

Executive Committee and FULL WDB BOARD OF DIRECTORS' MEETING

January 23, 2025

Thursday

3:00



Executive Committee and FULL WDB BOARD OF DIRECTORS' MEETING

**SELACO WDB
10900 E 183rd Street, Suite 350
Cerritos, CA 90703**

**January 23, 2025
Thursday
3:00 PM – 5:00 PM**

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

AGENDA

CALL TO ORDER	LeGaspi	
PLEDGE OF ALLEGIANCE	LeGaspi	
ROLL CALL	Espitia	
2024 – 2025		Page 1
PUBLIC COMMENTS	Wehage	
CHAIR'S COMMENTS	LeGaspi	
EXECUTIVE DIRECTOR'S MESSAGE / UPDATE / STAFF REPORT	Castro	
CONSENT CALENDAR	LeGaspi	
1A. Approval of Minutes October 24, 2024		3
1B. Approval of Fiscal Report 07/01/24 – 12/31/24		8
1C. Approval of Program Report for 07/01/24 – 12/31/24		21
ACTION ITEM (S):		
2. SELACO WDB Annual Audit Report for Fiscal Year 2023-2024	Castro	46

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3. Updates on Organizational Chart and Salary Scale Revisions	Castro	47
4. Executive Director Contract Renewal	Legaspi	49
5. Request for Approval to Submit America's Job Center of California (AJCC) Adult and Dislocated Worker Career Services Provider Application	Castro	52
6. Intent to Apply for Disability, Access, Equity, and Inclusion (DAEI) Grant	Castro	53
7. National and State Funding to Support Areas Impacted by the January 2025 Fires	Castro	55
8. Request for Approval to Award Contract to Trauma Reentry Intervention Prevention Supportive Services Inc. (TRIPSS) Under the Helping Justice-Involved Individuals, The Primary Population Served by the HIRE Grant	Castro	56
ONE STOP OPERATOR REPORT	Baquerizo	58
Presentation / Information / Recommendations		
ACTION ITEM (S): NONE		
INFORMATION ITEM (S):		
INFORMATION ITEM (S):		
1. Ethics Training AB1234	Castro	60
2. WIOA Performance Outcomes PY 2023-2024	Castro	61
3. WIOA Memorandum of Understanding(s) and Shared Infrastructure Agreement Negotiations Update	Castro	65
4. SELACO WDB 4-Year Local Plan PY 2025-2028	Castro	67
INTERESTING CORRESPONDENCE		
None	Castro	
BOARD MEMBER COMMENTS	LeGaspi	
POLICY BOARD ITEMS/REQUESTS	LeGaspi	
AGENDA REQUESTS FOR NEXT MEETING	LeGaspi	

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

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CHAIR'S CLOSE

LeGaspi

ADJOURNMENT OF OPEN SESSION

LeGaspi

Policy Board Meeting: February 18, 2025

Next Full WDB Meeting: March 27, 2025

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

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**SELACO WDB Board of Directors
Attendance Roster – PY 24/25**

Board Member	7/25/24	9/26/24	10/24/24	1/23/25	3/27/25	5/22/25
1. Burrell, Ashley Rehabilitation Organization	X	X	X			
2. Chan, Connie Public Employment Service	X	X	X			
3. Cueva, Sergio Business Representative City of Hawaiian Gardens	AE	X	X			
4. Drake, Aaron Business Representative City of Bellflower	X	X	AE			
5. Espitia, Ben Secretary/Treasurer Labor Organization	X	AE	X			
6. Gomez, Belle Education Entity	X	X	X			
7. Kucera, Kevin Labor Organization	AE	AE	AE			
8. LeGaspi, Richard Chair Business Representative City of Norwalk	X	X	X			
9. Levine, Barbara Economic Development	AE	X	AE			
10. McGehee, Shannon Business Representative City of Paramount	A	A	A			
11. Nam, Leila Business Representative City of Artesia	X	X	X			
12. Parada, Erika Business Representative City of Lakewood	AE	X	A			

Board Member	7/27/23	9/28/23	10/26/23	1/25/24	3/28/24	5/23/24
13. Perez, Genoveva Business Representative City of Paramount	X	X	X			
14. Polley, Tracy Business Representative City of Norwalk	X	X	X			
15. Rochin, Blanca Education Entity	AE	X	X			
16. Ryder, Tim Business Representative City of Hawaiian Gardens	AE	X	AE			
17. Saucedo-Garcia, Cristina Business Representative City of Downey	AE	AE	AE			
18. Segura, Michael Business Representative City of Lakewood	X	X	X			
19. Shah, Jawahar Business Representative City of Cerritos	A	A	X			
20. Trivedi, Sanjay Business Representative City of Cerritos	AE	AE	A			
21. Uttecht, Greg Business Representative City of Artesia	X	X	X			
22. Villareal, Rudy Labor Organization	X	X	X			
23. Wehage, Larry Vice Chair Business Representative City of Bellflower	X	X	X			
24. VACANT Labor Organization						
25. VACANT Labor Organization						
26. VACANT Labor Organization						
27. VACANT Business Representative City of Cerritos						

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

XV = PRESENT VIRTUAL

**WORKFORCE DEVELOPMENT BOARD
OF THE SOUTHEAST LOS ANGELES COUNTY, INC.**

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

October 24, 2024

3:00 PM

SELACO WDB

CALL TO ORDER

The Executive Committee and FULL WDB Board of Directors' Board Meeting was called to order by Rich LeGaspi, Chair at 3:00 p.m.

PLEDGE OF ALLEGIANCE

Vice Chairman Larry Wehage led the Pledge of Allegiance.

ROLL CALL

WDB BOARD DIRECTORS PRESENT

Burrell, Ashley	Chan, Connie
Cueva, Sergio	Espitia, Ben
Gomez, Belle	LeGaspi, Richard
Nam, Leila	Perez, Genoveva
Polley, Tracy	Rochin, Blanca
Segura, Michael	Shah, Jawahar
Uttecht, Greg	Villareal, Rudy
Wehage, Larry	

WDB BOARD DIRECTORS ABSENT

McGehee, Shannon	Parada, Erika
Trivedi, Sanjay	

WDB BOARD DIRECTORS EXCUSED

Drake, Aaron	Kucera, Kevin
Levine, Barbara	Ryder, Tim
Saucedo-Garcia, Cristina	

SELACO WDB STAFF PRESENT:

Castro, Yolanda	Cardona, Jefferson
Coronel, Corina	Davis, Carol
Diep, Chau	Ferranti-Lansdown, Tammy
Ford, Kay	Gutierrez, Jeanette
Hernandez, Amber	Michel, Sandra
Salcedo, Mirna	

MEMBERS OF THE PUBLIC PRESENT:

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

PUBLIC COMMENTS

None

WDB CHAIR'S COMMENTS

None

EXECUTIVE DIRECTOR'S MESSAGE/UPDATE/STAFF REPORT

Important Dates

- Upcoming Board meetings:
 - October 24 – Approval of AJCC certification
 - January 23 – Approval of application to deliver services (Adult and Dislocated Worker)
 - March 27 – Approval of local and regional plans

- October 10 – Gateway Cities Council of Government Summit 9:00-3:00
 - The Gateway Cities Council of Governments is hosting two Regional Seminars to discuss opportunities for cities and business
 - Breakfast served at 8:00 am
 - Workforce Development Seminar – 9:00 – 12:00
 - Lunch served at 12:00
 - Economic Development Seminar – 1:00 – 4:00
 - The Centre, 5000 Clark Avenue, Lakewood
 - It is the request that all cities reach out to their business communities and invite Chamber of Commerce representatives as well as individual companies to attend the breakfast and morning seminar – elected officials and city staff are welcome to attend.
 - It is greatly appreciated that attendance from the City Staff and Elected Officials from each of the twenty-seven Gateway Cities attend the lunch and afternoon seminar.

Addressing the SELACO WDB local plans – WDB and Policy Board Member engagement is critical

- October 15
 - 10:00 – 12:00
 - In person at the SELACO WDB
 - Local Plan Community and Stakeholder Forum – Priorities for Developing the Local Workforce

- October 29
 - 10:00 – 12:00
 - Virtual
 - Regional Planning

- November 12
 - 9:00 – 10:15
 - Virtual
 - Business/Economic Development

- November 12
 - 2:00 – 3:15
 - Virtual
 - Partner Focus

- The Senate HELP committee has been unable to secure agreement on a WIOA Reauthorization proposal.
- The House Education and Workforce Committee and the Senate HEKP Committee have agreed to work through a “potential” pre-conference negotiation.
- This is staff driven to determine if they can address the difference between the House and Senate proposals.
- If staff can work through the difference that future advances the progress and issues before the end of the congress.
- Considering that Congress is planning to recess prior to the election, there is little chance that this Congress will have recommendations to consider.

Meeting of the Minds

- Sandra and Corina led a workshop on how SELACO WDB addressed a local need through the creation of a policy to full implementation.
- The EMT project recently discussed – California Advancing Pathways for Students (CalAps) needed assistance in successfully moving students from in school training to a summer certification process. The challenge was that students were not completing the work due to financial hardship.
- Sandra and Corina shared how they created a policy that support payment to students while they attended class and supported the purchasing of work boots and other needs to ensure their success.
- State Representatives were present and very excited to hear the model established to support the success of these students.

- Larry Wehage represented the SELACO WDB board on a panel consisting of board members from four different boards (Ventura, Riverside, Fresno, and SELACO WDB).
- It was no surprise that Larry made quite the impression, and it was exactly what the audience needed after two long days of workshops, general sessions, and networking activities.
- He provided the energy that was much needed to finish the day, and it did not hurt that he offered \$100 to a selected person willing to take someone to lunch.
- Larry was a hit and just might be asked to come back and close all future conferences!

- I MC'd the opening session on day two and had the honor of introducing the guest speaker, Dr Marie Helene Pelletier, Artificial Intelligence and Workplace Mental Health – How to Prepare with Agility: Intersection of Business Success and Strong Workplace Mental Health.

Kobe Day

- Corina and team organized an ice cream social to honor the excellence of Kobe Bryant embodied in everything he pursued.
- As SELACO WDB remembers the “Mamba Mentality” – a mindset of relentless dedication, perseverance, and striving greatness, it is important to recognize how many of SELACO WDB's team members live out these values daily.
- A reminder of what the Mamba Mentality represents:

“A mindset characterized by resilience, focus, and an unyielding commitment to excellence. It means constantly trying to be the best version of yourself, focusing on the process, and trusting in hard work when it matters most.”

Hawkeye will be onsite Monday through Friday from 8:00 – 5:00.

CLOSED SESSION

CONSENT CALENDAR

A motion was made by Tracy Polley to approve the Consent Calendar as presented, seconded by Connie Chan. With no further discussion, motion carries to approve.

1A. Approval of Minutes: September 26, 2024

**1B. Approval of Fiscal Reports for Periods:
07/01/23 – 09/30/24**

**1C. Approval of Program Report for:
07/01/23 – 09/30/24 (Receive and file)**

ACTION ITEM(S)

2. Approval to Submit an Application for Delivery of Career Services

A motion was made by Larry Wehage to:

- Approve SELACO WDB to maintain the role as the provider of Adult and Dislocated Worker Services from PY 2025-2026 and PY 2028-2029.

- Authorize staff to proceed with the completion of “Application of Approval” for review and approval at scheduled public SELACO WDB Board of Directors meeting in January 2025.

Seconded by Aaron Drake. With no further discussion, motion carries to approve.

3. Finalization of WIOA Negotiated Performance Numbers for PY 2024 -2025 and PY 2025-2026

A motion was made by Michael Segura to accept and approve the SELACO WDB Performance negotiated numbers under WIOA for PY 2024-2025 and 2025-2026, seconded by Erika Parada. With no further discussion, motion carries to approve.

4. Extension of Contract for ABC USD to Continue as Provider of WIOA In-School Youth

A motion was made by Blanca Rochin to approve the Executive Director to authorize a one-year contract extension with ABC USD for the provision of WIOA In-School Youth Services, under the same terms and conditions as the original procurement, in the amount of \$400,000, seconded by Michael Segura. With no further discussion, motion carries to approve.

ONE STOP OPERATOR REPORT

David Baquerizo provided a first quarter report to the board.

ACTION ITEM(S):

None

INFORMATION ITEM(S):

None

INFORMATION ITEM(S):

1. Ethics Training AB1234

Page 51 of the agenda provides an updated list of board members who completed the mandatory ethics training. All board members must complete a two-hour training. Please contact Carol for a direct link to the online course or for any questions.

2. Notice of Resignation

Kay Ford, Deputy Director of Administrative and Business Services has submitted her resignation effective February 2025.

3. 2024 Biennial Review Recertification

The Political Reform Act requires every local government agency to review its conflict-of-interest code biennially to determine if any changes are needed. The agency has not made any changes, therefore, the certification form will be completed and submitted with no amendments at this time.

INTERESTING CORRESPONDENCE

None

BOARD MEMBER COMMENTS

None

POLICY BOARD ITEMS/REQUESTS

None

AGENDA REQUESTS FOR NEXT MEETING

None

CHAIR'S CLOSE

The Chair asked all attendees for closing comments.

ADJOURNMENT OF OPEN SESSION

The meeting was adjourned at 4:04 p.m.

SELACO WDB

Statement of Activities (by Fund)

From 7/1/2024 through 12/31/2024

	Employment Training Panel Grant	LA County Grants	Pre-School Grant	WIOA		WIOA Youth Grant	Rapid Response / Lay-Off Aversion Grants	Other Grants	Non-WIOA Training Expenditures	Total
				Adult&DW & Special Projects	WIOA Special Projects					
Revenues / (Deferred Revenues)	17,940	284,437	2,257,212	1,160,950	609,190	47,060	144,685	216,451	4,737,925	
Accounts Receivable	0	21,670	0	289,512	104,115	1,935	161,404	0	578,637	
Total Revenues	17,940	306,108	2,257,212	1,450,462	713,306	48,994	306,090	216,451	5,316,562	
Expenditures	9,727	26,668	168,720	133,017	81,679	5,024	20,957	0	445,792	
Administration Services	0	250,110	1,958,920	13,813	50,822	0	7,838	0	2,281,503	
Contracted Program Costs	0	1,122	0	19,264	13,106	0	5,253	0	38,745	
Support Services	(1,702)	3,990	0	227,130	8,799	0	14,810	216,451	469,477	
Vendor Training	0	5,185	0	16,117	102,563	0	5,746	0	129,611	
Work Exp/Skillz Menu/Supplies	0	0	0	398,912	121,361	0	0	0	520,273	
WIOA Core/Basic Career Services	0	0	0	272,813	0	0	0	0	272,813	
WIOA Intensive/Individualized Career Svcs	0	0	0	43,083	4,852	0	1,200	0	49,136	
WIOA Follow-Up Career Services	0	0	0	173,751	83,130	0	0	0	256,881	
WIOA Business Services	89,922	19,033	0	0	237,513	43,970	240,974	0	631,412	
Other Program Costs	97,946	306,108	2,127,640	1,297,901	703,825	48,994	296,777	216,451	5,095,642	
Cash Expenditures	0	0	0	152,561	9,481	0	9,313	0	171,355	
Accrued Expenditures	97,946	306,108	2,127,640	1,450,462	713,306	48,994	306,090	216,451	5,266,997	
Total Expenditures	(80,007)	-	129,572	-	-	-	-	-	49,565	
Net Income (Loss)										

SELACO WDB
Statement of Functional Expenditures
From 7/1/2024 through 12/31/2024

	Administrative Services	Contracted Program Cost	Support Services	Vendor Training	Work Exp / Skills Menu Program	WIOA Core / Basic Career Services	WIOA Intensive / Individualized Career Services	WIOA Follow-Up Career Services	WIOA Business Services	Other Program Costs	Total
Expenditures											
Personnel	286,954	0	0	0	0	427,896	237,352	39,836	215,425	481,353	1,688,815
Non-Personnel	105,323	248	0	0	0	92,378	35,461	9,300	41,455	150,059	434,224
Training	53,516	2,281,254	0	640,831	129,611	0	0	0	0	0	3,105,212
Support Services	0	0	38,745	0	0	0	0	0	0	0	38,745
Total Expenditures	445,792	2,281,503	38,745	640,831	129,611	520,273	272,813	49,136	256,881	631,412	5,266,997

SELACO WDB
Statement of Functional Expenses - TR - 0201 Administrative Services
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

		Total
Expenditures		
Personnel		
Salaries & Wages	50100	204,518
Social Security Tax	50200	14,628
Medicare Tax	50210	3,421
Workers Comp - Staff	50220	1,373
UI & ETT Taxes	50250	1,732
Other Payroll Expenses	50251	558
Employee Benefits	50300	50,141
Employer 403(B) Contributions	50403	10,583
Total Personnel		286,954
Non-Personnel		
Mileage	51100	22
Conferences/Staff Development	51200	1,598
Meeting Expenses	51230	1,560
Rent	52100	22,306
Telephone	52200	1,015
Office Equipment	52330	36
Leased Equipment	52350	3,015
Repair & Maintenance	52360	419
Office Supplies	53400	3,424
Subscriptions/Dues/Memberships	53600	13,807
Insurance	53900	1,897
Professional Services	54100	34,658
Legal	54300	21,933
Bank Charges/Miscellaneous	59990	(367)
Total Non-Personnel		105,323
Training		
Cost Reimbursement Billing	60300	53,516
Total Training		53,516
Total Expenditures		445,792

SELACO WDB
Statement of Functional Expenses - TR - 0202 Contracted Program Cost
 From 7/1/2024 Through 12/31/2024
 (In Whole Numbers)

		Total
Expenditures		
Non-Personnel		
Furniture/Fixtures	52300	248
Total Non-Personnel		248
Training		
Cost Reimbursement Billing	60300	2,179,521
Other Contracted Services	60400	28,485
Day Care Rent	66000	73,249
Total Training		2,281,254
Total Expenditures		2,281,503

SELACO WDB
Statement of Functional Expenses - TR - 0203 Supportive Services
 From 7/1/2024 Through 12/31/2024
 (In Whole Numbers)

		Total
Expenditures		
Support Services		
Direct Support Payment	65200	32,193
Supportive Services - Training	65201	6,553
Total Support Services		38,745
Total Expenditures		38,745

SELACO WDB
Statement of Functional Expenses - TR - 0204 Vendor Training Payments
 From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

		<u>Total</u>
Expenditures		
Training		
Vendor Training	60100	404,771
Incumber Worker Training	60101	21,313
Vendor Training - ETP	60200	(1,702)
Non-WIOA Training Expenditures		216,451
Total Expenditures		<u><u>640,831</u></u>

SELACO WDB
Statement of Functional Expenses - TR - 0205 Work Experience / Skillz Menu Program
 From 7/1/2024 Through 12/31/2024
 (In Whole Numbers)

		Total
Expenditures		
Training		
Wages - WE/Internship	60500	108,674
SS Tax - WE/Internship	60510	6,738
MC Tax - WE/Internship	60520	1,576
WC - WE/Internship	60530	7,348
Participant Incentive Payments	65401	5,275
Total Training		129,611
Total Expenditures		129,611

SELACO WDB
Statement of Functional Expenses - TR - 0206 WIOA Career Services
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

		Core / Basic Services	Intensive / Individualized Services	Follow-Up Services	Total
Expenditures					
Personnel					
Salaries & Wages	50100	312,988	176,746	27,807	517,541
Social Security Tax	50200	20,771	12,029	1,968	34,769
Medicare Tax	50210	4,858	2,814	460	8,132
Workers Comp - Staff	50220	2,214	1,413	229	3,856
UI & ETT Taxes	50250	3,967	1,519	283	5,769
Other Payroll Expenses	50251	250	182	37	469
Employee Benefits	50300	70,232	35,417	7,587	113,235
Employer 403(B) Contributions	50403	12,616	7,233	1,463	21,313
Total Personnel		427,896	237,352	39,836	705,083
Non-Personnel					
Mileage	51100	127	(698)	2	(570)
Conferences/Staff Development	51200	5,640	1,903	331	7,874
Meeting Expenses	51230	1,574	251	36	1,861
Rent	52100	36,850	19,893	3,770	60,513
Telephone	52200	3,116	939	172	4,227
Furniture/Fixtures	52300	804	168	6	979
Office Equipment	52330	318	(227)	37	128
Leased Equipment	52350	5,971	1,902	354	8,227
Repair & Maintenance	52360	849	306	59	1,213
Outreach/Recruitment	53300	984	0	0	984
Office Supplies	53400	8,519	2,632	464	11,615
Subscriptions/Dues/Memberships	53600	8,587	4,479	931	13,997
Insurance	53900	3,020	1,243	385	4,648
Professional Services	54100	16,017	2,670	2,754	21,442
Total Non-Personnel		92,378	35,461	9,300	137,139
Total Expenditures		520,273	272,813	49,136	842,222

SELACO WDB
Statement of Functional Expenses - TR - 0207 Business Services
From 7/1/2024 Through 12/31/2024
(In Whole Numbers)

		Total
Expenditures		
Personnel		
Salaries & Wages	50100	163,645
Social Security Tax	50200	11,485
Medicare Tax	50210	2,686
Workers Comp - Staff	50220	1,348
UI & ETT Taxes	50250	3,595
Other Payroll Expenses	50251	942
Employee Benefits	50300	24,686
Employer 403(B) Contributions	50403	7,038
Total Personnel		215,425
Non-Personnel		
Mileage	51100	573
Conferences/Staff Development	51200	3,122
Meeting Expenses	51230	377
Rent	52100	19,436
Telephone	52200	887
Furniture/Fixtures	52300	37
Office Equipment	52330	30
Leased Equipment	52350	1,838
Repair & Maintenance	52360	386
Outreach/Recruitment	53300	75
Office Supplies	53400	2,550
Subscriptions/Dues/Memberships	53600	7,070
Insurance	53900	2,012
Professional Services	54100	3,063
Total Non-Personnel		41,455
Total Expenditures		256,881

SELACO WDB

Statement of Functional Expenses - TR - 0212 Other Program Costs

From 7/1/2024 through 12/31/2024

	Employment Training Panel	WIOA Youth	WIOA Rapid Response / Lay-Off Aversion	Transitional Subsidized Employment (TSE)	Other Funds	Total
Personnel						
Salaries & Wages	66,794	144,363	28,179	16,415	115,882	371,633
Payroll Taxes/WC	6,602	14,918	2,627	1,863	12,498	38,507
Employee Benefits	4,762	25,977	4,479	7,652	28,342	71,212
Total Personnel	78,158	185,258	35,284	25,930	156,721	481,353
Non - Personnel						
Mileage	295	311	73	73	1,448	2,200
Conferences/Staff Development	26	17,631	4,386	0	1,837	23,880
Meeting Expenses	32	242	74	4	79	431
Rent/Utilities	7,018	18,978	2,826	1,860	59,165	89,848
Telephone	366	821	91	84	2,812	4,175
Furniture/Equipment	377	1,733	187	73	1,131	3,503
Repair & Maintenance	124	349	35	40	346	895
Outreach/Recruitment	0	250	0	0	0	250
Supplies	823	2,338	374	193	1,365	5,093
Subscriptions & Dues	1,190	5,408	294	250	1,959	9,101
Insurance	836	1,753	30	165	1,679	4,464
Consulting	676	2,439	314	123	2,545	6,097
Interest Expense	0	0	0	0	125	125
Legal Payments	0	0	0	0	0	0
Total Non-Personnel	11,763	52,255	8,686	2,865	74,491	150,059
Total Expenditures	89,922	237,513	43,970	28,795	231,212	631,412

SELACO WDB
Statement of Functional Expenditures
From 7/1/2024 through 12/31/2024

Line Item Description	Current Period Actual	Budget	Budget Variance	Total Budget Remaining (%)
PERSONNEL COSTS				
Salaries/Wages	1,257,337	3,078,775	1,821,438	59.2%
Payroll Taxes/WC	133,271	277,031	143,760	51.9%
Employee Benefits	298,207	672,761	374,554	55.7%
TOTAL PERSONNEL COSTS	1,688,815	4,028,566	2,339,752	58.1%
NON-PERSONNEL COSTS				
Mileage	2,224	10,000	7,776	77.8%
Conference/Staff Development	36,474	185,650	149,176	80.4%
Meeting Expenses	4,229	25,000	20,771	83.1%
Rent/Utilities	192,103	381,304	189,201	49.6%
Telephone	10,303	23,100	12,797	55.4%
Furniture & Equipment	18,041	65,000	46,959	72.2%
Repair & Maintenance	2,913	17,000	14,087	82.9%
Outreach/Recruitment	1,309	55,000	53,691	97.6%
Supplies	22,681	55,000	32,319	58.8%
Subscriptions/Dues/Memberships	43,974	91,000	47,026	51.7%
Insurance	13,021	40,500	27,479	67.8%
Professional Fees	65,259	125,000	59,741	47.8%
Legal Fees	21,933	40,000	18,067	45.2%
Interest Expense/Miscellaneous	(242)	3,000	3,242	108.1%
TOTAL NON-PERSONNEL COSTS	434,224	1,116,554	682,330	61.1%
TOTAL IN-HOUSE COSTS	2,123,039	5,145,120	3,022,081	58.7%
TRAINING & SUPPORT SERVICES				
Vendor Training Payments (Classroom/OJT/IWT)				
Employment Training Panel (ETP)	(1,702)	230,215	231,917	100.7%
Hired LA Program	-	168,000	168,000	100.0%
LA County - Homeless Initiative (Measure H)	3,990	10,000	6,010	60.1%
Prison to Employment (P2E)	8,722	10,141	1,419	14.0%
Regional Equity and Recovery Partnership (R)	15,400	40,850	25,450	62.3%
WIOA Adult	326,537	772,733	446,196	57.7%
WIOA Dislocated Workers	53,154	69,107	15,953	23.1%
WIOA Youth	18,280	65,328	47,048	72.0%
Non-WIOA Training Expenditures	216,451	547,871	331,420	60.5%
Subtotal	640,831	1,914,244	1,273,413	66.5%

SELACO WDB
Statement of Functional Expenditures
From 7/1/2024 through 12/31/2024

Line Item Description	Current Period Actual	Budget	Budget Variance	Total Budget Remaining (%)
Cost Reimbursements / Contracted Services				
Gateway Cities' Homeless Employment Prg	-	10,000	10,000	100.0%
Day Care Pre-School / Renovation	2,012,436	5,294,607	3,282,171	62.0%
Employment Training Panel (ETP)	-	60,000	60,000	100.0%
Hired LA Program	-	65,000	65,000	100.0%
LA County - Youth @ Work	249,777	689,355	439,578	63.8%
LA County - Homeless Initiative (Measure H)	333	15,000	14,667	97.8%
Regional Equity and Recovery Partnership (RE)	834	12,833	12,000	93.5%
WIOA ETPL Delegation Services	1,273	-	(1,273)	0.0%
WIOA Youth	44,073	793,962	749,889	94.4%
WIOA One-Stop Operator	2,050	50,000	47,950	95.9%
WIOA Security Guard	23,995	55,352	31,357	56.7%
Subtotal	2,334,770	7,046,110	4,760,530	67.6%
Work Experience / Skillz Menu Program				
Hired LA Program	-	20,000	20,000	100.0%
LA County - Youth @ Work	5,185	48,510	43,325	89.3%
LA County - Homeless Initiative (Measure H)	-	59,400	59,400	100.0%
Prison to Employment (P2E)	5,746	8,541	2,796	32.7%
Regional Equity and Recovery Partnership (RE)	-	6,361	6,361	100.0%
WIOA Adult	16,117	89,297	73,179	82.0%
WIOA Youth	102,563	264,854	162,291	61.3%
Subtotal	129,611	496,964	367,353	73.9%
Training Supplies				
WIOA Adult	-	5,000	5,000	100.0%
WIOA Dislocated Workers	-	2,000	2,000	100.0%
WIOA Youth	-	5,000	5,000	100.0%
Subtotal	-	12,000	12,000	100.0%
Direct Support Payments				
Gateway Cities' Homeless Employment Prg	652	14,397	13,745	95.5%
LA County - Youth @ Work	-	1,950	1,950	100.0%
LA County - Homeless Initiative (Measure H)	1,122	2,000	878	43.9%
Hired LA Program	187	5,000	4,813	96.3%
Prison to Employment (P2E)	4,249	7,963	3,714	46.6%
WIOA Adult	18,305	50,000	31,695	63.4%
WIOA Dislocated Workers	1,124	15,000	13,876	92.5%
WIOA Youth	13,106	30,000	16,894	56.3%
Subtotal	38,745	126,310	87,565	69.3%
TOTAL TRAINING & SUPPORT SVCS	3,143,958	9,595,628	6,500,861	67.7%
GRAND TOTAL	5,266,997	14,740,748	9,522,942	64.6%

**SELACO WDB
Balance Sheet
12/31/2024**

	Employment Training Panel (ETP)	Preschool & Facilities Revolving Funds	Transitional Subsidized Employment (TSE)	WIOA Adult	WIOA Dislocated Workers	WIOA Youth	WIOA Rapid Response / LOA	Other Grants	General Funds	Pools	Total
Assets											
Cash & Cash Equivalents	202,762	7,052,249	77,384	(124,711)	(20,836)	(82,518)	(1,935)	30,322	123,485	148,938	7,405,141
Petty Cash	-	-	-	-	-	-	-	-	-	5,000	5,000
Accounts Receivable	67,053	-	-	24,858	-	(851)	-	118,516	-	363	209,940
Prepaid Expenses	-	-	-	-	-	-	-	-	-	-	-
Advance to CBOs	-	-	-	-	-	-	-	-	-	-	-
Deposit	-	9,100	-	-	-	-	-	-	-	20,238	29,338
Due from Other Fund	-	-	-	-	-	7,589	-	-	301,208	-	308,797
Fixed Assets	-	1,005,713	-	-	-	-	-	-	-	-	1,005,713
Accumulated Depreciation	-	(1,005,713)	-	-	-	-	-	-	-	-	(1,005,713)
Total Assets	269,816	7,061,349	77,384	(99,852)	(20,836)	(75,779)	(1,935)	148,838	424,693	174,539	7,958,216
Liabilities and Net Assets											
Liabilities											
Accounts Payable	176,534	74,927	-	-	-	4,413	-	71,895	-	-	327,769
Accrued Expenses	-	-	-	-	-	-	-	1,332	-	84,278	85,610
Capital Lease Payable	-	-	-	-	-	-	-	-	-	-	-
Due to LA ECE - Credit Line	-	-	-	-	-	-	-	-	-	-	-
Due to Companies (ETP)	-	-	-	-	-	-	-	-	-	-	-
Due to Department of Education	-	9,100	-	-	-	-	-	-	-	-	9,100
Due to EDD	-	-	-	-	-	-	-	-	-	29,115	29,115
Due to ETP	-	-	-	-	-	-	-	-	-	-	-
Due to Toastmasters Intl	-	-	-	-	-	-	-	-	-	-	-
Due to CSS	-	-	-	-	-	-	-	-	-	-	-
Due to Vendors (ETP)	-	-	-	-	-	-	-	(850)	-	50	(800)
Due to Other Fund	136,589	-	27,867	25,920	-	-	-	110,832	-	7,589	308,797
Payroll Clearing	-	-	-	-	-	-	-	-	-	53,506	53,506
Revenues Received in Advance	108,861	6,829,730	75,509	-	-	6,589	-	21,624	-	-	7,042,312
Suspended Account	-	-	-	-	-	-	-	-	-	-	-
Total Liabilities	421,984	6,913,757	103,377	25,920	-	11,002	-	204,832	-	174,539	7,855,410
Net Assets											
Current YTD Net Income	(80,007)	129,572	(110,051)	(125,772)	(20,836)	(86,782)	(1,935)	(58,670)	(3,237)	-	(357,717)
Unrestricted	(72,161)	18,021	84,058	-	-	-	-	2,675	427,930	-	460,522
Total Net Assets	(152,168)	147,593	(25,993)	(125,772)	(20,836)	(86,782)	(1,935)	(55,994)	424,693	-	102,805
Total Liabilities and Net Assets	269,816	7,061,349	77,384	(99,852)	(20,836)	(75,779)	(1,935)	148,838	424,693	174,539	7,958,216



Operations Report

6TH REPORT OF PY 2024 – PY 2025

JULY 1, 2024 – DECEMBER 31, 2024

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PURPOSE

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

SELACO WDB: December Team-Building Showcase

In December 2024, SELACO WDB hosted a team-building event that brought staff together to celebrate the communities we serve. Staff were divided into eight teams, each representing one of the SELACO WDB cities. Using gingerbread kits and edible decorations, teams created vibrant representations of their assigned cities. Each team included at least two features unique to their city and presented a brief history, fostering deeper connections and a greater appreciation for the communities we support.

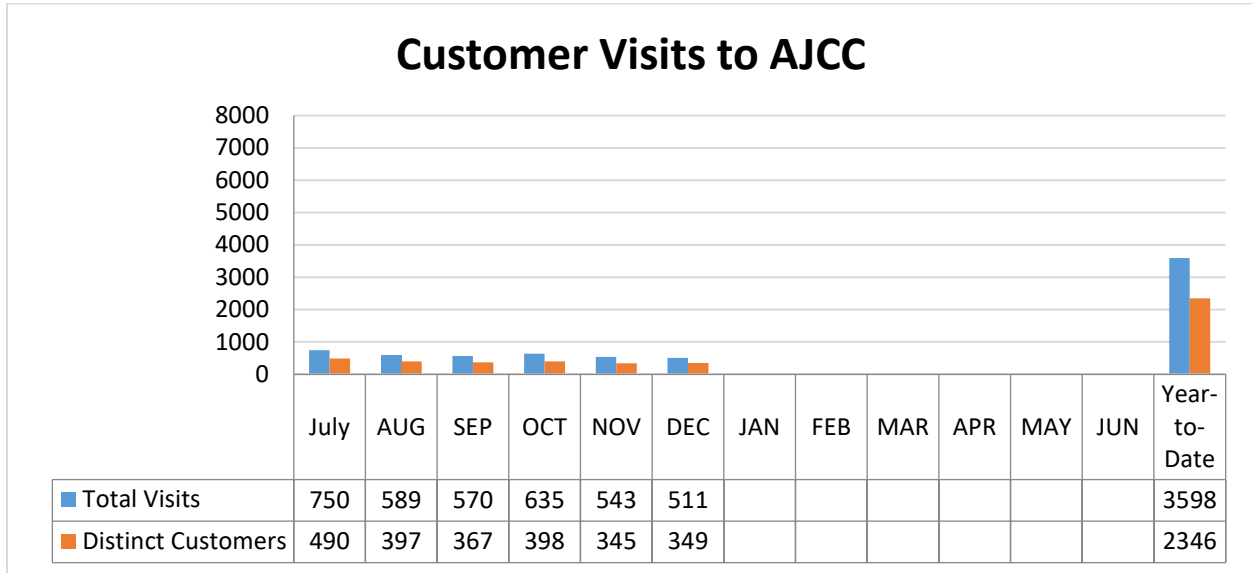
The event featured a friendly competition judged by a neutral party, with the team representing **Artesia**—Vanessa, Bianca, Irma, Yesenia, and Stefany—earning the top prize for their creativity and presentation. We were also honored to have Policy Board Chairs Jeff Wood and Sonny Santa Inez join us as special guests, providing an opportunity for them to meet the team and enjoy the city showcases. This event was a meaningful way to connect as a team while celebrating the uniqueness of each SELACO WDB city.



IN-THE-KNOW WITH SELACO

“In-the-Know with SELACO” is the name of the SELACO WDB Constant Contact company newsletter. Our newsletter is published quarterly and features articles highlighting recent activities and events including board and community engagement, special programs and success stories. Constant Contact also allows SELACO to deliver mass emails to multiple groups all at the same time without affecting the company server. We use Constant Contact to promote job recruitments and announcements for events such as The Collaborative Community Network meetings and Disability Awareness Training as well as in-house to inform staff. The following link provides you access to our most recent publication of “In-the-Know with SELACO”: [In-The-Know](#)

Program Year 2024 – 2025

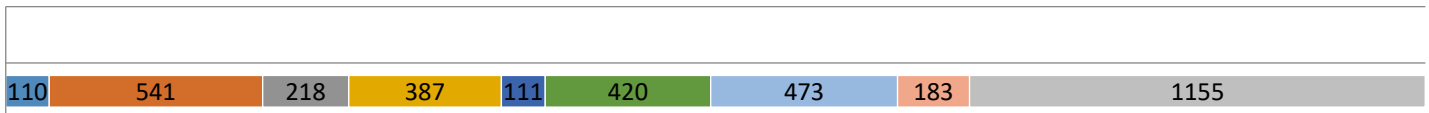


Program Year 2023 – 2024

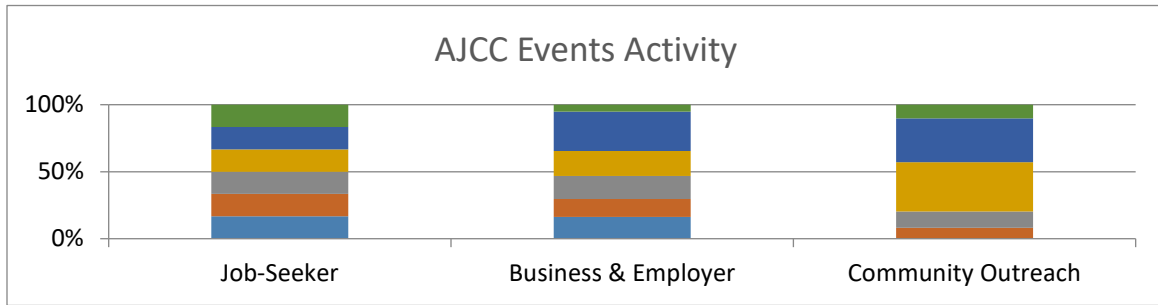
	July	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Year-to-Date
Total Visits	561	640	636	709	629	506	653	625	638	635	754	769	7755
Distinct customers	374	381	391	422	392	374	659	397	409	403	488	498	5188

Customer Visits by City

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



EVENTS



ADULT JOB SEEKER PROGRAMS

EVENTS

JOB SEEKER EVENTS	DESCRIPTION
Virtual Job Club	Partnered with Microsoft to host a LinkedIn presentation
Virtual Youth Workshops	Virtual workshops for youth focused on job readiness, job preparation, interview skills, and resume building
Reemployment Services and Eligibility Assessment (RESEA)	EDD host a workshop to Review of job search activity and sharing of resource information.
Job Interview Preparation and Practice Workshop	It is the interview that lands the job offer, NOT the résumé. Ease those Job Interview jitters with preparation and practice.
Be a Super Star Employee Workshop	This workshop offers an opportunity to learn how to become the employee that you would be proud to be.
Career Academy for Targeted Sectors (CATS)	Virtual bootcamp for young adults, allowing them the opportunity to establish a career pathway.
BUSINESS & EMPLOYER EVENTS	DESCRIPTION
Goodwill SOLAC	formed a partnership with Colleen Khuon, Director of Special Projects & Community Engagement. Interested in hiring 4 TSE's. She was sent an TSE Worksite Agreement for a non-profit.
Paramount Chamber of Commerce	Annual Holiday Mixer sponsored by Southern CA Gas
JC Discount	Ribbon Cutting for Grand Opening
Norwalk Art & Sports Comple	GCCOG Collaboration Luncheon
Milagro Cinema	Meeting with Larry Porricelli RE: Worksite Agreement
Bellflower Christmas Chat and Cheer	Annual Chamber Mixer
Paramount Holiday Mixer	Annual Chamber Mixer
Downey Networking Breakfast	Chamber Breakfast
Advance Auto Parts	Advance Auto Parts
OUTREACH EVENTS	DESCRIPTION
Boots on ground – Norwalk	Logistics Meeting
Boots on ground – Norwalk	COG Collaborative Luncheon
Boots on ground – Artesia	Advanced Auto Parts Rapid Response
Boots on ground – Norwalk	Norwalk La Mirada Adult School

WIOA ADULT

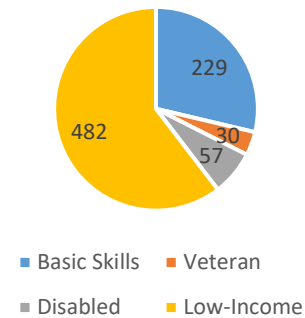
To prepare workers -- particularly individuals with barriers to employment -- for good jobs by providing job search assistance and training. The Adult Program provides an emphasis on serving public assistance recipients, other low-income individuals, and individuals who are low-skilled.

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 24/25	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24-25	Q4 PY 24-25
Employed 2 nd Quarter after Exit	67.5%	71.8%	67.2%		
Employed 4 th Quarter after Exit	65.5%	63.2%	66.3%		
Median Earnings	\$7,622	\$8,202.36	\$9,141.28		
Credential Rate	66.0%	85.7%	87.9%		
Measurable Skill Gain (MSG)	73.0%	53.8%	82.7%		

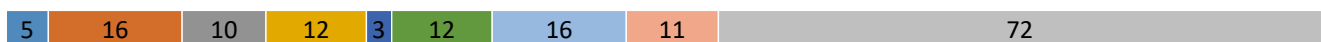
Activity Breakdown	
Carryover	191
Enrollments	157
Exits	73
Employed at Closure	27
Program Services	
Occupational Skills Training	35
On the Job Training	1
Transitional Jobs	5
Supportive Services	85
Follow-up Services	68

Priority Population



WIOA Adult Enrollment by City

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



WIOA DISLOCATED WORKER (DW)

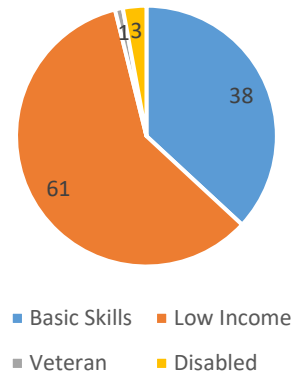
To prepare workers -- particularly individuals recently separated from employment -- for good jobs by providing job search assistance and training. The Dislocated Worker Program provides an emphasis on serving transitioning veterans, homemakers, recently unemployed, and struggling independent business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

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed 2 nd Quarter after Exit	71.0%	100%	75.8%		
Employed 4 th Quarter after Exit	71.8%	71.4%	67.9%		
Median Earnings	\$9,800	\$11,478.98	\$11,264.90		
Credential Rate	75.4%	100%	87.5%		
Measurable Skill Gain	78.0%	84.6%	83.3%		

Activity Breakdown	
Carryover	28
Enrollments	20
Exits	3
Employed at Closure	3
Program Services	
Occupational Skills Training	6
On the Job Training	0
Supportive Services	15
Follow-up Services	9

Priority Population



WIOA Dislocated Worker Enrollment by City

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



TRANSITIONAL SUBSIDIZED EMPLOYMENT (TSE)

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

TSE PERFORMANCE INDICATORS PER QUARTER

TSE Performance Measures PY 24/25	Allocations	Goal	Actual
Projected Enrollments	25	25	3
Exit and Follow-up 6 Months After Exit	25	25	39

Carryover
44

TSE WEX PLACEMENT BY CITY

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

3

WIOA YOUTH SELACO

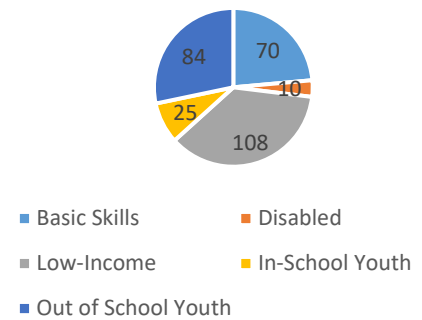
To prepare youth (ages 14-24) with barriers to employment – for good jobs by providing career exploration and training. The Youth Program provides an emphasis on serving public assistance recipients, other low-income individuals, basic skills deficient, pregnant or parenting young, foster youth, and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

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 nd QT after Exit	72.0%	75%	79.1%		
Employed or Placed in Education 4 th QT after Exit	69.6%	69.2%	68.4%		
Median Wage	\$4,500	\$5,933.31	\$6,933.19		
Credential Rate	61.0%	100%	100.0%		
Measurable Skills Gain	80.0%	2.9%	48.5%		

Out-of-School Activity Breakdown	Actual
Carryover	61
Enrollments	38
Exits	12
Employed/ Placed at Closure	
Program Services	
Occupational Skills Training	15
Enrolled in Secondary Education	2
Work Experience	13
Supportive Services	95
Follow-up Services	3

Priority Population



WIOA Youth Enrollment By City

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



WIOA YOUTH ABC

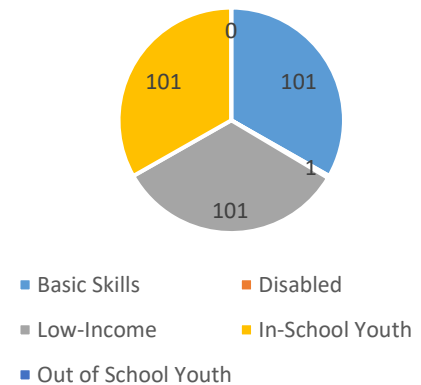
To prepare youth (ages 17-21) with barriers to employment – for good jobs by providing career exploration and training. The Youth Program provides an emphasis on serving public assistance recipients, other low-income individuals, basic skills deficient, pregnant or parenting young, foster youth, and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

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 nd QT after Exit	72.0%	75.5%	56.0%		
Employed or Placed in Education 4 th QT after Exit	69.6%	51.8%	53.5%		
Median Wage	\$4,500	\$3,464.43	\$3,149.74		
Credential Rate	61.0%	66.1%	73.0%		
Measurable Skills Gain	80.0%	100.0%	94.1%		

In-School Activity Breakdown	Actual
Carryover	45
Enrollments	6
Exits	0
Employed/ Placed at Closure	
Program Services	
Enrolled in Secondary Education	0
Work Experience	0
Supportive Services	0
Follow-up Services	0

Priority Population



WIOA Youth Enrollment By City

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



WIOA YOUTH HAWKEYE

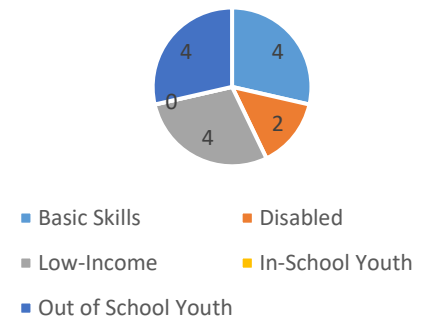
To prepare youth (ages 17-21) with barriers to employment – for good jobs by providing career exploration and training. The Youth Program provides an emphasis on serving public assistance recipients, other low-income individuals, basic skills deficient, pregnant or parenting young, foster youth, and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

WIOA PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Negotiated PY 23/24	Q1 PY 24/25	Q2 PY 24/25	Q3 PY 24/25	Q4 PY 24/25
Employed or Placed in Education 2 nd QT after Exit	72.0%	N/A			
Employed or Placed in Education 4 th QT after Exit	69.6%	N/A			
Median Wage	\$4,500	\$0.00			
Credential Rate	61.0%	N/A			
Measurable Skills Gain	78.0%	50.0%			

In-School & Out of School Activity Breakdown	Actual
Carryover	0
Enrollments	6
Exits	0
Employed/ Placed at Closure	0
Program Services	
Enrolled in Secondary Education	0
Work Experience	0
Supportive Services	0
Follow-up Services	0

Priority Population



WIOA Youth Enrollment By City

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



YOUTH@WORK

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

YOUTH@WORK ENROLLMENT GOALS

Agency	CalWORKs		Foster		JJCPA		Other Under Served Youth (OUSY)		System Involved Youth (SIY)		TOTAL	
	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual	Planned	Actual
City of Hawaiian Gardens	15	7	N/A	N/A	N/A	N/A	35	34	20	20	70	61
Artesia	N/A	N/A	N/A	N/A	N/A	N/A	20	15	N/A	N/A	20	15
ABCUSD	15	11	N/A	N/A	N/A	N/A	30	29	20	11	65	51
SELACO	10	1	15	12	N/A	N/A	5	1	5	4	25	18

Progress	CalWORKS	Foster	JJCPA	OUSY	SIY	Total
Enrollments	19	12	0	79	35	145
Exits	0	0	0	0	0	0

Youth@Work Enrollment by City

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



BRIDGE TO WORK

The Bridge-to-Work-Foster program works with foster youth that are eligible to enroll in the Independent Living Program (ILP) and aims to get them started on a path to a high wage career.

BRIDGE TO WORK PERFORMANCE INDICATORS PER QUARTER

B2W Projected Goals	Goal	Actual
Projected Enrollments	11	0
Exits	11	0

PY23-24 Carryover
4

Bridge to Work Enrollment by City

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

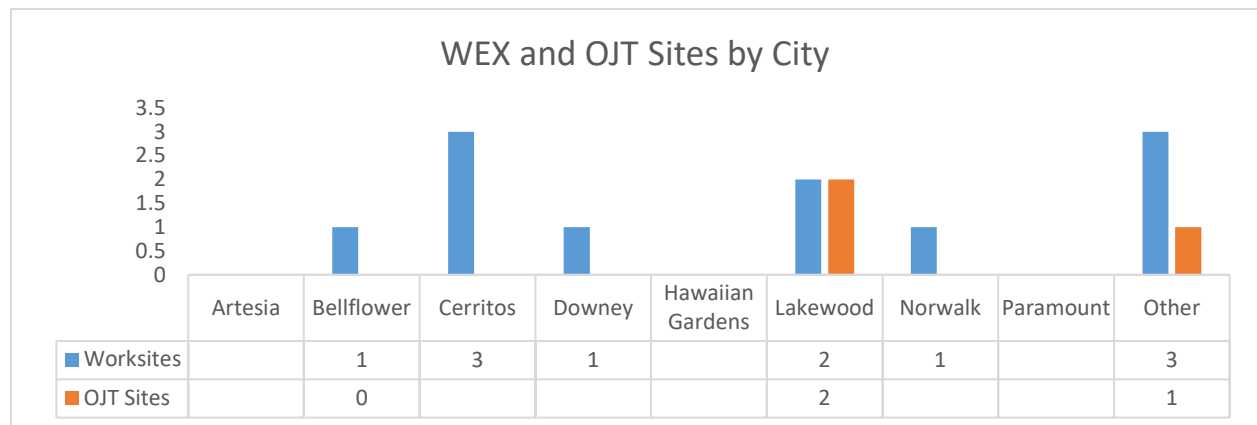


BUSINESS SERVICES

Business services engage with a diverse range of employers to promote business representation on the local board and develop effective linkages with employers to support local workforce investment activities. Develop and deliver innovative workforce investment services and strategies for employers, which may include career pathways, skills upgrading, skill standard development and certification for recognized postsecondary credential or other employer use, apprenticeship, and other effective initiatives for meeting the workforce investment needs of area employers and workers.

Offer appropriate recruitment and other business services on behalf of employers, including small employers, which may include services such as providing information and referral to specialized business and services not traditionally offered through the one-stop delivery system. Provide assistance to employers in managing reductions in force in coordination with rapid response activities and strategies for the aversion of layoffs, which strategies may include early identification of firms at risk of layoffs, use of feasibility studies to assess the needs of and options for at-risk firms, and the delivery of employment and training activities to address risk factors.

Activity Breakdown	
Job Fairs/ Special Recruitments	22
Job Development	1
Resume Referral	2
Candidate Pre-screening	0
Employer Networking	95
Referral to Community Services	38
Tax Credit Program Awareness	40
Rapid Response	5
Lay-off Aversion	0
Total	203



BUSINESS NEEDS ASSESSMENT

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

Business Needs Assessment					
Goal: 100			Actual: 107		
Completed: 107			Outcome: 120		
Industry		Type of Need		Results	
Construction	9	Recruitment and hiring	73	Recruitment and hiring	2
Healthcare	15	Upskills training for current employees.	7	Upskills training for current employees.	2
Hospitality	35	Subsidized wages for new employees/ trainees	17	Subsidized wages for new employees/ trainees	10
Information Technology (IT)	1	Layoff prevention and aversion	2	Layoff prevention and aversion	0
Logistics	5	Tax Incentives	0	Tax Incentives	15
Manufacturing	3	Other:	8	Other:	91
Other:	39				

Business Needs Assessment

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



EMPLOYER TRAINING PANEL (ETP)

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

Eligible Training Panel (ETP)		
ET-23-0162 (Contract Term: 2023-2025)		
	Planned	Actual
Enrollments	405	299
Completions	405	299
Retention	380	291

SPECIAL AND REGIONAL PROGRAMS

CHILD DEVELOPMENT PROGRAM REGIONAL SUPPORTIVE SERVICES 3.0

Facilities	Planned Enrollments	Actual Enrollments
A. J. Padelford Child Development Center 11922 169 th Street, Artesia, CA 90701 Center Director: Liz Quintanilla Phone Number: (562) 926-2427	18	22
Artesia Child Development Center 18730 Clarkdale Avenue, Artesia, CA 90701 Center Director: Malajat Raja Phone Number: (562) 653-0290	60	70
Bellflower Child Development Center 447 Flower Street, Bellflower, CA 90706 Center Director: Regina Mayo Phone Number: (562) 804-7990	20	32
Bellflower II Child Development Center 14523 Bellflower Blvd., Bellflower, CA 90706 Phone Number: (562) 867-8399	47	58
Lakewood Child Development Center 5225-A Hayter Avenue, Lakewood, CA 90712 Center Director: Maria Navarro Phone Number: (562) 531-9440	28	43
Maywood Child Development Center 4803 58 th Street, Maywood, CA 90270 Center Director: Silvia Guzman Phone Number: (323) 560-5656	33	43
Norwalk Child Development Center 14000 San Antonio Drive, Norwalk, CA 90650 Center Director: Silvia Guzman Phone Number: (562) 864-1958 ++0	28	35
Total	234	303

COUNCIL OF GOVERNMENTS (COG) - HOMELESS EMPLOYMENT PROGRAM

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

The role of each partner:

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

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

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

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

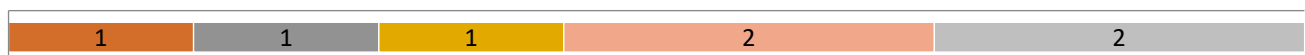
Referral Activity		
	Planned	Actual
Referrals to SHARE	N/A	2
Referrals from SHARE	N/A	4
Enrollments	50	7

Enrollment Activity		
	Planned	Actual
Attended a Job Search Workshop	20	0
Completed Individual Service Plan	50	1
Internships	8	0
Secured Part-time Employment	3	2
Secured Full-time Employment	28	5
Retained Employment (3-months)	23	5
Increased wages	40	0

PY23-24 Carryovers
8

COG Home Enrollment by City

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



REGIONAL EQUITY AND RECOVERY PARTNERSHIP (RERP)

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

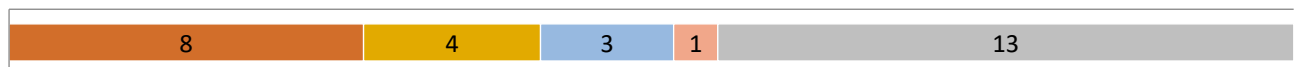
Contract Term April 18, 2023 – October 31, 2025

RERP PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	35	29
Individuals in Training	35	28
Individuals Completed Training	30	21
Attained Industry Recognized Certificate or Credential	30	21
Employment Obtained	30	10

RERP Enrollment by City

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



PRISON TO EMPLOYMENT – P2E

The Workforce Development Boards (WDB) of the Los Angeles region (LARPU) submitted a plan to create a regional approach in serving reentry individuals and the justice system. The plan was awarded under Prison to Employment (P2E) through the California Workforce Development Board in January of 2023.

Contract Term April 4, 2023 – December 31, 2025

P2E INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	26	28
Individuals in Training	9	11
Individuals Completed Training	8	10
Attained Industry Recognized Certificate or Credential	8	10
Placement in Postsecondary Education	1	0
Placement in State Approved Apprenticeship	3	1
Employment	16	13

P2E Enrollment by City

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



HOME INITIATIVE - HOME

The SELACO RISE project is designed to move individuals from homelessness to employment with a focus on individual assessment, job readiness, support services, skills training, earn and learn/on-the-job training, placement and retention in a job which pays a living wage. In order to end individual homelessness, job retention is crucial to the success of these individuals and will require the necessary supports to be provided by Mentored. Our overall objective is to meet the employment challenges facing homeless persons in their search for employment and to facilitate their assimilation into the workplace thereby enhancing the outcomes within the workforce.

HOME INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	15	3
WIOA Co-enrollments	11	3
Placements	11	4
Exits	N/A	3

Program Services	Planned	Actual
Follow-up Services	11	0
On the job Training	7	0
Transitional Jobs	8	0
Supportive Services	N/A	3

PY23-24 Carryovers
8

HOME Enrollment by City

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



HELPING JUSTICE-INVOLVED EMPLOYMENT - HIRE

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

Key focus areas include:

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

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

HOME INITIATIVE PERFORMANCE INDICATORS PER QUARTER

Performance Measure	Planned	Actual
New Enrollment	60	8
Enrolled In Training	24	0
Completed Training	19	0
Attained Industry-Identified Certificate or Degree	19	0

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

HIRE Enrollment by City

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

8

GLOSSARY OF TERMS


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



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: SELACO WDB Annual Audit Report for Fiscal Year 2023-2024

We submit for your review and approval the annual audit report and management letter for Fiscal Year (FY) 2023-2024. There were no findings or questioned costs identified in the audit. The management letter contained no comments. There are three things in the audit report we would like to point out:

1. That in the auditor's opinion the reports "present fairly" the financial position of the Southeast Los Angeles County Workforce Development Board (SELACO WDB). That attestation is on page 1 of the report.
2. That SELACO WDB has a positive "net assets" balance (\$442,000). That information is on page 4 of the report.
3. That there are no findings or questioned costs. That information is on pages 41-43 of the report.

The audit report also contained no items of material noncompliance.

Action Required:


Approve the audit report and direct the Executive Director to forward the audit report to the Policy Board for review and distribute copies to all necessary agencies.



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: Updates on Organizational Chart and Salary Scale Revisions

Overview

At the October 2024 Board meeting, staff presented, and the Board approved, the proposed reorganization chart. **Attachment I** includes the approved chart with updates on actions taken to date and pending actions.

Actions Completed to Date

The following positions have been filled:

- **Adam Von Heeder** – Hired as Adult Services and Special Projects Manager.
- **Lillian Lucero** – Hired as ETP Manager.

Pending Actions (Effective February 1, 2025)

The positions highlighted in **orange** on the organizational chart represent roles that will take effect on February 1, 2025. These include:

1. **Sandra Michel** – Transitioning to Deputy Director of IT, Contract, Compliance, and Strategic Partnerships/EO Officer.
2. **Chau Diep** – Moving to a salary scale equivalent to the Deputy Director as Chief Fiscal Officer.
3. **Title Changes with Minor Responsibility Adjustments:**
 - Carol Reyes Davis
 - Anna Isabelo
 - Jeanette Gutierrez
 - Vanessa Ramirez
 - David Cardenas
 - Casey Chaves
 - Amber Hernandez
 - Ana Mercado

Recruitment for New Positions

The positions highlighted in **yellow** on the organizational chart are newly approved roles. Staff are finalizing job descriptions and preparing to initiate recruitment:

- **MIS/Contract Manager and Administrative Assistant** – Expected to be in place by **March 1, 2024**.
- **Youth Manager** – Recruitment anticipated to conclude by **July 2025**.

Job descriptions for all new and revised positions will be presented to the Board for review and approval at the March 2025 meeting.

Salary Scale Review

As part of the organizational review, staff assessed the current salary structure per **Personnel Policy #221: Salary Administration, Section F (Maintenance of Salary Structure)**. See **Attachment II**. This policy requires the Executive Director to determine the competitiveness of the pay structure every two years.

- The current salary scale was last revised in **July 2021 (Attachment III)**.
- Since then, three COLAs were approved: **September 2022 (5%), July 31, 2023 (2.5%) and July 2024 (4%)**.

Based on comparative data from surrounding workforce service agencies (**Attachment IV**), staff recommend revising the salary scale to:

1. Reflect changes in annual and hourly pay.
2. Remove positions no longer relevant to the revised organizational chart.

Attachment V contains the proposed revised salary scale. The updated scale ensures the Southeast Los Angeles County Workforce Development Board (SELACO WDB) remains competitive while accounting for the organization's generous benefits package, thereby supporting retention at mid and senior responsibility levels.

Implementation of Salary Adjustments

- Salary adjustments will align with employees' next performance review.
- Staff increases will be initiated upon Board approval.

Action Required:

1. Approve the **revised organizational chart** as presented.
2. Approve the **proposed changes to the SELACO WDB employee salary scale**.

Attachments:

1. Approved Organizational Chart (Attachment I).
2. Personnel Policy #221: Salary Administration (Attachment II).
3. Current Salary Scale (Attachment III).
4. Salary Comparison Data (Attachment IV).
5. Proposed Revised Salary Scale (Attachment V).



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Richard LeGaspi, SELACO WDB Board Chair

RE: Executive Director Contract Renewal

Attached for your review and approval is the Executive Director's Southeast Los Angeles County Workforce Development Board's (SELACO WDB) Fifth Amendment Employment Agreement contract. The consideration of a salary increase of a 4% COLA to align with what was previously authorized for the staff would become effective January 1, 2025. Additionally, the Executive Director would receive a monthly stipend of \$350.77, as well as an annual bonus of \$1,000 paid in December due to waiving medical benefits. This is consistent with a perk available to all employees who document that they have medical insurance coverage elsewhere.

Action Required:

Approve the Executive Director's SELACO WDB's Fifth Amendment Employment Agreement Contract as presented.

**Fifth Amendment to Employment Agreement
Between
Southeast Los Angeles County Workforce Development Board
and
Yolanda Castro**

This Fifth Amendment to the First Amended and Restated Employment Agreement (“Agreement”) is made and entered into this 23rd day of January 2025, by and between the Southeast Los Angeles County Workforce Development Board, a California non-profit corporation (SELACO WDB), hereinafter called “Employer,” and Yolanda L. Castro, an individual, hereinafter called “Employee.” Employer and Employee may be referred to in this Agreement collectively as “the Parties.”

WHEREAS, Employee has fulfilled the duties of the position of Executive Director of the SELACO WDB since March 1, 2013 to the satisfaction of Employer; and

WHEREAS, Employee’s original two-year Employment Agreement was renewed for an additional two years under the terms of the First Amended and Restated Employment Agreement, with an expiration date of October 31, 2017 and renewed again for an additional five years through a Second Amendment to Employment Agreement; and

WHEREAS, in January 2023, the Third Amendment to Employee’s Employment Agreement was approved, adjusting Employee’s annual salary and extending the term of Employee’s existing Employment Agreement for an additional five years, until December 31, 2027; and

WHEREAS, in March 2024, the Fourth Amendment to Employee’s Employment Agreement was approved, adjusting Employee’s annual salary; and

WHEREAS, Employee and Employer now desire to adjust Employee’s annual salary to provide for a 4% cost of living adjustment and update other terms as set forth herein; and

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the Parties agree as follows:

I. Section 5("Salary") of the Agreement is amended to read:

Effective January 1, 2025, Employee’s annual salary is \$150,995.52 (one hundred, fifty thousand, nine hundred and ninety five dollars and fifty two cents). Employer agrees to pay Employee for her services rendered pursuant hereto, a monthly salary of \$12,582.96, payable at the same time as other employees of Employer are paid, less any legally authorized withholding, such as federal and state taxes.

II. Section 9 (“Insurance Benefits”) of the Agreement is amended to read:

Effective January 1, 2025, Employee waives medical insurance coverage, which shall entitle Employee to “in lieu” payments of \$350.77/month, which is taxable compensation. Employee

shall also receive an insurance waiver bonus of \$1,000 in the month of December for each calendar year that Employee has waived the insurance benefit. For example, to the extent that Employee continues to waive the Employer medical insurance benefit for the entire 12 month calendar year 2025, Employee shall receive a waiver bonus of \$1,000 for December 2025.

Employee shall continue to receive Employer provided dental, vision and life insurance coverage as provided to other management employees.

III. All other terms and conditions of the First Amended and Restated Employment Agreement shall remain the full force and effect, unless otherwise amended in writing.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed and duly executed on its behalf by its Chairman of the Board, in triplicate, on the 23rd day of January 2025.

Employee has accepted the terms and conditions set forth in this Agreement effective as of the date of her signature below.

SOUTHEAST LOS ANGELES COUNTY WORKFORCE
DEVELOPMENT BOARD

By: _____
Richard LeGaspi, Chair Date

ATTEST:

By: _____
Ben Espitia , Secretary to the Board

EMPLOYEE:


By: _____
Yolanda L. Castro Date



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: Request for Approval to Submit America's Job Center of California (AJCC) Adult and Dislocated Worker Career Services Provider Application

The Southeast Los Angeles County Workforce Development Board (SELACO WDB) staff is seeking Board approval to submit the America's Job Center of California (AJCC) Adult and Dislocated Worker Career Services Provider Application to the State. Approval of this application will allow SELACO WDB to continue operating its AJCC in Cerritos, ensuring the continued delivery of high-quality workforce services to our community. The AJCC Career Services Provider Application is required to be submitted every four years, with the current application due by March 1, 2025. This application will address four critical elements:

1. **Factors Informing the Decision to Apply:** This section will outline the key considerations that influenced SELACO WDB's decision to submit this application. It will highlight the benefits of local administration of services, including increased responsiveness to community needs, and the implementation of our "boots on the ground" initiative.
2. **Enhanced Participant Services:** We will describe how participants will benefit from local board management of the AJCC, emphasizing key partnerships and initiatives designed to expand the network of services available and foster stronger connections with community resources.
3. **Comprehensive Service Offerings:** This section will detail the range of basic and individualized services provided to meet the diverse needs of job seekers, including specialized business services and robust follow-up support to ensure sustainable outcomes.
4. **Performance Data and Success Stories:** Supporting data will demonstrate the effectiveness of SELACO WDB's management, including placement metrics, participant testimonials, and success stories. Additionally, we will showcase capacity-building efforts, and the strides made in staff development to sustain and enhance the quality of services provided.

The successful submission of this application will ensure that the SELACO WDB continues to serve as a key workforce development resource in Southeast Los Angeles, promoting economic growth and stability in our region.

Action Required:


Authorize the Executive Director to submit the AJCC Adult and Dislocated Worker Career Services Provider Application to the State by the due date of March 1, 2025.



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: Intent to Apply for the Disability, Access, Equity, and Inclusion (DAEI) Grant

The Employment Development Department (EDD), in coordination with the California Department of Rehabilitation (DOR), has announced the availability of up to \$15.6 million in Workforce Innovation and Opportunity Act (WIOA) Title IV Vocational Rehabilitation (VR) funds for the Disability Access, Equity, and Inclusion (DAEI) Program Year (PY) 2024-25 grant. This funding aims to strengthen partnerships between WIOA Title I and IV programs, facilitate sustainable cross-systems collaboration, and improve employment outcomes for individuals with disabilities served at America's Job Centers of California (AJCCs).

The Southeast Los Angeles County Workforce Development Board (SELACO WDB) intends to apply for this grant opportunity to lead a transformative initiative that builds on our prior investments in equity and inclusion while addressing systemic barriers faced by individuals with disabilities.

Project Goals and Objectives

1. System-Wide Collaboration
This initiative will foster cross-systems collaboration between WIOA Title I programs, AJCC partners, and DOR. Our project will focus on developing co-enrollment strategies, co-case management models, and cross-training for staff to ensure seamless and integrated service delivery.
2. Sustainable Systems Change
This funding will serve as an up-front investment in activities that will result in lasting improvements to AJCC services for individuals with disabilities. Key areas of focus include strengthening referral systems, capacity-building for workforce professionals, and creating tools and resources that can be scaled statewide.
3. Enhanced Service Delivery
Our project will build upon the California Competitive Integrated Employment Blueprint (CIEB) developed by the Southeast Los Angeles County Local Partnership Agreement (SELAC-LPA). This foundational system, which we helped design in collaboration with DOR, Harbor Regional Center, South Los Angeles Regional Center (SLARC), and the California Department of Education (DOE), will be reignited and expanded to better serve individuals with disabilities through integrated, person-centered workforce services.

SELACO WDB intends to apply for the DAEI grant to lead systemic change, expand equity and inclusion efforts, and ensure individuals with disabilities in our region have access to meaningful employment opportunities.

- Proven Leadership: SELACO WDB has a history of addressing systemic barriers for underserved populations, exemplified by the SELAC-LPA and the CIEB.
- Comprehensive Services: The project will serve 25-75 participants, offering employment discovery, career coaching, job readiness workshops, 500-hour paid work experience for 25 individuals, and vocational training for 10 participants.
- Strong Partnerships: Our collaborations with DOR, Zavikon, Harbor Regional Center, SCLARC, and Partnership for Adult Academic and Career Education (PAACE) partners, including Cerritos College, will drive impactful and coordinated efforts.
- Capacity-Building Expertise: Zavikon’s training will empower staff and partners to integrate inclusive practices and strengthen employer engagement.
- Sustainability: By leveraging WIOA Title I and IV resources, SELACO WDB is committed to sustaining the program’s impact beyond the grant term.

Action Required:


The SELACO WDB team is requesting board support for our intent to apply for the DAEI grant. This funding will allow us to drive systemic change, promote equity and inclusion, and enhance access to meaningful employment opportunities for individuals with disabilities in our region. The grant application will be submitted by the deadline of January 24, 2025, 3:00 p.m.



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: National and State Funding to Support Areas Impacted by the January 2025 Fires

Under the coordination of the Los Angeles (LA) County Department of Economic Opportunity (DEO) the seven Workforce Boards of the Los Angeles County are uniting as one force to assist the residents and business impacted by the destructive fires known as the Palisades Fire, Eaton Fire, Hurst Fire, and Kenneth Fire. These unprecedented simultaneous events have caused widespread damage and destruction to county residents, residential structures, and businesses.

DEO is collaborating with the State and preparing an application for funding, on behalf of all Workforce Boards in the region, to secure up to 12 million dollars in funding that will support:

- Immediate Temporary Employment in the form of Paid Work Experience designed to assist with recovery clean up.
- Support education camps designed to support children whose schools were lost in the fire.
- Workforce Innovation Opportunity Act (WIOA) services such as job placement, training, and support services.

As funding is confirmed, DEO will prepare contracts for each Local Board identifying funding allocations and authorized scope of work. Workforce Boards in highly impacted areas will secure most of the funding, however, because individuals are moving to various areas within the County to secure temporary housing, all Boards will also receive some form of funding. Full allocation amounts are still pending.

Action Required:


Authorize the Executive Director to secure funding and sign appropriate contracts at the time DEO confirms and secures funding for distribution. At the March 2025 meeting, an update on total funding secured and scope of work will be provided.



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: Request for Approval to Award Contract to Trauma Reentry Intervention Prevention Supportive Services Inc. (TRIPSS) Under the Helping Justice-Involved Individuals, the Primary Population Served By the HIRE Grant

As a recipient and under the funding of HIRE, the Southeast Los Angeles County Workforce Development Board (SELACO WDB) is seeking approval to award a service contract in the amount of \$50,000 to Trauma Reentry Intervention Prevention Supportive Services Inc. (TRIPSS). This service contract will enable TRIPSS to deliver tailored job readiness and reentry services for justice-involved individuals, the primary population served by the HIRE grant.

Justification for Selection:

TRIPSS was procured through a competitive process per SELACO WDB policy, but due to being the sole bidder, the contract would be awarded on a sole-source basis if approved. TRIPSS has demonstrated expertise in addressing the unique barriers faced by justice-involved individuals, including trauma, addiction, and mental health challenges. Their approach aligns with the goals of the HIRE grant and includes:

1. Comprehensive Support:

- Tailored job readiness workshops designed to build confidence and equip participants with the skills needed for successful reentry into the workforce.
- Customized reentry services addressing individual challenges and fostering resilience.

2. Capacity-Building:

- Staff training on trauma-informed care to enhance our team's ability to provide empathetic and effective support to participants.
- Workshops and resources that improve staff understanding of reentry challenges and best practices.

As a recipient of the HIRE grant, the SELACO WDB is committed to delivering impactful services to justice-involved individuals. TRIPSS's track record of success and their alignment with the HIRE grant objectives position them as the ideal partner for this initiative.

Budget and Funding:

The \$50,000 contract will be funded entirely through the HIRE Grant. No additional funds from the general budget are required. TRIPSS's proposed services provide excellent value, ensuring impactful outcomes for justice-involved individuals and supporting our organizational goals.

Upon the procurement review, the SELACO WDB Compliance Department is recommending approval of this contract as it will allow the SELACO WDB to leverage TRIPSS's specialized expertise to enhance our program offerings, better support our participants, and meet the objectives of the HIRE grant.

Action Requested:

Approve the Executive Director to award a service contract to TRIPSS in the amount of \$50,000 under the HIRE budget.



SELACO WIOA One Stop Operator Report

(Second Quarter 2024 – October, November, December)

Prepared by: David Baquerizo – SELACO One Stop Operator (01/14/25)

One Stop Operator Activities:

Following the SELACO System Management Team (SMT) meeting in September 2024. The months of October, November and December involved planning and preparing for the OSO support activities in 2025. These activities included: meeting with SELACO leadership to address program coordination activities following the completion of the partner MOU negotiations and AJCC re-certification process.

I have listed key OSO activities for the final quarter of 2024 here:

October

Attended the Executive Committee and Full Workforce Development Board Meeting

November

Attended and Participated in the SELACO WDB:

Business/Economic Development and System Partner Stakeholder Forum (Two Sessions)

Topics Included:

Supporting Local Businesses' – Workforce Development Goals

Strengthening Local Workforce System Partnerships

December

Reviewed the completed SELACO Continuous Improvement Plan (CIP)

Met with SELACO Executive Director and Staff to discuss the CIP.

As the OSO, I will facilitate the coordination of partners to address Partner Cross-Training Continuation and Improvement.


To begin the 2025 program year the OSO will be coordinating with SELACO staff to prepare for the first SMT meeting. This meeting will be held on January 29, 2025. The OSO then plans to meet with partners individually to ensure that identified 2025 continuous improvements move forward in a mutually beneficial manner.



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: Ethics Training AB1234

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

Larry Wehage – expires February 8, 2025
Aaron Drake – expires March 26, 2025
Blanca Rochin – expires May 25, 2025
Belle Gomez – expires May 30, 2025
Richard LeGaspi – expires October 21, 2025
Connie Chan – expires January 29, 2026
Sergio Cueva – expires May 6, 2026
Michael Segura – expires August 9, 2026
Barbara Levine – expires December 24, 2026

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

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

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


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



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: WIOA Performance Outcomes PY 2023-2024

The Southeast Los Angeles County Workforce Development Board's (SELACO WDB) Workforce Innovation and Opportunity Act (WIOA) performance goals for the Title I Adult, Dislocated Worker, and Youth programs for Program Year (PY) 2022-2023 and 2023-2024 were negotiated and established by the Employment Development Department (EDD) Compliance and Performance Unit on September 13, 2022.

On December 12, 2024, the EDD Compliance and Performance Unit published the actual performance outcomes for all local areas for PY 2023-2024, marking the second year of our two-year negotiated performance period. Adjustments based on the Statistical Adjustment Model (SAM) are still pending, with final outcomes incorporating SAM adjustments expected in March 2025. The SAM modifies a local area's negotiated performance, increasing or decreasing targets based on the actual enrollment of targeted populations, participant demographics, and employment barriers identified at the time of enrollment.

The SELACO WDB achieved outstanding success on actual performance, exceeding expectations in **87% of the performance categories, by not only meeting but exceeding in 13 of the 15 categories**. Congratulations are in order, as SELACO WDB ranked **1st overall** as the top WIOA program performer for the Los Angeles Basin (RPU 14). This region includes seven Workforce Development Boards: DEO (Los Angeles County WDB), Foothill Workforce Development Board (WDB), Pacific Gateway Workforce Innovation Network (PG WIN), South Bay Workforce Investment Board (SB WIB), Los Angeles City Workforce Development Board (LA WDB), Verdugo Workforce Development Board (Verdugo WDB), and SELACO WDB.

In addition to this remarkable achievement, SELACO WDB ranked **2nd in Youth performance, 2nd in Dislocated Worker performance, and 2nd in Adult performance**, with the average of these rankings securing SELACO WDB's position as the **#1 overall performer** in the Los Angeles Basin. This accomplishment is a testament to the SELACO WDB's dedication to delivering impactful and results-driven workforce development services.

Below are the charts with SELACO WDB’s target performance, and the actual performance achieved: Youth, Adult and Dislocated Worker.

PY 2023-2024 SELACO WDB Performance Outcomes:

Adult

	Employment Rate (Q2)	Employment Rate (Q4)	Median Earnings	Credential Attainment	Measurable Skill Gain
Negotiated Performance	64.9%	61.8%	\$7,400	67.7%	70.0%
Actual Performance	71.1%	67.7%	119% (\$8,788)	83.1%	93.2%
Performance after the SAM adjustment	Pending	Pending	Pending	Pending	Pending

Dislocated Worker

	Employment Rate (Q2)	Employment Rate (Q4)	Median Earnings	Credential Attainment	Measurable Skill Gain
Negotiated Performance	68.2%	67.0%	\$8,600	79.2%	70%
Actual Performance	72.7%	72.5%	124% (\$10,693)	72.7%	100%
Performance after the SAM adjustment	Pending	Pending	Pending	Pending	Pending

Youth

	Employment Rate (Q2)	Employment Rate (Q4)	Median Earnings	Credential Attainment	Measurable Skill Gain
Negotiated Performance	68.7%	73.0%	\$4,150	69.0%	67%
Actual Performance	74.8%	58.8%	101% (\$4,208)	65.2%	90.4%
Performance after the SAM adjustment	Pending	Pending	Pending	Pending	Pending

Below are the charts with the final performance outcome for all WDBs in the LA Basin.

PY 2023-2024 LA Basin Performance Outcomes:

OVERALL WIOA Performance WDB Ranking for the LA Basin

Seat	WDB	Adult	DW	Youth	Average
1 st	SELACO	86.77%	88.44%	78.118%	84.44%
2 nd	Verdugo	87.16%	92.42%	72.16%	83.72%
3 rd	SB WIB	79.47%	81.51%	83.21%	81.39%
4 th	County	81.94%	80.71%	75.38%	79.34%
5 th	PG WIN	83.41%	80.49%	63.95%	75.95%
6 th	LA WDB	74.78%	73.21%	76.27%	74.75%
7 th	Foothill	69.86%	71.51%	81.82%	74.39%

WIOA Youth Performance WDB Ranking for the LA Basin

Seat	WDB	Employment Rate 2 nd Quarter After Exit	Employment Rate 4 th Quarter After Exit	Median Earnings	Credential Attainment	MSG	Average
1 st	SB WIB	70.7%	72.2%	121.87%	70.0%	81.3%	83.21%
2 nd	SELACO	74.8%	58.8%	101.39%	65.2%	90.4%	78.11%
3 rd	LA WDB	69.7%	74.0%	117.57%	54.9%	65.2%	76.27%
4 th	County	63.3%	64.9%	119.52%	57.8%	71.4%	75.38%
5 th	Verdugo	54.3%	76.8%	87.0%	56.8%	85.9%	72.16%
6 th	PG WIN	76.9%	69.0%	55.68%	47.4%	70.8%	63.95%
7 th	Foothill	50.0%	62.5%	147.91%	91.6%	57.1%	57.1%

WIOA Dislocated Worker Performance WDB Ranking for the LA Basin

Seat	WDB	Employment Rate 2 nd Quarter After Exit	Employment Rate 4 th Quarter After Exit	Median Earnings	Credential Attainment	MSG	Average
1 st	Verdugo	74.8%	78.5%	121.0%	92.2%	95.6%	92.42%
2 nd	SELACO WDB	72.7%	72.5%	124.33%	72.7%	100%	88.44%
3 rd	SB WIB	81.3%	81.1%	91.46%	75.7%	78.0%	81.51%
4 th	County	69.2%	72.7%	110.95%	78.6%	72.1%	80.70%
5 th	PG WIN	72.7%	68.3%	110.75%	69.6%	81.1%	80.49%
6 th	LA WDB	62.8%	65.4%	101.57%	71.1%	65.2%	73.21%
7 th	Foothill	69.7%	75.0%	87.47%	48.0%	77.4%	71.51%

WIOA Adult Performance WDB Ranking for the LA Basin


Seat	WDB	Employment Rate 2 nd Quarter After Exit	Employment Rate 4 th Quarter After Exit	Median Earnings	Credential Attainment	MSG	Average
1 st	Verdugo	67.5%	69.6%	114.0%	91.1%	93.6%	87.16%
2 nd	SELACO	71.1%	67.7%	118.75%	83.1%	93.2%	86.77%
3 rd	PG WIN	69.3%	66.7%	122.58%	73.1%	85.4%	83.41%
4 th	County	70.4%	67.6%	117.52%	75.8%	78.4%	81.94%
5 th	SB WIB	78.2%	78.7%	114.85%	68.3%	57.3%	79.47%
6 th	LA WDB	64.5%	62.7%	112.01%	70.2%	64.5%	74.78%
7 th	Foothill	65.9%	71.9%	53.9%	91.4%	66.2%	69.86%



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: WIOA Memorandum of Understanding(s) and Shared Infrastructure Agreement Negotiations Update

Per state Workforce Services Directive (WSD) 12-18, the Southeast Los Angeles County Workforce Development Board (SELACO WDB), as a local Workforce Development Board, is required to negotiate and execute Memorandums of Understanding (MOUs) and a Shared Infrastructure Agreement (IFA) with Workforce Innovation and Opportunity Act (WIOA)-mandated partners. These MOUs follow a 3-year life cycle, and the Program Year (PY) 2024-2025 period marks the year for MOU re-negotiations. SELACO WDB embarked on this critical task as early as August by hosting an all-partner information session to establish a completion timeline and ensure completion by the state mandated deadline of June 30, 2025.

We are pleased to inform the Board that the SELACO WDB's MIS and Program leadership jointly have successfully met with each of the WIOA-mandated partners in our local area on an individual basis and negotiated an MOU with each, yielding 11 successfully negotiated MOUs and IFA.

The primary focus of these MOUs and IFA is to define the roles and responsibilities of each partner under the WIOA framework. This ensures that all partners are aligned in their efforts to provide coordinated services, leverage, and enhance the efficiency of resource utilization, and meet the workforce development goals for our community. These agreements are essential for maintaining strong, effective partnerships and supporting the needs of our program participants.

The next step in the process is for the partners to take the final drafts of the negotiated MOUs to their respective signatory authorities for final approval. Once these MOUs are approved, we anticipate presenting the finalized drafts for each partner at the SELACO WDB May Board meeting for formal Board approval.

Below is the chart of progress:


MOU Negotiations Status Chart			
Core Partner	Negotiation Meeting Completed	Partner Board Review & Approval	SELACO WDB Board Review & Approval
Employment Development Department (EDD)	11/12/2024		
Department of Rehabilitation (DOR)	11/19/2024		
Partnership for Adult Academic & Career Education (PAACE) Cerritos College	11/7/2024		
Partnership for Adult Academic & Career Education (PAACE) Downey	11/7/2024		
Partnership for Adult Academic & Career Education (PAACE) ABC	11/21/2024		
Partnership for Adult Academic & Career Education (PAACE) Norwalk La-Mirada	11/12/2024		
Paramount Adult School (PAS)	11/14/2024		
Department of Public Services Temporary Assistance to Needy Families (DPSS)			
LA CAUSA	11/12/2024		
Norwalk Housing Authority (NHA)	11/21/2024		
United American Indian Involvement, Inc.	11/14/2024		



MEMORANDUM

DATE: January 23, 2025

TO: SELACO WDB Board of Directors

FROM: Yolanda L Castro, Executive Director 

RE: SELACO WDB 4-Year Local Plan PY 2025-2028

Adhering to the guidance provided by State Workforce Services Directive WSD24-09 titled Regional and Local Planning Guidance for Program Year (PY) 2025-28, the Southeast Los Angeles County Workforce Development Board (SELACO WDB) has drafted its 4-Year Local Plan that will demonstrate operational alignment with the strategic objectives of the Los Angeles Basin Regional Planning Unit's (LABRPU) Regional Plan, drive coordination with local partners, and highlight key service delivery strategies.

Please be advised that the SELACO WDB will follow these procedures to align with the requirements of the directive and meet the submission deadline:

1. Make available a draft of the 4-Year Local Plan to the SELACO WDB Board, Policy Board, partners, and members of the public for review and comment.
2. Publish and open a 30-day public comment period to receive comments to the 4-Year Local Plan.
3. Hold a public comment meeting allowing members of the public the opportunity to pose questions and provide feedback in person.
4. Incorporate public comments into the draft Plan.
5. Submit draft Plan to the SELACO WDB Board for review, approval, and signature at its meeting in March 2025.
6. Submit Board-approved Plan to the SELACO WDB Policy Board for review, approval, and signature at its meeting in April.
7. Submit SELACO WDB's 4-Year Local Plan to Regional Coordinator for inclusion as part of the Los Angeles Basin Regional Planning Unit's 4-Year Regional Plan PY 2025-28 and submission to the State by the April 27, 2025 due date.