

## LA County CERF Governance Committee Meeting Notes 01/11

**\*\*Co-Chairs not present, holding off on presentation until next meeting\*\***

### New Updates and Developments:

New information received from the state about next steps:

- CCF should receive the contract from the state this Friday 01/14 to review and sign. Once contract is signed, RFPs can be released.
- Hiring of CERF Convener roles:
  - Program Manager for Communications has been hired: Scarlet Peralta
  - Program Admin Assistant will be onboarded next week.
  - Program Manager for Outreach and Program Director will be onboarded in early February.
  - Research Analyst will be onboarded in Spring.
- RFPS will be released soon:
  - 3 research RFPS - asking any subject matter experts from HRTC who are **not** bidding on an RFP to please email cerf@laedc.org to review and make final suggestions prior to finalization. Seeking Subject matter experts to participate in selection committee: looking for 5 members.
    - SOW 1:Regional Summary, Labor Market Analysis, and SWOT Analysis
    - SOW 2:Industry Cluster and SWOT Analysis
    - SOW 3:Climate and Environmental Impact and Public Health Analysis
  - HUB Lead RFPS: requesting input from those who will not be applying, please email cerf@laedc.org.
- Deadlines will be extended and adjusted. Once the contract is signed, updated deadlines will be communicated.
  - The 60-day deadline for the finalized Governance Structure will be extended, based on the contract signed date.
- Updated SFPs for Pilot Project have been released, more information will be presented soon.

### General Comments:

Looking for suggestions on expanding Governance Structure seats:

- Education seat - one seat is not representative of all educational levels (k-12, post-secondary education, vast region).
- Workforce and Labor seat numbers should be expanded to be more representative and inclusive.

Requesting clarity on functionality of all roles: duties, onboarding process, and decision-making power.

