

CITY OF LOS ANGELES

CALIFORNIA



Workforce *Development* Board
City of *Los Angeles*

Workforce Development Board
CHARLES WOO
CHAIR



ERIC GARCETTI
MAYOR



**Economic and Workforce
Development Department**
JAN PERRY
GENERAL MANAGER

May 19, 2016

Council File:
Council District Nos.: All
Contact Person and Phone:
Gregory Irish (213) 744-7122

Honorable Eric Garcetti
Mayor, City of Los Angeles
Room 303, City Hall

City Council
c/o City Clerk
Room 395, City Hall

Attention: Mandy Morales, Legislative Coordinator

TRANSMITTAL: APPROVAL OF THE CITY OF LOS ANGELES' APPLICATION FOR LOCAL WORKFORCE DEVELOPMENT BOARD RECERTIFICATION BY THE STATE OF CALIFORNIA FOR PROGRAM YEARS 2016-2018 AS REQUIRED BY THE WORKFORCE INNOVATION AND OPPORTUNITY ACT

RECOMMENDATION

The General Manager of the Economic and Workforce Development Department (EWDD) and the Chair of the City of Los Angeles Workforce Development Board (WDB) respectfully request that the Mayor and the City Council approve the submission of a Local Board Recertification Request by the General Manager, EWDD, or designee, to the State of California Workforce Development Board (CWDB) on behalf of the Mayor, City Council, and WDB, and in accordance with the requirements of State of California Employment Development Department (EDD) Workforce Services Directive (WSD) 15-13.

WDB ACTION

The WDB Executive Committee approved the recommendations contained herein at its meeting of May 24, 2016.

FISCAL IMPACT

There is no fiscal impact on the City General Fund.

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) was signed by President Obama on July 22, 2014, to amend the Workforce Investment Act (WIA) of 1998 and strengthen the nation's public workforce development system through innovation in and alignment and improvement of employment, training and education programs.

This legislation authorized the Governor to certify Local Workforce Development Areas (LWDA) and Workforce Development Boards (WDB) in California for eligibility for WIOA funds and the conduct of WIOA activities. Forty-eight LWDA's and WDB's were certified. However, the latter received only an initial 15-month certification for the period April 1, 2015 to June 30, 2016.

A WDB, in partnership with the Chief Elected Official, is responsible for the full implementation of the WIOA and ensuring the appropriate use and management of related funding in a LWDA. The WIOA stipulates the execution of a WDB-Local Elected Official (WDB-LEO) agreement, which describes the roles and responsibilities of the parties and is subject to state approval.

The Chief Elected Official appoints all members of a WDB. Representatives of the business/employer community constitute the majority of the WDB's membership. The balance of the WDB's membership includes representatives of educational institutions, organized labor and joint labor-management apprenticeship programs, economic and community development entities, community-based organizations, and others.

The City of Los Angeles was certified as a LWDA and the Workforce Investment Board (WIB) as a WDB on March 31, 2015, and qualified for \$42,000,000 of WIOA formula funds from the state for Program Year 2015-16 (July 1, 2015 – June 30, 2016). The WDB currently consists of 37 members, appointed by the Mayor and approved by the City Council, that provide lead policy direction on all matters regarding the overall WIOA program including evaluation and oversight, and the formulation of the Regional Plan, Four-Year Plan and Local Annual Plan, in consultation with the City Council's Economic Development Committee. However, the WDB is still operating under an agreement with the City's local elected officials that is noncompliant with the WIOA because it reflects the now-defunct WIA.

The City has been designated the grant recipient and fiscal agent of WIOA funds, and the Economic and Workforce Development Department as the Administrative Entity that performs administrative and support functions.

WIOA formula allocations from the state underwrite the City's Workforce Development System (WDS) of 17 WorkSource Centers/America's Job Centers of California, two satellite centers, and 16 YouthSource Centers. A multitude of programs and special initiatives are offered to city residents through the WDS to prepare them for employment in high-growth industry sectors of the Southern California economy. The WDS' talent pipelines are also beneficial to the region's employers in meeting their human capital needs. Over 100,000 job seekers, 1,500 employers, and 10,000 youth are served by the WDS annually.

Per California Employment Development Department (EDD) Workforce Services Directive (WSD) 15-13, the City of Los Angeles must substantiate the following in order for the WDB to be recertified by the Governor for the period July 1, 2016 to June 30, 2018:

- Successful performance under the WIOA during Program Year 2014-15 (July 1,

2014 – June 30, 2015)

- Sustained fiscal integrity under the WIOA
- WDB composition in compliance with the WIOA
- Significant progress in the implementation of the WIOA

With the exception of a WDB-LEO agreement that conforms to the provisions of the WIOA, the City has met these requirements. A recertification application has been prepared for submission to the state that requires the signature of the Mayor and the WDB Chair.

The WDB's legal counsel in the Office of the City Attorney has drafted a proposed WDB-LEO agreement that the WDB adopted on April 5, 2016, and was transmitted to the Mayor and the City Council for consideration. Upon the City Council and the Mayor's approval, the new accord will be forwarded to the state, as well.



JAN PERRY
General Manager



CHARLES WOO
Chair
Workforce Development Board

GI:DE

Attachment: Local WDB Recertification Request

Local Workforce Development Board Recertification Request

Program Years 2016-18

**Local Workforce Development Board
City of Los Angeles
Workforce Development Board**

Local Board Recertification Request

This will serve as our request for Local Workforce Development Board (Local Board) recertification for Program Years (PYs) 2016-18 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (State Board) determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your Regional Advisor for technical assistance or questions related to completing and submitting this request.

City of Los Angeles Workforce Development
Board

Name of Local Board

1200 W. 7th Street, 6th Floor

Mailing Address

Los Angeles, CA

90017

City, State

Zip

Gregory Irish

Contact Person

213-744-7164

Contact Person's Phone Number

5-4-16

Date of Submission

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Instructions

If additional pages were added to the *Local Workforce Development Board Recertification Request*, the page numbers may be updated by hovering over the gray box above, clicking, and then selecting "Update Table" on the top left corner.

Local Board Membership

Instructions

Enter the names of the Local Board members in the appropriate membership categories found in the tables below. If the Chief Local Elected Official (CEO) has approved additional members, enter the information under the "ADDITIONAL MEMBERS" table. If an individual represents multiple categories, after the first time s/he is identified (subsequent to the first notation), please asterisk his/her name at all subsequent entries. Address any vacancies under "CORRECTIVE ACTION COMMENTS." If additional rows are needed, add a table following the membership type.

BUSINESS

WIOA Section 107(b)(2)(A) – a **majority** of the members of each Local Board shall be representatives of business in the Local Workforce Development Area (Local Area), who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority; (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the Local Area; and (iii) are appointed from among individuals nominated by local business organizations and business trade associations.

- WIOA Section 107(b)(3) – the members of the Local Board shall elect a chairperson for the Local Board from among the representatives described in Section 107(b)(2)(A).
- Must include **two or more** members that represent small business as defined by the U.S. Small Business Administration.

Name	Title	Entity	Appointment Date	Term End Date
Charles Woo	Chairperson/ CEO	MegaToys, Inc.	04/01/14	06/30/16
Patricia Pérez	Small Business/ President	VPE Public Relations	04/01/14	06/30/16
David Crippens	Small Business/ President	DLC & Associates	04/01/14	06/30/16
Zeth Ajemian	Director	Kaiser Permanente	04/01/14	06/30/16
Raul Anaya	President, Greater LA Market	Bank of America	04/01/14	06/30/16
Ahmed Enany	CEO	Southern California Biomedical Council	04/01/14	06/30/16
David Flaks	Vice President	Los Angeles Economic Development Corp.	04/01/14	06/30/16
Joseph Herrera	Director of HR, North America	AEG	04/01/14	06/30/16
Harvey Hill	Director of HR, Los Angeles region	UPS	04/01/14	06/30/16
Art Lopez	CEO	North American Security	04/01/14	06/30/16
Ruth Lopez Novodor	CEO	Beverly Oncology & Imaging Medical Center, Inc.	04/01/14	06/30/16
Hector Perez-Pacheco	Principal	Perez-Pacheco Consulting, Inc.	04/01/14	06/30/16
Joanne Peterson	Exec. Officer of	Metro	04/01/14	06/30/16

	Human Resources			
Kenn Phillips	CEO	The Valley Economic Alliance	04/01/14	06/30/16
Jonathan Port	CEO	PermaCity Solar	04/01/14	06/30/16
David Rattray	Vice President	Los Angeles Area Chamber of Commerce	04/01/14	06/30/16
Carmel Sella	Vice President	Wells Fargo	04/01/14	06/30/16
Cassie Thomas	Vice President, HR	CBS Studios	04/01/14	06/30/16

WORKFORCE

WIOA Section 107(b)(2)(B) – not less than **20 percent** of the members of each Local Board shall be representatives of the workforce within the Local Area, who— (i) shall include representatives of labor organizations (for a Local Area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees; (ii) shall include a representative, who shall be a member of a labor organization or a training director, from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists; (iii) may include representatives of community based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and (iv) may include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.

- Must include **two or more** representatives of labor organizations, where such organizations exist in the Local Area. Where labor organizations do not exist, representatives must be selected from other employee representatives.
- Must include **one or more** representatives of a joint labor- management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation must be appointed, if one exists.

California Unemployment Insurance Code (CUIC) Section 14202(c) further requires and specifies that at least **15 percent** of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. If this occurs, then at least **10 percent** of the Local Board members shall be representatives of labor organizations.

Name	Title	Entity	Appointment Date	Term End Date
Marco Frausto	Labor Organization/ President	Iron Workers 416	04/01/14	06/30/16
Mark Jurisic	Labor Organization/ Business Agent	International Longshore & Warehouse	04/01/14	06/30/16
Luther Medina	Registered Apprenticeship/ President	Local 105-Sheet Metal Workers	04/01/14	06/30/16
T Santora	President	Communications Workers of America	04/01/14	06/30/16
Sergio Rascon	Business Manager	Laborers Internat. Union of N.A.	04/01/14	06/30/16

Mary Rose Ortega	Board of Directors	United Teachers LA	04/01/14	06/30/16
Victoria Franklin	Assistant Dir.	YWCA/LA Job Corps Center	04/01/14	06/30/16
Jan Perry	General Manager	City of Los Angeles Econ. & Workforce Development Dept.	04/01/14	06/30/16

EDUCATION AND TRAINING

WIOA Section 107(b)(2)(C) – each Local Board shall include representatives of entities administering education and training activities in the Local Area, who— (i) shall include a representative of eligible providers administering adult education and literacy activities under title II; (ii) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges); (iii) may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

- Must include **at least one** eligible provider administering adult education and literacy activities under WIOA title II.
- Must include **at least one** representative from an institution of higher education providing workforce investment activities, including community colleges.

Name	Title	Entity	Appointment Date	Term End Date
Donna Brashear	Adult Education & Literacy/ Exec Director, Adult Education	Los Angeles Unified School District	04/01/14	06/30/16
Felicitto (Chito) Cajayon	Institution Higher Education/ Vice Chancellor	Los Angeles Community College District	04/01/14	06/30/16

GOVERNMENTAL AND ECONOMIC AND COMMUNITY DEVELOPMENT

WIOA Section 107(b)(2)(D) – each Local Board shall include representatives of governmental and economic and community development entities serving the Local Area, who— (i) shall include a representative of economic and community development entities; (ii) shall include an appropriate representative from the State employment service office under the *Wagner-Peyser Act* (29 U.S.C. 49 et seq.) serving the Local Area; (iii) shall include an appropriate representative of the programs carried out under title I of the *Rehabilitation Act of 1973* (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the Local Area; (iv) may include representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; and (v) may include representatives of philanthropic organizations serving the Local Area.

- Must include **at least one** representative of economic and community development entities.
- Must include **at least one** representative from the state Employment Service Office (EDD) under the *Wagner-Peyser Act* (29 U.S.C. 49 et seq.) serving the Local Area.
- Must include **at least one** representative from programs carried out under title I of the *Rehabilitation Act of 1973*, other than Section 112 or Part C of that title.

Name	Title	Entity	Appointment Date	Term End Date
David Flaks	Economic & Community Dev/ Vice President	Los Angeles Economic Development Corp.	04/01/14	06/30/16
Thomas Flourney	Employment Service / Div. Chief, LA/Ventura	California Employment Development Dept.	04/01/14	06/30/16
William Scoles	Rehabilitation Act of 1973/ Regional Director	California Dept. of Rehabilitation	04/01/14	06/30/16
Paula Starr	Exec. Director	Southern Calif. Indian Center	04/01/14	06/30/16
Rushmore Cervantes	General Manager	City of Los Angeles Housing and Community Investment Dept.	04/01/14	06/30/16
Laura Trejo	General Manager	City of Los Angeles Dept. of Aging	04/01/14	06/30/16

ADDITIONAL MEMBERS

WIOA Section 107(b)(2)(E) – each Local Board may include such other individuals or representatives of entities as the chief elected official (CEO) in the Local Area determines to be appropriate.

Name	Title	Entity	Appointment Date	Term End Date
Jackie Mizell-Burt	Regional Administrator	LA County Dept. of Public Social Services	04/01/14	06/30/16

CORRECTIVE ACTION COMMENTS

Explain any vacant appointment(s) regarding the required membership composition only. Include the length of time the appointment(s) has been vacant, efforts made to fill the vacant appointment(s), and dates by which the vacant appointment(s) should be filled.

None at this time.

COMPLIANCE WITH MAJORITY OF BUSINESS REPRESENTATIVES

The table below will assist Local Boards determine compliance with WIOA Section 107(b)(2)(A), which requires that a **majority** of the members be representatives of business in the Local Area.

Instructions – Double click the table below to open in Excel.

Total number of Business Representatives currently sitting on local board =	<u>18</u>
Number of Business Representative vacancies currently on local board =	<u>0</u>
Total local board Business Representatives =	<u><u>18</u></u>
Divide total local board Business Representatives by total local board membership =	<u>52.94%</u>
	(Must be greater than 50%)

COMPLIANCE WITH 20% OF WORKFORCE REPRESENTATIVES AND 15% LABOR ORGANIZATION REPRESENTATIVES

The table below will help Local Boards determine compliance with WIOA Section 107(b)(2)(B), which requires not less than **20 percent** of the members be representatives of the workforce within the Local Area and compliance with CUIA Section 14202 which requires that at least **15 percent** of Local Board members be representatives of labor organizations unless the local labor federation fails to nominate enough members, in which case it is **10 percent**.

Instructions – Double click the table below to open in Excel.

Total local board Workforce Representatives =	<u>8</u>
Divide total local board Workforce Representatives by total local board membership =	<u>23.53%</u>
	(Must not be less than 20%)
Total number of Labor Organization Representatives currently sitting on local board =	<u>4</u>
Total number of Apprenticeship Program Representatives currently sitting on local board =	<u>2</u>
Number of Labor Org/Apprenticeship Program Representatives vacancies =	<u>0</u>
Total local board Labor Representatives =	<u><u>6</u></u>
Divide total local board Labor Representatives by total local board membership =	<u>17.65%</u>
	(Must be at least 15%)

Local Board Performance Accountability Measures

Instructions

Enter your Local Board's negotiated levels of performance and actual levels of performance for PYs 2013-14 and 2014-15.

Performance Table				
Name of Local Area: Los Angeles City				
Common Measure	Negotiated PY 2013-14	Actual PY 2013-14	Negotiated PY 2014-15	Actual PY 2014-15
Adult				
Entered Employment Rate	77%	84.5%	60%	71.6%
Employment Retention Rate	79%	85.2%	78%	84.4%
Average Earnings	\$12,500	\$14,420	\$12,850	\$14,218
Dislocated Worker				
Entered Employment Rate	78.5%	84.6%	67.5%	76.4%
Employment Retention Rate	84%	86%	80.2%	87.5%
Average Earnings	\$15,000	\$16,718	\$15,150	\$17,350
Youth (ages 14-21)				
Placement in Employment or Education	72%	65.5%	72.9%	69.8%
Attainment of a Degree or Certificate	60%	59.3%	63%	49.4%
Literacy and Numeracy Gains	60.5%	59.8%	54.4%	42.4%

Local Board Sustained Fiscal Integrity

The Local Board hereby certifies that it has not been found in violation of one or more of the following during PYs 2013-14 or 2014-15:

- **Final determination of significant finding(s)** from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor, identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any *Workforce Investment Act* (WIA) requirement, such as failure to grant priority of service or verify participant eligibility.
- **Gross negligence**, which is defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- **Failure to observe accepted standards of administration.** Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 29 *Code of Federal Regulations* (CFR) Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIA regulations, and state guidance. Highlights of these responsibilities include the following:
 - Timely reporting of WIA participant and expenditure data
 - Timely completion and submission of the required annual single audit
 - *Have not been placed on cash hold for longer than 30 days*

(In alignment with WIOA Section 106[e][2])

Local Board WIOA Implementation

Using the questions below, describe your Local Board's efforts toward implementing the following key WIOA implementation provisions and designing a better system for customers.

1. What activities have you undertaken to design a better system for customers? Specifically, describe any actions you have taken, or actions you plan to take, for the following topics:
 - a. Developing new services
(Please refer to attachment.)
 - b. Entering into collaborative partnerships
(Please refer to attachment.)
 - c. Creating innovative workforce development strategies in alignment with WIOA
(Please refer to attachment.)
 - d. Redesigning service delivery
(Please refer to attachment.)
 - e. Other WIOA transitional activities to design a better system for customers
(Please refer to attachment.)

2. What steps have you taken to implement the new WIOA youth program requirements, including the 75 percent out-of-school youth and 20 percent work experience minimum expenditure requirements?
(Please refer to attachment.)

3. Describe your efforts to comply with the Uniform Guidance requirements.
(Please refer to attachment.)

4. Describe your efforts to develop sector initiatives and career pathways in high demand industries in coordination with community colleges, apprenticeship programs, adult basic education, and other training providers.
(Please refer to attachment.)

5. Describe your efforts to adopt, implement, and promote the AJCC brand.
(Please refer to attachment.)

6. Describe your efforts to complete Phase I of the MOU development process. What challenges are you facing?
(Please refer to attachment.)

Local Board Assurances

For PYs 2016-18, the Local Board assures that it will do the following:

- A. Comply with the applicable uniform administrative requirements, cost principles, and audit requirements included in Title 2 CFR Parts 200 and 2900 (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

**Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).*

- B. Do financial reporting in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive WSD12-3, *Quarterly and Monthly Financial Reporting Requirements*.
- All close out reports will comply with the policies and procedures listed in Workforce Services Directive WSD09-12, *WIA Closeout Handbook*.

**Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).*

- C. Expend funds in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of State Senate Bill 734, to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services (CUIC Section 14211).
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. Select AJCC operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).

- E. Collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. Comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. Comply with 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.
- H. Give priority of service to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter 10-09*).
- I. Comply with Assembly Bill (AB) 1234 and ensure that local members receive ethics training every two years. AB 1234 requires Local Boards to consult with the California Fair Political Practice Commission (FEPC) and the California Attorney General's office regarding the content of the ethics training course they can use. Local Boards may consider using the free, two-hour, on-line ethics training course available from the FPPC: [AB 1234 Ethics Training for Local Officials](#).
- J. Comply with the conflict of interest provisions of WIOA Section 107(h).

Signature Page

By signing below, the local CEO and Local Board chair request Local Board recertification. We certify that the Local Board appointed members as described in WIOA Section 107(a), (b), and (c), performed successfully and sustained fiscal integrity during PYs 2013-14 and 2014-15, and developed and implemented strategies to improve and continuously strengthen the workforce development system in accordance with WIOA. Additionally, we agree to abide by the Local Area assurances included in this document.

Instructions

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

Local Workforce Development Board Chair



Signature

Charles Woo
Name

WDB Chair & CEO, MegaToys, Inc.
Title

5/4/2016
Date

Local Chief Elected Official

Signature

Eric Garcetti
Name

Mayor, City of Los Angeles
Title

Date

LOCAL BOARD WIOA IMPLEMENTATION
City of Los Angeles Workforce Development Board
(Answers to questions on page 15)

The City of Los Angeles Workforce Development System (WDS) consists of 17 WorkSource Centers and 16 YouthSource Centers funded through federal, state and local government sources, and private entities.

These facilities are strategically located throughout Los Angeles in communities with the greatest needs and based on poverty, unemployment, and other data.

The signage at WorkSource Centers and YouthSource Centers, and the materials they distribute to the public indicate: *“A Proud Partner of America’s Job Centers of California.”* However, for local branding purposes, the names WorkSource Center and YouthSource Center have been retained **(Answers Question #5)**.

Thirteen of the City of Los Angeles’ WorkSource Centers and all of its YouthSource Centers are contracted out to nonprofit community-based organizations. One WorkSource Center is contracted out to the Pacific Gateway Workforce Development Network (PGWIN)/City of Long Beach. The remaining three WorkSource Centers are contracted out to for-profit entities **(Answers Question #1b)**.

The PGWIN/City of Long Beach receives Workforce Innovation and Opportunity Act (WIOA) and discretionary funds from the City of Los Angeles (exceeding \$1 million) to operate the latter’s Harbor WorkSource Center (WSC). The County of Los Angeles provides WIOA funds to the City of Los Angeles (\$396,500) to cover a portion of the costs of operating the latter’s Pacoima/San Fernando Valley WSC. The County of Los Angeles also directly contracts with and provides WIOA

LOCAL BOARD WIOA IMPLEMENTATION
City of Los Angeles Workforce Development Board
(Answers to questions on page 15)

funding to the operator of the City of Los Angeles' WSC in Marina del Rey **(Answers Question #1b)**.

An array of job preparation and job training services, and employment opportunities are delivered by WSCs in unison with a network of partners, including education and training institutions, chambers of commerce, economic development agencies, businesses, local veterans organizations, labor organizations, and government agencies **(Answers Question #1b)**.

WSCs and their partners have developed industry sector expertise and related career pathways to high demand occupations. These sectors and occupations are singled out for WIOA training and employment investments **(Answers Questions #1b, #1c, and #4)**.

The Workforce Development Board (WDB) has deemed the following nine industry sectors in Southern California as worthy for WIOA investments: Advanced and Industrial Manufacturing, Construction, Entertainment, Financial Services, Green Tech, Healthcare, Hospitality and Tourism, Logistics/Transportation/Goods Movement, and Private Security. These industry sectors are not likely to off-shore jobs, have the greatest potential for generating and sustaining jobs, and pay living wages or offer employment in occupations with career ladders that allow for advancement and progressive wage gains.¹

¹ The City's Workforce Development Board (WDB) commissioned the Los Angeles County Economic Development Corporation to undertake a study of Los Angeles County's economy and labor market. The end result, "*Los Angeles: People, Industry and Jobs 2014-2019*," is being used by the WDB as a guide for strategic workforce development planning and to foster informed workforce development decision-making. The study recommended the above high-growth industry sectors as sources of employment for job seekers.

LOCAL BOARD WIOA IMPLEMENTATION
City of Los Angeles Workforce Development Board
(Answers to questions on page 15)

The City's YouthSource Centers (YSC) have primarily been focused on addressing the high school dropout crisis in the City of Los Angeles and implementing student recovery efforts. Priority for YSC services is reserved for out-of-school youth and in-school youth most in need. Indicators of need include chronic absenteeism, functioning below grade level, being credit deficient, unsuccessful completion of high school, and unemployment or underemployment **(Answers Question #2)**.

Over the past five years, WSCs and YSCs have served nearly one million customers. Many of them were assessed for eligibility for services, which helped in determining the types of services to be accorded them to improve their employment outcomes. Customers also used the resource rooms at the WSCs and YSCs to access information online about career opportunities, job requirements, education opportunities, job training, and job vacancies.

During the same time frame, WSCs and YSCs served over 48,000 Workforce Investment Act (WIA) and WIOA adult, dislocated worker and youth customers, providing them with intensive case management, training and job placement assistance. The impacts of such service delivery are as follows:

- Over 26,000 adults and dislocated workers placed in employment
- Over \$441 million in wages earned by those placed
- 10,380 youth placed in higher education and/or employment
- Over 4,440 youth obtained a degree/certificate

LOCAL BOARD WIOA IMPLEMENTATION
City of Los Angeles Workforce Development Board
(Answers to questions on page 15)

- Over 4,810 out-of-school youth achieved measurable gains in reading and/or math skills

Impressive as these figures are, the City is expecting even more significant impacts as a result of the implementation of the WIOA and the Unified State Plan.

For example, the City has been utilizing an Integrated Service Delivery (ISD) model in its WSCs since Program Year 2014-15 (July 1, 2014 to June 30, 2015). The model is designed to coordinate operational activities among multiple onsite partners and programs, and leverage their resources to more effectively provide workforce development assistance to customers **(Answers Question #1b and #1d)**.

A Memorandum of Understanding (MOU) defines the role of each WSC partner. They work in functional teams in the areas of site management, outreach, recruitment, eligibility determination and orientation, participant-centered planning, and business and employer solutions **(Answers Questions #1b, #1c, and #6)**.

The ISD model has produced a five-fold increase in the number of new adult and dislocated workers served annually, from approximately 4,000 individuals to nearly 20,000 individuals. About 95% were unemployed or had received a notice of layoff or termination prior to receiving services.

WIOA enrollments at this point in Program Year 2015-16 (July 1, 2015 to June 30, 2016) are at 19,000. WSCs are on pace to serve 24,000 new adult and dislocated workers by June 30, 2016. This service level

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increase is in response to the new provisions of the WIOA and also due to the coordination, integration, and leveraging of the respective resources and competencies of each WSC partner, and their shared vision, synergies, and belief in value-added cooperation and support **(Answers Question #1a)**.

Public libraries have also been brought into the City's Workforce Development System. A WSC portal was opened last year in the Los Angeles' Downtown Central Library and library personnel there and at select branch locations elsewhere were trained on and are using the City's JobsLA.org portal. The library sites are providing job seekers with information regarding career opportunities, job requirements, job training options, and job vacancies **(Answers Questions #1a, #1b, and #1c)**.

A WSC is also situated on the campus of Los Angeles Trade Technical College, which is part of the nine-campus Los Angeles Community College District (LACCD) system. Additional WSC co-locations on LACCD campuses are planned. The LACCD is the WSC's preferred source of training for customers **(Answers Questions #1b, #1d, and #4)**.

The City's YouthSource Centers (YSC), too, are ready for the requirements of the WIOA. The YSC model adopted in Program Year 2012-13 (July 1, 2012 to June 30, 2013) aligns well with the new

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legislation and will lead to an increase in the current percentage of out-of-youth customers from 70% to 80%² **(Answers Question #2)**.

The YSC model relies on the co-location and resource leveraging of multiple onsite partners to deliver effective youth workforce development services **(Answers Questions #1b, #1c, #1d, and #2)**.

Of the sixteen YouthSource Centers, one is co-located on the campus of the LACCD's Harbor College. The Los Angeles Unified School District (LAUSD) maintains a presence at each YSC, as well.

Certified Pupil Services and Attendance (PSA) Counselors from the LAUSD have access to data for use in determining students' attendance patterns, credits earned toward graduation, test scores and behavioral patterns. This information facilitates the identification of students who have dropped out of school or are at risk of dropping out of school. Outreach to and recruitment of these students can then proceed by the YSC, followed by the development of a joint plan of action by the PSA Counselors and YSC case managers to determine the best ways to provide WIOA services **(Answers Questions #1a, #1b, #1c, #1d, and #2)**.

A total of 8,534 youth annually come through the YSCs seeking educational assessments and career pathways related job training, 5,394 youth receive academic advisement on how to successfully

² The Workforce Development Board (WDB), formerly the Workforce Investment Board (WIB), had commissioned Northeastern University to conduct a 2007 study of disconnected youth in Los Angeles. The study concluded that nearly 20% of youth, ages 16 to 24, were disconnected from education and employment. Given these findings, the WIB has required, since Program Year 20012-13 (July 1, 2012 to June 30, 2016), that 70% of YSC customers be out-of-school youth. The WDB is increasing the requirement in Program Year 2016-17 (July 1, 2016 to June 30, 2017) to 80%.

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complete their secondary education, 2,910 youth are enrolled for WIA/WIOA services, and 972 dropouts were recovered and returned to school. Those numbers were possible because the City had taken early action on the design of YSCs in anticipation of the WIOA.

Since Program Year 2011-12 (July 1, 2011 to June 30, 2012), 70% of All YSC customers have been out-of-school youth. YSCs are already adept at serving them. A 5% increase to comply with the WIOA is easily achievable. However, as stated earlier, the goal for YSCs will be increased by 10% **(Answers Question #2)**.

YSCs also offer work experience opportunities and financial literacy instruction. The City annually budgets General Funds to underwrite summer and year-round internships for YSC customers from April 1st to March 31st. Over the past three years, the County of Los Angeles has transferred \$8 million to the City (some of which are Temporary Assistance for Needy Family funds) to underwrite same **(Answers Questions #1b and #1c)**.

The City's work experience infrastructure produced 12,000 seasonal and permanent job placements during 2015-16. The WIOA's 20% work experience expenditure requirement will be a supplement **(Answers Question #2)**.

With regard to the status of the City's compliance with Uniform Guidance requirements:

City staff has been trained on the "Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards"

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specified in the Training and Employment Guidance Letter (No. 15-14) issued by the USDOL Employment and Training Administration, and the Workforce Services Directive (WSD 15-15) issued by the California Employment Development Department.

While the City's written and published WIOA administrative policies and procedures have been updated, written audit and fiscal policies and procedures are currently under revision and should be completed in the fall. Nevertheless, the City is complying with all requirements in practice **(Answers Question #3)**.

As to other transitional WIOA-related activities being undertaken by the City:

The City has Memorandums of Understanding (MOU) in place with the California Employment Development Department (EDD), the California Department of Rehabilitation, the Los Angeles Unified School District, the Los Angeles Community College District, the City of Los Angeles Department of Aging, and the Department of Veterans Affairs.

However, the City is trying to convince its neighboring Workforce Development Areas and Workforce Development Boards (WDB) to enter in regionally-based agreements. Discussions and negotiations with the other LWDA's and WDBs are ongoing **(Answers Question #6)**.

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A JobsLA.org portal was launched last year to enable job seekers to access the City's Workforce Development System remotely, 24-hours a day and 7 days a week. The portal links immediately and directly with the state's online platform, CalJOBS. To date, nearly 70,000 job seekers have accessed the portal and created online employment profiles **(Answers Question #1a, #1d, and #1e)**.

More recently, the City has expanded its workforce electronic infrastructure through the implementation of: a mobile application for JobsLA.org; a data collection and reporting system targeting non-WIOA related workforce development grants; and a Customer Relationship Management (CRM) system, which stores and tracks business service activities in real time **(Answers Question #1a, #1d, and #1e)**.

Beginning July 1, 2016, staff of the Los Angeles Unified School District (LAUSD) Division of Adult and Career Education (DACE) will be co-located in the City's WSCs to connect customers to learning and employment training opportunities **(Answers Question #4)**.

The City continues to emphasize a job-driven, sector strategy approach to its training services:

Workforce Development System partners have joined forces with key educational institutions to foster the development of curricula for targeted industries, such as Biotechnology and Bioscience, and

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Logistics, Transportation and Goods Movement. Stackable, industry valued credentials are now available.

A Request for Proposals for sector intermediaries, strategists and navigators, and sector training services was released in April 2016. Successful respondents will be contracted by the City to develop more robust curriculums and programs for Advanced Manufacturing, Construction, Healthcare, and Information Technology **(Answers Question #4)**.

The City is in the process of issuing a Request for Proposals in May 2016 for strategists to develop sector focused training models and recommend Workforce Development Board (WDB) policies and other actions to seamlessly integrate apprenticeship programs and their operators into the Workforce Development System **(Answers Question #4)**.

The City has a long history of embracing innovative approaches to serving vulnerable and underrepresented populations:

A Request for Proposals will be released in June 2016 for specialized programs that serve vulnerable and underrepresented groups.

This is an attempt to improve the capacity of the Workforce Development System to assist and realize positive outcomes for the following: English Language Learners, foster youth, men of color, ex-offenders, homeless individuals, single parents, and transgender persons **(Answers Question #1a, #1c, and #1e)**.

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A number of WSCs have been selected to participate in a \$6 million U.S. Department of Labor (USDOL) Secretary's Discretionary Grant awarded to the City. It involves partnering with the Roberts Enterprise Development Fund (REDF) in using a continuum of job supports to move individuals with multiple barriers from transitional social enterprise jobs to bridge employment, and up through competitive employment **(Answers Questions #1a, #1b, #1c, #1d and #1e).**

The successful Los Angeles Reconnections Career Academy (LARCA) model, previously funded through another, expired \$6 million USDOL Secretary's Discretionary Grant awarded to the City, has been resurrected to provide workforce development services to gang members and their family members.

To resolve the Rodriguez case,³ the City will provide workforce development services (e.g., career and educational assessments, case management, financial literacy instruction, job readiness coaching, job training, subsidized employment, job placement services, etc.) to individuals who are members of the settlement class. This initiative, underwritten with up to \$19 million of City General Funds and known as LARCA II, will endeavor to increase the employability of the targeted participants **(Answers Questions #1a, #1c, and #1e).**

³ This refers to a class action lawsuit that the City of Los Angeles has agreed to settle pertaining to gang activities and related law enforcement activities.

