

CITY OF LOS ANGELES

CALIFORNIA

CAROLYN M. HULL
GENERAL MANAGER



KAREN BASS
MAYOR

**ECONOMIC AND WORKFORCE
DEVELOPMENT DEPARTMENT**

444 S. FLOWER STREET
LOS ANGELES, CA 90071

August 15, 2025

The Honorable City Council of the
City Council, City of Los Angeles
City Hall, Room 395
Los Angeles, CA 90012

**SUBJECT: REQUEST FOR APPROVAL OF FOREIGN TRAVEL BY THE
ECONOMIC AND WORKFORCE DEVELOPMENT DEPARTMENT,
ASSISTANT GENERAL MANAGER GERARDO RUVALCABA**

Dear Honorable Members of the Los Angeles City Council:

In accordance with Los Angeles Administrative Code Section 4.242.9, "Advance Council approval shall be needed for foreign travel (except to Canada or Mexico) for a Economic and Workforce Development Department (EWDD) staff member. A request for such foreign travel shall be filed with the City Clerk for placement on the next available Council agenda". This letter is to request approval for one (1) EWDD staff member, Assistant General Manager, Gerardo Ruvalcaba to travel to Germany for the period of October 24, 2025 to November 1, 2025.

The EWDD received an invitation from the DiagUSA Foundation to participate in a Transatlantic Apprenticeship Study Trip to Germany that brings together leaders to promote and implement apprenticeship programs modeled after Germany's Dual Education System. They organize a delegation each year to observe best practices in registered apprenticeship programs across multiple industries, including manufacturing, public service, and healthcare. This trip is partially funded by the German Foreign Ministry and the Goethe Institute.

It is respectfully requested that this communication be placed on the next available City Council agenda.

Sincerely,

CAROLYN M. HULL
General Manager