

CITY OF LOS ANGELES

CALIFORNIA

CLIFFORD W. GRAVES
GENERAL MANAGER

COMMUNITY DEVELOPMENT
DEPARTMENT

215 W. 6TH STREET
LOS ANGELES, CA 90014



JAMES K. HAHN
MAYOR

DATE: NOV 17 2004

TO: All WIA-funded Service Providers

FROM: Manny Chavez, Acting Director
Workforce Development Division

**SUBJECT: TRAINING BULLETIN NUMBER 05-10
CQI TRAINING**

The first in a series of Continuous Quality Improvement Training Sessions is being presented for a second time and is scheduled for Tuesday, November 30, 2004, from 8:30 a.m. to 12:30 p.m., in the 3rd Floor Conference Room, at 215 West 6th Street, Los Angeles, California. This session, entitled Introduction to Baldrige and CQI Criteria, will be conducted by Ms. Denise Shields, of MaryAnn Pranke Consulting, and is highly recommended for all staff who missed the initial session, as well as Adult, Dislocated and Youth Providers.

To sign-up for the training and to confirm your attendance, please e-mail Ruth Crandall, at rcranal@cdd.lacity.org. Please limit your attendance to two staff directly involved in your agency's ongoing CQI activities.

If you have any questions or need any further information, please contact your assigned Operations Analyst.

MC:VV:MG