



CITY OF LONG BEACH

DEPARTMENT OF COMMUNITY DEVELOPMENT

WORKFORCE DEVELOPMENT BUREAU

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INFORMATION MEMORANDUM: 11

DATE: July 19, 2005

TO: City of Long Beach, Workforce Development Bureau Staff
One-Stop Center Partners
One-Stop Center Service Providers

FROM:  Ray O. Worden, Workforce Development Bureau Manager 

SUBJECT: Career Transition Center- Resource Directory

The purpose of this memorandum is to communicate the availability of our *new* Career Transition Center resource directory.

The purpose of the directory is to enable CTC staff and partners to make appropriate referrals in support of the Passport to Employment process. The directory can be accessed via, One-Stop Policies and Information link at www.longbeachworkforce.org. Once you have logged in, please click on **Staff Info** and go to **Resource Directory**.

Every effort will be made to update the directory to reflect the most current information. Please contact Susan Gainey if you have any suggestions regarding directory updates: susan_gainey@longbeach.gov

To view these and other documents you will need the most current version of Adobe Acrobat. If you do not have this software, it is available free online at: <http://www.adobe.com/products/acrobat/readstep2.html>

Should you have any questions regarding this information memorandum, please contact Gary Flaxman at (562) 570-3732.