**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 onboard 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.