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Plan Overview

I. INTRODUCTION

The Mayor, City Council, and the City's Workforce Investment Board (WIB) are dedicated to advancing worker opportunity and economic prosperity for business in Los Angeles. In accordance with the Workforce Investment Board-Local Elected Official (WIB-LEO) agreement, the WIB provides lead policy and citizen oversight of the City's Workforce Development System (WDS). In addition, the WIB convenes and supports partnerships between industry, labor, government, and service providers to strengthen the economic well being of the region, to provide job seekers the opportunity to earn good wages and access upward career mobility, and to give business access to a trained, local workforce.

Appointed by the Mayor and City Council, the WIB is comprised of 51 members representing business, local leaders in education, economic development, organized labor, and other stakeholders in our workforce investment system.

The Year Ten WIB Annual Plan articulates the City's priorities for the upcoming year, establishes funding allocations for Adult and Youth One Stop Career Center operators, presents modifications of existing policies, and provides the Community Development Department (CDD) with required authorities to implement the recommendations. Specifically, the Annual Plan budget reflects:

- A \$4.2 million funding increase for Workforce Investment Act (WIA) formula funds
- \$41.2 million in American Recovery and Reinvestment Act (ARRA) funding.
- Continued funding all existing WorkSource and OneSource Centers.
- WIA administrative costs limited to the ten-percent regulatory cap.

As required by the WIB-LEO agreement, the City and the WIB both must approve this Annual Plan prior to the expenditure of funds.

II. SYSTEM PRIORITIES

Addressing the deterioration of the local and regional labor markets and its impact on job seekers and low-income, low wage and dislocated workers is the top priority of the Year 10 Annual Plan. In order to address the growing challenges, the plan proposes to utilize the opportunities presented by recently approved state and federal stimulus programs to prepare the City's low-income, low wage, underemployed, and dislocated workforce for employment in high-growth industries and move these workers toward self-sufficiency.

The recently approved American Recovery and Reinvestment Act of 2009 (ARRA) provides a significant opportunity to the City's Workforce Development System. The U.S. Department of Labor (DOL) announced the availability of \$4.0 billion dollars in Workforce Investment Act (WIA) Adult, Dislocated Worker, and Youth funding under ARRA. The City of Los Angeles Local Workforce Investment Area (LWIA) will receive \$43.7 million from this appropriation, including \$21.9 million for the Adult and Dislocated Worker program, \$20.3 million in Youth funding, and \$1.5 million in Rapid Response funding.

ARRA is intended to preserve and create jobs, promote the nation's economic recovery, and assist those most impacted by the recession. As stated in the DOL Training and Employment Guidance Letter No. 14-08 (released March 18, 2009), Recovery Act activities should be guided by four principles:

- Transparency and accountability in the use of ARRA funding;
- Timely spending of the funds and implementation of activities;
- Increasing workforce system capacity and service levels; and
- Using data and workforce information to guide strategic planning and service delivery.

Additionally, the DOL has indicated that workforce activities funded through ARRA should:

- Emphasize "green jobs," renewable energy, infrastructure, energy efficiency, home retrofitting, biofuel development, advanced drive/train vehicle development and manufacturing
- Emphasize training services to returning veterans and their families
- Connect to other Federal ARRA investments to complement programs and services
- Adhere to WIA eligibility requirements and meet strict performance expectations
- Be operational within 60 days of funding approval, and completed within 18 months. However, the expectation is that most (if not all) dollars are to be spent immediately

Additional guidance on performance measures, timelines, rules and regulations are currently in development by the U.S. DOL Employment and Training Administration.

III. WORKFORCE DEVELOPMENT SYSTEM STRATEGIES

Base funding in Year Ten will be used to continue the Workforce Development Strategies articulated in the Year Nine Annual Plan, including initiatives to: strengthen the region's workforce development system; leverage public sector hiring and contracting; move youth into self-sufficiency; transition low-wage incumbent workers into living-wage jobs; and increase job creation. These strategies continue to provide

an effective framework for addressing the employment training and placement services for low-income individuals and displaced workers in the City.

As a result of the continuation of existing strategies with base funding, the Year Ten Annual Plan Overview will focus on the City's use of the ARRA fund to supplement existing Workforce Strategies. The plan will articulate the City's framework for supplementing both its OneSource and WorkSource Systems. The plan also complies with the ARRA requirements for expedited and effective use of the funds and seeks to fully expend funds within 18-months of receipt.

The following includes a detailed description of the proposed Youth, Adult/Dislocated Worker and Rapid Response Strategies:

A. Youth Opportunity System ARRA Strategy

1. Immediate Allocation of ARRA Funds PY2008-2009

- **Summer Youth Employment Program (SYEP)**

In order to expedite implementation of ARRA activities, the Community Development Department allocated \$2.5 million to its current OneSource Youth Opportunity Center System to provide summer employment to 1,250 youth. The activities and expenditures will occur between May 1, 2009 and June 30, 2009. Any unspent funds will be recaptured and reallocated to programs in the 2009-2010 fiscal year.

2. 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

- Fresh Start Probation Summer Jobs
- Foster Youth Summer Jobs Plus Program

- OneSource System – Year Round Activities
This program will provide funding to augment year-round OneSource System activities. These additional funds will be held to the WIA Common Measures performance metrics plus the Work Readiness Skill Attainment. Additional dollars will be awarded to OneSource centers based on successful Customer Satisfaction Outcomes, Customer Flow, Aministrative Capability (SOFA) performance and capacity.

- 21-24 Disconnected Young Adult Sector Based Internship Program
This program will provide funding to initiate a young adult 21-24 year old Disconnected Young Adult Sector Based Internship Program. The program will serve 1,000 young adults with paid work experience in high growth sectors to include Healthcare and Green Technologies. Current Workforce Development System contractors will provide program implementation in partnership with Faith Based Organizations utilizing a work and learn program model.

- Supporting Activities
In addition to the programs outlined in this framework, ARRA funding will also be used to support Workforce System supporting activities, including Labor Market Information, Technical Assistance, Quality Improvements, etc. Supporting activities are described in further detail in Section 2 (WIB Strategies and Activities).

B. Adult and Dislocated Worker Strategy

1. The ARRA-Appropriated WIA Adult and Dislocated Worker Funds for Training and Supportive Services through WorkSource System Operators:
 - 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 recommends that the PY 09-10 Annual Plan continue 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.

- Vulnerable Population
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 a 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.
 - WorkSource System Enhancements
This program will provide funding to existing WorkSource Centers to address the significant increase in customer activity in the universal access resource rooms. With the March unemployment rate exceeding 12.0% in the City (and greater in resource-poor communities), this increase in activity is taxing the Centers' capacity to adequately serve low-skilled job seekers. This will provide staffing to facilitate the provision of pre-enrollment training through the public education system (LAUSD and LACCD) and will provide the ability to improve the technological infrastructure within the WorkSource Centers
2. Additional Training and Supportive Services Procured through Competitive Process
- Vocational Training / Bridge Program
This 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 would 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:
 - Los Angeles Unified School District,
 - Los Angeles Community College District,
 - California State University System, and
 - University of California Los Angeles.
 - High Growth Sector Initiative
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. In anticipation of the Solicitation for Proposals, the City recommends this investment to increase its competitiveness for additional federal funds.

- 21-24 Disconnected Young Adult Sector Based Internship Program
This program will provide funding to initiate a young adult 21-24 year old Sector Based Internship Program (coupled with the proposed WIA Youth investment, this would total \$4 million). The Adult and Dislocated Worker program component provides work experience coupled with classroom training, comprehensive case management, and intensive services to 400 young adults. The current Workforce Development system operators will provide program implementation in partnership with Community and Faith Based Organizations.
- FamilySource Centers
This program will provide funding to support the provision of workforce, training, and supportive services at the five FamilySource Centers (formerly known as Family Development Portals) serving the City's residents in poverty. Modeled after the highly successful Skid Row Portal, these sites would be staffed by both City and WorkSource Center employees. These expanded Portals will provide an integrated complement of Human and Family Development and Workforce services to 375 residents, job seekers, youth, and their families.
- Supporting Activities
In addition to the programs outlined in this framework, ARRA funding will also be used to support Workforce System supporting activities, including Labor Market Information, Technical Assistance, Quality Improvements, etc. Supporting activities are described in further detail in the Year 10 Draft – WIB Strategies and Activities.

C. Rapid Response Strategy

In CDD's response to WIB questions and report backs related to the Year Ten Annual Plan, the Department presented a framework for allocating the City's \$1.5 million supplemental Rapid Response funding that met the goals of implementing allowable services quickly and expending funds within 18-months. The Rapid Response framework consists of the following activities:

1. Enhancement and Expansion of Rapid Response (RR) Services

This activity will allocate funding through a competitive process to enhance and expand Rapid Response services to the City of Los Angeles Workforce Development System. Services may include, but are not limited to:

- Layoff Aversion and business retention technical assistance to WorkSource Center System.
- Devising business retention strategies for employers
- Providing business services workshops
- Collaborating with EDD and other organizations to research business activity
- Business outreach
- Coordinating Labor/Management/Workforce Transition Committees
- Providing training orientations on industry-specific opportunities

2. Dislocated Worker Incentives

This activity will provide incentives to dislocated workers when registering at one of the City's WorkSource Centers. The City of Los Angeles Workforce Development System trend is that of losing a substantial number of dislocated workers from the RR orientation to enrolling at a WorkSource Center. The goal is to provide an incentive to individuals to register immediately following their attendance at a RR orientation. To provide incentive, the department recommends offering a gift card when they visit a City of Los Angeles WorkSource Center and are issued their Universal Access swipe card. Agencies would be required to provide the RR Unit with the names of individuals issued cards. This would allow WDD to track this as a performance metric.

3. Building Capacity for Core Rapid Response Activities

This activity will provide funding to enhance and build additional capacity and infrastructure of the City's Rapid Response Program. As part of the Community Development Department re-organization plan the department recommends the following:

- Secure presentation equipment for each region (computers and projectors)
- Secure citywide uniformed RR materials and supplies to address the reorganization and shared RR responsibilities.
- Secure outreach materials for community and job fairs (canopies, signage, banners, and promotional items.
- Provide system-wide RR training opportunities for the purpose of enhancing and building capacity for RR staff which includes conference fees and travel expenses.

4. Lay-Off Aversion Program (LAPC) – Business Retention Strategies

This activity will award Rapid Response funding through a competitive bid for contract services to reactivate the City of Los Angeles Lay-Off Aversion Program. The LAPC is a collaborative effort that pools the talents and resources of economic development, workforce development, labor and business professionals in the Los

Angeles area to share their knowledge and expertise on trends and activity in economic, industry, business labor market and related fields.

The aim of the LAPC is to identify and implement actionable solutions for businesses and dislocated workers by pooling resources and information in the Los Angeles region.

LAPC Goals:

- Identify companies and/or industries facing serious challenges that could precipitate a layoff and coordinate an implementation plan that addresses these concerns in order to stabilize and improve the business' performance in preventing or minimizing layoffs.
- Analyze trends in industry and develop strategies (an early warning system) to anticipate and plan for future dislocation events.
- Identify, innovate and implement services that support the goal of getting dislocated workers into self-sufficient employment as quickly as possible.
- Outreach to 2000+ small businesses.

IV. ALLOCATION OF WIA FUNDS

The deterioration of the local labor market over the last twelve-months has lead to an unprecedented increase in the demand for both worker and jobseeker employment and training services. In this environment, the City's Workforce Development System is faced with the challenge of increasing its capacity to provide much needed services to this growing population.

The American Recovery and Reinvestment Act of 2009 will provide an additional \$43.7 million to support the growing demand for services for residents who are unemployed or underemployed. The Year 10 Annual Plan projects approximately \$91.3 million in funding to support Adult, Dislocated Worker and Youth Activities, a 100 percent increase over the Year 9 Annual Plan.

Funding Stream	FY 06-07	FY 07-08	FY 08-09	WIA FY 09-10	ARRA FY 09-10
Adult	\$15,545,860	\$14,385,222	\$14,952,700	\$16,185,122	\$9,032,574
Dislocated Worker	\$11,956,896	\$9,042,703	\$10,621,000	\$12,362,005	\$12,922,336
Youth	\$15,934,472	\$14,879,243	\$14,984,600	\$16,285,808	\$17,818,324
Rapid Response	\$939,551	\$780,952	\$838,868	\$1,000,000	\$1,492,295
Carry-over	\$2,774,630	\$3,476,705	\$1,815,700	\$923,842	\$0
Total	\$47,151,409	\$42,654,825	\$43,212,868	\$46,756,777	\$41,265,529

The WorkSource and OneSource funding recommendations contained herein have been allocated to the seven Area Planning Commission Districts of the City based on 2000 Census data. This method of allocating funds is consistent with prior years.

Area Planning Commission District	As Percentage of All Adults Living in Poverty in the City	As Percentage of All Unemployed City Residents	As Percentage of All Youth Living in Poverty in the City
East Los Angeles	11.95%	10.92%	13.33%
South Los Angeles	29.19%	23.07%	34.17%
Central Los Angeles	22.13%	20.55%	18.12%
West Los Angeles	6.11%	8.74%	3.34%
South Valley	13.18%	16.78%	12.27%
North Valley	12.52%	15.52%	13.63%
Harbor	4.92%	4.42%	5.12%

Additional information regarding funding allocations by Area Planning Commission Districts may be found in the Appendix of the Annual Plan.

V. OTHER FUNDING SOURCES

Projects funded through other sources that augment and leverage the WIA formula allocations include:

A. State Rapid Response \$2.5 Million

The Community Development Department anticipates an estimated \$1.0 million in Rapid Response funds for services to dislocated workers and those about to lose their jobs as a result of a plant closure or staff downsizing. Assistance provided includes readjustment, retraining and employment services. These services are provided directly by City staff.

In addition to the \$1.0 million in State Rapid Response, the State Employment Development Department (EDD) announced that it would allocate an additional \$27.0 million in ARRA funding for Rapid Response activities statewide. The City's share of this allocation will be \$1.49 million. As a result of the supplemental allocation, the City will have a total of \$2.5 million for Rapid Response activities.

B. County of Los Angeles (\$2.2 Million)

The CDD is pursuing \$2.2 million 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.

**C. City General Fund Youth Program
(\$2.0 Million)**

The Community Development Department anticipates receiving \$2 million in funds from the City's General Fund to deliver summer learning and employment opportunities for a "Vacation Jobs" program. This program provides first-time work experience for youth citywide during school vacation. It targets at-risk youth, ages 14-24 with multiple barriers to employment, with an emphasis on hiring foster youth, runaways and youth offenders.

Additionally, it is hoped that \$2 million in City General Funds will be allocated for the "Learn and Earn" program, which targets LAUSD 11th and 12th grade students who have not passed the California High School Exit Examination (CAHSEE) and students who are credit deficient. Services will provide all participants with basic skills remediation to assist the student with successful completion of the CAHSEE and/or make up required high school credits and provides work experience with private/public non-profit and governmental entities throughout the City of Los Angeles.

**D. Faith-Based Construction Initiative
(\$637,837)**

In addition to \$300,000 in CDBG funding, the CDD anticipates \$337,837 in carry-over funding from Workforce Investment Act (WIA) Governor's 15% Discretionary funds to continue programming targeting entry into construction apprenticeships for South Los Angeles residents. This initiative includes collaboration with faith-based and local community organizations. A faith-based component will be underwritten with a portion of these funds.

**E. National Emergency Grant – Southern California Wild Fires
(\$516,541)**

The CDD anticipates approximately \$516,541 in carry-over National Emergency Grant WIA funds from the State of California Employment Development Department for the "Southern California Wildfires Cleanup and Restoration Project." In conjunction with the Los Angeles Conservation Corps, this project assesses, trains, and places participants into temporary employment to help identify locations for cleanup and restore damage resulting from the fires.

**F. National Emergency Grant – Mortgage and Banking Industry
(\$600,979)**

The CDD anticipates \$600,979 in carry-over National Emergency Mortgage and Banking Industry Grant WIA funds from the California Employment Development Department (EDD). These funds will provide services to workers laid off from the mortgage and banking industry during the period of July 1, 2007 and December 31,

2009. Specific companies and layoffs were referenced in the State's application to the U.S. Department of Labor.

G. Governor's 15% Discretionary WIA – State Stimulus (\$1.4 Million)

In November 2008, the City was allocated \$1.4 million in Governor's 15% Discretionary WIA to provide employment training and placement services to dislocated workers as a result of the economic downturn. Funding was awarded to existing WorkSource Centers to provide employment training and placements in PY09. Funding not obligated as of June 30, 2009 is subject to recapture and carry-over in PY10. The City anticipates providing employment training and services to 360 individuals and placing 280 of those in employment.

The City also allocated \$50,000 in Discretionary WIA to fund a study related to the Truck Driving Sector. The results of the study will be presented to the WIB within 30-days of completion.

H. Los Angeles County – Students for Higher Education

The City anticipates receiving an undetermined appropriation from the County of Los Angeles to provide intensive intervention services for youth aged 17-21 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.

I. Department of Education – YO Boyle Heights

The City anticipates receiving a \$219,000 federal earmark appropriated to YO Boyle Heights to provide Work Readiness and Life Skills training to teen mothers attending the Ramona High Continuation High School.

J. Department of Labor – Youth Opportunity Movement

The Department anticipates receiving a \$500,000 federal earmark appropriated to the Youth Opportunity Movement Program to support training and services for at-risk youth.

VI. PROPOSED POLICY REVISIONS AND ADDITIONS

A. Revisions to Previously Adopted Policies

On March 18, 2009, the U.S. Department of Labor released a Training and Employment Guidance Letter (TEGL) that provided policy guidelines and direction regarding the ARRA. The policy guidelines included in the TEGL will result in changes to adopted policies. Given that the changes are limited to ARRA funding, the CDD will not propose amendments to the adopted

policies. Non-ARRA related policy amendments are included in the Policy Section of the Annual Plan.

VII. ANNUAL PLAN AUTHORITIES

Adoption of this Annual Plan will authorize the CDD to execute the following items, subject to the conditions herein:

A. WIA Authorities

1. Accept WIA funds, assist the Controller in depositing and transferring WIA funds as appropriate within established WIA trust funds, and expend such funds upon proper demand in accordance with the directions in the Annual Plan.
2. Prepare Controller instructions, and any necessary technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions, as per the formal transmittal for the Year Ten WIB Annual Plan.
3. Accept and execute Sub-grant Agreements and amendments and/or unilateral Sub-Agreements and amendments, including amendments between the State of California and the City of Los Angeles and/or between the U.S. Department of Labor and the City of Los Angeles for WIA and/or successor legislation funds (including National Emergency Grants, Governor's 15 and 25 percent Discretionary WIA and other WIA competitive grants), subject to the approval of the City Attorney as to form and legality and in compliance with the City Grants Ordinance No. 174410, and report the receipt of such funds to the WIB within 30-days;

B. American Recovery and Reinvestment Act Authorities

1. Accept American Recovery and Reinvestment Act (ARRA), authorize the CDD and WIB to recognize ARRA funds as WIA funds for purposes of WIB/LEO Agreement (CF05-0167 dated December 12, 2006), assist the Controller in depositing and transferring ARRA funds as appropriate within established WIA trust funds, and expend such funds upon proper demand in accordance with the directions in the Annual Plan and/or adopted strategic frameworks.
2. Prepare Controller instructions, and any necessary technical adjustments, subject to the approval of the City Administrative Officer, and authorize the Controller to implement the instructions, as per the formal transmittal for the Year Ten WIB Annual Plan.
3. Accept and execute Sub-grant Agreements and unilateral amendments to Sub-grant Agreements, including amendments between the State of California and the City of Los Angeles and/or between the U.S. Department of Labor and the City of Los Angeles for Recovery Act and/or successor legislation funds

(including National Emergency Grants, Governor's 15 and 25 percent Discretionary ARRA, and other Recovery Act competitive grants), subject to the approval of the City Attorney as to form and legality and in compliance with the City Grants Ordinance No. 174410, and report the receipt of such funds to the WIB within 30-days;

C. Solicitation Authorities

1. Develop and submit proposals and applications to secure additional WIA funds and available non-WIA funds to any public, private, non-profit or governmental entity for workforce investment-related activities in accordance with Los Angeles Administrative Code (LACC) 14.6 et seq. All applications and their status shall be reported to the WIB within 30-days.
2. Develop and submit proposals or applications representing the LA City WIB, subject to approval of the Workforce Investment Board to any public, private, non-profit or governmental entity for workforce investment-related activities. Prior WIB approval is required if a proposal is to be submitted in its name. If application deadlines for proposals subject to WIB approval as stipulated herein do not allow for prior approval, then authority to approve submission of proposals shall be delegated to the WIB Executive Director and submitted to WIB upon first opportunity for ratification.
3. Accept funds in the event any proposals and/or applications are selected by any public, private, non-profit or governmental entity for funding in accordance with LAAC 14.
4. Negotiate and execute agreements and amendments to agreements with public, private, non-profit and/or governmental entities with funds awarded, as described in the Year 10 WIB Annual Plan.

D. Procurement Authorities

1. Issue Small Bid Purchases, Requests for Proposal (RFPs) or Requests for Qualifications (RFQs) in accordance with the requirements of Charter Section 1022, and authorize the CDD to determine that, subject to the approval of the City Administrative Officer, such contracts are in compliance with Charter Section 1022, due to the unique nature of the Workforce Investment Act, American Recovery and Reinvestment Act and other non-Workforce Investment Act funds which require special expertise in workforce development activities most economically and/or feasibly performed by independent contractors. Anticipated service procurements for the year include, but are not limited to:
 - Services for Vulnerable Populations (as identified in the Annual Plan)
 - Marketing Plan Activities, Communications and Publication Services
 - Healthcare and other Sector Based Initiatives

- Business Services
 - WIB Innovation Fund
 - Labor Market Analysis
 - Quality Improvement
 - Evaluation Services
 - Workforce Investment Board Consulting Services
 - Outside Auditors for Special Audits
 - 21-24 Disconnected Young Adult Sector Based Internship Program
 - Vocational Training / Bridge Program
 - High Growth Sector Initiatives
 - Rapid Response Enhancement and Expansion Program
 - Rapid Response Lay-Off Aversion Program / Business Retention Strategies
 - Continued Learning Academy Development
2. Negotiate and execute agreements and amendments to agreements with public, private, non-profit and/or governmental entities with funds awarded as a result of a Small Bid Purchase, Request for Proposal (RFP), or Request for Qualifications (RFQ), and in accordance with Charter Section 1022, subject to City Attorney approval as to form and legality. In accordance with the WIB-LEO, the CDD will secure WIB, City Council and Mayor approval to negotiate and execute agreements with any entities awarded WIA and/ or ARRA funds through an RFP or RFQ related to activities listed in the Plan Overview, Section VII.D.1 in excess of \$250,000 per contract per year. The execution of contracts and amendments under \$250,000 shall be approved by the WIB.
3. Negotiate and execute agreements and amendments to agreements, where appropriate, with entities on a sole source basis, provided that any such action is in accordance with the City's WIA Procurement Policy and City Charter Section 1022 and subject to City Attorney approval as to form and legality. Anticipated service provider for the year include, but are not limited to:
- Departments of the City of Los Angeles, for implementation of LA City Works Program
 - Manuel R. Bagaoisan, for technical support
 - A non-financial agreement, for the maintenance of Individual Training Accounts (ITA)
 - Los Angeles Conservation Corps for the National Emergency Grant (NEG) So. Ca. Wildfires Project

- Job Training Employment Corp., for the Youth Leadership Council training program
4. Negotiate and execute agreements, and amendments to agreements subject to City Attorney Approval as to form and legality, with program providers and organizations, in accordance with the requirements of Charter Section 1022, and authorize the CDD to determine that, subject to the approval of the City Administrative Officer, such contracts are in compliance with Charter Section 1022, due to the unique nature of the Workforce Investment Act, American Recovery and Reinvestment Act and other non-Workforce Investment Act funds which require special expertise in workforce development activities most economically and/or feasibly performed by independent contractors. Anticipated service providers, as listed in the Annual Plan, for the year include, but are not limited to:
- All Youth Opportunity System general contractors
 - All WorkSource Center contractors
 - All Youth Opportunity Movement contractors
 - California State University Northridge (The University Corporation) for Performance Evaluation and customer satisfaction
 - Chicago Systems, Inc., for Skills Match
 - Mary Ann Pranke Training and Consulting, for continuous quality improvement
 - City General Fund Summer Youth Employment Program, City General Fund Summer Learn and Earn Program, Los Angeles County Summer Youth Employment Program providers
 - Managed Career Solutions, Inc., dba MCS Rehabilitation, for the HealthCare Career Ladder Training Program
 - Future Work Systems, for LA Performs
 - Managed Career Solutions, Inc dba MCS Rehabilitation and Community Centers, Inc for continued Navigator services
 - Los Angeles Unified School District (Learn and Earn)
5. Negotiate and execute agreements and amendments to agreements with bidders successful in responding to any RFP or RFQ released by the CDD, subject to the approval of the City Attorney as to form and legality in accordance with LAAC 14. The WIB shall be advised of all successful respondents to RFPs/RFQs.

E. Non-WIA Authorities

1. Authorize payment for the accrual and payment of administrative expenses, which are directly related to the operation and oversight, including costs for regular and as-needed staff that administer the Program Year 2009-2010 City General Fund Learn and Earn program.
2. Authorize payment for the accrual and payment of administrative expenses, which are directly related to the operation and oversight, including costs for regular and as-needed staff that administer the Program Year 2009-10 General Fund Summer Youth Employment – LA Scholars Program
3. Accept funds from and execute grant agreements with and/or unilateral amendments with the County of Los Angeles for the Summer Youth Employment Program; prepare necessary Controller instructions regarding deposit and expenditure of such funds; authorize the negotiation and execution of contracts for such services with successful bidders from the Youth SYEP RFP, subject to City Attorney approval as to form and legality and secure WIB, City Council and Mayor approval for the receipt of County funds.
4. Accept funds from, and execute grant agreements and/or unilateral amendments with, the County of Los Angeles Department of Probation and the City for the receipt of Schiff-Cardenas grant funds; prepare necessary Controller instructions regarding the deposit and expenditure of such funds; authorize the negotiation and execution of contracts for such services with contractors listed in the Annual Plan, subject to City Attorney approval as to form and legality and secure WIB, City Council and Mayor approval for the acceptance of the funds.
5. Accept funds from, and execute grant agreements and/or unilateral amendments with, the County of Los Angeles for the Students for Higher Education (SFHE) Program; prepare necessary Controller instructions regarding deposit and expenditure of such funds; authorize the negotiation and execution of contracts for such services with contractors listed in the Annual Plan, subject to City Attorney approval as to form and legality and secure WIB, City Council and Mayor approval for acceptance of the funds.
6. Accept \$219,000 in federal earmarks appropriated for the YO Boyle Heights to provide services to the Ramona High Continuation High School and secure WIB, City Council and Mayor approval for the upon acceptance of funds.
7. Accept \$500,000 appropriated for Youth Opportunity Movement Program, subject to federal approval and secure WIB, City Council and Mayor approval for acceptance of funds.

F. Administrative Authorities

1. Fund all current and/or new staff positions as approved in the Annual Plan budget.

2. Backfill positions that become vacant during the program year, provided positions are funded in the Annual Plan and are deemed either critical to program operations or required to protect the grant.
3. Negotiate and execute amendments to the WorkSource (One-Stop) System Memorandum of Understanding between the partners of the City of Los Angeles Workforce Development System, and negotiate and execute any modifications to the WIA Five Year Local Plan. Substantial changes to MOUs or to the WIA Five-Year Plan must be brought to the WIB and Mayor/City Council for prior approval.
4. Approve and implement all policies as included herein.
5. Transfer monies up to the maximum amount of the total 2009-2010 allotment allowed by WIA statute or by other governmental administrative instructions between the Dislocated Worker and the Adult programs.
6. Prepare report to the WIB and City Council by September 30, 2009, which identifies all carry-in funds, including those already identified herein, and prepare recommendations subject to WIB and City Council approval regarding proposed use of such funds including, but not limited to, the WIB recommendation on the Innovation Fund and the related cost obligation; or proposed reductions should actual carry-in funds falls short of budget projections; and any necessary budget adjustments.
7. Find that it is beneficial to the City, and therefore more feasible to execute contracts with service providers listed in the Annual Plan effective July 1, 2009 to June 30, 2010, in accordance with Charter Section 1022 provisions.
8. Prepare additional Controller instructions related to administrative accounts subject to availability of funds and approval by the Chief Administrative Officer.
9. Instruct the CAO, or designee, to incorporate the mobile WorkSource vehicle into the City's consolidated equipment list.
10. Instruct the General Manager, General Services Department, or designee, to provide for maintenance and service to the mobile WorkSource vehicle on a reimbursement basis.