

Workforce Investment Act  
Local Plan Modification  
Program Year 2009-10

**Local Workforce Investment Area (LWIA):**

Name of LWIA: City of Los Angeles

Submitted on: \_\_\_\_\_

Contact Person: Julie O'Leary

Contact Person's Phone Number: 213 744-7178  
AREA CODE PHONE NUMBER

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(Narrative Forms)

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July 2009

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

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## 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 Workforce Investment Board's (LWIB) economic and workforce investment goals and how the local system will support these goals.  
No Change (N/C)

### I. PLAN DEVELOPMENT PROCESS

The WIA gives states and LWIAs a unique opportunity to develop employment and training systems tailored specifically to state and LWIA 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 LWIA'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) and (c)(1)]

**(Please note:** we recognize that LWIAs 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 Change (N/C)

B. What LWIB, 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)]  
N/C

C. Describe the process used to provide an opportunity for public comment, including comment by the Chief Elected Official; the LWIB 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 (b)(7)]

N/C

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

N/C

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)]

N/C

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

N/C

## 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 LWIB'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., and 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 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? [Title 20 Code of Federal Regulations (Title 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)]
- No Change (N/C)

The 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 in the *Guidance for Local Plan Modifications for PY 2006-07*, via *Addendum*, item A. They are now listed below as follows:

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)]

**Industry Clusters and Sector Strategies:**

**The Workforce Investment Board (WIB) is currently investing in several priority sectors regionally in Los Angeles. These sectors include: Healthcare, Logistics, Hospitality, Security, Financial Services, Construction, Green Technology and Utilities.**

**Determining the economic trends of critical industries and creating opportunities to meet the employment needs of businesses are keys to better employment outcomes. The goal of sector initiatives is to help meet employer workforce needs while expanding employment opportunities for job seekers and promoting their workplace advancement in high skill and high wage opportunities. These strategies should take the current WIA systems and structures to the next level by implementing employment efforts that are**

**industry and employer driven.**

**As many sectors are static or are in contraction, the WIB may recommend additional sectors to support as long as it can be demonstrated that new initiatives meet the following criteria for sector initiatives.**

**1) Employer commitment: Require co-investment from employers committed to hiring trainees and a partnership with business, labor, education, and worker advocates.**

**2) Workforce needs are critical: Industry should have current and/or emerging job growth or vacancies that offer living wage jobs and career paths.**

**3) Leveraged funding: Sustainable through co-investment from employers or additional partners, and through additional grant revenues.**

**4) Intermediary organization: Implemented by, or in conjunction with, an intermediary with deep knowledge and relationships with industry employers, labor and other critical partners.**

**5) Demand: Improve the capacity of business to grow and add jobs, while developing a pipeline to reduce or avoid future labor supply gaps and address demand skills (occupations) that may cross several sectors.**

**6) Wage progression: Assist low income, unemployed or underemployed City residents obtain living-wage jobs and career-ladder opportunities by removing barriers to training and employment and ensuring higher earnings within the industry.**

**7) Education and training: Improve the capacity and focus of education and training providers to respond to employer need with a goal to meet training related placements.**

**8) Strategic plan: Implemented through a strategic plan that addresses the workforce needs of a business or industry.**

**Green Workforce Initiative:**

**To address the goals of the Green Collar Job Council (GCJC), the WIB has prioritized "green collar" jobs in its new targeted sector initiatives. Specifically, in the Request for Proposal (RFP) for its High Growth Sector Initiative, the WIB designated \$2.3 million in funding to be used exclusively for training in green retrofit and green technologies.**

### **California New Start Grant:**

**The City's vision is to successfully assist ex-felons find and retain employment. The City's goals include increasing successful placement of ex-felons and reducing recidivism.**

**Building upon evidence-based practices for serving ex-felons, the Los Angeles Workforce Development System (WDS) has developed a model to integrate services for ex-felons that address the complex needs of this vulnerable population. The design includes the appointment of regional New Start coordinators whose roles will be to coordinate services among the WDS, parole, community resources, and ex-felons. The City will contract with community-based organizations to provide comprehensive case management and community supports for participants. Their services include comprehensive needs assessments; legal, housing, mental health, and substance dependence referrals; peer-lead support groups; and job readiness training. Ex-felons will be referred to the centers closest to their homes for placement and retention services. The New Start coordinator will continue to work with the participants and the centers throughout placement and follow-up.**

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 in *Guidance for Local Plan Modifications for PY 2006-07*, via *Addendum*, item B. They are now listed below as follows:

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 LWIB'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 LWIB 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 LWIB measures the satisfaction of business services and how the data

are used to improve services.  
N/C

D. Describe how the LWIB is addressing lifelong learning in the context of workforce development, through collaborative policy and planning. Specifically, describe how the LWIB 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.  
N/C

E. Identify organizations involved in the development of your local vision and goals.  
N/C

### 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 LWIA 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 LWIA? [WIA Section 118(b)(1)(A)]  
In 2008, the average unemployment rate in the City of Los Angeles was 8.3%, with 158,000 individuals out of work. In 2009, the rate increased to a peak of 14.4% and over 100,000 individuals were added to the unemployment rolls, increasing the number of unemployed to 273,400. In Los Angeles County, trade, transportation, and utilities reported the largest year-over payroll reductions (down 26,700). Within trade, transportation and utilities, wholesale trade (down 11,100), retail trade (down 7,800), and transportation, warehousing and utilities (down 7,800) accounted for the loss. The second largest year-over decline was in manufacturing, which lost 24,500 jobs. Other industries posting year-over employment losses include professional and business services (down 22,700), construction (down 22,700), government (down 21,600), financial activities (down 7,500), leisure and hospitality (down 7,100), and other services (down 4,800).

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

The LWIA has 18 WorkSource Centers (One-Stops). Each WorkSource Center has a dedicated Business Service Representative (BSR) who meets with the business customers. The BSR is required to develop a business needs assessment. Business services delivered through the WorkSource System are tracked through our internet-based Skills Match System. Additionally, labor market information (LMI) from EDD, the Los Angeles Economic Development Corporation, and the Los Angeles Business Assistance Program (LABAP) provide input as to what business needs are in the local area. The Mayor's Office, as well as Council Districts, also provide input regarding their business constituents.

Additionally, a WIB Subcommittee composed of selected industry sectors leaders explore targeted industry sectors and evaluate them for future investment.

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

Employment is predicted to rebound slowly. Healthcare remains stable with moderate gains. The leisure and hospitality sector is posting the greatest growth post-recession. Posting moderate growth are business services, manufacturing, other services, educational services, construction, and financial activities. Transportation and warehousing continue to decline but are expected to rebound as manufacturers rebuild inventories and consumers return to the market place post-recession.

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

Skilled technicians and other social service providers will be required for investment in healthcare training and social services. Education requires the whole spectrum of occupations from teachers/trainers to related occupations, such as recreation program assistants, teacher aides, tutors, etc. Logistic sector strategies target necessary transportation (truck driving), warehousing, and various managerial skills. Construction needs include all trades related to rebuilding infrastructure—sewers, bridges, sidewalks, streets/highways, railways, etc.

#### 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 LWIBs 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 LWIBs 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 LWIB. [WIA Section 117(b)(3) and (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 LWIB?

N/A

B. What circumstances constitute a conflict of interest for a LWIB 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 member shall vote on, participate directly or indirectly in the consideration of, or in any way attempt to influence other Members on any matter directly bearing on services to be provided by that Member or any organization, which the Member directly represents or any matter, which would financially benefit the Member, or any organization the Member represents. In the event such a potential conflict of interest does arise, the Member shall be required to disclose such interest, which shall be recorded in the official records (minutes) prior to the vote. The WIB has adopted a Conflict of Interest Code, which is binding upon the WIB and each of its Members. For definition of "Financial Benefit" and other requirements of California law, the provisions of the California Government Code will prevail.

C. How will the LWIB 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 LWIB composition and how it meets the membership criteria set forth in the California Unemployment Insurance Code (CUIC) Section 14202.

In the past, the LA City WIB had difficulty recruiting and retaining good youth representatives and parent representatives for the Youth Council. However, as a result of a special efforts over the past year, there are now three excellent youth representatives and a dedicated parent representative

In the past year, the WIB has strengthened its representation from business for both the Board and the Youth Council. In addition to having a higher percentage of business representation, the WIB has been careful to recruit from industry sectors which are key to the local economy, such as healthcare, hospitality, high tech manufacturing, and a significant financial organization.

These shifts have been the result of placing more emphasis on a strengthened Sector Oversight Committee which, in turn, has recommended an investment strategy focused more on programs in the sectors key to the local economy. The Sector Oversight Committee has also provided significant input to the Membership Committee's recruiting effort. As a result, the Board now has a higher percentage representation from Business than in the past, as well as more representation from sectors that are hiring and are key to the local economy.

D. How will the LWIB assure the local system contributes to the achievement of the State's strategic goals? [WIA Section 118(a)]  
No change (N/C)

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

1. If the LWIB 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.

N/A

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

## 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 LWIA 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. Also, include as applicable in boxes A through S, any changes to the One-Stop delivery system as a result of the State's replacement of the statutory performance measures specified in WIA Section 136(b)(2) with the common performance measures defined in Training and Employment Guidance Letter (TEGL) 17-05.

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

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

No change (N/C)	

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)] Also, include the LWIB's policy regarding its selection of One-Stop operator(s), annual review of operations, and termination for cause. [CUIC Section 14206(d)]  
**N/C**

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)]  
**N/C**

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)]  
**N/C**

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

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 LWIB is 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. [Title 20 CFR Part 661.350(a)(5) and (10) and 663.430(a)] In addition, include the LWIB's policy addressing the amount and duration of ITAs based on market rate for local training programs. [CUIC Section 14206(h)]  
**N/C**

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 121(c)(2)(A)(ii)] Include a brief discussion if your LWIB has entered into an agreement with another area (including another LWIB 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)]

N/C

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)]

In addition to previously stated services, the State's Incumbent Worker Training waiver for formula funds will allow the local area to provide skills upgrade training as part of a layoff aversion strategy.

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 Section 134(d)(4)(E) and 118(b)(4)]

N/C

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) and State Planning Guidance IV B.4.]

N/C

K. Describe how employer services (e.g. systems to determine general job requirements and job listings, including Wagner-Peyser Act services) will be delivered through the One-Stop system in your area. [State Planning Guidance IV.B.7]

In addition to previously stated services, the State's customized training waiver will allow the local area to provide customized training services to smaller businesses where the 50% match requirement is not economically feasible.

L. What reemployment services will you provide to Worker Profiling and Reemployment Service claimants in accordance with Section 31 (e) of the Wagner-Peyser Act? [State Planning Guidance IV B.7. and WIA Section 121(b)(1)(B)(ii)]

N/C

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 TEG L 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)]  
N/C

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]  
N/C

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.]  
N/C

P. How will the LWIB coordinate workforce investment activities carried out in the LWIA with the statewide rapid response activities? [WIA Section 118(b)(5) and State Planning Guidance IV.B13.b]  
N/C

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

R. How will your LWIB 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 LWIA. [WIA, Section 118 (b)(4)(5)] In addition, include the LWIB's policy regarding training services available to adult and dislocated workers who have met the requirements for intensive services, have been unable to obtain or retain employment through those services, and have been determined to be in need of training. [WIA Section 134(d)(4)(A)(iii), Title 20 CFR Part 663.310(c) and CUI Section 14230(a)(5)]  
N/C

**S. MEMORANDUM OF UNDERSTANDING:**

The WIA requires that a Memorandum of Understanding (MOU) between the LWIB 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) and CUIIC Section 14230(d)]
  - 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 LWIB.
  - g. The LWIB's policy for identifying individuals who, because of their skills or experience, should be referred immediately to training services.
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 LWIB 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)]

**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. The 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 LWIBs, 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 LWIA'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)]  
No change (N/C)

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

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

D. Describe your area's eligible youth population and needs in general. Describe and assess the type and availability of youth activities in the LWIA. Include an identification of successful providers of such activities. [WIA Section 118(b)(6)]  
N/C

E. What is your LWIA'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, and State Planning Guidance, IV B. 14]  
N/C

F. Describe how your LWIA will meet the Act's provisions regarding the required youth program design elements: [WIA Section 129(c)(2)(A) through (J)] In addition, please discuss how your LWIA's youth program design has been modified as a result of the State's move toward common performance measures and its effect on meeting program accountability requirements. [WIA Section 136(b)(2) and TEGl 17-05]

1. Intake and Objective Assessment

N/C

2. Preparation for post-secondary educational opportunities

N/C

3. Strong linkages between academic and occupational learning

N/C

4. Preparation for unsubsidized employment opportunities

N/C

5. Effective linkages with intermediaries with strong employer connections

N/C

6. Alternative secondary school services

N/C

7. Summer employment opportunities

N/C

8. Paid and unpaid work experience

The Work Readiness Waiver will provide an additional 1,100 subsidized job opportunities following the traditional summer months for this hardest to serve population. The City of LA will use the waiver as a "hook" to engage out of school young adults and introduce them to the world of work as well as the workforce development opportunities available in the system and funded through formula funds.

9. Occupational skills training

N/C

10. Leadership development opportunities

N/C

11. Comprehensive guidance and counseling

N/C

12. Supportive services

N/C

13. Follow-up services. [Interim Final Rule §664.450(a)(1) through (6)(b), and State Planning Guidance IV B.14.]

N/C

## VII. ADMINISTRATIVE REQUIREMENTS

A. What competitive process will be used to award grants and contracts for youth

services in your LWIA? [WIA Section 118 (b)(9), 112(b)(18)(B) and 123]  
Requests for Proposals (RFP).

Note, LWIA procured Summer Youth providers in October 2008 for the 2009 Summer program and therefore did not use the procurement waiver.

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 change (N/C)

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)]  
N/C

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

E. What is your LWIA'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)]  
N/C

F. What process will be used to allow public review and comment for specific performance outcomes and measures when these have been negotiated?  
N/C

## VIII. ASSURANCES

- A. The LWIB assures that it will comply with the uniform administrative requirements referred to in WIA Section 184(a)(3).
- B. The LWIB assures that no funds received under the Workforce Investment Act will be used to assist, promote, or deter union organizing. [WIA Section 181(b)(7)]
- C. The LWIB assures that the board will comply with the nondiscrimination provisions of WIA Section 188.
- D. The LWIB assures that the board will collect and maintain data necessary to show compliance with the nondiscrimination provisions of WIA Section 188.

- E. The LWIB assures that there will be compliance with grant procedures of WIA Section 189(c).
- F. The LWIB 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.
- G. The LWIB assures that veteran workforce investment programs funded under WIA, Section 168 will be carried out in accordance with that Section.
- H. The LWIB assures it will comply with future State Workforce Investment Board policies and guidelines, legislative mandates, or other special provisions as may be required under Federal law or policy, including the Workforce Investment Act or State legislation.
- I. The LWIB 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), and CUIIC Section 14230(a)(6)]
- J. The LWIB 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 to 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, and CUIIC Section 14233]
- K. The LWIB assures that State employees who are located at the One-Stop Centers shall remain under the supervision of their employing department for the purposes of performance evaluations and other matters concerning civil service rights and responsibilities. State employees performing services at One-Stop Centers shall retain existing civil service and collective bargaining protections on matters relating to employment, including but not limited to: hiring, promotion, discipline, and grievance procedures.
- L. The LWIB 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 employee's 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.
- M. One-Stop Operator is responsible for administering One-Stop Center services in accord with roles to be determined by the LWIB. The LWIB 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 Title 20 CFR Part 662.410]

**IX. PROGRAM ADMINISTRATION DESIGNEE AND PLAN SIGNATURES**

This Local Plan represents the City of Los Angeles 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, 2009 through June 30, 2010 in accordance with the provisions of WIA.

Local Workforce Investment Board Chair

Chief Elected Official

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Charles Woo  
Name

\_\_\_\_\_  
Antonio R. Villaraigosa  
Name

\_\_\_\_\_  
Chair, City of Los Angeles WIB  
Title

\_\_\_\_\_  
Mayor, City of Los Angeles  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**WIA Local Plan Modification PY 2009-10**

LWIA: City of Los Angeles

**Modification #** \_\_\_\_\_

Date: 07/01/09

**TITLE IB BUDGET PLAN SUMMARY<sup>1</sup>** (Adult or Dislocated Worker)

WIA 118; 20 CFR 661.350(a)(13)

PROGRAM TYPE for PY 2009, beginning 07/01/09 through 06/30/10

Grant Code 201/202/203/204 WIA IB-Adult

Grant Code 501/502/503/504 WIA IB-Dislocated Worker

<b>FUNDING IDENTIFICATION</b>	<b>R9xxxxx Subgrant</b>	<b>K0xxxxx Subgrant</b>
1. Year of Appropriation	2008	2009
2. Formula Allocation	14,952,744	16,185,122
3. Allocation Adjustment - Plus or Minus		
4. Transfers - Plus or Minus		
5. TOTAL FUNDS AVAILABLE (Lines 2 thru 4)	14,952,744	16,185,122
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>		
6. Program Services (sum of Lines 6.A thru 6.E)	13,457,470	14,566,610
A. Core Self Services	2,891,270	3,123,729
B. Core Registered Services	2,822,167	3,058,988
C. Intensive Services	2,533,210	2,735,286
D. Training Services	756,575	825,441
E. Other	4,454,248	4,823,166
7. Administration (Line 5 minus 6)	1,495,274	1,618,512
8. TOTAL (Line 6 plus 7)	14,952,744	16,185,122
<b>QUARTERLY TOTAL EXPENDITURE PLAN</b> (cumulative from July 1, 2008 and July 1, 2009 respectively)		
9. September 2008	2,136,975	
10. December 2008	4,361,091	
11. March 2009	7,015,162	
12. June 2009	11,698,651	
13. September 2009	12,854,994	1,388,520
14. December 2009	14,952,744	2,799,559
15. March 2010		5,476,672
16. June 2010		8,153,785
17. September 2010		10,830,898
18. December 2010		13,508,011
19. March 2011		16,185,122
20. June 2011		
<b>COST COMPLIANCE PLAN</b> (maximum 10%)		
21. % for Administration Expenditures (Line 7/Line 5)	10%	10%

Contact Person, Title

Telephone Number

Date Prepared

Jaime Pacheco-Orozco

(213)744-7124

March 26, 2010

Comments:

<sup>1</sup> Refer to 20 CFR Part 667.160 and WIA Directive WIAD01-10 for guidance and information regarding local area obligation rates, and recapture and reallocation policies and procedures.

WIA Local Plan Modification PY 2009-10

LWIA: City of Los Angeles

Modification # \_\_\_\_\_

Date: 07/01/09

### TITLE IB BUDGET PLAN SUMMARY<sup>1</sup> (Adult or Dislocated Worker)

WIA 118; 20 CFR 661.350(a)(13)

PROGRAM TYPE for PY 2009, beginning 07/01/09 through 06/30/10

Grant Code 201/202/203/204 WIA IB-Adult

Grant Code 501/502/503/504 WIA IB-Dislocated Worker

<b>FUNDING IDENTIFICATION</b>	<b>R9xxxxx Subgrant</b>	<b>K0xxxxx Subgrant</b>
1. Year of Appropriation	2008	2009
2. Formula Allocation	10,620,979	12,362,005
3. Allocation Adjustment - Plus or Minus		
4. Transfers - Plus or Minus		
5. TOTAL FUNDS AVAILABLE (Lines 2 thru 4)	10,620,979	12,362,005
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>		
6. Program Services (sum of Lines 6.A thru 6.E)	9,558,881	11,125,805
A. Core Self Services	2,039,228	2,373,505
B. Core Registered Services	2,623,382	3,053,415
C. Intensive Services	3,281,883	3,819,860
D. Training Services	435,460	506,842
E. Other	1,178,929	1,372,183
7. Administration (Line 5 minus 6)	1,062,098	1,236,200
8. TOTAL (Line 6 plus 7)	10,620,979	12,362,005
<b>QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from July 1, 2008 and July 1, 2009 respectively)</b>		
9. September 2008	2,360,247	
10. December 2008	4,560,936	
11. March 2009	7,237,810	
12. June 2009	9,127,070	
13. September 2009	10,620,979	1,067,550
14. December 2009		3,657,809
15. March 2010		5,834,038
16. June 2010		8,010,267
17. September 2010		10,186,496
18. December 2010		12,362,005
19. March 2011		
20. June 2011		
<b>COST COMPLIANCE PLAN (maximum 10%)</b>		
21. % for Administration Expenditures (Line 7/Line 5)	10%	10%

Contact Person, Title

Telephone Number

Date Prepared

Jaime Pacheco-Orozco

(213)744-7124

March 26, 2010

Comments:

<sup>1</sup> Refer to 20 CFR Part 667.160 and WIA Directive WIAD01-10 for guidance and information regarding local area obligation rates, and recapture and reallocation policies and procedures.

WIA Local Plan Modification PY 2009–10

LWIA: City of Los Angeles

Modification # \_\_\_\_\_

Date: 04/01/09

## TITLE IB BUDGET PLAN SUMMARY<sup>1</sup> (Youth)

WIA 118; 20 CFR 661.350(a)(13)

PROGRAM TYPE for PY 2009, beginning 04/01/09 through 06/30/10

Grant Code 301/302/303/304 WIA IB-Youth

<b>FUNDING IDENTIFICATION</b>	<b>R9xxxxx Subgrant</b>	<b>K0xxxxx Subgrant</b>
1. Year of Appropriation	2008	2009
2. Formula Allocation	14984577	16,285,808
3. Allocation Adjustment - Plus or Minus		
4. TOTAL FUNDS AVAILABLE (Line 2 plus 3)	14,984,577	16,285,808
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>		
5. Program Services (sum of Lines 5A and 5B)	13,486,119	14,657,227
A. In School	5424417	5,895,462
B. Out-of-School (30%)	8061702	8,761,765
6. Administration (Line 4 minus 5)	1498457	1,628,581
7. TOTAL (Line 5 plus 6)	14,984,576	16,285,808
<b>QUARTERLY TOTAL EXPENDITURE PLAN</b> (cumulative from April 1, 2008 and April 1, 2009 respectively)		
8. June 2008	3710388	
9. September 2008	6202608	
10. December 2008	9614082	
11. March 2009	12846117	
12. June 2009	14983857	2,612,402
13. September 2009		3,765,781
14. December 2009		6,905,696
15. March 2010		11,595,752
16. June 2010		16,285,808
17. September 2010		
18. December 2010		
19. March 2011		
20. June 2011		
<b>COST COMPLIANCE PLAN</b>		
21. % for Administration Expenditures (Line 6/Line 4)		10%

Contact Person, Title  
Jaime Pacheco-Orozco

Telephone Number  
(213)744-7124

Date Prepared  
March 26, 2010

Comments:

<sup>1</sup> Refer to 20 CFR Part 667.160 and WIA Directive WIAD01-10 for guidance and information regarding local area obligation rates, and recapture and reallocation policies and procedures.

WIA Local Plan Modification PY 2009–10

LWIA: City of Los Angeles

Modification # \_\_\_\_\_

Date: 07/01/09

## ARRA BUDGET PLAN SUMMARY (Adult or Dislocated Worker)

WIA 118; 20 CFR 661.350(a)(13)

### PROGRAM TYPE

Grant Code 102 WIA IB-Adult

Grant Code 105 WIA IB-Dislocated Worker

<b>FUNDING IDENTIFICATION</b>		R9xxxxx Subgrant
1. Year of Appropriation		2008
2. Formula Allocation		9,032,574
3. Allocation Adjustment - Plus or Minus		
4. Transfers - Plus or Minus		
5. TOTAL FUNDS AVAILABLE (Lines 2 thru 4)		9,032,574
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>		
6. Program Services (sum of Lines 6.A thru 6.E)		8,129,317
A. Core Self Services		1,508,440
B. Core Registered Services		1,499,407
C. Intensive Services		2,023,297
D. Training Services		1,508,440
E. Other		1,589,733
7. Administration (Line 5 minus 6)		903,257
8. TOTAL (Line 6 plus 7)		9,032,574
<b>QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from February 17, 2009)</b>		
9. September 2008		
10. December 2008		
11. March 2009		
12. June 2009		
13. September 2009		317,309
14. December 2009		853,683
15. March 2010		1,793,182
16. June 2010		4,057,992
17. September 2010		6,322,802
18. December 2010		7,226,059
19. March 2011		8,169,316
20. June 2011		9,032,574
<b>COST COMPLIANCE PLAN (maximum 10%)</b>		
21. % for Administration Expenditures (Line 7/Line 5)		10%

Contact Person, Title  
Jaime Pacheco-Orozco  
Comments:

Telephone Number  
(213)744-7124

Date Prepared  
March 26, 2010

1 Refer to Training and Employment Guidance Letter 14-08, Change 1 for information regarding recapture and reallocation of unobligated local WIA American Recovery and Reinvestment Act funds

WIA Local Plan Modification PY 2009–10

LWIA: City of Los Angeles

Modification # \_\_\_\_\_

Date: 07/01/09

## ARRA BUDGET PLAN SUMMARY (Adult or Dislocated Worker)

WIA 118; 20 CFR 661.350(a)(13)

### PROGRAM TYPE

Grant Code 102 WIA IB-Adult

Grant Code 105 WIA IB-Dislocated Worker

<b>FUNDING IDENTIFICATION</b>		R9xxxxx Subgrant
1. Year of Appropriation		2008
2. Formula Allocation		12,922,336
3. Allocation Adjustment - Plus or Minus		
4. Transfers - Plus or Minus		
5. TOTAL FUNDS AVAILABLE (Lines 2 thru 4)		12,922,336
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>		
6. Program Services (sum of Lines 6.A thru 6.E)		11,630,102
A. Core Self Services		2,506,933
B. Core Registered Services		2,494,011
C. Intensive Services		3,579,487
D. Training Services		1,511,913
E. Other		1,537,758
7. Administration (Line 5 minus 6)		1,292,234
8. TOTAL (Line 6 plus 7)		12,922,336
<b>QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from February 17, 2009)</b>		
9. September 2008		
10. December 2008		
11. March 2009		
12. June 2009		
13. September 2009		469,321
14. December 2009		1,139,941
15. March 2010		2,403,556
16. June 2010		5,724,596
17. September 2010		9,045,636
18. December 2010		10,337,870
19. March 2011		11,630,104
20. June 2011		12,922,336
<b>COST COMPLIANCE PLAN (maximum 10%)</b>		
21. % for Administration Expenditures (Line 7/Line 5)		10%

Contact Person, Title  
Jaime Pacheco-Orozco  
Comments:

Telephone Number  
(213)744-7124

Date Prepared  
March 26, 2010

1 Refer to Training and Employment Guidance Letter 14-08, Change 1 for information regarding recapture and reallocation of unobligated local WIA American Recovery and Reinvestment Act funds

WIA Local Plan Modification PY 2009–10  
 Modification # \_\_\_\_\_

LWIA: City of Los Angeles  
Date: 04/01/09

**ARRA BUDGET PLAN SUMMARY (Youth)**

WIA 118; 20 CFR 661.350(a)(13)

PROGRAM TYPE

Grant Code 103 WIA IB-Youth

<b>FUNDING IDENTIFICATION</b>		R9xxxxx Subgrant
1. Year of Appropriation		2008
2. Formula Allocation		20,318,324
3. Allocation Adjustment - Plus or Minus		
4. TOTAL FUNDS AVAILABLE (Line 2 plus 3)		20,318,324
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>		
5. Program Services (sum of Lines 5A and 5B)		20,318,324
A. In School		11,479,853
B. Out-of-School (30%)		8,838,471
6. Administration (Line 4 minus 5)		
7. TOTAL (Line 5 plus 6)		20,318,324
<b>QUARTERLY TOTAL EXPENDITURE PLAN (cumulative from February 17, 2009)</b>		
8. June 2008		
9. September 2008		
10. December 2008		
11. March 2009		
12. June 2009		
13. September 2009		9,490,974
14. December 2009		11,901,959
15. March 2010		13,178,002
16. June 2010		14,606,066
17. September 2010		16,034,130
18. December 2010		17,462,194
19. March 2011		18,890,258
20. June 2011		20,318,324
<b>COST COMPLIANCE PLAN</b>		
21. % for Administration Expenditures (Line 6/Line 4)		

Contact Person, Title  
Jaime Pacheco-Orozco

Telephone Number  
(213)744-7124

Date Prepared  
March 26, 2010

Comments:

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<sup>1</sup> Refer to 20 CFR Part 667.160 and WIA Directive WIAD01-10 for guidance and information regarding local area obligation rates, and recapture and reallocation policies and procedures.

**WIA Local Plan Modification PY 2009–10**  
 **Modification #** \_\_\_\_\_

**LWIA:** City of Los Angeles

**Date:** 07/01/09

**TITLE IB PARTICIPANT PLAN SUMMARY**

WIA 118; 20 CFR 661.350(a)(13); TEGL 17-05

Plan the number of individuals that are in each category.

<b>Totals for PY 2009 (07/01/09 through 06/30/10)</b>	<b>ADULT</b>	<b>DW</b>	<b>YOUTH</b>
1. Registered Participants Carried in from PY 2008	808	633	329
2. New Registered Participants for PY 2009	1,743	1,259	2,698
3. Total Registered Participants for PY 2009 (Line 1 plus 2)	2,551	1,892	3,027
4. Exiters for PY 2009	1,743	1,259	2,698
5. Registered Participants Carried Out to PY 2010 (Line 3 minus 4)	808	633	329

<b>PROGRAM SERVICES</b>			
6. Core Self Services	52,289	39,931	
7. Core Registered Services	485	378	
8. Intensive Services	1,403	1,041	
9. Training Services	663	473	

<b>YOUTH MEASURES</b>			
10. Attainment of a Literacy and/or Numeracy Gain			405
11. Attainment of a High School Diploma, GED, or Certificate			634

<b>EXIT STATUS</b>			
12. Entered Employment	1,342	1,020	836
12A. Training-related	268	204	117
13. Remained with Layoff Employer		10	
14. Entered Military Service			5
15. Entered Advanced Training			162
16. Entered Postsecondary Education			1,484
17. Entered Apprenticeship Program			5
18. Returned to Secondary School			27
19. Exited for Other Reasons	401	229	179

Contact Person, Title  
 Jaime Pacheco-Orozco

Telephone Number  
 (213)744-7124

Date Prepared  
 March 26, 2010

Comments:

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<input checked="" type="checkbox"/>	<b>WIA Local Plan Modification PY 2009–10</b>	<b>LWIA:</b>	<b>City of Los Angeles</b>
<input type="checkbox"/>	<b>Modification #</b> _____	<b>Date:</b>	07/01/09

**ARRA PARTICIPANT PLAN SUMMARY (Adult and Dislocated Worker)**

WIA 118; 20 CFR 661.350(a)(13); TEGL 17-05

Plan the number of individuals that are in each category.

<b>Totals for PY 2009 (07/01/09 through 06/30/10)</b>	<b>ADULT</b>	<b>DW</b>
1. Registered Participants Carried in from PY 2008		
2. New Registered Participants for PY 2009	600	750
3. Total Registered Participants for PY 2009 (Line 1 plus 2)	600	750
4. Exiters for PY 2009	460	500
5. Registered Participants Carried Out to PY 2010 (Line 3 minus 4)	140	250

<b>PROGRAM SERVICES</b>		
6. Core Self Services		
7. Core Registered Services	114	150
8. Intensive Services	330	413
9. Training Services	156	188

<b>YOUTH MEASURES</b>		
10. Attainment of a Literacy and/or Numeracy Gain		
11. Attainment of a High School Diploma, GED, or Certificate		

<b>EXIT STATUS</b>		
12. Entered Employment	354	405
12A. Training-related	71	81
13. Remained with Layoff Employer		
14. Entered Military Service		
15. Entered Advanced Training		
16. Entered Postsecondary Education		
17. Entered Apprenticeship Program		
18. Returned to Secondary School		
19. Exited for Other Reasons	106	95

Contact Person, Title Jaime Pacheco-Orozco	Telephone Number (213)744-7124	Date Prepared March 26, 2010
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Comments:

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WIA Local Plan Modification PY 2009–10  
 Modification # \_\_\_\_\_

LWIA: City of Los Angeles  
 Date: 07/01/09

**ARRA PARTICIPANT PLAN SUMMARY (Youth)**

WIA 118; 20 CFR 661.350(a)(13); TEGL 17-05

Plan the number of individuals that are in each category.

<b>Totals for PY 2009 (07/01/09 through 06/30/10)</b>	<b>YOUTH</b>	<b>SUMMER YOUTH</b>
1. Registered Participants Carried in from PY 2008		172
2. New Registered Participants for PY 2009	1,113	4,000
3. Total Registered Participants for PY 2009 (Line 1 plus 2)	1,113	4,172
4. Exiters for PY 2009	1,012	4,172
5. Registered Participants Carried Out to PY 2010 (Line 3 minus 4)	101	

<b>PROGRAM SERVICES</b>		
6. Core Self Services		
7. Core Registered Services		
8. Intensive Services		
9. Training Services		

<b>YOUTH MEASURES</b>		
10. Attainment of a Literacy and/or Numeracy Gain	152	
11. Attainment of a High School Diploma, GED, or Certificate	238	
12. Attainment of a Work Readiness Skill		3,546

<b>EXIT STATUS</b>		
13. Entered Employment	314	42
13A. Training-related	44	
14. Remained with Layoff Employer		
15. Entered Military Service	1	1
16. Entered Advanced Training	61	2
17. Entered Postsecondary Education	557	21
18. Entered Apprenticeship Program	1	1
19. Returned to Secondary School	10	10
20. Exited for Other Reasons	69	4,095

Contact Person, Title: Jaime Pacheco-Orozco Telephone Number: (213)744-7124 Date Prepared: March 26, 2010

Comments:  
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WIA Local Plan Modification PY 2009–10

LWIA: City of Los Angeles

Modification # \_\_\_\_\_

Date: 07/01/2009

## WORKFORCE INVESTMENT ACT TITLE IB

### STATE NEGOTIATED LEVELS OF PERFORMANCE<sup>1</sup>

WIA Requirement at Section 136(b) <sup>2</sup>	PY 2007-08	PY 2008-09	PY 2009-10
<b>Adults</b>			
Entered Employment Rate	77%	78%	65%
Employment Retention Rate	82%	83%	81%
Average Earnings	\$12,400	\$12,500	\$12,500
<b>Dislocated Workers</b>			
Entered Employment Rate	85%	86%	81%
Employment Retention Rate	87%	88%	83%
Average Earnings	\$15,800	\$15,900	\$14,900
<b>Youth (ages 14-21)</b>			
Placement in Employment or Education	65%	67%	63%
Attainment of a Degree or Certificate	45%	47%	47%
Literacy and Numeracy Gains	15%	30%	30%

### LOCAL NEGOTIATED LEVELS OF PERFORMANCE<sup>1</sup>

WIA Requirement at Section 136(c) <sup>2</sup>	PY 2007-08	PY 2008-09	PY 2009-10
<b>Adults</b>			
Entered Employment Rate	76.0%	76.0%	TBD
Employment Retention Rate	78.5%	78.5%	TBD
Average Earnings	\$11,300	\$11,300	TBD
<b>Dislocated Workers</b>			
Entered Employment Rate	80.0%	80.0%	TBD
Employment Retention Rate	86.0%	86.0%	TBD
Average Earnings	\$14,400	\$14,400	TBD
<b>Youth (ages 14-21)</b>			
Placement in Employment or Education	65%	65%	TBD
Attainment of a Degree or Certificate	45%	45%	TBD
Literacy and Numeracy Gains	15%	15%	TBD

<sup>1</sup> Guidance on state and local performance can be found on the U.S. Department of Labor (DOL) [Employment and Training Administration](#) Web site. Specific Training and Employment Guidance Letters (TEGL) include, but are not limited to 8-99, 11-01, and 17-05. For additional guidance, see Workforce Services Directives WSD08-1 and WSD08-6, and Workforce Services Information Notice WSIN07-33.

<sup>2</sup> Per WSIN07-33, the DOL Employment and Training Administration approved California's waiver request to move from the statutory performance measures specified in WIA Section 136 to the common performance measures defined in TEGL 17-05. This waiver was initially approved for Program Years (PY) 2007-08 and 2008-09. Per TEGL 14-08, this waiver has been approved for PY 2009-10.

WIA Local Plan Modification PY 2009–10

LWIA: City of Los Angeles

Modification # \_\_\_\_\_

Date: 07/01/2009

## AMERICAN RECOVERY AND REINVESTMENT ACT

### STATE NEGOTIATED LEVELS OF PERFORMANCE

WIA Requirement at Section 136(b) <sup>1</sup>	PY 2009–10
<b>Adults</b>	
Entered Employment Rate	65%
Employment Retention Rate	81%
Average Earnings	\$12,500
<b>Dislocated Workers</b>	
Entered Employment Rate	81%
Employment Retention Rate	83%
Average Earnings	\$14,900
<b>Youth (ages 14-24)<sup>2</sup></b>	
Placement in Employment or Education	63%
Attainment of a Degree or Certificate	47%
Literacy and Numeracy Gains	30%

### LOCAL NEGOTIATED LEVELS OF PERFORMANCE

WIA Requirement at Section 136(b) <sup>1</sup>	PY 2009–10
<b>Adults</b>	
Entered Employment Rate	TBD
Employment Retention Rate	TBD
Average Earnings	TBD
<b>Dislocated Workers</b>	
Entered Employment Rate	TBD
Employment Retention Rate	TBD
Average Earnings	TBD
<b>Youth (ages 14-24)<sup>2</sup></b>	
Placement in Employment or Education	TBD
Attainment of a Degree or Certificate	TBD
Literacy and Numeracy Gains	TBD

<sup>1</sup> Per WSIN07-33, the DOL Employment and Training Administration approved California's waiver request to move from the statutory performance measures specified in WIA Section 136 to the common performance measures defined in TEGL 17-05. This waiver was initially approved for Program Years (PY) 2007-08 and 2008-09. Per TEGL 14-08, this waiver has been approved for PY 2009-10.

<sup>2</sup> For purposes of eligibility under the American Recovery and Reinvestment Act, the term "eligible youth" includes individuals 14 to 24 years of age.

WORKFORCE INVESTMENT ACT (WIA)

ONE-STOP SYSTEM

MEMORANDUM OF UNDERSTANDING (MOU)

BETWEEN PARTNERS TO CITY OF LOS ANGELES WIA ONE-STOP SYSTEM

Workforce Investment Act (WIA)  
 One-Stop System  
 Memorandum of Understanding (MOU)  
 Between Partners to City of Los Angeles WIA One-Stop System

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## DEFINITIONS

1. ADA refers to Americans with Disabilities Act.
2. California's One-Stop Delivery System refers to California's "One-Stop" plan and vision as outlined prior to the inception of WIA but evolving out of strategic planning on the part of the State One-Stop Task Force and staff to the Task Force. The "One-Stop" vision provides California's five guiding principles outlined in the "Purpose" section to this MOU.
3. Capacity Building refers to Staff training and development and the development overall of the professional, One-Stop environment.
4. CLEO refers to Chief Local Elected Official, or the executive officer of a unit of general local government and the official over the local area or WIB -- or the individuals so designated if more than one jurisdiction comprises a local Workforce Investment Area.
5. Electronic One-Stop refers to Automated or on-line One-Stop services such as referral processes, training information, or performance reporting and the necessary hardware or software to provide such services.
6. Employer Services refers to One-Stop services for employer - customers of the system.
7. ITA refers to Individual Training Account, or vouchers made available to One-Stop clients to provide for training.
8. LEO refers to The Local Elected Officials over a local Workforce Investment Area.
9. Local Area refers to The geographical jurisdiction(s) comprising the Workforce Investment Area as described in WIA, Section 116.
10. One-Stop refers to Primary vehicle for service delivery under WIA as a site, center, or system for the provision of multiple employment services or for access to such services.

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|-----|--|-----------|--|
| 11. | One-Stop Center MOU                    | refers to | The agreement entered into between all partners in the physical One-Stop Center providing customer services.   |
| 12. | One-Stop Contractor                    | refers to | The primary contractor to the City designated to provide One-Stop services at a One-Stop Center location.  |
| 13. | System MOU                             | refers to | Memorandum of Understanding between the LEO, local WIB, and the System wide WIA partners.  |
| 14. | System Wide WIA Partner                | refers to | A program or other entity as described in WIA, Section 121(b) (1), who is party to this MOU and who participates in System wide operations or service delivery.  |
| 15. | One-Stop Center Partner                | refers to | A program or entity that provides services at a WIA One-Stop Centers location.   |
| 16. | One-Stop Workforce and Industry System | refers to | And includes but is not limited to the network of existing One-Stop Centers under the purview of the City of Los Angeles to perform Workforce Development Services through the One-Stop Centers.   |
| 17. | Partner or Partnership                 | refers to | The parties to this MOU/ Agreement understand that this document is not intended to create a legal partnership under the laws of the State of California.  |
| 18. | Services                               | refers to | And includes but is not limited to Core, Intensive, or Training Services as outlined in WIA section 134, which must be provided at or through the One-Stop System.   |
| 19. | State Board                            | refers    | The State Workforce Investment Board established under WIA section 111, to provide WIA oversight or administration in any State area.  |
| 20. | Universal Access                       | refers    | The provision of integrated employment, training, education, and/or support services in as streamlined and non duplicative a process as possible, mitigating barriers related to customer needs or special needs particularly during intake or related |

enrollment periods.

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|-----|---------------------------|-----------|--|
| 21. | WIA                       | refers to | The Workforce Investment Act of 1998.  |
| 22. | WIB                       | refers to | The Workforce Investment Board established under WIA, Section 117, to oversee local One-Stop operations and related WIA services or administration. State WIB or WIB refers to the State Board as defined in number 19, above. |
| 23. | Workforce Investment Plan | refers to | The local plan created through joint planning of the WIB and the local partners, to which this MOU must be attached before submittal to the State Board. The State also submits a plan to the Federal Government.              |

Workforce Investment Act (WIA)  
One-Stop System  
Memorandum of Understanding (MOU)  
Between Partners to City of Los Angeles WIA One-Stop System

**GENERAL TERMS AND PROVISIONS**

I. **REFERENCES:**

WIA 118(b)(2)(B), requires that the local MOU must be submitted with the local plan. The terms "MOU" and "Agreement" are used interchangeably throughout this document and shall have the same meaning at all times herein.

WIA (121)(c)(1), requires the local Workforce Investment Board (WIB) to enter into an MOU with local partners regarding the operation of the One-Stop delivery system. This MOU is entered into between the mandatory WIA Partners for system-wide operation of WIA in the City of Los Angeles. Separate MOU's between the One-Stop Operators and Partners of each One-Stop Service Center will also be executed between those parties and the WIB/LEO.

WIA 121(c)(2) describes basic MOU contents including provisions for service delivery through the One-Stop System; operating costs; methods for referral; duration of MOU; procedures for amending the MOU; and other sections based on local discretion.

WIA Regulations, part 662, sub part C, also describes the MOU for the One-Stop Delivery System. Part 662.300 addresses the MOU itself. Part 662.310 discusses umbrella versus single MOU agreements. Additionally Part 662.260 addresses access issues for core services as outlined in the MOU.

II. **PURPOSE**

The purpose of this Agreement is to describe how financial and institutional resources will be utilized to better serve mutual and common customers (job seekers, training and education seekers and employers) in the City of Los Angeles with an integrated system of service delivery called the One-Stop Workforce and Industry System. It is understood that the development and

implementation of this system will require mutual trust and teamwork among the agencies, all working together to accomplish shared goals. As such, this Agreement is entered into in a spirit of cooperation by the designated organizations listed below.

III. **PARTIES**

The local Board, with the agreement of Chief Local Elected Official(s) (CLEO's) for the City of Los Angeles have the mutual commitment and cooperation of the following partners in becoming a part of this MOU and operating the local One-Stop system:

A. Mandatory Partners

Programs authorized under Title I of the Workforce Investment Act (Adults, Dislocated Workers, Youth, National Programs, Welfare to Work Grant Program)

represented by City of Los Angeles, Community Development Department;

Programs authorized under Title I of the Workforce Investment Act (Native Americans)

represented by Southern California Indian Center, Inc.;

Programs authorized under the Wagner-Peyser Act (29 U.S.C. 49 et seq.)  
represented by State of California, Employment Development Department;

Adult education and literacy activities authorized under Title II  
represented by the Los Angeles Unified School District;

Programs authorized under Title I of the Vocational Rehabilitation Act of 1973 (29 U.S.C. 720 et seq.)

represented by State of California Department of Rehabilitation;

Programs authorized under Sec. 403(a)(5) of the Social Security Act (42 U.S.C. 603(a)(5) as added by the Balanced Budget Act of 1997)

represented by City of Los Angeles Community Development Department;

Activities authorized under Title V of the Older Americans Act of 1965 (42 U.S.C.3056 et seq.)

represented by City of Los Angeles, Department of Aging;

Postsecondary vocational educational activities authorized under the Carl Perkins Vocational and Applied Technology Education Act (20 U.S.C. 2301 et seq.)

represented by Los Angeles Community College District;

Activities authorize under Chapter 2 of Title II of the Trade Act of 1974 (19 U.S.C. sec. 2271 et seq.)

represented by State of California Employment Development Department;

Activities authorized under chapter 41 of Title 38, United States Code represented by State of California Employment Department;

Employment and training activities carried out under the Community Services Block Grant Act (42 U.S.C. 9901 et seq.)

represented by City of Los Angeles, Community Development Department;

Employment and training activities carried out by the Department of Housing and Urban Development

represented by the Housing Authority of the City of Los Angeles; and

Programs authorized under State unemployment compensation laws (in accordance with applicable Federal law)

represented by State of California Employment Development Department;

#### B. Discretionary Partners

In addition to those programs referred to hereinabove, other entities that carry out a human resource program are non-mandatory, discretionary parties to this MOU and include the following:

Department of Social Services, County of Los Angeles;

Job Corps;

General Relief, County of Los Angeles

TANF

#### C. Process for Mandatory Party refusing to sign MOU

Partner entities refusing to sign the MOU shall not be represented on the local WIB. If a required partner entity refuses to sign, all efforts must be made to meet and confer and to come to agreement on the issue(s) involved. Alternative representative(s) must be sought, representing the required partner or funding stream.

#### IV. APPROVAL

This MOU shall be effective upon execution by each partner agency and by the Chief Local Elected Official, and WIB president.

#### V. NON FINANCIAL AGREEMENT CLAUSE

This MOU is non financial in nature and binds no party or partner to financial obligation(s) to any other. Financial or fiduciary arrangements to the One-Stop system are outlined in each separate One-Stop Center MOU and the City of Los Angeles contract with each lead One-Stop operator.

#### VI. TERM / AMENDMENTS

The term of this Agreement is from April 1, 2000 to April 1, 2005 or, until terminated by repeal of the Workforce Investment Act (WIA), otherwise by action of law, or in accordance with this section. This Agreement may be modified in writing at any time by mutual consent of all signatory partners.

Any party may withdraw from this MOU by giving written notice of intent to withdraw at least 60 calendar days in advance of the effective withdrawal date. Notice of withdrawal shall be given to all Partner Agencies at their places of business. Should any One-Stop Partner Agency withdraw, this MOU shall remain in effect with respect to the other remaining One-Stop Partners.

VII. **DISPUTES**

Parties shall continue with the responsibilities under this Agreement during any dispute. Disputes directly involving the parties to the dispute(s) shall be resolved in a timely manner. The WIB shall convene and hear the matter and if the dispute cannot be resolved, all parties to the dispute will be given an opportunity to appeal to the Los Angeles City Council for final resolution.

VIII. **INDEMNIFICATION**

Each of the parties to this Agreement is a public entity. In contemplation of the provisions of Section 895.2 of the Government Code of the State of California imposing certain tort liability jointly upon public entities solely by reason such entities being parties to an agreement as defined by Section 895 of said Code, the parties hereto, as between themselves, pursuant to the authorization contained in Section 895.4 and 895.6 of said Code, will each assume the full liability imposed upon it, or any of its officers, agents or employees by law for injury caused by its own negligence or wrongful act or omissions occurring in the performance of this Agreement to the same extent that such liability would be imposed in the absence of Section 895.2 of said Code. To achieve the above-stated purpose, each party indemnifies and holds harmless the other party solely by virtue of said Section 895.2. The provision of Section 2778 of the California Civil Code is made a part hereto as if fully set forth herein. The parties agree to have adequate self insured retention of funds to meet any obligation arising from this Agreement.

XI. **AUDIT**

This MOU brings together the resources of separate funding streams and programs. While the MOU is nonfinancial, related contractual or cost sharing agreements are subject to generally accepted accounting principles and to the audit provisions of the respective funding streams as appropriate including the Single Audit Act as amended. Overall cost sharing and allocation agreements are addressed in separate One-Stop Mou's.

Overall, the Department Of Labor, Bureau of State Audits, the City of Los Angeles, the CLEO, and other parties as appropriate, or their designated representatives, shall have the right to review and to copy any records and supporting documentation pertaining to any activities under this MOU. Parties to the MOU agree to maintain such records for a minimum of 5 years unless differing periods are stipulated by impacted funding sources or by a partner's record retention policy but under no circumstances shall records be retained less than 5 years. Auditors will be allowed access to such information or records during normal business hours. Further, the parties to this MOU agree to include similar audit provisions in any related contract, subcontract or other financial agreement.

X. **DISCRIMINATION CLAUSE**

The Parties to this MOU shall comply with all provisions of State and Federal Equal Opportunity and Nondiscrimination Laws, including, but not limited to: Title VI and VII of the Civil Rights Act of 1964; The Age Discrimination Act of 1975 as amended; §503 and §504 of the Rehabilitation Act of 1973; Title IX of the Education Amendment of 1972; §164(8) and §167 of the Job Training Partnership Act of 1982.

The parties shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, age, sexual preference, or political affiliation.

Parties shall comply with all provisions of the Executive Order 11246 of September 24, 1965, as amended, and of the rules, regulations, and relevant orders of the Secretary of Labor.

Parties shall furnish all information and reports required by Executive Order 11246 of September 24, 1965, as amended, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

A. Americans with Disabilities Act (ADA)

Parties assure compliance with the ADA of 1990, which prohibits discrimination on the basis of disability, as well as applicable regulations and guidelines issued pursuant to the ADA.

XI. GOVERNING LAW

This MOU is governed by and shall be interpreted in accordance with the laws of the State of California, any and all State WIA enabling legislation, including Executive Orders of the Governor of the State of California, and the Workforce Investment Act of 1998 and any and all applicable Federal Rules and Regulations.

XII. UNENFORCEABLE PROVISIONS

In the event that any provision of this MOU is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect, and shall not be affected.

XIII. **CONFIDENTIALITY**

Parties to this MOU agree to comply with the provisions of WIA and applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, and/or any other appropriate statute or requirement to assure that:

All applications and individual records related to services provided under this MOU, including eligibility for services, enrollment, and referral shall be confidential and shall not be open to examination for any purpose not directly connected with the delivery of such services.

No person will publish or disclose use, or permit, cause to be published disclosed or used, any confidential information pertaining to One-Stop applicants, participants, or customers overall.

Additionally, each partner will agree to abide by the current confidentiality provisions of respective statutes and shall share information necessary for the administration of the program. Parties therefore agree to share client information necessary for provision of services under the Act subject to each partner's confidentiality requirements as it applies to its students, clients, customers and/or employees; i.e.: assessment; universal intake; program or training referral; job development or placement activities; and other services as needed for employment or program support purposes.

XIV. **JOINT PLANNING**

A. **Development of the Local Workforce Investment Plan**

Parties to this MOU agree to participate in a joint planning process which results in the development of the local WIA Plan, submitted to the State in accordance with issued WIA guidelines. The parties agree to engage in planning, plan development, and modification activities, to result in:

- Continuous partnership building between all parties to this Agreement;
- Continuous partnership building and planning responsive to State requirements;
- Continuous partnership between State and local representatives engaged in WIA activities and related workforce preparation and development;

- Response to specific local and economic conditions including employer needs;
- Adherence to strategic planning principles adopted for WIA long range planning & including the requirement for continuous improvement;
- Adherence to common data collection and reporting, including needs for modification or change;
- Diligence in developing coordinated local leadership in Workforce development; responsiveness to customer needs; maintaining system infrastructure and shared technology and information; and performance management to measure the success of the One-Stop system overall and to enhance performance in a spirit of quality management and continuous improvement.

XV. **SERVICES (WIA, SECTION 134)**

Partners agree to integrate services to the extent possible, in bringing together resources of program, staff, and/or funding respectively, to provide operations as a "single service delivery system" as required under the Workforce Investment Act. Services shall be focused on two main customer groups, job seekers and employers, and shall be available at or through the One-Stop system overall.

A. **Required Core Services (WIA, Section 134(d)(2) Shall Include:**

- Basic eligibility determination for WIA Title I B services;
- Outreach, intake and orientation to services available;
- Initial assessment of skills, aptitudes, abilities and supportive services;
- Job search and placement assistance including career counseling;
- Provision of employment data and labor market information;
- Provision of performance information including cost data, related to all services provided;
- Employment referral;
- Follow-up services for customers attaining employment for not less than 12 months after the first known day of employment.

B. **Intensive Services**

The parties agree to the following services which are above and beyond those named in WIA Section II B and which shall be provided in accordance with the

Act; and where intensive services are required the parties will cooperate in providing those services which may include but not be limited to:

- Job, education and training targeting particular labor market needs
- Job, education and training targeting particular groups or populations
- Value added services such as child care, transportation, individual and family counseling, temporary or emergency shelter, or (other services pertinent to the local area)
- Such services are mutually identified by all parties to the MOU and are customized to local need.

C. Training Services

The parties agree that training services will be provided where appropriate and as required under WIA and may include but not be limited to:

- Occupational classroom training;
- On-the-job training;
- Cooperative education programs combining workplace learning with classroom instruction;
- Skills upgrading and retraining;
- Entrepreneurial training;
- Job readiness training;
- Adult education and literacy;
- Private sector operated training; and
- Industry-based, customized training based on employer need with up-front agreement to hire based on established conditions.

D. Use of Individual Training Accounts (ITA's)

Where training is required, parties to the MOU agree to provide training through the use of ITA's or vouchers which shall be made available to participants.

E. Use of Training Contracts

The City of Los Angeles shall operate 15 One-Stop Centers/lead agencies and 7 Satellite One-Stop Centers pursuant to written agreement between the One-Stop agencies and the City. Each center shall also have a MOU as previously set forth. Each MOU will describe its operations and use of training contracts as appropriate.

The 15 One-Stop Centers/ lead agencies and 7 Satellite One-Stop Centers have been selected by open and competitive procurement process and selection of specific training providers will be made by individual One-Stop Centers in accordance with the City's procurement process.

The 15 One-Stop Centers/Lead agencies for the City of Los Angeles are:

1. Carson, Lomita, Torrance (CLT)
2. United Auto Workers - Labor Employment and Training Center (UAW-LETC)
3. Watts Labor Community Action Committee (WLCAC)
4. Build Rehabilitation Industries
5. Career Planning Center
6. Casa de Hermandad
7. CHARO Community Development Corporation (CHARO)
8. Chicano Service Action Center
9. Community Career Development
10. Community Centers, Inc.
11. El Proyecto Del Barrio
12. Los Angeles Urban League
13. Pacific Asian Consortium Employment (PACE)
14. The Training Institute - Canoga Park (TTI)
15. The Training Institute - Van Nuys (TTI)

The 7 One-Stop Satellite Centers are:

1. Goodwill Industries
2. United Community Resources (UCRA)
3. Housing Authority of City of Los Angeles (HACLA)
4. Career Encore, Inc.
5. Verdugo Private Industry Council (Verdugo PIC)
6. Advanced Computing Institute
7. South Bay Private Industry Council (South Bay PIC)

The One-Stop Centers/lead agencies listed herein will be continued on a year to year basis in accordance with criteria set forth in their contracts with the City of

Los Angeles and their continued satisfactory performance and continued receipt of WIA funds.

F. WIA Youth Programs

Parties to the MOU agree to provide youth funded programs including the Youth Opportunities Grant Program as required under WIA Title I.

XVI. SERVICE LOCATIONS OR MEANS:

- Single One-Stop site;
- One physical location providing all required, core services;
- Multiple One-Stop sites or centers;
- Electronic One-Stop services;
- Regional One-Stop services;
- Mobilized services such as van pools for outlying areas;

XVII. SERVICES TO BE PROVIDED BY THE PARTNERS

While specific service delivery contributions or resources shall be delineated in individual site agreement(s), the parties to the MOU agree to the overall sharing of services within the One-Stop system as set forth in the individual MOU's for each One-Stop Center/Lead agency. These services may include but not be limited to:

- Co-location of staff;
- Co-location of services;
- Cross-training of One-Stop staff;
- Specialized translation services;
- Specialized ADA accommodations or services for disabled populations;
- Specialized transportation or trip planning services;

XVIII. ELECTRONIC ONE-STOP

Automated information sharing and technology has been agreed upon by all parties to this MOU as support to increase services to customers and facilitate communication between the partners subject to each partner's confidentiality requirements as it applies to its students, clients, customers and/or employees.

**XIX. METHODS OF REFERRAL**

Parties to the MOU agree to develop jointly and mutually implement processes acceptable to all for common intake and referral. Parties agree to cross-train staff on the services of each participating One-Stop partner and the spectrum of related services available through respective agencies as appropriate. Site visits, field trips, and joint training shall be available to staff conducting referrals. A mutually acceptable referral process shall be adopted by all parties to this Agreement with the commitment to evaluate this process and modify it to changing requirements or day-to-day needs for improvement.

The actual referral process used at each One-Stop Center may vary and will be set forth in the individual One-Stop agreements.

**XX. EMPLOYER SERVICES**

Parties to the MOU acknowledge that employers are a primary One-Stop customer and agree to the following:

- Direct employer input shall be sought in matters related to One-Stop planning and operations;
- Employer input related to employer needs shall be sought through all possible avenues such as job development activities, job fairs, trade associations, chambers of commerce, etc;
- As a majority membership on the local WIB is private industry, the guidance of such members shall be specifically sought in designing targeted employer services;
- Time is of the essence in the provision of services for employers;
- Specific employer services to be provided through the Local One-Stop system may include but are not limited to:
  - Employer Directory
  - Tax credit information or processing;
  - Assessment of client skills, interest, aptitude and/or work values;
  - Job specification development;
  - Fee or licensing information;
  - Business assistance;

- Interviewing facilities;
- Customized training;
- Skills training;
- Job readiness training;
- Job Listing Services;
- Electronic linkage through the Youth Centers;

The State One-Stop Employer Services Report and other materials related to this service area shall be made available to all parties to this MOU.

**XXI. UNIVERSAL ACCESS**

Parties agree to Universal Access as a critical One-Stop provision. Policies adopted locally for ensuring access for all customers including those with special needs, include those with A) literacy deficits; B) physical or learning disabilities; C) limited English speakers; and D) others with economic or geographical barriers to service or employment. Specific needs of particular customers to be served will be addressed in the individual MOU's.

**XXII. SHARED TECHNOLOGY & SYSTEM INFRASTRUCTURE**

The parties agree to the principles of common reporting and shared information through electronic One-Stop concepts and mechanisms including shared technology subject to each partner's confidentiality requirements as it applies to its students, clients, customers and/or employees.

WIA enforces technology as a critical tool in making possible all aspects of information exchange including reporting; MIS; data collection; referral services; common case management; client as well as service tracking; and seamless service provision overall.

A. System Security and Confidentiality

System security provisions shall be agreed upon by all parties and recorded in an Information Security and Access Agreement to be signed by the individuals using the system.

**XXIII. CAPACITY BUILDING**

Parties to the MOU agree to a high level of professional standards related to both One-Stop staff competencies and protocols, as well as a professional environment for customers of the center(s) or sites(s).

As with all aspects of joint planning, capacity building efforts shall be examined in the context of adaptability to needed change, customer service and continuous improvement.

The parties agree to work continuously to ensure collaboration with State and regional efforts to provide service delivery in response to identified capacity building needs.

**XXIV. MARKETING**

The WIB shall insure that universal marketing strategies will be applied to all One-Stop Centers and the WIB will develop and continue all marketing activities for the City WIA system.

The parties to the MOU agree to a collaborative marketing strategy informing job seekers, employed individuals, employers, and the community at large about the services available through the City of Los Angeles One-Stop system.

The following resources are available to enhance joint marketing efforts:

- Web site development
- Public education/information
- Speaker's bureau
- One-Stop brochures/flyers
- Commercial air time
- Media Coverage
- Public television or radio

**XXV. SITE SUPERVISION**

Parties to the MOU recognize that a number of practices and philosophies related to broad-based agency practices as well as day-to-day One-Stop site supervision will be negotiated as set forth in the individual MOU's between each One-Stop contractor. All

One-Stop contractors shall be encouraged to cooperate in the development of common policies and practices in areas such as:

- Salary scales for similar positions;
- Standardized functions for similar classifications between agencies;
- Off-site supervisors vs. site supervisors at the One-Stop Centers;
- Union vs. Non-union employees in similar classifications at sites;
- Hours of operation, including possible evening and week-end hours and strategizing supervision;
- Sharing of space, equipment, information and materials.

#### XXVI. COST ALLOCATION

Parties to the MOU recognize this is a non-financial Agreement, but agree to adhere to the following principles in sharing costs and resources related to the One-Stop System.

A. How Costs of Services and Activities Shall Be Shared among Partners

A cost allocation plan for the system overall and for each One-Stop Center shall be developed in accordance with WIA as well as with OMB circulars A-21, A-87, A-110, ASMB C-10, and other Federal and State guidance as appropriate and shall be included in each individual One-Stop Centers MOU.

B. Levels of Participation or Investment

A financial contribution to the One-Stop system is not required; however, each partner shall outline their cash contribution, or resources for in-kind contribution by April 30, 2000 and the parties will amend this Agreement and incorporate the approved contributions into this MOU by June 30, 2000.

C. Joint Applications for Future Grant Funding

The parties agree that joint applications on behalf of the One-Stop system, which result in an award, will benefit the One-Stop system overall and not the respective entity or entities applying for funds. Based on funding requirements, a single entity may become the fiscal agent for such an application or project. Nothing in this Agreement shall prevent parties from competing for the same grant on an individual basis.

D. Designation of Fiscal Agent

The City of Los Angeles shall be the fiscal agent for receipt of WIA funding as well as outside funding from related funding streams or external sources. The

City shall establish a system of accounting for the receipt of other ancillary funds which promote the WIA program. The individual One-Stop MOU's shall provide for periodic review by the parties of their cost allocation plans.

E. Performance Accountability

The parties to this MOU agree to establish procedures to insure performance requirements as provided by WIA and to periodically evaluate customer satisfaction for participants and employers; such performance measures may include but not be limited to:

- Completion rates;
- Percentage of participants obtaining unsubsidized employment;
- Percentage of participants obtaining training related employment;
- Wages at placement; and
- Job retention for participants completing training.

It is understood that additional outcomes related to specific, financial agreements shall be delineated in those agreements.

The One-Stop Operator's agreements with the City shall contain sanctions for failure to meet performance and fiscal criteria.

It is understood that local performance aggregates to statewide performance levels with incumbent sanctions and incentives to the State as outlined in WIA sections 122 and 136.

Dated: March 22, 2000

BY: Patricia Koltnow  
PATRICIA KOLTNOW

Interim Director, YWCA of Greater Los Angeles  
on behalf of Los Angeles Job Corps Center

3345 Wilshire, Suite 300  
Los Angeles, California 90010

Title I, Job Corps

NOTE AMENDMENT TYPED BELOW  
UNDER SECTION VIII: "INDEMNIFICATION"

Dated:

BY: \_\_\_\_\_  
JAMES A. FIGUEROA  
Assistant Superintendent

Los Angeles Unified School District  
Division of Adult and Career Education  
1320 W. Third Street  
Los Angeles, California 90017

Adult Education and Literacy Activities Authorized  
Under Title III

Dated:

BY: \_\_\_\_\_  
CHARLIE WOO  
President

Workforce Investment Board  
City of Los Angeles  
615 W. 6th Street, 10th Floor  
Los Angeles, California 90014

\*\*\*\*\*

Subject to amendment of "Section VIII. Indemnification" to clarify that the Los Angeles Job Corps Center, since it is not a public entity, is not subject to the joint liability provision of Cal. Gov't Code section 895.2, and does not assume liability for injury other than that caused by its own negligence or wrongful acts or omissions.

Dated:

BY: \_\_\_\_\_  
JUNE KUEHN  
Acting District Administrator

State of California  
Department of Rehabilitation  
222 S. Harbor Boulevard #300  
Anaheim, California 92805

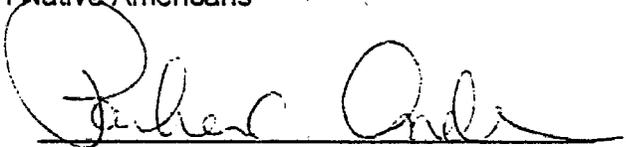
Title I Vocational Rehabilitation Act

Dated:

BY: \_\_\_\_\_  
PAULA STARR  
Executive Director

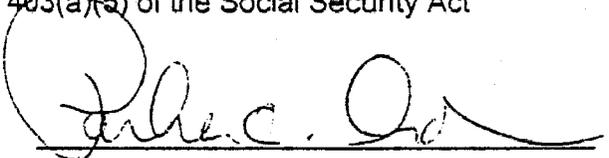
Southern California Indian Center, Inc.  
P.O. Box 2550  
Garden Grove, California 92842  
Title I Native Americans

Dated:

BY:   
Authorized Signature  
Title: General Manager

City of Los Angeles Community  
Development Department  
615 W. 6th Street  
Los Angeles, California 90014  
Sec. 403(a)(5) of the Social Security Act

Dated:

BY:   
Authorized Signature  
Title: General Manager

City of Los Angeles  
Community Development Department  
615 W. 6th Street  
Los Angeles, California 90014

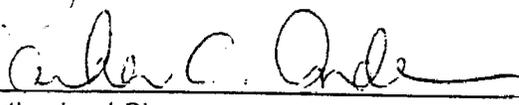
Community Services Block Grant Act

9927  
March 9, 2000

**SIGNATURES**

In WITNESS THEREOF, the parties to this MOU execute this Agreement.

Dated:

BY:   
Authorized Signature  
Title: General Manager

CITY OF LOS ANGELES COMMUNITY  
DEVELOPMENT  
615 W. 6th Street  
Los Angeles, California 90014

Title I Programs  
(Adults, Dislocated Worker, Youth, National  
Programs), Welfare to Work Grant Program

Dated.

BY: \_\_\_\_\_  
ALFONZO DAVE  
Title:

State of California Employment  
Development Department  
Los Angeles Job Services Division  
5401 South Crenshaw Boulevard, Suite A  
Los Angeles, California 90043-2497

Wagner-Peyser (WIA Title III)  
Trade Adjustment Act/NAFTA  
Veterans  
Unemployment Insurance

**SIGNATURES**

In WITNESS THEREOF, the parties to this MOU execute this Agreement.

Dated:

BY:

\_\_\_\_\_  
Authorized Signature  
Title:

CITY OF LOS ANGELES COMMUNITY  
DEVELOPMENT  
615 W. 6th Street  
Los Angeles, California 90014

Title I Programs  
(Adults, Dislocated Worker, Youth, National  
Programs), Welfare to Work Grant Program.

Dated:

3/13/00

BY:

  
\_\_\_\_\_  
ALFONZO DAVE  
Title:

State of California Employment  
Development Department  
Los Angeles Job Services Division  
5401 South Crenshaw Boulevard, Suite A  
Los Angeles, California 90043-2497

Wagner-Peyser (WIA Title III)  
Trade Adjustment Act/NAFTA  
Veterans  
Unemployment Insurance

Dated:

BY:

LYNN BAYER  
Director

Department of Public Social Services  
3220 Rosemead Boulevard  
El Monte, California 91731

TANF  
General Relief

Dated:

BY:

ANN SMITH  
General Manager

City of Los Angeles Department of Aging  
2404 Wilshire Boulevard, Room 400  
Los Angeles, California 90057

Title V of the Older Americans Act of 1965

Dated:

3/9/00

BY:

  
MARK DRUMMOND  
Chancellor

Los Angeles Community College District  
770 Wilshire Boulevard  
Los Angeles, California 90017

Post Secondary Vocational Educational Activities  
Authorized Under Carl Perkins Vocational and  
Applied Technology Education Act

Dated:

BY: \_\_\_\_\_  
LYNN BAYER  
Director

Department of Public Social Services  
3220 Rosemead Boulevard  
El Monte, California 91731

TANF  
General Relief

Dated:

*March 6, 2000*

BY:   
ANN SMITH  
General Manager

City of Los Angeles Department of Aging  
2404 Wilshire Boulevard, Room 400  
Los Angeles, California 90057

Title V of the Older Americans Act of 1965

Dated:

BY: \_\_\_\_\_  
MARK DRUMMOND  
Chancellor

Los Angeles Community College District  
770 Wilshire Boulevard  
Los Angeles, California 90017

Post Secondary Vocational Educational Activities  
Authorized Under Carl Perkins Vocational and  
Applied Technology Education Act

Dated:

BY:

\_\_\_\_\_  
LYNN BAYER  
Director, Department of Public  
Social Services

Department of Public Social Services  
County of Los Angeles  
12860 Crossroads Parkway South  
City of Industry, California 91746

Dated:

BY:

\_\_\_\_\_  
ANN SMITH  
General Manager

City of Los Angeles Department of Aging  
2404 Wilshire Boulevard, Room 400  
Los Angeles, California 90057

Title V of the Older Americans Act of 1965

Dated:

BY:

\_\_\_\_\_  
MARK DRUMMOND  
Chancellor

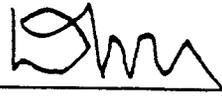
Los Angeles Community College District  
770 Wilshire Boulevard  
Los Angeles, California 90017

Post Secondary Vocational Educational Activities  
Authorized Under Carl Perkins Vocational and  
Applied Technology Education Act

Dated:

3/20/2000

BY:

  
\_\_\_\_\_  
DONALD J. SMITH  
Executive Director

Housing Authority of the City of Los Angeles  
2600 Wilshire Boulevard  
Los Angeles, California 90057

Employment and Training Activities carried out by  
Department of Housing and Urban Development

Dated:

BY:

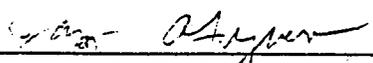
\_\_\_\_\_  
PATRICIA KOLTNOW  
Interim Director YWCA

3345 Wilshire, Suite 300  
Los Angeles, California 90010

Title I, Job Corps

Dated:

BY:

  
\_\_\_\_\_  
JAMES A. FIGUEROA  
Assistant Superintendent

Los Angeles Unified School District  
Division of Adult and Career Education  
1320 W. Third Street  
Los Angeles, California 90017

Adult Education and Literacy Activities Authorized  
Under Title III

Dated:

BY:

\_\_\_\_\_  
CHARLIE WOO  
President

Workforce Investment Board  
City of Los Angeles  
615 W. 6th Street, 10th Floor  
Los Angeles, California 90014

Dated:

BY: June Kuehn  
JUNE KUEHN  
~~Acting~~ District Administrator

State of California  
Department of Rehabilitation  
222 S. Harbor Boulevard #300  
Anaheim, California 92805

Title I Vocational Rehabilitation Act

Dated:

BY: \_\_\_\_\_  
PAULA STARR  
Executive Director

Indian Center  
P.O. Box 2550  
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Title I Native Americans

Dated:

BY: \_\_\_\_\_  
Authorized Signature  
Title:

City of Los Angeles Community  
Development Department  
615 W. 6th Street  
Los Angeles, California 90014  
Sec. 403(a)(5) of the Social Security Act

Dated:

BY: \_\_\_\_\_  
Authorized Signature  
Title:

City of Los Angeles,  
Community Development Department  
615 W. 6th Street  
Los Angeles, California 90014

Community Services Block Grant Act

Dated:

BY:

\_\_\_\_\_  
JUNE KUEHN  
Acting District Administrator

State of California  
Department of Rehabilitation  
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Title I Vocational Rehabilitation Act

Dated:

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PAULA STARR  
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Los Angeles, California 90014  
Sec. 403(a)(5) of the Social Security Act

Dated:

BY:

\_\_\_\_\_  
Authorized Signature  
Title:

City of Los Angeles,  
Community Development Department  
615 W. 6th Street  
Los Angeles, California 90014

Community Services Block Grant Act

Dated: \_\_\_\_\_

BY: Charlie Woo  
Charlie Woo  
President

Workforce Investment Board  
City of Los Angeles  
615 W. 6th Street, 10th Floor  
Los Angeles, California 90014

9717  
February 23, 2000

*Approved as to form  
and legality*  
*William Lee*  
*Deputy City Attorney*  
*Dated: March 28, 2000*

**POTENTIAL PARTNERS/COMMUNITY RESOURCES**  
**Partial List**

**Employers**

- Businesses
- Labor organizations
- Joint Apprenticeship Councils
- Business and industry groups
- Chambers of Commerce

**Education**

- Los Angeles Unified School District (LAUSD)
  - K-12
  - Adult Schools
  - Regional Occupational Centers
  - Alternative Schools
  - Academies
  - Alternative Work and Education Centers (AWEC)
  - 2+2 programs
- Los Angeles Community College District (LACCD) and individual colleges
- Los Angeles County Office of Education (LACOE)
- UNITE LA -- School-to-Career Partnership
- Vocational Schools
- Colleges and Universities
- Charter Schools

**Non-Profit Agencies/Social Services**

- Community Development Department Contractors
- Youth Build
- Juvenile Justice – SB 1095 agencies
- Faith Based Organizations
  - FAME
- Child Care
- Housing
- Health
- Transportation
- Service Learning/Community Service
  - Volunteer Centers
  - Kellogg Center
- One Stop Partners
- Fulfillment Fund
- Boys and Girls Clubs

YMCA's and YWCA's  
L.A. Mentoring Coalition  
El Nido Family Centers  
Family Preservation grantees  
Asian-Pacific Health Care Venture  
Adolescent Family Life Programs (AFLPs)  
Boy Scouts and Girl Scouts  
GAP Program  
InfoLine  
National Council  
CRD list of resources  
Catholic Charities  
Conservation Corps

**Welfare/Child Welfare/Public Safety**

L.A. County Department of Public Social Services  
Cal LEARN  
L. A. County Children's Planning Council  
SPA Councils  
Inter-Agency Operators Group  
Los Angeles Commission on Children, Youth, and their Families  
Los Angeles County Department of Children and Family Services  
L.A. County Health Department  
Women, Infants and Children (WIC)  
L.A. County Probation Department  
Probation Camps  
Juvenile Court  
LAPD Jeopardy

**Other Funders**

Southern California Association of Philanthropy (SCAP)  
Groups providing scholarships  
United Way

**Department of Labor/ Employment Development Department**

Youth Employment Opportunities Program  
Job Corps  
Youth Opportunity Program

**Parents & Youth**

## Workforce Investment Act/Wagner Peyser Act American Recovery and Reinvestment Act of 2009 Local Plan

### Local Workforce Investment Area (LWIA):

Name of LWIA City of Los Angeles

Submitted on \_\_\_\_\_

Contact Person Jaime Pacheco-Orozco

Contact Person's Phone Number 213 744-7124  
AREA CODE PHONE NUMBER

July 2009

*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). TTY users, please call the California Relay Service at 711.*

### INTRODUCTION

The One-Stop system's success in implementing the American Recovery and Reinvestment Act of 2009 (ARRA) will be gauged in part by the progress it achieves in using annual appropriations along with ARRA funds to help unemployed, underemployed, and dislocated workers find new, good jobs and to access and remain in the middle class; to help low-skill or low income workers acquire 21<sup>st</sup> century skills, find family-supporting jobs in healthy industries and access the middle class; and to help enhance the education pathways for disadvantaged and disconnected youth to improve their labor market prospects and long term career success. The LWIAs are expected to fully utilize the ARRA funding to substantially increase the number of customers served, and to substantially increase the number and proportion of those customers who receive training.

We recognize that some of these responses may be duplicative of those provided for elements of the Workforce Investment Act (WIA) Plan modification. However, the intent of ARRA and the goals of saving and creating jobs and increasing service delivery to target populations are distinct. We have identified those questions here. The responses should be included as an attachment to your WIA Plan and be entitled, "American Recovery and Reinvestment Act Local Plan."

## **ARRA PLAN QUESTIONS**

### **1. Integrated Services**

Describe how your LWIA will develop close partnering relationships between Unemployment Insurance (UI) and One-Stop services to ensure UI claimants are quickly linked to a local One-Stop in the area to develop and pursue an employment plan.

The Employment Development Department (EDD) has staff co-located in each WorkSource Center. The EDD staff can determine whether or not the job seeker is either collecting or is eligible for Unemployment Insurance. The job seeker may be served directly by EDD or referred to the WorkSource Center for further employment services.

### **2. Green Jobs**

How will your LWIA recognize opportunities to prepare workers for "green jobs" related to other sources of federal funding?

The City is implementing a City Building Green Retrofit Program (CBGRP), which will be spearheaded by a nine-member member Green Retrofit Advisory Council, and features plans for a workforce development component. The CBGRP was established to facilitate the renovation of all City-owned properties over 7,500 square feet, or constructed prior to 1978 to meet Leadership in Energy and Environmental Design (LEED) silver or higher standards. The workforce development component planned for this program will involve training and hiring of residents, especially those from low-income areas, to perform the actual "green" related retrofitting/work. In recognition of this opportunity to prepare local workers for green jobs, the City's LWIA will contribute toward the funding of two exempt staff positions in the Mayor's Office to provide support for the nine-member Green Retrofit Advisory Council, in

coordination with the Green

Retrofit Development Interdepartmental Task Force, which will be comprised of 16 representatives from City departments. The Task Force will provide guidance and assistance in the implementation and operation of the CBGRP, which will ultimately lead to green job training and employment of local residents and the success of this vital endeavour.

### 3. Collaboration and Alignment

Describe how your LWIA will collaborate with local government agencies and employers who are creating jobs in road and bridge projects, local food production and processing, nursing and allied health, and local conservation projects and energy efficiency programs such as the Weatherization Program run by many local Community Action Agencies.

The City of Los Angeles LWIA will collaborate with ARRA funded agencies such as the Department of Housing and Energy to create innovative training programs for youth and adults. Such training programs (i.e. Clean & Green, Reconnections Academy, Family Source Subsidized Employment) focus on high growth industries which include energy conservation, green transportation, logistics, green construction and health care.

### 4. Accountability and Transparency

Describe the oversight and monitoring activities to be used to determine whether or not there is compliance with programmatic, accountability, and transparency provisions of the ARRA, as well as the regular provisions of WIA and the Wagner-Peyser Act.

The City of Los Angeles LWIA has instituted a monitoring process for each subcontractor receiving ARRA funds. Each One-Stop, Youth, and FamilySource Center for which ARRA funding has been granted has an assigned program analyst who monitors the account for contract compliance in the areas of performance and expenditure of funds. Monitoring site visits are conducted monthly and site visit reports containing findings and/or observations and suggested corrective actions are presented to the agency executive staff. Topics for monitoring site visits include the provision of core, intensive, and training activities, as well as the development of Individual Employment Plans (IEP), and the provision of supportive services. Agency executive staff are advised of the site visit schedules at the start of the program year.

### 5. Adult Services

The intent of the ARRA is that WIA Adult funds be used to provide necessary services to substantially increased numbers of adults to support their entry or reentry into the job market. Describe the programs and processes your LWIA will use to achieve this goal.

The City of Los Angeles LWIA will allocate \$7.6 million in ARRA Adult funds for the following purposes to provide services to over 2,000 additional adults to achieve its goal of supporting their entry or reentry into the job market: a) \$820,000 to provide training and supportive services to an additional 205 Adults; b) \$1.5 million for a

vocational bridge program to provide 385 low-skilled adults with basic skills remediation, English language proficiency, and occupational training; c) \$1.2 million for training in high-growth, high-wage employment sectors to train 386 adults; d) \$1.3 million to develop and expand sector initiatives in healthcare, hospitality, and green tech to provide training to an additional 608 Adults; e) \$820,000 to initiate a young adult (21-24 year-old) sector based internship academy to serve 164 young adults; f) \$1.2 million to expand services to 262 "vulnerable-population" individuals; including limited English proficient, ex-offender, homeless, individuals with disabilities, homeless, and returning veteran adults; and f) \$806,000 in Adult funds to address significant increase in core services.

## 6. Training

Because workers may need to learn new skills to compete for limited career opportunities, training will be a particularly vital service during the economic recovery, and overall training enrollments are expected to increase. Describe the programs and processes your LWIA will use to achieve this goal.

Adult and Dislocated Worker Training and Supportive Services provides funding for the provision of training and supportive services (including needs-based payments) to low-wage, low-skilled individuals and those with barriers to employment. The City continues to identify priority of services (including training and supportive services) for vulnerable populations. Low-wage and low-skilled workers are more likely to be unemployed or underemployed than are high-wage workers, and are more likely to experience long-term unemployment. Training activities will be focused on obtaining a post-secondary credential with value in the labor market. These funds will be identified as a specific set-aside in the WorkSource Center contracts to train an additional 500 individuals. In addition, competitive grants will be released to train an additional 2,575 individuals.

## 7. Supportive Services and Needs Related Payments

The ARRA specifically emphasizes the authority to use these funds for supportive and needs-related payments to ensure participants have the means to pay living expenses while receiving training. Supportive services may include transportation, child care, dependent care, housing, and other services that are necessary to enable an individual who is unable to obtain the services from other programs to participate in activities authorized under WIA. Describe any new policies, programs and processes your LWIA will use to achieve this goal.

I. The City of Los Angeles LWIA defines 'supportive services' as customer services that are necessary to enable WIA eligible individuals, who cannot afford to pay for such services, to participate in WIA activities. Supportive services are provided under the following parameters for adults and youth:

1. Supportive services may be provided only when necessary for enabling an individual to participate in WIA activities and may be made available at any level of service.
2. Supportive services must be provided to all youth participants for a minimum duration of 12 months.

3. Supportive services can be provided to customers who cannot obtain supportive services through other programs or partner agencies providing such services.
4. No funding limit is placed on supportive service costs with the exception of needs related or based payments (see II. below). However, the costs must be reasonable, necessary, and allowable under federal guidelines.
5. Supportive services may be received throughout the period that the customer is enrolled in WIA and up to a maximum of 12 months after exiting (excluding needs based payments).
6. Supportive services must be documented in a customer's file and include justification for supportive services, amount of planned funding, and verification that services were received.

## II. Needs Based Payments

Needs-based payments are supportive services in the form of monetary assistance necessary to enable individuals to participate in an eligible WIA activity. Needs-based payments are provided through cash assistance or arrangement with another human resource agency.

1. Needs based payments may be provided to participants in the WIA Adult or Dislocated Worker programs during the entire length of time that a customer utilizes a WIA training program or unpaid work experience, but may not be continued after the customer exits the program. Needs based payments may be provided to WIA Youth participants at any level of the provision of WIA Youth services during the entire length of time that a Youth participant remains in the WIA Youth program. Needs-based payments are not an allowable postemployment/ post-exit follow-up service.

2. Needs based payments must be documented in a customer's file and include justification for services, amount of planned funding, and verification that services were received.

3. Eligibility for needs based payments:

a) Adults must be unemployed, not qualify for UI or have ceased to qualify for UI, and be enrolled in a program of training services under WIA.

b) Dislocated workers must be unemployed and not be qualified, or have ceased to qualify, for UI or trade readjustment allowance, and be enrolled in a program of training services under WIA.

c) All WIA Youth participants may receive need-based payments. An urgent need for such payments must be demonstrated and documented in the participant's file.

d) Limits on payments

--For adults, establish that the maximum is the current minimum wage for every hour of documented participation in WIA classroom training. Payment may not exceed the applicable weekly level of the UI.

--For dislocated workers, payments must not exceed the greater of the following two levels for adults and one for youth:

i. For customers who were eligible for UI as a result of a qualifying dislocation,

payment may not exceed the applicable weekly level of the UI. Payment is based on every hour of documented participation in WIA classroom training.

ii. For customers who did not qualify for UI as a result of a qualifying layoff, the weekly payment may not exceed the poverty level for an equivalent period. Payment is based on every hour of documented participant in WIA classroom training.

iii. For Youth, the maximum needs-based payment is \$1,200 per participant per year.

4. A participant may not receive needs-based payments for either post employment or post exit follow-up services as he/she is no longer participating in an eligible WIA activity, but may still receive all other support services for up to 12 months after exiting the program.

### III. Incentive Payments (Youth Only)

Incentive payments are funds paid to WIA Youth participants in the form of cash based on attendance, successful performance, or completion of a WIA activity that leads to attainment of a goal as identified in the participant's Individual Service Strategy. Such payments are intended to provide participants with an incentive to remain in the activity, or with a reward for good performance.

## 8. Priority of Service

The WIA Adult formula funds are to be targeted on the services that most efficiently and effectively assist workers impacted by the current economy to obtain employment, with priority given to recipients of public assistance and other low-income individuals as described in WIA section 134(d)(4)(E). The LWIAs must also incorporate priority of service for veterans and eligible spouses in accordance with the Jobs for Veterans Act. This requires veterans and eligible spouses to receive service priority over recipients of public assistance and low-income individuals. Describe what programs and processes your LWIA will use to achieve these goals. To achieve these goals, the City of Los Angeles LWIA adopted policies as outlined in the Year 10 Annual Plan, which clearly mandate that individuals who are recipients of public assistance or have earnings below self sufficiency be considered first in the provisions of services. The Customer Flow policy states: "If funds are limited, priority for intensive and training services will be given to job seekers who fall below the City's defined self-sufficiency level and to recipients of public assistance". In addition, the Individual Training Accounts (ITA) Policy states: "Given the limited funding, priority for ITA's funded through the Adult program must be given to recipients of public assistance and other low-income individuals".

## 9. Apprenticeship Programs

The LWIAs are encouraged to leverage new, and existing national, state and local registered apprenticeship programs and assets as a key resource in their talent development and reemployment strategies. Describe the programs and processes your LWIA will use to achieve this goal.

An example a City of Los Angeles LWIA program to meet goal is the Faith-Based Construction Initiative, which focuses on opportunities for entry into construction apprenticeships for South Los Angeles residents. CDD has contracted with UAW-

LETC, JVS, and CCI WorkSource Centers with a menu of employment services, including recruitment, training, support services, case management, and job placement through the Building and Construction Trades Unions. The WIB secured \$300,000 CDBG funding to continue program for PY 09-10.

#### 10. Regional Collaboration

The LWIAs are encouraged to partner with each other regionally and across political jurisdictions as necessary. Describe how this will be accomplished.

The CDD is pursuing funding from the County of Los Angeles to administer the LA County Summer Jobs program which provides work experience to eligible youth participants during the school vacation periods. Last year, the City received \$2,100,000 in funds.

In addition, the City anticipates receiving an undetermined appropriation from the County of Los Angeles to provide intensive intervention services for youth serving time in Los Angeles County Probation Camps. The goal of the program is to move youth into post-secondary educational/occupational opportunities and reduce recidivism rates by providing education, training, mentoring/case management, leadership development work-study, supportive services and intensive transition support prior to and following youth being released from camp.

#### 11. Dislocated Worker Services

The ARRA makes available additional funding for dislocated workers. It is the intent of the law that substantially increased numbers of dislocated workers will be served with this infusion of formula funds, and that training will be a significant area of focus. Describe how your LWIA will achieve this goal.

To achieve this goal, the City of Los Angeles LWIA will allocate ARRA Dislocated Worker Funds as follows: a) \$1.2 million to provide training and supportive services to an additional 295 Dislocated Workers; b) \$2.5 million for a vocational bridge program to provide 615 low-skilled Dislocated Workers basic skills remediation, English language proficiency, and occupational training; c) \$1.2 million for training in high-growth, high-wage employment sectors to train 614 Dislocated Workers. Allocation of \$1.3 million to develop and expand sector initiatives in healthcare, hospitality, and green tech to provide training to an additional 967 Dislocated Workers; d) \$1.2 million to initiate a young Dislocated Worker (21-24 year-old) sector based internship academy to serve 236 young Dislocated Workers; e) \$1.8 million to expand services to 388 "vulnerable-population" individuals; including limited English proficient, ex-offender, homeless, individuals with disabilities, homeless, and returning veteran --Dislocated Workers; and f) \$1.2 million in Dislocated Worker funds to address significant increase in core services.

#### 12. Wagner-Peyser Act – Coordination of Services

The ARRA makes available additional Wagner-Peyser Act funding. Describe how your LWIA will utilize these funds to provide services such as assessment of skill levels, career guidance, job search workshops and referral to employers, to name a

few.

The City of Los Angeles LWIA did not receive Wagner-Peyser funding in 2009-2010.

### 13. Summer Youth

The LWIAs are encouraged to use ARRA funds to operate an expanded summer youth employment opportunities program in 2009, and provide as many youth as possible with summer employment opportunities and work experiences throughout the year. Also, the ARRA specifies that 30 percent of Youth funds are to be spent on out-of-school youth. Finally, two waivers have been approved. One deals with procurement of youth employment providers and the other using the work readiness indicator only for youth employment outside the summer months. Describe how your LWIA will achieve the goal of providing summer employment opportunities. Further, describe how your LWIA will ensure 30 percent of Youth funds are spend on out-of-school youth. Finally, describe how your LWIA will use the waivers and publish the list of youth employment service providers.

Youth Implementation Plan PY 2009-2010

- Summer Youth Employment Program (SYEP)

This program will provide funding to provide summer employment and supportive services to 4,000 youth ages 14 – 24 through the OneSource SYEP system. The summer employment program will fund activities between July 1 and September 30, 2009. All programs will include a work readiness skill attainment, introduction to the green job economy, conservation, and financial literacy.

- Programs will include but are not limited to:
- Learn & Earn - CAHSEE Prep and Green Technology
- Clean & Green
- We Build Math Academy
- Stand & Deliver Health Careers Academy
- Summer Nights
- LA School Partnership
- LA Scholars
- Hire LA News Team
- Weed & Seed
- LA Arts Corp

Contractually, at minimum, 30% of all youth served by SYEP providers must be out-of-school youth. Additionally, a minimum of 30% of all funding for SYEP must be allocated to services for out-of-school youth.

Procurement for the youth employment providers was conducted prior to the approval of the waiver.

### 14. Economic Analysis

Provide a detailed analysis of the LWIA's economy, the labor pool, and the labor market context in relation to the economic downturn.

Many of the City budget's economy-sensitive revenues, such as sales, business,

and transient occupancy taxes, are affected by the volume of consumer purchases and prices. UCLA's Anderson Forecast estimates that prices will drop by 1.9% during 2009 and move modestly upwards (+1.6%) in 2010.

Change in personal income is another important measure of the local economy, indicating consumer ability to purchase goods and services. UCLA's Anderson Forecast anticipates personal income growth in Los Angeles County of 0.5% for 2009 and 1.1% for 2010. The Wall Street Journal's surveyed economists anticipated that the economy would shrink during the first quarter of this year at an annualized rate of 5%, then by a 1.8% annualized rate during the second quarter. As of March 2009 the national unemployment rate was 8.5%. The latest Department of Labor data put the California unemployment rate at 11.5% (March 2009) and Los Angeles' rate at 12.5% (March 2009). Data from neighboring cities indicate that parts of Los Angeles are likely experiencing close to a staggering 20% unemployment rate. Across the country, the average number of hours worked per week is at 33.2 – the lowest since 1964.

LAEDC has projected that Los Angeles County will lose 89,000 jobs during calendar year 2009-2010. UCLA's Anderson Forecast has noted that the local economy has lost jobs in multiple significant sectors, particularly trade and hospitality, information technology, international trade and manufacturing.

15. The Governor has identified the following key priorities for the workforce system in California's Strategic Vision for Implementation of Employment and Training Provisions of the ARRA:

- Invest in high-wage, high-growth jobs
- Advance workers with barriers to employment
- Support industry sectors experiencing statewide shortages of workers

How will your local plan modification implement the Governor's priorities?

The City of Los Angeles LWIA Year 10 Plan modification will implement the Governor's priorities through the following programs:

#### 1. High Growth Sector Initiative Program

This program will provide funding to develop and expand sector initiatives in designated High Growth, High Wage employment sectors, including but not limited to Healthcare, Hospitality, and Green Technology, including Green Retrofit. The ARRA provided additional monies for competitive national grants in these High Growth Sectors.

#### 2. Vulnerable Population Program

This program will provide funding to expand core services to serve vulnerable populations. Targeting 650 job seekers with barriers to employment, (including Limited English Proficient, Ex-offender, Homeless, Individuals with Disability, and Returning Veterans), this initiative will provide transitional employment intended to provide real work, skill development, and supportive services to help individuals

successfully transition to the competitive labor market.

#### 16. Educational Opportunities

Describe how your LWIA will align itself with local educational institutions and other training providers to maximize opportunities for education and training for adult and dislocated workers.

The City of Los Angeles LWIA's Vocational Training / Bridge Program will provide funding to develop vocational training/bridge programs to serve up to 1,000 adults and dislocated individuals through the WorkSource System. The program will provide a short term Certificated Vocational Training Program for individuals focused on a high growth employment sector. The primary target of these funds will be the low-skilled and low-wage worker. This program will emphasize integrated services in basic skills remediation, English language proficiency, and occupational training. To increase likelihood of completion, participants will be eligible for Needs-Based Payments while engaged in WIA services. Allocations to the WorkSource Centers would be determined through a procurement process that emphasizes the region's public educational system. Potential training providers will include, but are not limited to the:

- o Los Angeles Unified School District,
- o Los Angeles Community College District,
- o California State University System, and
- o University of California Los Angeles.

In addition, the City of Los Angeles LWIA will follow the lead of the State in allowing ARRA participants to enroll in Occupational Training activities conducted by Community Colleges that are not on the Eligible Training Provider List (ETPL).

#### 17. One-Stop Staffing

Describe the additional staffing which will be provided at local One-Stops to ensure the provision of expanded staff assisted services to customers.

Each WorkSource Center has been mandated to use their ARRA funding to upgrade their resource rooms. This includes the hiring of additional staff in response to the expected increase in customer flow.

#### 18. Levels of Service

Describe the adjustments being made in One-Stop Career Centers in order to provide increased levels of service. Do One-Stop Career Centers have a uniform method of organizing their service delivery to business customers? Is there a common individual assessment process utilized in every One-Stop? What approaches will be used to ensure funds are targeted to those most in need, including low-income, public assistance recipients, persons with disabilities, etc.? How will One-Stops streamline the sequence of service to facilitate individual access to needed services and training?

ARRA funding will be used to allow WorkSource Centers (WSCs) to upgrade their resource rooms as well as to hire additional staff to assist in streamlining the sequence of services to customers. These actions are in response to the anticipated

increase in customer demand, and will be mandated in each WSC contract. The LWIA's Business Services Group will assist WSCs in networking with local businesses and business groups. WSCs are evaluated on the frequency and number of businesses contacted, and activities that they provide for businesses. The WSCs use the CASAS assessment to evaluate Adult customers. There are various assessments given to Youth customers depending on the appropriate service plan. Additional assessments are conducted on all customers who are seeking training services.

The City of Los Angeles LWIA policy for the provision of services under the WIA Formula funding mandates that individuals with barriers to employment be given priority. These individuals include the homeless, ex-offenders, Limited English Proficient, persons with disabilities, low-income, and other barriers. ARRA funded programs also mandate that vulnerable populations be given priority. These individuals include those who need transitional employment to enter the workforce, including returning veterans, persons with disabilities, and ex-offenders.

WSCs will continue the policy of providing a sequential service ladder of Core, Intensive, and Training services. However by thorough assessment, WSC staff will be able to determine if services under all three tiers may be provided simultaneously. For example, if WSC staff determines that an individual seeking training services is indeed training ready, Core and Intensive services may be provided with minimal time intensity.

#### 19. Public Comment

Describe the process used to ensure transparency and to obtain public comment on the ARRA local plan modification. What were the outcomes of the public comments?

The CDD conducts numerous public hearings regarding the Annual Plan, including the ARRA local plan modification. In addition, public comment notices regarding the ARRA local plan modification are posted at the Los Angeles City Hall for a period of 30 days.

#### 20. Performance Measures

Describe the measures which will be used to gauge performance for use of ARRA and WIA funds.

Performance Measures

##### 1. Satisfaction

Measure WorkSource OneSource

a. Customer Satisfaction (intercept/telephone)

b. Exiter Satisfaction (telephone)

c. Employer Satisfaction

##### 2. Outcomes and Flow (Products & Services)

a. Entered/Placed into Employment/Education

b. Average Earnings/Average Wage at Placement

c. Retention

d. Employed with a Credential/Certificate.

e. Attainment of a High School or College Diploma, GED,

or Certificate.

f. Literacy & Numeracy Gains

g. Number of Unduplicated Universal Access Customers Served

h. Number of Exited Customers (including Hard to Serve Adults for WS;)

i. Percentage of Out-of-School Youth Served

j. Number of Employer Customers

3. Administrative Capability/Annual Plan Priorities

a. Assesses contractor administrative practices related to work performance, timeliness, fiscal, communication, human resources & ethics.

4. Additional Requirements

Measure WorkSource OneSource

Contractor incorporation of Malcolm Baldrige National Quality

Award criteria into their management practices

## 21. Expenditures Monitoring

Describe the processes which will be adopted to track and monitor expenditure of ARRA funds.

ARRA funded agencies are required to submit monthly expenditure reports to the Financial Management Division of the CDD. In addition, CDD's Program Monitors track and analyze the agencies' expenditures. The monitors review expenditures with the agencies executive staff. Department auditors conduct financial audits with each agency to determine contractual and statutory fiscal compliance.