

# CITY OF LOS ANGELES

CALIFORNIA




ERIC GARCETTI  
MAYOR

ECONOMIC AND WORKFORCE  
DEVELOPMENT DEPARTMENT

1200 W. 7TH STREET  
LOS ANGELES, CA 90017

**DATE:** February 22, 2019

**TO:** LA's Workforce Development System

**FROM:** Gerardo Ruvalcaba, Director  
Workforce Development System 

**SUBJECT:** **WDS DIRECTIVE NO. 19-17**  
**2020 CENSUS: TRAIN THE TRAINER WORKSHOP – MARCH 27, 2019**

## EFFECTIVE DATE

This directive is effective upon date of issue.

## PURPOSE

The purpose of the directive is to instruct the City of Los Angeles Workforce Development System to send one (1) representative from each WorkSource Center (WSC) and YouthSource Center (YSC) contractor to the training hosted by the U.S. Census Bureau in order to assist with the 2020 Census recruitment.

## REQUIRED ACTION

The Mayor's Office of Budget and Innovation's Census 2020 Initiative is a Citywide effort to ensure an accurate and complete count of the citizens of Los Angeles for the upcoming decennial Census in 2020.

One way the Economic and Workforce Development Department (EWDD) is assisting in the initiative is by recruiting participants in the City's hard-to-survey communities to work for the U.S. Census Bureau as canvassers and enumerators, as well as other positions.

In order to ensure that each WSC and YSC can properly assist their clients in applying for jobs with the U.S. Census, the U.S. Census Bureau is providing a training session entitled "2020 Census: Train the Trainer Workshop." The purpose of the workshop is to train City and County of Los Angeles Workforce System contractors to:

- Learn how to apply for jobs in the Census
- Answer application questions
- Get detailed procedures for justice-involved youth who are interested in applying.

Additionally, the workshop will provide specialized training to assist interested individuals with navigating the Census website and in proper application procedures.

The training will take place as follows:

Date: Wednesday, March 27, 2019  
Time: 2:00 p.m. to 4:00 p.m.  
Location: Los Angeles City Hall  
200 North Spring Street  
Board of Public Works Session Room 350  
Los Angeles, CA 90012

Parking will be provided in City Hall East. Please provide the make, model, and license plate of your car in the registration form.

Please register at: [Census 2020 Training](#). The deadline to register is **Friday, March 22, 2019.**

**Each WSC and YSC is required to send ONE (1) representative to the training.**

#### **BACKGROUND**

The U.S. census counts every resident in the United States. It is mandated by Article I, Section 2 of the Constitution and takes place every 10 years. The data collected by the census determine the number of seats each state has in the U.S. House of Representatives (a process called apportionment) and is also used to distribute billions in federal funds to local communities.

The next census in 2020 will require counting an increasingly diverse and growing population of around 330 million people in more than 140 million housing units. To get an accurate count, the Census Bureau must build an accurate address list of every housing unit, maximize self-response to the census, and efficiently follow up with those who do not respond.

#### **WDS CONTACT**

Questions or requests for additional information should be addressed to Désirée Guzzetta at (213) 744-7191 or [desiree.guzzetta@lacity.org](mailto:desiree.guzzetta@lacity.org).

GR:DB:DG