attachments: Pomona Parking Information.pdf



Friendly Reminder that our first meeting is Tomorrow Morning!
Important Parking Information has been attached to this email (PDF format).

We need to hear from you! We are seeking your input to begin exploring and driving new strategic partnerships to better serve the following five priority populations: Disabled/Uniquely-Abled; CalFresh Employment & Training; Non-custodial parents receiving services from Local Child Support Agencies; and English language learners, Foreign born, and refugees. Below you will find the themes as well as locations for 10 stakeholder engagement meetings designed to hear your input.
These meetings will begin on September 25 and end on November, 27, 2018.
Your voice will help fulfill the vision of a new workforce development system. Together, we can make it happen!

Workforce Services for English Language Learners, Foreign-Born Individuals & Refugees (Stakeholder Meeting #1)

Pomona Valley America's JobCenter of California℠

Tuesday September 25, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

CLICK HERE TO VIEW OUR FULL MEETING SCHEDULE

These meetings are OPEN to the public.
Workforce Development Aging and Community Services (WDACS) and the Los Angeles County America's Job Centers of California are equal opportunity employers/programs.
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LA County America's JobCenter of California℠

From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Wednesday, September 26, 2018 4:04 PM
To: Ali Raisdanai
Subject: Formal Invitation to Expanding the Vision for Workforce Development in LA County-Stakeholder Meeting #2 of 10



We need to hear from you! We are seeking your input to begin exploring and driving new strategic partnerships to serve the following priority populations:

- **Disabled/Uniquely-Abled**
- **CalFresh Employment & Training**
- **Unemployed, Underemployed & Payment Delinquent Non-Custodial Parents**
- **English Language Learners, Foreign-Born, & Refugees**

We have a full meeting schedule countywide with a total of 10 stakeholder engagement meetings designed to collect your input. These meetings began on September 25 and will end on November, 27, 2018.

Your voice will help us expand the vision
for workforce development in Los Angeles County.
Together, we can make it happen!

Workforce Services for the Uniquely Abled (Stakeholder Meeting #2)

Tuesday October 2, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

West LA America's JobCenter of California℠

CLICK HERE TO VIEW OUR FULL MEETING SCHEDULE

These meetings are OPEN to the public.
Workforce Development Aging and Community Services (WDACS) and the Los Angeles County America's Job Centers of California are equal opportunity employers/programs.
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LA County America's JobCenter of California℠

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This email was sent using GovDelivery Communications Cloud on behalf of: County of Los Angeles · 500 W. Temple St. · Los Angeles 90012

From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Friday, September 28, 2018 10:43 AM
To: Ali Raisdanai
Subject: Formal Invitation to Engaging the Vision for Workforce Development in LA County Local Plan Modifications Stakeholder Meetings



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve the following priority populations:

- **Disabled/Uniquely-Abled**
- **CalFresh Employment & Training**
- **Non-Custodial Parents receiving services from Local Child Support Agencies**
- **English Language Learners, Foreign Born, & Refugees**

Below you will find the themes as well as locations for 10 stakeholder engagement meetings designed to hear your input.

These meetings began on September 25 and will end on November, 27, 2018.

Your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #1 of 10

Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees

Pomona Valley America's JobCenter of California℠

Tuesday September 25, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Stakeholder Meeting #2 of 10

Improving Services to Individuals with Disabilities through Competitive Integrated Employment

Tuesday October 2, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ West LA

Stakeholder Meeting #3 of 10

Community Forum on Local Workforce Planning

America's Job Center of California℠ Rancho Dominguez

Tuesday October 9, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

Stakeholder Meeting #4 of 10

Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents

Tuesday October 16, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ Antelope Valley

Stakeholder Meeting #5 of 10

Improving Services to Individuals with Disabilities through Competitive Integrated Employment

America's Job Center of California℠ East SGV

Tuesday October 23, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Stakeholder Meeting #6 of 10

Community Forum on Local Workforce Planning

Tuesday October 30, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ South LA

Stakeholder Meeting #7 of 10

Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents

America's Job Center of California — Southeast LA

Tuesday November 6, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Stakeholder Meeting #8 of 10

Collaborating with CalFresh Employment & Training Programs

Tuesday November 14, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California — Rio Hondo

Stakeholder Meeting #9 of 10

Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees.

America's Job Center of California — East LA/West SGV

Tuesday November 20, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

Stakeholder Meeting #10 of 10

Collaborating with CalFresh Employment & Training Programs

Tuesday November 27, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California — Santa Clarita

CLICK HERE TO VIEW OUR FULL MEETING SCHEDULE

These meetings are OPEN to the public.
Workforce Development Aging and Community Services (WDACS) and the Los Angeles County America's Job Centers of California are equal opportunity employers/programs.
The stakeholder engagement meetings are being held in compliance with **EDD Directive WSD18-01**.
Assistive listening devices, agenda in Braille and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to meeting policies and/or procedures, such as to assist members of the disability community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three business days prior to each stakeholder meeting. Later requests will be accommodated to the extent feasible. If accommodations for persons with disabilities are needed, please contact the L.A. County Workforce Development Board (WDB) at

(213) 738-4913 at least three business days before each meeting from 8:00 a.m. to 5:00 p.m., Monday through Friday.



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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Friday, September 28, 2018 3:07 PM
To: Ali Raisdanai
Subject: Friendly Reminder Upcoming Stakeholder Meeting #2 of 10 Tuesday October 2nd: Engaging the Vision for Workforce Development in LA County



We need to hear from you!
We are seeking your input to explore and drive new strategic partnerships.
Our next meeting will focus on how we can better serve:

Individuals with Disabilities
through Competitive Integrated Employment

Your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #2 of 10

Tuesday October 2, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ West LA

CLICK HERE TO VIEW OUR FULL MEETING SCHEDULE

These meetings are OPEN to the public.
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LA County America's Job Center of California℠

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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Wednesday, October 3, 2018 2:59 PM
To: Ali Raisdanai
Subject: Formal Invitation for 3rd Stakeholder Meeting: Expanding the Vision for Workforce Development in LA County



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve LA County's workforce needs. Our next meeting topic will be:

Community Forum on Local Workforce Planning

Your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #3 of 10

America's Rancho Dominguez JobCenter of California℠

Tuesday October 9, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

CLICK HERE TO VIEW OUR FULL MEETING SCHEDULE

These meetings are OPEN to the public.
Workforce Development Aging and Community Services (WDACS) and the

Los Angeles County America's Job Centers of California are equal opportunity employers/programs.
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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Wednesday, October 17, 2018 9:36 AM
To: Ali Raisdanai
Subject: You're Invited! Expanding the Vision for Workforce Development in L.A. County Stakeholder Meetings



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve the uniquely-abled population. The topic for our next meeting will be:

Improving Services to Individuals with Disabilities through Competitive Integrated Employment

Your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #5 of 10

Tuesday October 23, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's JobCenter of California East SGV

VIEW OUR FULL MEETING SCHEDULE AT
WORKFORCE.LACOUNTY.GOV or WDACS.EVENTBRITE.COM

These meetings are OPEN to the public. Each meeting will focus on a specific topic, so please review our website for all upcoming events!

Workforce Development Aging and Community Services (WDACS) and the Los Angeles County America's Job Centers of California are equal opportunity employers/programs.
The stakeholder engagement meetings are being held in compliance with **EDD Directive WSD18-01**.
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LA County America's Job Center of California℠

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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Monday, October 22, 2018 5:33 PM
To: County of Los Angeles-Workforce Development Board
Subject: Expanding the Vision for Workforce Development in LA County Local Plan Modifications Stakeholder Meetings Reminder



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve the following priority populations:

- **Disabled/Uniquely-Abled**
- **CalFresh Employment & Training**
- **Non-Custodial Parents receiving services from Local Child Support Agencies**
- **English Language Learners, Foreign Born, & Refugees**

These meetings began on September 25 and will end on November, 27, 2018.

Please join us for our stakeholder meetings, as your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #5 of 10

Improving Services to Individuals with Disabilities through Competitive Integrated Employment

America's JobCenter of California East SGV

Tuesday October 23, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Stakeholder Meeting #6 of 10

Community Forum on Local Workforce Planning

Tuesday October 30, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's JobCenter of California South LA

Stakeholder Meeting #7 of 10

Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents

America's JobCenter of California Southeast LA

Tuesday November 6, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Stakeholder Meeting #8 of 10

Collaborating with CalFresh Employment & Training Programs

Tuesday November 14, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's JobCenter of California Rio Hondo

Stakeholder Meeting #9 of 10

Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees.

America's JobCenter of California East LA/West SGV

Tuesday November 20, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

Stakeholder Meeting #10 of 10

Collaborating with CalFresh Employment & Training Programs

Tuesday November 27, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's JobCenter of California Santa Clarita

VISIT WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM FOR OUR FULL MEETING SCHEDULE/REGISTRATION

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LA County America's JobCenter of California℠

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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Monday, October 22, 2018 5:33 PM
To: Ali Raisdanai
Subject: Expanding the Vision for Workforce Development in LA County Local Plan Modifications Stakeholder Meetings Reminder



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve the following priority populations:

- **Disabled/Uniquely-Abled**
- **CalFresh Employment & Training**
- **Non-Custodial Parents receiving services from Local Child Support Agencies**
- **English Language Learners, Foreign Born, & Refugees**

These meetings began on September 25 and will end on November, 27, 2018.

Please join us for our stakeholder meetings, as your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #5 of 10

Improving Services to Individuals with Disabilities through Competitive Integrated Employment

America's JobCenter of California East SGV

Tuesday October 23, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Stakeholder Meeting #6 of 10

Community Forum on Local Workforce Planning

Tuesday October 30, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's JobCenter of California South LA

Stakeholder Meeting #7 of 10

Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents

America's JobCenter of California Southeast LA

Tuesday November 6, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Stakeholder Meeting #8 of 10

Collaborating with CalFresh Employment & Training Programs

Tuesday November 14, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's JobCenter of California Rio Hondo

Stakeholder Meeting #9 of 10

Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals & Refugees.

America's JobCenter of California East LA/West SGV

Tuesday November 20, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

Stakeholder Meeting #10 of 10

Collaborating with CalFresh Employment & Training Programs

Tuesday November 27, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's JobCenter of California Santa Clarita

VISIT WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM FOR OUR FULL MEETING SCHEDULE/REGISTRATION

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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Tuesday, October 23, 2018 3:17 PM
To: County of Los Angeles-Workforce Development Board
Subject: Next Meeting Tuesday October 30th: Expanding the Vision for Workforce Development in LA County Local Plan Modifications Stakeholder Meetings



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve LA County's workforce needs. Our next meeting topic will be:

Community Forum on Local Workforce Planning

Please join us for our stakeholder meetings, as your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #6 of 10

Community Forum on Local Workforce Planning

Tuesday October 30, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

South LA America's JobCenter of California℠

VISIT WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM FOR OUR FULL MEETING SCHEDULE/REGISTRATION

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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Wednesday, October 31, 2018 2:20 PM
To: County of Los Angeles-Workforce Development Board
Subject: Next Meeting Tuesday November 6th: Expanding the Vision for Workforce Development in LA County Local Plan Modifications Stakeholder Meetings



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve LA County's workforce needs. Our next meeting topic will be:

Strengthening Partnerships with Local Child Support Agencies to serve Non-Custodial Parents

Please join us for our stakeholder meetings, as your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #7 of 10

Strengthening Partnerships with Local Child Support Agencies to serve Non-Custodial Parents

Tuesday November 6th, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Southeast LA America's JobCenter of California℠

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FOR OUR FULL MEETING SCHEDULE/REGISTRATION

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LA County America's JobCenter of California℠

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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Wednesday, November 7, 2018 9:23 AM
To: County of Los Angeles-Workforce Development Board
Subject: Next Meeting Wednesday November 14th: Expanding the Vision for Workforce Development in LA County Local Plan Modification Stakeholder Meetings



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve LA County's workforce needs. Our next meeting topic will be:

Collaborating with CalFresh Employment & Training Programs

Please join us for our stakeholder meetings, as your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #8 of 10

Collaborating with CalFresh Employment & Training Programs

Wednesday November 14th, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ Rio Hondo

VISIT WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM FOR OUR FULL MEETING SCHEDULE/REGISTRATION

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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Tuesday, November 20, 2018 9:47 AM
To: County of Los Angeles-Workforce Development Board
Subject: Reminder: Stakeholder Meeting this Evening Tuesday November 20th: Expanding the Vision for Workforce Development in LA County Local Plan Modification Stakeholder Meetings



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve LA County's workforce needs. Our next meeting topic will be:

Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals, & Refugees

Please join us for our stakeholder meetings, as your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #9 of 10

Improving Coordination & Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals, & Refugees

Tuesday November 20th, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

East LA/West SGV America's JobCenter of California℠

VISIT WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM FOR OUR FULL MEETING SCHEDULE/REGISTRATION

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From: Los Angeles County Workforce Development, Aging & Community Services <WDACS@subscriptions.lacounty.gov>
Sent: Wednesday, November 21, 2018 5:29 PM
To: County of Los Angeles-Workforce Development Board
Subject: Next Stakeholder Meeting Tuesday November 27th: Expanding the Vision for Workforce Development in LA County Local Plan Modification Stakeholder Meetings



We need to hear from you! We are seeking your input to explore and drive new strategic partnerships to better serve LA County's workforce needs. Our next meeting topic will be:

Collaborating with CalFresh Employment & Training Programs

Please join us for our stakeholder meetings, as your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

Stakeholder Meeting #10 of 10

Collaborating with CalFresh Employment & Training Programs

Tuesday November 27th, 2018
9:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ Santa Clarita

VISIT WORKFORCE.LACOUNTY.GOV OR WDACS.EVENTBRITE.COM FOR OUR FULL MEETING SCHEDULE/REGISTRATION

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Exhibit A-3

Attendee Lists
for the 10 Stakeholder Forums

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
9/25/2018	Heidi Alcala	Alcala	Vocational ESL Coord.	Mt. San Antonio College
9/25/2018	Dani	Alvarenga	Workers Organizer	Pomona Economic Oppporunity Center
9/25/2018	Kris	Ankney	Asst. Director -Energy & Environmental Service	PACE -Pacific Asian Consortium in Employment
9/25/2018	Charlene	Ashton	Assoc. Director	Cal Poly Pomona
9/25/2018	Soraya	Blake	MCW/ Employment Specialist	DMH
9/25/2018	Natalie	Camacho	Grant Writer	California Learns, Inc.
9/25/2018	Sam	Campos	Career Program Specialist	LA County Office of Ed (LACOE) GAIN
9/25/2018	Monique	Cardenas	Teacher Specialist	Pomona Unified School District SAROP
9/25/2018	Sherryl	Carter		East San Gabriel ROP
9/25/2018	Yvette	Crayon	CEO	Green Thumb A V Youth Program
9/25/2018	GAIL	EVANS GRAYSON	CHAIR, HEALTH SCIENCES EDUCATION	WESTERN UNIVERSITY OF HEALTH SCIENCES
9/25/2018	Jody	Fernando	Director, English Language Learners	Mt. San Antonio College
9/25/2018	Mary Margaret	Franco	Consultant	California Learns, Inc.
9/25/2018	Latasha	Funderburk	Director	JVS SoCal
9/25/2018	Rebecca	Garcia	Office Manager	Employment Development Department
9/25/2018	Diana	Glannone	HSA I	LA County Department of Social Services
9/25/2018	Monica	Guardian	Director, Workforce Development	AltaMed Health Services
9/25/2018	Nicole	Hibner	Business Career Pathways Coord.	Tri-Community Adult Education
9/25/2018	Laquesia	Hundley	Job Developer	Weingart Center /GROW Program
9/25/2018	Ray	Inge	VP of Human Resources	Pomona Valley Hospital Medical Center
9/25/2018	Laura	Jimenez	Senior District Representative	Senator Ed Hernandez
9/25/2018	Carmen	Jimenez-Wynn	Employment Specialist	Frank D. Lanterman Regional Center
9/25/2018	Shelly	Laddusaw	Coord., School of Continuing Education	Mt. San Antonio College
9/25/2018	Don	Lindgren	Business Outreach Specialist	LA County Office of Ed (LACOE) GAIN
9/25/2018	Diana	Lupercio		Mt. San Antonio College
9/25/2018	Jeanine	Mann	Asst. Professor	Western University of Health Sciences
9/25/2018	Ahmad	Mansur	Manager, Workforce Development	AltaMed Health Services
9/25/2018	Ruben	Mercado	Career Program Specialist	LA County Office of Educ. (LACOE) GROW
9/25/2018	Alyse	Michaelis	Out Reach Specialist	Reach Out
9/25/2018	Devon	Monson	Asst. Principal	Whittier Adult School
9/25/2018	Andrea	Moreno	Deputy District Director	BOS, District 1
9/25/2018	Thomas	Morrison	Job Developer	Weingart Center /GROW Program
9/25/2018	Sarah	Moussavi		Cal Poly English Language Institute
9/25/2018	Adrienne	Murphy		
9/25/2018	Cesar	Perez	Employment Development Liaison	Amity Foundation
9/25/2018	Andrew	Quinones	ceo	SoCal Service Corps
9/25/2018	Andrea	Rico	Governmental and Comm. Affairs Manager	City of Pomona
9/25/2018	FERNANDO	ROMERO	EXECUTIVE DIRECTOR	POMONA ECONOMIC OPPORTUNITY CENTER
9/25/2018	Hector	Silva	Program Manager	Employment Development Department
9/25/2018	Christina	Sullivan	Job Developer	Healthright360
9/25/2018	Kaya	Tith	Comm. Benefit Manager	Kaiser Permanente
9/25/2018	Ryan	Whetstone	Adult Consortium Manager	Mt. San Antonio College
9/25/2018	Anita	Yang	Regional Director	ResCare Workforce Services
9/25/2018	Darrell	Yates		
9/25/2018	Deborah	Young		

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
10/2/2018	Martha	Acosta	Case Manager	Uniquely Abled
10/2/2018	Lidenira	Amador		Westside Regional Center
10/2/2018	Andrea	Barahona	Senior Program Assoc.	Los Angeles Promise Zone
10/2/2018	Esmeralda	Barrera	Job Developer	GEO Reentry
10/2/2018	Sharon	Beard	Career Development Program Supervisor	LACOE
10/2/2018	Desiree	Boykin	advocate	SCLARC
10/2/2018	Dione	Carter		Santa Monica College
10/2/2018	Sherryl	Carter	Superintendent	East San Gabriel Valley Rop
10/2/2018	Wai Ling	Chin		PACE
10/2/2018	LUZ	CIAMPI	Sr. HR Generalist	PRIDE Industries
10/2/2018	David	Clawton		West LA AJCC
10/2/2018	Debi	Colunga	Comm. Outreach Liaison	East San Gabriel Valley ROP
10/2/2018	Julie	Eby-McKenzie	Comm. Program Specialist	State Council on Developmental Disabilities
10/2/2018	josh	elbaum	board member	Kids on the Ball
10/2/2018	claudia	finkel	Chief Operating officer	JVS SoCal
10/2/2018	frederick	gonzales	provider	dss
10/2/2018	Lily	Handley	Supervisor	Jay Nolan Community Services
10/2/2018	Vivian	Haun	Manager, Special Education	California Charter Schools Association
10/2/2018	Michael	Jackson		City of Santa Monica
10/2/2018	Patrice	Jones	PRESIDENT/OWNER	APEX INNOVATIONS FREE NOTARY PUBLIC COURSES
10/2/2018	Angel	Key	Adjunct professor	West la college
10/2/2018	Jacqueline	Klimele		Chrysalis
10/2/2018	Rosie	Lopez	Sr. HR Generalist	PRIDE Industries
10/2/2018	Katherine	Makinney		JVS SoCal
10/2/2018	Jazmin	Martinez	Student	California State University Long Beach
10/2/2018	Neal	Mendelsohn	Chief Strategy Officer	JVS SoCal
10/2/2018	Veronica	Montes		Culver City Adult School
10/2/2018	Rd	Plasschaert	Change Agent	studiord.solutions
10/2/2018	Cresha	Pree	advocate	SCLARC
10/2/2018	Lizette	Rangel	Student	California State University
10/2/2018	Michelle	Renteria	Workforce development specialist	Five keys
10/2/2018	Jan	Robin	Job Developer	Geo Reentry Services
10/2/2018	Andrea	Rodriguez		West LA AJCC
10/2/2018	Eunetra	Rutledge		Learn4Life
10/2/2018	Danielle	Sheppard	C2C Program Coord./Counselor	West LA College
10/2/2018	Benjamin	Smith	Unemplyed	Self
10/2/2018	Bianca	Smith		Chrysalis
10/2/2018	Devon	Smith		SM Regional Consortium Adult School
10/2/2018	Allison	Tom-Muira		West LA College
10/2/2018	Araceli	Velasco	Job Placement Specialist	Alma Family Services
10/2/2018	Chaz	Vesga	QRP	Dept of Rehabilitation
10/2/2018	Angel	Villasenor		City of Santa Monica
10/2/2018	Eunice	Vines		Culver City Adult School
10/2/2018	Heather	Vitela	Assoc. Director	Goodwill of Southern California
10/2/2018	Divinity	Warmsley		SHARE
10/2/2018	Dion	Wiltshire		West LA AJCC
10/2/2018	ashley	wolfe	Program Assoc.	Los Angeles Promise Zone
10/2/2018	Frank	Wong	CSA Analyst I	LA County Dept. of WDACS

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
10/9/2018	Monique	Anderson	CTE Coord.	Compton College
10/9/2018	Pablo	Artaza	Executive director	Technical College
10/9/2018	Moises	Ayala	Student	Compton Unified
10/9/2018	James	Carter	Student	El Camino College
10/9/2018	Anthony	Carter	Placement Specialist	Compton YouthBuild
10/9/2018	Robert	Castillo	Program Coord.	Centro CHA Inc.
10/9/2018	Jaime	Cedano	Hospitality Intermediary	LAHTA
10/9/2018	Linda	Choy	Job Developer	Los Angeles County Office of Education
10/9/2018	Carolyn	Christian-Hines		West LA College
10/9/2018	Keith	Curry	President	Compton College
10/9/2018	Al	Dorsey	Student	
10/9/2018	Joshua	Downs	Student	El Camino College
10/9/2018	Alfred	Escobar	Case Manager	Centro CHA Inc
10/9/2018	Dan	Finney	Student	El Camino College
10/9/2018	Jeremiah	Gutierrez	Student	El Camino College
10/9/2018	Juan	Gutierrez	Student	Compton College
10/9/2018	Kae Kwon	Hall	Student	Compton College
10/9/2018	Jalonn	Harrison		CCD
10/9/2018	Keith	Hibbler	Student	Compton College
10/9/2018	Matthew	Hunter	Student	Compton College
10/9/2018	Mauricio	Ixcoy	Student	Compton College
10/9/2018	Ruffin	JaQuill	Student	Compton College
10/9/2018	Vep	Jarrett	Student	Compton College
10/9/2018	Patricia	Johnson	Case Manager	Rancho Dominguez America's Job Center of California
10/9/2018	Francisco	Lopez	Staff	US Rep Barragan
10/9/2018	Armando	Loza	Director	CCD
10/9/2018	Sofia	Mayoral	AEP Teacher Advisor	LAUSD
10/9/2018	James	McCaffrey		CCD
10/9/2018	Tracy	McGee	Project Supervisor	Hospitality Training Academy
10/9/2018	Fernando	Navarro	Student	Compton College
10/9/2018	Silvia	Ochoa	Case manager	Community Career Development
10/9/2018	Heather	Parnock	Director Comm. Relations	Compton College
10/9/2018	Jerry	Phillips	Student	Compton College
10/9/2018	Dr. Dominique'	Reese	Financial	CFPB/Armed Forces Services Corporation
10/9/2018	Shanley	Rhodes	Chief of In Custody Programs	Five Keys Schools & Programs
10/9/2018	Roberto	Rodriguez	Teacher	Youthbuild Charter School of California
10/9/2018	Michael	Roshido	Student	Compton College
10/9/2018	Grant	Shepherd	Student	Compton College
10/9/2018	David	Smith	Student	Compton College
10/9/2018	Edward	Sykes		LA County Probation Dept
10/9/2018	Alberto	Uribe	Executive Director	Community Career Development, Inc.
10/9/2018	Alexandra	Weyman	Manager of Workforce Innovation	Hospitality Training Academy
10/9/2018	Dinah	White	Site Manager	Employment Development Department - Workforce Services
10/9/2018	Lynell	Wiggins	Director, CTE	Compton College

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
10/16/2018	Alexis	Alcuran		GEO Group
10/16/2018	Esmeralda	Barrera	Job Developer	GEO Reentry
10/16/2018	Anna	Castillo	SCSO	CSSD
10/16/2018	Martha	Diaz	Transition Specialist	AVUHSD
10/16/2018	Sally	Dibbini	Coord.	Antelope Valley Adult School
10/16/2018	DARRELL	GADIE	Program Analyst	Los Angeles County Probation
10/16/2018	Cathy	Hart	Dean, Palmdale Center & Extended Learning	Antelope Valley College
10/16/2018	Claudia	Hernandez		Antelope Valley AJCC
10/16/2018	Janie	Hodge	Ex. Dir	Paving the Way Foundation
10/16/2018	Tony	Jaramillo	Senior project Coord.	ACTIVE EMPLOYEMNT SERVICES
10/16/2018	Patrick	Koppula	Independent Consultant	Innovate for Society
10/16/2018	Katherine	Makinney	Deputy Director	JVS So Cal
10/16/2018	David	Manzo	Case Manager	Volunteers of America
10/16/2018	JOANNA	MITCHELL	Career Development Specialist	LA County Office of Education
10/16/2018	Heidi	Oblander	Division Admin.	LAC Child Support Services Department
10/16/2018	Victoria	Olvera	Quality Assurance Coord.	JVS So-Cal
10/16/2018	imelda	padilla	Comm. Engagement & Outreach Director	LA County Women & Girls Inititiave
10/16/2018	Sheila	Pierce	Site Supervisor	JVS / Palmdale AJCC
10/16/2018	Jazmin	Ramos		Employment Development Department
10/16/2018	Shanley	Rhodes	Chief of In Custody Programs	Five Keys Schools & Programs
10/16/2018	Dannett	Rinkenbarger		Mental Health America of Los Angeles (MHALA)
10/16/2018	Rhonda	Rose	Director	Community Career Development
10/16/2018	Matt	Sheridan	Transition Coord.	Antelope Valley Union High School District
10/16/2018	Laurel	Shockley		LA County WDB
10/16/2018	Verdon	Smith		
10/16/2018	melodi	thompson	Field Office Manager	Employment Development Department
10/16/2018	Will	Thornhill	Dir. of Comm. Outreach and Partnership	Learn 4 Life
10/16/2018	Michael	Trimble	CSBG Coord.	Asian Youth Center
10/16/2018	Meagan	Zeilinger-Petroni	Job Developer	AVUHSD

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
10/23/2018	Kris	Ankney	Asst. director -EES	PACE -Pacific Asian Consortium in Employment
10/23/2018	Janet	Barakat	Transition Specialist	Pomona Unified School District
10/23/2018	Stephanie	Becker	Counselor Technician	Monrovia Unified School District
10/23/2018	Soraya	Blake	MCWII	DMH
10/23/2018	Sherryl	Carter	Superintendent	East San Gabriel Valley rop
10/23/2018	Kim	Case	Instructional Supervisor	E. San Gabriel Valley ROP
10/23/2018	RALPH	CASTILLO	ITPOC	ResCare
10/23/2018	WanChun	Chang	Director	Department of Rehabilitation
10/23/2018	Swati	Chandra	FUSE Fellow	WDACS
10/23/2018	Aaron	Christian	Assoc. Director	Community Services
10/23/2018	Valerie	Clifford	Program Admin. Health Careers	HLPUSD
10/23/2018	Debi	Colunga		
10/23/2018	Raima	Espinoza	Student	HLPUSD
10/23/2018	F	Fertig		Monrovia Unified School District
10/23/2018	DARRELL	GADIE	Program Analyst	Los Angeles County Probation
10/23/2018	Rebecca	Garcia	Office Manager	Employment Development Department
10/23/2018	Magy	Gharghoury	Program Admin.	HLPUSD/AE
10/23/2018	Sorath	Hangse		Department of Rehabilitation
10/23/2018	Pete	Holguin	Program Manager	Employment Development Department
10/23/2018	Laura	Jimenez	Senior District Representative	Senator Ed Hernandez
10/23/2018	Shelly	Laddusaw	Coord., School of Continuing Education	Mt. San Antonio College
10/23/2018	Mary Margaret	Lange		Mt. San Antonio College
10/23/2018	Ahmad	Mansur		AltaMed
10/23/2018	James	Marsh	Program Manager	East San Gabriel Valley AJCC/Goodwill Southern California
10/23/2018	Jose	Meraz		LINK
10/23/2018	Crystal	Ontiveros	Admin. of Counseling Services	HLPUSD
10/23/2018	Dara	Papel	Senior Program Manager	CSH
10/23/2018	Barry	Reeves		Veteran Affairs
10/23/2018	Ivan	Rosenberg	Founder and President	The Uniquely Abled Project
10/23/2018	Cindy	Schulenburg	Program Manager	Employment Development Department
10/23/2018	matthew	smith	CTE Director	HLPAE
10/23/2018	George	Stransky	Admin. of Counseling Services	IRS- HLPUSD
10/23/2018	Susan	Stroebel	Coord. for AWD in continuing education o	Mt. Sac.
10/23/2018	Phillip	Tenorio	Admin. on Special Assignment	Montebello Community Adult School-MUSD
10/23/2018	Kaya	Tith	Comm. Benefit Manager	Kaiser Permanente
10/23/2018	Araceli	Velasco	Job Placement Specialist	Alma Family Services
10/23/2018	John	Wang	VP	Blue Diamond Group, Inc.
10/23/2018	Michelle	Yanez		LA County WDB
10/23/2018	Eddie	Zhang		AbilityFirst

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
10/30/2018	Soyinka	Allen	Career Coach	South Los Angeles AJCC
10/30/2018	Suren	Antonyants	Administrative Analyst	WDACS
10/30/2018	RUSSELL	BARNARD	Commissioner	LA County WDB
10/30/2018	Blanca	Barajas		LASC
10/30/2018	David	Carballo	Sergeant/Transition Specialist	Sunburst Youth Academy
10/30/2018	Nadia	Caro	Program Coord.	South LA AJCC YouthSource
10/30/2018	Alexis	Carter	Employment Program Manager	Employment Development Department - San Pedro office
10/30/2018	Manuel	Cerda	Business Services Representative	South Los Angeles AJCC
10/30/2018	Richard	Cesar		WDACS
10/30/2018	Damion	Danrelly		LACS
10/30/2018	Kelly	Dozner		Tech Career Development
10/30/2018	Stefany	Escamilla-Botello	Instuctor	South Los Angeles AJCC
10/30/2018	Haimanot	fekadu	Program Director	El Proyecto del Barrio Inc Youthsource
10/30/2018	Carolyn	Fowler	Government Affairs	LAUSD
10/30/2018	DARRELL	GADIE	Program Analyst	Los Angeles County Probation
10/30/2018	Danny	Gammage	Safety Officer I	Child Support Services Department
10/30/2018	Merwin	Gerard	GAIN Services Supervisor	LA County Department of Social Services
10/30/2018	Diana	Giannone	HSA I	LA County Department of Social Services - GAIN Program
10/30/2018	Jasmine	Gibson	Program Coord.	South LA AJCC Youth Source
10/30/2018	Anjela	Gomez	Career Development Program Specialist	L.A. County Office of Education
10/30/2018	Linda	Hembrick	Co-Principal	Lynwood Community Adult School
10/30/2018	Maricela	Herrera		Southeast Los Angeles AJCC
10/30/2018	Antoinette	Hill		Los Angeles Southwest College
10/30/2018	Adrienne	Hutchinson	Navigator	Los Angeles Unified School District
10/30/2018	Dafne	Jacobs	Case Manager	Hospitality Training Academy
10/30/2018	Jay	Terry		City of Los Angeles ELDD
10/30/2018	Lidia	James		Employment Development Department
10/30/2018	Reginald	Johnson	Job Developer	WLCAC
10/30/2018	Marable	Keaney		LACD
10/30/2018	Beka	Kurisu	Data & Grants Manager	Chrysalis
10/30/2018	Diana	Lupercio	Coord.	Mt. San Antonio College
10/30/2018	Evelin	Magana	Job Developer	LA County Department of Social Services
10/30/2018	Jeanette	Mandy	Program Director	Advancing The Seed, Inc.
10/30/2018	McBride	McBride	Deputy, Human Services and Education	Los Angeles County Board of Supervisors
10/30/2018	Dexter	McLeod		LA South Chamber
10/30/2018	Raymond	Moorehead	President	Career Expansion
10/30/2018	Mila	Mulugeta		DPH
10/30/2018	imelda	padilla	Comm. Engagement and Outreach Director	LA County Women & Girls Initiative
10/30/2018	Dara	Papel	Senior Program Manager	CSH
10/30/2018	Jose	Ramos	Traditional	Sunburst youth academy
10/30/2018	Jeannette	Renteria	Career Coach	South LA AJCC
10/30/2018	Shanley	Rhodes	Chief of In Custody Programs	Five Keys Schools & Programs
10/30/2018	Forrest	Riley		Southeast Los Angeles AJCC
10/30/2018	Erika	Sockaci	VIce President, Strategic Workforce Planning	AltaMed Health Services
10/30/2018	Carlos	Torres	INVEST CDS	South LA AJCC
10/30/2018	Joanne	Varga	CDPS	LACOE
10/30/2018	Veronica	Villanueva	PSA Counselor	LAUSD
10/30/2018	Jonae	Watts	Sr. Employment Specialist	PATH
10/30/2018	Alexandra	Weyman	Manager of Workforce Innovation	Hospitality Training Academy
10/30/2018	Sheila	Wiley	Principal/Talent Manager	Ywcagla
10/30/2018	Montely	Wilson		LASCD
10/30/2018	P	Wilson	Facilitator, Speaker Job Club Mentor	SELACO Job Club

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
11/6/2018	Kris	Ankney	Program Manager	PACE
11/6/2018	Sandy	Annino	Business Comm. Liaison	Long Beach Job Corps
11/6/2018	Carmen	Arce	Employment Specialist	Southeast LA AJCC
11/6/2018	Evangelina	Arroyo	Program Manager	Employment Development Department
11/6/2018	Nickole	Badillo	Clerical Asst.	Americas Job Center
11/6/2018	Eduardo	Bedoy	WIOA Navigator	DACE/ Slawson Occupational
11/6/2018	Raul	Carpio	Management Coord.	LACOE
11/6/2018	Jaime	Cedano	Hospitality Intermediary	LAHTA
11/6/2018	Linda	Choy	Job Developer/CDPS	Los Angeles County Office of Education
11/6/2018	Michael	Flad	City Manager	South Gate
11/6/2018	DARRELL	GADIE	Program Analyst	Los Angeles County Probation
11/6/2018	Anjela	Gomez	Career Development Program Specialist	L.A. County Office of Education
11/6/2018	Bernadine	Gonzalez	Principal, Adult School	LAUSD / Tweedy Learning Center
11/6/2018	Stephanie	Holloway		WDACS
11/6/2018	Laura	Jimenez		Senator Hernandez
11/6/2018	Beka	Kurisu	Data & Grants Manager	Chrysalis
11/6/2018	Jonna	Lewis	Special Asst. to the Director	LA County Child Support Services
11/6/2018	Joe	Martinez	Executive Director	Southeast LA AJCC
11/6/2018	Karen	Mitchell	Case Manager	Hospitality Training Academy
11/6/2018	Joclyn	Molo	Job Developer/Business Rep	Housing Authority City of LA
11/6/2018	Pamela	Paige	Workforce Development & Section 3 Manager	Housing Authority of the City of Los Angeles
11/6/2018	Narda	Parra	HR Clerk	Coast Packing Company
11/6/2018	Manuel	Reyes	Employment Specialist	SELA AJCC - Hub Cities
11/6/2018	Al	Rios	Dean	East Los Angeles College
11/6/2018	amber	robles	Intake Specialist	Southeast LA AJCC
11/6/2018	Judith	Ruiz	Employment Specialist	Southeast LA AJCC
11/6/2018	Elias	Saikaly	Project Manager	City of South Gate
11/6/2018	Marilyn	Sanabria		HYC
11/6/2018	Elizabeth	Sanders	Trainer	Southeast LA AJCC - Hub Cities
11/6/2018	Lenore	Smith	Counselor	Tweedy Learning Center (LAUSD)
11/6/2018	Cendy	Tiscareno	Counselor	El Rancho Unified School District
11/6/2018	Janet	Torres		Southgate Chamber
11/6/2018	Paula	Torres	Employment Specialist	Southeast LA AJCC-Hub Cities
11/6/2018	Edgar	VAQUIZ	CEO	Safe Castle Inc.
11/6/2018	Karina	Xochimitl	Employment Specialist I	Southeast Los Angeles America's Job Center of California
11/6/2018	Carol	Xochimitl	Rapid Response Coord.	Southeast LA AJCC
11/6/2018	Lorena	Xochimitl	Rapid Response Coord.	Southeast LA AJCC/Hub Cities
11/6/2018	Mareta	Zuniga	President	Workforce Connections

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
11/14/2018	Viggen	Aghkhanian	Retired	N/A
11/14/2018	Kris	Ankney	Energy Services -Dept. Asst. Director	PACE -Pacific Asian Consortium in Employment
11/14/2018	Evangelina	Arroyo		Employment Development Department
11/14/2018	Maria	Ayala-Galvan	HSA II	LA County Department of Social Services-GROW Program
11/14/2018	Linda	Choy	Job Developer/CDPS	Los Angeles County Office of Education
11/14/2018	Israel	Cobos	Personnel Director	Hacienda La Puente Unified School District
11/14/2018	Regeanie	Corona	CEO	Advancing The Seed, Inc.
11/14/2018	Dee	Cotton	Program Director	Tricities ROP
11/14/2018	An	Duong	Fiscal Officer	LA County - WDACS
11/14/2018	DARRELL	GADIE	Program Ananlyst	Los Angeles County Probation
11/14/2018	Jessica	Gallo-Valdes	Career Development Program Supervisor	LACOE
11/14/2018	Anna	Hernandez	Marketing Specialist	Employment Development Department
11/14/2018	Shelly	Laddusaw	Coord., School of Continuing Education	Mt. San Antonio College
11/14/2018	Diana	Lupercio	Coord.	Mt. San Antonio College
11/14/2018	Cathy	McClure	Director of Strategic Partnerships	Woodcraft Rangers
11/14/2018	Meski	Mengistu	HSA I	LA County Department of Social Services
11/14/2018	Maggie	Mireles	Manager	Hospitality Training Academy
11/14/2018	Devon	Monson	Asst. Principal	Whittier Adult School
11/14/2018	Vivien	Nguyen	Site Manager	Employment Development Department
11/14/2018	Joanne	Peterson	Chief Human Capita & Development Officer	LA Metro
11/14/2018	Rey	Reyes	Director Alternative/Adult Ed	El Rancho Unified School District
11/14/2018	Onica	Ross	Career Dev. Prog. Supervisor	LACOE
11/14/2018	Efrain	Ruiz	Court Volunteer/Intern Coord.	Los Angeles Superior Court
11/14/2018	Elmer	Samayoa	Energy Conservation counselor	PACE
11/14/2018	Jorge	Seccia	Program Admin.	HLPAE
11/14/2018	LaTisha	Sturges	Human Resources Analyst	County of Los Angeles/Department of Human Resources
11/14/2018	Edwar	Sykes	Supervisor	LA County Probation
11/14/2018	Connye	Thomas	Employment Program Manager	Employment Development Department
11/14/2018	Cendy	Tiscareno	Counselor	El Rancho Unified School District
11/14/2018	brenda	vela	CTE Teacher Advisor	LAUSD
11/14/2018	Ryan	Whetstone	Adult Consortium Manager	Mt. San Antonio College

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
11/20/2018	Janil	Alvarez	LA YouthBuild Program Coord.	CCLA- AYE
11/20/2018	Agavni	Anneyan	Program Supervisor	East Los Angeles/ West San Gabriel Valley AJCC
11/20/2018	Maritza	Canales	Business Service Representative	America's Job Centers of California
11/20/2018	Moises	Carrillo		Catholic Charities of LA (AYE) East LA/WSGV AJCC
11/20/2018	Ed Chang	Chang	CFO	In The Making
11/20/2018	Paul	Guzman	Executive Director	New Opportunities Organization
11/20/2018	Kashandra	Hall	Job Developer	Watts/Los Angeles Worksource Center
11/20/2018	sandra	ko	Project Director	Hospitality Training Academy
11/20/2018	Florema	L. Hernandez	Quality Assurance Specialist	ELA/WSGV AJCC
11/20/2018	Elias	Lara	Business Services Representative	ELA/WSGV AJCC
11/20/2018	Marga	Limon	Senior Office Asst.	LACCD-East Los Angeles College
11/20/2018	Laura	McNeil	Director	UAW-Labor Employment and Training Corp.
11/20/2018	Jack	Ochoa		Infinity GPC
11/20/2018	Rosa	Penaloza	Program Director	Catholic Charities of LA (AYE) East LA/WSGV AJCC
11/20/2018	Crystal	Prendiz	Employment Program Manager	Employment Development Department
11/20/2018	Elena	Quintana	Operations Manager	East Los Angeles West San Gabriel AJCC
11/20/2018	Mariam	Rojo	Business Service Representative INVEST	AYE
11/20/2018	Kelby	Ruiz	Graphic Artist	Independent
11/20/2018	Fiaz	Shah	Sr information systems analyst	Los Angeles County sheriff's department
11/20/2018	Renee	Tate	Program Services Coord.	Koreatown Immigrant Workers Alliance
11/20/2018	Maribel	Valdez		In The Making

2018/2019 WIOA Local Plan Modifications - Stakeholder Meetings Attendee List

Meeting Date	First Name	Last Name	Job Title	Company
11/27/2018	Sue	Arellano		SCVEDC
11/27/2018	Maria	Ayala-Galvan	HSA II	LA County Department of Social Services-GROW Program
11/27/2018	Richard	Cesar		WDACS
11/27/2018	susie	cordova	Program Coord.	City of Santa Clarita
11/27/2018	Yesica	Fuentes	Vocational Development Specialist	Department of Veteran Affairs
11/27/2018	DARRELL	GADIE	Program Analyst	Los Angeles County Probation
11/27/2018	Maral	Helwajian		PUKUU
11/27/2018	Jodie	Hoffman		Golden Oak Adult School
11/27/2018	Jay	Johal	Instructor	Hi Desert Truck Driving School Inc.
11/27/2018	Julietta	Karapetyan	Program Asst.	LA County Department of Social Services
11/27/2018	Greg	Miraglia	Business Specialist	CA Dept of Rehabilitation
11/27/2018	Imelda	Padilla		LACW
11/27/2018	Darrel	Sauceda	Owner	ACS Group
11/27/2018	Holly	Schroeder		SCVEDC
11/27/2018	PAMELA	VILLASENOR	.	FERNANDENO TATAVIAM BAND OF MISSION INDIANS

Exhibit A-4

Notification of All 10 Forums to State Board

Ali Raisdanai

From: Renfree, Bethany@CWDB <Bethany.Renfree@CWDB.CA.GOV>
Sent: Monday, September 17, 2018 1:53 PM
To: County of Los Angeles-Workforce Development Board; Dowdy, Michael@CWDB; Aguilera, Rafael@CWDB
Cc: Manuel Ruiz; Martha Molina-Aviles; Greta Setian; Ali Raisdanai; Irene Pelayo
Subject: RE: Local Planning Meeting Schedule and Locations for LA County Workforce Development Board/Local Workforce Development Area

Thank you.

From: County of Los Angeles-Workforce Development Board [mailto:wdb@wdacs.lacounty.gov]
Sent: Friday, September 14, 2018 4:50 PM
To: Renfree, Bethany@CWDB <Bethany.Renfree@CWDB.CA.GOV>; Dowdy, Michael@CWDB <Michael.Dowdy@CWDB.ca.gov>; Aguilera, Rafael@CWDB <Rafael.Aguilera@cwdb.ca.gov>
Cc: Manuel Ruiz <MRuiz@wdacs.lacounty.gov>; Martha Molina-Aviles <MMolina-Aviles@wdacs.lacounty.gov>; Greta Setian <GSetian@wdacs.lacounty.gov>; Ali Raisdanai <ARaisdanai@wdacs.lacounty.gov>; Pelayo, Irene@wdacslacounty <ipelayo@wdacs.lacounty.gov>
Subject: Local Planning Meeting Schedule and Locations for LA County Workforce Development Board/Local Workforce Development Area
Importance: High

Sent on behalf of the LA County Workforce Development Board

Greetings,

Please see the attached GovDelivery invite which was emailed today to community stakeholders throughout our local workforce development area, including all contacts from the Directory of Planning Partners and Interactive Corrections Map as provided by CWDB. The invite includes our full meeting schedule, locations, topics, and registration hyperlinks. Our first stakeholder engagement meeting begins on September 25, 2018.

Respectfully,
Ali Raisdanai, MPA CWDP
Human Services Administrator I, County of Los Angeles-Workforce Development Board
Workforce Development, Aging & Community Services (WDACS)
3175 W. 6th Street, Los Angeles, CA 90020
Email: wdb@wdacs.lacounty.gov





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From: Los Angeles County Workforce Development, Aging & Community Services [mailto:WDACS@subscriptions.lacounty.gov]
Sent: Friday, September 14, 2018 2:44 PM
Subject: Expanding the Vision for Workforce Development in L.A. County: Formal Invitation to Community Stakeholder Meetings

Expanding the Vision for

Workforce Development in L.A. County

We need to hear from you! We are seeking your input to begin exploring and driving new strategic partnerships to better serve the following five priority populations: Disabled/Uniquely-Abled; CalFresh Employment & Training; Non-custodial parents receiving services from Local Child Support Agencies; and English language learners, Foreign born, and refugees. Below you will find the themes as well as locations for 10 stakeholder engagement meetings designed to hear your input. These meetings will begin on September 25 and end on November, 27, 2018.

Your voice will help us expand the vision for workforce development in Los Angeles County. Together, we can make it happen!

STAKEHOLDER ENGAGEMENT MEETING TOPICS & SCHEDULE

Workforce Services for English Language Learners, Foreign-Born Individuals & Refugees (Stakeholder Meeting #1)

Pomona Valley America's JobCenter of California℠

Tuesday September 25, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Workforce Services for the Uniquely Abled (Stakeholder Meeting #2)

Tuesday October 2, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

West LA America's JobCenter of California℠

Workforce Services-General Forum (Stakeholder Meeting #3)

America's Job Center of California℠ Rancho Dominguez

Tuesday October 9, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

Workforce Services for Unemployed, Underemployed and payment delinquent Non-Custodial Parents (Stakeholder Meeting #4)

Tuesday October 16, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ Antelope Valley

Workforce Services for the Uniquely Abled (Stakeholder Meeting #5)

America's Job Center of California℠ East SGV

Tuesday October 23, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Workforce Services-General Forum (Stakeholder Meeting #6)

Tuesday October 30, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California℠ South LA

Workforce Services for Unemployed, Underemployed and payment delinquent Non-Custodial Parents (Stakeholder Meeting #7)

America's Job Center of California℠ Southeast LA

Tuesday November 6, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

Workforce Services for CalFresh Employment & Training (Stakeholder Meeting #8)

Tuesday November 14, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California — Rio Hondo

Workforce Services for English Language Learners, Foreign-Born Individuals & Refugees (Stakeholder Meeting #9)

America's Job Center of California — East LA/West SGV

Tuesday November 20, 2018
6:00 PM to 8:00 PM
REGISTER NOW!

Workforce Services for CalFresh Employment & Training (Stakeholder Meeting #10)

Tuesday November 27, 2018
10:00 AM to 12:00 PM
REGISTER NOW!

America's Job Center of California — Santa Clarita

These meetings are OPEN to the public.
Workforce Development Aging and Community Services (WDACS) and the Los Angeles County America's Job Centers of California are equal opportunity employers/programs.
The stakeholder engagement meetings are being held in compliance with **EDD Directive WSD18-01**.
Assistive listening devices, agenda in Braille and/or alternate formats are available upon request. American Sign Language (ASL) interpreters, other auxiliary aids and services, or reasonable modifications to meeting policies and/or procedures, such as to assist members of the disability community who would like to request a disability-related accommodation in addressing the Board, are available if requested at least three business days prior to each stakeholder meeting. Later requests will be accommodated to the extent feasible. If accommodations for persons with disabilities are needed, please contact the L.A. County Workforce Development Board (WDB) at (213) 738-4913 at least three business days before each meeting from 8:00 a.m. to 5:00 p.m., Monday through Friday.
Meeting agendas and minutes will be made available on:
https://css.legistar.com/Calendar.aspx

America's Job Center of California — LA County



Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your Subscriber Preferences Page. You will need to use your email address to log in. If you have questions or problems with the subscription service, please visit subscriberhelp.govdelivery.com.
This service is provided to you at no charge by County of Los Angeles.

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Exhibit A-5

Agendas
for the 10 Stakeholder Forums

lacounty.gov

Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger

COUNTY OF LOS ANGELES
WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES

3175 West Sixth Street • Los Angeles, CA 90020
Tel: 213-738-2600 • Fax: 213-487-0379

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Improving Coordination and Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals and Refugees
Tuesday, September 25, 2018 10:00 AM to 12:00PM
City of Pomona Council Chambers

AGENDA

I. Call to Order and Welcome

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. State Requirements for Review and Modification of Plans to Serve English Language Learners, Foreign Born Individuals and Refugees

IV. Objectives of Community Forum

V. Consideration of and Discussions on:

A. What are the needs of individuals in this category?
B. What are the principal barriers to employment faced by these individuals?
C. What partnerships and collaborative efforts exist that enable local organizations to provide services to meet these needs?
D. What outreach and recruitment strategies are effective in connecting individuals from these target groups to skills training and livable wages?
E. What strategies are in place to provide these individuals with job skills and training that will enable them to progress into livable wage jobs and careers?
F. Where do gaps in services exist for this target population and what can we do to bridge these gaps?

VI. Adjournment

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Hilda L. Solis
Mark Ridley-Thomas
Sheila Kuehl
Janice Hahn
Kathryn Barger

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Improving Services to Individuals with Disabilities through Competitive Integrated Employment
Tuesday, October 2, 2018 10AM to 12PM
West Los Angeles College, Culver City, CA

AGENDA

I. Call to Order

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. Overview of Competitive Integrated Employment

IV. State Requirements and Guidance on Services for Individuals with Disabilities through Competitive Integrated Employment

IV. Objectives of Community and Stakeholder Forum

V. Consideration of and Discussions on:

A. How are DOR and the workforce system (i.e. the local Board and the AJCCs) currently working together with local partners (such as regional centers, special education and Workability programs, among others) to support the employment goals of individuals with intellectual disabilities and developmental disabilities?

B. Are efforts underway for the partners to collaborate on the use of CIE for job seekers with ID/DD?

C. Have discussions begun on the development of a Local Partnership Agreement to create more CIE opportunities? If not, how can this be accelerated?

D. Have workforce system staff received training in serving individuals with ID/DD and are they knowledgeable about programs and services available to assist this target group? What additional training and information is needed?

E. How are DOR and the local workforce system working together to outreach to employers and partners to support individuals with ID/DD in achieving CIE? If efforts are not yet underway, what will be done?

F. Have recruitment, referral and employer engagement strategies been defined? If not, what is planned?

VI. Adjournment

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Hilda L. Solis
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Sheila Kuehl
Janice Hahn
Kathryn Barger

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Community Forum on Local Workforce Planning
Tuesday, October 09, 2018 6PM to 8PM
Compton College The Little Theater, Compton, CA

AGENDA

I. Call to Order

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. Purpose of the Community Forum

IV. Objectives of Community and Stakeholder Forum

V. Consideration of and Discussions on:

A. What services and support do job seekers need to help prepare for and find work?

B. What types of training are most needed in the area?

C. Do people in the community have a good understanding of the programs and services that are available to assist them? If not, what is the best way to get the word out?

D. Are there specific gaps between the services that are available and the services that people need? If so, how can we bridge those gaps.

E. If you were writing the local workforce plan, what would your priorities be and why?

VI. Adjournment

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Hilda L. Solis
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Kathryn Barger

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents
Tuesday, October 16, 2018 10:00 AM to 12:00PM
Chimbole Cultural Center, Palmdale, California

AGENDA

I. Call to Order

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. State Requirements for Review and Modification of Plans to Incorporate Collaboration among the Workforce System, the Local Child Support Agency, and Other Organizations Serving Unemployed, Underemployed and Payment Delinquent Non-Custodial Parents (NCPs)

IV. Objectives of the Community Forum

V. Consideration of and Discussions on:

- A. What barriers to employment are most common among targeted NCPs?
- B. What are NCPs' service needs (particularly with regard to job skills and employment) and what services are currently available?
- C. What organizations collaborate locally to promote skills development, employment and career advancement for targeted NCPs?
- D. Among the NCP service partners, (e.g. Child Support, Family Court, AJCCs, training providers and community-based organizations), what referral and information sharing systems are in place?
- E. What strategies and tools are used to motivate and incentivize NCPs' acting on referrals, participating in training/skills development and retention in employment?
- F. How can local organizations work better to ensure positive employment and career outcomes for NCPs?

VI. Adjournment

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Improving Services to Individuals with Disabilities through Competitive Integrated Employment
Tuesday, October 23, 2018 10AM to 12PM
Hacienda La Puente Adult School Cafeteria, La Puente, CA

AGENDA

I. Call to Order

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. Overview of Competitive Integrated Employment

IV. State Requirements and Guidance on Services for Individuals with Disabilities through Competitive Integrated Employment

IV. Objectives of Community and Stakeholder Forum

V. Consideration of and Discussions on:

A. How are DOR and the workforce system (i.e. the local Board and the AJCCs) currently working together with local partners (such as regional centers, special education and Workability programs, among others) to support the employment goals of individuals with intellectual disabilities and developmental disabilities?

B. Are efforts underway for the partners to collaborate on the use of CIE for job seekers with ID/DD?

C. Have discussions begun on the development of a Local Partnership Agreement to create more CIE opportunities? If not, how can this be accelerated?

D. Have workforce system staff received training in serving individuals with ID/DD and are they knowledgeable about programs and services available to assist this target group? What additional training and information is needed?

E. How are DOR and the local workforce system working together to outreach to employers and partners to support individuals with ID/DD in achieving CIE? If efforts are not yet underway, what will be done?

F. Have recruitment, referral and employer engagement strategies been defined? If not, what is planned?

VI. Adjournment

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Community Forum on Local Workforce Planning
Tuesday, October 30, 2018 10:00 AM to 12:00PM
LA Southwest College

AGENDA

I. Call to Order

II. Opening Remarks
Martha Molina-Aviles, Interim Executive Director
County of Los Angeles Workforce Development Board

III. Welcome Address
Dr. Seher Awan, President
Los Angeles Southwest College

IV. Forum Presentation
Angela Gardener, Facilitator

A. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

B. Purpose & Objectives of the Community and Stakeholder Forum

C. Consideration of and Discussions on:

i. What services and support do job seekers need to help prepare for and find work?

ii. What types of training are most needed in the area?

iii. Do people in the community have a good understanding of the programs and services that are available to assist them? If not, what is the best way to get the word out?

iv. Are there specific gaps between the services that are available and the services that people need? If so, how can we bridge those gaps.

v. If you were writing the local workforce plan, what would your priorities be and why?

V. Adjournment

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Janice Hahn
Kathryn Barger

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents
Tuesday November 6, 2018 10:00 AM to 12:00PM
Southgate Girls Club House, Southgate, CA

AGENDA

I. Call to Order

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. State Requirements for Review and Modification of Plans to Incorporate Collaboration among the Workforce System, the Local Child Support Agency, and Other Organizations Serving Unemployed, Underemployed and Payment Delinquent Non-Custodial Parents (NCPs)

IV. Objectives of the Community Forum

V. Consideration of and Discussions on:

- A. What barriers to employment are most common among targeted NCPs?
- B. What are NCPs' service needs (particularly with regard to job skills and employment) and what services are currently available?
- C. What organizations collaborate locally to promote skills development, employment and career advancement for targeted NCPs?
- D. Among the NCP service partners, (e.g. Child Support, Family Court, AJCCs, training providers and community-based organizations), what referral and information sharing systems are in place?
- E. What strategies and tools are used to motivate and incentivize NCPs' acting on referrals, participating in training/skills development and retention in employment?
- F. How can local organizations work better to ensure positive employment and career outcomes for NCPs?

VI. Adjournment

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Collaborating with CalFresh Employment & Training Programs
Wednesday November 14, 2018 10:00 AM to 12:00PM
Santa Fe Springs Town Center Social Hall Conference Room, Santa Fe Springs, CA

AGENDA

I. Call to Order

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. Overview of the CalFresh Employment and Training Program

IV. State Requirements and Guidance on Workforce System Partnerships with the CalFresh Employment and Training Program

IV. Objectives of the Community and Stakeholder Forum

V. Consideration of and Discussions on:

A. Are CalFresh Employment and Training programs currently available in the local area? If so, what services are provided and which are the organizations providing them?

B. What types of workforce services are needed to help people receiving CalFresh succeed in the local labor market?

C. What barriers to employment are faced by CalFresh recipients and what resources are available to help assist them to overcome those barriers?

D. What partnerships currently exist or could be developed among the local workforce system, the county agency that manages CalFresh, and other organizations that provide or could provide services to CalFresh recipients? How do the partners work with one another and how do they share information?

E. Are CalFresh recipients being referred to programs that prepare them for high demand jobs in the region's priority sectors? What services or systems are in place that could help CalFresh recipients succeed in such programs and on the job?

VI. Adjournment

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Hilda L. Solis
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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Improving Coordination and Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals and Refugees
Tuesday, November 20, 2018 6PM to 8PM
Centro Maravilla Auditorium, Los Angeles, California

AGENDA

I. Call to Order and Welcome

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. State Requirements for Review and Modification of Plans to Serve English Language Learners, Foreign Born Individuals and Refugees

IV. Objectives of Community Forum

V. Consideration of and Discussions on:

A. What are the needs of individuals in this category?
B. What are the principal barriers to employment faced by these individuals?
C. What partnerships and collaborative efforts exist that enable local organizations to provide services to meet these needs?
D. What outreach and recruitment strategies are effective in connecting individuals from these target groups to skills training and livable wages?
E. What strategies are in place to provide these individuals with job skills and training that will enable them to progress into livable wage jobs and careers?
F. Where do gaps in services exist for this target population and what can we do to bridge these gaps?

VI. Adjournment

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Cynthia D. Banks
Director

Otto Solórzano
Chief Deputy

Community and Stakeholder Forum on:
Collaborating with CalFresh Employment & Training Programs
Tuesday November 27, 2018 10:00 AM to 12:00PM
AMS Fulfillment Employee Training Room, Valencia, CA

AGENDA

I. Call to Order

II. Overview of 4-Year Local Workforce Plans and Requirements for Biennial Review and Modification

III. Overview of the CalFresh Employment and Training Program

IV. State Requirements and Guidance on Workforce System Partnerships with the CalFresh Employment and Training Program

IV. Objectives of the Community and Stakeholder Forum

V. Consideration of and Discussions on:

A. Are CalFresh Employment and Training programs currently available in the local area? If so, what services are provided and which are the organizations providing them?

B. What types of workforce services are needed to help people receiving CalFresh succeed in the local labor market?

C. What barriers to employment are faced by CalFresh recipients and what resources are available to help assist them to overcome those barriers?

D. What partnerships currently exist or could be developed among the local workforce system, the county agency that manages CalFresh, and other organizations that provide or could provide services to CalFresh recipients? How do the partners work with one another and how do they share information?

E. Are CalFresh recipients being referred to programs that prepare them for high demand jobs in the region's priority sectors? What services or systems are in place that could help CalFresh recipients succeed in such programs and on the job?

VI. Adjournment

Exhibit A-6

PowerPoint Presentations
for the 10 Stakeholder Forums

Collaborating with CalFresh Employment and Training Programs

Local Workforce Planning and Biennial Updates

- Workforce development programs operated under the federal Workforce Innovation and Opportunity Act (WIOA) are administered in California by 45 distinct Local Workforce Development Boards (LWDBs).
- In 2017, the LWDBs submitted 4-year Local Workforce Plans to the Governor, all of which were, ultimately, approved.
- In accordance with WIOA requirements, a biennial review of the 4-year Local Plans is required.
- California has established specific guidelines for the biennial review of Local Plans, including updates and addenda to bring the plans into alignment with California's 2018 update of the State Workforce Plan.

Required modifications to local plans must address:

- New partnerships with CalFresh Employment and Training Programs
- New Partnerships with Local Child Support Agencies
- Enhanced Collaboration with local representatives of the California Department of Rehabilitation and other agencies within the disability services network to implement Competitive Integrated Employment models
- Enhanced partnerships with local educations agencies, community-based organizations and other stakeholders to serve English language learners, foreign born individuals and refugees

What is the CalFresh Employment and Training Program

CalFresh is California's version of the federal Supplemental Nutrition Assistance Program (SNAP, formerly known as Food Stamps). It is part of the Nutrition Title of the national Farm Bill.

Under SNAP, Employment and Training (E&T) Programs were created to help food stamp recipients gain skills, training, or experience and increase their ability to obtain regular employment.

CalFresh E&T funds can be used to provide enhanced individualized services to program participants and are a potential food stamp outreach tool for low-income working families.

Overview of Local Plan Guidance on Workforce Partnerships with CalFresh and CalFresh Employment and Training Programs

- The California Workforce Development Board has entered into a formal partnership with the California Department of Social Services, the County Welfare Directors Association, and California Workforce Association with the goal of improving labor market outcomes for all recipients of CalFresh.
- Currently in California, 38 county human services agencies offer CalFresh Employment and Training (CalFresh E&T) program services to CalFresh participants on a voluntary basis.

- According to the California State Employment and Training Plan (E&T Plan), California's CalFresh E&T program helps CalFresh recipients gain skills, training, and work experience that will increase participants' ability to obtain regular employment, advance on a career pathway, and achieve economic self-sufficiency.
- In FFY 2018, CalFresh E&T expects to serve over 100,000 CalFresh recipients.
- This growth is supported by a unique funding opportunity. CalFresh E&T providers, including county human services agencies and other third-party partners, are eligible to receive uncapped federal 50 percent reimbursement for costs paid using non-federal funding to provide allowable E&T services to people receiving CalFresh.

- CalFresh E&T services are delivered by county human services agencies and a variety of other service providers, including CBOs and community colleges.
- Local Boards are encouraged to contact county human services agencies and invite them to participate in regional planning efforts.

Objectives of this Community Forum

- Give stakeholders and the community the opportunity to weigh in on the needs of this target group
- Learn from practitioners about best practices in meeting service needs
- Identify where gaps in services may currently exist
- Hear recommendations on building and/or strengthening partnerships with CalFresh Employment and Training Programs

For Your Consideration/Input

- Are CalFresh Employment and Training programs currently available in the local area? If so, what services are provided and which are the organizations providing them?
- What types of workforce services are needed to help people receiving CalFresh succeed in the local labor market?
- What barriers to employment are faced by CalFresh recipients and what resources are available to help assist them to overcome those barriers?

- What partnerships currently exist or could be developed among the local workforce system, the county agency that manages CalFresh, and other organizations that provide or could provide services to CalFresh recipients? How do the partners work with one another and how do they share information?
- Are CalFresh recipients being referred to programs that prepare them for high demand jobs in the region's priority sectors? What services or systems are in place that could help CalFresh recipients succeed in such programs and on the job?

Thanks!

We greatly appreciate your input.

Community Forum on Local Workforce Planning

Local Workforce Planning and Biennial Updates

- Workforce development programs operated under the federal Workforce Innovation and Opportunity Act (WIOA) are administered in California by 45 distinct Local Workforce Development Boards (LWDBs).
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- Enhanced Collaboration with local representatives of the California Department of Rehabilitation and other agencies within the disability services network to implement Competitive Integrated Employment models
- Enhanced partnerships with local educations agencies, community-based organizations and other stakeholders to serve English language learners, foreign born individuals and refugees

Why Hold a Community Forum?

- To ensure that the interests of client populations are placed at the center of planning conversations.
- The California Workforce Development Board is encouraging every local board to participate in a meaningful community engagement process.
- The State has also encouraged Local Boards to work with stakeholders, including community-based organizations, to better understand the data, demographics, employment trends and other relevant information specific to the populations targeted by state and local plans to develop better strategies to serve them. This engagement could be conducted through specific stakeholder input sessions that are focused on these populations.

Objectives of this Community Forum

- Give stakeholders and the community the opportunity to weigh in on the needs of the workforce
- Learn from practitioners about best practices in meeting service needs
- Identify where gaps in services may currently exist
- Hear recommendations on building and/or strengthening services and programs to address currently unmet needs

For Your Consideration/Input

- What services and support do job seekers need to help prepare for and find work?
- What types of training are most needed in the area?
- Do people in the community have a good understanding of the programs and services that are available to assist them? If not, what is the best way to get the word out?

- Are there specific gaps between the services that are available and the services that people need? If so, how can we bridge those gaps.
- If you were writing the local workforce plan, what would your priorities be and why?

Thanks!

We greatly appreciate your input.

Improving Services to Individuals with Disabilities through Competitive Integrated Employment

- Workforce development programs operated under the federal Workforce Innovation and Opportunity Act (WIOA) are administered in California by 45 distinct Local Workforce Development Boards (LWDBs).
- In 2017, the LWDBs submitted 4-year Local Workforce Plans to the Governor, all of which were, ultimately, approved.
- In accordance with WIOA requirements, a biennial review of the 4-year Local Plans is required.
- California has established specific guidelines for the biennial review of Local Plans, including updates and addenda to bring the plans into alignment with California's 2018 update of the State Workforce Plan.

Local Workforce Planning and the Biennial Updates

Required modifications to local plans must address:

- New partnerships with CalFresh Employment and Training Programs
- New Partnerships with Local Child Support Agencies
- Enhanced Collaboration with local representatives of the California Department of Rehabilitation and other agencies within the disability services network to implement Competitive Integrated Employment models
- Enhanced partnerships with local educations agencies, community-based organizations and other stakeholders to serve English language learners, foreign born individuals and refugees

What is Competitive Integrated Employment?

- Competitive Integrated Employment (CIE) is work performed by a person with a disability (including those with intellectual disabilities and developmental disabilities) within an integrated setting that includes both individuals with and without disabilities.
- CIE is full- or part-time work that:
  - Compensates individuals at no less than the legal minimum wage and at the same rate as non-disabled employees with the same skills, performing the same work
  - Yields an income comparable to that of similarly situated non-disabled individuals
  - Provides the same benefits available to other employees
  - Is at a location where employees interact with other persons who are not individuals with disabilities
  - Presents opportunities for advancement

- In 2017, the California Department of Rehabilitation (DOR), the Department of Developmental Services (DDS) and the California Department of Education (CDE) formalized a partnership agreement around creating more opportunities for individuals with intellectual disabilities (ID) and developmental disabilities (DD) through CIE and other mechanisms.
- Local Boards must submit modifications to their local plans that address how they will engage with local counterparts of the three state-level partners to align with the State CIE strategy embedded in its blueprint.

Overview of Local Plan Guidance regarding Competitive Integrated Employment

- The state-level CIE partners (DOR, DDS, CDE) have developed a Local Partnership Agreement template to assist local education agencies, DOR districts and DDS regional centers in collaborating more effectively in assisting individuals with ID and DD.
- Staff at AJCCs are expected to understand the needs of jobseekers with ID/DD and be knowledgeable about programs and resources that can aid in their success.
- DOR's district staff will designate a point of contact for the Local Boards to help provide linkages to service providers of individuals with ID/DD.

- DOR district staff will partner with Local Boards to outreach to employers and partners to develop strategies to achieve CIE opportunities for consumers.
- The State Board recommends that Local Boards support the recruitment, referral, and employer engagement efforts of DOR representatives.

Objectives of this Community and Stakeholder Forum

- Give stakeholders and the community the opportunity to weigh in on the needs of this target group
- Learn from practitioners about best practices in meeting service needs
- Identify where gaps in services may currently exist
- Hear recommendations on implementing competitive integrated employment for individuals with intellectual disabilities and developmental disabilities.

- How are DOR and the workforce system (i.e. the local Board and the AJCCs) currently working together with local partners (such as regional centers, special education and Workability programs, among others) to support the employment goals of individuals with intellectual disabilities and developmental disabilities?
- Are efforts underway for the partners to collaborate on the use of CIE for job seekers with ID/DD?
- Have discussions begun on the development of a Local Partnership Agreement to create more CIE opportunities? If not, how can this be accelerated?

For Your Consideration and Input

- Have workforce system staff received training in serving individuals with ID/DD and are they knowledgeable about programs and services available to assist this target group? What additional training and information is needed?
- How are DOR and the local workforce system working together to outreach to employers and partners to support individuals with ID/DD in achieving CIE? If efforts are not yet underway, what will be done?

- Have recruitment, referral and employer engagement strategies been defined? If not, what is planned?

Thanks!

We greatly appreciate your input!

Los Angeles County

Workforce Development, Aging and Community Services

IMPROVING COORDINATION AND COLLABORATION AMONG STAKEHOLDERS TO IMPROVE SERVICES TO ENGLISH LANGUAGE LEARNERS, FOREIGN BORN INDIVIDUALS AND REFUGEES

WDACS
WORKFORCE DEVELOPMENT
AGING & COMMUNITY SERVICES

LA County
America's JobCenter
of California℠

LOCAL WORKFORCE PLANNING AND THE BIENNIAL UPDATES

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- Enhanced Collaboration with local representatives of the California Department of Rehabilitation and other agencies within the disability services network to implement Competitive Integrated Employment models
- Enhanced partnerships with local educations agencies, community-based organizations and other stakeholders to serve English language learners, foreign born individuals and refugees

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OVERVIEW OF REGIONAL PLAN GUIDANCE REGARDING ENGLISH LANGUAGE LEARNERS, FOREIGN BORN INDIVIDUALS AND REFUGEES

- English language learners, foreign born individuals and refugees comprise a significant percentage of California's workers
- Individuals from this target group face barriers to employment that keep family-supporting wages and entering California's middle class out of reach
- Practices from various regions in California and programs in other states suggest that models exist that are successful in accelerating skills acquisition and wage gains among this target group
- The quality and variety of partnerships, training options, career planning and support services may be key factors in achieving successful outcomes for this target population

LA County America's JobCenter of California℠

OBJECTIVES OF THIS COMMUNITY AND STAKEHOLDER FORUM

- Give stakeholders and the community the opportunity to weigh in on the needs of this target groups
- Learn from practitioners about best practices in meeting service needs
- Identify gaps in services
- Hear recommendations for improving the content, availability and quality of services for English language learners, foreign born individuals and refugees

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FOR YOUR CONSIDERATION AND INPUT

- **What are the unique needs of English language learners, foreign born individuals and refugees?**
- **What are the principal barriers to employment faced by these individuals?**
- **What partnerships and collaborative efforts exist that enable local organizations to provide services to meet these needs?**

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- What outreach and recruitment strategies are effective in connecting individuals from these target groups to skills training and livable wages?

- What strategies are in place to provide these individuals with job skills and training that will enable them to progress into livable wage jobs and careers?

- Where do gaps in services exist for this target population and what can we do to bridge these gaps?

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Thanks!

We greatly appreciate your input!

LA County America's JobCenter of California℠

Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents

Local Workforce Planning and the Biennial Updates

- Workforce development programs operated under the federal Workforce Innovation and Opportunity Act (WIOA) are administered in California by 45 distinct Local Workforce Development Boards (LWDBs).
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Required modifications to local plans must address:

- New partnerships with CalFresh Employment and Training Programs
- New Partnerships with Local Child Support Agencies
- Enhanced Collaboration with local representatives of the California Department of Rehabilitation and other agencies within the disability services network to implement Competitive Integrated Employment models
- Enhanced partnerships with local educations agencies, community-based organizations and other stakeholders to serve English language learners, foreign born individuals and refugees

Overview of Regional Plan Guidance regarding Partnerships with Local Child Support Agencies (LCSAs) and Services to Non-Custodial Parents (NCPs)

- The State Workforce Development Board has entered into a formal partnership with the California Department of Child Support Services (DCSS) with the goal of improving labor market outcomes for unemployed, underemployed, and payment-delinquent non-custodial parents.
- The vision of DCSS is that all parents will be engaged in supporting their children. This is achieved through the interventions including: establishing paternity, locating parents, establishing child and medical support orders, enforcing and modifying child and medical support orders, and collecting and disbursing child support payments.

- The State Board has directed Local Boards to engage and work with LCSAs and specific partner CBOs to serve their local non-custodial parent population.
- Among the processes that are expected to result from workforce-child support network partnerships are referral protocols, including those from LCSAs and family court; enrollment of clients in training programs that will lead to family-sustaining wages; employment opportunities in careers within growth industries; and services that promote retention in training and on the job.

Objectives of this Community and Stakeholder Forum

- Provide stakeholders and the community the opportunity to weigh in on the needs of this target group
- Learn from practitioners about best practices in meeting service needs
- Identify gaps in services
- Hear recommendations for improving the content, availability and quality of services for unemployed, underemployed and payment delinquent non-custodial parents

For Your Consideration and Input

- What barriers to employment are most common among targeted NCPs?
- What are NCPs' service needs (particularly with regard to job skills and employment) and what services are currently available?
- What organizations collaborate locally to promote skills development, employment and career advancement for targeted NCPs?
- Among the NCP service partners, (e.g. Child Support, Family Court, AJCCs, training providers and community-based organizations), what referral and information sharing systems are in place?

- What strategies and tools are used to motivate and incentivize NCPs' in acting on referrals, participating in training/skills development and retention in employment?
- How can local organizations work better to ensure positive employment and career outcomes for non-custodial parents?

Thanks!

We greatly appreciate your input!

Exhibit A-7

Meeting Notes
of All 10 Stakeholder Forums

County of Los Angeles

Workforce Development, Aging and Community Services

September 25, 2018

Pomona City Hall

Improving Coordination and Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals and Refugees

Welcome and Introductions | MOU Phase II Process and Requirements | Role of Adult Education Partners in WIOA AJCCs

Welcome and purpose of meeting by Martha Molina-Aviles. Acknowledgment of Pomona AJCC and WDACS management and staff.

Andrea Moreno, Deputy from the Office of Supervisor Hilda Solis, brought remarks from Hilda's office and thanked everyone in attendance.

Martha introduced David Shinder, facilitator.

Facilitated Discussion: Intentional Partnership & Meaningful System Alignment

David Shinder gave an overview of the coming discussion based on the slides. These slides included but are not limited to, the following content, background on WIOA, explanation of WDBs and LWDBS, biennial review of local plan, required modifications to the local plan, descriptive overview of today's specific plan modification topic, stakeholder forum objectives and review of guiding discussion questions.

1. What are the unique needs of English language earners, foreign born individuals, and refugees?

Yvette Crayon-Spa 1 Green Thumb Antelope Valley Youth Program
One of the barriers or the issues that I see with every population is the law. They need to be educated on the law, what their rights and restrictions are, whether it be them being intimidated by the law and not wanted to exercise their rights. Within my practice as an advocate in our community providing those rights decreased barriers in homelessness because they were able to go into the judiciary system and speak up for their rights.

Heidi Alcala Mt.-San Antonio College
Learn the culture, need to learn how to apply for employment in the U.S. It is different in a different country, so they need to be educated on how to do that as well.

Anita Yang- Los Angeles County
Somebody that can help them navigate through the system, on behalf on how to get things settled navigating them through the CA system.

David Shinder-The use of navigators are extremely valuable, especially for those who do not have a family member or someone to help them.

Sarah Moussavi- Cal Poly Pomona English Language Institute/Chaffey Community College
With my students I see lack of confidence, feeling that they cannot learn the language, or cannot learn it quickly enough. Build their self-confidence, and to give them the knowledge about resources to take advantage of.

Fernando Romero- Director of Pomona Economic Opportunity Center
The needs and barriers a lot of times is the immigration status, 95% of them are undocumented. Lack of access to trainings or resources to get them to develop or advance their skills. Whether it's lack of access to trainings at community colleges, Workforce development programs. Their Immigration status and SS.

Mary Margaret Franco - California Learns, Inc.
Lack education of education available. They would not know that we are offering free education services. Needs to be educated on all the services available for them, so that they're not in fear of immigration issues.

Natalie Camacho- California Learns, Inc
Specifically of the refugee population in need of mental health services and support. Assume that they may have some level of trauma. May be in need of mental health support to overcome those barriers so that they can be productive workers.

Phil Starr - PV AJCC
English language learners, foreign born individuals, or refugees, staff that can communicate with them in their language and culture so that, that can shortcut and make them more comfortable, understanding what their needs are.

Ahmad Mansur- AltaMed Health Services/ Manager -Workforce Development
ELL need social and emotional support by some of the Non-profit organizations.

Ruben Mercado - L.A. County Office of Education (LACOE) GROW
The caseloads are so large for the case workers that although they should be able to help them navigate through the system, they are not able to. Motivation is important to the English language learners etc. Case workers don't have the time due to large caseloads.

Ray Inge- Pomona Valley Hospital Medical Center
There is a real need to help people navigate through the healthcare system. We have an entire department called eligibility services, where they can find out what they are eligible for before emergency hits or before the prices hits. Emphasis on how to navigate through the systems including healthcare.

Kris Ankeny - PACE
Mentoring program that provides guidance to these individuals.

Yvette Crayon - Green Thumb AV Youth Program

Find a lot of foreign individuals or refugees that live in unincorporated areas with very few services. No services that they can get in the city. They have no idea of the services that are available to them so, needs a better collaboration with the city and services.

Hector Silva - EDD serving AJCC in Pomona & West Covina
Veterans that come in they have a veteran service navigator. Need a system or a staff that can help do that for the English language learners, foreign born individuals, etc. At point of entry we can assess them for their needs.

Anita Yang - ResCare Workforce Services
Refugee population those that cannot read in their native language the navigators are helpful.
Huge problem is that we presume that they are literate in their own language but part of the huge problem is that they are not.

Carmen Jimenez-Wynn - Frank D. Lantermann Regional Center
A lot of immigrant families have transportation issues, have a hard time getting access to services.

Thomas Morrison - Weingart Center/ Grow Program
Barriers for ELL, FBI we don't take enough responsibility in our own programs. How can we help or assist English language learners, foreign born individuals, or refugees if we don't examine our own programs. A lot of our own programs are made up a lot of mental health, need to reconstruct our own programs. Take care of our own.

Tim Sandoval - Mayor of Pomona
Thank you for all that you do, the collaboration that I see happening.
A lot of the families, the work that we do with the children of refugees are critical, their parents never had an opportunity to get an education.

Monica Guardian - AltaMed Health Services
See how important it is to diversify our workforce. Making an effort to provide them with resources so that they feel supported, in terms of who they are servicing. Couple of partnerships, we work with academic institutions.

2. What are the principal barriers to employment faced by these individuals?

Laura Jimenez – The Office of Senator Ed Hernandez
For the Latino community, most times will quit job to take care of elderly family members. Provide more wrap around services, again navigating them through the system so that they can learn more resources for their seniors such as senior centers, adult day care centers.

Mary Margaret Franco - California Learns, Inc.
Needs help navigating through the system, better approach on how to educate them on services available such as child care, education, transportation services.

Ryan Whetstone - Mt. San Antonio College Adult Education
Overcoming the current climate of fear, so a person is not afraid to access those services. Adult education was founded to serve immigration population, need an open campaign to know that services are available for them without the fear (of Immigration or ICE).

Jody Fernando ESL program at Mt. San Antonio College

We've been planning an immigration fair for our students, hoping to connect our students to trustworthy organizations. Due to fear of climate, we changed the name to ESL open house resource fair. Efforts to help them bring family and friends to the center to see what they do and their school.

Nicole Hibner - Tri Community Adult Education
Trying to bridge the gap between our ESL programs and our CTE programs

Heidi Alcala - Mt. San Antonio College
Students need help speaking language and now they need help finding a job, needs help to find a job, tailoring their resume, and apps. Partnership with someone to check their resume and have mock interviews.

Shelly Laddusaw - Mt. San Antonio College
Coordinate and co locate with our Pomona AJCC to have a staff member there and vice versa, want to share what they provide.

Anita Yang - ResCare Workforce Services
Agreed with the representative from Mt. SAC changing the wording of their fair/program to fit the climate of fear for some English language learners and tired of the word "barrier".

Andrea Moreno- BOS District 1
Low income people in general are not talking to their friends about these resources and not plugged in socially. Need a more social way to reach out to them. Especially the folks that are using navigators. But we need social strategies such as events, social settings to get the resources to them.

Unknown Name, Re-Entry Navigator Pomona Valley AJCC
Reach out to them through social media, commercials, go and speak to them in their native language. Advertise to them socially more through radio, social media, newspapers, etc.

Andrew Quinones - SoCal Service Corps.
Successful holistic way to connect with immigrants is connecting them with local community gardens, able to integrate with the culture, leads to job opportunities. Holistically can help immigrant workers and their families.

Ahmad Mansur - AltaMed Health Services
Look at how we can redesign, challenge is redesigning, and how can we deliver these services.

Daniela Alvarenga- Pomona Economic Opportunity Center
Acknowledge the strength and resilience in our community. Acknowledging their diversity, empower them to navigate on their own. For a lot of ESL learners, English is not their 2nd language.

Phil Starr - Pomona Valley AJCC
Having a vibrant facility that has most of the services necessary, so that they're not challenged with having to go to different places and be uncomfortable especially with the climate in the

country at this time. Other community based organizations so that they can get programs on the spot

Yvette Crayon - Green Thumbs AV Youth Program
Biggest issue in any population is them identifying what their barrier is. We assess them on how they answer a question; are they illiterate? Do they have a disability? Some participants from prison, need assistance and the help.

Hector Silva - EDD
Working with day laborers, working with individuals that need a job right away. We need to look at all the different strategies and services.

Nicole Hibner - Tri- Community Adult Education
Need Strategies to bridge the gap.

3. **What partnerships and collaborative efforts exist that enable local organizations to provide services to meet these needs?**

4. **What strategies are in place to provide these individuals with job skills and training that will enable them to progress into livable wage jobs and careers?**

Nicole Hibner – Tri Community Adult Education
Goes over the different type of teaching modules to get the ESL students to learn the academic portion at the same time they are training.

David Shinder- when we look at the model, we tend to do from a workforce point of view, we go back to remediate, and that's not always the best strategy. Variety and tools to do all of these things.

Sheryll Carter - East San Gabriel Valley REP
Multitude of medical related training programs. With our Nurse Assistant's program it's a quick training program but we have to tailor it to our clients, ESL, bridged the gap between training and the ESL component for students.

Jody Fernando - Mt. San Antonio College
We have a specialized vessel program, cohort based to prepare them for next steps either more education or a job (more advanced professional context) students go through 1 or 2 semesters...IET we are developing classes for intermediate and advanced level students.

Devon Monson- Whittier Adult School
Need a program that braids into other programs that can accelerate the program.

Jeanine Mann - Western University of Health Sciences
Have had the privilege working and developing communities and countries,
Having that integrated vocational program is very beneficial and successful and it puts people to work faster.

Gail Evans Grayson - Western University of Health Sciences

In order to meet the needs of the community we have to look like who we are serving but work together and not give up.

5. Where do gaps in services exist for this target population and what can we do to bridge these gaps?

Jeanine Mann - Western University of Health Sciences
Transportation and the idea of burnout within our own staff members. They are running out of steam, we are in need of additional resources, more people, so that they can do more without the burnout and better marketing.

Yvette Crayon - Green Thumbs AV Youth Program
A big gap is a lack of networking, creating a networking system/ referral system...wrap around component within that community.

Comments:

Hector Silva- EDD
Identify individuals in our communities that would like to come in and share their stories or struggles. That can be a voice for the immigrants, to see what they have gone through.

Los Angeles County

Workforce Development, Aging and Community Services

October 2, 2018

West Los Angeles College

Improving Services to Individuals with Disabilities through Competitive Integrated Employment

Welcome and Introductions | MOU Phase II Process and Requirements | Role of Adult Education Partners in WIOA AJCCs

Welcome and purpose of meeting by Caroline Torosis. Acknowledgment of West LA College staff.

Angela Gardner introduced herself as the facilitator.

Agenda followed as printed.

Overview of Local Plan Guidance regarding Competitive Integrated Employment: Competitive Integrated Employment is work that is performed by a person with a disability (including those with intellectual disabilities and developmental disabilities) within an integrated setting that includes both individuals with or without disabilities. CIE work at the part-time and full-time level further explained in slides.

Facilitated Discussion: Intentional Partnership & Meaningful System Alignment

Q1. How are DOR and the workforce system currently working together with local partners to support the employment goals of individuals with intellectual and developmental disabilities?

Chad Besca, DOR: The Department of Rehabilitation is currently working with local AJCCs and has staff co-located in AJCCs.

Andrea Gardner: What's the purpose of them being in the AJCCs and what will expansion look like?

Chad Besca: I don't know the specifics of the expansion but we do collaborate with an AJCC.

Josefina Santiago JVS: At my center we have a DEA (Disability Employment Accelerator) funded accelerator program that targets the uniquely abled. One strategy to increase the likelihood of an employer hiring our participant is providing the employer with paid work experience for the first 100 hours, with the expectation that they will be brought on full time if they are a good match. A thorough assessment of strengths is done before sending the participant out to work.

Andrea Gardner: Josefina uses the term uniquely abled. That is a term that is often used more and more. Never put the disability before the person.

Ann Velair, LAUSD Navigator: I work with people at the at school level to ensure that whatever pathway that person wants is able to be reached by getting all requirements that will lead to the job that they want, including education and job training.

Danielle Shephard, West LA College: CTC is a collaboration between DOR, The Office of the State Chancellor and 8 community colleges. Everything done academically in the program is working toward gaining employment. More recently, in the last 8 months, we've been trying to partner more with the AJCC and it has been challenging. Sometimes the person with the knowledge leaves. Providing services and getting individuals trained through DEA programs. There are other AJCCs that we are looking to partner with. We implement partnerships in multiple ways at the college. Specifically, for our students with disabilities we reach out to the disability coordinator. Currently the West LA AJCC does not have that person on staff. Being able to attend and co-host recruitment events helps.

RD Plasschaert (Lady with red hat): Speaking directly to the point of employment roles for individuals with disabilities, I had a nasty experience with DOR. Many of us are interested in entrepreneurship and we have the capability and drive to do so. We wish to gainfully contribute to the financial system. Part of the nastiness that occurred was that I was looking at them as my partners and when they accepted me into the program. Two weeks later I was transferred to another case worker that told me no to many things, including working over the internet.

Claudia Finkle, JVS: We have an assessment center and we review business plans and then submit it to the State for approval and funding. There is a forum or pathway to make that happen but you have to develop a plan. I want to assure you that there are resources out there.

Martha Acosta: I am a recipient of DOR services because I am hard of hearing. I was supported by DOR through higher education. That wouldn't have happened had I not come to a college campus and been connected to a DOR counselor. Not all counselors are created equal. I've had experiences where people are insensitive or impatient because they're unaware or don't know how to communicate properly with people with disabilities.

Vivian Han, Special Education Manager at CA Charter Schools Association: There are a lot of great programs and agencies that provide that pathway. The programs may exist but they are not always accessed by youth with disabilities. There are often logistical or other barriers. Everyone doesn't know how to access these programs. It can be difficult because of paperwork or shifting deadlines.

Q2. Are efforts underway for the partners to collaborate on the use of CIE for job seekers with ID/DD?

Lydia, Westside Regional Center: There are efforts on the way. Within the past year we've connecting with local school districts to create local partnership agreements. We are an employment first agency.

Debbie, San Gabriel Valley ROP: We have two programs that do what's being discussed at the high school level. We have partnered with DOR and regional centers in the San Gabriel Valley to be able to provide paid work experience for students. This is really exciting for the high school students. There might be some hesitation because of the stigma of having a challenge so they don't come forward. We just finished a program through the Department of Labor and we had a number of students that self-identified but there were a lot that did not or refused, and that is their choice. The students that did disclose were referred to the We Can Foundation and they were employed through the work ability program.

Tameka Rutledge: There should be a focus on life after high school. We partner with JVS and DOR. We are in the infancy stage for services for students with disabilities. Sometimes if you send a student out with a referral who knows where they go.

Vivian Han, Special Education Manager at CA Charter Schools Association: It's great to hear about your program. From the charter school perspective there are a lot of schools that can't access partnerships and they primarily go to school districts of a certain size that can support that infrastructure. Charter schools don't have the scale to be able to support these programs. One of my challenges has been how to help schools that do not have that pathway established. It's very hard for admins to figure out how to tap into these systems

Julie: Missing a key player here, parents. It was parents who were often very afraid of what would happen to their kids benefits. We partner with a program that teaches parents about what happens after special education.

Corina Flores, Student at West LA College: I have been connected to the CTC program here and there was a lot of paperwork to complete and then there was a 3 day assessment that was hard to complete.

Andrea Gardner: There's definitely an opportunity for improvement in regard to the large amount of paperwork. Thank you for sharing.

Q3. Have discussions begun on the development of a Local Partnership Agreement to create more CIE opportunities? If not, how can this be accelerated?

Lydia: We are in the beginning stages. We encourage anyone that has not yet started a partnership to reach out your local regional center or Department of Rehabilitation office and let them know that you're interested. The goal of the partnership is to implement the employment first initiative for youth, since I work with a high school. With this initiative youth are given the opportunity for employment from the regional centers. In the past they may not have had those options so we're focusing more on providing employment opportunities.

Q4. Have workforce system staff received training in serving individuals with ID/DD and are they knowledgeable about programs and services available to assist this target group? What additional training and information is needed?

Catherine Makinney, West LA AJCC: We run a disability program and those involved attend two day training in Sacramento. Not everyone at the center is trained but those that are assigned to work specifically with this population are trained and have ongoing training. Even in the realm of sensitivity training and how to ask someone in an appropriate way about their needs if they're not seeing it. That training should be happening.

Claudia Finkle, JVS: The only reason that training occurs is because we have a DEA grant. If you don't have that funding where does training come from?

Andrea Gardner: That's a key part of this training? Are there ways to get that training even if it's sensitivity training?

RD Plasschaert (Lady with red hat): I want to offer two phrases for you all to consider particularly in respect to this meeting. The use of clean language and the use of motivational interviewing techniques. This training is offered for free and helps with using words that don't have as much bias and allows you to ask questions that aren't offensive and have careful wording.

Ann Velair, LAUSD Navigator: Coming from an adult school district and knowing the K-12 environment, there are fewer legal requirements for special educations in the K-12 environment than anywhere else. For adults there aren't the same requirements so we just don't do it. But I do think that with the WorkSource centers and AJCCs we could create training for people that interact with this population.

Vivian Han, Special Education Manager at CA Charter Schools Association: One type of training that could be very helpful is customized employment. It is something that we know to be a best practice for individuals with ID/DD and there are really successful outcomes. It's been around for a while and it's

not well known, especially around schools. It's still knew to a lot of educators and administrators. There are some training efforts out there but they go mostly to agencies, not to schools. Without that training at the school level or parent level these families won't know how to reach out or who to reach out to.

Unknown Woman: We don't have to reinvent the wheel, these tools are out there. The Association for People Supporting Employment First has a certification called Certified Employment Support Professional. It's cutting edge. These tools exist and don't get used. It helps to identify a person's skills and support what they need instead of going to business and asking for open spots and making bad employment matches for participants.

Martha Molina-Aviles: Part of this whole process is to incorporate the feedback and to make sure that we address any concerns of the community. I want you to know the steps we'll take to do this. The draft will be sent out with all of your feedback and you will have 30 days to give feedback and make sure we got it right. In some places the job centers meet on a quarterly basis and you might want to be included in that.

Student at West LA College: People should speak directly to us and not through us.

Q5. How are DOR and the local workforce system working together to outreach to employers and partners to support individuals with ID/DD in achieving CIE? If efforts are not yet underway, what will be done?

Bianca Smith, Chrysalis: Last week in a meeting with a DOR representative the issue is that our clients are told that it will take 3-6 months for service. The other question is that the connection to employers was asked about but DOR said they refer out for that. At this point 6 month to get a case manager and 9 to get further incomes. If there are no tangible outcomes it's hard to get clients to use services.

Lydia: Started to have their own employment events at the regional center. We had one in July and we're looking to have one in October.

Professor Trish Jones: Partnered with numerous WorkSource centers since 2013. Have been very successful at placing people in employment. Here to share information about notary program and would like to bring these classes to more people.

Lilly Handly: Another plug for customized employment, works at J. Nolan. Tricky because funding isn't completely worked out. The person goes thru a time limited employment program and you go to really specific people. It's a really good process and I hope the state funds that specifically.

Claudia: How involved are they at the state level? I know at the regional level it's happening but how is it happening at the state level, so it comes from the top down. If it's not coming from the top we're going to have the bureaucratic road blocks that people keep talking about.

Martha Molina-Aviles: Statewide we're required to partner with DOR at the state level.

Caroline Torosis: We know that we can't train people for jobs unless we know where the vacant jobs are. What are the best practices from this group or what could we do better to support you? Are there any specific agencies that we should be reaching out to?

Angel Key, Adjunct Professor and Job Developer at West LA College: We've had great success with the restaurant industry. Outback Steakhouse for example. It turns out that they're flipping their ideal restaurant to make them more disability friendly. At the Del Amo Mall location they hired three from our program and 4 from another program. It's been restaurant and retail based.

PACE: We are co-located with JVS and we have a lot of individuals that are entrepreneurs. If you have anyone interested in starting their own business we can help. Our mission is job creation and retention.

Lydia: For the regional center there's funding available as a paid internship program and it can be an incentive for employers as well. That can be a way to open doors as well.

ROP lady: We host a transition night the last 5 years. It's for students and their families. Workshops are conducted for the parents. This is for students looking to transfer to program. Maybe a specific job fair for those with challenges along with parents.

Desiree Boykin, Consumer Advocate: Have had job fair and employer mixers and there is opportunity for partners to collaborate.

Q6. Have recruitment, referral, and employer engagement strategies been define? If not what is planned?

Lady from PACE: As a school we have advisory boards and that's where your grease the wheel and say we have a special population, would you be willing to work with them at the paid internship level or be willing to bring them on full time.

Westside Regional Center Staff: We started an employment first business advisory committee at Westside (Regional Center). Right now we have our service providers attending but we're trying to recruit different employers. We're the middle person trying to connect service providers with actual employers.

RD Plasschaert: I have no idea how your structure works but one thing I know from other social justice areas is that there is a lack of communication between providers. One thing I push is virtual services. Is there any central locus where everyone here is able to get in touch with everyone else? A place where they can ask a question in a forum and get an answer? When I go somewhere as a consumer I research first. I researched 40 service providers before going to DOR. I went and someone there told me to look at the website to see a list of services but how many of my peers have access to the internet? I've found that virtual access is an easy way to keep fast and coherent information available.

South Central Regional Center Staff: We have advisory meetings every fourth Monday of the month where we meet with the population that we serve and they direct us to what their concerns are and we have answers for them at the next meeting. It gives us a connection to what the people we serve need.

Lady from PACE: We're talking about employment and when employed you get aid, and when you get paid you pay taxes. I want everyone to know that there is a free income tax preparation resource available.

Caroline Torosis: The County has a Center for Financial Empowerment that allows people to get tax preparation assistance. Most people coming into AJCCs are income qualified to receive this service.

Lady from PACE: Most clients qualify for Income Tax Credits but if they don't know to file they'll never receive that tax return.

Martha Molina-Aviles: Our community service centers assist with income tax services. All of our AJCCs have public access to computers because we understand that not everyone has a computer at home or access to the internet. Not just our but all of the WDBs across Los Angeles have public access to computers as well as the Community Centers.

Lady with short hair and plaid shirt. Spoke previously: The state council has an employment first committee and they meet monthly. A state agency signed a new law that provides more access to data from various state entities. This committee is going to use that data to craft policy and strategies for better outcomes.

Los Angeles County

Workforce Development, Aging and Community Services

October 9, 2018

El Camino College – Compton Center

Community Forum on Local Workforce Planning

Welcome and Introductions | Call to Order | Overview of 4 year Local Workforce Plans | Purpose of Community Forum | Objectives of Forum

Welcome and purpose of meeting by Martha Molina-Aviles. Acknowledgment of Rancho Dominguez AJCC staff. Purpose of meeting.

David Shinder introduced himself as the facilitator.

Agenda followed as printed.

Facilitated Discussion

Q1. What services and supports do job seekers need to help prepare for and find work?

Jeremiah Gutierrez, Compton College
General services like training in construction and janitorial services are needed. People might need financial, emotional and mental support. People need to know that someone is with them every step of the way.

David Shinder
These things are always mentioned and this is an excellent way to get us started.

Dr. Domonique Reece, CFPB/Armed Forces Services Corporation
All job seekers need financial coaching to help prepare for and find work.

David Shinder
Financial coaching is something that we've been adding more and more.

Alex Wayman, Hospitality Training Academy (HTA)
One barrier we consistently see is childcare as a critical issue. Hospitality and healthcare are 24/7 jobs and being able to find childcare is a huge barrier to employment and retaining employment. Some people can't even get into training due to this barrier.

Carolyn Christian Hines, LA Community College District
We have to include to concept of entrepreneurship and the gig economy. They need to know how to monetize their skillset and make money for themselves. Most employers hire people with an entrepreneurial mindset.

Roberto Rodriguez, Compton YouthBuild
What I find as an issue yearly is, how do young people know which services are available? How is information being presented in a manner that is feasible for them to use? Not until something happens in their life do they figure out how to do things for themselves. The system is saying you need all these things but where are the places for them to access the things that they need? We have the access but there are so many things competing for their attention. So many students don't have the ability to make decisions and have been traumatized to believe that they'll fail. Mentorship is also important. Being able to provide these classes in a cohort system would be more helpful for them. Also, transportation, it has changed the way some young people have been able to participate in the programs.

Jalonn Harrison, Rancho Dominguez AJCC
The community needs more LMI information. Instead of information on places that might be out of the community that they might not be able to get to. The labor market right now is talking to people about construction because the city is growing.

Dr. Domonique Reece, CFPB/Armed Forces Services Corporation
More creative opportunities are needed. We live in Los Angeles and I don't see many opportunities in creative industries.

Maritza Dubie-Uribe, WDACS
As the manager over youth programs I hear that access to programs due to lack of safe passage due to gang territory issues is a barrier.

Dr. Shanley Rhodes, Five Keys
I had a student released and he lives in Compton. He had an internship at LA Kitchen. He didn't go the day he was supposed to go. When I finally talked to him he said he didn't want to ride the train because he was afraid of who he might encounter on the ride to Northeast LA. He ended up in a welding program at Compton College but we have to localize opportunities to minimize that barrier (transportation/safe passage).

David Shinder
There are lots of reasons to favor localization of services.

Roberto Rodriguez, Compton YouthBuild
One thing we talk about with young people is how to transition into what's next. How do we put the carrot in front of them to move forward? Sometimes it takes a few months to a few years. Little by little you have to transition them. There is a way to do it. In the City of Compton we had

some young people work for the city and they're now transitioning also. We're giving them the possibility to fail but still feel supported.

Q2. What types of training are most needed in the area?

David Shinder
This can be in reference to any type of training.

Anthony Carter, Compton YouthBuild
Critical thinking. When teaching customer service courses we discuss a lot of problem solving. We start building relationships early and often. When you start to build a relationship early, you find things out from the participants. One of the services we need to constantly provide is mentoring. A person may tell me something that they won't tell Mr. Rodriguez, my coworker. It's really about relationships.

David Shinder
These are skills that employers highly value. Businesses are more likely to tell us to bring us someone with critical thinking skills than anything else.

Carolyn Christian Hines, LA Community College District
Most mature workers have a skill gap in technology. Some are reentering the workforce and saying they can't do things but they have to do it. Younger workers have attendance issues. We need to communicate with people were they are. A community calendar from the County would be helpful.

Dr. Domonique Reece, CFPB/Armed Forces Services Corporation
Goal setting and mindset training. It's something everyone can benefit from that's a job seeker or an entrepreneur.

Anthony Carter, Compton YouthBuild
As early as last week I realized that goal setting is great but we need people to look at their habits. Saving and spending money are habits. What do you need to start doing and what do you need to stop doing if you're looking for a job.

Jaime Cedona, HTA
We need to do more basic training. There are a lot of people that don't have any skills because they haven't seen anyone go to work every day.

Dr. Domonique Reece, CFPB/Armed Forces Services Corporation
In response to Mr. Carter the mindset training would work best. Aside from training a person to do something, give them a moment to tell you who they are and what they do. Mindset plus behavior equals the outcome.

Carolyn Christian Hines, LA Community College District
I believe that one conversation we need to have, that we don't always talk about, is education. We need to have really strong relationships with educational resources. We need more AJCCs on campus and more engaged services. We make the mistake of telling people you're not college material, get a vocational job.

David Shinder
That is a point that is made in the state plan.

Robert Castillo, Centro CHA Inc.
I work in the workforce department field with the low income and reentry community. We utilize moral recognition therapy curriculum. 65 of the 104 that we work with are already employed.

Ed Sykes, LA County Probation
We in the Probation Department have visited schools and we have noticed that the change is that training and skill sets aren't introduced early enough. When those things were removed there were a lot of changes in the community.

Q3. Do people in the community have a good understanding of the programs and services that are available to assist them? If not, what is the best way to get the word out?

Alberto Uribe, Community Career Development (CCD)
Many years ago funding for much of what we're talking about now was very robust. Concepts such as vocational training were strong. Everyone had the opportunity to access these services. People don't know about the programs anymore because they are not robust and there is no marketing. Marketing is actually prohibited with some funding. Nonetheless, it is an issue that has to be confronted and addressed in a better way.
Unknown: What are the services that are accessible through the web portal and what's optimizable via cell phone?

Tracy McGee, HTA
Sometimes communication is difficult in calling someone or getting them on the phone. Sometimes it's easier to reach someone via text message. Communication is important and if texting works that may be the way to go.

Dr. Shanley Rhodes, Five Keys
Our students are very cut off from all traditional forms of getting the word out and we've found that bringing the information to them is what works. We now have a job center staff inside the jail working with the students.

Dr. Domonique Reece, CFPB/Armed Forces Services Corporation

Communication should be scaled for the participant. Looking at different populations. There is still a skill set gap with people not using the technology.

Maritza Dubie-Uribe, WDACS
This might be an opportunity for private/public partnership with industries to meet people where they are.

Carolyn Christian Hines, LA Community College District
We don't do a good job of universally celebrating our successes. If we start celebrating our successes and using local media we could let our successes and participants run and tell the story. If we focus on non-acronym language it can be really simple. We need to keep it grassroots and simple.

Jalonn Harrison, Rancho Dominguez AJCC
Carolyn actually took my answer. Just having the staff at the AJCC trained in customer service. Even if what they want with their career can't be done as soon as they walk in, they need to know that this is the place they need to be. If we can have staff generate some energy it might be helpful. We need to aspire to inspire.

Dr. Domonique Reece, CFPB/Armed Forces Services Corporation
Sometimes people don't know we're there until they need us. If people know before they need us we're able to reach them a bit better. We should identify ways to be relevant without being needed.

Q4. Are there specific gaps between the services that are available and the services that people need? If so, how can we bridge those gaps?

Jaime Cedona, HTA
We need more programs for English learners. Getting them to the service is a problem we come across on a regular basis.

Alberto Uribe, CCD
Another area that we have thought about but we're still grappling with is the gig economy. We haven't figured out how to approach it and what to do with it. It seems in some way incomplete. It is something that has come up in the last couple of years. It's something that's going to be growing, not shrinking. There's a bigger picture that we have to address.

Pablo Artaza, Technical College
There is a notion that employers have done it to themselves by disinvesting. People are under skilled but they haven't done anything to upskill they're own employees. How do we increase the access to basic skills? Basic math and basic reading, how do we get those skills to individuals in a better way?

Alex Waymon, HTA
In thinking of the larger goal of the state plan, there is a problem with our ability to not work in silos. How do we connect these people to other services we need? Those are critical gaps in services that we need to address.

Lynell Wiggins, Compton College
You arrive at a community college that has a very minimal understanding of what you do. The majority of people that work here (El Camino College Compton Center) know that the AJCC exists but don't understand what the features of the AJCC are. We lack an effective workforce unit here. A lot of people act as if they work at a university and they don't. The community colleges don't feel that part of their mission is to connect students with jobs. You have this misalignment that doesn't trickle down to the faculty who feel that the students' job is to transfer to a university, not to work. We need to figure out a way to give them that knowledge at the front end.

Q5. If you were writing the local workforce plan, what would your priorities be and why?

Roberto, Compton YouthBuild
I worked at the WLCAC and as soon as I walked in they started by saying they needed to get me a job. The idea of a one stop shop, a comprehensive program where a young person can be completely supported in one place. As soon as they walk in, find out where they are in this process of becoming work ready. If we work more with being able to integrate these goals and metrics with the notion that they need to be ready for the global workforce market we'll be successful.

Carolyn Christian Hines, LA Community College District
I've worked with several AJCCs as a consumer and former client, sometimes when I walk in I have no idea who I'm talking to. I need to know who to talk to and what information I'll receive from them. Everyone needs an assessment. Clients need basic technology training before they start putting viruses on the computers. Available services need to be tailored to the individual. We need training to expertly assist them.

Martha Molina-Aviles, WDACS
Although the topics in every meeting are separate, one person can meet multiple categories. How can we provide whole services to the whole person?
Martha discussed comment cards and timeline for plan.

Alex McSweyn discussed the employment opportunity email distribution list.

Martha adjourned the meeting.

Los Angeles County

Workforce Development, Aging and Community Services

October 16, 2018

Chimbole Cultural Center

Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents

Call to Order | Overview of 4-year Local Workforce Plans | Purpose of Community Forum | Objectives of Forum

Welcome and purpose of meeting by Caroline Torosis. Acknowledgment of JVS staff, City of Palmdale staff, CEO Staff and others. Discussed purpose of meeting and introduced Angela Gardener.

Angela Gardener introduced herself as the facilitator then went through introductory slides to guide discussion (Required modifications to local plan, Overview of regional plan guidance relevant to topic of discussion, Objectives of forum,). Introductions of audience members. Agenda followed as printed.

Facilitated Discussion: Intentional Partnership & Meaningful System Alignment

Q1 What barriers to employment are most common among targeted NCPs?

Vendon Smith, LACOE: Some barriers of this population are that they have records and backgrounds that keep them unemployed or underemployed which keeps them from being able to pay their child support payments. With the Welfare to Work population many are under skilled and have barriers to employment because many of them didn't finish high school and are unable to move into careers that allow them to make living wages.

Alex Alcarran, Geo Reentry Services: Our goal at Geo Reentry Services is to work with CDCR Parole offenders that are recently released from jail and try to help them reintegrate into society. We help them try to find employment, with whatever court mandates they have and help them try to find housing. The biggest barrier is lack of employment. There is also a lack of housing and education. Education is a big barrier because they don't want to get minimum wage jobs, they want to get career jobs where they can support themselves and their families, so they can get their kids back. Working at Del Taco won't be enough to help them get their kids back. Certain government funding can only help for so long. We can only pay for housing for 6 months. When that runs out and they must find employment, they don't have an address or any of the skills they need to be able to progress from where they are.

Janie Hodge, Paving the Way: One thing missing is motivation. Many of the young men and women are not motivated to understand what's necessary to get a job and keep a job. Some are not even motivated to look for that next step. They feel entitled and that's a thing we're struggling with.

Mike Trimbler, AYC: All points being raised are valid, but another barrier is transportation. It's very difficult for them to get anywhere, partially due to resources. Many don't have cars and need money for pub transportation

David Mozzo, Volunteers of America: Transportation is a barrier and we have a challenge with that. People don't always know what's necessary to get the driver's license back or have the $35 to do so.

Matt Sheridan, Antelope Valley School District: One thing we see is that approximately 72% of students are at or below poverty level and we know that impacts their families. Another thing we see is that there's a need for mental health care and a homeless population that greatly impact the high number poverty level that we are seeing. All the barriers are impacting the ability to be interested in a job or to keep one.

Victoria, Antelope Valley AJCC: With NCPs one barrier is obtaining an occupational license. If they're in delinquency or arrears on their child support payments that means they are unable to obtain a license. If they're in arrears their license is revoked.

Anna Castillo, Child Support Services Department: We can release licenses, but some people have cases across counties and they must have the issue resolved from all counties for license to be reinstated.

Unknown: Substance use is a barrier. THC may or may not be legal but in certain standards, employers are still testing for it. For some jobs it may or may not be legal. People are using that as an excuse to keep using. That's one of the biggest problems we're facing. We're trying to cut

down or eliminate use because when they're trying to establish a career job, most likely that job won't allow that. It's also not helpful if they're trying to establish stability. We partner with AVTA to get transportation and sometimes the bus can run late and make them late for employment or it can take 2hrs to get where they're going.

Joanna Mitchell, LACOE: All the above are true. One other thing that came to mind was that we need more sessions to have people learn about stress management. If a client is mandated to do classes and he's been up all night arguing with someone he's going to be coming in tired.

Q2. What are NCPs service needs (particularly regarding job skills and employment) and what services are currently available?

Alex Alcarran, Geo Reentry Services: Adding bus stops would help. Some of the cheapest housing is Lake Los Angeles or Rosemond. One of my parolees comes from Rosemond and it's a 3-hour bus ride. Buses in those locations are so sporadic, we might have a bus going out there once every hour. We need bus stops closer to more rural areas. We give bus passes out for free to participants. We partner with substance abuse and sober living facilities so that if they are employed they can save some money. We also target cognitive behaviors. We want to give them these skills, so they can function socially and handle stress. We have offices all over the county and we have in prison services where we offer help before release. The participants do moral recognition therapy, but we have a professional mental health staff member that does a lot of referrals and we refer to other agencies when we can't do it in house. We have specialists that prescribed for mental health issues that need medications.

Kathy Hart, Dean of Antelope Valley College Palmdale Center: A question was asked about bus services, this fall Antelope Valley College and Antelope Valley Transit Authority established a bus that goes from Lancaster to Palmdale. The express bus operates 8 times a day, round trip. It takes 34 minutes from point to point. With some mapping out ahead of time that express bus might be a helpful resource to people.

Will Thornell, Learn for Life: We have partnered with JVS locally and we have 45 WIOA partnerships statewide that allow us to give a high school diploma to anyone 19-24 years old. If someone falls out of the traditional high school path they can come to us to get their diploma so that they can get a job. We also partnered with many community organizations to provide a boot camp where people can get one day certifications in fork lift training or other that may take one or two days. It's like a quick band aid that can be placed on a resume to help someone get a job. We do that on our sites and it could be something that we could put together as a community to get people certified in a field if we know the region is hiring in that area.

Unknown: I did see an article where it said a Santa Clarita line is coming that will come more than just once a day. A lot of jobs for people with backg55rounds are in warehouses and they don't need work experience this time of year. I did get in touch with someone via AVTA because there was no schedule posted online. She asked how many people I work with that have that transportation need and I told her there are hundreds that come into my office and thousands in that area that need the service. So that's going to help tremendously. We did meet with some of the top social services people a few weeks ago and we told them about a big problem here that our clients only get $50 a month for a bus ass that only goes within the Antelope Valley and other places in LA they get almost a couple hundred dollars for a train pass and things like that. They said they're going to a look at things and hopefully give our clients more money, so they can take a bus or train and get down to other areas. Hopefully those things will be coming very soon.

Esmeralda, Geo Reentry Services: (Asked man from learn for life about his program age range and he responded)

Sally Debbini, AVHSD, Adult Ed: we offer services for anyone over 18 and up to 65 if interested. We offer English as a second language, high school diploma and career education. With transportation my idea is to take the training to them. Maybe it can be done online. What we see missing is English and math basic skills. They cannot go thru training without those skills missing. Maybe we can partner with an agency to help them get those skills.

Vendon Smith: I mentioned earlier that we have issues with people that have records and we worked with the Jumpstart Your Career Program and AJCCs to put together an expungement clinic. We need to do that a little more often. We currently do this once per month and I think we don't market it as effectively as we could.

Kathy Hart: One thing the college is doing is running a pre-apprenticeship program for the building and construction trades. It's a grant funded opportunity offered at no cost to students. We're partnering with JVS and Goodwill to do some pre-screening. It's very amenable to those with criminal justice backgrounds and requires very little skills. They get OSHA, first aid, hazmat training and national certification that they can take to the unions. There will be lots of jobs here and there have been several labor agreements signed already locally with the City of Lancaster and Palmdale water districts. Union jobs will be here and there will be a greater need for apprentices. For every journeyman there will be five apprentices. The opportunity with great in the building and constructions trades and we're going to try to continue the program beyond the grants.

Sheila Pierce, Antelope Valley AJCC: In addition to training we provide supportive services such as boots, hard hats and safety vests for participants. So, we are partnering with them and thank

them for that service. We provide other training services and employment services, recruitments and workshops to help them look for a keep a job.

Melody Thompson, Employment Development Department: We offer services for Veterans. We haven't talked about them today, but we do have a veteran's program. We are co-located with JVS and we offer job readiness workshops and resume scrubs. I do see a large population of veterans that are NCPs.

Rhonda Grooms, CCD: I live in the Antelope Valley and works in Los Angeles area. We (CCD) have a statewide veteran grant. We have hired USC interns that are MSWs and they met with all our clients to help them with mental and social aspect of transitioning back into life.

Q3 What organizations collaborate locally to promote skills development, employment and career advancement for targeted NCPs?

Matt Sheridan AVHSD: For the last eight years we had the Job Services Network herein the Antelope Valley which is a partnership between several local agencies. The We Care program is high school based and JVS, LACOE, and the AJCC are a part of that. We collaborate with the goal of identifying how we can meet the needs of the different people that we serve. One thing I've noticed is the duplication of services. I think we need to tighten up there. I'm working with that ties into how do we collaborate locally? I know we do collaborate, but I think we can do it better. The need to reach out to certain populations is so great that there is overlap. We know that if the students are affected the parents and family are affected. When we look at the service the parents need those skills, how do we get them trained so we don't have those issues and don't have generational poverty. We have a ton of services, but people aren't accessing those.

Alex: We send a lot of people to the Department of Rehabilitation. To the best of my knowledge we can send people there that have an emotional, mental, or physical impairment that keeps them from functioning normally. They have a program that will assist them with creating a career or educational pathway for their participants. If they can justify the purpose they can pay for whatever tools are needed, all the way though a Ph.D. program. They provide work necessities as well.

Jeanette, Mental Health America: We have employment services and work adjustment programs. Department of Rehabilitation pays for clothing and education. The work adjustment program is a three-month paid training then we evaluate after three months. There are a lot of barriers that we came across and we help them. Some aren't aware of what they can do by making a phone call. It's a matter of education. We help a lot of them with child support issues and we sit them down to make a call and work through these problems. Often, they get one wage garnishment and don't want to work anymore. We have many people that we serve with driver license issues

as well and we sit them down and make calls for them too. Once they get that support, guidance, education and knowledge they're on their way.

Kathy Hart: We partnered with LACOE last year to pilot a hospitality program. We will be offering the program again in January. We are putting it on I-Train. It's a great program to get people into an entry level job. Plus, some technical aspects such as food service certifications and soft skills are learned.

Rhonda, CCD: A lot revolves around transportation and losing a driver's license. If you're a community-based organization or non-profit the DMV will give you waivers and the license only costs $6 or $7. If you're in transportation related training, Metro provides tap cards.

Q4 Among NCP Service partners, (CSSD, Family Court, AJCCs, training providers and CBOs), what referral and information sharing systems are in place?

Jeanette, Mental health of America: We go to different agencies and we talk about the services we provide. We have quarterly meetings with the Department of Rehabilitation and the Department of Mental Health. We're trying to work a lot more closely with the Department of Mental Health because we're contracted with them. We let them know this is what we can do and what is out there. It's mainly networking a d letting people know what's available. Once we help one person they spread the word.

Josefina, JVS: One best practice is that we have in house meetings with collaborators. Our CBOs help gather info prior to people coming in. Having CBOs stay informed has been more helpful.

Will Thornhill: We introduce kids to the WIOA system when they come to us. We're being proactive instead of reactive and letting them know what services we can provide or have connections to. We have one pager that describe the partners that we have so that students know they have access to services year-round. We work under the trauma informed career and community school model, understanding that some of our students or young adults may have problems that they have internalized because it's hard to ask for help. But if they know help is available it's easier to assist them.

Sally Debbini: We do have a referral process with the GAIN populations. We attend quarterly meetings and send them flyers as soon as the new schedule comes out, so they can some to our agency with the appropriate forms. The only things we need to improve on is the tracking. Some participants do come to the agency but GROW would like to have more information on who goes to training. We also have every student sign a release of information form, so we can share information between agencies.

Jeanette Rinkenberger, Mental Health America: We receive referrals from DOR and we send referrals to DOR as well. One issue is the time frame because often agencies have some many people that they are serving, and it takes a while to get the referral. By the time we get the referral contact information has changed. We receive a packet from them and with that information we set them up for orientation and assessment. But the time could be improved.

Will Thornhill: I think it's a good idea to have a better understanding of the partners needs as far as paperwork or information. So that when the individual is with us we can get all that documentation prior to referring to your organization. If we understand what our partners needs to do orientation or enrollment we help with that challenge and get them set up for success

Matt Sheridan, AVHSD: We are in partnership with DOR as well. As part of that we needed to establish how to set boundaries to help reduce the duplication of services. We have a referral process and a release of information; since we're specifically working with sped we need to be cautious of confidential information being shared. We don't do a broad sweeping release of information; instead we make sure that the specific agencies that need the information receive it. As we refer to DOR we are doing that internally through the high school district, but we are giving them different school within out district that they can go to for their services. When students are referred, sometimes their parent wants to access that service as well. So, we give them the info they need to contact DOR directly and out staff lets DOR know that the parent has been referred as well. We work with the NCP as well if they are involved and we can make contact.

Jasmine Ramos, EDD: In the last couple of months we started a collaboration with Neighborhood Legal Services of Los Angeles for our clients to educate them and give them information on expungement. The have lawyers come too. If they have a lot of barriers, they work on them and then return a referral to us for employment and assistance. It's been happening for a few months now and we've seen some successes in the community. We see very few NCPs.

Victoria: We have an NCP Program with CSSD where we can provide a referral or reverse referral for parents to have their license reestablished once they are actively looking work through the AJCC.

Q5 What strategies and tools are used to motivate and incentivize NCPs in acting on referrals, participating in training skills development and retention in employment?

Janie Hodge: What we find works for us is a hands-on approach. He must build a relationship, we must get them to trust us. It helps them to be more open to the idea that someone is trying to help them. We sit in the appointment with them to help them feel more comfortable.

Joanna Mitchell, LACOE: Everyone is an NCP where I work. What keeps them motivated is that their money is attached to them coming in to participate in the program. We have them for four weeks and they are a captive audience. I think our program does a good job of trying to help people see that they can have a better life. We do a lot of motivational things and show videos about how to change your mindset. We talk to them about what they make monthly and home much more minimum wage is. The trust part is huge, the more they come, the more they trust us and the more they like what they see. One program participant had a master's degree and a criminal background. She currently has two job offers and a third interview today.

Jeanette Rinkenberger: I think seeing the client as a person and meeting them where they are and not seeing them as a number. Also, we need to acknowledge that we see their achievements and what they've done. They don't think they can do anything and don't have any motivation. When they start doing things and see the outcomes it keeps them motivated.

Janie Hodge: We like to help them understand that their past helps to build who they are today. Sometimes negative things can be changed to positive things. They have very low self-esteem about many of the things that they have accomplished. We improve their self-esteem by saying this how things were, these things build your character and help you move forward. We try to identify the value in the experiences for them.

Sally Debbini: Some incentives we offer are for GED classes. If they attend orientation, we pay for the first try of the GED. That's improved attendance to classes.

Janie Hodge: We purchase their business cards and create resumes for participants. We also help them by purchasing suits for them. Most have never had suits. That really motivates them.

Kathy Hart: A job at the end is the incentive. It inspires us in the job training space to collaborate more with businesses. We try to find employer before we start the training.

Q6 How can local organizations work better to ensure positive employment and career outcomes for NCPs?

Will Thornhill: Start with the end in mind and working with local businesses. Out here locally there's YD, Northrup and others. Go to the employer and ask what skills or certifications are needed to get jobs at their companies. Then teach those things knowing that these things are needed to be hired and when they go to the employer they have the full knowledge base to be employed.

Joanna: A lot of out orgs try to teach people to dress for success. We have a clothing closet to help people. Some people come in and don't have money for clothes or even understand why they need to be dressed up for interviews. We mandate for our classes that people dress as if

they're going to an interview because an employer can come in at any time. They have no excuse not to dress appropriately because we give them access. Once they do that they look and feel like a different person. It inspires them to do better in their lives.

Matt Sheridan: One thing we're going to do in the spring is host an SSI and benefits training. We'll extend the invitation to all other agencies. For us, we see a lack of knowledge in that area. Those being served don't understand how benefits are impacted when they go to work.

Rhonda: I think there's a lot of great partnerships and collaborations going on and the one thing I haven't heard is faith-based organizations being mentioned. There are a lot of people that could've been at the meeting today that provide services throughout Los Angeles County. Dress for Success and Clothes the Deal are based in LA, but they provide services all over the County. I think faith-based organizations has a lot of opportunities for involvement as well.

David Manzo, Volunteers of America: There was a job fair held at Lancaster Baptist recently.

Unknown: Continue to market ourselves and our programs and do it with passion and excitement. Don't be afraid to stand on a chair and say look at all the great things were doing; the community were serving and how successful they can be. We have community liaisons that do that, they go out and tell our story. You never know who you'll meet and who the next partner will be that can help you. Don't be afraid to brag about your hard work. It doesn't come off as aggressive it comes off as passionate and it might inspire someone to give a person a chance at employment.

Heidi Oblander, AV CSSD: We have a lot of things were trying to do as far as community outreach. We have Youth Parent Connect to try to reach out to those 18-26. Please share any information you have on your programs and we'd be glad to put the information in our lobby to reach people.

Angela Gardner: Closed out meeting and announced next meetings

Marth Molina Aviles: Acknowledged WDB Member present

Los Angeles County

Workforce Development, Aging and Community Services

October 23, 2018

Hacienda La Puente Adult School

Improving Services to Individuals with Disabilities through Competitive Integrated Employment

Welcome and Introductions | MOU Phase II Process and Requirements | Role of Adult Education Partners in WIOA AJCCs

Welcome and purpose of meeting by Martha Molina - Aviles. Acknowledgment of Hacienda La Puente, West San Gabriel Valley AJCC and WDACS staff.

Lisa Jordan introduced herself as the facilitator.

Agenda followed as printed.

Overview of Local Plan Guidance regarding Competitive Integrated Employment: Competitive Integrated Employment is work that is performed by a person with a disability (including those with intellectual disabilities and developmental disabilities) within an integrated setting that includes both individuals with or without disabilities. CIE work at the part-time and full-time level further explained in slides.

Facilitated Discussion: Intentional Partnership & Meaningful System Alignment

Q1. How are DOR and the workforce system currently working together with local partners to support the employment goals of individuals with intellectual and developmental disabilities?

Kim Keys: Many people have a new weekend grant through WIOA and DOR. Through the grant students get subsidized employment, for opportunities involving career exploration and skill development.

Maggie, HLP, Innovative rehab: What age students?

Kim Keys: Students aged 16-22.

Ivan Rosenberg: I can't speak to government agencies, but I can speak to those agencies that have worked with us and worked well. Verdugo WDB and Goodwill and many other organizations collaborate just fine. What's missing is the structure. If you create structure people collaborate fine, without that all services a uniquely abled person needs won't be delivered. No agency has everything.

Susan, Mt. SAC: Who are your partners and how do you work together?

Rosenberg: DOR has always been a partner. It varies by area though. In Glendale it's DOR and Verdugo WBD, then regional centers and Goodwill. Several social service agencies like the Exceptional Children's Foundation, South Bay WIB, and agencies in Ventura and San Bernardino counties. We operate mainly at the post high school level and Disabled Students Programs and Services department within community college have been wonderful. Can't forget them if you're doing something that works within the community college structure.

Kim Keys, ESGV ROP: I agree that we need coordinated efforts. There's been a start with LPAs (Local Partnership Agreements) and Department of Developmental services, DOR and CTE. The whole agreement is to streamline services and coordinate efforts. That's been ongoing, so we can do the work that is being described.

Q2. Are efforts underway for the partners to collaborate on the use of CIE for job seekers with ID/DD?

Aaron Christian: I don't think there's been a lot of collaboration, there's been operating in silos, so the services have been fragmented and one organization does this, and another does this. In our area we're almost done with the actual first approved copy of the LPA. I think that is the effort and point of all this, to break up fragmentation of services and promote CIE. I think LPAs will solidify that. The process was long and grueling. There are a lot of LPA partners here and they can attest to this as well. It's taken over a year of meeting monthly for two to three hours and it's hard to get people to commit because everyone has budgetary constraints. It was more about who's going to do what and defining partnership. Finalizing this document doesn't mean that meetings will stop; we'll amend and add addendums as necessary.

Won Shin Jin, DOR: I'm glad to hear Pomona Regional center mention LPA. I don't think we should reinvent our efforts because it's a very long process. The department works with multiple departments and local AJCCs. We need to start talking entry level. We need to go through the website and see what's already approved and use things that are already invented. That would save a lot of time. We need regional centers, AJCCs, adult schools and high schools. We need consumers, then we can define what we can do. We don't know what everyone else does and

communication is needed. Glad we could talk here. Info is already in place and we can use it as a sample.

Susan, Mt. SAC: One thing I've appreciated most about these meetings is finding out who does what where and who my contacts are. We're trying to develop a program to help adults through training and work experience on campus. We need help building partnerships we know what needs to be done but finding partners to do it is a challenge.

Aaron Christian: On Health and Human Services website there are templates that have been agreed to and approved. You don't have to rework format and there will be overlap. Every center and school district have different approaches in terms of what is approved that they can offer. The services will vary, and they will be localized. If there are multiple centers it will be a task to get everyone united.

Q3. Have discussions begun on the development of a Local Partnership Agreement to create more CIE opportunities? If not, how can this be accelerated?

Aaron Christian: Regional centers got a lot of funding years ago for employment specialist positions. Its' been helpful to have that position because they've been the driver behind this effort in our area. I think that's a great approach to doing things. I think having her and out contact really pushed this forward.

Dara Papel: I wanted to follow up with questions around leveraging existing networks. If there are employers is that partnership in existence where you can capitalize on the partnership that already exists or does it exist? Sometimes it's about finding a hiring manager that's sympathetic.

Ivan Rosenberg: If we continue to try to convince employers to hire the handicap we're not going to make progress. Goodwill and charity aren't going to get it done. It's not a business decision to hire the disabled. We must change our paradigm from disabled to uniquely abled so we're providing something of value to an employer. They're hungry for CNC operators not grocery baggers. We placed 37 people in career jobs that were sitting at home playing video games. Those hired answered a need the employer had. If we have this mental set that we must ask employers for their good will we're not going to make progress. This isn't just for the high functioning; there are people in wheelchairs that have never said a word that are making a difference. What are the skills of our consumers and what jobs in demand can people use those skills? Someone with autism has a black and white view of the world. Socially it doesn't work well but they make great quality control inspectors because they can do it better than we can.

Dara: That's great point about knowing your clients well enough to fill a job. One staff member may not be enough in working to do this. If one person can't do it all is there a partnership with AJCCs where they have an expert that can make the connection to employer for open positions.

Won Shin Jin, DOR: Statewide we really emphasize job training for ID and DD, it's not just for the high functioning. We also have a grassroots project where we start from scratch with helping people, so they know how to work with people with severe disabilities. The limitation is not on them, it's on us. Those are consumers that we serve, and we serve well.

Kim Keys: During our LPA meetings we had a conversation and found that a lot of us that have placed students have had great success with some employers, so we often go back to the same employers. Will employers become inundated with the same staff. We don't want all of us to keep tapping into the same employers

Ivan Rosenberg: What we've seen is the people that do the placement don't have the business connections. They only have retail connections and they don't know how to speak to businesses. We have a one-day training that teaches job developers how to speak the language to speak to businesses. We need to also go to places where businesses hand out. If you expand your market you can tell someone that you have someone that can fulfill the need and do it better than anyone else. Whenever you put a uniquely abled person in the workplace the morale and productivity increase in the office, so that's what you can sale. The number one problem of business is workforce. They need enough people to get the job done.

Debbie, ESGV ROP: Obviously our industries are missing the component of the staffing person. People that have been in staffing agencies know how to recruit. We overlook those people when hiring and we need them because they know how to speak to businesses.

James Marsh, Goodwill: Just to echo earlier comments. We need to make sure decisions makers are a part of this and on board with any agreements or partnership. There also needs to be someone specialized on the team that learns everything there is to know about the subject and beyond that it should be an organizational focus. If you have just one person you're throwing all your eggs in one basket. It must be the focus of the entire group that you're going to assist. Too often when we're working with people that have special needs we're working to support them instead of working with them. We need to have more forward thinking… Just think how we're doing that with the reentry community, we're redefining the way we look at them. We need to look more at what they can do instead of what they can't do just like you do with anyone else.

Q4. Have workforce system staff received training in serving individuals with ID/DD and are they knowledgeable about programs and services available to assist this target group? What additional training and information is needed?

Rosenberg: I think they need training on accessing the b(business) to b(business) world. I'm working with Joel Morgan and he said there's no place where a job developer can go and find out about everything. It would seem to be that something supporting the job developers would be useful. I know the website and info but I'm not sure other people know. I think that's what's missing.

Susan, Mt. SAC: We have all these interagency collaborations. It would be great if we have a job developers' collaboration. A time for them to get together and talk about what's been successful. I know DOR does that kind of stuff but if we could have local groups working together it would be awesome as well.

Jon Won: The global environment. The US environment is not good for US people. Global shipment is much cheaper than US, you cannot expect someone so intelligent (remaining comments are unclear due to accent of person speaking, comments start about 42:00 on recording)

Rosenberg: We have two programs, one for jobs that don't need training and one for those that don't need training. To have a successful program for uniquely abled folks it needs nine different functions to work and they must collaborate. If you train someone to be a CNC operator and they don't have support or know how to job search it's not going to work. It's not that the functions aren't out there, it's creating the structure in which the various agencies that are needed can collaborate on a single program. Training consumer for jobs that require prior trainings and there are many out there is we can set up the appropriate training programs.

Dr. Michelle Yanez: Have you thought to ask companies to donate equipment for training?

Rosenberg: Yes, and some have been donated to Compton College recently. Sometimes they give them through a loan program where the company owns the equipment, but the school uses it. In raising money, you should not forget the banks. They have a community redevelopment score to meet and they aren't meeting it. We are all perfect investments for them.

Susan, Mt. SAC: I think specifically there is such a diff between people with ID and autism. People should understand clearly the difference between populations. There was a young man with autism that really wanted to work at Walmart and he was placed there. But he had to wear rubber gloves to clean the fish tank and the gloves were so offensive to him that he walked off. Another person needed to sit through 8 hours of training prior to work and could not sit for 8 hours straight so he wasn't hired. People should really understand disability, so they could work with people better and this would lead to more people more successful in jobs.

Maritza, WDACS: one thing the entire system would benefit from is trauma informed training. We don't put enough emphasis on people with disabilities. We focus heavily on foster youth and they have a lot of delays due to trauma. Sometimes people take it as an attitude when in fact it is a disability.

Jose Meraz, Link: Mindset and trainings come from within the agency from the top down because some staff are with us for years and things are shifting. Some need so much training because they don't understand. In my experience some staff with no experience have made a greater difference than those that have been around for years. I think that it's important to provide training to staff to change the mindset from recreational activities to employment opportunities and preparation. I think that is extremely important for all our agencies to see.

Dara Papel, CSH: It's an evidence-based practice but IPS (Individualized Placement Supports) is a way to fast track individuals that are harder to hire but have the desire to work. It's a housing first type of training. It's hugely valuable with harder to hire populations.

Q5. How are DOR and the local workforce system working together to outreach to employers and partners to support individuals with ID/DD in achieving CIE? If efforts are not yet underway, what will be done?

Rosenberg: I want to compliment you all and make it clear that from day one DOR has been nothing except supportive and collaborative throughout the program with others that came to the table. Our first year we figured out the price and DOR stepped up to handle the educational expenses and Verdugo handled job skills. I can't say enough positive. It's been the same at College of the Canyons. From my perspective the effort is A plus.

Martha Molina-Aviles: DOR is now collocated at our job centers and you will now see the serving the clients alongside AJCC and EDD staff. That is a positive change that has occurred.

Won Shi Gin DOR: I want to thank the County and Dr. Rosenberg. This is a true collaboration and we shouldn't take the glory because this is all for the consumers. We must understand how to figure out their unique ability will work well in employment. The limitation is always ours. We don't have enough insight to figure out how to help consumers. We should always participate and figure out a way to work together. If we aren't at a center, please contact us and figure out how we can be there. It's about communication.

Maritza Uribe, WDACS: I think it's a wonderful opportunity to have DOR in our centers now I want to challenge the system even more. We have probation youth that is detained but probation doesn't know about DOR. I've been struggling to make that connection, but I think we need better coordination at the systems level. As you can see, some commissioners from out WDB are present and they're working on a venture with Amazon to start course with youth in high school to give them college credit and from that group Amazon is committed to hiring.

Unknown lady: We have a transition fair, and everyone participates. These buses of students come in and their families come with them just to be able to expose them to the different agencies that are out there.

Unknown Lady: How can you reach your consumers in local high schools? They need to be shown and taught about which services they can receive through DOR and the AJCCs. I've had to outreach to DOR and AJCCs to get them into our high schools for students.

Dr. Rosenberg: Most of our services have been post high school. We're trying to reach to partners to see if these programs work for will work in high school, we don't know yet. We need to see if we can make post high school things successful in the high school realm. A man named Titan Gilroy has established a program in San Quentin to teach people CNC machining while in prison to they can be job ready when they get out. What's needed is for us to know what the issues and unique abilities of a diagnoses and what jobs can use the unique abilities?

Jose, LINK: DOR has been very positive and has made a lot of positive impact on clients. They've been very helpful to our clients and staff.

Crystal Ontiveros: I was previously a service coordinator at the regional center and an advocate. A lot of times a parent isn't aware to tell DOR representatives or service coordinator to come to IEPs as students transition out. DOR needs to reach out to school districts so parents can be informed to have supports at IEP meeting.

Susan, Mt. SAC: I think the idea is collaboration and we have schools that are charged with helping their students be self-determined and the regional centers that are charged with person centered planning. We have occupational therapists to help us understand physical abilities. We have all these people available and we need to link them to students, so all these supports are in place during the transition IEP. Then we could seal off the ways that people fall through the cracks.

Unknown and difficult to understand 1:12:10.

Q6. Have recruitment, referral, and employer engagement strategies been defined? If not, what is planned?

James Marsh, Goodwill: One thing is making sure that any partnership both sides fully understand what the other side is doing. We have a great partnership with DOR and they have been a partner of ours for quite a while. We've made it an active partnership with good communications and sharing policy and information. We collaborated on an apprenticeship fair here a few months ago. Our job developers work collaboratively to contact employers. It's just really making use of each other's strengths. DOR has funding that we don't, and we have connections that they don't. It goes back to what was said earlier that we need to understand the needs of those that we're serving and how they will fit in with an employer.

Dr. Rosenberg: If you can change your mindset from going to the well the beg someone to hire a disabled person to look at yourself as a staffing agency that has staff that will supply their need it will change everything. Think of yourself as a staffing agency and look at their best practices. Also, go where the businesses ae hanging out. I'm a management consultant and I work with businesses. You must know how to speak to them to fulfill that need. You must speak to them as a business not a social worker.

Dr. Michelle Yanez: I think it would be great if we brought everyone together because everyone is doing individual outreach. It would be great if we came together to see who we're all meeting with and maybe we could come up with a strategic plan to keep from duplicating services

Jose, LINK: I met with an agency that assembles cell phone parts. The mindset must change, and we must present ourselves creatively. It depends on how you introduce the clients to jobs.

Lisa: People get territorial over their job leads. We're an employment network and we provide services and can't always fill all jobs we have.

James Marsh, Goodwill: For organizations that don't have AJCCs, if you don't have a job developer you could partner with someone that does and piggy back on some of their efforts. No organization in this

room does everything and we all must look to someone else to fill a need we can't. Or maybe you start that way then take on the efforts on your own.

Laura Jimenez, State Senator Hernandez' Office: I want to encourage everyone to work with elected officials. We have worked with our local chamber of commerce for an employment training panel. We got 70 employers in to inform them about services that are available. The flyers said, "did you know that you could receive funds to train your employees?" We're always looking to provide resources and information to the public. We want to inform them about services and funds that are available like GoBiz and WIOA.

Dr. Rosenberg: We should recognize and prepared to deal with myths about our consumers that businesses might hold. They won't say it but they're thinking it and we need to find mechanisms to deal with it. Someone once asked how they would get to work, and I responded that they would either take the bus or drive like anyone else. We need to be prepared with techniques to deal with this. When those concerns are no articulated, but they are there, how do we drive them up, so we can deal with them?

Unknown, Innovate Rehabilitation at HLP: I want to plant a seed for people to start thinking and consider that not all adults with disabilities can drive. Not all adults with disabilities are at the same cognitive levels to allow them to take on jobs that are repetitive. Have we explored jobs that are not at the intellectual level of high school students? How is CIE going to serve those clients and allow them to be part of the community and the workforce? We have 255 clients that we must determine how to best serve and place them where they will benefit for the experience and the employer will also benefit with a need being met. The spectrum of ability is so broad that it's not a single ability level that we're looking to. I want us to be aware to we're not forgetting other clients.

Jon Shin Win DOR: We have five districts involved in customized services so that would be a starting point because those are five pilot programs right now. We want to know how to customize employment for consumers that need support. They may be able to work one or two hours a day and we start from there. We just started those pilots this month. You might want to contact new horizons because they have a residential facility and they work with local grocery markets including Albertson's and Vons (last comment is for lady that spoke prior to her).

Dr. Rosenberg: You might also check in Seattle they have the Northwest Center and they've created jobs for people with all ability levels. Rick and Dick Hoit on YouTube are good for inspiration. Dick is 52 years old and was born with cerebral palsy. He's always been in a wheelchair and never spoke a word. His unique ability is his mental attitude. Exceptional Children's Foundation in Inglewood also works with people from a variety of different abilities.

Crystal Ontiveros: We have some clients that will be great and can work. We also have some that have physical and developmental disabilities, and some are really frustrated with that. With new laws some of them won't be eligible for programs and will have to go to day programs. A day program usually does day activities or fun. WAP program is next up and they get paid for their work but it's going away with new law. We just know that we have a percentage that can't do CIE and they will go into a day program eventually.

James Marsh: We're all here professionally for the same thing and on a personal level we all know someone with special needs. We need not be private about that. At the CWA conference there was a speaker that spoke about his son having autism. More people should talk about it. My son is on the autism spectrum and it's a thing we must talk about to get it on everyone's radar. Through this discussion when people hear the stories of other people they're touched by it and they want to help. Our CEO's daughter has cerebral palsy and the way he talks about her really inspires people to want to give and support.

Rosenberg: Most parents are lost and don't know who to talk to. My children are adults now, but we were part of a group of parents that felt very alone and didn't know where to go. We didn't know what the services were and what was possible for our child. I recommend a book by Randy Lewis called *No Greatness without Goodness* he was an executive VP for Walgreens and his son has autism. It's about what he discovered about helping his son and helping people that have autism and shifting Walgreens view point about this. Walgreens now has two high volume shipping centers that employ uniquely abled folks and they are two of the highest volume shipping centers for the company.

Susan, Mt. SAC: I participate in the national community regarding this issue and some states have a monthly meeting where they present cases at the meeting to help find resources for their individuals. That might be something that we can think about too. All of us can out our heads together sand figure out how to support that student.

ESGV ROP Lady: Job Corps Los Angeles is very god with uniquely abled students in their programs. There are many facets to their time while in job corps. Every person is entitled to initial meeting with every dept. as they work through different programs they are greeted with a familiar person. The transition out is guided in the same way.

Martha Molina-Aviles closed out the event.

Los Angeles County

Workforce Development, Aging and Community Services

October 30, 2018

Los Angeles Southwest College

Community Forum on Local Workforce Planning

Welcome and Introductions | MOU Phase II Process and Requirements | Role of Adult Education Partners in WIOA AJCCs

Welcome and purpose of meeting by Martha Molina-Aviles. Acknowledgment of LA Southwest College and WDACS staff. University President welcomed us.

Angela Gardner introduced herself as the facilitator and conducted introductions of audience members.

Agenda followed as printed.

Facilitated Discussion: Intentional Partnership & Meaningful System Alignment

Q1.What services and support do job seekers need to help prepare for and find work?

Anjela, LACOE: If people can't read we need to help them navigate the info. They need to understand what employers are requiring, need to help them obtain required docs and need computer skills. We have to sit with them and enter info box by box on applications online. We need to give them clothes for interviews and job fairs. Need to really help people navigate through workforce requirements.

Alex Waymon, HTA: There is a lack of childcare resources. Hospitality and healthcare are 24 hour industries and childcare can be a barrier. Entry level positions need to be able to work at any time and 24 hour childcare isn't available to low income individuals.

Danny Gammage, GAIN: Mentors are powerful and needed. They give people the opportunity to liaise with youth and community.

Adrian Hutchinson, LAUSD: Adult schools have vocational classes and need funding. Not enough money is available. I am collocated at Maxine Waters Adult School and the WorkSource Center. It would even help if employers are willing to do internships. We need more money for training.

Dexter McCloud, LA South Chamber of Commerce: Speaking as a business owner and on behalf of others we would like to see more apprenticeships. We often want them to have a specific skillset and not have to retrain them.

Ramos, Sunburst Youth Academy: We are opening a Job Challenge Academy where we will take kids from 3 different academies in state to learn trades at Cypress College. Once trained we will guarantee them jobs. The participants are ages 17.5 – 20. We need jobs for them and for kids that are alums of the academy.

Danette McBride, Office of Supervisor Mark Ridley Thomas: There is a need for mental health services. We piloted a program in partnership with the Department of Mental Health (DMH). It includes coaching and leadership development that addresses trauma and anger management. It is offered in group settings and when an intense need arises we can offer one on one service.

Reginald Johnson, Southeast WorkSource Center: Assessment is really needed. People don't understand the skillset they have and how to align that with current opportunities. Most centers have job types they work around but there should be an assessment to align skillset with work center resources.

Dafne Jacobs, HTA: Soft Skills, integrity, time management, are some of the skills needed. There also needs to be a concrete process.

Linda Himbrick, Lynwood: I agree about soft skills. All clients can't read and we are combating the literacy factor. You can't apply for a job if you can't read. Computer and tech classes are free.

Kelly Dozier: There is a major shortage of skilled trade workers. There should be a push to make people aware that these jobs need to be filled. There's a lot of retirement because things are automated. We need to make a conscious effort to let kids know that these jobs are viable. Let them know skilled trades are there for them.

Jenaye Watts, PATH: I am focused on homeless families. How can the WorkSource system focus on helping those that are homeless? Not necessarily working with chronic homeless. We are missing the shrinking middle class and they aren't chronically homeless. When you go from mental illness back to stability you have fewer challenges. Also, job developers aren't trained or well paid. Assessments are key and if we don't do that the participants won't retain the job. I hope we can address this as well as a way to train the trainer. Look at the shrinking middle class

to see which transferrable skills they have. We should tap into the chambers to have a good understanding of the workforce. Jobs often won't sustain $1300 monthly rent. People rattle off entry level opportunities that are great but they aren't sustainable. I have to focus on a career pathway instead of a job.

Fowler, LAUSD Office of George McKenna: A lot of key areas have been addressed but I'm speaking for students. The chamber has been working with a lot of students. There are jobs like cyber security and construction. We have to be more proactive in thinking about who we partner with. Why are we not demanding that there be training centers in the LA area like they have in San Bernardino? We have to make education a priority in this state. They say they spend a lot of money but how do they sped it? There are 15,000 homeless students and 10,000 foster students. If people really cared about students think about how may nurses and trauma counselor could be in each school.

Blanca Barajas, LA Southwest College: A lot of students are coming here homeless. They know that education will change poverty for their family. I would like to advocate for a more direct streamlined process for referrals to services. We need a more streamlined process and direct pipeline to services for students in need of services.

Q2. What types of training are most needed in this area?

Reginald Johnson: I serve the Watts and Willowbrook area and there's a lot of construction in the area. We need more creative training and figuring out how to be entrepreneurs and tap into the creative economy. Sometimes a job isn't enough. City is acquiring data from OTIS College on the creative economy.

Sheila Wiley, YWCA: We provide tech training for young people, things that will provide them with sustainable jobs where they can build on this training. Providing those types of training to help them compete with companies in Silicon Beach.

Danny Gammage: Fusion, we need industries to work together. Colin Powell said the military gave people a trade and literacy. People must learn to read and work at the same time. Child Support Services Department uses predictive analytics to see who's not going to pay. We could use the same thing to build bridges to assist people in succeeding in society. African Americans have never been given a full and open opportunity and a lot of problems can be solved by teaching people how to read and how to get jobs. Mentorship is needed to assist people that are ignorant and don't otherwise know things.

Angela: Please include cultural competency training.

Danette McBride: We need to work on increasing exposure. I also want to suggest bioscience and skilled trades. Exposing participants to a career pathway as well. It is important to train job seekers and we need to support employees around trauma informed care and resiliency.

Pat Wilson, SELACO: Help people with public speaking via toastmasters and with resumes. Participants often undervalue themselves, especially those that are seasoned. Public speaking also helps with communication issues.

Erika, ALTA Med: I would like to see the County put a stake in the ground regarding increasing underrepresented minorities in the health professions. Just doing more in terms of positions like physicians and nurses, the representation of minorities in the industry are woeful. The state is finally identifying and funding underrepresentation in the health professions and I don't see the County doing the same. There are a lot of programs and pathways to show them what's possible.

Fowler, LAUSD: One area I think we are remiss in is dual language. It opens you up to newer tech or green environmental jobs. We don't set the stage to reinforce the opportunity for a second language being learned. We have some schools that focus on language but we have to create spaces for people to learn a second language. When you are a dual language speaker you'll be surprised by the opportunities that open up.

Dara Papel, CSH: Trainings for jobs seekers are critical. People that are looking for jobs need money right now. If there's a way to create paid training, internship or apprenticeships it would be helpful. Staff trainings for AJCCs on cultural competence and trauma informed care are needed.

Jenaye Watts, PATH: A few years ago the City of Los Angeles or County were putting together a proposal to be able to stay with job seeker two years to help them get to the next certification to assist them in a career. If I can find short term vocational training for the homeless that's what I do.

Forrest Riley, South LA AJCC: Soft skills training and emotional intelligence are needed. It can be difficult to help people and if you don't have knowledge of who you are it can have a negative impact. Getting those things in place will be very beneficial for the system.

Unknown, YWCA: We come up with a lot of ideas and have approached employer to discuss customized trainings. Employers are willing to put money there because their workforce is retiring. We must focus on asking what their needs are. What can we provide to help them meet their needs?

Dexter, LA South Chamber: Skillsets I see most in need is logistics, marketing and communications. You need logistics to move product and marketing to get the word out.

Raymond Moorehead: I am retired from CDCR and thanks for this discussion because there's a combo of things our population needs. One thing we have is a 30 day construction pre-apprenticeship program we have an 80% placement rate. We are focusing on getting anyone willing to go into construction a career instead of jobs. There's a high demand on people to get into these careers in LA County. There's a high demand for women in construction, it is mandatory to hire them. Those companies that don't follow mandates are fined.

Q3. Do people in the community have a good understanding of the programs and services that are available to assist them? If not, what is the best way to get the word out?

Dexter: We have a partnership with South LA AJCC. We want to bridge additional resources with program and resources. One frustration is lack of flexibility on weekends and after hours. Staff doesn't always have ability to come out on Saturday mornings or in the evenings. If you're sincere about connecting to the community, give staff the opportunity to come to events after hours. Many businesses are open in odd hours and people work from home. That's the flexibility we need.

Alex Waymon, HTA: There is a critical gap for those that are linguistically isolated. We are working with a CBO to get the API (Asian Pacific Islander) community access because those that are isolated are only accessing the workforce at 4%. There should be more tailored outreach that is culturally sensitive.

Danny Gammage, CSSD: Youth are in social media and government agencies are not. Ask the population how we can reach them.

Reginald Johnson: There's no line item for marketing and we are limited with outreach and communication. One way to assist is to talk to people that you want to reach and have them spread the word. It shows youth how to communicate and be civically engaged. This can be done with funds already in system.

Carolyn Fowler: People don't know particularly if something like a center or resource is closing. If there will be a closure there should be some communication about it. There's no communication about relocation. People of all ages will pay attention to social media.

Joanne Vargas, LACOE: Everyone here has heard of a new person from a new agency today. If we don't know then how are individuals in the community going to know? My idea is to create a central location, perhaps online, where everything can be in one place that everyone knows

how to access it. That might be the easiest way to start engaging and communicating all services that are available.

Ramos: We're a great resource and we've been around 10 years and no one has heard of us. We service 6 counties in Southern California and no one has heard of us. There are 3 academies in state. Part of us getting the word out is the reason why we're here. Our youth can use all resources heard here today.

Angela: WorkSource throughout the US is the best kept secret.

Terry James, City of LA: 95% or more say the way they hear about the center is word of mouth. Continuing with forums like this is a great way to get the word out. It's how we'll hear about programs and make cross referrals.

Pat Wilson, SELACO: LinkedIn is a great resource. If we aren't linking with other agencies we're teaching that to job seekers.

Q4. Are there specific gaps between services available and what people need? If so, how can we bridge those gaps?

Danny Gammage, CSSD: In college they would bring in speakers to talk about their industries. It would be great if they had someone come down and talk to them and say what they're looking for. If they spoke to our unemployed, youth and underserved like they talk to shareholders it would be powerful. We have so much diversity and we need to come together and learn how to listen to one another, reach into each other's neighborhood and show the world that this is a great experience.

Shanley Rhodes, Five Keys: There are two gaps specific to the reentry population. When people talk about reentry they're often talking about when people leave the jail. It needs to start when they step foot in the jail. We are piloting a job center in the jail and the Department of Human Resources came yesterday to tell them how to apply for County jobs. They had no idea they could work for the County with a record. Another gap is transitional aged youth that are incarcerated. Most of them are not in the halls, most are actually in the County Jail System.

Dafne, HTA: There is a huge gap in amount of time case managers spend with each participant. Mentorship, soft skills, leadership training happens during one on one time. If they don't have more time they can't do the work.

Ray Moorehead: The largest gap has been not working with DOR. They're out there for all ages and they have so much money that they've been in trouble for not spending it. 85% of parolees fit criteria for DOR. They have mental health history that qualifies them for help from DOR. They have a program now where they can find someone eligible for services in one day.

Martha Molina-Aviles: We're fortunate to have one of the district directors from DOR on our board. We can provide any assistance or contact information needed.

Reginald Johnson: One thing that creates gaps is a case load to large. Another one is client choice. Everyone might not desire to work or attend training.

Gerard, LA DPSS, Supervisor GROW Program: We have the bodies from every demographic that you're speaking of and every interest that you could think of. I'm hearing resources available for those that I serve. I can give that info to my case managers and then forward that to the community. The two largest DPSS offices don't know all the resources discussed here.

Jenaye Watts, PATH: The biggest gap is not having enough labor intensive companies in our areas. Are we tapping into them to have some communications or agreement that if they move into the area they have to train and employee people in the community for careers? How can we change policy to collaborate more to get those types of opportunities? If you're going to be here have the sensitivity to hire our people.

Anjela Gomez: The private sector works a different way than the public sector. Many cities have watchdogs to deal with whoever is moving into the city. The public sector needs to appoint people to say if you're coming here you need to invest space in our area. There needs to be an agreement. We don't have the time to market. Our budget doesn't include that or hiring people. We need a speaker's forum for people that are coming here. If you're coming here what are you doing for us. 211 is a great way to get information out. I would encourage everyone to give their information to 211. We don't need to create a new system.

Reginald Johnson: I just want to put this on the radar, being in Watts or Willowbrook we have seen over a billion dollars in investment over the last few years. When you start looking at the local hires for the project you don't see that. There's a new job center in Willowbrook and it's not yet staffed but what will that look like?

Q5. If you were writing the local workforce plan, what would your priorities be and why?

Kennedy: The priority should be to focus on connections. Everyone seems to have what it takes to make things happen. You all are the platform. If you would communicate with each other more it would be helpful and actually target high school students. I went to a four year college and then graduated and realized I wanted skills training. It's also about personalizing your education and seeing how you can make it work. Put people in jobs that they want to be in and they'll grow from that pathway.

Jonaye Watts, PATH: I would really focus on the shrinking middle class. I got into the industry in 2011 when people were living on the street. Many people just don't make enough money to

make ends meet but they are employable. If we can learn transferrable skills and get them to higher wages then we can quickly work with that group to get them employed.

Dafne: I would speak to accessibility and individualized services in the local plan. The enrollment process is so long and complicated and more individualized services are needed. We need to be able to ask someone what do you want to do and do you need to take care of other things before you start looking for a job.

Danette McBride: There is a need for trauma informed care, resiliency training and services for participants, job developers and employers. We should be leveraging funding to support participants while in program. Support them while in training to they can stay in those careers.

Veronica, LAUSD: We should have more mandatory stakeholder forums like this to we can leverage one another and become aware of what's available. Supportive services are needed so clients can move forward and they need individualized support to let them know that you're there. Follow up for participants and communicate amongst one another.

Danny Gammage, CSSD: We need assessment because there are maps tracked by the CSUs to see who comes from which schools. We track everything. We could us tracking to improve workforce if we had an assessment tool to see what people need in whatever way it can be provided at the AJCC.

Gerard, DPSS: In writing the plan people want to go to those that are disenfranchised and serve them. DPSS already has those people. Each day I see these populations and we put them in programs and training and we have the edge of it being mandatory. We have to change the mindset of those that we serve. When someone is talking about being a plumber they see that it's not sexy, not how much money they can make.

Martha Molina-Aviles gave closing remarks and acknowledgments.

Los Angeles County

Workforce Development, Aging and Community Services

November 6, 2018

South Gate Girls Club House – South Gate, CA

Strengthening Partnerships with Local Child Support Agencies to Serve Non-Custodial Parents

Call to Order | Purpose of Community and Objectives of Forum | Overview of Los Angeles Basin RPU Regional Workforce Development Plan 2017-2021, Modification Timeline and Purpose of Modification of Timeline

Welcome by Martha Molina-Aviles. Introduction of day and agenda by Angela Gardner. Audience introductions.

What barriers to employment are most common among targeted NCPs?

Man from South Gate: Education and language barriers are most common.

Ofelia Gomez, Southeast LA AJCC: Most common needs are transportation, clothing, and education. Many are skeptical about providing us information and often hesitant to receive help or work with us in the beginning.

Jaime, HTA: The barrier that we deal with the most is background issues. Even though ban the box exists it's still limited as to which backgrounds people can have and get hired.

Joclyn Molo, South LA WorkSource Center: Many don't have an ID or driver license and are missing right to work documents.

Muretta, Workforce Connections: A common need is help with soft skills, interviews, anger issues and emotional issues.

Janet Torres, South Bay Chamber of Commerce: Babysitting is a big issue. Affordable childcare is needed. It's a greater issue of the process for getting

childcare and it takes too long to get access to services. Rent costs and the lack of affordable housing are also barriers. These needs make it urgent for these participants to work. Mental state can also be a barrier. If a person is worried about how to pay rent that might not be at work physically and mentally.

Pamela Paige, HACLA: A large population of men that are homeless and can't be listed on the lease with their families because of their background. There is a large population of men who want to be part of a family and can't be. A lot of fathers hang around housing sites just to see their kids. Some are scared to work for some reasons. Family unifications should be a main targets so we can help them with homeless ness, getting their driver license, then bring them back to their families.

Anjela Gomez, LACOE: For those that are seeking employment, most NCPS are men and they don't know how to navigate the legal system. They cannot commit to job schedule as required by employer.

Nicole Padillo, Southeast LA AJCC: As part of the intake team I've noticed that young parents lack experience in work or job readiness. Prepare them for work and offer job readiness assessments.

Elias, City of South Gate: Some parents that are NCPs that have children with disabilities that are physical or mental.

Eduardo, Slawson Occupational Center: One issue is a lack soft skills and ability to navigate internet to look for work. This cuts them off from opportunities.

Janet Torres, South Bay Chamber of Commerce: majority are men, and there are more resources for women instead of men. They receive more perks so I'm advocating for more for men.

What are NCPs service needs (particularly with regard to job skills and employment) and what services are currently provided?

Muretta, Workforce Connections: One thing that I believe there is a need for that people can access is career technical education. Many don't have HS diploma or

GED and fear that they can't receive help but a bridge programs allows them to get into that program and have the GED taken care of.

Ofelia Gomez, Southeast LA AJCC: As an AJCC we also provide them classroom training. They are often interested in short term training. Some want GED and we work with charter schools and adult schools to get them assistance. There are computer and ESL classes available in these schools as well. Forklift driving, class a licenses, IT, medical billing and other all short term training that is free of charge to the participant.

Lenore Smith, Tweedy Learning Center: We offer high school diplomas as well as ESL. It's an open entry system so students can enroll at any time and they don't need to have an ID.

Sandy, LB Job Corps Center: We provide high school diploma, CTE in healthcare, construction and automotive. One thing I haven't heard is internships. In some cases, paid internships to provide experience for individuals. Internships are needed and opportunity to earn various credentials to give participants an edge in hiring.

Pamela Paige, HACLA: presenting classes are important. You don't get a manual when you have a kid. People often need assistance in trying to be a better parents. A lot of our clients are part of the reentry population so it's a lot of pressure with trying to get back on their feet and they need more support with life skills. Youth 18-24 are in our programs. We have a large population of youth that we get letters from child support and they can't pay that on their summer employment salaries. We need to let them know what steps to take so they won't have the same issues as adults that have they problems.

Mitchell, HTA: In regard to apprenticeships programs, we have 2 with DOL for culinary arts. The program is free to participants and they receive 1000 hours of paid training.

Kristen, PACE: We install weatherization to low income houses. We are currently accepting internships. People must have HS diploma or GED. After probation it's a possibility that we will hire them.

Nicole Padillo, Southeast LA AJCC: For those that lack basic skills we provide resume building in our resource center. We use CalJOBS as well and one thing about having partners such as EDD is that we have available computer classes.

Janet Torres, South Bay Chamber of Commerce: Affordable childcare and tech classes. Mental health is a problems and they need not just counseling, but they have a need for people to go outside of that space so that it's nonjudgmental. We encourage a lot of people to go and the response we receive it that they were looked at funny or asked too many questions that they weren't ready to share. It should be more welcoming.

Eduardo, Slawson Occupational Center: Living wage for a family is $35. People want quick training but all quick training won't pay a living wage. The cost of living is going up in LA and if you have child support payments and you pay rent it's hard.

Al Rios, East LA College: we've heard a lot of services like soft skills and job training. There are a lot of myths out there about what it takes to success and people can be fearful of seeking out these programs we need transitional programs to help them build confidence and self-esteem. We need these kinds of programs and I don't see these kind of program to help this population.

What organizations collaborate locally to promote skills development, employment and career advancement of targeted NCPS?

Jaime, HTA: At our facility we have several programs that we've been running and work with several AJCCs, WorkSource and YouthSource centers. We have connections with communities and we are connected to Local 11 which is a union of hospitality. We work in partnership with that union. We have a list of 200 or 450 jobs and many go unfilled. We have many job openings and we do not have enough people that have experience or are interested in gaining experience. We have two DOL (Department of Labor) certified apprenticeships, and local training that's good for entry level work for people that are truly interested in working. Depending on where people are hired, entry level can start at $20 per hour.

Sandy Padillo, LB Job Corps Center: a number of CT programs are pre apprenticeship programs. From there, once they have successfully completed the apprenticeship they can possibly work in a union positon. Job corps slogan is “careers begin here”. We realize that it will be entry level nut we want them to start on a career pathway. Once a student completes CTE they can apply for college program and stay at job corps. They can also stay on campus at Job Corps and receive supportive services. Another option is that students go for job corps advanced training then. One of our students last week completed an auto program and now has a job. Another recently got a job painting aircrafts. The age range is 16-24 and they can stay there for up to two years.

Muretta, Workforce Connections: We created a training program every year to let folks in the community I know that it’s available. The attendees can go to college for free the entire first year.

Janet Torres, South Bay Chamber of Commerce: as a chamber we’re looking to enhance the economy in our city. We partner with Hub Cities to get people that don’t have those skills to get the skills they need. I do that for the business community as well because older generations are not tech savvy. People need to be responsible with technology because employers are looking into social media during interviews. The businesses also need to know that they are programs to enhance their workforce.

Mike, City of South Gate: We provide childcare, transportation, funding, facilities, we partner with Hub Cities and with the County. Always look to local government for help. Facilities, funding and programs are always available.

Al Rios, ELAC: State legislation is moving along to align work within community colleges and high schools. Make sure high schools and colleges are aligned so students aren’t lost when they finish. A lot of people don’t want to go to college for four years and a lot of jobs are being created that only require two years of education.

Among NCP service partners, (Child Support, Family Court, AJCCs, training providers, and community-based organization) what referral and information sharing systems are in place?

Joslyn CSSD: We have an electric referral system in place with WDACS. (Explained NCP referral process). The process has been in place for two years, one year on the ARS. For support that's not being paid they get their license suspended until they pay child support. If they say they can't pay because they're not employed or under employed and enrolled at the AJCC we release their license.

Anjela Gomez, LACOE: Every week we have a staff member from CSSD and come into class to present services available and they give them updates on current issues affecting child support. I have many NCPs in our class. We provide the presentation and they provide the forum, then CSSD follows up within days.

Jonna, CSSD: In addition to the work we do with the AJCCs we also have community engagement ambassadors that take that information to the community and get it out to people in a way that makes them feel comfortable.

Al Rios, ELAC: In regard to child support services and enforcing regulations like license suspension, hoe is a person supposed to work? It's not the best option in my opinion.

Jonna, CSSD: It's a last case scenario. If someone is having a hard time and can't pay we can make adjustments if they let us know. A lot of times they do not let us know. The parent has 150 days to resolve this issue. The state notifies them of this, so this is not instantaneous. We work with them to make a payment plan they can pay. If a license is suspended it's because they haven't responded to notices and 150 days have passed by.

Tamara, Hub Cities: When we receive the referral we have a time period to contact them and assist them with referral. It's interesting case by case and depending on their needs we assess and provide support services and connect with employer. Once they go through intake they are assigned to a case manager,

employment specialist and they receive services. They receive all the assistance they need at that time.

Eduardo, Slawson Occupational Center: WIOA Navigator so I'm supposed to help with referrals. When I meet a students or client that needs services and they qualify refer them to an agency to meet their needs. When people are referred to me I help them navigate the system. Whatever needs they have or barriers they have I'm there to help fix it. Then I refer them to other agencies for employment. There are MOUs in place to allow information sharing. People are confused by my positon and not sure who I worked for, I always tell the client if they can get better service somewhere else that's where I will send them. I think it's more effective if the person has many people to work with and has a net that includes many institutions that could be there for them

Janet Torres, South Bay Chamber of Commerce: Emails, social media, and websites are great for information sharing. We actually do have a career expo every year here in South Gate. Not just a job fair but a career fair. We bring in universities, trade schools, colleges. That happens every year in the city of South Gate.

Pamela Paige, HACLA: One HUD mandate is that we collaborate in the community. I went to Chicago Housing Authority to see how they work with the community. They have a unique collaboration and are mandated to work with all city partners, for childcare service to education and training. The housing authority, because we're unique, has to work with all community partners regardless of city. Our customers are with us because of housing and section 8 clients.

Johnna, CSSD: Part of ARS has follow up built into it. The AJCCs provide updates at certain interims so we can see what the progress is. If we need to do an extension we can. It's all built into the ARS.

Irene discussed ARS development and use.

Johnna, CSSD: When we started it started as a paper referral process, now with automated process it's so much better. Additionally, something we still struggle

with is actually getting NCPs to show up. In some places we share a building with an AJCC but in LA County that's not possible. What happens now is with electronic referral the AJCC actually follows up.

Tamara, Hub Cities: We are able to do reverse referrals also.

What strategies and tools are used to motivate and incentivize NCPS in acting on referrals, participating in training/skills development and retention in employment? Or what could be used?

Elias Saikaly: If you attend these specific courses and get a job you can actually live in a better place, get a car, get off welfare. Tell them they can live in better condition than they currently are living in.

Al Rios, ELAC: We need to have a serious commitment to this population. These people are desperate sometimes. They need incentives while in training to sustain them. People are impatient and they want a job quickly. We spend money incarcerating and locking people up, we can do better to spend money on them in training to improve their quality of life.

Muretta, Workforce Connections: There are a lot of dollars for OJTs under training but one thing that has not been utilized is internships. The populations with the most barriers are where you have to spend the most money. Internships are going to be the wave of the future. I've had 74 interns over the past year and a half and some are getting into constructions paying $20 - $30 an hour. Offering an internship that is tied to the industry at the end of a training allows someone to get their foot in the door.

Jaime, HTA: There should be something positive for person we're looking to enroll. If someone is behind on payments maybe the can give them a break on fines or tax. If there was a way to reduce that amount it might get more people to participate.

Joclyn Molo, South LA WorkSource: We've come across a lot of men that are NCP's and live in the house with the women they owe money to. Maybe

something can be done so they aren't paying money for the time they live in the house.

Pamela Paige, HACLA: It's interesting because while the NCP is in the household they might be the person providing childcare while mom is at work. Why would I pay child support for a kid I'm in the house with? We have other issues aside from them wanting to go to work. A lot of times men are penalized for that and women just keep on going. It's something to think about as we move forward.

Jonna, CSSD: That's a big issue that we have. When we have a child receiving assistance and the parent isn't reported as living there we have to open a case against that person that is not reported as living there.

Janet Torres, South Bay Chamber of Commerce: One incentive that I implemented for clients was recognition. You never know how much that actually means to a participant. Throughout their life you never know how much they're told that they aren't good enough. It feels really good to them. So, awards and recognition and mentorship. Financial education goes a long way as well because people work hard on their financial situation. Bringing in speakers for them and doing one on ones. Money incentives.

Muretta, Workforce Connections: We should not forget the importance of support services. It can be tough for a person when they go to internship and they need money.

Eduardo, Slawson Occupational Center: One issue is the framing. How do you present these services? A lot of time for working class it's not presented as a carrot the same way things are presented to the upper or middle class. It should be presented as a carrot, an opportunity. We are asking for a lot of effort but we should point out the rewards as well.

Lenore Smith, Tweedy Learning Center: We have three programs that overlap, ESL, high school diploma and career training. We do a graduation program at ELAC with all programs so people can see their graduate and have goal to reach or feel inspired.

Eduardo, Slawson Occupational: Do NCPs include people that are undocumented? There's a lot of fear and if you have client in that situation. Why get training if I'm undocumented and I'm going to get paid under the table. No one wants to talk about how a lot of people are undocumented when they talk about servicing people that are 18-24 years old. It's an elephant in the room. We need to assist in establishing a path to citizenship. We need to start producing workers for specific jobs and we walked away from the idea of educating people to be active citizens, to our detriment. I think there's a fear of going beyond that or promoting dealing with citizenship. There are I-10 numbers as a way to get employed if you don't have I-9 documents. If there was ever a time to assist people with citizenship the time is now.

How can local organizations work better to ensure positive employment and career outcomes for NCPs?

Elias, City of South Gate: We will have an employment resource center opening in approximately 2 years and we have started talking with LA County.

Al Rios, ELAC: we have the SERA (?) collaborative it involves 8 cities and 2 unincorporated communities and it's now about the size of Long Beach. We've learned to collaborate and are learning that we work better together. We're moving forward to build our capacity in this region and create a regional identity in the area.

Anjela Gomez, LACOE: I think locally with the South Bay Chamber of Commerce it is an example of what the public sector and private sector can do together. We've done a lot of collaborating here locally. New businesses provide us a lot of information and employers locally calls us and say they need workers, then ask us to send people over.

Evangelina Arroyo, EDD: It's a pleasure to be here because we are doing awesome things at the Southeast LA AJCC. You mentioned leveraging resources earlier and we need to do more of that. What's really sad is that we aren't promoting these programs. We have orientation on Tuesdays and we discuss all programs in detail. We have workshops to remove the fear of using a computer and we help people

put resumes together. All workshops are offered in English and in Spanish. Specifically, in our community we have management staff that is available to speak with you and your staff. We have equipment that is not used every day so we'd like to see a line out the door with people using our services. Leveraging our resources is such an important message today.

Janet Torres, South Bay Chamber of Commerce: We are promoting workforce to be involved and to enroll in programs such as Hub Cities and LACOE to accept participants inside their workplace. A lot of employers call me first before hiring someone. I have a motto which is to "build a bridge between our communities our businesses". I share as much information as I can on the centers and I work with the media as well.

Meeting adjourned.

Los Angeles County

Workforce Development, Aging and Community Services

November 14, 2018

Santa Fe Springs Town Center

Collaborating with CalFresh Employment and Training Programs

Welcome and Introductions | MOU Phase II Process and Requirements | Role of Adult Education Partners in WIOA AJCCs

Welcome and purpose of meeting by Martha Molina - Aviles. Acknowledgment of WDB members, Rio Hondo Comprehensive AJCC and WDACS staff.

Maryann Pranke introduced herself as the facilitator.

Agenda followed as printed.

Facilitated Discussion: Intentional Partnership & Meaningful System Alignment

Q1. Are CalFresh Employment and Training programs currently available in the local area? If so, what services are provided and which are the organizations providing them?

Unknown name, DPSS: Provides employment and training programs for general relief and CalFresh programs. The work requirement is only for those that have general relief; it is not currently for CalFresh recipients. We will be setting up classes for them to meet the work requirement because it's coming back. If they don't work they can only receive benefits for 90 days. We currently provide, educational and vocational training, job search and job club to general relief recipients. Requirements can be met by enrolling in any type of employment and/or training program. Then they can continue to receive benefits.

Maria Ayala Galvan: We work with a lot of people in this room. LACOE, WDACS and AJCCs. We contract with people for educational programs. The current 50% match is only being taken advantage of by DPSS. We're looking for partners. Our only requirement is that they provide funding for services and are reimbursed.

(Vendor Process discussed amongst Ed Sykes and DPSS staff)

Q3. What barriers to employment are faced by CalFresh recipients and what resources are available to help assist them to overcome those barriers?

Latisha Sturgess: Barriers to employment include a lack of computer skills, language skills or skills that would help them get a better job.

Ryan Whetstone: There should be life coaching and wrap around services to address other issues. Something to address lifestyles people have where they think they have other things to do besides go to work. We've been teaching skills for years, but if we don't change the mindset it won't help. We need to translate job skills to a certain segment of this population. There are daily social distractors that keep people from focusing. We should really be coaching them on a mental level about what is needed. We could give them some psychological tools to get things done and be persistent in training and employment.

Unknown: With food stamp recipients, we get them as adults and assist with a critical need. We need to look at the entire family and include whoever lives in the household. We need to involve them in whatever project we're doing. We get our customers as adults and their approach to life is already there. It's difficult to undo that with the age and history they have. If we want to really make a difference we should include all those in the household. We want to see a change and do something that will make a difference with the next generation. If we look at the family and work with the family we'll see a change

Regina: We work with young adults aged 18-25. Mindset is important and until we can get them into a growth mindset we can't teach them anything. After we get the mindset change we can start to teach them. Family is important also, how do we help the family with the same issues. Transportation is an issue as well, consistent transportation is a challenge. This goes back to meeting the hierarchy of needs. If we can't meet basic needs we can't get them into things that will help them earn money. We serve a lot of people that are homeless or transitional. All of those things are critical before we can get them to succeed in other areas.

Unknown: There's a lot of training which is wonderful but we need employers willing to give them a chance. At least give them a chance so they feel better about themselves. This is very important.

Anna Hernandez: What I see coming from general relief customers is that we have employers that aren't recruiting. I don't know who's referring them to us but they're saying they just want their paper signed. I used to work for DPSS too, and even then I would tell them I want to help them get ahead. The clients we get that say they need employment are rare. It's depressing

when I see a parent bringing a teen to get general relief. I tell them about places that are hiring and they say they just want their paper signed.

Connie Thomas: In our positons we must focus on our role and what we're supposed to be doing. Our role is not to become enablers and encourage them to continue habits that have kept them in positons they're in. We need to help them see behaviors and attitudes that have kept them in the positions they're in. We can't ask others to make allowances and excuse things they do. They must develop good work habits, better attitudes, be able to express themselves and have self-esteem. Sometimes you talk with customers and you want to cry with them but that' not going to help them.

Q2. What types of workforce services are needed to help people receiving CalFresh succeed in the local labor market?

Ed Sykes: Soft skills were mentioned earlier which are a huge issue. As I meet with elite sectors and with executives one of the common threads they discuss across populations is soft skills. Even with people that have certificates they don't have resilience and often have poor attitudes. All of these sectors are complaining about that. These companies are giving breaks and bending rules a lot and in many cases they aren't getting the right employees. That's where the coaching comes in.

Regina Corona, Advancing the Seed: Prior to this job I worked for the County. One thing I feel that we need to focus on is civility in the workplace, team work and customer service. Many jobs have some level of customer service needed and it's hard for someone that hasn't had that background. We partner with the CCC (California Conservation Corps) for example and we have corps members that work together that are fighting at times. It's part of their culture and who they are, and we must change that. I do believe that there's some level of tolerance that has to be taught on the employers side and although I'm not sure whether or not that will be well received. I hired some transitional youth before and I had some challenges but I had to explain that to my staff as well.

Q4. What partnerships currently exist or could be developed among the local workforce system, the county agency that manages CalFresh, and other organizations that provide or could provide services to CalFresh recipients? How do the partners work with one another and how do they share information?

Viggen Aghkhanian: I would recommend that people receiving general relief be referred to other employment programs. EDD will assess them and get them job ready.

Kirk: We have CalFresh representatives at our site once a month. We go to El Rancho Unified School District to work with the youth program and a lot are CalFresh recipients. We work with LACADA and their participants receive CalFresh. We have staff that goes once a week to LACOE to coordinate and see who could be co-enrolled.

Devon Monson, Whittier Adult School: We have a lot of co-enrollments. It's wonderful to have that, but they just started this navigator program and it's good to have an actual person connecting people to resources. If we add resources we can turn it into a warm hand instead of a warm handoff. Someone to take you from one place to another place. If we could invest in that type of coaching it would help. We're good at filling out the paperwork but it doesn't tell the story. What we're doing is working but we're being spread thin.

Mengistu Meski: A couple months ago we conducted a survey of our CalFresh recipients and asked them what their barriers are that keep them from employment or attending training. Most barriers mentioned today were mentioned on the survey. Homelessness and having a background were the highest barriers named.

Ryan Whetstone: I would like to reiterate if it isn't really clear that the idea of collocation or regular established visits is needed where agency representatives from CalFresh go to AJCCs and population will know that on this day this person is coming at this time and we can all cross promote. If we can get people to come we can push our students in their direction.

Maggie: Mireles: We represent over 100 employers in the hospitality industry from LA City to Disneyland to LAX. The pieces I've heard are the pieces I've experienced in my time there. It's good to train people on all of the skills. When we ask people that are under resourced to actually apply those skills on the fly it's a problem. We've had a couple apprenticeships approved in the ETPL and we have our own resources as well. We've had seven or eight trainings in the last year working on building diversity in our industry and what we've done is pulled in a lot of people that are African American, transgendered and members of other under resourced populations. There are a lot of Latinos in local 11.You haven't learned much about the population until you've done conflict resolution or taught people how to talk to a supervisor in a union environment. We've gone through people saying they forgot to tell us that they were homeless. We've also prepped folks by asking if they have gone to the worksite to see if they're actually interested. We actually take them to LAX. We prepped people and had to say to them do you know where you're interviewing and what they do there (Staples, Beverly Hilton, etc.). It's almost like boot camp. We pick up people from their homes if we need. People were ready to quit before their exams and union reps went to pick them up. So what we do is the stuff we aren't paid and don't always time to do. We have jobs weekly that we can't fill. We do that partnership work and we'd love to partner with anyone that is interested.

Dee Cotton, Tri Cities ROP: On the educational side there is a need for the partners to actually come into the partnership and visit. From the educational standpoint I work with adults and with youth and see both sides. It would be a wonderful component to have those partners present as well.

Shelly Lattisaw, Mt. SAC: We just started a monthly food pantry. We do have DPSS there and we have them on campus a couple times a month. That's on the credit side. On the noncredit side the training is short time and no cost.

Unknown First Name Arroyo, EDD: I want to acknowledge that all services that lead to employment are offered at Rio Hondo AJCC. I think the biggest outcome is employment. The job seeker needs to be ready to meet with the employer and they won't have they counselor there holding their hand during the interview. They need to be aware of the workshops currently going on at the AJCC. They need these things to be successful.

Dee Cotton: Tri Cities ROP is a consortium with Rio Hondo. Monthly someone from Rio Hondo comes in and speaks to my students about continuing their career pathway. And these are CalFresh recipients.

Martha Molina-Aviles gave closing remarks and acknowledgments.

Los Angeles County

Workforce Development, Aging and Community Services

November 20, 2018

Centro Maravilla

Improving Coordination and Collaboration among Stakeholders to Improve Services to English Language Learners, Foreign Born Individuals and Refugees

Welcome and Introductions | MOU Phase II Process and Requirements | Role of Adult Education Partners in WIOA AJCCs

Welcome and purpose of meeting by Martha Molina-Aviles. Acknowledgment of East LA/West San Gabriel Valley AJCC and WDACS management and staff. Audience introductions followed.

Facilitated Discussion: Intentional Partnership & Meaningful System Alignment

Q1. What are the unique needs of ELLs, foreign born individual and refugees?

Margie, ELAC: The main issue is that we don't have enough foreign language reception workers. To answer the phone in another language and hold the interest of someone seeking ESL classes is so vital. We need to groom our workers with another language.

Sandra, HTA: It is critical to have system navigators or other entities such as people that have knowledge of the community. It's also hard to accommodate all different languages. Many organizations have that trust from the community but they aren't equipped with the capacity to do workforce development.

Paul Guzman, New Opportunities: There's a lot of need. The thought of going into a job center or training is a scary. Creating a safe space is important for these participants. In East LA we provide classes for ESL students. It's crucial that when they get out the elevator they make contact, with an individual at the AJCC, they can let someone know what they have going on and be told that it will be.

Rosa, AYE: This population has unique needs. Our staff has to have a good level of awareness, cultural diversity and materials ready to serve any individual that needs the support. Cultural diversity is important and we are fortunate to have great partners. Most importantly we have to have materials that will clearly tell people the information that they want.

Crystal Prentice, EPD Services: The community will not come to us we need to outreach out to the community. This is foreign to them and they don't know what the AJCC is. We need to be out doing outreach but in groups like we do with Rapid Response.

Q2. What are the principal barriers to employment faced by these individuals?

Jack Ochoa: As an employer if they have trouble speaking English and I'm dealing with the government that only speaks English, it's difficult to meet halfway. WDACS has a social enterprise program. There may be a way to leverage social enterprise programs into real employment to get around some barriers.

Rosa, AYE: Barriers are often in the form of documentation and legal right to work. That really hinders this population that have the desire and ability to work. Also, disability is a barrier. Large amounts of people also don't have adequate housing. Transportation is not as big because they often figure out the bus system, but most importantly for employment is right to work and speaking the language.

Maritza Canales, ELA AJCC: This population doesn't know how to start or where to start when they need help with employment. They don't know the basics, it's foreign to them. I have to step back and make sure they understand how to go about it and how to start.

Sandra, HTA: We reach out to employers in advance of the interview to let them know if a person has a barrier such as language, so they don't think the person is shy nor has a problem speaking,

Elena Quintana, AYE: One barrier that we've come across is unknown disabilities. We have a lot that don't disclose their disabilities. We don't find out until after several meetings. We have a strong collaboration with DOR (Department of Rehabilitation) and that only works if it is disclosed.

Crystal, __workforce services: If an individual is a refugee they might not have the accreditation or certificates and don't know how to go about getting them.

Paul Guzman: Are we going out there and meeting them where they're at? We should take the AJCC with us when we go out to the community and we haven't done that. We also need to consider the time because no AJCCs are open after 5 but we have ESL classes that late. Many

might be working under that able and need to be provided services when they get off work at 5. How are they going to get services?

Margie: We have had questions from parents of students. Asking about ESL classes that can be taken while students are in class. Parents want to take classes while studetns are in class. There is willingness amongst this population and they don't know how to find things all the time. If the parents are willing to pay for classes for kids then they might be willing to stay for a 45 minutes class for themselves.

Jack Ochoa: If there's a way for those of us that know how to use technology to share our skills we could invite people to attend meetings remotely in order to get around transportation issues. We have to embrace technology or get left behind.

Mariam Raju: One barrier is certification and getting certifications. So many are intimidated about going into classrooms.

Q3 What partnerships and collaborative efforts exist that enable local organizations to provide services to meet these needs?

Maritza Canales ELA AJCC: We are the mediator between the potential client and the employer. We are the advocated for them getting employed. We're collaborating so they can be employed.

Rosa Penaloza, ELA AJCC: We have a great collaboration in having New Opportunities on site. One thing we identified quickly was that customers needed to learn English, then we learned there was an industry sector that would give them a chance. With them on site it allows us to transition the customer immediately and help them be comfortable.

Sandra, HTA: We collaborated with one of the Korean churches for community development and conduct outreach on training and employment opportunities. We have to be quick to respond so as not to disappoint people. We recruited students from adult school and all that were recruited were employed. Once we had success with one group it was easier to recruit further.

Padilla, LAC Women and Girls Initiative: It's very important to recognize that some coalitions are reaching people after being taken advantage of by employers. There is a wage theft coalition and they are culturally sensitive and they are always open. There are a lot of day labor centers and job centers throughout LA County.

Paul Guzman, New Opportunities: East LA has been extremely successful and we made a commitment that it won't be about having a number of students right away. Our formula was

always to do some ESL. We're constantly thinking of ways to improve. Its crucial that we are partnering and that there is a true partnership and everyone has the same mission.

Rosa Penaloza, ELA AJCC: when we talk about partnerships and collaboration. I want to emphasize that as part of catholic charities of LA we are fortunate to have immigration and refugee services. It allows us to enhance services and refer customers to specific resources. We have legal support that can lend needed guidance…

Q4. What outreach and recruitment strategies are effective in connecting individuals from these target groups to skills training and livable wages?

Janelle Alvarez, LA Youth Build: Outreach and recruitment for the program has been mostly in Pico Union and LA City. We have a partnership with an adult school system as well, so people can finish studying while learning. A lot of people would like this fee training but what stops them is legal documents or fees of not being able to access transcripts from other countries…

Jack Ochoa: With the Olympics coming there are a ton of jobs and people are going to have to be imported from other states. If we take some of the resources that are in this room we could get more people from here hired. LAUSD has a local hire requirement and Metro has a local hire requirement. There are programs that are successfully working. There is so much land being moved that they don't have enough truck drivers in LA to move all the dirt in LA. I'm working on legislation that will give veterans that were drive trucks in the military the same right to drive trucks in CA.

Q6 What strategies are in place to provide these individuals with job skills and training that will enable them to progress into livable wage jobs and careers?

No comments.

Q6 **Where do the gaps in services exist for this target population and what can we do to bridge these gaps?**

Sandra, HTA: If there's a way to navigate the system or to have a person to meet someone to assist them it would be helpful. We all are short on capacity, we have the heart but we don't always have the time. How can we be there to make the right calls for a person instead of just handing them a flyer? Navigators are needed.

Margie: As a person that is going back to school I already know how to navigate but I can see that there is a barrier. There are a lot of students that are trying to get jobs and a lot of people that are trying to get through ESL and trying to get through to get jobs at the same time. They work in small groups and only work with people they know. There is no salesmanship with these agencies. There is no one coming onto campus on weekly or weekend basis to sale these

services to those that need them. We need the county to pay people to be on campus once or twice a month to reach out to people that want jobs.

Ed Chang, In the Making: We really depend on the youth that you all work with to help with our day to day operations. Often times promotions come out that are glossy but they have acronyms no one understands and people will go where people tell them to go. We are advocates for your programs but the hand off is hard to do when people don't respond or answer the phone. We refer people and nothing happens and we lose that person. If there's no relationship it doesn't get done smoothly. A lot of the gaps are how we interact with each other. When we tell the world about it we need someone to answer.

Elias Lara: We need to change the mindset pf employers that keep overlooking priority populations we need to fix the pipeline to make employers aware of these people or it will be a cycle that they're stuck in. Everyone may not know English well but they are willing to do the job. We need to change the employer mindset and look at these populations as key members of our workforce.

Kelby Ruiz: As an ex-military member there's a lot of bureaucracy. There's no one to tell you this is where you go, this is what you do and this is who you speak to. You have no clue or idea where to get benefits and who to go to. The internet is big and has a lot of bad information. I've gone to school and I'm still unemployed. They first rule in sales is sale yourself. If we're being selective about who we're helping it's discriminatory. I can see here how important this is. I go to these offices and I see how we get treated and its lie we don't exist because they still get a check.

Mariam Rojo, East LA AJCC: We do have referrals and a lot of employers don't know we're here. Some employers work with Spanish speakers only. I think a person not knowing is a really big gap.

Kelby Ruiz: Fear of going to an office is a problem too. Some think they might get deported and are fearful of going to office.

Paul Guzman, New Opportunities: We had an info session with the County about nursing jobs. One gap is information on trainings and schools and that this population can't wait many years for get education and a degree. The wait for skills building needs to change because people could be working sooner. A lot of schools that get funding get Title II money and this time around those that applied for it this time EDD and CDE were involved so it wasn't just about education it was about jobs. A lot of school districts and other adult schools aren't present. If people don't show up to meetings then they aren't connecting and aren't being accountable. I think services would improve if people were held accountable.

Rosa Penaloza, East LA AJCC: East LA AJCC is coming soon to East LA College. WDACS identified the need for workforce services to be on campus at ELAC. Hopefully by January we'll be there and we hope to offer a specialized AJCC to render services on campus. We're really excited because we understand that there's a need and barriers to making it to a certain location. We see a need there and a target population that needs the extra help.

Elias Lara: We are overlooking the fact that many people aren't computer literate. We're definitely going to leave a lot of people behind if we don't help them with this.

Ed Chang: We've had a lot of organizations send us people to at least have some type of social interaction for exposure. We find that with youth they're so tech adept that we need to find alternative ways to give employment and job skills. A lot of youth are finding alternative paths and we provide them an atmosphere where they can learn.

Kelby Ruiz: at MIT they say it's better to create a job than to get a job. When you work at tech companies they treat you how you speak. The community cannot be reached because people that are not from one country are helping people that from other countries. The bond has to be made before help is given.

Martha Molina-Aviles closed out the meeting.

Los Angeles County

Workforce Development, Aging and Community Services

November 27, 2018

AMS Fulfillment – Valencia, CA

Call to Order | Purpose of Community and Objectives of Forum | Overview of Los Angeles Basin RPU Regional Workforce Development Plan 2017-2021, Modification Timeline and Purpose of Modification of Timeline | Introductions of Audience Members

Welcome by Manuel Ruiz and remarks by Holly Schroeder. Acknowledgement of LA County Workforce Development board members in attendance.

Facilitator: David Shinder.

Facilitated Discussion: Collaborating with CalFresh Employment and Training Programs

Are CalFresh Employment and Training programs currently available in the local area? If so, what services are provided and which are the organizations providing them?

Maria Ayala Galvan: Yes there are current programs available to employable general relief population. Trainings are available in logistics, truck driving, welding, security and there is an array of employment opportunities. Training is provided by partner departments like WDACS and contractors like LACOE, MCS, JVS and Weingart. Community colleges offering training too and are partnered through LACOE contract.

Juliet: The population of CalFresh is approximately 500,000-600,000 recipients in LA County for CalFresh only. The work requirement is not mandatory for CalFresh but it will be in the future. We're actively working with WDACS to expand services. This is a separate initiative from CalFresh/GROW.

David Shinder: Who are CalFresh recipients?

Melva: CalFresh population is made up of people that are unemployed, underemployed, may be disabled.

What types of workforce services are needed to help people receiving CalFresh succeed in the local labor market?

Jackie, DOR: Transportation is needed, appropriate work attire, resume assistance, what to do and not do during a job interview. Employment preparation.

Melva: As a GAIN graduate, childcare was essential for me to complete my education.

Julieta C., CalFresh: I can speak to the populations needs based on a department survey of participants. The majority of the population surveyed desired assistance with job search, job applications, attire, resume and the rest need vocational services, credit score improvement and computer skills. Transportation and homelessness were listed as barriers as well.

Greg, DOR: Is there an orientation that participants go through so they know what the services are? Many participants don't know what's available to them.

Melva: I agree that we need to reduce barriers. Criminal backgrounds, language limitations and stigma around receiving benefits and having disabilities can be barriers as well.

Carlos, CDCR: The biggest barriers are lack of high school diplomas, GED and training in different fields and industries. Without training, employability skills and soft skills help them get to where they need to be.

Julia Root, CEO: One unique aspect of our program is that we employ participants on immediate and transitional jobs. We serve people that are having transitions in their lives.

Pamela Villasenor: Legal assistance such as expungements are needed. Certification and licenses are needed as well so that people are more competitive in their industries. Our tribe operates different departments. One department requires OSHA certification and training in order to work there and it's expensive but it makes entry level employment really competitive for those that possess those certifications.

Matt Sheridan: Trainings will help people in the local labor market. One issue in Antelope Valley is accessibility to skilled and semi-skilled trainings. Up until recently most trainings took place outside Antelope Valley.

Melva: While we're talking about mitigating barriers for harder to reach populations, some that are hard to employ or harder to employ spend up to 2 hours on public transportation. Assessments are needed as well to ensure that people are successful in training.

Pamela Villasenor: If we're talking about specifics it would be good to have trainings for families involved with juvenile dependency so that families can meet court mandated plans.

Carlos: We're forgetting the reentry population that are coming back. Many have been in the system for 20, 30 or 40 years. We serve them at our WorkSource Center. This population requires a lot of hand holding from teaching them how to use cell phones to the basics of computer skills are crucial for success

DOR staff that was speaking through interpreter: Working as an intern at DOR I saw that the most costly services are interpreting services. So we've struggled to have services approved. My counterpart and I think that employers and companies need to be aware that an interview might last 15 minutes. You can hire an interpreter for an hour or two and they should have all deaf applicants come at the same time since the interpreter will be there. We see a lot of deaf consumers that feel that once a company finds out they're deaf the company doesn't want to hire. That's where I feel a lot of employers and companies need to be aware, there is a solution but there's also a stigma. Interpreting is just a barrier.

Imelda Padilla: I have friend that says to be deaf is not a deficiency but a different language. There is a group that does a training program to help women that aren't English speakers be interviewed in their home language. That should be applied to people that may have a disability. Even with the formerly incarcerated, you have to teach people how to communicate with employers.

What barriers to employment are faced by CalFresh recipients and what resources are available to help assist them to overcome those barriers?

Melva: At the risk of expressing maybe an unpopular point of view, I'll say I think that they're counting people who are seeking jobs as being unemployed not necessarily those that are without jobs… I'm old enough to remember JTPA and it was very specific to zip codes. I'm all for trainings but there are limitations that are present for people 55 or older.

Greg: Maybe a peer mentor program within SNAP or general relief under social services. Our consumers look at us and say this person is supposed to help me find a job but they haven't lived my life or walked in my shoes. If you piggy back off that with someone that has done what they've done and are now working it becomes someone that they can look up to. WOTC (Work Opportunity Tax Credit) is a future benefit for businesses, the question is what are you going to do to hire people with disabilities or from the criminal justice system?

Jackie Dearman: Prior to DOR I worked for EDD and I can give some insight into how the employment rate is calculated. In CA if your Social Security number ended in 0 or 5 you would be counted. We would have to take time with that person to see what industry they came from. That's how they calculated the employment rate at that time. That number is not accurate. Today with our technology ever changing, we have jobs where robots are working in industries where our kids use to work flipping burgers or working the supermarket bagging groceries. Those jobs are more geared toward robotics. What are we doing with our clients that aren't capable of learning complex skills? What are we doing for the basic entry level person?

Jay, High Desert Truck Driving: Being in a truck driving school we go through the experience of dealing first hand with a number of the members of this population. Just like Jackie said, people that come out of incarceration aren't tech savvy and don't know how to do these things because they're so outdated. Truck driving is an opportunity for them but record expungement is something we should push forward. With truck driving you don't need a GED but you need basic English, then they can pass exams and get jobs. We as departments and organizations should get involved with local businesses. There's a huge shortage of truck drivers. We're the biggest agricultural state and truck driving is a big thing, a lot of people can do it, it's basic and people get paid more than entry level. There are a lot of opportunities for people and I know that we're pushing for tech but there are other opportunities available. We as a truck driving school just received a 100% job placement award. We're dealing with real life people that have real life situations, sometimes we have to dig deep and vet them properly to see if they can go through the training. It's not that hard to become an owner and operator. It's a matter of getting people in and guiding them through the process. Record clearing is also a big issue.

Melva: Some barriers in biotech are that they require US citizenship and a pristine background. I have a veteran that is young and is ok traveling and working. I've had two people suffer from strokes on the road. Being sedentary and exposed to road food increases the risk for diabetes. If someone is here and has to go on the road and has a health condition that might not be the best option for them.

Lydia: I get many requests for small business and self-employment help. We just don't have the resources. The department requires a bunch of hoops for them to climb through. Not readily available. It would be a great solution to a lot of barriers.

Jackie: This training is available if the client is receiving SSI and SSDI benefits. They might qualify for self-employment assistance if they receive those benefits.

Matt Sheridan: We've talked a lot about barriers and we should talk about resources. There are certain similarities in regard to getting to one end of the valley from the other. There's been a partnership with Antelope Valley Transportation Authority to help people get from one end of the valley to the other. When dealing with youth we have to keep in mind that when entire families aren't informed they will not support the change that we're trying to institute with their children. We can do a lot of income exemption and other things. Antelope Valley College took the lead on the transportation partnership and solution. The transit agency has been very receptive to any request. We reduced transportation from the east side of valley to west side of valley from 2 hours to 30 minutes.

Darrell Gadie, LA County Probation: Record clearance is a barrier. The public defenders website under the prop 47 section has an application. If you're on the mailing list it sends you a weekly update on where expungement clinics will be throughout the county.

Greg: One thing that would beneficial for people on general relief or CalFresh is if someone gets a job, we help them with the financial gap. As soon as they say they're employed the benefits end. If they lose their job is there an expedited application to help them get back on benefits?

Maria: If you're on general relief you get a grant of $221. Once employed it doesn't take much to not be eligible to receive assistance. However that doesn't mean you can't still be eligible to medical or CalFresh, it depends on how much you're making. If you happen to lose your job you can come back. An expedited process was recently put in place. If you have been off or terminated, if you have everything on file to reestablish your eligibility then you can become eligible again today. You can now apply online as well. We also do expungements in our office and probation comes out and will schedule individual session. They staff will do the paperwork and file for you onsite. It is a few hours per person but the service is available on site.

Jenifer: Training is a barrier. I've encountered where we send students to school at College of the Canyons and when they're finished I try to find them employment and I have difficulty because local business feels that students aren't employable because they don't have any hands on skills. Maybe they can do apprenticeships once trained to gain experience.

Carlos: A number of people are afraid of requesting services due to the current situation in nation thinking that people might have to repay services or have citizenship affected. I think that's related to what we're doing but I don't know the solutions.

Pamela: One key component is engaging the youth population. If you don't engage them where they are it's a moot point. It's been a huge task on our tribe as well. They often don't have a computer and they use mobile devices. Things need to be available via mobile units. They may not have computer skills but they can navigate social media like pros.

Julia Root, CEO: We worked with YA (Youth Authority) young adults 18-24. Something that we've found that is effective are financial incentives. Not sure if that is a reimbursable expense.

Are CalFresh recipients being referred to programs that prepare them for high demand jobs in the region's priority sectors? What services or systems are in place that could help CalFresh recipients succeed in such programs and on the job training?

Greg: Experiential learning on an actual site should be woven through the process. You're doing an externship and it's a month it's really not enough. A year of employment is the minimum requirement on most job postings. Less than a year doesn't really make them competitive. Host job fairs where tentative offers are being delivered. Sometimes people don't have cell phones or a stable mailing address. I haven't talked to anyone that ever got an offer at a job fair.

Julia Root, CEO: I appreciate the engagement and soliciting community input. What does the County need from us and how do we partner with the county? What does that process look like?

What partnerships currently exist of could be developed among the local workforce system, the county agency that manages CalFresh, and other organizations that provide or could provide services to CalFresh recipients? How do the partners work with one another and how do they share information?

Martha: I can speak to the WDB. One member is here, Darrel Sauceda. There is currently a request out for innovation funds and will be soliciting applications, it's an effort to look at creative and innovative ways to address underrepresented populations. One need is for youth specifically. We're working on various projects and we're working with DMH to see if they can

provide funding for mentoring because foster youth require a lot of help. With Hire LAX there are specific zip codes targeted because unemployment is in double digits in South LA. We'll also be inviting AJCCs to apply for the rest of the money and it will be for specific innovative programs.

Matt: About 8 years ago we started a partnership and this involved multiple agencies, DPSS, AJCCs, LACOE and other service providers in the Antelope Valley. We meet to share employment opportunity, plan and strategize how to work together cooperatively. If I can't do it I refer to another agency that can. We have been putting on a job fair for 8 years now and it's at West Coast Baptist. It's for employers only. They tell us the industry and how many slots they have. Out of our jobs fair in September we have 10% offer rate. We provide a place for the employer to actually interview at that time and take applications.

Carlos: We started a quarterly event called Lunch with Champions. If you feed them they will come. We invite community leaders of multiple organizations and institutes, and healthcare providers. We have an afternoon of interaction and learning from one another. There are so many resources that are often untapped because we don't share. Many times we're sharing clientele. If we all communicate it's really interesting and people get to meet those that they often call or email.

Julia: We have partnership the County and we have ENT 50/50 reimbursement program. It's a valuable asset for our organization. One questions is how to expand services in LA County?

Melva: one thing that is crucial is mental healthcare. As people transition back into the workplace they are under a lot of stress and they need to meet with a mental health professional and keep appointments. It's important to make plans for them for the long term in that way.

LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD
WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)
2020-2023 MEMORANDUM OF UNDERSTANDING (MOU)
EXHIBIT F

June 25, 2020

Maritza Dubie-Uribe
Interim Executive Director
Los Angeles County Workforce Development Board
Workforce Development, Aging and Community and Services
3175 W. 6th Street
Los Angeles, CA 90020

Dear Ms. Dubie-Uribe,

This letter is in response to the request from the Los Angeles County Workforce Development Board for approval to extend the current America Job Center of California℠ Memorandum of Understanding (MOU) (dated September, 1, 2017 -June 30, 2020) based on a staff Shelter-In-Place Order in Los Angeles with an unknown end date due to the coronavirus. After review of Los Angeles County work to date on the MOU, The California Workforce Development Board approves your extension request through September 30, 2020.

The Los Angeles County Workforce Development Board reports that their existing MOU meets all the requirements laid out in Workforce Services Directive WSD18-12 with the exception of the State imposed requirement that all MOU's be on the same 3-year schedule (July 1, 2019 – June 30, 2022). The Los Angeles County Workforce Development Board has also submitted the following documents to the California Workforce Development Board:

1. A plan and timeline for AJCC partners to complete the annual review of the IFA and other system costs (email review and scanned/electronic signatures allowable).
2. A list of Comprehensive centers, specialized centers, and access points (with addresses) and a list of procured services providers.
3. A timeline for virtually negotiating the MOU to meet the September 30, 2020 deadline.

I have attached a summary of the requirements included in WSD18-12. If you have questions, or need additional information, please work with your Regional Advisor, Anthony Crouch (Anthony.Crouch@edd.ca.gov).

Sincerely,

Tim Rainey
Executive Director

CC: Anthony Crouch, EDD Regional Advisor
Clemente Vizcarra, Deputy Director, Administration

Ali Raisdanai

From: Crouch, Anthony@EDD <Anthony.Crouch@edd.ca.gov>
Sent: Thursday, June 25, 2020 4:15 PM
To: Maritza Dubie
Cc: davidkshinder@gmail.com; Ali Raisdanai; Irene Pelayo; Jose Perez; Champayne, Veronica@EDD; Alfred Beyruti
Subject: Approved MOU Extension
Attachments: LA County MOU Extension Lette TR.pdf

CAUTION: External Email. Proceed Responsibly.

Maritza,

Please see attached MOU extension approved by Tim Rainey. If you need anything further please let me know. - Anthony

---

From: Maritza Dubie [mailto:MDubie-Uribe@wdacs.lacounty.gov]
Sent: Thursday, May 14, 2020 3:06 PM
To: Crouch, Anthony@EDD <Anthony.Crouch@edd.ca.gov>
Cc: davidkshinder@gmail.com; Ali Raisdanai <ARaisdanai@wdacs.lacounty.gov>; Pelayo, Irene@wdacslacounty <ipelayo@wdacs.lacounty.gov>; Perez, Jose@wdacslacounty <jperez@wdacs.lacounty.gov>; Champayne, Veronica@EDD <Veronica.Champayne@edd.ca.gov>; Alfred Beyruti <ABeyruti@wdacs.lacounty.gov>
Subject: RE: MOU EXTENSION FOLLOW-UP

Anthony,

Thank you for the wonderful news!

MARITZA DUBIE- URIBE
Interim Executive Director
Los Angeles County Workforce Development Board
Workforce Development, Aging and Community and Services
3175 W. 6th Street
Los Angeles, CA 90020
(213) 351-1970

Mdubie-uribe@wdacs.lacounty.gov



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Thank you. I will send this to the State Board and keep you abreast of updates as I receive them. -Anthony

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We look forward to your response and welcome on board!

In gratitude,
Maritza

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Maritza,

Good afternoon. I am following up on your MOU extension request. As you may know I am helping Veronica Champayne with Regional Advisor duties while she is assigned to UI.

I reached out to the State Board to ask for an extension of LA County's MOU. They will consider an extension provided that LA County can meet the following conditions by June 30, 2020:

1. Submission of a plan and timeline for AJCC partners to complete the annual review of the IFA and other system costs (email review and scanned/electronic signatures allowable).
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As an aside, the State Board is in the process of approving a MOU extension for another Local Area. If you need another month, we can probably do that for you (September 30).

Please let me know if you can meet the three conditions by June 30. If so I will inform the State Board. Tim Rainey will need to approval the extension request.

If you have any questions feel free to email me or call my cell phone at 202-368-6076.

Sincerely,

Anthony

Anthony Crouch
Regional Advisor
Central Office Workforce Services Division
Workforce Services Branch
Cell: 202-368-6076

State of California
Employment Development Department

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Subject: Re: MOU EXTENSION FOLLOW-UP

Hello Veronica,

I trust you had a great weekend.

I am following up and would like to request an extension through August 31, 2020. As you know in addition to coordinating with the various partners across our network of AJCCs we also need to factor in the CLEO process. Please advise.

In gratitude,
Maritza

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To: Champayne, Veronica@EDD <Veronica.Champayne@edd.ca.gov>
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Subject: RE: MOU EXTENSION FOLLOW-UP

Veronica much appreciated!

MARITZA DUBIE- URIBE

Interim Executive Director
Los Angeles County Workforce Development Board
Workforce Development, Aging and Community and Services
3175 W. 6th Street
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(213) 351-1970

Mdubie-uribe@wdacs.lacounty.gov



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Subject: Re: MOU EXTENSION FOLLOW-UP

CAUTION: External Email. Proceed Responsibly.

I'm good. Hope you are well. How much time would you need? And electronic signatures are fine.

I'll pass on this request when you give me a time frame. Thank.

Veronica Champayne

From: Maritza Dubie <MDubie-Uribe@wdacs.lacounty.gov>
Sent: Thursday, April 23, 2020 6:10:51 PM
To: Champayne, Veronica@EDD <Veronica.Champayne@edd.ca.gov>
Cc: David Shinder <davidkshinder@gmail.com>; Ali Raisdanai <ARaisdanai@wdacs.lacounty.gov>; Pelayo, Irene@wdacslacounty <ipelayo@wdacs.lacounty.gov>; Perez, Jose@wdacslacounty <jperez@wdacs.lacounty.gov>
Subject: MOU EXTENSION FOLLOW-UP

Hello Veronica,

May this email find you well. I am following up on the request for an extension on the WIOA MOUs submission. Our current deadline is June 30th as you know.

I had asked in late March for the consideration given the onset of the COVID-19 pandemic. I am hoping that EDD will support this ask. Also, would electronic signatures be permissible? Please advise.

Be safe and well!
~Maritza

MARITZA DUBIE- URIBE
Interim Executive Director
Los Angeles County Workforce Development Board

Workforce Development, Aging and Community and Services
3175 W. 6th Street
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(213) 351-1970

Mdubie-uribe@wdacs.lacounty.gov



Ali Raisdanai

From: Crouch, Anthony@EDD <Anthony.Crouch@edd.ca.gov>
Sent: Thursday, July 2, 2020 2:58 PM
To: Maritza Dubie; Ali Raisdanai
Subject: RE: Approved MOU Extension

CAUTION: External Email. Proceed Responsibly.

Maritza,

LA County is good. I'll wait for the actually MOU and negotiated timeline. -Anthony

---

From: Maritza Dubie [mailto:MDubie-Uribe@wdacs.lacounty.gov]
Sent: Thursday, July 02, 2020 2:50 PM
To: Crouch, Anthony@EDD <Anthony.Crouch@edd.ca.gov>; Ali Raisdanai <ARaisdanai@wdacs.lacounty.gov>
Subject: RE: Approved MOU Extension

Hi Anthony,

The referenced documents in the letter were the requirements to initiate the extension request. We have already provided that.

The one item that needs to be updated is the actual MOU execution and negotiations timeline which is underway.

I think we are good; correct? If so, no need to bother the CWDB.

MARITZA DUBIE- URIBE
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Workforce Development, Aging and Community and Services
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(213) 351-1970

Mdubie-uribe@wdacs.lacounty.gov



Sent from Mail for Windows 10

From: Crouch, Anthony@EDD
Sent: Thursday, July 2, 2020 2:44 PM
To: Ali Raisdanai
Cc: Maritza Dubie
Subject: RE: Approved MOU Extension

CAUTION: External Email. Proceed Responsibly.

Ali,

Great talking to you. I will double check with the State Board, but I believe the summary of MOU requirements is the directive. -Anthony

---

From: Ali Raisdanai [mailto:ARaisdanai@wdacs.lacounty.gov]
Sent: Thursday, July 02, 2020 2:41 PM
To: Crouch, Anthony@EDD <Anthony.Crouch@edd.ca.gov>
Cc: Maritza Dubie <MDubie-Uribe@wdacs.lacounty.gov>
Subject: FW: Approved MOU Extension

Hello Anthony,

Great speaking with you just now!

I am reaching out on behalf of Maritza, we noted that there may have been a summary of requirements attached to the Extension Letter per the letter (last paragraph). We just wanted to ensure we had addressed all of the State's requirements in granting the extension. Please advise. Thank you!

Have a great holiday weekend!

Respectfully,
Ali Raisdanai, MPA CWDP PHR
Deputy Director, Strategic Planning & Partnership Development (HSA I)
Los Angeles County Workforce Development Board
3175 W. 6th Street, Los Angeles, CA 90020
Tel: (323) 449-5738 | Email: araisdanai@wdacs.lacounty.gov

Learn more about how the County of Los Angeles is responding to COVID19:
https://covid19.lacounty.gov/



https://lacountyhelpcenter.org/
Call **833.238.4450** weekdays (8AM-4:30PM)
Email **disasterhelpcenter@lacounty.gov**

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Regional Advisor
Central Office Workforce Services Division
Workforce Services Branch
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State of California
Employment Development Department

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Veronica Champayne

From: Maritza Dubie <MDubie-Uribe@wdacs.lacounty.gov>
Sent: Thursday, April 23, 2020 6:10:51 PM
To: Champayne, Veronica@EDD <Veronica.Champayne@edd.ca.gov>
Cc: David Shinder <davidkshinder@gmail.com>; Ali Raisdanai <ARaisdanai@wdacs.lacounty.gov>; Pelayo, Irene@wdacslacounty <ipelayo@wdacs.lacounty.gov>; Perez, Jose@wdacslacounty <jperez@wdacs.lacounty.gov>
Subject: MOU EXTENSION FOLLOW-UP

Hello Veronica,

May this email find you well. I am following up on the request for an extension on the WIOA MOUs submission. Our current deadline is June 30th as you know.

I had asked in late March for the consideration given the onset of the COVID-19 pandemic. I am hoping that EDD will support this ask. Also, would electronic signatures be permissible? Please advise.

Be safe and well!
~Maritza

MARITZA DUBIE- URIBE
Interim Executive Director
Los Angeles County Workforce Development Board
Workforce Development, Aging and Community and Services
3175 W. 6th Street
Los Angeles, CA 90020
(213) 351-1970

Mdubie-uribe@wdacs.lacounty.gov

Ali Raisdanai

From: Maritza Dubie
Sent: Friday, September 25, 2020 8:09 AM
To: Ali Raisdanai
Subject: FW: MOUs with non-required partners---- Email #1
Attachments: 8B58C0A3B8D348DAA6C924DAB361DCBB.png

Ali,

Here is one…

MARITZA DUBIE- URIBE
Deputy Director
Los Angeles County Workforce Development Board
Workforce Development, Aging and Community and Services
3175 W. 6th Street
Los Angeles, CA 90020
(213) 351-1970

Mdubie-uribe@wdacs.lacounty.gov



Sent from Mail for Windows 10

From: Martha Molina-Aviles
Sent: Monday, September 14, 2020 7:22 AM
To: Anthony@EDD Crouch
Cc: Maritza Dubie
Subject: Re: MOUs with non-required partners

Thank you so much for your assistance and guidance.

We
Greatly appreciate it.

Sent from my iPhone

> On Sep 13, 2020, at 11:58 PM, Maritza Dubie <MDubie-Uribe@wdacs.lacounty.gov> wrote:
>
> Thank you Anthony!!
>
> **MARITZA DUBIE- URIBE**
> *Deputy Director*
> *Los Angeles County Workforce Development Board*
> Workforce Development, Aging and Community and Services

3175 W. 6th Street
Los Angeles, CA 90020
(213) 351-1970

Mdubie-uribe@wdacs.lacounty.gov

<CBC1FA521FB0454C8BC2BAEE6324129D[206872829].png>

Sent from Mail for Windows 10

From: Crouch, Anthony@EDD
Sent: Sunday, September 13, 2020 9:14 PM
To: Maritza Dubie; Martha Molina-Aviles
Subject: RE: MOUs with non-required partners

CAUTION: External Email. Proceed Responsibly.

Maritza,

Yes, I meant by the last paragraph that LA County has the flexibility to utilize the MOUs we have with our non-mandated, non-collocated partners to substantiate the assurance of their contribution to our complex system.

I discussed this issue with my supervisor on Friday, and he agreed that is the best way to proceed. The State Board will review LA County's MOU once LA County submits. I will also let them know of the guidance I provided you.

Sincerely

Anthony

From: Maritza Dubie [mailto:MDubie-Uribe@wdacs.lacounty.gov]
Sent: Friday, September 11, 2020 5:45 PM
To: Crouch, Anthony@EDD <Anthony.Crouch@edd.ca.gov>; Martha Molina-Aviles <MMolina-Aviles@wdacs.lacounty.gov>
Subject: Re: MOUs with non-required partners

Hi Anthony,

For clarification does this mean that we have the flexibility to utilize the MOUs we have with our non-mandated, non-collocated parters to substantiate the assurance of their contribution to our complex system?

And if so, we are not required to secure additional signatures?

We understand through the Directive that we have flexibility but need to confirm we will remain in compliance provided that we include copies of said agreements. Please confirm.

Get Outlook for iOS
<8B58C0A3B8D348DAA6C924DAB361DCBB.png>
From: Crouch, Anthony@EDD <Anthony.Crouch@edd.ca.gov>
Sent: Friday, September 11, 2020 2:36:44 PM
To: Martha Molina-Aviles <MMolina-Aviles@wdacs.lacounty.gov>; Maritza Dubie <MDubie-Uribe@wdacs.lacounty.gov>
Subject: MOUs with non-required partners

CAUTION: External Email. Proceed Responsibly.

Martha,

In response to your question are Local Area partners, who are non-required WIOA partners/non-AJCC co-located partners, required to sign the Local Workforce Development Board Memorandum of Understanding, the Employment Development Department provides the following response:

Workforce Services Directive WSD18-12 (Attachment 6 to the Directive) states that "The consolidated MOU Directive should not discourage any partnerships between WIOA mandated partners and any local partners, including community colleges. If any adult education partners are receiving WIOA Title II funding, they are required to participate in the MOU, even if they are a non-colocated partner. If the local partners are not receiving WIOA funding, then they are not required to participate in any part of the MOU. If the local partners are not required to participate, the Local Board should encourage their participation with mutually beneficial discussions around leveraging resources. If they are not required partners, they could also participate in sharing services and customers and not be required to share costs unless the Local Board and partners choose to include them in their negotiations. The intent of the MOU is to identify partnerships and to help facilitate discussions on how they can be strengthened through shared costs and leveraging resources."

Further, Title 20 Code of Federal Regulation Section 678.505 provides that Local Board may develop a single "umbrella" MOU that addresses overarching issues for the Local Board, Chief Elected Official (CEO), and AJCC partners as they relate to the local AJCC system. Alternatively, Local Boards may choose to enter into a separate MOU with each individual partner or groups of partners. In the case of non-required/non-co-located partners, the Local Board may use existing MOUs between the Local Board and these partners to substantiate assurances that the partner will pay proportionate share of infrastructure cost once sufficient data is available and assurance that the MOU will be reviewed and updated with any significant changes every three years. Regarding other system cost if the Local Board is able to agree to costs with the partner, the Local Board may include in an MOU (Note these types of partners may not have other systems costs).

-Anthony

Anthony Crouch
Regional Advisor
Central Office Workforce Services Division
Workforce Services Branch
Office: (916) 653-5759
Cell: (916) 639-0319

Ali Raisdanai

From: Maritza Dubie
Sent: Friday, September 25, 2020 8:18 AM
To: Ali Raisdanai
Subject: FW: MOU extension --- EMAIL #2

Here is the second…

MARITZA DUBIE- URIBE
Deputy Director
Los Angeles County Workforce Development Board
Workforce Development, Aging and Community and Services
3175 W. 6th Street
Los Angeles, CA 90020
(213) 351-1970

Mdubie-uribe@wdacs.lacounty.gov



Sent from Mail for Windows 10

From: Martha Molina-Aviles <MMolina-Aviles@wdacs.lacounty.gov>
Sent: Thursday, September 24, 2020 2:30:26 PM
To: Maritza Dubie <MDubie-Uribe@wdacs.lacounty.gov>
Subject: Fwd: MOU extension

FYI.

Sent from my iPhone

Begin forwarded message:

> **From:** "Crouch, Anthony@EDD" <Anthony.Crouch@edd.ca.gov>
> **Date:** September 24, 2020 at 2:23:00 PM PDT
> **To:** Martha Molina-Aviles <MMolina-Aviles@wdacs.lacounty.gov>
> **Subject: MOU extension**
>
> CAUTION: External Email. Proceed Responsibly.
> Martha,
>
> Per our discussion, I informed the California Workforce Development Board (State Board) that LA County expected a MOU signature from the CLEO by October 5, 2020. The State Board does not have any issue with allowing LA County the extra time beyond their MOU extension date of September 30, 2020 to obtain CLEO signature.

Please retain this email for your records.

Sincerely,

Anthony

Anthony Crouch
Regional Advisor
Central Office Workforce Services Division
Workforce Services Branch
Office: (916) 653-5759
Cell: (916) 639-0319

State of California
Employment Development Department

The following document uses font styles

CALIFORNIA WORKFORCE DEVELOPMENT BOARD
QUARTERLY MEETING
MEETING NOTICE

Thursday, November 21, 2019

1:00 p.m. to 4:00 p.m.

Location: Department of Rehabilitation
721 Capitol Mall, Room #242
Sacramento, CA 95814

Tim Rainey,
Executive Director

I. Angelov Farooq,
Chair

Gavin Newsom,
Governor

Alternate Meeting Locations

Worker Education Resource Center
1545 Wilshire Blvd., 5th Floor
Los Angeles, CA 90017

JVS – Work Transforms Lives
225 Bush Street, Ste. 400 – West Lobby
San Francisco, CA 94104

Riverside County Workforce Development Board
1325 Spruce Street
Riverside, CA 92507

Workforce Connection
2125 Kern Street, Suite 208
Fresno, CA 93721

Xenco Medical
9930 Mesa Rim Road
San Diego, CA 92121

Center for Labor Research and Education
2521 Channing Way
Berkeley, CA 94720

Los Angeles Community College District
770 Wilshire Blvd.
Los Angeles, CA 90017

Center for Continuing Study of the California Economy
385 Homer Avenue
Palo Alto, CA 94301

Lex Machina
1010 Doyle Street, Suite 200
Menlo Park, CA 94025

AGENDA

1. **Welcome and Opening Remarks**
2. **Public Comment**
3. **Action Items**
    a. Approve July 31, 2019 Meeting Summary
    b. SELACO Request for Modification of Local Area

4. **Updates and Discussion**
    a. Future of Work Commission Presentation
    b. High Road Construction Careers Presentation
    c. State Plan Development
    d. New Future of Work Department
    e. Initiatives Updates:
        i. AB 1111 – Removing Barriers to Employment Act: Breaking Barriers to Employment Initiative
        ii. High Road Construction Careers: SB 1
        iii. Regional Plan Implementation
        iv. Prison to Employment
        v. Accelerator 8.0
        vi. Greenhouse Gas Reduction Fund
    f. California Workforce Association – professional development opportunities

5. **Other Business**

Meeting conclusion time is an estimate; meeting may end earlier subject to completion of agenda items and/or approved motion to adjourn. In order for the CWDB to provide an opportunity for interested parties to speak at the public meetings, public comment may be limited. Written comments provided to the Committee must be made available to the public, in compliance with the Bagley-Keene Open Meeting Act, §11125.1, with copies available in sufficient supply. Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the California Workforce Development Board staff at (916) 657-1440 at least ten days prior to the meeting. Please visit the California Workforce Development Board website at http://www.cwdb.ca.gov for additional information. Meeting materials for the public will be available at the meeting location.

Item 1. Welcome and Opening Remarks

Item 2. Public Comment

Item 3. Action Items

a. Approve July 31, 2019 Meeting Summary
b. SELACO Request for Modification of Local Area

Action:

Approve the Quarterly Meeting Summary from July 31, 2019

CALIFORNIA WORKFORCE DEVELOPMENT BOARD
QUARTERLY MEETING
WEDNESDAY JULY 31, 2019
721 CAPITOL MALL, SACRAMENTO
MEETING SUMMARY

1. **Welcome and Opening Remarks**
   A quorum being present, Tim Rainey opened the meeting at 10:00 AM. Tim Rainey welcomed the members, Gloria Young and Peter Stern and introduced the new Labor Secretary, Julie Su. Julie Su introduces Stewart Knox as the new Undersecretary for Labor and introduces Angelov Farooq as the new chair of the California Workforce Development Board. She then begins to talk about the future of workforce development in California and High Road training Strategies. After she is finished, Angelov Farooq begins speaking about the future of the Board and his excitement to be the new chair. Jamil Dada comments on how excited he is to have Angelov Farooq as the new chair.

   Members Present

Josh Becker	Jason Haider	Anette Smith-Dohring
Robert Beitcher	Patrick Henning, Jr.	Abby Snay
John Brauer	Gary King	Peter Stern
Jerry Butkiewicz	Hilary Lentini	Julie Su
Jamil Dada	Stephen Monteros	Tony Thurmond
Lee Ann Eager	Nicole Rice	Joe Xavier
Diane Factor	Charles Riojas	Joseph Williams
Angelov Farooq	Alma Salazar	Gloria Young
Jim Suennen for Mark Ghaly	Fabrizio Sasso	
	Jeremey Smith	

2. **Public Comment**
   No public comment
3. **Action Items**

   a. **Recommend approval of the Executive Committee recommendation made on July 17, 2019 to recommend approval to the Labor Secretary and**

Governor of the Subsequent Designation of Local Workforce Development Areas and Recertification of Local Workforce Development Boards. Authorize the Executive Director, on behalf of the board, to recommend to the Secretary full approval of the conditionally approved Local Areas and Local Boards, upon submission and review of required documentation.

Nicole Rice asks what the performance levels are of the Local Boards and why all the boards haven't been fully approved. Robin Purdy explains that the Department of Labor hasn't held the states accountable so the CWDB defined successful local performance as having successfully defined goals on a regional basis. Nicole Rice what that includes. Robin Purdy says that the CWDB will be looking to see if those goals were met. Daniel Rounds adds that the CWDB does not look to create incentives because they do not want to create incentives if the CWDB cannot provide services to the Boards. Robin Purdy adds that the CWDB has asked each local board to provide examples to how they implemented regional plans. The majority of the board in the second category is hung up because board and supervisors haven't met up yet. They haven't gotten chief local elected officials to sign off yet. Until final resolution the CWDB did not feel comfortable going through with full approval.

A motion to approve this action item was offered by Mr. Thurmond and seconded by Mr. Williams. Item unanimously approved. Tony Thurmond speaks on how great it is to work with Tim Rainey and Julie Su again. He talks about how he is ready to be a part of the Board and looks forward to work with other Board Members. Angelov Farooq thanks him for this comment.

4. Discussion / Updates

a. New California Workforce Department

Julie Su begins talking about the new state department under Labor Agency. Everyone has a PowerPoint that outlines the plan for the new department. She explains how this new department will be ground breaking for workforce development and how they will do great things for those who need it in California. Tim Rainey adds to this and explains the idea of this department. He also explains how ETP, WSB and DIR's DAS will be joining CWDB in creating this department. Daniel Rounds elaborates on this new department. He talks about how the department will have a unified executive leadership and have a common vision, policy and objective. He also includes the layout of the new department and the general concept of it. Before asking for questions and comments, Tim Rainey introduces Curtis Notsinneh, the new Chief Deputy Director of the CWDB.

Annette Smith-Dohring comments on how exciting and game changing this department will be. Nicole Rice comments on her excitement and how great it is to unite all these departments. She says how there needs to be someone at the top to look at all the systems to make sure there is a common goal. Abby Snay comments that this a visionary idea. She then asks about if there are any changes to how this Board functions. Angelov Farooq answers by saying that it is being looked in to. Joseph Williams echoes the excitement and says to think about technology and asks if a youth committee will come back. Joe Xavier comments that the whole concept of a person centered approach is important. He says that it is not how you function in this new structure, but how can this new structure focus on the whole person needs. John Brauer comments that he is very excited about this and how the departments can share strength s and standards. He adds that it is a great ways for these departments to combine into one voice. Dennis Petrie, the Deputy Director of WSB expresses his excitement for this branch and speaks about how they have to do right for the people of California. Julie Su thanks Dennis and challenges the Board to be ambassadors for the workforce vision and to change the way others work.

b. Local and Regional Plan Modifications

Marissa Clark explains how the modifications were due in the middle of March. There were three subject matters related to pre-apprenticeship, a workforce corrections partnership and regional indicators to do a self-assessment to see where they were in key areas in the regional partnership process. All regional plans have been approved. Sandra Hamameh says that the local plan modifications focus on four specific partnerships and that the CWDB has reached out to state partners that have expertise in partnership areas. All 45 local plans have been reviewed and partnership agreements were implemented at a local level. Some of the local plans have been approved based on the review process but additional information is requested for some of the local areas regarding their plans. Diane factor comments that she just wonders with all the changes happening that if the local plan restructuring will have to wait another 2 years or will a modification occur sooner because of the new department. She asks, what is the timeframe?

c. State Plan Revisions in 2020

Daniel Rounds responds to Diane Factor by moving onto the next item. He says that they are focusing on writing the State Plan first as it is a controlling document for WIOA core program partners. The new State Plan will have the Governor's "stamp" on it. The CWDB will follow the same process that was used

four years ago and assemble a working group to make recommendations. Tim Rainey will be also constituting a subcommittee of Board Members to oversee the State Plan. Diane Factor asks if the State Plan will be pushed back by the feds because of the lack of alignment between California and the Federal Government. Dan Rounds responds saying that he does not anticipate that and that they have briefed the Department of Labor on the reorganization and the feedback was positive. Angleov Farooq asks if anyone would like to serve on the Ad Hoc committee. John Brauer, Abby Snay, Nicole Rice, Stephen Monteros and Alma Salazar raise their hands. Joe Xavier asks if the CWDB will use a similar process from four years ago and asks what the thinking process is. Dan Rounds comments by saying the subcommittee of the State Board will need representation from local boards and that someone is needed from Title II programs. The CWDB sees a relationship with Community Colleges to be essential. California spends $2 billion through Community Colleges, so all the effective entities will administer or oversee will need to be represented on that subcommittee.

d. Legislative Update

Skipped.

e. AB 2915 Update

Marissa Clark begins the update by saying that the AB 2915 Bill will make the CWDB work with the EDD and Local Boards to develop policy to help with resource sharing agreements in times of disasters. Sandra Hamameh says that a workgroup was convened in November and 20 people participated. The group decided on a two pronged policy approach. The first was to provide an information notice on how to connect with existing infrastructure and a best practices approach. The second part is a directive that will identify allowable uses and funding that will be able to be accessed for resource sharing.

f. Workforce Metrics Dashboard

Dan Rounds begins the update by saying that the CWDB has moved to pool data set. The CWDB has outlined to the Federal Government how services would be provided. The last two and a half years the CWDB has been working through CAAL-Skills. The CAAL-Skills steering committee will be meeting this afternoon to broaden the regions of CAAL. This is data the CWDB would not have been able to understand without this data sharing project. Through this, the CWDB is able to see that people who receive supportive services have better educational

outcomes. This is important because it means if support systems are built around students then they are more likely to succeed. Another finding is that Local WDB's that enroll people in training give those people a better opportunity to get a job. The report should be available in the fall or early next year. Hilary Lentini mentioned that there are three pilot account sin Napa, Monterey and Stanislaus. Dan Rounds said that they are also working with UCLA and UC Berkeley who are mining the data set and have been coming into the offices to talk about what analysis should be done and to work with them to finalize.

g. Initiatives Update

i. AB 1111 – Removing Barriers to Employment Act: Breaking Barriers to Employment Initiative

Joelle Hurst talks about the AB 1111 initiative. She says that the services it provides must be delivered through CBO's and Local Boards collaboratively. The RFA is currently out. The CWDB has received 138 Letters of Intent to apply for money with a total of $59 million being asked for. Since then, the RFA has been released and over 400 people are interested in workshops. Questions and answers from this workshop are posted weekly. Applications are due August 26th and the CWDB is expecting a large volume of applications. John Brauer asks after awards are made, can the CWDB share an idea of the number of applications and what type of applications they were? Joelle agrees to share this information.

ii. CWDB High Road Vision - Equity, Climate, and Jobs

Tim Rainey begins by saying that the high road agenda is in two parts. HRCC and HRTP. These are ways to connect communities that are undeserved. The CWDB is pushing partners around community workforce agreement so they can get a direct connection. The CWDB is focused on industry based and it is not just any sector approach. In GGRF money, the CWDB will receive $35 million in 19/20 and $32.5 million for the next 4 years. Out of this money, HRCC will receive $10 million a year and HRTP will receive $20 million each year. Climate change is the reason the CWDB is building more resilient communities. Joseph Williams comments that in his district an HRCC project was ran and some issues were found. They were required to use WIOA youth participants but some of them, especially young African American men weren't able to get apprenticeships because they couldn't pass algebra and meet the math requirements. Tim Rainey responds by saying that the CWDB is looking at these issues and training will be built into these programs. Angelov Farooq

congratulates Joseph Williams on his work. Abby Snay comments saying that she did a summer program with a college with heavy emphasis on math. The need for math schools cannot be underestimated so that will have to be a part of the strategy. Hilary Lentini expresses her excitement and says that technology cuts through every space, but she is not afraid of a robot future. Angelov Farooq thanks Hilary Lentini and says that the Future of Work Commission will train workers on the future of robots. Jeremy Smith says to embrace the idea of community workforce agreements. He says to really focus on local hires, not just of construction workers, but for every occupation. Nicole Rice asks about the individuals who go through apprenticeship programs and realize they do not want to do that profession. What happens to those people? Tim Rainey answers by saying that the whole point of this system is to give exposure to multiple crafts.

iii. Prison to Employment

Curtis Notsinneh begins the update by saying that the 2018 state budget gave $38 million over three years to P2E. CDCR, Prison Authority and Workforce Association are trying to find a way to do a warm handoff when someone is prepared to exit a prison. There are 36 thousand people each year exiting prisons. Out of this agreement came $37 million. Planning grants to regions went out. $20 million was set aside for supportive services and414 million for direct services and then next year there will be $1 million for evaluation. All regions applied and the need was higher than the available funds. CDCR's leadership helped integrate state parole. The CWDB put out the RFA and scored the grant request. All applications have been approved and the money should be going out soon. The partnership has allowed CDCR to join CAAL-Skills. This allows the CWDB to evaluate training programs and what batch of services in the community have led to the best outcomes. There has been a partnership agreement with CDCR to establish the joint advisory committee to look at apprenticeship certification. This will help look at post release employment. Not everyone is built for a building trade. There are other state examinations and other jobs out there. Bill Muniz begins to speak about how the opportunity to work with the CWDB has been tremendous. Prisoners have lost faith that there is something waiting for them outside of prison. The goal is to connect offenders with construction jobs. At the same time, we are not negating the value of all the victims from these offenders. The regional plans are difficult to connect with prisons and we are trying to work on that. Prisoners will not miss their next opportunity when they get out.

iv. Regional Plan Implementation

Robin Purdy begins the update by saying that the CWDB has been promoting SlingShot. As part of the State Plan, the CWDB has been developing boundaries for regional plan guidance and the regions have started working together. There ae three buckets of work being funded in regional implementation. Regional organizers who develop the infrastructure for working regionally, regional training coordinators tasked to develop a training plan to increase knowledge and professionalism of those working out in the field and the third is regional plans implementation.

v. Workforce Accelerator Fund

Joelle Hurst begins the update by saying that the Workforce Accelerator Fund is a little bit of money from WIOA to fund pilot projects to test innovative solutions to specific problems. Over the 7 cohorts, the CWDB has funded 150 projects. The CWDB has learned a lot about what works and doesn't work, why it is that way and how to change it. The CWDB has a robust materials library that they have been trying to reorganize. The CWDB is building a searchable database that can be specifically searched. This year, the CWDB has $3 million and plan to release an RFA in October. Homelessness and housing security will be addressed through this. Abby Snay asks if some of the learnings can be shared. Joelle Hurst answers by saying JVS has been one of the highlights. There has been some great scaling of using mobile technology on working with clients and clients' management. Registered Vet Tech has been registered with DOL. Webinars will be resuming in September. Tim Rainey comments and says communities of practice which is a model for grant making that we pioneered along with intense technical assistance. We are handholding grantees to make sure there is success. We will share the communities of practice dates so you can see how the process works. There are so many smart and amazing people on the front lines that know how to make things work but don't have the resources to do so. This is an important funding source that does a lot of good. Gloria Young comments, saying that she appreciates that grantees are required to take these workshops. Joelle Hurst says that it is a great opportunity to learn from each other. Tim Rainey says that some of the HRTP have started doff as WAf partnerships. Abby Snay says that it is rare to get this type of money to try ut new things. Tim Rainey mentions that the CWDB wants local areas to do this, but there is only a small pot of money to put out.

5. Other Business

Tim Rainey says that CWA is hosting M3 in Monterey. It is the week of Labor Day and Secretary Su is going to be the keynote speaker. The State Board has a lot of

workshops t this conference. It is a fascinating event and has workforce leadership from around the country. If you are interested in going please let us know.

Having no further business, Angelov Farooq adjourns the meeting. The meeting was adjourned at 12:30.

Action:

SELACO Request for Modification of Local Area

Action Requested:

That the State Board recommend approval of the local area modification application by the Secretary of Labor and Workforce Development acting on behalf of the Governor, to transfer the City of Paramount from the Los Angeles County Workforce Development Board to the Southeast Los Angeles County (SELACO) Workforce Development Board

Background:

On September 13, 2019, the CWDB received an application from SELACO requesting a local area modification to transfer the City of Paramount from the jurisdiction of the Los Angeles County Local Workforce Development Area to the SELACO Local Workforce Development Area.

The driving force behind this application is the desire of the City of Paramount to affiliate with, and receive federally funded workforce development services from, SELACO WDB. The following information provides background on the request by Paramount representatives, and subsequent action by SELACO's governing body, WDB and member cities.

- On February 19, 2019, the Paramount City Council voted unanimously to enter into an agreement to join the SELACO JPA, with the desire of having the City's residents receive workforce services by the SELACO WDB. In taking this action, the Council cited its desire for local control regarding training and employment services. The Council instructed the City Manager and his team to reach out to the SELACO WDB, the elected officials from its member cities, leadership of the L.A. County workforce program, and the County Supervisor for the Fourth District to communicate Council action.
- On February 19, 2019, SELACO's Policy Board, which consists of an elected official from each Member City, voted to support the local area modification process. On May 23, 2019, the WDB authorized its Executive Director to submit a Modified Local Area application to the California WDB.
- In support of the action taken by the SELACO Policy Board, each of the JPA Cities secured a City Council resolution expressing support for Paramount's

desire to join the JPA and become part of the Local Area served by the SELACO WDB.

- On March 21, 2019, in a letter to the Chief Deputy of the department that administers WIOA programs for the L.A. County Local Workforce Development Area, Fourth District Supervisor Janice Hahn, who currently serves as Chair of the Board of Supervisors, expressed her endorsement of Paramount's request to join the SELACO Local Area. Supervisor Hahn's letter acknowledges that, by joining SELACO, "Paramount would be able to coordinate with its neighboring cities on workforce and employment services for its residents."
- On November 5, 2019 the CWDB and EDD were notified by the Los Angeles County Workforce Development Board that they would not oppose this local area modification application, but requested a timeline for implementation that would allow them to get input from the LA County WDB.

The local area modification application was referred to the Employment Development Department (EDD) for review and analysis. EDD's recommendation is to approve the application. CWDB staff agrees with EDD's analysis and supports the recommendation.

The transfer of the City of Paramount to the SELACO WDB will result in greater local control over workforce programs and services for the City of Paramount, an increase in services to City of Paramount residents, greater access to career opportunities in targeted sectors, and increased outreach to businesses based in the City of Paramount.

Policy Criteria:

Section 106 of the Workforce Innovation and Opportunity Act provides the Governor the authority and responsibility to designate Local Workforce Development Areas (local area). These responsibilities are also codified in the California Unemployment Insurance Code. The SELACO WDB application is consistent with the CWDB's policy for requesting a local area modification as contained in Directive WIAD05-02.

Next Steps:

Upon recommendation by the full State Board for approval of the application by the Secretary of the Labor and Workforce Development Agency acting on behalf of the Governor, the local area modification will take effect on July 1, 2020. EDD will take the necessary administrative actions to affect the transition working with both SELACO WDB and Los Angeles County WDB. This will include such things as attaining input from the LA County WDB, revision of formula funding allocations, physical assets and other related administrative and programmatic functions.

Recommendation:

Recommend approval of local area modification application by the Secretary of Labor and Workforce Development Agency acting on behalf of the Governor, to transfer the City of Paramount from the Los Angeles County Local Workforce Development Area to the SELACO Local Workforce Development Area.

Attachment: Local Workforce Development Area Modification Application – SELACO

https://www.selacowdb.com/wp-content/uploads/SELACO-WDB-Local-Workforce-Development-Area-Modification-Application-September-2019.pdf

Item 4. Updates and Discussion

a. Future of Work Commission Presentation
b. High Road Construction Careers Presentation
c. State Plan Development
d. New Future of Work Department
e. Initiatives Updates:
    i. AB 1111 – Removing Barriers to Employment Act: Breaking Barriers to Employment Initiative
    ii. High Road Construction Careers: SB 1
    iii. Regional Plan Implementation
    iv. Prison to Employment
    v. Accelerator 8.0
    vi. Greenhouse Gas Reduction Fund
f. California Workforce Association – professional development opportunities

Item 5. Other Business

Discussion:

State Plan Development

As required under the federal Workforce Innovation and Opportunity Act (WIOA), the California Workforce Development Board (CWDB), in coordination with WIOA core programs operated by the California Department of Education, the Employment Development Department, and the Department of Rehabilitation, is tasked with developing and submitting a unified state plan to the United States Department of Labor (DOL) and the United States Education Department every 4 years on behalf of the Governor. The current California Unified Strategic Workforce Development Plan (State Plan) runs through July 2020. It provides the policy framework and direction for day-to-day operations of WIOA-funded programs, while also laying out a vision for collaboration with non-WIOA programs that provide relevant programs and services.

The CWDB WIOA State Plan Sub Committee met on October 9, 2019 to review and provide feedback on a high-level framework for the 2020-2023 State Plan. Following the October 9th meeting, CWDB staff began convening small workgroups with WIOA core programs, WIOA required partners, as well as strategic California partners. The workgroup discussions have been centered on identifying concrete goals and strategies that further the CWDB State Plan framework and policy objectives. To date, CWDB staff have convened 10 meetings. Additional meetings are scheduled throughout November and early December.

Based on conversations with DOL Region 6, the CWDB anticipates the next State Plan will be due to the federal government in early March 2020. In order to meet this deadline, CWDB staff anticipate that a draft of the State Plan will be available for a 30-day public comment period in January.

Unified Strategic Workforce Development Plan 2020-2023

Skills Attainment for Upward Mobility | Aligned Services for Shared Prosperity

VISION

Under the leadership of the Governor and Secretary of Labor and Workforce Development, California's vision for the future of workforce development is centered on the establishment and growth of a High Road workforce system. This High Road system will be focused on meaningful industry engagement and placing Californians in quality jobs that provide economic security.

California is committed to developing a workforce system that enables economic growth and shared prosperity for employers and employees, especially those with barriers to employment, by investing in industry partnerships, job quality, and meaningful skills attainment rather than low wages, contingent employment, and minimal benefits.

OBJECTIVES

To fulfill this vision, the California Unified Strategic Workforce Development Plan (State Plan) is being developed with three main policy objectives in mind. These objectives are in direct alignment with the framework laid out by the federal Workforce Innovation and Opportunity Act and will also ensure the workforce system is operating in a manner that supports and furthers key areas of Governor Newsom's agenda. The following objectives are intended to drive policy, procedures, and service delivery across programs at the state, regional, and local levels:

- **Fostering Demand-Driven Skills Attainment.**

Aligning workforce and education program content with state industry sectors so that California's employers and businesses are provided with the skilled workforce necessary to compete in the global economy.

- **Enabling Upward Mobility for All Californians.**

Ensuring that workforce and education programs are accessible for all Californians, including those with barriers to employment, by prioritizing investments in marketable skills that will lead to quality jobs that provide economic security.

- **Aligning, Coordinating, and Integrating Programs and Services.**

Economizing limited resources to achieve scale and impact by ensuring workforce and education programs that operate with common goals work in close collaboration towards a coherent and unified strategy.

STRATEGIES

The CWDB and its state partners will utilize (to the extent appropriate for each program), seven policy strategies that frame, align, and guide program coordination at the state, local, and regional levels. These policies include the following:

1. **Sector Strategies**

   Aligning workforce and education programs with leading and emergent industry sectors' skills needs.

2. **Career Pathways**

Enabling of progressive skills development through education and training programs using multiple entry and exit points, so that each level of skills development corresponds with labor market gains for those being trained or educated.

3. **Regional Partnerships**

   Building partnerships between industry leaders, including organized labor, workforce professionals, education and training providers, and economic development leaders to develop workforce and education policies that support regional economic growth.

4. **Earn and Learn**

   Using training and education best practices that combine applied learning opportunities with material compensation while facilitating skills development in the context of actual labor market participation.

5. **Supportive Services**

   Providing ancillary services like childcare, transportation, and counseling to facilitate program completion by those enrolled in training and education courses.

6. **Creating Cross-System Data Capacity**

   Using diagnostic labor market data to assess where to invest, and also, the use performance data to assess the value of those investments.

7. **Integrated Service Delivery**

   Braiding resources and coordinating services at the local level to meet client needs.

IMPLEMENTATION

The partnership agreements established between the CWDB and its state partners will serve as the vehicle for implementing the vision, objectives, and strategies laid out above. Each agreement will be based off of the same foundational framework to ensure ongoing alignment of the various agencies. Each agreement will also include concrete goals associated with one or more of the seven strategies. These goals will be tracked and measured over the next four years to ensure progress is being made towards our shared vision.

Discussion:

New Future of Work Department

The Newsom administration is proposing the creation a new Workforce Department that seeks to consolidate organizations, strategy, operations and funding streams within the purview of the Labor and Workforce Development Agency into a single Department under common leadership, purpose and vision. For employers and jobs seekers, this will streamline currently disparate programs into a more consistent system of programs, services and supports that is more effectively accessed and efficiently administered. Those organizations and funding include the Employment Training Panel, the Workforce Services Branch of EDD, the Division of Apprenticeship Standards, and the California Workforce Development Board. The new Workforce Department, when enacted, will have an external engagement arm that focuses on aligning workforce services with related education and human services programs, economic development, and local workforce boards.

The overriding vision of the proposed Workforce Department is the development of a High Road workforce system, premised on making sure that investments support and build pathways to quality jobs for Californians, particularly those facing barriers to employment. The High Road strategy focuses on job quality, equity, and climate resilience as critical to workforce development. The model brings together workers, unions, and employers in industry-driven and sector-based partnerships so that programs and training, including earn and learn and apprenticeship, are relevant to regional economies.

CALIFORNIA WORKFORCE DEVELOPMENT BOARD
QUARTERLY
MEETING NOTICE

Tim Rainey,
Executive Director

I. Angelov Farooq,
Chair

Tuesday, March 17, 2020
10:00 a.m. to 1:00 p.m.

Department of Rehabilitation
721 Capitol Mall, Room #242
Sacramento, CA 95814

Gavin Newsom,
Governor

Alternate Meeting Locations

Worker Education Resource Center
1545 Wilshire Blvd., 5th Floor
Los Angeles, CA 90017

JVS – Work Transforms Lives
225 Bush Street, Ste. 400 – West Lobby
San Francisco, CA 94104

Riverside County Workforce Development Board
1325 Spruce Street, Room 4B
Riverside, CA 92507

UNITE-LA / L.A. Chamber
350 S. Bixel St
Los Angeles, CA 90017

Xenco Medical
9930 Mesa Rim Rd
San Diego, CA 92121

Economic Development Collaborative
4001 Mission Oaks Boulevard, Suite A1
Camarillo, CA 93012

Lex Machina
1010 Doyle Street
Menlo Park, CA 94025

Los Angeles Community College District
770 Wilshire Boulevard, Los Angeles, CA 90017

AGENDA

1. **Welcome and Opening Remarks**
2. **Public Comment**
3. **Action Items**
   a. Approve November 21, 2019 Meeting Summary
   b. Approve 2020-2023 Unified Strategic Workforce Development Plan
4. **Updates and Discussion**
   a. Future of Work Commission

b. Governor's Proposed 2020-2021 State Budget
    i. Department of Better Jobs and Higher Wages
    ii. SEED Initiative
    iii. Greenhouse Gas Reduction Fund, Part 2 of 5
    iv. Prison to Employment Grant Evaluation
c. AB 398 Report
d. Initiatives Updates:
    i. AB 1111 – Removing Barriers to Employment Act: Breaking Barriers to Employment Initiative
    ii. High Road Construction Careers: SB 1 and GGRF
    iii. High Road Training Partnerships: GGRF
    iv. Workforce Accelerator Fund
    v. Regional Plan Implementation
    vi. Workforce Corrections Partnership: Prison to Employment
    vii. CAAL-Skills
e. Evaluations
    i. America's Job Centers of California
    ii. CalJOBS

5. Other Business

a. CWDB Meeting Agenda

Meeting conclusion time is an estimate; meeting may end earlier subject to completion of agenda items and/or approved motion to adjourn. In order for the CWDB to provide an opportunity for interested parties to speak at the public meetings, public comment may be limited. Written comments provided to the Committee must be made available to the public, in compliance with the Bagley-Keene Open Meeting Act, §11125.1, with copies available in sufficient supply. Individuals who require accommodations for their disabilities (including interpreters and alternate formats) are requested to contact the California Workforce Development Board staff at (916) 657-1440 at least ten days prior to the meeting. Please visit the California Workforce Development Board website at http://www.cwdb.ca.gov for additional information. Meeting materials for the public will be available at the meeting location.

LOS ANGELES COUNTY WORKFORCE DEVELOPMENT BOARD

WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)

2020-2023 MEMORANDUM OF UNDERSTANDING (MOU)

EXHIBIT G

MEMORANDUM OF UNDERSTANDING (MOU)
BY AND BETWEEN
THE COUNTY OF LOS ANGELES
CHILD SUPPORT SERVICES DEPARTMENT (CSSD)
AND
THE COUNTY OF LOS ANGELES
WORKFORCE DEVELOPMENT, AGING AND
COMMUNITY SERVICES (WDACS)

Prepared by:

Child Support Services Department
5770 South Eastern Avenue
Commerce, CA 90040

FY 2020-2025

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MEMORANDUM OF UNDERSTANDING (MOU) BY AND BETWEEN THE COUNTY OF LOS ANGELES CHILD SUPPORT SERVICES DEPARTMENT (CSSD) AND COUNTY OF LOS ANGELES DEPARTMENT OF WORKFORCE DEVELOPMENT, AGING AND COMMUNITY SERVICES (WDACS)

I. PURPOSE

This Memorandum of Understanding (MOU) is entered into by and between the County of Los Angeles Child Support Services Department (CSSD) and the County of Los Angeles Workforce Development, Aging and Community Services (WDACS). CSSD and WDACS are hereinafter sometimes referred to collectively as the "Parties" and individually as "Party."

CSSD is charged with establishing and enforcing support orders in accordance with Title IV-D of the Social Security Act of 1975. CSSD employs over 1,500 staff and manages over 300,000 cases providing services that include: opening cases, locating parents, establishing paternity, establishing child and medical support orders, and collecting payments on support orders.

WDACS is charged with providing a variety of services that improve the lives of the residents of Los Angeles County, including employment and training services.

It is the mutual desire of WDACS and CSSD to assist individuals with child support obligations to obtain permanent employment. Two important steps toward this objective are making obligors aware of employment services and eliminating barriers to employment. WDACS and CSSD will collaborate to address these issues in the Person Paying Support (PPS) Referral Program.

II. TERMS OF UNDERSTANDING

This MOU is in effect for the period of October 1, 2020 through September 30, 2025.

III. DEPARTMENTAL APPOINTEES

Each Party will appoint a person to serve as the official contact and coordinate the activities of each Department in carrying out this MOU. The initial appointees of each organization are:

Irene Pelayo, Program Manager
Workforce Development, Aging and Community Services
3175 W. Sixth St.
Los Angeles, CA 90020
(213) 351-5246

And

Alexandra Bauer, Acting Director
Child Support Services Department
5770 S. Eastern Avenue
Commerce, CA 90040
(213) 639-2727

IV. CSSD RESPONSIBILITIES

CSSD will have the following responsibilities:

1. Refer CSSD customers in need of employment services to any of the America's Job Centers of California (AJCC) in Los Angeles County being administered by WDACS by way of the Automated Referral System (ARS). With the referral through the ARS, provide a completed Person Paying Support (PPS) Consent and Release Agreement (Attachment A).

2. Maintain the email address below.
   CSSDWorkSourceReferrals@cssd.lacounty.gov

3. Once notified by WDACS or AJCC staff, via the ARS, that a customer has been enrolled in a Workforce Development program at an AJCC, issue a conditional release of the customer's driver's or professional license to allow completion of the Workforce Development program.

4. Provide a point-of-contact to help WDACS and AJCC staff obtain child support-related information to assist participants in their program.

5. Provide WDACS with data regarding outcomes of referrals and demographic information upon request, but no more frequently than on a quarterly basis.

6. As resources allow, provide training to WDACS and AJCC staff regarding this program, the Title IV-D child support program and the services offered by CSSD.

V. WDACS RESPONSIBILITIES

WDACS will have the following responsibilities:

1. To ensure that the AJCCs within their jurisdiction provide services to qualifying customers who are referred by CSSD staff through the ARS.

2. To ensure that AJCC staff submit a Reverse Referral for any customers that may benefit from this program through the ARS and attach a completed Person Paying Support (PPS) Consent and Release Agreement (Attachment A) if, and only if, the customer has been enrolled in a Workforce Development program.

3. To ensure that AJCCs report when PPSs have dropped out of the program or have completed Workforce Development program services. An update needs to be inputted through ARS "AJCC Comments" field, at the 30-day, 60-day, and 90-day point after the PPS's Workforce Development program participation date.

VI. SHARED RESPONSIBILITIES

Both CSSD and WDACS shall have the following responsibilities:

1. To execute amendments to the MOU whenever necessary to reflect new or revised federal statutes or regulations, material changes in State laws or policies or in State or local agency operation or organization.

2. Cooperate with one another in order to achieve the objective of this MOU and to enhance the Title IV-D program.

3. Maintain an organizational structure and sufficient staff to administer and supervise all of the functions for which they are responsible under this MOU.

4. Ensure the ARS is maintained in such a way that all data within the system is up-to-date and accurate.

5. Satisfy the applicable standards for program operation as delineated in Title 45 of the Code of Federal Regulations, sections 302, 303 and 304.

6. The Parties to this MOU agree to comply with Title IV-D of the Social Security Act, implementing regulations, and all federal and State regulations and requirements promulgated thereunder.

VII. CONFIDENTIALITY

CSSD intends to release to WDACS only information that would be accessible to the individual executing the Person Paying Support (PPS) Consent and Release Agreement. No other confidential information will be provided.

Child and spousal support information used in the administration of the Title IV-D Program shall be considered confidential and shall not be disclosed for any purpose not directly connected with the administration of the child and spousal support enforcement program, unless expressly authorized under this MOU.

For the purpose of this MOU, information means all files, applications, papers, documents and records including those maintained in an electronic format on microfilm or microfiche.

Information considered confidential under this MOU consists of child and spousal support enforcement records related to determination of paternity, establishment, modification and/or enforcement of child support, medical support, and spousal support orders; information related to abducted children or the location of the concealing, detaining or abducting person and information related to crimes against a child.

VIII. FINANCIAL PROVISIONS

1. The services described within this MOU shall be provided at no cost.

2. Each collaborative member is responsible for his or her own expenses related to this agreement. There will not be an exchange of funds between the Parties for tasks associated with this agreement.

3. The signing of this agreement is not a formal undertaking. It implies that the signatories will strive to reach, to the best of their ability, the stated purpose.

IX. ADMINISTRATIVE SAFEGUARDS

This section is not needed; there is no information or information security issues relating to the work performed under this MOU. WDACS will not have access to any computer systems at CSSD. They will not be provided logon or passwords to access CSSD computer systems.

X. TERMINATION

This MOU may be terminated by either Party for any reason upon providing thirty (30) days written notice.

XI. AUTHORIZATION

We the undersigned, as authorized representatives of the County of Los Angeles Child Support Services Department and the County of Los Angeles Department of Workforce Development, Aging and Community Services do hereby approve and enter into this Memorandum of Understanding for the services described in this document. This Memorandum of Understanding may be extended in its present form, or in a modified form, by mutual written agreement. The parties have signed their names effective the day and year first above written.

Dated: 09/08/2020

OTTO SOLÓRZANO
Acting Director
County of Los Angeles
Workforce Development, Aging and
Community Services Department

Dated: 9/21/2020

ALEXANDRA BAUER
Acting Director
County of Los Angeles
Child Support Services
Department

PERSON PAYING SUPPORT (PPS) CONSENT AND RELEASE AGREEMENT

1. I understand that provisions of law, including but not limited to the Information Practices Act of 1977 (Civil Code S1798.17), the Federal Privacy Act of 1974 (Public Law 93-879), Title 22 California Code of Regulations §111440 and Family Code § 17212 protect me from the unauthorized release of confidential information.

2. I have been told that the Los Angeles County Child Support Services Department (CSSD), the County of Los Angeles Workforce Development, Aging and Community Services (WDACS) and the employment services agencies affiliated with America's Job Centers of California (AJCC) want to share my personal information in order to assist me in obtaining employment, enable me to make my child and spousal support payments, expand and coordinate services, create interagency partnerships, evaluate the success of those partnerships and be more effective in their service delivery. This collaboration is called the Person Paying Support Referral Program.

3. If I sign this agreement, I authorize the agencies named above to share with each other confidential child support case information that I am authorized to release and information related to my participation in any AJCC program.

4. I am not aware of any court issued protective order, nor a good cause claim under Section 11477.04 of the Welfare and Institutions Code, pending or approved by an administrative agency which bars the agencies named above from access to this information. I further declare that I have no reason to believe that the release of this information to the agencies named above may result in physical or emotional harm to the child(ren) involved in my child support case.

5. This consent and release agreement shall expire one year after completion of, or exit from, program services, as applicable. I understand that if I wish to revoke this authorization at any time before the expiration date, I must submit a written notification of revocation to CSSD and WDACS. I also understand that doing this will not change or cancel any information that was shared before the revocation was received.

6. I understand that if I agree to sign this consent and release agreement, which I am not required to do, I must be provided with a signed copy of the form. I understand that signing this form is completely voluntary and that I may refuse to sign this form. I understand that if I refuse to sign this form, I will not be able to participate in the Person Paying Support Referral program but will have access to all other services provided by CSSD, WDACS and AJCC.

7. I agree to release the agencies named above and its agents and employees from any liability whatsoever, including for injuries, damages and losses, known or unknown, resulting from sharing the information with and agencies involved with the Person Paying Support Referral Program.

8. I acknowledge that before signing this consent and release agreement, I have carefully read and fully understand its terms.

Participant Name (Print)	*Date of Birth*	*Last four digits of SSN*

Participant's Signature	*Date*	*Staff Signature*	*Date*