



COMMUNITY INVESTMENT DEPARTMENT

Karen Bass, Mayor
Abigail R. Marquez, General Manager

DATE: July 1, 2026

TO: LA's Workforce Development System

FROM: Gerardo Ruvalcaba, Assistant General Manager
Workforce Development Division

**SUBJECT: WDS DIRECTIVE No. 27-01
WORKFORCE DEVELOPMENT SYSTEM PARTICIPATION IN
WORKFORCE DEVELOPMENT BOARD MEETINGS AND STANDING
COMMITTEES**

EFFECTIVE DATE

This directive is effective upon the date of issuance.

PURPOSE

This directive encourages Workforce Development System (WDS) partners to actively participate in Workforce Development Board (WDB) meetings to share frontline insights, contribute to workforce strategy discussions, and stay informed of system priorities, and initiatives.

BACKGROUND

The City of Los Angeles (City) WDB, established under the Workforce Innovation and Opportunity Act (WIOA), serves as the City's strategic workforce policymaking and oversight body, setting priorities and guiding workforce strategy in alignment with employer needs and economic growth goals to build a skilled workforce. In partnership with the Mayor, City Council, and the Community Investment Department (CID), the WDB oversees a broad network of workforce programs delivered through the City's WorkSource Centers (WSC) and YouthSource Centers (YSC).

The WDB and CID jointly oversee the City's 5-Year Workforce Development Strategic Plan (Five-Year Plan), which provides a coordinated vision to expand economic mobility, advance equity, and connect 50,000 Angelenos to high-quality, living-wage jobs by 2030. To achieve these goals, they have launched key initiatives including sector-based partnerships, an apprenticeship awareness and expansion effort, and AdvantAGE LA, the City's older worker strategy, to better align workforce services with industry demand.

To advance this work, the WDB convenes quarterly and has several standing committees throughout the year focused on key priority areas, providing a forum for coordination, strategy development, and system alignment. The WDB committees and goals are listed below:

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- **Executive Committee**
Provides agile and effective leadership, governance, and decision-making support, ensuring cohesive oversight and fiscal responsibility.
- **Policy and Oversight Committee**
Ensures effective oversight, evaluation, and alignment of workforce development programs.
- **Business Services, Marketing and Resource Development Committee**
Drives workforce development innovation and impact by aligning workforce and economic development initiatives, fostering employer partnerships, and enhancing the visibility of workforce services.
- **Youth Council**
Empowers youth by addressing their workforce development needs through skills development, career readiness, and pathways to economic mobility.
- **Nominations/Membership Committee**
Ensures the WDB and Youth Council maintain a qualified, diverse, and representative membership.

POLICY AND PROCEDURES

Each WSC and YSC is expected to designate and send at least one representative to attend all WDB and/or committee meetings, in accordance with Table 1. Representatives should come prepared to engage in discussions, share insights from their center's experience, and relay relevant updates and information back to their teams to support system alignment and continuous improvement.

Additionally, YSCs are encouraged to inform youth participants about the WDB Youth Council and invite them to attend and participate.

Table 1: Requested Representatives for WDB Meetings

MEETING TYPE	REQUESTED REPRESENTATION
Executive and Quarterly Meetings	YSC and WSC
Business Services, Marketing and Resource Development Committee	Business Service Representatives (BSR) and YSC
Youth Council	YSC

Meeting dates and locations are available on the WDB website:
<https://www.wiblacity.org/index.php/calendar>

To subscribe to WDB meeting notifications, please contact lacitywdb@lacity.org.

WDS CONTACT

Questions or concerns regarding the transmission of this directive should be directed to Danielle Martinez, at Danielle.Martinez@lacity.org or at (213) 524-5727, TTY:711.

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Attachments: 1. City of Los Angeles WDB Meeting Schedule 2026
2. City of Los Angeles WDB Youth Council Sheet 2026