



Los Angeles County Workforce Development Board

Draft Minutes

September 22, 2023

10:00 AM – 12:00 PM

Hybrid, In-Person & Virtual Meeting

A. CALL TO ORDER

Darrel Saucedo, Chair, Los Angeles County Workforce Development Board (LACWDB), called the meeting to order at **10:05 AM**.

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

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

To learn more about the First Peoples of Los Angeles County, please visit the Los Angeles City/County Native American Indian Commission website below at:

Attachments: [Board Motion](#)

[Los Angeles City/County NAIC Website \(Click Here\)](#)

B. ROLL CALL

A quorum was established with **14 Board Members** in physical attendance during roll call for a total of 14 participants.

Present (14 in-person): (1) Alex-Handrah Aimé, (2) Luis Arida, (3) Berenice Nunez Constant, (4) Jesse Cuevas, (5) Mary Hewitt, (6) Tami Hutchins-Nunez, (7) Jorge Marquez, (8) Maureen McIntyre, (9) Kyle Miller, (10) Dr. Armida Ornelas, (11) Vice Chair Corinne Sanchez, (12) Chair Darrel Saucedo, (13) Jeffrey Thompson, and (14) Delbert Whetter

Absent (6): Gustavo Camacho (excused), Stephen Cheung (excused), Jeremy Diaz (excused), Miguel Hurtado (excused), Anne McMonigle (excused), Jeffrey Wallace (excused)

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

Ms. Kochen stated that September 22nd is Native American Heritage Day.

C. CHAIR'S REMARKS

Chair Saucedo welcomed all to the meeting and thanked the members and staff for their dedication and hard work.

He also thanked the Board for its leadership during the changing times of the pandemic and post pandemic recovery, and during the departmental change over from Workforce Development, Aging and Community Services (WDACS) to Department of Economic Opportunity (DEO). He thanked the staff and department for the work during the modernization process. In addition, he also related the vision of the LACWDB, and thanked the Board for its steadfast work in drafting the guiding principles of LACWDB, sharing that in doing so, the Board set LACWDB as the leader amongst other workforce boards across the state. He shared that he recently attended the California Workforce Board Association conference (Meeting of the Minds), and that his experience there only solidified his conviction in our leading role in workforce development.

He also stated that it is critical to support small businesses, and that it is important to understand that. He further elaborated on the Meeting of the Minds conference, congratulating LACWDB staff, in particular DEO Chief Deputy Jessica Ku Kim, for participating in panels and speaking opportunities.

D. INFORMATION ITEMS

1. STRATEGIC PLANNING

Presenter: Jessica Ku Kim, Chief Deputy, DEO

Summary: This item presents for discussion and any other action deemed necessary for the DEO's mission to strengthen the delivery and mechanisms for sharing, transparency, and support of your Board through strategic planning of the DEO who serves as the umbrella organization for LACWDB.

Chair Saucedo introduced Jessica Ku Kim, Chief Deputy of DEO. Ms. Ku Kim gave a brief background and update to the Board on the necessity, history, and current activities of DEO relating to the strategic plan, including the solicitation of McKinsey & Company to assist with it.

- Member Aime started the conversation by asking the difference between this strategic plan and other activities taking place, such as the Area Plan and other endeavors.
- Chief Deputy Ku Kim explained that this strategic planning is for DEO as a department, rather than only inclusive of LACWDB.
- Member Sanchez stated that there is legislation including SB 525 which increases health care workers' minimum wages.
- Member Sanchez asked if the other workforce development boards and AJCCs are involved and stated that they need to be included.
- Member Thompson stated that he appreciated the good work that is taking place but would like more time to discuss.
 - He further requested workshops and smaller sessions. Also, he would like an emphasis on upskilling and on technological improvements.
- Dr. Ornelas stated that she does not want another study that will simply be shelved and not reviewed. She would like to see specific objectives, such as wage gaps and industrial gaps.
 - She further stated that the gig economy is a way of life, and that many people need gig-type jobs to make ends meet.
 - She would also like to see how undocumented workers could be incorporated in the strategic plan.
- Member Marquez stated that it was critical to get employers engaged through business outreach. He further explained that statistics and goals should be identified as to be ahead of the employment demand curve.
- Member Hewitt believed in the need to home in one issue, one program. She wants to avoid redundancy in programs, and to utilize best practices. She also stated the need to merge strategic plans, and to break them down into phases.
- Member Nuñez Constant stated upskilling, identifying partnerships, and a need to scale up remedial education/workforce training to build the foundation. She stated that both large and small businesses' needs must be addressed, and that there should be a prioritization for "at need" population bases.

- Executive Director Kochen informed that each member can be engaged individually.
- Chair Saucedo also reiterated that each member can individually weigh in on the strategic plan.
- Board member Aime mentioned the Board had an organized committee structure to discuss such items and asked what happened to them.
- Executive Director Kochen indicated that the committees, sub-committees, and ad hoc work groups might not have the same membership requirements.
- County Counsel explained that committee memberships must abide by the same general membership formula of the LACWDB itself.
 - He further explained that ad hoc workgroups have established purposes and specific end and/or due dates or finished assignments, which is different than committees and sub-committees.
 - Counsel also stated that the ad hoc workgroup reports to the LACWDB Chair and must not be a quorum of the LACWDB itself, whereas committees and subcommittees do have to maintain quorum and are subject to Brown Act.
- Dr. Ornelas asked when the project/assignment is due.
 - Chief Deputy Ku Kim stated that the goal was to get the plan out in a couple of weeks.
- Member Aime asked why the need for a deadline.
 - Chief Deputy Ku Kim stated that it was the goal to move forward for strategic purposes.
- Member Hewitt asked if one-on-one meetings between staff and individual board members can be held or whether group meetings would be more effective.
 - Executive Director Kochen stated both can be done.
- Member Hewitt shared that her preference would be to conduct the session as a group.
- Member Thompson stated that it was important to narrow down priorities.
- Member Miller asked if the deadline can be extended beyond the budget cycle.
 - DEO Assistant Director Meza stated that the timeline can be reconsidered but stressed that the Board has an established Area Plan recognized by the State.
 - Assistant Director Meza explained that the department strategic plan does not supersede the Board's Area Plan that has been submitted to the State.
- Member Ornelas expressed confusion between the difference between the Strategic Plan and the Area Plan.
 - Member Ornelas wants to start with Board priorities and work backwards from the objective.
 - Assistant Director Meza explained that the strategic plan is department-wide (DEO) including its Economic and Development Division.
- Member Aime asked what the ask of the Board is to go forward.
- Member Miller asked what the integration point is.
- Vice Chair Sanchez stated that an ad hoc workgroup should be established to conduct a possible study session to further review the strategic plan.
- Member Marquez was opposed to an ad hoc committee.

- Member Aime was opposed to an ad hoc committee as well due to potential undue delays in schedule coordination, and believed each member should be interviewed individually.
- Member Thompson agreed that one-on-one sessions would be best.
- LACWDB Executive Director Kochen stated that staff could send the presentation, set one-on-one meetings, and if needed, come back with secondary one-on-one meetings.
- Member Marquez asked for the next meeting to include a refresher discussion on how the Area Plan impacts the Department.

E. ACTION ITEMS

1. DRAFT MINUTES OF THE L.A. COUNTY LACWDB QUARTERLY MEETING HELD ON JUNE 22, 2023

Presenter: Darrel Saucedo, Chair, LACWDB

Summary: This item presents approval, and any other action deemed necessary, the Draft Minutes of the LACWDB Quarterly Meeting held on June 22, 2022.

It was moved by Member Ornelas and seconded by Member Hewitt to approve. Motion was approved by majority with one abstention.

In Favor (13): (1) Luis Arida, (2) Berenice Nunez Constant, (3) Jesse Cuevas, (4) Mary Hewitt, (5) Tami Hutchins-Nunez, (6) Jorge Marquez, (7) Maureen McIntyre, (8) Kyle Miller, (9) Dr. Armida Ornelas, (10) Vice Chair Corinne Sanchez, (11) Chair Darrel Saucedo, (12) Jeffrey Thompson, and (13) Delbert Whetter

Abstain (1): Alex-Handrah Aime

Recused (0):

Opposed (0):

Absent (6): Gustavo Camacho (excused), Stephen Cheung (excused), Jeremy Diaz (excused), Miguel Hurtado (excused), Anne McMonigle (excused), Jeffrey Wallace (excused)

2. FY 2022-23 L.A. COUNTY WORKFORCE PROGRAMS Q4 PAYMENT STATUS REPORT THROUGH JUNE 30, 2023

Presenter: Kristina Meza, Assistant Director, Workforce Branch, DEO

Summary: This item presents for review and approval, and any other action deemed necessary, the FY 2022-23 L.A. County Workforce System Q4 Payment Status Report June 30, 2023.

Discussion:

- Member Ornelas asked if we were on track to spend all allocated dollars.

- DEO Assistant Director Meza answered “Yes”, indicating that the department was on track.
- Member Marquez questioned why we are not spending all the allocated training dollars, and how can we engage better.
- Member Aime asked for a dedicated session on the budget and allocations to have a better understanding of what the funding and programs all mean.

It was moved by Member Sanchez and seconded by Member Ornelas to approve. Motion approved unanimously.

In Favor (14): (1) Alex-Handrah Aime, (2) Luis Arida, (3) Berenice Nunez Constant, (4) Jesse Cuevas, (5) Mary Hewitt, (6) Tami Hutchins-Nunez, (7) Jorge Marquez, (8) Maureen McIntyre, (9) Kyle Miller, (10) Dr. Armida Ornelas, (11) Vice Chair Corinne Sanchez, (12) Chair Darrel Saucedo, (13) Jeffrey Thompson, and (14) Delbert Whetter

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): Gustavo Camacho (excused), Stephen Cheung (excused), Jeremy Diaz (excused), Miguel Hurtado (excused), Anne McMonigle (excused), Jeffrey Wallace (excused)

3. APPROVE FY 2022-2023 L.A. COUNTY WORKFORCE SYSTEM Q4 PERFORMACE REPORT THROUGH JUNE 30, 2023

Presenter: Kristina Meza, Assistant Director, Workforce Branch, DEO

Summary: This item presents for review and approval, and any other action deemed necessary, the FY 2022-2023 L.A. County Workforce System Q4 Payment Status Report through June 30, 2023.

Discussion:

- Member Hewitt asked why the 3rd Districts numbers are so low.
- DEO's assistant director Meza stated that she can try and find the information that would explain system/numbers work.
- Member Aime asked if the Board can set goals by district and what the enrollment numbers look like by district. She would like to see supervisorial district-based enrollment numbers.
- Assistant Director Meza stated that those numbers could be available for the next meeting.
- Assistant Director Meza stated that the unemployment numbers are city-by-city rather than supervisorial district-by-supervisorial district.
- Member Aime asked if the staff could include goals by district, what the enrollment numbers by district, more supervisorial district-specific information.
- Assistant Director Meza explained that it is possible and can be done for the next meeting.
- Member Hewitt asked if we could get an audit of the locations of the AJCCs, including the physical locations, and an explanation on how the locations are

decided.

- Member Thompson asked if there is a broader list.
- LACWDB's Executive Director Kochen stated, "Yes".
- Member Thompson would like to take a deeper dive into the information/list.

It was moved by Member Sanchez and seconded by Member Ornelas to approve. Motion approved unanimously.

in Favor (14): (1) Alex-Handrah Aime, (2) Luis Arida, (3) Berenice Nunez Constant, (4) Jesse Cuevas, (5) Mary Hewitt, (6) Tami Hutchins-Nunez, (7) Jorge Marquez, (8) Maureen McIntyre, (9) Kyle Miller, (10) Dr. Armida Ornelas, (11) Vice Chair Corinne Sanchez, (12) Chair Darrel Saucedo, (13) Jeffrey Thompson, and (14) Delbert Whetter

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): (1) Gustavo Camacho (excused), (2) Stephen Cheung (excused), (3) Jeremy Diaz (excused), (4) Miguel Hurtado (excused), (5) Anne McMonigle (excused), (6) Jeffrey Wallace (excused)

- Member Aime expressed interest in a subcommittee to review status reports, and asked if we could form a committee.
- Member Marquez asked if we could leverage existing committees.
- LACWDB's Executive Director Kochen stated that the Board also has a Career Pathways committee and asked how we could use the existing committee structure, including the Board Engagement Committee. She further explained that they need distinct charge or mission and need to work through the Chair.
- Member Aime recommended an ad hoc committee chair to review the LACWDB's committee structure and governance, that does not just discuss one specific issue, including finance, but the entire committee structure.
- Member Aime further explained that the goal of the Committee would be to determine the best way via committee or subcommittee to further analyze the finance reports for Board discussion. County counsel explained that ad hoc committees are temporary and goal-driven but can also be made into mandated committees.
- Chair Saucedo asked which members would be interested in serving on the new committee.
- Chair Saucedo with Executive Director Kochen introduced the following members to serve on the Ad Hoc Committee to discuss committee structure, and membership:
 - Member Thompson
 - Member Marquez
 - Member Aime
 - Member Sanchez
 - Member McIntyre

It was moved by Member Aime and seconded by Vice Chair Sanchez to approve to form an Ad Hoc Committee to review the structure of the LACWDB Committees and the roles/objectives of the Committee as a whole.

Motion passed unanimously.

in Favor (14): (1) Alex-Handrah Aime, (2) Luis Arida, (3) Berenice Nunez Constant, (4) Jesse Cuevas, (5) Mary Hewitt, (6) Tami Hutchins-Nunez, (7) Jorge Marquez, (8) Maureen McIntyre, (9) Kyle Miller, (10) Dr. Armida Ornelas, (11) Vice Chair Corinne Sanchez, (12) Chair Darrel Saucedo, (13) Jeffrey Thompson, and (14) Delbert Whetter

Abstain (0):

Recused (0):

Opposed (0):

Absent (6): Gustavo Camacho (excused), Stephen Cheung (excused), Jeremy Diaz (excused), Miguel Hurtado (excused), Anne McMonigle (excused), Jeffrey Wallace (excused)

F. INFORMATION ITEMS

Information Items were tabled for further discussion at a future meeting.

1. LIVE DEMO OF WDB DASHBOARDS & SHAREPOINT WALKTHROUGH

Presenter: Cheren Kochen, Executive Director, LACWDB and Jose Rivas, Director of Data and Analytics Management, DEO Summary: This item presents information relating to the data management and informational dashboards utilized by the DEO and LACWDB.

2. UPDATE ON RANCHO DOMINGUEZ AMERICA'S JOB CENTER OF CALIFORNIA (AJCC)

Presenters: Kristina Meza, Executive Director, Workforce Branch, DEO Summary: This item presents information on the transition of services for the Rancho Dominguez AJCC

3. WIOA MEMORANDUM OF UNDERSTANDING UPDATE:

Presenters: Cheren Kochen, Executive Director, LACWDB Summary: This item presents information on the status of the WIOA MOU

SAVE-THE-DATE: UPCOMING WDB QUARTERLY MEETINGS, CONFERENCES & EVENTS AS IDENTIFIED ON THE AGENDA:

PROTERRA JOB FAIR: Wednesday, September 27, 2023 Time: 4:00 p.m. - 6:00 p.m.
Location: 383 Cheryl Ln, City of Industry, CA 91789

YOUTH@WORK EXPO: Friday, September 29, 2023 Time: 10:00 a.m. - 2:00 p.m. Location: East San Gabriel Valley AJCC, 14101 E. Nelson Ave., La Puente, CA 91746

LA BIOSCIENCE WEEK KICKOFF: Monday, October 09, 2023 Time: 1:00 p.m. - 7:00 p.m. Location: Lundquist Institute

6TH ANNUAL LA COUNTY BIOSCIENCE FORUM, Friday, October 13, 2023 Time: 10:30 a.m. - 12:30 p.m. Location: 4130 Overland Avenue, Culver City, CA 90230

WDB QUARTERLY MEETING: Friday, December 15, 2023 Time: 10:00 a.m. - 12:00 p.m. Location: DEO HQ, 510 South Vermont Ave., Los Angeles, CA 90020

F. PUBLIC COMMENTS

- Mr. Steve Bart introduced himself to the Board and spoke in support of California Highroads Workforce Grants and discussed a project with IBEW and apprentices to repurpose school buses.

G. ADJORNMENT

Chair Saucedo adjourned the meeting of LACWDB at 12:15 p.m.