County of Los Angeles
CHIEF EXECUTIVE OFFICE
713 KENNETH HAHN HALL OF ADMINISTRATION
LOS ANGELES, CALIFORNIA 90012
(213) 974-1101
http://ceo.lacounty.gov

WILLIAM T FUJIOKA
Chief Executive Officer

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

June 10, 2008

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:

**DEPARTMENT OF COMMUNITY AND SENIOR SERVICES:
APPROVAL OF THE WORKFORCE INVESTMENT ACT
LOCAL PLAN MODIFICATION PROGRAM YEAR 2007-08
(ALL DISTRICTS AFFECTED) (3-VOTES)**

SUBJECT

The Workforce Investment Act (WIA) Local Plan Modification (LPM) for Program Year (PY) 2007-08 will ensure the Los Angeles County continues to receive WIA funds allocated by the State of California Employment Development Department (EDD) from the Department of Labor (DOL). The State requires this modified version of the WIALPM be submitted with the approval and signature of the Chair of the Board of Supervisors and the Chair of the Los Angeles County Workforce Investment Board (LACWIB).

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve the WIALPM for PY 2007-08, which has been approved by the LACWIB, and expands upon the process for selecting and reviewing the County's one-stop operator, to include a provision for termination as required by recently enacted State legislation;

2. Authorize and instruct the Chair of the Board, as the Chief Elected Official, to sign the signature page of the Los Angeles County WIALPM for PY 2007-08 (Attachment A); and

3. Authorize the Director of Community and Senior Services (CSS), or designee, to amend the WIALPM due to federal or State modifications.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

This action will ensure that LACWIB continues to receive WIA funds allocated by the State of California EDD from the DOL. The State requires this modified version of the WIALPM be submitted with the signature of the Chair of the Board and the Chair of LACWIB.

The WIALPM for PY 2007-08 includes current information, data, and future projections on businesses, employers, industry growth, and labor market analysis that relate to the provision of employment, training, and business services under the WIA Adult, Dislocated Worker, and Youth programs. This WIALPM also incorporates the following WIA requirements as mandated by California Senate Bill (S.B.) 293.

- One-Stop Operators: S.B. 293 requires the WIB to select one-stop operators, with the agreement of the local Chief Elected Official, annually review their operations, and terminate for cause, the eligibility of such operators. In conjunction with your approval of the Local Workforce Investment Area (LWIA) Plan in 2005, your Board approved the designation of CSS as the one-stop operator for the County system. The WIALPM provides that the LACWIB may also recommend CSS' designation as the one-stop operator may be terminated for cause.

- Local Board Membership: S.B. 293 requires that at least 15 percent of local LACWIB members are representatives of labor organizations. Since the LACWIB is currently comprised of 45 seats with one member holding a labor seat, the WIALPM indicates that seven more labor seats will be added to meet the requirement. Thus, there will be a total of 52 seats on the LACWIB.

- Individual Training Accounts (ITA): S.B. 293 requires the local LACWIB to develop a policy on the amount and duration of ITAs, which is an allowance given to participants to purchase training services from eligible providers. The LACWIB approved a policy to limit the amount of an ITA to $7,500 with a maximum duration of one year, which is based on a market average in and around the County LWIA for training programs.

- Training Services for Job Seekers: S.B. 293 states that training services shall be made available to individuals who have selected a program of services directly linked to occupations in demand in or around the LWIA. The WIALPM addresses the LACWIB's approval for the availability of funds for job seekers who have selected training services linked to occupations in demand that may be located outside the County's LWIA.

- Local Memorandum of Understanding (MOU): S.B. 293 requires that a MOU between one-stop operators and one-stop partners be established to address policies regarding the availability, priority, and referral of training services for job seekers. Policies concerning these items have been approved by the LACWIB to be addressed in the Governance MOU. The Governance MOU will be revised, and after obtaining partner signatures, the executed version of this MOU will be forwarded to your Board for approval, and subsequently included in Los Angeles County's 2008-09 WAILPM.

Implementation of Strategic Plan Goals

The recommended actions support the Countywide Strategic Plan Goal 1: Service Excellence.

Performance Measures

The performance evaluation is aligned with the County's Performance Counts! Initiative. The Department will assess the agencies' performance through its analysis of program reports produced by the WIA Planning and Operations Division. The standard of performance measurement for program effectiveness is indicated by clients achieving the following positive outcome:

- Increase self-sufficiency by providing services that lead to successful transition into the workforce, continued training, or education.

FISCAL IMPACT/FINANCING

There is no impact on the County's General Fund.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The WIA regulations require each LWIA to submit to the State, a locally developed comprehensive WIALPM. The WIALPM is to be developed by the local WIB and approved by the Chief Elected Official. As changes occur, the WIALPM must be modified in accordance with WIA requirements.

The original five-year strategic LWIA Plan was approved by your Board on October 9, 2001. The term of the original Plan was July 1, 2000 through June 30, 2005. The updated five-year LWIA Plan was approved by your Board on June 21, 2005.

The WIB approved the WIALPM for PY 2007-08 at their January 10, 2008 meeting. The WIALPM was posted on the CSS website for public review and comment for a period of 30 days, ending on February 11, 2008, as required by the State. During the comment period, there were no substantive comments.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The recommended action will ensure the continued provision of WIA services that are efficient, customer-focused, and results driven, to residents and businesses in the County of Los Angeles.

CONCLUSION

Upon Board approval, please mail one copy of the adopted Board letter to Robert Brieff at CSS WIA Planning & Operations Division, 3175 West Sixth Street, Los Angeles, CA 90020. If you have any questions, please contact Robert Brieff at (213) 351-8924, or via e-mail at rbrieff@css.lacounty.gov.

Respectfully submitted,

WILLIAM T FUJIOKA
Chief Executive Officer

WTF:SRH:MS
GP:RG:cvb

Attachment

c: County Counsel
Auditor-Controller

June 10th-Board Letter-WIA Local Plan Mod FY 2007-08_rev.doc

Employment Development Department
State of California

Workforce Investment Act
Local Plan Modification
Program Year 2007-08
(Revised Narrative Forms)

Local Workforce Investment Area (LWIA):

Name of LWIA Los Angeles County

Submitted on *Pending*

Contact Person Josie Marquez

Contact Person's Phone Number (213) 738-3175
AREA CODE PHONE NUMBER

September 2007

EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Special requests for services, aids, and/or special formats need to be made by calling (916) 654-8055 (Voice) or (916) 654-9820 (TTY).

Workforce Investment Act (WIA)
Strategic Five-Year Local Plan

TABLE OF CONTENTS

Executive Summary 3

I. Plan Development Process 4

II. Local Vision and Goals 6

III. Labor Market Analysis 9

IV. Leadership 12

V. Local One-Stop Service Delivery System 14

VI. Youth Activities 23

VII. Administrative Requirements 26

VIII. Assurances 27

IX. Program Administration Designee and Plan Signatures 30

EXECUTIVE SUMMARY

Enclose a brief summary, not more than two pages, of the five-year strategic local plan that gives a general overview of the proposed local workforce investment system. Include a description of how the system looks today, and how it will change over the five-year plan period. Include a discussion of the local board's economic and workforce investment goals and how the local system will support these goals.

Executive Summary – PY 2007-2008 Local Plan Modification

In accordance with state and federal requirements under the Workforce Investment Act (WIB) of 1998, the Los Angeles County Workforce Investment Board (LACWIB) submitted its initial Five-Year Strategic Local Plan to the State in 2000. Pursuant to guidelines published by the Employment Development Department, the information presented herein represents a third one-year extension to the initial plan for the period encompassed within Program Year 2007-2008. Information contained within the LACWIB's 2007-2008 WIA Local Plan Modification reflects key areas of planning and operations for which changes have occurred since the last modification was approved in August 2005. The Plan's narrative is limited to these changes. For subsections of the Plan where no changes have been made, "no modification" is indicated. Full narratives from the original Plan and subsequent revision are available for review at www.ladcss.org, as is the current Local Plan Modification

The LACWIB's 2007-2008 WIA Local Plan Modification includes a number of significant changes from prior iterations. Principally, these changes are derived from requirements embodied in California Senate Bill 293, which was signed by the Governor on September 29, 2006, and replaces the Family Economic Security Act in the California Unemployment Insurance Code with provisions that implement WIA in California. SB 293 took effect on January 1, 2007. Even though a majority of the provisions in the legislation are taken from the federal WIA, there are new, unique California provisions that will require substantive changes in the workforce system. These include changes in the composition of the state and local workforce investment boards. In addition, provisions within SB 293 require some adjustments at the local level to systems for managing and reviewing one-stop operations, individual training accounts, and job seekers' selection of training programs. Such adjustments are reflected within the LACWIB's 2007-2008 WIA Local Plan Modification.

A number of updates unrelated to SB 293 are also presented within the 2007-2008 WIA Local Plan Modification. These reflect changes in strategies to deliver services to businesses and job seekers in accordance with LACWIB priorities, and include descriptions of economic engines within the County's local workforce investment area, a business outreach and job development initiative, and plans to conduct an open competitive procurement process to identify service providers for the County's 2008-2009 WIA Youth program.

I. PLAN DEVELOPMENT PROCESS

WIA gives states and local areas a unique opportunity to develop employment and training systems tailored specifically to state and local area needs. The local plan is only as effective as the partnership that implements it. The plan should represent a collaborative process among the Chief Elected Official and the local system partners. This collaboration will create a shared understanding of the local area's workforce investment needs, a shared vision of how the local workforce investment system can be designed to meet those needs, and agreement on the key strategies to achieve this vision. This collaborative planning at all stages should drive local system development, create strategies for improvement, and provide the opportunity for stakeholder and public participation, review and comment.

In this section, describe the plan development process, including comments received during the public comment period that were incorporated within the plan. [WIA Section 118 (a), WIA, Section 118(c) (1)].

(**Please note**: we recognize that local areas are required to develop various related local plans and we encourage you, whenever feasible and appropriate, to use planning information that has already been developed. However, the data you use must be accurate and current.)

A. What was the role of the Chief Elected Official in developing the plan? [WIA, Section 118 (a)]

No modification.

B. What local workforce investment board, transition board or existing body had oversight for the development of this local plan? If there was no such body, how will you create a responsible entity? [WIA Section 117(d)(4)]

No modification.

C. Describe the process used to provide an opportunity for public comment, including comment by the Chief Elected Official; the local workforce investment board and youth council; other local governing bodies; educators; vocational rehabilitation agencies; service providers; community-based organizations; and migrant seasonal farm worker representatives. Describe the process used to get input for the plan prior to submission. [WIA Section 118(c)(1) and WIA Section 118(b)(7)]

This section of the County's Local WIA Plan is modified to reflect the process utilized to obtain input into and comments on the LACWIB's 2007-2008 Local WIA Plan Modification from local stakeholders.

WIB members, WIA service providers, County Counsel and other interested parties have several opportunities to review the Plan Modification in draft form. The plan is presented and discussed twice in public meetings of the LACWIB's Business Services and Marketing Committee prior to being published for public comment. During the public comment period, CSS representatives also hold a

public forum to obtain contractor and community input. Following the public comment period, the LACWIB's Executive Committee holds a public meeting to review the final Plan Modification (incorporating input received during public comment).

Representatives of the County's Board of Supervisors are kept apprised of plan development during periodic briefing sessions with management from the County's Department of Community and Senior Services (CSS), which administers the WIA program on behalf of the LACWIB and the Board of Supervisors.

D. How were comments considered in developing the local WIA plan? [*State Planning Guidance* I B. and WIA, Section 112(b)(9)]

This section of the County's Local WIA Plan is modified to reflect the process utilized to incorporate into the LACWIB's 2007-2008 Local WIA Plan Modification comments obtained through the LACWIB's review process and input received during the public comment period.

During the 30-day comment period, only one response to the draft plan was received. Because this comment dealt with information already described within the County's original WIA Local Plan, the comment did not alter the content of the draft 2007-2008 Plan Modification.

E. Describe the method used to make copies of the local plan available through public hearings and through other means e.g., local news media and the Internet. [WIA, Section 118(c)(2)]

This section of the County's Local WIA Plan is modified to provide information regarding the process for system stakeholders and others to provide comments on the 2007-2008 Local Plan Modification. The LACWIB published the Plan Modification for comment over a 30-day period. The public comment period began on January 11 and concluded on February 11, 2008. A notice on the public comment period was published in the Los Angeles Times. Individuals wishing to review the Plan Modification were able to do so by visiting the LACWIB's website at www.ladcss.org. Interested parties were also able to request a printed copy of the Plan Modification from the Los Angeles County CSS by calling (213) 738-2198 or visiting/mailing a request to:

County of Los Angeles
Community and Senior Services
3175 West Sixth Street
Los Angeles, CA 90020
Attn: WIA Planning and Operations Division

In addition, CSS made a presentation regarding the draft Plan Modification on January 23, 2008 to all current County WIA contractors during their regular Quarterly Technical Assistance Meeting.

F. What other organizations were involved in the development of the local plan? How

were they involved?
No modification.

II. LOCAL VISION AND GOALS

The federal *Planning Guidance and Instructions for Submission of the State's Strategic Five-Year Plan* indicates that "a vision creates organizational alignment around a picture of a transformed future. It propels the organization toward achieving difficult but attainable strategic goals. Vision drives systematic improvements and produces outcomes. It is dynamic, not static."

In this section, identify your broad strategic economic and workforce development goals (e.g., "All people who want to work can find jobs. There will be a growing number of business start-ups. Fewer people will rely on welfare assistance.") Include information on how the local plan is consistent with the State plan and describe how the local workforce investment system supports the shared vision in the attainment of your goals. In addition, describe your local strategies based on your local board's vision for business services and lifelong learning.

A. What is your vision for your local workforce investment system, and how will your system appear at the end of the five-year period covered by this plan? [State Planning Guidance II A.] [WIA, section 117(d)(1)]
Some specific questions that may be considered are:

1. How will your local system integrate services over the next five years? [WIA, Section 117(d)(1) and Section 118(a)]
2. What programs and funding streams will support service delivery through the One-Stop system? [WIA, Section 121(b)(1)(B)]
3. Typically, what information and services will be provided and how will customers access them? How will the goal of universal access be achieved? [20 CFR Part 652, et al., Interim Final Rule (I)(A), State Planning Guidance II.A. bullet 3]
4. How will Wagner-Peyser Act and unemployment insurance services be integrated into the local system? [WIA, Section 121(b)(1)(B)(xii),
5. How will the youth programs be enhanced to expand youth access to the resources and skills they need to succeed in the State's economy? [WIA, Section 111(d)(2) and 112(a)]

This section of the County's Local WIA Plan is modified to reflect planning presently being conducted by a reengineering implementation work group of the LACWIB to examine the County existing workforce development delivery system and to make recommendations for greater effectiveness. It is anticipated that the recommendations resulting from this process will improve system operations and management beginning in PY 2009-2010.

WIA Section 118 requires local plans to be consistent with the State Plan. In addition to California's Principles and Strategic Goals (WIAB99-2, *Local Plan Instructions and Forms*, page 3), please include strategies that reflect the Governor's four key priorities for California's public workforce system. The key priorities were not included in the

Initial/Supplemental Planning Narrative pages or the *One-Year Extension for Program Year 2005–06*. They were introduced last year in the *Guidance for Local Plan Modifications for PY 2006-07*, via *Addendum*, item A.

The Governor's four key priorities for California's public workforce system:

- Understanding and Meeting the Workforce Needs of Business and Industry in order to prepare Workers for 21st Century Jobs
- Targeting Limited Resources to Areas Where They Can Have the Greatest Economic Impact
- Collaborating to Improve California's Educational System At All Levels
- Ensuring the Accountability of Public and Private Workforce Investments

B. Describe how your local vision and workforce development strategy is consistent with the Governor's workforce development priorities [WIA Section 118(a)].
This section of the County's Local WIA Plan is modified to reflect the LACWIB's current mission, which is:

"Provide leadership by convening and facilitating public and private stakeholders to impact the economic health of the region."

This statement corresponds to key aspects of the State Board's vision by focusing on local economic vitality in Los Angeles County as the driving force in the success of current and future workers.

The California Workforce Investment Board (State Board) adopted vision statements regarding business services and lifelong learning that were not included in the *WIA Initial/Supplemental Planning Narrative* pages or the *One-Year Extension for Program Year 2005–06*. They were introduced last year in *Guidance for Local Plan Modifications for PY 2006-07*, via *Addendum*, item B.

The State Board vision statements:

- The One-Stop System, in collaboration with the economic development community, partners with California's business to provide best-in-class local services to business to support job retention and growth.
- The vision for lifelong learning, in the context of workforce development, is to enable current and future workers to continually acquire the knowledge, skills, and abilities required to be successful in the workplace.

C. Provide a description of your local strategies, based upon your local board's vision for business services, to improve the services to employers, and include in your description [WIA Section 118(b) (10)]:
1. Your vision and strategic planning efforts for business services.
2. How you use industry partnerships and other employer contacts to validate employer needs.

3. What actions the local board has taken, or plans to take, to ensure that local business services are not redundant and coordinated with partner programs such as Wagner-Peyser and Economic Development Corporations.
4. How the local board measures the satisfaction of business services and how the data are used to improve services.

This section of the County's Local WIA Plan is modified to reflect the LACWIB's goals with respect to improving services to businesses.

Among the LACWIB's current strategic goals is "identify and meet workforce needs in key industry sectors/clusters." Recommended actions and key considerations to achieve this goals include:

- **Determine the most effective way of meeting the workforce needs in the key industry sectors/clusters within the workforce delivery system.**
- **Re-engage stakeholders to begin a dialog relative to the LACWIB strategic goals.**
- **Engage employers more actively.**
- **Access and use more EDD/Labor Market Information Division (LMID) and other labor market data.**
- **Determine the priority – "people then jobs" or "jobs then people."**
- **Expand collaborative partnerships with educational systems and other key stakeholders.**
- **Facilitate employer communication with the community college system.**
- **Develop training and other services in advance to meet projected industry sector needs.**
- **Find and use alternative fund sources for training.**
- **Incorporate existing data into the new GIS (computerized mapping) system to and promote it to enhance customer service.**
- **Convene partners to promote intra-agency cooperation.**

LACWIB efforts to achieve this goal are in progress.

D. Describe how the local board is addressing lifelong learning in the context of workforce development, through collaborative policy and planning. Specifically, describe how the local board will improve and promote access to lifelong learning in the next year. Include existing or planned efforts to leverage resources with local lifelong learning partners, including business and education [Guidance for Local Plan Modifications for PY 2006-07, Addendum, item B.]

This section of the County's Local WIA Plan is modified to reflect the LACWIB's goals with respect to addressing current workforce crisis needs.

Among the LACWIB's current strategic goals is "find ways to impact education (address literacy problem) and training so that job seekers are better qualified to meet employers' workforce needs." Recommended actions and key considerations to achieve this goal include:

- **Work with the educational community to address business needs as well as the individual job seeker.**
- **Work with businesses to provide assistance to educate their workers (basic education and transferable skills, as opposed to job-specific training).**
- **Collaborate with other programs in education along with public and private agencies to promote and develop literacy.**

LACWIB efforts to achieve this goal are in progress.

E. Identify organizations involved in the development of your local vision and goals.
No modification.

III. LABOR MARKET ANALYSIS

The *Planning Guidance and Instructions* requests information on key trends expected to shape the economic environment during the next five years, including the implications of these trends in terms of overall employment opportunities by occupation; key occupations; the skills needed to attain local occupational opportunities; growth industries and industries expected to decline, customer demographics, and the sources of data used to gather this information. Where appropriate, identify any regional economic development needs and describe how the local area will be involved in them.

In this section identify the needs of businesses, job training, and education seekers, economic development professionals, and training providers in your workforce investment area. Are these the same or different than those present in the previous service delivery area(s)? If different, how can the needs be better met by the new, local workforce investment system? To complete this section, answer the following questions.

A. What are the workforce investment needs of businesses, job-seekers, and workers in the local area? [WIA, Section 118(b)(1)(A)]
This section of the County's Local WIA Plan is modified to reflect efforts of the LACWIB to more effectively identify workforce investment needs within the local area. Over the last two years, the LACWIB has led a process to identify the growth industries within the local area that present the greatest opportunities for businesses and job seekers. Initially, a study conducted by CSS and State Employment Development Department (EDD) LMID staff revealed nine clusters with significant potential. These included tourism; tourism without motion pictures; high-tech; manufacturing value chain; services; construction; aerospace; health; and bio-medical technology. Subsequently, because there was significant overlap for occupational titles between health and bio-medical technology, these two industries were combined into a single cluster.

Further study of the identified industries more closely examined occupation employment estimates (size), job growth (greatest growth), percentage growth

(fastest growth), and wages. Applying this data to communities within the County LWIA, the industries presenting the greatest opportunity were narrowed to construction, services, and health/bio-medical technology.

The LACWIB is continuing to analyze the benefits of focusing its programs and services on these clusters. A business outreach and job development project already implemented by the LACWIB is concentrated, specifically, on these industries.

B. How will the needs of employers be determined in your area? [State Planning Guidance IV.B.6]

This section of the County's Local Plan is modified to incorporate information regarding the LACWIB's implementation of concentrated business outreach and job development services, which are designed to develop more effective strategies for connecting the local one-stop system with growing businesses. As part of this process, the contractor engaged to lead this effort is both 1) contacting new businesses to assess their hiring needs; and 2) training WorkSource Center staff in effective approaches for gathering business input into their current and projected workforce needs.

Under the first phase of LACWIB's Business Outreach/Job Development Project, the contractor has worked with four WorkSource Centers in the San Gabriel Valley region. Over the course of two additional phases, all County WorkSource Centers will benefit from the strategies and outcomes of the project.

C. What are the current and projected employment opportunities in the local area? [WIA, Section 118(b)(1)(B)]

This section of the County's Local Plan is modified to provide updated information regarding current and projected employment opportunities within the Los Angeles County LWIA, based on the three high-growth industries clusters identified by the LACWIB as most prominent and relevant in the local area. Leading occupations (based on size) associated with these clusters are as follows, and other occupations related to current job growth, percentage of growth, and wages, will be considered:

<u>Construction</u>

- **Non-residential building construction**
- **Hardware, and plumbing and heating equipment and supplies merchants**
- **Electrical and electronic goods merchant wholesalers**
- **Other specialty trade contractors**
- **Activities related to real estate**
- **Residential building construction**
- **Architectural, engineering, and related services**
- **Foundation, structure, and building exterior contractors**
- **Building equipment contractors**

- **Building finishing contractors**

Services

- **Traveler accommodations**
- **Automotive repair and maintenance**
- **Services to building and dwellings**
- **Colleges, universities and professional schools**
- **Employment services**
- **Offices of physicians**
- **Offices of dentists**
- **General medical and surgical hospitals**
- **Limited service eating places**
- **Full-service restaurants**

Health/Bio-Medical Technology

- **Personal care services**
- **Nursing care facilities**
- **Individual and family services**
- **Professional and commercial equipment and supplies merchant wholesalers**
- **Architectural, engineering, and related services**
- **Management, scientific, and technical consulting services**
- **Offices of dentists**
- **Colleges, universities, and professional schools**
- **Offices of physicians**
- **General medical and surgical hospitals**

D. What job skills are necessary to obtain such employment opportunities? [WIA, Section 118(b)(1)(C)]

This section of the County's Local Plan is modified to incorporate information on the job skills identified as necessary to qualify for employment within high growth industry clusters identified by LACWIB. For all three industry clusters areas (construction, services, and health/bio-med technology) foundation skills are critical to successful job performance. These include both soft skills (e.g. customer service, following directions, problem solving), computer literacy skills, and basic skills, which include reading, writing, and computation skills. The majority of occupations within the identified clusters require some level of technical proficiency. Required skills range from those that can be acquired on the job with a minimum of training to highly precise skills which are normally developed through studies at the college level, several years of work experience, or a combination of these two factors. LACWIB staff are continuing to study skill requirements in order to precisely communicate this information to system providers.

IV. LEADERSHIP

As stated in the *Federal Register* of April 15, 1999, "The Department [of Labor] believes that changing from the existing JTPA Private Industry Councils to local workforce investment boards is essential to the reforms of WIA [Interim Final Rule §661.305] . The Department [of Labor] strongly encourages all eligible areas to create new, fully functional local boards as early as possible, and is committed to providing assistance to facilitate such changes."

In this section describe how authority will be exercised by the local workforce investment board. [WIA, Sections 117(b) (3) and 117(d) (1)

A. If an interim board was responsible for development of this plan, how will the plan and authority to oversee its implementation under WIA Section 117(d) (4) be transferred to the new local workforce investment board?

No modification.

B. What circumstances constitute a conflict of interest for a local board member, including voting on any matter regarding provision of service by that member or the entity that s/he represents, and any matter that would provide a financial benefit to that member? [WIA, Section 117(g)(1)(2)]

No modification.

C. How will the local board provide a leadership role in developing policy, implementing policy, and oversight for the local workforce investment system? [WIA Section 117(d)(4)] Include in this discussion a description of your local board composition.

This section of the County's Local WIA Plan is modified to reflect changes and updated information as follows:

1. **Current composition of the LACWIB**
2. **Efforts to meet SB2 293 requirements for labor representation**

<u>Current Composition of the LACWIB</u>

The LACWIB currently has 45 seats, including:

- **27 seats for business representatives**
- **11 seats for individuals representing the one-stop partner programs mandated under the Workforce Investment Act**
- **3 seats filled by non-business representatives appointed by County Supervisors**
- **1 labor seat**

- **1 education seat**
- **1 economic development seat**
- **1 ADA seat (per local policy)**

Efforts to Meet SB2 293 Requirements for Labor Representation

Pursuant to SB 293, the UI Code Section 14202 describes the mandatory composition of Local Boards. Most of this section reiterates federal law with some minor changes; however, Section 14202(c) constitutes a significant change. It provides for *"Representatives of labor organizations nominated by local labor federations, including a representative of an apprenticeship program. At least 15 percent of local board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. If this occurs, then at least 10 percent of the local board members shall be representatives of labor organizations."*

LACWIB analysis of actions necessary to meet the labor representation requirements of SB 293 includes the following considerations:

- **LACWIB currently has one (1) seat reserved for a labor representative.**
- **Fifteen percent (15%) of 45 seats is seven (7) seats.**
- **An increase of six (6) labor seats to meet the labor representation requirements would increase the total number of WIB seats to fifty-one (51).**
- **Fifteen percent (15%) of fifty (51) is 7.65, which means that eight (8) labor seats are required. LACWIB needs to add seven (7) more labor seats for a total of 52 members.**
- **LACWIB's twenty-seven (27) seats reserved for business representatives maintain the required business majority within a board comprised of 52 members.**

The LACWIB's Director has contacted representatives of the Los Angeles County Federation of Labor to requests nominations of labor representatives for consideration by the LACWIB.

D. How will the local board assure the local system contributes to the achievement of the State's strategic goals?[WIA, Section 118(a)]

This section of the County's Local Plan is modified to incorporate a description of the LACWIB's biennial strategic planning process. Twice each year, members of the LACWIB meet to for the purposes of developing and updating strategic planning objectives. At the LACWIB's Spring 2008 Strategic Planning Retreat, the board will include within its program, a discussion and analysis of processes used by the LACWIB to review and contribute to the State's strategic goals.

E. How will the local board meet the requirement that neither the local board nor its staff provide training services without a written waiver from the Governor? [WIA, Section 117 (f)(1)(A) and (B)]

No modification.

1. If the local board plans to provide training services, describe which service. If a waiver is to be sought, a request for Waiver of Training Prohibition must be submitted for each specific training program.

No modification (not applicable).

F. How will the local board assure that the public (including persons with disabilities) have access to board meetings and activities including local board membership, notification of meetings, and meeting minutes? [WIA Section 117(e)]

No modification.

V. LOCAL ONE-STOP SERVICE DELIVERY SYSTEM

The cornerstone of the new workforce investment system is One-Stop service delivery, which makes available numerous training, education and employment programs through a single customer-focused, user-friendly service delivery system at the local level. The One-Stop system must include at least one comprehensive physical center in each local area that must provide core services and access to programs and services of the One-Stop partners. The system may also include a network of affiliated One-Stop sites and specialized centers that address specific needs.

In this section describe how services will be coordinated through the One-Stop service delivery system. Additional required elements were introduced in *Guidance for Local Plan Modifications for PY 2006-07*, via Addendum items C 1-4. These elements are now incorporated into Section V, Boxes C, F, M and R.

A. Describe the One-Stop delivery system in your local area. [WIA, Section 118(b)(2)]. Include a list of the comprehensive One-Stop centers and the other service points in your area.

No modifications.

Comprehensive One-Stop centers and the other service points in your area:

This section of the County's Local Plan is modified to reflect the current configuration of the LACWIB's one-stop service delivery system. Currently, there are a total of eighteen (18) one-stop service points for the Los Angeles County LWIA's delivery system. Two of these sites (Santa Clarita WorkSource Center and SASSFA Paramount Employment & Training Center) are considered satellites. All other sites have been certified by the LACWIB as comprehensive (full service) WorkSource Centers.

Antelope Valley WorkSource Center **1420 West Avenue I** **Lancaster, CA 93534**	**LA Works WorkSource Center** **5200 Irwindale Ave., Suite 130** **Irwindale, CA 91706**
Career Partners WorkSource Center **3505 No. Hart Avenue** **Rosemead, CA 91770**	**Los Angeles Urban League** **City of Pomona WorkSource Center** **264 East Monterey Avenue** **Pomona, CA 91767**
Central San Gabriel Valley	**Los Angeles Urban League WorkSource**

WorkSource Center **11635 Valley Blvd., Unit G** **El Monte, CA 91732**	**Business and Career Center** **12700 South Avalon Blvd.** **Los Angeles, CA 90061**
Chicana Service Action Center **3601 East First Street** **Los Angeles, CA 90063**	**Northeast San Fernando Valley WorkSource Center** **11623 Glenoaks Boulevard** **Pacoima, CA 91331**
Compton CareerLink WorkSource Center **700 No. Bullis Road** **Compton, CA 90221**	**Santa Clarita WorkSource Center** **20655 Soledad Canyon Road., Unit 25** **Santa Clarita, CA 91351**
East Los Angeles Employment & Business WorkSource Center **5301 Whittier Blvd.** **Los Angeles, CA 90022**	**SASSFA WorkSource Center** **10400 Pioneer Blvd.** **Santa Fe Springs, CA 90670**
Foothill Employment & Training Connection (WIB) **1207 East Green Street** **Pasadena, CA 91106**	**SASSFA Paramount Employment & Training Center** **15749 California Avenue** **Paramount, CA 90723**
Hub Cities WorkSource Center **2677 Zoe Avenue, 2nd Floor** **Huntington Park, CA 90255**	**South Valley WorkSource Center** **1817 East Avenue Q, Unit A-12** **Palmdale, CA 93550**
JVS/West Hollywood WorkSource Center **5757 Wilshire Blvd., Promenade 3** **Los Angeles, CA 90036**	**West Los Angeles WorkSource Center** **13160 Mindanao Way, Suite 240** **Marina del Rey, CA 90292**

B. Describe the process used for selecting the One-Stop operator(s) [WIA, Section 121(d) (2) (A)] including the appeals process available to entities that were not selected as the One-Stop operators. [Interim Final Rule § 667.600 (b)(1)]

This section of the County's Local WIA Plan is modified to address:

1. **Amended LACWIB Policy on Certification/Recertification**
2. **SB 293 Requirements on One-Stop Operator Selection and Review**

<u>Amended LACWIB Policy on Certification/Recertification</u>

Changes have been made to the WorkSource Center Certification/Recertification system used by the LACWIB to assess centers' quality improvement systems in accordance with evaluation criteria derived from the Malcolm Baldrige Award. On May 10, 2007, the LACWIB's Executive Committee approved an amendment to its WorkSource Center Certification/Recertification Policy to extend recertification periods based on overall scores achieved by centers during the certification/recertification review process. In accordance with a sliding scale, centers may be granted recertification for a period of two (2) to four (4) years.

Previously, all centers were subject to recertification review every two years, irrespective of their overall ratings.

<u>SB 293 Requirements on One-Stop Operator Selection and Review</u>

Pursuant to SB 293, the UI Code Section 14206 describes local board functions, and Section 14206(d) specifically requires the board to *"Select one-stop operators, with the agreement of the local chief elected official, annually review their operations, and terminate for cause the eligibility of such operators."*

In approving its Local WIA Plan Modification in 2005, the LACWIB and the County Board of Supervisors approved the designation of the Los Angeles County Department of Community and Senior Citizens (CSS) as the one-stop operator for the LACWIB. As such, CSS coordinates the County's one-stop delivery system. Through its oversight processes, the WIB regularly reviews one-stop operations (including, but not limited to performance levels and service quality). The LACWIB may recommend to the Board of Supervisors the termination of CSS's designation as the one-stop operator based on substandard performance or for otherwise failing to meet program objectives. The Board of Supervisors has final authority in this matter.

C. Are each of the required WIA partners included in your One-Stop delivery system? How have they contributed to your planning and implementation efforts? If any required partner is not involved, explain the reason. [WIA, Section 117 (a)(2)(A)

No modification.

D. How will services provided by each of the One-Stop partners be coordinated and made available in the local One-Stop system? [WIA, Section 121 (c) (2)]

No modification.

E. What is your plan for delivery of core and intensive services? [WIA Section 117(f)(2)]

No modification.

F. What is your plan for administering Individual Training Accounts (ITAs) as defined in WIA, Section 134(d) (4)(G), including any limitations you plan to impose on ITAs established in your area. If your local board providing training services that are made as exceptions to the Individual Training Account process, describe the process you used to procure and justify these exceptions. This process must include a 30-day public comment period for interested providers. [20 CFR Sections 661.350(a)(5) and (10) and 20 CFR Section 663.430(a)]

This section of the County's Local WIA Plan is modified to address requirements for policy development under SB 293, including:

1. **Policy on length and duration of individual training accounts (ITAs)**
2. **Policy on selection of training programs based on demand within local areas**

<u>Policy on length and duration of ITAs</u>

Pursuant to SB 293, the UI Code Section 14206(h) requires the Local Board to *"Develop local policy on the amount and duration of individual training accounts based on market rate for local training programs." The Local Board's policy on the amount and duration of individual training accounts should be established in writing. In addition to explaining how local market rate is determined and used, the policy may describe any other factors that are taken into consideration and how those factors affect the final decision on individual training accounts. Examples of other factors are the labor pool needs of key industries and high-demand occupations and the Local Area's need for health-care workers or workers with other specific skills.*

The LACWIB has adopted a policy limiting the amount of an ITA to $7,500 with a maximum duration of one year. This amount reflects a market average in and around the County LWIA for training programs leading to employment in demand occupations. Occupational demand is evidenced by a documented opportunity for employment within a growth industry such as those identified within the LACWIB's Industry Cluster Study (2007).

<u>Selection of training programs based on demand within local areas</u>

The UI Code Section 14230(a)(5) also states that training services shall be made available to individuals who, among other criteria, *"have selected a program of services directly linked to occupations in demand in the local or regional area." This amendment to the UI Code does not contradict or supersede the intent of WIA Section 134(d)(4)(A)(iii) or 20 CFR Section 663.310(c). Although Local Boards may focus on training and related services pertaining to demand occupations within that geographic area, WIA funds still may be used for training and related services for occupations located outside the Local Area but in an area to which the job seeker is willing to relocate.*

The LACWIB recognizes that, based on individual circumstances, job seekers served by its one-stop delivery system may seek employment opportunities outside the County LWIA. Given the fact that the County's job seekers live within commuting distance of more than a dozen local workforce areas, LACWIB funds may be used for training and related services to prepare job seekers for employment in occupations located outside the County LWIA.

G. Describe how the WIA funds will be used to leverage other federal, State, local and private resources. How will these coordinated and leveraged resources lead to a more effective local system that expands the involvement of business, employers and individuals? [State Planning Guidance IV.B.3. and WIA, Section 112(b)(10) and Section 121(c)(2)(A)(ii)] Include a brief discussion if your local board has entered into an agreement with another area (including another local board that is a city or county within the same labor market) to pay or share the cost of educating, training, or placing individuals participating in programs assisted under Title I of

WIA, including provision of supportive services, provide copy of your approved agreement. [WIA Section 195(3)(B)]
No modification.

H. Describe how the local system will meet the needs of dislocated workers; displaced homemakers; low-income individuals such as migrant and seasonal farm workers; public assistance recipients; women; minorities; individuals training for non-traditional employment; veterans; individuals with multiple barriers to employment; older individuals; people with limited English speaking ability; and people with disabilities. [State Planning Guidance IV.B.5. and WIA, Section 112(b)(17) and Section 118(b)(4)]
No modification.

I. When allocated adult funds are limited, what criteria will you use to determine and ensure priority of service to recipients of public assistance and other low-income individuals for receiving intensive and training services? [WIA, Sections 134(d)(4)(E), 118(b)(4).]
This section of the County's Local WIA Plan is modified to reflect plans by the LACWIB's intent to develop a policy concerning priority of service to public assistance recipients and other low-income individuals for WIA intensive and training services. Such a policy is needed to address the lack of WIA resources available to assist all job seekers who may desire WIA-funded intensive and training services.

J. How will the local system assure non-discrimination and equal opportunity, as well as compliance with the Americans with Disabilities Act? [WIA Section 188(a) (2), State Planning Guidance IV B.4.]
No modification.

K. Describe how employer services (e.g. systems to determine general job requirements and job listings, including Wagner-Peyser Act services) will be delivered though the One-Stop system in your area. [State Planning Guidance IV.B.7]
This section of the County's Local WIA Plan is modified to reflect the LACWIB's implementation of specialized Business Outreach and Job Development services. In September 2006, the County approved a contract with Bennett-Streb and Associates to conduct outreach to local business along with job development. The purpose of the project is to establish the LACWIB's WorkSource Center system as a valuable resource for business to find qualified employees. The objectives of the contract include 1) outreach to businesses within high-growth industries and the identification of skills needed for current and projected job openings; 2) increase the number of employment opportunities for job seekers served through the County's WorkSource Centers.; and 3) conduct satisfaction surveys with businesses contacted and served.

Under the first phase of LACWIB's Business Outreach/Job Development Project, the contractor has worked with four WorkSource Centers in the San Gabriel Valley region. Over the course of two additional phases, all Centers will benefit

from the strategies and outcomes of the project.

L. What reemployment services will you provide to Worker Profiling and Reemployment Service claimants in accordance with Section 3I (e) of the Wagner-Peyser Act? [State Planning Guidance IV B.7. and WIA, Section 121(b)(1)(B)(ii)]

No modification.

M. What local policies and strategies are in place to ensure that, pursuant to the Jobs for Veterans Act (P.L.107-288)(38 USC 4215), priority of service is provided to veterans (and certain spouses) who otherwise meet the eligibility requirements for all employment and training programs funded by the Department of Labor, in accordance with the provisions of TEGL 5-03 (9/16/03/)? Include in your discussion how this policy is shared with all of the One-Stop Career Center partners and if/how you conduct outreach to veterans and veteran organizations to encourage use of One-Stop Career Center services. How will you ensure that veterans receive priority in the local One-Stop system for Wagner-Peyser funded labor exchange services? [State Planning Guidance IV.B.9. and WIA, Section 121(b)(1)(B)(ii)].

This section of the County's Local Plan is modified to reflect actions of the LACWIB to increase the quality and quantity of services to veterans. A LACWIB Veteran's Work Group was formed in May 2007 with the purpose of increasing access to information for members of the military and veterans about the availability of WIB programs and services. The Work Group developed an action plan consisting of objectives, including the following:

1. **An outreach plan will be developed to include Public Service Announcements (PSAs) and contacting veterans agencies and military commanders throughout California.**
2. **Employment Development Department (EDD) and WorkSource Center representatives from the Work Group will develop a comprehensive training program for the WorkSource Centers that covers: all the services that are available to veterans, military members and their dependents, and how to use the PASS system and JTA system to ensure the proper tracking and recording of activities. The training will include information on referral sources available as well as Internet sites that could be used to provide services.**
3. **County staff will assist the Work Group in developing a one-page, double-sided flyer that lists the services offered to veterans, members of the military and their dependents, and where they can access these services (i.e., the WorkSource Centers).**
4. **Work Group representatives will train WorkSource Center staff on how to provide high-quality, comprehensive services to members of the military and veterans.**

Implementation of this plan is currently in progress.

N. What role will Veterans Workforce Specialists and Veteran Employment Service Specialist (VWS/VSSS) have in the local One-Stop system? How will you ensure adherence to the legislative requirements for veterans' staff? [State Planning Guidance IV.B.10., 322, 38 USC Chapter 41 and 20 CFR Part 1001-120]

This section of the County's Local WIA Plan is modified to reflect changes in terminology for programs and positions from Veterans Employment Representative/Disabled Veterans Outreach Program Services (LVER/DVOPS) to Veterans Workforce Specialists and Veteran Employment Service Specialist (VWS/VSSS). This modification does not affect the presence of these individuals within WorkSource Centers when MOUs between centers and the local EDD offices specify their collocation at the centers.

O. How will you provide Wagner-Peyser Act-funded services to the agricultural community—specifically, outreach, assessment and other services to migrant and seasonal farm workers, and services to employers? How will you provide appropriate services to this population in the One-Stop system? [State Planning Guidance IV B.11.]

No modification.

P. How will the local board coordinate workforce investment activities carried out in the local area with the statewide rapid response activities? [(WIA, Section 118(b)(5), State Planning Guidance, IV.B13.b]

This section of the County's Local WIA Plan is modified to reflect the fact that Los Angeles County Community and Senior Services (CSS) is no longer involved in the direct delivery of rapid response services to businesses and their employees. While CSS continues to administer the program on behalf of the LACWIB, the coordination of partners and delivery of services has been contracted to the five (5) regional workforce group (RWG) agencies, which also serve the LACWIB by providing one-stop and WIA youth program services to job seekers and businesses with specified cities and communities. These agencies include:

1. **City of Compton (Compton CareerLink)**
2. **Hub Cities Consortium**
3. **Human Services Consortium of the East San Gabriel Valley (dba LA Works)**
4. **Southeast Area Social Services Funding Authority (SASSFA)**
5. **West San Gabriel Valley Consortium (dba Career Partners)**

Q. What rapid response assistance will be available to dislocated workers and employers and who will provide them? [WIA, Section 118(b) (4) (5), State Planning Guidance IV B.13.c.]

This section of the County's Local WIA Plan is modified to reflect the change in service provider from CSS to the five RWG agencies.

R. How will your local board ensure continuous improvement of eligible providers of services through the system and ensure that such providers meet the employment needs of local employers and participants? [WIA Section 118(b)(2)(A)] Describe and assess the adult and dislocated worker employment and training services that

will be available in your local area. [WIA, Section 118 (b)(4)(5)]

This section of the County's Local WIA Plan is modified to include the LACWIB's use of a structured certification review system to evaluate the effectiveness of one-stop providers and to assess their implementation of continuous improvement systems to promote and evaluate the quality of services. This practice is governed by the LACWIB's WorkSource Center Certification/ Recertification Policy, which has been amended to extend recertification periods based on overall scores achieved by centers during the certification/recertification review process. In accordance with a sliding scale, centers may be granted recertification for a period of two (2) to four (4) years. Previously, all centers were subject to recertification review every two years, irrespective of their overall ratings.

S. MEMORANDUM OF UNDERSTANDING:

WIA requires that a Memorandum of Understanding (MOU) between the local board and each of the One-Stop partners concerning the operation of the One-Stop delivery system be executed. A copy of each MOU must be included with the plan modification. [WIA Section 118(b)(2)(B)]

The MOU may be developed as a single umbrella document, or as singular agreements between the partners and the board. The MOUs should present in concrete terms, member contributions and the mutual methodologies used in overseeing the operations of the One-Stop career center system.

1. The MOU must describe: [WIA, Section 121(c)(1)(2)(A)(B)]
   a. What services will be provided through the One-Stop system.
   b. How the costs of services and operating costs will be funded, including cost-sharing strategies or methodologies.
   c. What methods will be used for referral of individuals between the One-Stop operator and partners?
   d. How long the MOU will be in effect.
   e. What procedures have been developed for amending the MOU?
   f. Other provisions consistent or as deemed necessary by the local board.
2. Identify those entities with who you are in the process of executing an MOU. Describe the status of these negotiations. [Interim Final Rule §662.310(b)]
3. What process will the local board use to document negotiations with One-Stop partners who fail to participate or sign an MOU? How will you inform the state board when negotiations have failed? [Interim Final Rule §662.310(b)]

This section of the County's Local WIA Plan is modified to address:

1. **An amendment to the County LWIA's Governance MOU in June 2007**
2. **A planned amendment to the current Governance MOU necessitated by**

provisions of SB 293

3. **Updated WorkSource Center MOUs and Resource Sharing Agreements (RSAs)**

An Amendment to the County LWIA's Governance MOU in June 2007

On June 26, 2007, the Los Angeles County Board of Supervisors authorized actions necessary to extend the term of the Governance MOU through June 30, 2011.

Planned Amendment to the Current Governance MOU Necessitated by Provisions of SB 293

Pursuant to requirements of SB 293, the State UI Code Section 14230 describes the services that must be available through California's One-Stop Career Centers. Among those services are training services which must be *"made available to individuals who have met the requirements for intensive services and who are unable to obtain or retain employment through intensive services."* Additionally, this section of the UI code states: *"Each local board shall develop a policy for identifying individuals who, because of their skills or experience, should be referred immediately to training services. This policy, along with the methods for referral of individuals between the one-stop operators and the one-stop partners for appropriate services and activities, shall be contained in the memorandum of understanding (MOU) between the local board and the one-stop partners."*

To meet this requirement, the LACWIB has approved a policy indicating that *"a work-first approach to the three tiers of service (core, intensive and training) under WIA is not required. Participants may concurrently receive any combination of services necessary from these tiers to meet their employment objectives. A determination that a job seeker needs training may be made without regard to how long and to what extent such an individual has participated in core and intensive services."* Concurrent with the transmission of this Plan Modification, the LACWIB shall forward a request to the Los Angeles County Board of Supervisors to amend the Governance MOU.

Updated WorkSource Center MOUs and RSAs

Revised MOUs and RSAs, representing partnership and financial agreements at the one-stop level, have been executed by all LACWIB WorkSource Center contractors, except the following: Career Partners, Compton, LA Works, Hub Cities, SASSFA, El Proyecto del Barrio (San Fernando Valley WorkSource Center), Foothill WIB, L.A. Urban League—Pomona, L.A. Urban League—Avalon, Antelope Valley Workforce Development Consortium (Santa Clarita WorkSource Center),

Completion of these MOUs and RSAs by the Centers is anticipated as follows:
We will exercise contractual sanctions to ensure that the MOUs and RSAs are submitted.

VI. YOUTH ACTIVITIES:

As a way to connect youth to workforce investment resources, WIA requires youth programs to be connected to the One-Stop system. WIA requires improved youth opportunities and Youth Councils to be part of local workforce investment systems. Youth councils have authority to develop the youth-related portions of the local plans, to recommend youth service providers to the local boards, to coordinate youth services, and to conduct oversight of local youth programs and eligible providers of youth programs.

In this section describe the strategies and tactics to develop a comprehensive service delivery system for eligible youth, and discuss how that system will be coordinated through the One-Stop system.

A. Describe your local area's efforts to construct a youth council, and what the role(s) of the Youth Council will be. [WIA, Section 117 (h)(1)(2)(3)(4)]

This section of the County's Local Plan is modified to reflect changes in the membership structure of the Youth Council that have been approved by the LACWIB Executive Committee. The amended structure will include all WIA-mandated membership categories, plus one optional (business) membership category, for a total of 13 members, 5 of whom will be WIB members. This structure will include membership representation as follows:

<u>Mandatory Seats</u>:

1. **Job Corps**
2. **Native American/Special Interest or Expertise in Youth Policy**
3. **Postsecondary Education**
4. **Representative of Local Public Housing Authority**
5. **Labor/Special Interest or Expertise in Youth Policy**
6. **Youth Healthcare/Special Interest or Expertise in Youth Policy (Youth with Disabilities)**
7. **Foster Youth/Special Interest or Expertise in Youth Policy**
8. **Special Interest or Expertise in Youth Policy**
9. **Representative of organization with experience relating to youth activities**
10. **Youth service agencies/Juvenile Justice and local law enforcement**
11. **Parents of eligible youth seeking assistance under WIA Youth Program**
12. **Former Participants**

<u>Optional Seat</u>:

13. Business

The amended structure will become effective subsequent to approval by the Los Angeles County Board of Supervisors.

B. How will youth services be connected with your One-Stop delivery system? [Interim Final Rule § 664.700]

This section of the County's Local Plan is modified to reflect changes to the WIA Youth service delivery system that are anticipated in connection with the Winter/Spring 2007 competitive procurement process for PY 2008-2009 WIA Youth Program service providers. The LACWIA's solicitation will incorporate incentives for bidders that propose to meaningfully connect youth service delivery, particularly for older youth, to the LACWIB's WorkSource Center system through co-location or other concrete co-delivery mechanisms.

C. Describe how coordination with Job Corps, Youth Opportunity Grants, and other youth programs in your local area will occur, e.g. School-to-Career. [WIA Section 112(b) (18) (C) and 117(h) (2) (vi), State Planning Guidance, IV B. 15.]

No modification.

D. Describe you area's eligible youth population and needs in general. Describe and assess the type and availability of youth activities in the local area. Include an identification of successful providers of such activities. [WIA, sections 118(b)(6)]

This section of the County's Local Plan is modified to reflect updated youth demographic characteristics representing participants served in the program in PY 2006-2007:

Participant Demographic	*WIA Youth*
Total	**2,925**
Gender	
Male	**1,233**
Female	**1,692**
Age	
Age 14-18	**2,464**
Age 19-21	**461**
Race Ethnic Group	
American Indian/Alaskan Native	**17**
Asian	**206**
Black (not Hispanic)	**767**
Hawaiian Native/Other Pacific Islander	**18**
Hispanic	**138**
White (not Hispanic)	**1,835**
Education Status	
School Dropout	**347**
Student, HS or less	**2,195**
High School Grad./Equiv.	**336**
Post High School	**37**
UI Status	

Unemployment Ins. Claimant	**21**
Unemployment Ins. Exhaustee	**17**
Labor Force Status	
Employed	**42**
Unemployed	**2,78**
Barriers to Employment	
SDA Defined Barrier (Foster Youth)	**361**
Basic Literacy Skills Deficient	**2,349**
Disabled	**256**
Displaced Homemaker	**0**
Food Stamp Recipient	**715**
Homeless	**52**
Limited English Proficiency	**81**
Low Income	**2,831**
Offender	**192**
Pregnant/Parenting Youth	**247**
Runaway	**10**
Homeless	**52**
Single Parent	**172**
Substance Abuser	**32**
TANF Recipient	**560**

E. What is your local area's strategy for providing comprehensive services to eligible in-school and out-of-school youth, including any coordination with foster care, education, welfare, and other relevant resources? Include any local requirements and activities to assist youth who have special needs or barriers to employment, including those who are pregnant, parenting, or have disabilities. [WIA Section 112(b)(18)(A), Interim Final Rule §664.400, State Planning Guidance, IV B. 14]

This section of the County's Local Plan is modified to communicate that the management and oversight of the Independent Living Program (ILP) for foster youth, which was piloted by the County's Community and Senior Services department (along with the LACWIB's WIA Youth providers and WorkSource Centers), have been transferred to the County's Department of Children and Family Services (DCFS).

F. Describe how your local area will meet the Act's provisions regarding the required youth program design elements: [WIA, Section 129(c)(2)(A) through (J)]

No modification to the following youth program design elements.

1. Intake and Objective Assessment
2. Preparation for post-secondary educational opportunities
3. Strong linkages between academic and occupational learning
4. Preparation for unsubsidized employment opportunities
5. Effective linkages with intermediaries with strong employer connections
6. Alternative secondary school services
7. Summer employment opportunities
8. Paid and unpaid work experience
9. Occupational skills training

10. Leadership development opportunities
11. Comprehensive guidance and counseling
12. Supportive services
13. Follow-up services. [Interim Final Rule §664.450(a)(1) through (6)(b), State Planning Guidance, IV B.14.]

VII. ADMINISTRATIVE REQUIREMENTS

A. What competitive process will be used to award grants and contracts for youth services in your local area? [WIA Section 118 (b)(9), 112(b)(18)(B) and Section 123]

No modification.

B. What competitive and non-competitive processes will be used at the local level to award grants and contracts for activities under Title I of WIA, including how potential bidders are being made aware of the availability of grants and contracts? [WIA, Section 118(b)(9)]

No modification.

C. What entity will serve as the local grant recipient and be responsible for disbursing grant funds as determined by the Chief Elected Official? [WIA Section 117(d)(3)(B)(i)(I)(II)(III) and 118(b)(8)]

No modification.

D. What criteria will the local board use in awarding grants for youth activities, including criteria used by the Governor and local boards to identify effective and ineffective youth activities and providers? [WIA Section 112(b) (18) (B), State Planning Guidance III B.1.f.]

This section of the County's Local Plan is modified to reflect changes to evaluation criteria and weighted percentages in the County's competitive solicitation to procure PY 2008-2009 WIA Youth Program providers. The planned Request for Proposals (RFP) will assess responses based on factors including, but not limited to:

I.	Qualifications	10%
II.	Collaborative Structure	15%
III.	Youth Center	5%
IV.	Program Services	30%
V.	Performance Measures	10%
VI.	Quality Assurance Plan	5%
VII.	Budget/Fiscal Capability	25%
	Total	100%

E. What is your local area's definition regarding the sixth youth eligibility criterion, ("an individual who requires additional assistance to complete an educational program, or to secure and hold employment")? [WIA Section 101(13)(c)(vi)]

No modification.

F. What process will be used to allow public review and comment for specific

performance outcomes and measures when these have been negotiated?
No modification.

VIII. ASSURANCES

A. The Local Workforce Investment Board and its staff assure that it will establish, in accordance with section 184 of the Workforce Investment Act, fiscal control and fund accounting procedures necessary to ensure the proper disbursement of, and accounting for, funds provided to the Local Workforce Investment Board through the allotments made under sections 127 and 132. [WIA, Section112(b)(11)]

B. The Local Workforce Investment Board assures that it will implement the uniform administrative requirements referred to in WIA, Section 184(a) (3).

C. Local Workforce Investment Board assures compliance with the confidentiality requirements of WIA, Section 136(f) (3).

D. The Local Workforce Investment Board assures that no funds received under the Workforce Investment Act will be used to assist, promote, or deter union organizing. [WIA, Section181(b)(7)]

E. The Local Workforce Investment Board assures that the board will comply with the nondiscrimination provisions of WIA, Section 188, including an assurance that Methods of Administration have been developed and implemented.

F. The Local Workforce Investment Board assures that the board will collect and maintain data necessary to show compliance with the nondiscrimination provisions of WIA, Section 188.

G. The Local Workforce Investment Board assures that there will be compliance with grant procedures of WIA, Section 189(c).

H. The Local Workforce Investment Board certifies that public employees will provide Wagner-Peyser Act-funded labor exchange activities. [State Planning Guidance VI. 13.]

I. The Local Workforce Investment Board assures that it will comply with the current regulations, 20 CFR part 651.111, to develop and submit affirmative action plans for migrant and seasonal farm worker Significant Offices in the local workforce area which are determined by the Department of Labor, to be in the highest 20% of MSFW activity nationally.

J. The Local Workforce Investment Board assures that funds will be spent in accordance with the Workforce Investment Act, written Department of Labor guidance, and other applicable Federal and State laws and regulations.

K. The Local Workforce Investment Board assures that veteran workforce investment programs funded under WIA, Section 168 will be carried out in accordance with that Section.

L. The Local Workforce Investment Board assures it will comply with future State Workforce Investment Board policies and guidelines, legislative mandates, or other special provisions as may be requires under Federal law, including the Workforce Investment Act or State legislation.

M. The Local Workforce Investment Board assures that when allocated adult funds for employment and training activities are limited, priority shall be given to recipients of public assistance and other low-income individuals for intensive and training services [WIA, Section 134 (d)(4)(E),118(b)(4).]

N. The Local Workforce Investment Board certifies that its One-Stop Centers will recognize and comply with applicable labor agreements affecting represented employees located in the Centers. This shall include the right of access by State labor organization representatives pursuant to the Ralph Dills Act (Chapter 10.3 [commencing with Section 3512] of Division 4, of Title 1 of the Government Code.

O. The Local Workforce Investment Board assures that State employees who are located at the One-Stop Centers shall remain under supervision of their employing department for purposes of performance evaluations and other matters concerning civil service rights and responsibilities. State employees performing services at One-Stop Center shall retain existing civil service and collective bargaining protections on matters relating to employment, including but not limited, hiring, promotion, discipline, and grievance procedures.

P. The Local Workforce Investment Board assures that when work-related issues arise at One-Stop Centers between State employees and operators or supervisors of other partners, the operator or other supervisor shall refer such issues to the State employees' civil service supervisor. The One-Stop Career Center operators and partners shall cooperate in the investigation of the following matters: discrimination under the California Fair Employment and Housing Act (Part 2.8 [commencing with Section 12900] of Division 3 of Title 2 of the Government Code), threats and/or violence concerning State employees, and State employee misconduct.

Q. One-Stop Operator is responsible for administering One-Stop Center services in accord with roles to be determined by the Local Workforce Investment Board. The Local Workforce Investment Board assures that it will select the One-Stop Operator with the agreement of the Chief Elected Official, through one of three means:

1. Through a consortium of at least three or more required One-Stop partners; or

2. Through competitive process such as a Request for Proposal; or

3. It may serve as the One-Stop Operator directly but only with the consent of the Chief Elected Official and the Governor.

The only time these selection procedures are not required is in the following circumstances inclusive: the One-Stop delivery system, of which the operator is a part, existed before August 7, 1998; the existing One-Stop system includes all of the required One-Stop partners; and an MOU has been executed which is consistent with the requirements of the Act. [WIA: Section 121(d) (2) (A) and Regulations, Section 662.4.10].

IX. PROGRAM ADMINISTRATION DESIGNEE AND PLAN SIGNATURES

This Local Plan represents the Los Angeles County Workforce Investment Board's efforts to maximize and coordinate resources available under Title I of the Workforce Investment Act (WIA) of 1998.

This Local Plan is submitted for the period of April 1, 2007 through June 30, 2008 in accordance with the provisions of WIA.

Local Workforce Investment Board Chair	Chief Elected Official
Richard Nichols	Yvonne B. Burke
Signature	Signature
Richard Nichols	Yvonne B. Burke
Name	Name
Chair	Chair
Title	Title
	JUN 10 2008
Date	Date

ATTEST: SACHI A. HAMAI
EXECUTIVE OFFICER
CLERK OF THE BOARD OF SUPERVISORS

By _____, Deputy