



VISION: The workforce needs of employers and job seekers in San Luis Obispo County are met.

**WORKFORCE DEVELOPMENT BOARD (WDB) EXECUTIVE COMMITTEE
MEETING AGENDA**

Date: Wednesday, June 10, 2026

Time: 8:30 AM–10:30 AM

Location: DSS, 3433 S Higuera Street-Room 101, San Luis Obispo, CA 93401

- 1. Call to Order and Introductions** *Isiah Gomer*
- 2. Public Comment**
- 3. Consent Items:**
 - 3.1 Approve the June 11, 2025, Minutes *Isiah Gomer*
 - 3.2 Review and Approve the Executive Committee Meeting Schedule for Calendar Year 2026 *Eddie Hernandez*
- 4. Information/Discussion Items:**
 - 4.1 Discuss WIOA & County Procurement Requirements and Process *Dawn Boulanger*
 - 4.2 Review WIOA Performance Metrics Reported to the WDB and Advise on Data Points and Format for Quarterly Reporting to WDB *Dawn Boulanger*
 - 4.3 WDB Director Update *Dawn Boulanger*
- 5. Reports:**
 - a) Chairperson’s Report *Isiah Gomer*
 - b) Board Member Workforce Development Updates *All Members*
- 6. Administrative Entity Updates:**
 - 6.1 Receive and Review Fiscal Update *Dawn Boulanger*
 - 6.2 Receive and Review Rapid Response Update *Diana Marin*
- 7. Next Meeting:** *Isiah Gomer*
 Wednesday, July 08, 2026, at 8:30 AM
 Location: DSS, 3433 S Higuera Street-Room 101, San Luis Obispo, CA 93401
- 8. Adjournment** *Isiah Gomer*

MEMBERS:

Isiah Gomer
Chairperson
 Paso Robles
 Waste & Recycle

William Hills
Vice Chairperson
 United Staffing
 Associates, LLC

Josh Cross
 Atascadero
 Chamber of
 Commerce

Ian Journey
 Journey
 Engineering,
 Inc.

Verena Latona-Tahlman
 Cannon
 Corporation

Justin McIntire
 Department of
 Rehabilitation

Public Comment: Members of the public may address the committee on items appearing on the agenda. The public may also address items of interest to the committee which are within the jurisdiction of the WDB. However, in compliance with Government Code section 64954.3(a), the committee shall take no action on any item not appearing on the agenda. Speakers are asked to limit their remarks to a maximum of three minutes. Equal Opportunity Employer/Program/Service. Auxiliary aids and services available upon request to individuals with disabilities. California Relay Service 888-877-5379.

WORKFORCE DEVELOPMENT BOARD
of San Luis Obispo County
EXECUTIVE COMMITTEE MEETING MINUTES

Date: Wed, June 11, 2025
Time: 8:30 AM – 10:30 AM
Location: DSS, 3433 S Higuera Street-Room 101, San Luis Obispo

Present: Isiah Gomer, William Hills, Justin McIntire
Absent: Verena Latona-Tahlman, Josh Cross
Staff: Dawn Boulanger, Diana Marin, Eddie Hernandez
Guests: N/A

1. Call to Order:

Chair Gomer: called the meeting to order at 8:38 A.M. **Quorum.**

2. Public Comment:

No Public Comment

3. Consent Items:

- 3.1 Approve the March 12, 2025, Meeting Minutes**
- 3.2 Approve Reappointment of Verena Latona-Tahlman to WDB**

The Committee approves consent items 3.1 & 3.2

Motion: Justin McIntire

Second: William Hills

Abstentions: None

Motions Passed Unanimously

4. Action Items:

- 4.1 Review and Approve Draft Scope of Work/Budget for the FY 25-26 WIOA Adult Services Contract**

Diana Marin (staff) presented the item which is available as part of the agenda packet.

Motion: Justin McIntire

Second: William Hills

Abstentions: None

Motion Passed Unanimously

4.2 Review and Approve Draft Scope of Work/Budget for the FY 25-26 WIOA Youth Services contract

Diana Marin (staff) presented the item which is available as part of the agenda packet.

Motion: William Hills

Second: Justin McIntire

Abstentions: None

Motion Passed Unanimously

4.3 Review and Approve Draft Scope of Work/Budget for the FY 25-26 WIOA Rapid Response Services Contract

Diana Marin (staff) presented the item which is available as part of the agenda packet.

Motion: William Hills

Second: Justin McIntire

Abstentions: None

Motion Passed Unanimously

4.4 Review and Approve MOU with La Cooperativa Campesina De California

Dawn Boulanger (staff) presented the item which is available as part of the agenda packet.

Motion: William Hills

Second: Justin McIntire

Abstentions: None

Motion Passed Unanimously

5. Information/Discussion Items:

5.1 WDB Director Update

Director Dawn Boulanger provided an update on a recent Executive Order issued by the President's office that calls for a 35% reduction in workforce funding across all workforce programs, not just WIOA only, and proposes realignment of existing workforce programs through consolidating and/or eliminating existing programs. Ms. Boulanger discussed the potential impact this could have on the

WIOA funds the WDB oversees and the local workforce system overall. Ms. Boulanger also provided an update on the SLO Cal Career center facility move indicating the program will be moved temporarily to the Empleo DSS office space until a permanent location is found and a new lease in place.

6. Reports:

a) **Chairman's Report:** Isiah Gomer (chair) reported that he recently attended Paso Robles school board meeting, and the Director of Transportation expressed the current need to hire school bus drivers. Mr. Gomer also reported that full-time/part-time positions are currently available and the Paso Robles School District is actively hiring.

b) **Board Member Workforce Development Updates:** N/A

7. Administrative Entity Updates:

7.1 **Receive and Review Fiscal Budget Update:** Dawn Boulanger (staff) reported on the Fiscal Budget, which is available as part of the agenda packet

7.2 **Receive and Rapid Response Report:** Diana Marin (staff) reported on Rapid Response, which is available as part of the agenda.

8. Next Meeting:

July 09, 2025, at 8:30 A.M.

Location: 3433 S. Higuera Street-Room 101, San Luis Obispo, CA 93401

9. Adjournment:

Chair Gomer: adjourned the meeting at 10:24 A.M.

I, Eddie Hernandez, Clerk of the Executive Committee of the Workforce Development Board of San Luis Obispo County, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Wednesday, June 11, 2025, by the Executive Committee of the Workforce Development Board of San Luis Obispo County.

Dated: 06/13/2025

Eddie Hernandez, Executive Committee Clerk

**WDB Executive Committee
CONSENT ITEM
June 10, 2026**

AGENDA ITEM NUMBER: 3.2

ITEM: Review and Approve the Executive Committee Meeting Schedule for Calendar Year 2026

ACTION REQUIRED:

It is requested that the Executive Committee of the Workforce Development Board (WDB) review the proposed 2026 meeting dates/times below.

SUMMARY NARRATIVE:

The Executive Committee will continue to meet on the second Wednesday of non-WDB months (January, March, April, June, July, September, October and December) from 8:30-10:30 AM.

Remaining 2026 meeting dates for the Executive Committee are as follows:

- Wednesday, July 08, 2026
- Wednesday, September 09, 2026
- Wednesday, October 14, 2026
- Wednesday, December 09, 2026

BUDGET/FINANCIAL IMPACT:

N/A

STAFF COMMENTS:

The proposed schedule is recommended to ensure quorum and regular occurrence of Executive Committee meetings.

WDB Executive Committee
DISCUSSION ITEM
June 10, 2026

AGENDA ITEM NUMBER: 4.1

ITEM: Discuss WIOA and County Procurement Requirements and Process

ACTION REQUIRED: It is requested that the WDB Executive Committee provide direction to staff on increasing WDB engagement in future WIOA service provider procurements and receive and file this report.

SUMMARY NARRATIVE: The Workforce Innovation and Opportunity Act (WIOA) requires open and competitive procurement of services provided through federal WIOA funds. Procurements must align with Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) and County of San Luis Obispo Purchasing policies and procedures.

The County of San Luis Obispo requires that service contracts over \$200,000 follow a formal solicitation process through a Request for Proposal (RFP) and contracts to be approved/awarded by the County Board of Supervisors. Solicitations/RFPs are all publicly posted and noticed in alignment with Uniform Guidance and County Purchasing requirements. Per County policy, proposals submitted in response to the RFP are reviewed and evaluated by a Selection Committee which consists of at least three members (with subject matter expertise), with at least one individual from outside the soliciting County department. WDB San Luis Obispo County staff do *not* participate on Selection Committees of WIOA procurements conducted in SLO County. Proposals are scored based on criteria outlined in the RFP. Per County policy, awards are made to the proposer with the highest ranked proposal.

Per WIOA, it is the responsibility of a WDB to select the vendor for WIOA Title I Adult and Dislocated Worker Career Services, Youth Services, and One-Stop-Operator services. In San Luis Obispo County, the Department of Social Services serves as the fiscal and administrative entity for WIOA funds allocated to the County. This intersection of federal WIOA guidance and County policies and procedures results in vendor selection by the WDB, with contract award issued by the County Board of Supervisors.

To achieve increased engagement of WDB members in future WIOA service provider procurements conducted through the RFP process, staff recommend the following for consideration of the Executive Committee:

- Present the draft RFP to WDB members to provide opportunities for input on the procurement scope of work, budget, and evaluation criteria the proposals are scored on. This could either be the work of the full WDB, or the WDB

Chairperson could appoint an ad-hoc committee of those interested in participating in this process.

- Prior to the meeting where the WDB votes on vendor selection, hold a special meeting of the WDB that allows for presentations to the WDB by the agencies who submitted proposals – this will allow time for questions and engagement of the WDB with the bidders.
- Consider opportunity for WDB members to serve on the Selection Committee reviewing and scoring the proposals submitted.

BUDGET/FINANCIAL IMPACT:

N/A

STAFF COMMENTS: Staff request the Executive Committee provide direction on the above recommendations and actions to be incorporated in future WIOA service provider procurements issued through the RFP process that support increased engagement of WDB members in the procurement process. Increasing engagement of WDB members in this process will support the role and duties of the WDB outlined in WIOA regarding performance, fiscal and policy oversight.

**WDB Executive Committee
DISCUSSION ITEM
June 10, 2026**

AGENDA ITEM NUMBER: 4.2

ITEM: Review WIOA Performance Metrics Reported to the WDB and Advise on Data Points and Format for Quarterly Reporting to the WDB.

ACTION REQUIRED: It is requested that the WDB Executive Committee provide direction to staff on WIOA performance data provided to the WDB in quarterly contract performance reports and receive and file this report.

SUMMARY NARRATIVE: WDB staff collect, analyze, and report WIOA contract performance (fiscal and program) data to the WDB on a quarterly basis. Performance reports to the WDB are based on performance data required to be submitted by contractors as outlined in WIOA service provider contracts, and as can be collected through the state-mandated WIOA data reporting system, CalJOBS. WIOA performance is in the purview of the WDB, and metrics reported to the WDB should support members' understanding of contracted services and year-to-date performance of contracted service providers. WDB members can provide strategic direction on areas of contract performance and request additional information or action of staff and service providers to support their understanding and oversight of WIOA performance.

A sample of the current contract service provider quarterly performance report dashboard presented to the WDB is provided as Item 4.2a.

BUDGET/FINANCIAL IMPACT:

N/A

STAFF COMMENTS: Staff request the Executive Committee review current performance data reporting (elements and format) in Item 4.2a and provide direction to staff on data points to continue to include in contract performance reports; data to be removed from or added to these reports; and the format in which the information is reported to the WDB. The goal of revising WIOA performance reporting to the WDB is to support increased understanding and therefore direction of the WDB on service delivery that drives the contract performance metrics.

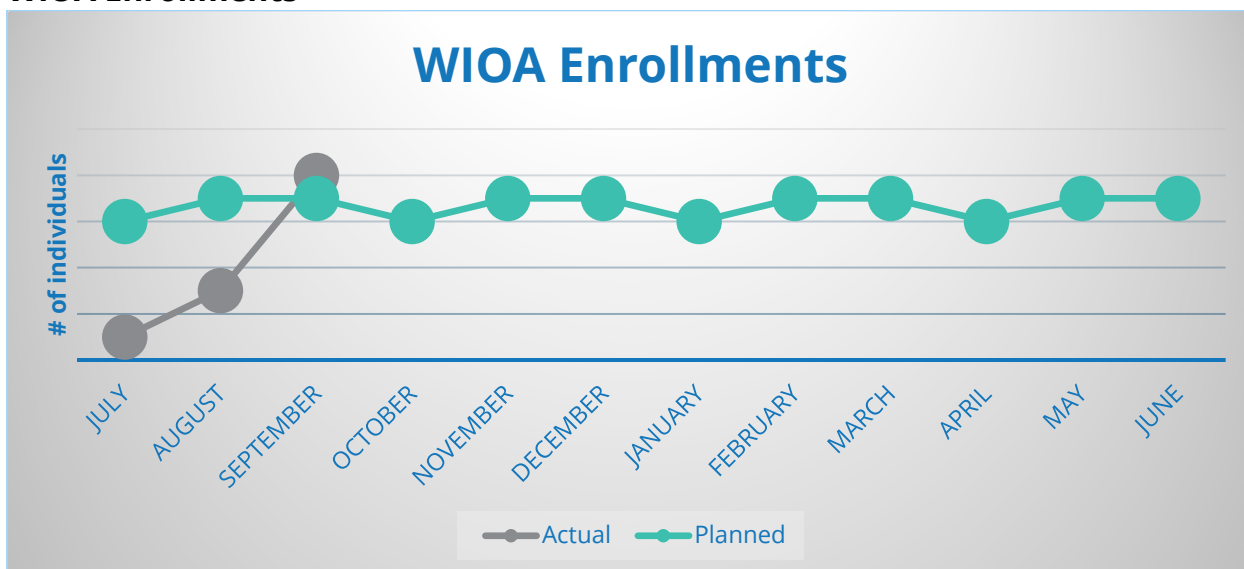


SAMPLE WIOA Contract Performance Report to WDB
Program Year 20XX-20XX, Quarter XX
Adult & Dislocated Worker Services/Career Center Contract
Performance Report

In-person customer visits to SLOCal Career Center



WIOA Enrollments



A total contract goal of XX new career service enrollments was planned for PY 20XX-XX.

County of San Luis Obispo Workforce Development Board

3433 South Higuera Street | San Luis Obispo, CA 93403 | (P) 805-781-1908 | (F) 805-781-1846
wibadmin@co.slo.ca.us | www.SLOWorkforce.com

Visits & Enrollment Summary:

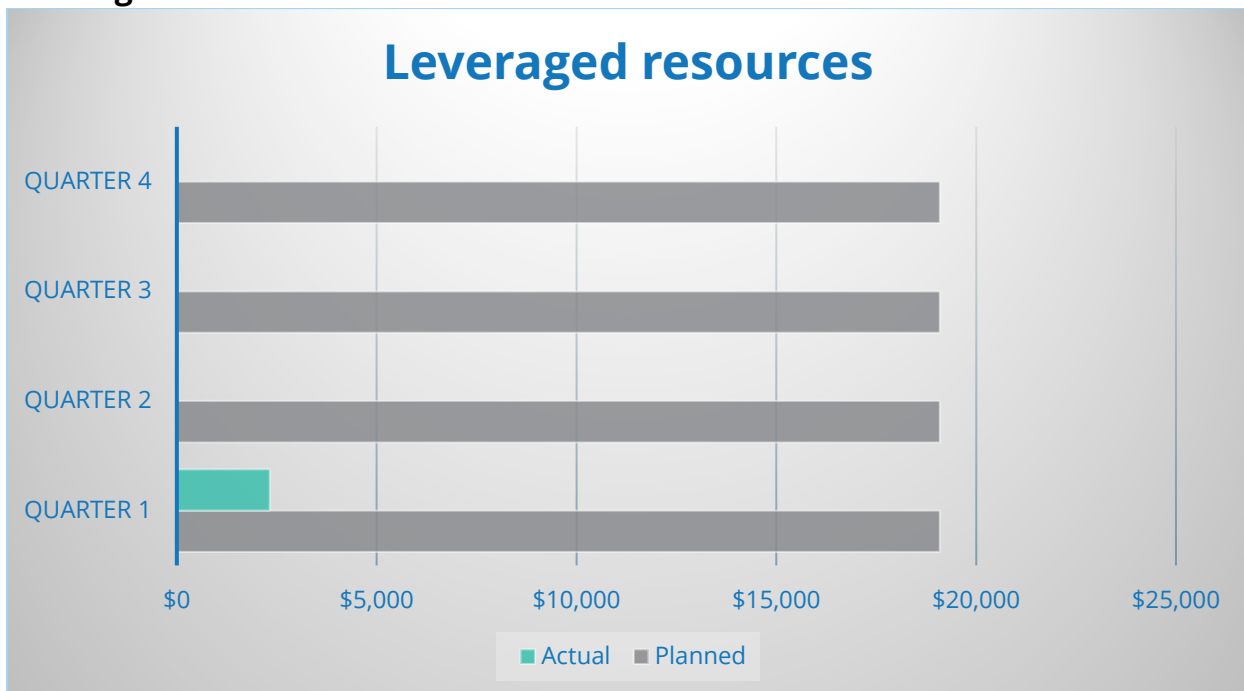
Outreach Summary:

Customer Satisfaction

Metric	Result

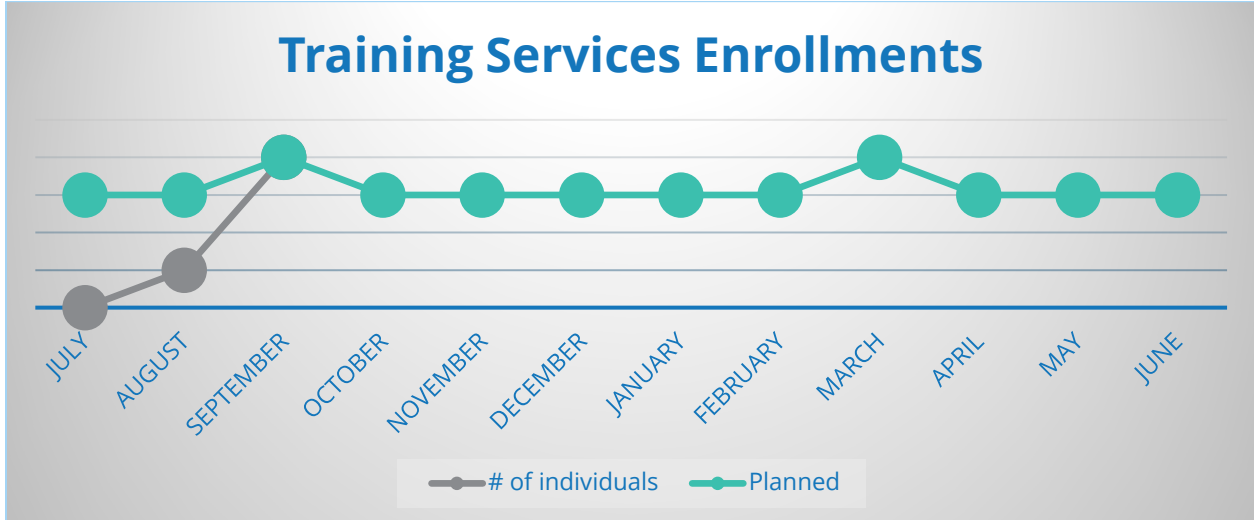
Customer Satisfaction Summary:

Leveraged Resources



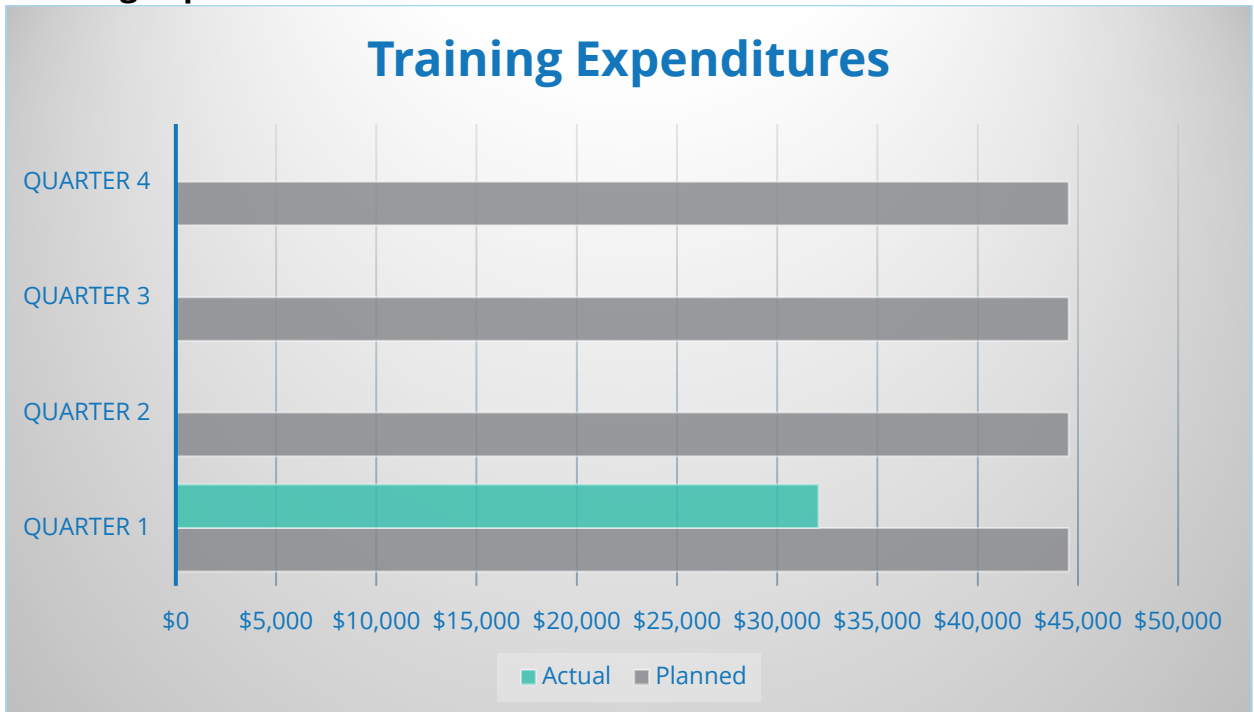
Leveraged resources are external, non-WIOA program funds that support the WIOA Adult and Dislocated Worker programs in meeting the state participant training expenditure requirement. Up to 10% of the annual expenditure requirement may be satisfied through leveraged funds. The PY 20XX-XX leveraged resources contract goal is \$XX.

Training Services Enrollments



The numbers in *Planned* and *Actual* represent totals from both Adult and Dislocated Worker programs. PY 20XX-XX WIOA Training enrollment goal is XX job seekers participating in classroom training/Individual Training Account (ITA), On-the-Job Training (OJT), or Transitional Jobs (TJ) activities.

Training Expenditures



The State requires that 30% of the Adult and Dislocated Worker allocation to the County be spent on participant training, including Individual Training Accounts (ITAs), On-the-Job Training (OJT), and Transitional Jobs (TJ). Training Expenditures reflect actual invoiced participant training costs. PY 20XX-XX Training Expenditures contract goal is \$XX.

XX Quarter Individual Training Account (ITA) Contracts

Training Provider	Program	Cost

Training Summary:

Leverage:

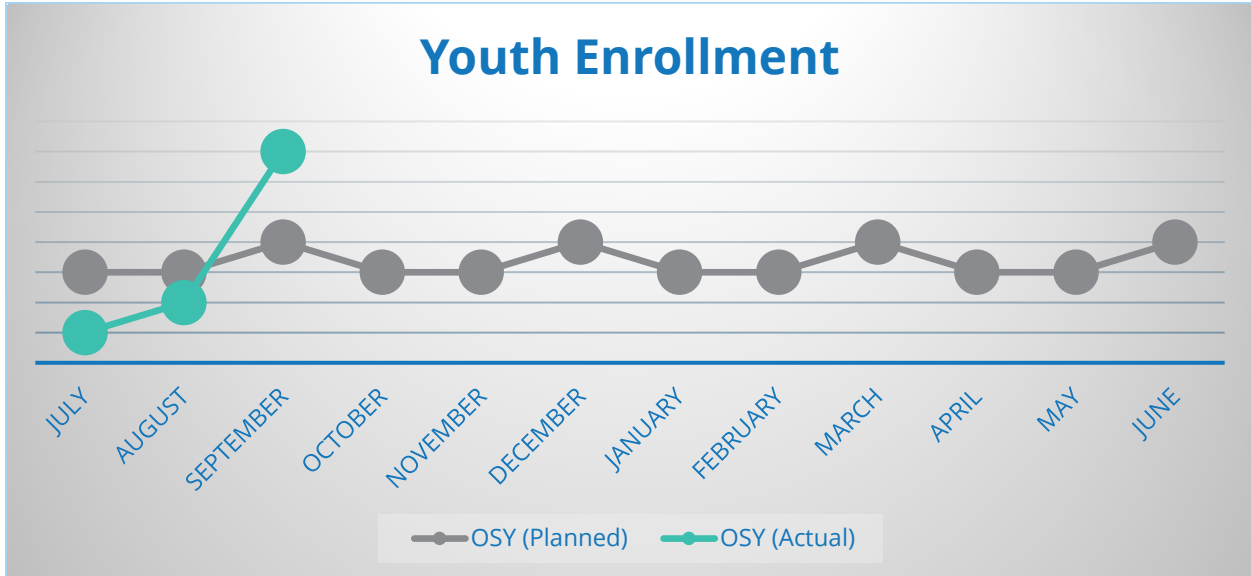
Training Expenditure Requirement:

SAMPLE WIOA Contract Performance Report to WDB

Program Year 20XX-20XX, Quarter XX

Youth Contract Performance Report

Youth Enrollment

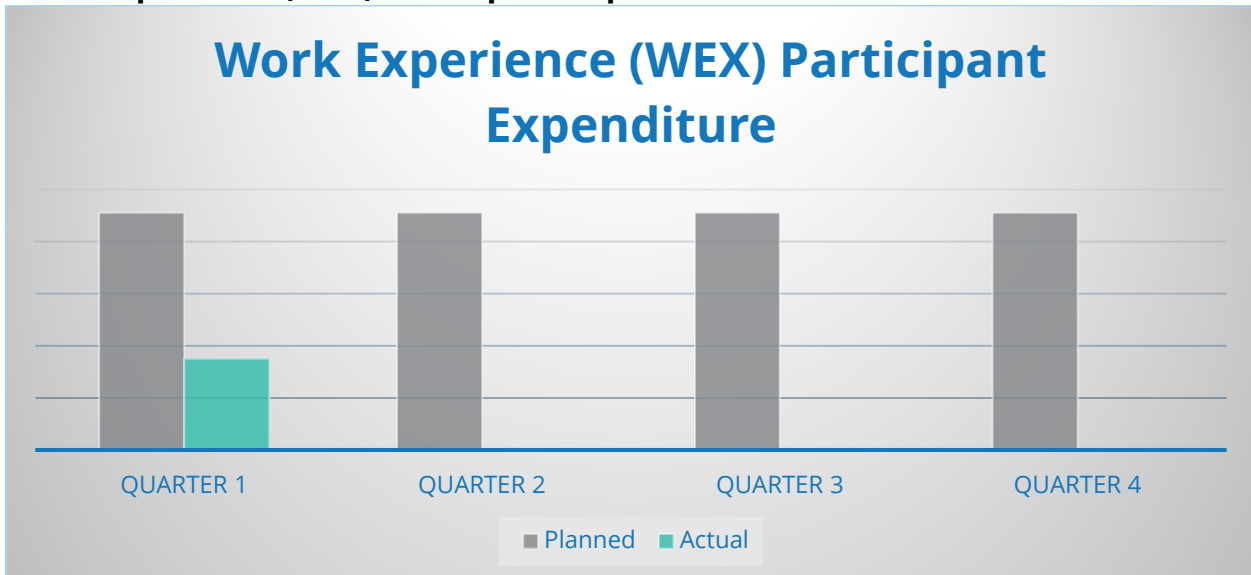


A total contract goal of XX new youth enrollments was planned for PY 20XX-XX.

Enrollment Summary:

Outreach Summary:

Work Experience (WEX) Participant Expenditure



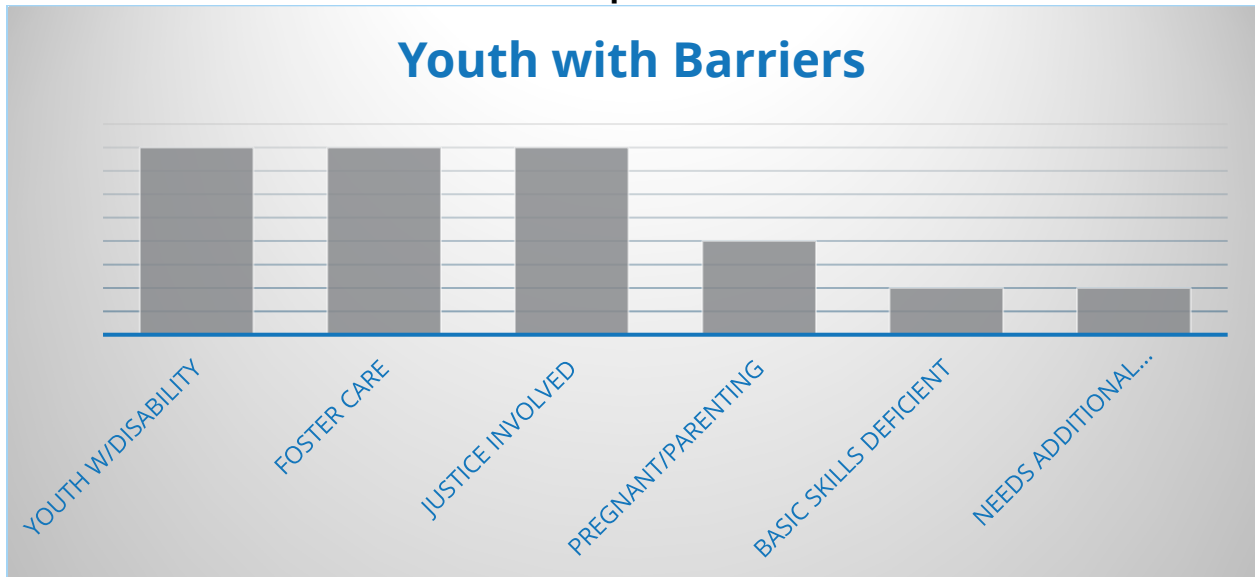
Total WEX includes staff and participant costs. The WEX expenditure goal is to meet a minimum of \$XX for PY 20XX-XX.

First Quarter Work Experience Placements

Employers	Occupation	Hourly Rate

Work Experience (WEX) Summary:

PY 20XX-XX Enrolled Youth Barriers Report



Barriers Summary:

WDB FY 2025-26 Budget & Expenditures

Fiscal Year 2025-2026

YTD Expense thru 05/31/26

11 month(s) elapsed

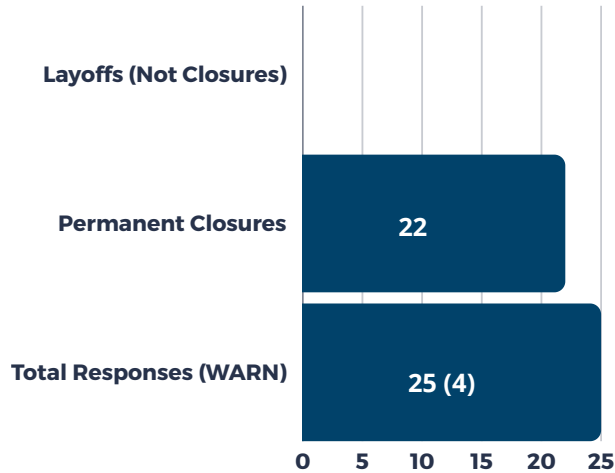
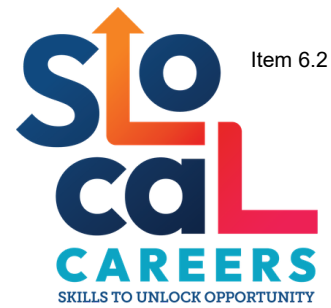
	Budget Narrative	Budget*	YTD Actuals	Percent Expended	Balance
DSS/WDB Staff Salary & Benefits	DSS Administrative and Fiscal cost These expenses are for DSS salaries and actual time spent on the WIOA Program. This includes WDB support, administrative support, program monitoring, contract management, procurement, state reporting, data management, and fiscal management support.	\$ 472,400	\$ 396,003.15	83.83%	\$ 76,397
DSS/WIOA Operating	Operating expenses include travel, registration, memberships, legal notices, auditing and office supplies. Also included are labor market data subscriptions, outreach, business services contracts and other WIOA system-wide projects approved by the WDB. Career Center facility rent is also included here.	\$ 431,575	\$ 178,496	41.36%	\$ 253,079
Eckerd- WIOA Youth	WIOA Title I Youth services - staffing, operations, facility and participant costs.	\$ 750,000	\$ 445,082	59.34%	\$ 304,918
Eckerd - WIOA Adult/Dislocated Worker	WIOA Title I One-Stop Operator; Adult, Dislocated Worker & Employer services - staffing, operations, and participant costs.	\$ 750,000	\$ 450,896	60.12%	\$ 299,104
Eckerd - WIOA Rapid Response	WIOA Title I Rapid Response services - staffing, operations and business engagement	\$ 100,000	\$ 35,808	50.01%	\$ 64,192
Eckerd - High Road Construction Careers: Resilient Workforce Fund (HRCC:RWF) Non-WIOA Special Grant	High Road Construction Careers: Resilient Workforce Fund (Building Trades Pre-Apprenticeship training Program) operations, staff, direct services and participant costs.	\$ 424,690	\$ 177,630	49.94%	\$ 93,805
Eckerd - Prison to Employment (P2E) Non-WIOA Special Grant	Expanded career services to justice involved individuals. Staffing, operations and participant costs.	\$ 157,599	\$ 28,507	18.09%	\$ 84,810
Eckerd - Regional Equity and Recovery Partnerships (RERP) Non-WIOA Special Grant	Supporting alignment of job seekers with community college training. Staffing, operations and participant costs.	\$ 379,796	\$ 60,208	15.85%	\$ 311,796
Adult Education - Regional Equity and Recovery Partnerships (RERP) Non-WIOA Special Grant	Digital Literacy Training	\$ 62,000	\$ -	0.00%	\$ 62,000

TOTAL:

\$ 3,528,060	\$ 1,772,629	50.24%	\$ 1,550,100
<i>Target thru</i>	<i>05/31/26</i>	<i>91.67%</i>	<i>month(s) elapsed</i>

Rapid Response

PROGRAM YEAR 2025-2026

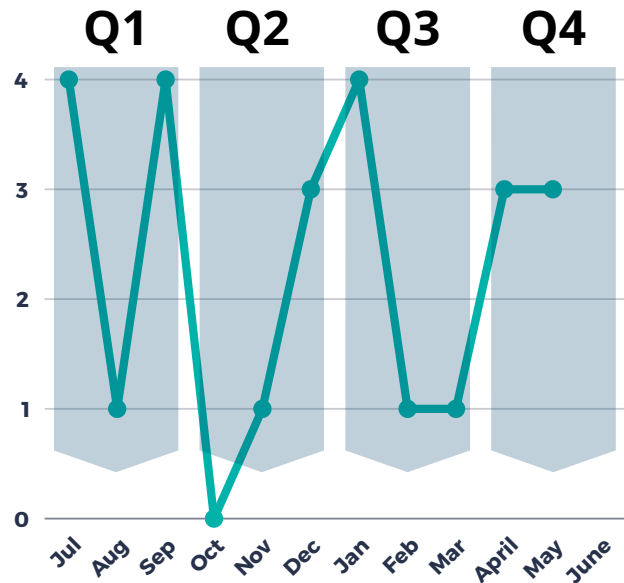


PROGRAM YEAR 2025-2026 RAPID RESPONSE SUMMARY

In program year 2025-26, twenty-five Rapid Responses have been conducted throughout San Luis Obispo County. All but two responses will result in closures. The business closures were identified via staff/WDB member referrals, media sources, and four were received via WARN.

RAPID RESPONSES BY QUARTER

To date, there have been twenty-five responses conducted. In Q1, four took place in July, one in August, and four in September. In Q2, there was one response in November and three in December. In Q3, there were six responses, four in January and one in February, and one in March. So far in Q4, there have been six, three in April and another three in May. Of the rapid responses to date, twenty-two have or will result in closure.



5.2K

Unemployed civilians in San Luis Obispo County in April 2026

4.0%

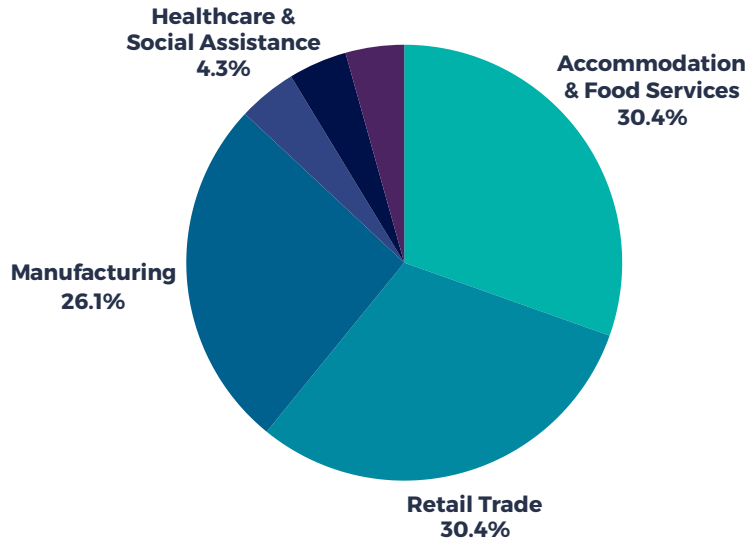
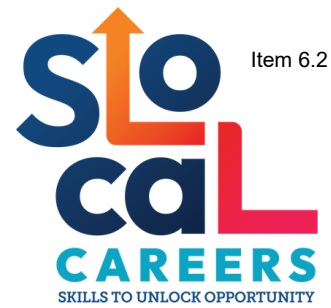
Latest Unemployment Rate in San Luis Obispo County

#8

San Luis Obispo County current rank for lowest unemployment rate in CA

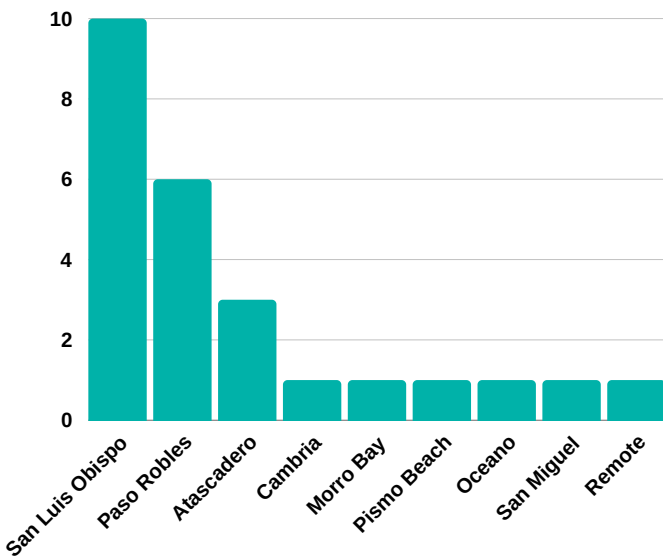
Rapid Response

PROGRAM YEAR 2025-2026



RAPID RESPONSE DATA BY INDUSTRY

Rapid Response data indicates that the Retail Trade and Accommodation & Food Services industries have been the most impacted to date. Together, these sectors account for 40% of all responses, with seven responses in Retail Trade and seven responses in Accommodation & Food Services. The Manufacturing sector is the next most impacted, representing 24% of all responses, with six businesses affected. The remaining industries each accounted for 4% of total responses, with one response occurring in Healthcare & Social Assistance, one in Agriculture, Forestry, Fishing & Hunting, and one in Wholesale Trade.



RAPID RESPONSE DATA BY LOCATION

Ten of the Rapid Responses conducted to date have been for businesses located in the city of San Luis Obispo. Six were in Paso Robles. Three responses took place in Atascadero. Cambria, Morro Bay, Pismo Beach, Oceano, and San Miguel each had one response. A response was also conducted for an out-of-the-area employer with remote staff in SLO County.

Please notify our team about any business closures or layoffs at (805) 781-1908 or SLOworkforce@co.slo.ca.us