County of Los Angeles
DEPARTMENT OF PUBLIC SOCIAL SERVICES
12860 CROSSROADS PARKWAY SOUTH • CITY OF INDUSTRY, CALIFORNIA 91746
Tel (562) 908-8400 • Fax (562) 908-0459

BRYCE YOKOMIZO
Director

LISA NUÑEZ
Chief Deputy

Board of Supervisors
GLORIA MOLINA
First District
YVONNE B. BURKE
Second District
ZEV YAROSLAVSKY
Third District
DON KNABE
Fourth District
MICHAEL D. ANTONOVICH
Fifth District

February 28, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

RECOMMENDATION TO APPROVE OUT-OF-STATE TRAVEL EXPENSES FOR THE COMMUNITY SERVICES BLOCK GRANT COMMUNITY ACTION BOARD TO ATTEND THE NATIONAL COMMUNITY ACTION FOUNDATION (NCAF) - 2006 ANNUAL LEGISLATIVE CONFERENCE ON MARCH 7-10, 2006
(ALL DISTRICTS) (3 VOTES)

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the out-of-state travel expenses up to a maximum amount of $3,468 for two (2) members of the Community Action Board (CAB) to attend the NCAF 2006 Annual Legislative Conference in Washington, DC, on March 7 to March 10, 2006.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Community Action Board (CAB) serves as your Board's 15 member advisory body for this program, and was established by Board Order No. 107 on December 18, 1979. The CAB is an oversight board authorized under Federal law that generally oversees the implementation of the various social service poverty programs funded with the County's Community Services Block Grant (CSBG) allocation. The CAB conducts public hearings and community needs assessments, evaluates program effectiveness, establishes program priorities and develops funding recommendations to be submitted to your Board. By attending this conference, the attendees will achieve understanding of the legislative process as well as the congressional authorization and appropriations process and an in-depth coverage of the changes implemented in the State Budget.

County Code Section 5.40.132 states that prior approval of CAB expenses to travel outside the state must be granted by your Board.

Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan, Goal 5: Children and Families' Well-Being as measured by achievements in the five outcome areas adopted by your Board: good health; economic well-being; safety and survival; social and emotional well-being; and education/workforce readiness.

FISCAL IMPACT/FINANCING

The total out-of-state travel expenses in the estimated amount of $3,468 (Attachment) will be funded with Federal CSBG funds. There is no impact on Net County Cost.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

County Code Section 5.40.132 specifies that CAB members' out-of-state travel expenses are to be funded with Federal CSBG funding.

The State Department of Community Services and Development has confirmed that this out-of-state travel to attend the 2006 Annual Legislative Conference is an appropriate use of CSBG funds.

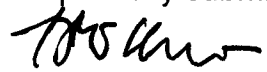
IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will enable the CAB to become more educated on the process of legislative proceedings. The attendees will also be informed of the Federal Budget changes which will allow for a more efficient program and potentially enhance services to the poverty level residents in Los Angeles County.

CONCLUSION

The Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board Letter to the Director of the DPSS.

Respectfully submitted,



Bryce Yokomizo
Director

BY:jg
Attachment
c: Executive Officer, Board of Supervisors
Chief Administrative Officer
County Counsel
Auditor-Controller
Community Action Board

Estimated Out-of-State Travel Expenses for the 2006 National Legislative Conference in Washington, DC on March 7 – March 10, 2006

Expense	Amount
Conference Registration	$1,000
Accommodations (4 nights)	$ 510
Air Fare	$1,600
Meals	$ 306
Airport Shuttle	$ 52
Grand Total	**$3,468**

Note: All amounts are estimated costs for two Community Action Board members to attend the conference. The air fare is based on seven-day advance purchase, round-trip rate quotes obtained through DPSS' travel vendor.

Amounts for accommodations, meals and airport shuttle costs are based on maximum allowable daily reimbursements, per Auditor-Controller policy.