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November 18, 2008

To: Members, Los Angeles County Workforce Investment Board
Intergovernmental Relations Committee

From: Josie Marquez, Executive Director
Los Angeles County Workforce Investment Board

Subject: **LOS ANGELES COUNTY WORKFORCE INVESTMENT BOARD
INTERGOVERNMENTAL RELATIONS COMMITTEE MEETING –
NOVEMBER 25, 2008 – 12:00 NOON**

This is to inform you that the Los Angeles County Workforce Investment Board Intergovernmental Relations Committee will meet as follows:

Date and Time: November 25, 2008 (Tuesday) – 12:00 Noon

Venue: Community and Senior Services Headquarters
County of Los Angeles
3175 West Sixth Street
Los Angeles, CA 90020
ROOM 105

The Agenda is being transmitted to you to help you prepare for the meeting. If you have any questions or need additional information, contact WIB Support Staff Cathy Zelaya at (213) 738-2593.

Attachment

JM:ciz

**LOS ANGELES COUNTY
WORKFORCE INVESTMENT BOARD
INTERGOVERNMENTAL RELATIONS
COMMITTEE MEETING
NOVEMBER 25, 2008
(TUESDAY)
12:00 NOON**

AGENDA

**CONFERENCE ROOM 105
CSS HEADQUARTERS OFFICES
3175 WEST SIXTH STREET
LOS ANGELES, CA**

**LOS ANGELES COUNTY WORKFORCE INVESTMENT BOARD
MEETING OF THE
INTERGOVERNMENTAL RELATIONS COMMITTEE
November 25, 2008
12:00 Noon**

MISSION STATEMENT

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

Intergovernmental Relations Committee

Jerry Gaines, Chair
Ted Anderson, Vice Chair
Doug Barr Meredith Perkins
Shomari Davis Richard Nichols
Irshad Haque Helen Romero Shaw
Rex Yu

LUNCH WILL BE PROVIDED FOR WIB MEMBERS, GUESTS, AND CSS STAFF MAKING PRESENTATIONS

AGENDA

1. CALL TO ORDER.....Jerry Gaines, Chair
2. ROLL CALL
3. CHAIR'S COMMENTS
4. EXECUTIVE DIRECTOR'S REPORT
5. APPROVE MINUTES OF LOS ANGELES COUNTY WORKFORCE INVESTMENT BOARD INTERGOVERNMENTAL RELATIONS COMMITTEE MEETING HELD JUNE 24, 2008

Presenter: Jerry Gaines, Chair

Summary: This item presents for review and approval, the Minutes of L.A. County WIB Intergovernmental Relations Committee meeting held on June 24, 2008.

Attachment A: Minutes of L.A. County WIB Intergovernmental Relations Committee meeting held on June 24, 2008.

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6. STRATEGY TO EDUCATE ELECTED OFFICIALS ON WORKFORCE INVESTMENT ACT (WIA) AND L.A. COUNTY WIB'S IMPLEMENTATION OF WIA

Presenter: Jerry Gaines, Chair

Summary: This item will invite continued discussion on the development of an effective strategy to educate elected officials on WIA and L.A. County WIB's implementation of WIA, including the March 2009 annual meeting with elected officials in Washington, D.C.
(Sample information packets will be presented at the meeting).

7. PUBLIC COMMENTS

8. ADJOURNMENT

A

ATTACHMENT A

MINUTES

LOS ANGELES COUNTY WORKFORCE INVESTMENT BOARD MEETING OF INTERGOVERNMENTAL RELATIONS COMMITTEE JUNE 24, 2008

Venue: County of Los Angeles – Community and Senior Services
3175 W. 6th Street, Room 105, Los Angeles, CA 90020

<u>Committee Members Present</u> Ted Anderson Richard Nichols Helen Romero Shaw Rex Yu Jerry Gaines, Chair	<u>Committee Members Absent</u> Becky Blair Doug Barr (Excused)
<u>Staff and Guests Present</u> Robert Brief, Project Supervisor-WIA Planning & Operations Vera Castillo, Legislative Analyst	

1. CALL TO ORDER

Jerry Gaines, Chair, called to order the meeting of the Intergovernmental Relations Committee of June 24, 2008.

2. ROLL CALL

A quorum was present. (See above).

3. CHAIR'S COMMENTS

The Chair thanked the committee members and staff present for their attendance at the meeting.

4. EXECUTIVE DIRECTOR'S REPORT

Robert Brief informed the meeting that the Executive Director was attending the Board of Supervisors' meeting and therefore requested to be excused from the meeting.

5. APPROVE MINUTES OF LOS ANGELES COUNTY WORKFORCE INVESTMENT BOARD INTERGOVERNMENTAL RELATIONS COMMITTEE MEETING HELD ON MARCH 25, 2008

The Chair presented for review and approval, the Minutes of the L.A. County WIB Intergovernmental Relations Committee meeting held on March 25, 2008.

MOTION: On a motion by **Helen Romero Shaw** and seconded by **Richard Nichols**, the minutes for the meeting held on March 25, 2008 were approved, as presented.
Carried.

6. STRATEGY TO EDUCATE ELECTED OFFICIALS ON WORKFORCE INVESTMENT ACT (WIA) AND L.A. COUNTY WIB'S IMPLEMENTATION OF WIA

The Chair led a discussion regarding the strategic actions agreed upon at the March 25, 2008 meeting to educate the elected officials on WIA and the WIB's implementation of WIA.

It was agreed the following actions, among others, must be taken by the WIB within the next six (6) months as part of an effective strategy to educate the elected officials and place "WIA" on their radars:

- Do more "grass roots" work and provide the elected officials with more basic information on the services being provided to businesses and job seekers. This information must include powerful success stories that tell how the work of the WIB and the WorkSource Centers impacts their respective congressional districts.
- Revisit the template of services and other information to create better demographic profiles in the LWIA.
- Launch a "Adopt a Congressperson" follow-up campaign using WIB members to "adopt" or focus on a particular congressperson to educate on WIA and the work of the WIB.
- Invite congressional leaders to visit WorkSource Centers. (Congresswoman Lucille Roybal-Allard has requested a visit to either Arbor/East L.A. WorkSource Center or Chicana. Helen Romero Shaw volunteered to facilitate Congresswoman Allard's request.)
- Find a champion for WIA and the WIB among the local elected officials, for example, Congresswoman Laura Richardson.
- Key strategy: Work closely with Legislative Aides to the elected officials.
- Tailor future visits with elected officials to 2 tiers: 1) Those serving on committees; and 2) others.

As part of the WIB's strategy to educate the elected officials and place "WIA" on their radars, it was agreed that committee member, Helen Romero Shaw, would represent the board on the "Access D.C. 2008" delegation travelling to Washington, D.C. mid-April 2008. The "Access D.C. 2008" is an event being coordinated by the Los Angeles Area Chamber of Commerce, in which more than 200 representatives of the Los Angeles region's business leaders, elected officials for Southern California, and representatives of local workforce boards will join Los Angeles City Mayor Antonio Villaraigosa to advocate on key issues affecting the region. Meetings are being scheduled with members of the U.S. House of Representatives and the Senate.

MOTION: On a motion by **Jerry Gaines** and seconded by **Richard Nichols**, it was approved to adopt the strategic actions outlined to educate the elected officials on WIA and the WIB's implementation of WIA, including the WIB's representation, by Helen Romero Shaw, on the "Access D.C. 2008" delegation. **Carried.**

7. LEGISLATIVE UPDATE

Vera Castillo reported that a "Dear Colleague" letter has been drafted and is being circulated by Senators Cantwell and Collins voicing their continued support for WIA and Employment Services Program. The letter requests that funding for these essential career development efforts be restored in the FY 2009 Labor, Health and Human Services and Education Appropriations Bill. Ms. Castillo indicated that Senator Barbara Boxer has already signed on to the letter.

8. PUBLIC COMMENT

There were no public comments.

9. ADJOURNMENT

There being no further business, the June 24, 2008 meeting of the Intergovernmental Relations Committee was adjourned.