DATE: February 23, 2017

TO: LA's YouthSource System

FROM: Gerardo Ruvalcaba, Director
Workforce Development Division

SUBJECT: WDS DIRECTIVE NO. 17-12
LOS ANGELES STATE OF WOMEN AND GIRLS AND YOUNG
WOMEN'S ASSEMBLY: YOUTH RECRUITMENT AND ATTENDANCE

EFFECTIVE DATE:
This directive is effective upon date of issuance.

PURPOSE:
The purpose of this directive is to notify the YouthSource Centers (YSC) of the Los Angeles State of Women and Girls and Young Women's Assembly and provide instructions for YSC youth participation in this event.

BACKGROUND:
Mayor Eric Garcetti and First Lady of Los Angeles Amy Elaine Wakeland, in partnership with the Getty House Foundation, are pleased to present the “Los Angeles State of Women and Girls and Young Women’s Assembly.” Attendance at the day-long event will provide the YSC participants with an opportunity to experience a professional conference to improve their educational and career readiness achievement.

The event will include hands-on learning for the YSC participants, who will receive real-time training and resources to advance their exploration of post-secondary education and career pathways in areas such as Education, Entertainment Business, Entrepreneurship, Government, Health/Wellness, Sports, Technology, and Media.

Los Angeles State of Women and Girls and Young Women's Assembly
Tuesday, March 14, 2017
9:00 a.m. to 5:00 p.m.
University of Southern California

The Assembly will offer central remarks from the Mayor and the First Lady on the state of young women and girls in the City of Los Angeles, as well as from female industry leaders of the City’s business and not-for-profit community. The speakers will emphasize the
progress the City has made with respect to the inclusion of women and girls in business, City operations, and social advancement, as well as further lay out expectations for the advancement of women and girls for the road ahead.

The event will include a resource fair, where the YSC participants will be able to interact with organizations relevant to their personal, academic, and career needs. These organizations will include City agencies, technology programs, and college and career resource programs. The participants will also have the opportunity to learn about mentorship programs, internship programs, and other extracurricular activities.

REQUIRED ACTION

- **STAFF IDENTIFICATION AND PARTICIPATION**
  Each YSC will identify a minimum of one (1) staff member who will register for the Assembly and participate as a chaperone for the entirety of the event.

  For YSC staff attending the event, advance online registration at Goo.gl/forms/qH6pm8f5A8oxWfKk2 is required.

- **YOUTH IDENTIFICATION, TRANSPORTATION, AND PARTICIPATION**
  Each YSC will identify a minimum of eight (8) young women, ages 16-21, who will register for and attend the Assembly. The YSCs also will facilitate the transportation of their participants to the Assembly and ensure that they participate for the entirety of the event.

  The EWDD will provide additional information regarding the participant registration process.

DEADLINE FOR RESPONSE
The deadline for Assembly registration for the identified YSC staff is February 24, 2017. The deadline for Assembly registration for the identified YSC participants is March 6, 2017.

ASSEMBLY CONTACT
For more information regarding the Assembly, please contact Ramon Covarrubias at ramon.covarrubias@lacity.org or at (213) 910-0263.

WDS CONTACT
For questions regarding this directive, please contact Nancy Herrera at nancy.herrera@lacity.org or at (213) 744-7159, TTY (213) 744-9095.

GR:BA:NH