

**MEMBERS:****Isiah Gomer**

Chair

Paso Robles Waste  
& Recycle**William Hills**

Vice-Chair

United Staffing  
Associates, LLC**David Baldwin**Pipe Trades Local  
403**Josh Cross**Atascadero  
Chamber of  
Commerce**Cheryl London**Templeton Adult  
Education**Danielle McIntire**The Cliffs Hotel &  
Spa**Justin McIntire**Department of  
Rehabilitation**Veronica Orozco**Employment  
Development  
Department**Julie Sinton Pruniski**

REACH

**Angela Rayfield**Rantec Power  
Systems**Mark Simonin**

Local IBEW 639

**Ryan Stanley**Operating Engineers  
Local 12**Verena Latona-****Tahman**

Cannon Corporation

**Angela Toomey**Morris & Garritano  
Insurance**Patrick Woolpert**Compass Health,  
Inc.**NOTICE OF SPECIAL MEETING OF THE WORKFORCE DEVELOPMENT BOARD**

NOTICE IS HEREBY GIVEN that the Workforce Development Board will hold a Special Meeting on Thursday, September 18, 2025, at 8:30 am. The purpose of the meeting is to consider the special meeting agenda which is listed below. This Notice is given by order of Isiah Gomer, Chairperson of the Workforce Development Board.

Dated: September 15, 2025

**WORKFORCE DEVELOPMENT BOARD MEETING AGENDA**

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

**Date:** Thursday, September 18, 2025

**Time:** 8:300 AM – 10:30 AM

**Location:** 1122 Laurel Lane, San Luis Obispo, CA 93401

- 1. Call to Order and Introductions** *William Hills*
- 2. Public Comment**
- 3. Consent Items:** *William Hills*
  - 3.1 Approve the May 8, 2025 Minutes
  - 3.2 Review and Approve WDB member nomination
- 4. Action Items:**
  - 4.1 Review and Approve FY 2025-26 WIOA Budget Plan *Dawn Boulanger*
- 5. Discussion Items:**
  - 5.1 Receive FY 24-25 Q4 Eckerd WIOA Adult Services/Career Center Contract Performance Report *Diana Marin*
  - 5.2 Receive FY 24-25 Q4 Eckerd WIOA Youth Services Contract Performance Report *Diana Marin*
  - 5.3 Receive FY 24-25 Q4 Atascadero Chamber WIOA Business Retention Services Contract Performance Report *Dawn Boulanger*
- 6. Administrative Entity Update:**
  - 6.1 Receive Director Update *Dawn Boulanger*
  - 6.2 Receive and Review Fiscal Update *Dawn Boulanger*
  - 6.3 Receive and Review Rapid Response Update *Diana Marin*
- 7. Reports:**
  - a.) Executive Committee and Chairperson Report *William Hills*
  - b.) Board Member Workforce Development Updates *All*
- 8. Next Meeting: November 06, 2025**

Location: Courtyard Marriot- Estero Bay Room  
1605 Calle Joaquin, San Luis Obispo
- 9. Adjournment** *William Hills*

## **WORKFORCE DEVELOPMENT BOARD of San Luis Obispo County**

### **WORKFORCE DEVELOPMENT BOARD MEETING MINUTES**

**Date:** Thursday, May 08, 2025

**Time:** 8:30 AM

**Location:** Courtyard by Marriott, Estero Bay Room, 1605 Calle Joaquin, San Luis Obispo, CA 93405

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**Present:** David Baldwin, Josh Cross, Verena Latona-Tahlman, Cheryl London, Danielle McIntire, Justin McIntire, Angela Rayfield, Mark Simonin, Rayn Stanley, Angela Toomey,

**Absent:** Isiah Gomer, William Hills, Patrick Woolpert, Veronica Orozco, Julie Sinton Pruniski

**Guests:** Eryk Nappi, Stacy Church, Valerie Vega, Laurie Koster, Brandon Napoli, Kathy McCorry, Curtis Hager, Brian Chambers

**Staff:** Dawn Boulanger, Diana Marin, Eddie Hernandez

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WDB Director Dawn Boulanger called for a vote for member Josh Cross to serve as Chairperson Pro-Tem in the absence of the WDB Chairperson (Isiah Gomer) and Vice Chairperson (William Hills). All members voted in favor of appointing Josh Cross as Chairperson Pro-Tem for the 5.8.2025 meeting

#### **1. Call to Order and Introductions:**

**Chairperson Pro-Tem Josh Cross** called the meeting to order at 8:35 AM **Quorum reached**

#### **2. Public Comment:**

**Chair Gomer:** No public comment

#### **3. Presentations:**

##### **3.1 Employer Recognition-Restorative Partners**

Stacy Church (Guest/Eckerd) presented this recognition to Restorative Partners and shared that many positive outcomes have flourished from ongoing partnership.

##### **3.2 WIOA Local & Regional Plans 2025-28**

BW Research presented the WIOA Local and Regional Plans that were submitted to the state. WDB members engaged in discussion about how to operationalize the recommendations stated in these strategic plans and it was recommended for the WDB Chairperson to consider appointing Ad-Hoc Committee(s) as working groups to guide the implementation of the recommendations stated in the strategic plans.

#### **4. Consent Items:**

##### **4.1 Approved the November 7, 2024, Meeting Minutes**

##### **4.2 Approve Reappointment of WDB Members**

The Board approved consent items 4.1 and 4.2 in a single motion

Motion: Justin McIntire

Second: Verena Latona-Tahlman

**Motion Passed Unanimously**

#### **5. Action Items:**

##### **5.1 Election of WDB Officers (Chair and Vice Chair)**

Dawn Boulanger (staff) called for nominations for the elected positions of WDB Chairperson and Vice Chairperson. Ms. Boulanger stated that nominations for Isiah Gomer to serve as Chairperson and William Hills to serve as Vice Chairperson had been received via email response to nomination email sent to all WDB members and called for any nominations from the floor. No additional nominations were received. A vote was taken to elect Isiah Gomer to serve as Chairperson and William Hills as Vice Chairperson with a term beginning July 1, 2025. All members voted in favor

Motion: Justin McIntire

Second: Mark Simonin

**Motion Passed Unanimously**

**Public Comment: N/A**

##### **5.2 Review and Approve WIOA AJCC One-Stop System Partner Memorandum of Understanding**

Diana Marin (staff) presented this item to the WDB, which attachment is available and part of the agenda.

Motion: Mark Simonin

Second: Justin McIntire

**Motion Passed Unanimously**

**Public Comment: N/A**

**6. Discussion Items:**

**6.1 Receive FY 24-25 Q3 Eckerd WIOA Adult Service/Career Center Contract Performance Report**

Diana Marin (staff) reported on this item, which attachment is available and part of the agenda.

**6.2 Receive FY 24-25 Q3 Eckerd WIOA Youth Services Contract Performance Report**

Diana Marin (staff) reported on this item, which attachment is available and part of the agenda.

**6.3 Receive FY 24-25 Q3 Atascadero Chamber WIOA Business Retention Services Contract Performance Report**

Dawn Boulanger (staff) reported on this item, which attachment is available and part of the agenda.

**7. Administrative Entity Update:**

**7.1 Receive Director Update**

Dawn Boulanger (staff) provided an update on a recent Presidential Order impacting workforce funding and potential impacts to WIOA funds.

**7.2 Receive and Review Fiscal Update**

Dawn Boulanger (staff) reported on the Fiscal Budget, of which attachment is available as part of the agenda.

**7.3 Receive and Review Rapid Response Update**

Diana Marin (staff) reported on Rapid Response, which is available as part of the agenda.

**8. Reports:**

### **a.) Executive Committee and Chairperson Report**

Chairperson Pro-Tem Josh Cross shared that on January 8, 2025, the Executive meeting was cancelled. Chairperson Pro-Tem Josh Cross also shared that on April 09, 2025, the March 12, 2025, minutes were approved along with the following: Reviewed and Approved WIOA Local Plan PY 25-25; Reviewed and Approved WIOA Regional Plan PY 25-28; Discussed WDB Executive Committee Memberships; Received and Reviewed Fiscal Update and Rapid Response. Next scheduled Executive Committee meeting is set for September 10, 2025, at 8:30 AM at the Department of Social Services- 3433 S Higuera St, San Luis Obispo, CA

### **b.) Board Member Workforce Development Updates**

Cheryl London shared that Templeton Adult Education met with County of San Luis obispo consortium and currently working on a three-year plan as well as annual plan to align more with current CTE programs. Angela Toomey shared that she recently joined Allan Hancock College Career Education Board and will provide updates as they become available. David Baldwin shared that the Pipe Trades Local 403 are currently under negotiations for a new agreement with Southern California Contractors Association and will provide updates as they become available. Mr. Baldwin also stated that Pipe Trades Local 403 has open enrollment for apprenticeships relating to pipe fitters and refrigeration systems. Mr. Baldwin also informed the board of the upcoming Mid-State Fair presentation that is set to take place on July 18th and that an informational booth will be available July 16 – July 27, 2025, at the Mid-State Fair in Paso Robles, Ca. Josh Cross provided an update on the 3<sup>rd</sup> Annual Junior CEO event hosted by Atascadero Chamber, the successful event was held at Sunken Gardens in Atascadero, Ca.

### **8. Next Meeting:**

August 7, 2025

8:30 – 10:30 AM

Location: Courtyard by Marriott, Estero Bay Room, 1605 Calle Joaquin, San Luis Obispo, CA 93405

### **9. Adjournment:**

**Chairperson Pro-Tem Josh Cross:** adjourned the meeting at 10:22 AM

I, Eddie Hernandez, Clerk of the Workforce Development Board of San Luis Obispo, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held on Thursday, May 8, 2025, by the Workforce Development Board of San Luis Obispo County.

Eddie Hernandez, WDB Program Review Specialist

Dated: May 22, 2025

DRAFT

**Workforce Development Board  
CONSENT ITEM  
August 28, 2025**

**AGENDA ITEM NUMBER: 4.2**

**ITEM: Approve member appointment of Ian Journey to a Business Seat on the Workforce Development Board**

**ACTION REQUIRED:** It is requested that the WDB approve and authorize staff to submit a WDB member application for Ian Journey to the San Luis Obispo County Board of Supervisors for appointment to the WDB.

**SUMMARY NARRATIVE:**

The composition of the WDB is dictated by section 107 of the Workforce Innovation and Opportunity Act (WIOA) (2014) which specifies business (which must comprise the majority of members), local education, local labor, economic development, and other mandated partner membership categories. Members holding more than one seat on the WDB is expressly allowed by WIOA Section 107. The WDB currently has 3 seat vacancies which is detailed below:

WDB Member <b>Seat</b> Representation	Current #'s	Required #'s	Vacancies
Business Members ( <i>minimum 51% majority</i> )	<b>8</b>	<b>10</b>	<b>2*</b>
Local Educational & Training Entities	<b>1</b>	<b>2</b>	<b>1</b>
Labor/Workforce Representatives ( <i>minimum 15% Labor &amp; 20% Combined</i> )	<b>3-Labor 1-W.R.</b>	<b>3-Labor 1-W.R.</b>	<b>0-Labor 0-W.R.</b>
DOR Mandated Partner - Vocational Rehabilitation	<b>1</b>	<b>1</b>	<b>0</b>
EDD Mandated Partner	<b>1</b>	<b>1</b>	<b>0</b>
Economic Development	<b>1</b>	<b>1</b>	<b>0</b>
<b>Total # of WDB Seats</b> ( <i>Members May Hold 2 Seats</i> )	<b>16</b>	<b>19</b>	<b>3</b>
<b>Total # of WDB Members</b>	<b>15</b>	<b>18</b>	<b>3</b>

\*Vacancy addressed via action today: 1 Business seat

This item recommends one applicant for appointment to a Business seat vacated by Rachael Hendricks. Upon appointment of this member to the vacant Business seat, the WDB of San Luis Obispo County will have two (2) remaining vacancies, one Business seat and one Education Partner seat. The Education Partner seat is anticipated to be filled by Cuesta College upon the Dean of Career Technical Education position being

filled. Recruitment efforts are ongoing for the remaining one business seat, with two potential members anticipated to be nominated to the WDB in the coming months.

Ian Journey is a consulting mechanical engineer and Principal of Journey Engineering, Inc., a firm specializing in HVAC, plumbing design, and energy code compliance for both public and private sector clients. With a focus on energy efficiency and sustainability, their work spans education, healthcare, and commercial sectors. Ian has served on the Kern, Inyo, and Mono Counties Workforce Development Board for 13 years, including two years as Chair. In addition, Ian serves as a Planning Commissioner for the City of Pismo Beach and manages daily operations, oversee staff and contractors, leads business development, and directs all phases of project delivery. His experience and knowledge will bring valuable insight to the Workforce Development Board.

**BUDGET/FINANCIAL IMPACT:**

*No current fiscal impact*

**STAFF COMMENTS:**

Dawn Boulanger, Director of the Workforce Development Board of San Luis Obispo County, recommends the approval of the appointment of Ian Journey to the Workforce Development Board. Upon approval, staff will submit a recommendation for appointment to the Board of Supervisors at an upcoming meeting.





## Workforce Development Board (WDB) of San Luis Obispo County Member Application

Name: IAN JOURNEY Date Submitted: 5/29/2025  
Title: MECHANICAL ENGINEER  
Business/Organization Name: JOURNEY ENGINEERING, INC.

### Representation

Please indicate the category that you represent *(Please Select One)*:

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Business                           | <input type="checkbox"/> Education & Training         |
| <input type="checkbox"/> Economic and Community Development            | <input type="checkbox"/> Community Based Organization |
| <input type="checkbox"/> Labor Organization / Workforce Representative | <input type="checkbox"/> Wagner-Peyser                |
| <input type="checkbox"/> Rehabilitation                                |   |

Business partners - please indicate the industry cluster(s) that you represent *(Select All That Apply)*:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Building & Design                       | <input type="checkbox"/> Healthcare                 |
| <input checked="" type="checkbox"/> Energy                                  | <input type="checkbox"/> Biotechnology & Biomedical |
| <input type="checkbox"/> Information & Communication Technologies           | Devices   |
| <input type="checkbox"/> Defense, Aerospace, & Transportation Manufacturing | Other _____   |

### Contact Information

Business/Organization Address: [REDACTED]  
City: [REDACTED] State: CA Zip Code: [REDACTED]  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mobile: [REDACTED] City of Residence: [REDACTED]  
Email Address: [REDACTED]  
Website Address: [REDACTED]  
Business License Number: [REDACTED]  
Assistant: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### Business Related Questions

Please answer the following questions and attach any additional pages if necessary:

1. Number of current employees: 2
2. Number of years with current business/organization: 2

3. Number of years in business in San Luis Obispo County: 1
4. Please describe the nature of your business and your position:  
 I am a consulting mechanical engineer and the principal of Journey Engineering, Inc., a firm specializing in HVAC, plumbing design, and energy code compliance for public and private clients. My work supports energy efficiency and sustainability across multiple sectors including education, healthcare, and commercial development.
5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:  
 I have served as a member of the Kern, Inyo, and Mono Counties Workforce Development Board for 13 years, including the past two years as Chair. I am also a Pismo Beach Planning Commissioner.
6. Please list any professional award(s) or recognition you have received within the last 5 years:  
 In 2025, I was recognized with an appreciation plaque by the County of Kern for over a decade of service on the Workforce Development Board.
7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:  
 As Principal Engineer, I oversee daily operations, manage staff and contractors, lead business development, and direct all aspects of project design and execution.

## References

### Business Reference:

Name: Kelly Bearden Title: Director  
 Company: CSUB SBDC Phone: [REDACTED]

### Personal Reference:

Name: Drew Demos Phone: [REDACTED]  
 Relationship: Friend

### Other Reference:

Name: John Maloney Phone: [REDACTED]  
 Relationship: Business Associate

Please provide a letter of recommendation (if applicable):

- If you are a business member, please include a letter of recommendation for appointment to the WDB of San Luis Obispo County from your Chamber of Commerce or other organization, such as the Human Resources Association of the Central Coast (HRCC).
- If you are representing a labor organization, please include a letter of recommendation from the Central Labor Council affirming that you have been recommended, by popular vote, for a labor position on the WDB of San Luis Obispo County.

## San Luis Obispo WDB Related Questions

Please answer the following questions and attach any additional pages if necessary:

1. Please list any areas in which you are currently involved in workforce development:  
 Chair of the Kern/Inyo/Mono Workforce Development Board; mentor for the Independence High School Energy and Utilities Academy and Bakersfield College students; liaison to Cal Poly SLO's Mechanical Engineering Industry Advisory Board; active in planning ASHRAE industry showcases and promoting career awareness in HVAC, plumbing, and energy compliance fields; support for CSUB senior design projects and workforce-aligned curriculum.

2. What experience in the areas of fundraising, budget analysis, workforce policy development, youth services, knowledge of the labor market, and community involvement or linkages with educational agencies do you bring to the WDB Of San Luis Obispo County. as applicable?

Over a decade of experience guiding workforce policy and funding priorities as a regional WDB chair; strong understanding of labor demands through mechanical engineering consulting work; partner with K-12 and post-secondary schools to shape STEM pipelines; active in civic roles that link economic development with workforce needs. Familiar with WIOA and related programs.

3. Does your organization utilize the SLO Cal Careers Center (formerly the America's Job Center of California (AJCC))? If so, which services? (i.e. recruitment, job posting, labor market information)

Not currently, but open to future collaboration.

4. What do you think are the critical workforce issues in our region?

Lack of skilled trades training; disconnect between K-12 education and real-world career exposure; limited internship, apprenticeship or paid work experience opportunities; housing costs; need to align workforce training with emerging AI tech

5. Why do you wish to serve on the WDB of San Luis Obispo County?

I want to contribute my expertise and experience to help bridge the gap between education, policy, and workforce readiness in the trades and energy sectors. With deep roots in both Kern and SLO counties, I see the potential for regional collaboration on issues such as renewable energy, aerospace and land stewardship.

### *Signature and Acknowledgement*

I formally request that consideration be given to my nomination for appointment to the Workforce Development Board of San Luis Obispo County. I, the undersigned, certify that the information on this application is true and correct to the best of my knowledge and that, if appointed to serve, I will do so to the best of my ability and in the best interest of San Luis Obispo County and its citizens.

Signature:  Date: 5/29/2025

**Workforce Development Board  
ACTION ITEM  
September 18, 2025**

**AGENDA ITEM NUMBER: 4.1**

**ITEM: Review and Approve FY 2025-26 WIOA Budget**

**ACTION REQUIRED:** Review and approve the Fiscal Year (FY) 2025-26 WIOA Budget Plan and accept the FY 2025-26 WIOA Subgrant Agreement with the CA Employment Development Department (EDD) to receive the WIOA Title I formula allocations for the County of San Luis Obispo.

**SUMMARY NARRATIVE:**

The Workforce Innovation and Opportunity Act (WIOA) is 100% Federally funded through the Department of Labor who distributes funding to the states for allocation to local areas via subgrant agreements. The California Employment Development Department (EDD) is the State recipient of WIOA funds and disburses them to the 45 Local Workforce Development Areas (LWDAs) in California. The County of San Luis Obispo is a designated LWDA and receives WIOA Title I funds through a subgrant agreement with EDD.

EDD released the Program Year (PY) 2025-26 WIOA Title I formula allocations for Adult, Dislocated Worker, and Youth funding streams on May 28, 2025; and the WIOA formula allocations for WIOA Rapid Response and Layoff Aversion allocations on July 17, 2025. San Luis Obispo County WDB will receive a total of \$2,259,759 in WIOA Title I funds for PY 2025-26; a combined increase of \$335,017 from PY 2024-25.

A year-over-year comparison of prior PY 2024-25 allocation to current PY 2025-26 WIOA allocation is outlined below:

<b>Fund Stream</b>	<b>PY 2024-25 Allocation</b>	<b>PY 2025-26 Allocation</b>	<b>Difference</b>
Adult	\$518,705	\$618,215	+\$99,510
Dislocated Worker	\$423,821	\$515,549	+\$91,728
Youth	\$758,425	\$911,495	+\$153,070
Rapid Response	\$172,934	\$155,662	-\$17,272
Layoff Aversion	\$50,857	\$58,838	+\$7,981
<b>TOTAL</b>	<b>\$1,924,742</b>	<b>\$2,259,759</b>	<b>+\$335,017</b>

The allocation for each funding stream for PY 2025-26 and allowable carryover funding from PY 2024-25 comprising the total WIOA Title I budget for FY 2025-26 is detailed below:

<b>Fund Stream</b>	<b>Allocation FY 2025-26</b>	<b>Carryover Allocations from FY 2024-25</b>	<b>Total Funds for FY 2025-26</b>
Adult	\$618,215	\$182,201	\$800,416
Dislocated Worker	\$515,549	\$193,299	\$708,848
Youth	\$911,495	\$457,611	\$1,369,106
Rapid Response	\$155,662	\$95,232	\$250,894
Layoff Aversion	\$58,838	\$5,438	\$64,276
<b>Total</b>	<b>\$2,259,759</b>	<b>\$933,781</b>	<b>\$3,193,540</b>

The local area's proposed budget is attached (Attachment 4.1b) for the WDB's review and approval. The budget incorporates allowable carryover funds from PY 2024-25, and the new WIOA formula allocations for PY 2025-26 into a single year budget and, in accordance with WIOA, allows for approximately 20% planned carryover of WIOA Title I formula funds from this program year into next.

Per the proposed plan, funds will be directed towards the following uses:

- \$600,000 SLOCal Careers Services Contract with Eckerd for Career Center Operator, Adult, Dislocated Worker, and Employer services.
- \$100,000 WIOA Rapid Response Contract with Eckerd for direct services
- \$628,000 WIOA Youth Services contract with Eckerd for direct services.
- \$427,777 for WDB Administrative Entity and Fiscal Agent staff costs.
- \$52,950 for operating and programmatic costs.
- \$378,625 in service & system costs (*note this category includes the Career Center facility lease costs and the Career Center utilities costs paid directly by the County as lessee.*)
- \$516,251 in *proposed* contract increases for WIOA Adult/DW and WIOA Youth contracts with Eckerd, and procurement of new service contract(s) for Rapid Response/Layoff Aversion to support business services and industry sector convening.

#### **BUDGET OR FINANCIAL IMPACT:**

The County Department of Social Services (DSS) serves as the fiscal and administrative entity for WIOA funds and programming. WIOA funds are incorporated into the Department's overall fiscal year budget which is brought before the County Board of Supervisors (BOS) annually for review and approval.

**STAFF COMMENTS:**

Upon WDB approval of this item, the PY 2025-26 WIOA Subgrant Agreement with the State EDD and outline of the WIOA annual budget plan will go before the County Board of Supervisors (BOS) for approval. Following BOS approval and signature on the 2025-26 WIOA Subgrant Agreement, the subgrant and required attachments will be submitted to EDD for final execution and release of the WIOA Round 1 funds to the County Department of Social Services. The remaining WIOA funding stream Round 2 allocations are anticipated to then be released in October 2025 to the County through unilateral modifications to this original subgrant agreement, attached as Item 4.1a.

WDB approval of this item permits WDB/DSS staff to proceed with actions necessary to procure and contract funds throughout the fiscal year for purposes identified in the budget plan attached as item 4.1b. Areas marked "TBD" of the attached budget will be updated with vendor names and final contract amounts as these funds are procured out for the purposes stated. These updates will be incorporated into the monthly fiscal report brought before the WDB and/or WDB Executive Committee.

## WIOA SUBGRANT AGREEMENT

Workforce Development Board of San Luis Obispo  
County

SUBGRANT NO: AA611038  
MODIFICATION NO: New  
SUBRECIPIENT CODE: SLO  
UNIQUE ENTITY NO:  
INDIRECT COST RATE:

## PASS-THROUGH ENTITY:

State of California  
Employment Development Dept.  
Central Office Workforce  
Services Division  
P.O.Box 826880, MIC 69  
Sacramento, CA 94280-0001

SUBRECIPIENT: Workforce Development Board  
of San Luis Obispo County  
3433 S. HIGUERA ST.  
SAN LUIS OBISPO, CA 93401

GOVERNMENTAL  
ENTITY: Yes

This Subgrant Agreement is entered into by and between the State of California, Employment Development Department, hereinafter the Pass-through Entity, and the **Workforce Development Board of San Luis Obispo County**, hereinafter the Subrecipient. The Subrecipient agrees to operate a program in accordance with the provisions of this Subgrant and to have an approved Workforce Innovation and Opportunity Act (WIOA) Local Plan for the above named Pass-through Entity filed with the Pass-through Entity pursuant to the WIOA. This modification consists of this sheet and those of the following exhibits, which are attached hereto and by this reference made a part hereof:

Funding Detail Chart  
General Provisions  
Rapid Response Layoff Aversion  
Rapid Response by Formula  
Dislocated Worker Rd 1  
Adult Formula RD 1  
Youth Formula Rd 1

ALLOCATION(s) The Pass-through Entity agrees to reimburse the Subrecipient not to exceed the amount listed hereinafter 'TOTAL'	PRIOR AMOUNT INCREASE/DECREASE: TOTAL:	\$0.00 \$1,187,638.00 \$1,187,638.00
TERM OF AGREEMENT From:4/1/2025 To: 6/30/2027	Terms of Exhibits are as designated on each exhibit	
PURPOSE: The purpose of this action is to initiate the new Program Year (PY) 2025-26 subgrant agreement and incorporate WIOA Youth Formula Funding under grant code 301. The term of these funds is April 1, 2025 through June 30, 2027. This subgrant agreement also incorporates WIOA Formula Round 1 Funding for Adult in grant code 201, Dislocated Worker in grant code 501, Rapid Response by Formula in grant code 540, and Rapid Response Layoff Aversion in grant code 292. The term of these funds is July 1, 2025 through June 30, 2027.		
APPROVED FOR PASS-THROUGH ENTITY(EDD) (By Signature)	APPROVED FOR SUBRECIPIENT (By Signature)	
Name and Title Maria McNamara Financial Management Unit Manager Central Office Workforce Services Division	Name and Title	
I hereby certify that to my knowledge, the budgeted funds are available for the period and purpose of expenditures as stated herein	This agreement does not fall within the meaning of Section 10295 of Chapter 2 of Part 2 of Division 2 of the Public Contract Code of the State of California and pursuant to 58 OPS Cal. Atty. Gen 586, is exempt from review or approval of the Dept. of General Services and the Dept. of Finance	

Signature of EDD Accounting Officer

Item 4.1a

Budget item: 7100

Fund: 0869

Budgetary Attachment: No

Chapter: 004

Statute: 2025

FY: 25/26



SUBGRANT AGREEMENT  
FUNDING DETAIL SHEET

Item 4.1a  
SUBGRANT NO:AA611038  
MODIFICATION NO:New

Workforce Development Board of San  
Luis Obispo County

I. Allocation

Funding Source	Prior Amount	Increase	Decrease	Adjusted Allocation
<b>WIA/WIOA 25% - Dislocated Worker Rapid Response</b>				
86216 292 Rapid Response Layoff Aversion 07/01/2025 to 06/30/2027 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$0.00	\$12,559.00	\$0.00	\$12,559.00
86216 540 Rapid Response by Formula 07/01/2025 to 06/30/2027 Prog/Element 61/70 Ref 001 Fed Catlg 17.278	\$0.00	\$33,226.00	\$0.00	\$33,226.00
<b>Total WIA/WIOA 25% - Dislocated Worker Rapid Response</b>	<b>\$0.00</b>	<b>\$45,785.00</b>	<b>\$0.00</b>	<b>\$45,785.00</b>
<b>WIA/WIOA Formula</b>				
86156 201 Adult Formula RD 1 07/01/2025 to 06/30/2027 Prog/Element 61/90 Ref 101 Fed Catlg 17.258	\$0.00	\$120,314.00	\$0.00	\$120,314.00
86106 301 Youth Formula Rd 1 04/01/2025 to 06/30/2027 Prog/Element 61/90 Ref 101 Fed Catlg 17.259	\$0.00	\$911,495.00	\$0.00	\$911,495.00
86206 501 Dislocated Worker Rd 1 07/01/2025 to 06/30/2027 Prog/Element 61/90 Ref 101 Fed Catlg 17.278	\$0.00	\$110,044.00	\$0.00	\$110,044.00
<b>Total WIA/WIOA Formula</b>	<b>\$0.00</b>	<b>\$1,141,853.00</b>	<b>\$0.00</b>	<b>\$1,141,853.00</b>
<b>Grand Total:</b>	<b>\$0.00</b>	<b>\$1,187,638.00</b>	<b>\$0.00</b>	<b>\$1,187,638.00</b>

## NARRATIVE

SUBGRANT NO:AA611038  
MODIFICATION NO: 0

SUBRECIPIENT:Workforce Development Board of San Luis Obispo County  
FAIN NO: 25A55AY000154  
FEDERAL AWARD DATE: 7/22/2025  
FUNDING SOURCE: Youth Formula Rd 1 - 301

TERM OF THESE FUNDS: 04/01/2025 - 06/30/2027

Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.

## PROGRAM NARRATIVE

The purpose of this action is to initiate this Local Area's new Program Year (PY) 2025-26 Workforce Innovation and Opportunity Act (WIOA) Title I subgrant agreement and to incorporate WIOA Youth formula funding into Grant Code (GC) 301. The amount in GC 301 represents this Local Area's entire Youth formula allocation for PY 2025-26. The term date for these funds is April 1, 2025 through June 30, 2027. FAIN 25A55AY000154. The Local Area will operate the WIOA program in accordance with the approved Workforce Innovation and Opportunity Plan on file in the Central Office Workforce Services Division of the Employment Development Department, P.O. Box 826880, MIC 50, Sacramento, CA 94280-0001. Note: By signing this subgrant you agree to all of the Terms and Conditions issued by the Department of Labor for all WIOA funding for Program Year (PY) 2025. The Term and Conditions are included in the transmission of this Master Subgrant.

This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.

WIOA (2015)

## NARRATIVE

SUBGRANT NO:AA611038  
MODIFICATION NO: 0

SUBRECIPIENT:Workforce Development Board of San Luis Obispo County  
FAIN NO: 25A55AT000150  
FEDERAL AWARD DATE: 7/30/2025  
FUNDING SOURCE: Adult Formula RD 1 - 201

TERM OF THESE FUNDS: 07/01/2025 - 06/30/2027

Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.

## PROGRAM NARRATIVE

Workforce Innovation and Opportunity Act (WIOA) Adult Formula funds are being incorporated into the Program Year (PY) 2025-26 Subgrant Agreement to support the WIOA Adult Program. The funds in grant code 201 consist of first round funding and are available for expenditures from July 1, 2025, through June 30, 2027. FAIN 25A55AT000150. Note: By accepting these funds you agree to all the Term and Conditions issued by the Department of Labor for the WIOA Adult funding for PY 2025. The Term and Conditions are included in the transmission of this modification.

This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.

WIOA (2015)

## NARRATIVE

SUBGRANT NO:AA611038  
MODIFICATION NO: 0

SUBRECIPIENT:Workforce Development Board of San Luis Obispo County  
FAIN NO: 25A55AW000157  
FEDERAL AWARD DATE: 8/1/2025  
FUNDING SOURCE: Dislocated Worker Rd 1 - 501

TERM OF THESE FUNDS: 07/01/2025 - 06/30/2027

Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.

## PROGRAM NARRATIVE

Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Formula funds are being incorporated into the Program Year (PY) 2025-26 Subgrant Agreement to support the WIOA Dislocated Worker Program. The funds in grant code 501 consist of first round funding and are available for expenditures from July 1, 2025, through June 30, 2027. FAIN 25A55AW000157. Note: By accepting the funds you agree to all the Term and Conditions issued by the Department of Labor for the WIOA Dislocated Worker funding for PY 2025. The Term and Conditions are included in the transmission of this modification.

This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.

WIOA (2015)

## NARRATIVE

SUBGRANT NO:AA611038  
MODIFICATION NO: 0

SUBRECIPIENT:Workforce Development Board of San Luis Obispo County  
FAIN NO: 25A55AW000157  
FEDERAL AWARD DATE: 8/1/2025  
FUNDING SOURCE: Rapid Response by Formula - 540

TERM OF THESE FUNDS: 07/01/2025 - 06/30/2027

Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.

## PROGRAM NARRATIVE

Workforce Innovation and Opportunity Act (WIOA) 25 percent Rapid Response funds are being incorporated into the Program Year (PY) 2025-26 Subgrant Agreement to support the WIOA Dislocated Worker Program. The funds in grant code 540 consist of first round funding and are available for expenditures from July 1, 2025, through June 30, 2027. These "formula based" Rapid Response funds (see WSD 16-04) must be used for the cost of required and allowable Rapid Response activities in response to layoffs, business closures, and natural disasters. FAIN 25A55AW000157. Note: By accepting the funds you agree to all the Term and Conditions issued by the Department of Labor for the WIOA Dislocated Worker funding for PY 2025. The Term and Conditions are included in the transmission of this modification.

This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.

WIOA (2015)

## NARRATIVE

SUBGRANT NO:AA611038  
MODIFICATION NO: 0

SUBRECIPIENT:Workforce Development Board of San Luis Obispo County  
FAIN NO: 25A55AW000157  
FEDERAL AWARD DATE: 8/1/2025  
FUNDING SOURCE: Rapid Response Layoff Aversion - 292

TERM OF THESE FUNDS: 07/01/2025 - 06/30/2027

Use of funds added by this modification is limited to this period and additionally limited by the recapture provisions applicable to this funding source. The state may at its discretion recapture funds obligated under this exhibit, if expenditure plans are not being met.

## PROGRAM NARRATIVE

Workforce Innovation and Opportunity Act (WIOA) 25 percent Rapid Response Layoff Aversion funds are being incorporated into the Program Year (PY) 2025-26 Subgrant Agreement to support the Layoff Aversion Program. The funds in grant code 292 consist of first round funding and are available for expenditures from July 1, 2025, through June 30, 2027. The funds will support local areas through a high performing Rapid Response strategy by emphasizing coordinated efforts to avert layoffs to save jobs. FAIN 25A55AW000157. Note: By accepting the funds you agree to all the Term and Conditions issued by the Department of Labor for the WIOA Dislocated Worker funding for PY 2025. The Term and Conditions are included in the transmission of this modification.

This exhibit adds to and does not replace the terms and conditions of any other exhibit included in this agreement which terms and conditions remain in full force and effect.

WIOA (2015)

Subrecipient: Workforce Development Board of San Luis Obispo County

Subgrant No: AA611038

Modification No: New

## WIOA SUBGRANT AGREEMENT

1. Compliance In performance of this subgrant agreement, Subrecipient will fully comply with: a. The provisions of the Workforce Innovation and Opportunity Act (WIOA), (29 U.S.C. §§ 3101- 3361 (2014), WIOA Final Regulations, and all legislation, regulations, directives, policies, procedures and amendments issued pursuant thereto. b. All State legislation and regulations to the extent permitted by federal law and all policies, directives and/or procedures, which implement WIOA. c. Title 2, Code of Federal Regulations (C.F.R.) part 200 (Office of Management and Budget Guidance) [OMB Guidance]. d. Title 2, C.F.R. Part 2900 (Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards) [Uniform Requirements]. e. The provisions of the Jobs for Veterans Act (Pub. L. No. 107-288) as the law applies to Department of Labor (DOL) job training programs. f. Subrecipient will ensure diligence in managing programs under this subgrant agreement, including performing appropriate monitoring activities and taking prompt corrective action against known violations of WIOA.

2. Certifications, Assurances, Standards Except as otherwise indicated, the Subrecipient agrees to comply with the certifications, assurances and standards set out in Exhibit A: Certifications and Assurances, Exhibit B: Intellectual Property Provisions and Exhibit C: Confidentiality Requirements. Failure to comply with all requirements of the certifications, assurances and standards may result in suspension of payment under this subgrant agreement or termination of this subgrant agreement or both, and the Subrecipient may be ineligible for award of future state subgrant agreements/contracts if the Pass-through Entity determines that any of the following has occurred: a. false information on the certifications, assurances and standards, or b. violation of the terms of the certifications, assurances and standards by failing to comply with the requirements noted in Exhibits A, B and C.

3. Funding It is mutually understood between the parties that this subgrant agreement may have been written before ascertaining the availability of congressional and legislative appropriation of funds, for the mutual benefit of both parties, in order to avoid program and fiscal delays which would occur if the subgrant agreement was executed after that determination was made. a. This subgrant agreement is valid and enforceable only if i. sufficient funds are made available by the State Budget Act of the appropriate state fiscal years covered by this subgrant agreement for the purposes of this program, and ii. sufficient funds are made available to the state by the United States Government for the fiscal years covered by this subgrant agreement for the purposes of this program. In addition, this subgrant agreement is subject to any additional restrictions, limitations, or conditions enacted by the Congress and Legislature or any statute enacted by the Congress and Legislature which may affect the provisions, terms, or funding of this subgrant agreement in any manner. b. At the expiration of the terms of this subgrant agreement or upon termination prior to the expiration of this subgrant agreement, funds not obligated for the purpose of this subgrant agreement will be immediately remitted to the Pass-through Entity, and no longer available to the Subrecipient. c. The Pass-through Entity retains the right to suspend financial assistance, in whole or in part, to protect the integrity of the funds or to ensure proper operation of the program, providing the Subrecipient is given prompt notice and the opportunity for an informal review of the Pass-through Entity's decision. The EDD Chief Deputy Director or his/her designee will perform this informal review and will issue the final administrative decision within 60 days of receiving the written request for review. Failure on the part of the Subrecipient or a Subcontractor of the Subrecipient to comply with the provisions of this subgrant agreement, or with WIOA or other applicable regulations, when such failure involves fraud or misappropriation of funds, may result in immediate withholding of funds. d. If applicable, the chief elected official (CEO) of a unit of general local government designated as a Local Workforce Development Area shall be liable to the Pass-through Entity for all funds not expended in accordance with WIOA, and shall return to the Pass-through Entity all of those funds. If there is more than one unit of general local government in a local area, the CEO(s) will be the individual(s) designated under an agreement executed by the CEO(s) of the local units of government. The CEO(s) designated under the agreement shall be liable to the Pass-through Entity for all funds not expended in accordance with WIOA, and shall return to the Pass-through Entity all of those funds.

4. Requirement to Provide Certain Information in Public Communications (Steven's Amendment) Pursuant to Public Law 116-260, Division H, Title V, Section 505, when issuing statements, press releases, requests for proposals, bid solicitations and other documents describing projects or programs funded in whole or in part with Federal money, all non-Federal entities receiving Federal funds shall clearly state: a. The percentage of the total costs of the program or project which will be financed with Federal money; b. The dollar amount of Federal funds for the project or program; and c. The percentage and dollar amount of the total costs of the project or program that will be financed by non-governmental sources.

5. Insurance a. Except for city and county governmental entities, Subrecipients must provide the Pass-through Entity evidence of the coverage specified in paragraphs (i), (ii), (iii) and (iv) below. The evidence of coverage shall include the registration number of the subgrant agreement for identification purposes. i. Subrecipient will obtain a fidelity bond in an amount of not less than \_\_\_\_\_, prior to the receipt of funds under this subgrant agreement. If the bond is canceled or reduced, Subrecipient will immediately notify the Pass-through Entity. In the event the bond is canceled or revised, the Pass-through Entity will make no further disbursements until it is assured that adequate coverage has been obtained. ii. Subrecipient will provide general liability insurance with a combined limit of \$1,000,000, or public liability and property damage coverage with a combined limit of not less than \$1,000,000. iii. Subrecipient will provide

broad form automobile liability coverage with limits as set forth in (ii) above, which applies to both owned/leased and non-owned automobiles used by the Subrecipient or its agents in performance of this subgrant agreement. Or, in the event that the Subrecipient will not utilize owned/leased automobiles but intends to require employees, trainees or other agents to utilize their own automobiles in performance of this subgrant agreement, Subrecipient will secure and maintain on file from all such employees, trainees or agents a self-certification of automobile insurance coverage. iv. Subrecipient will provide workers' compensation insurance, which complies with provisions of the California Labor Code, covering all employees of the Subrecipient and all participants enrolled in work experience programs. Medical and Accident Insurance will be carried for those participants not qualifying as "employee" (§ 3350, et seq. of the California Labor Code) for workers' compensation. v. The Pass-through Entity will be named as "Certificate Holder" of policies secured in compliance with paragraphs (i), (ii), (iii) and (iv) above and will be provided certificates of insurance or insurance company "binders" prior to any disbursement of funds under this subgrant agreement, verifying the insurance requirements have been complied with. The coverage noted in paragraphs (iii) and (iv) above must contain the following clauses: 1. Insurance coverage will not be canceled or changed unless 30 days prior to the effective date of cancellation or change written notice is sent by the Subrecipient to: Employment Development Department, Central Office Workforce Services Division Financial Management Unit, P.O. Box 826880, MIC 69, Sacramento, CA 94280-0001. 2. State of California, its officers, agents, employees, and servants are included as additional insured, but only insofar as the operations under this subgrant agreement are concerned. 3. State of California is not responsible for payment of premiums or assessments on this policy. vi. Subrecipient agrees that the liability insurance herein provided for shall be in effect at all times during the term of this subgrant agreement. In the event said insurance coverage expires at any time or times during the time of this contract, the Subrecipient agrees to provide, at least 30 days before said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of the term of the subgrant agreement or for a period of not less than one year. New certificates of insurance are subject to the approval of the Pass-through Entity, and the Subrecipient agrees that no work or services shall be performed prior to such approval. The Pass-through Entity may, in addition to any other remedies it may have, terminate this subgrant agreement should Subrecipient fail to comply with these provisions. 6. Resolution A county, city, district or other local public body must provide the state with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of this subgrant agreement. Preferably resolutions should authorize a designated position rather than a named individual. 7. Procurement Standards The Subrecipient must use the methods of procurement in accordance with 2 C.F.R. § 200.320. 8. Grievances and Complaint System Subrecipient will establish and maintain a grievance and complaint procedure in compliance with the WIOA section 181, OMB Guidance, Uniform Requirements, federal regulations and state statutes, regulations and policy. 9. Remedies for Non-Compliance If the Subrecipient fails to comply with Federal statutes, regulations or the terms and conditions of a Federal award, the Pass-through Entity may impose additional conditions, as described in 2 C.F.R. § 200.207, Specific conditions. If the Pass-through Entity determines that noncompliance cannot be remedied by imposing additional conditions, the Pass-through Entity may take one or more of the following actions listed in 2 C.F.R. § 200.338. 10. Disallowed Costs Except to the extent that the state determines it will assume liability, the Subrecipient will be liable for and will repay to the Pass-through Entity, any amounts expended under this subgrant agreement found not to be in accordance with WIOA including, but not limited to, disallowed costs. Such repayment will be from funds (Non- Federal), other than those received under the WIOA. 11. Termination This subgrant agreement may be terminated in whole or in part for either of the two following circumstances: a. Termination for Convenience - Either the Pass-through Entity or the Subrecipient may request a termination, in whole or in part, for convenience. The Subrecipient will give a ninety (90) calendar-day advance notice in writing to the Pass-through Entity. The Pass-through Entity will give a ninety (90) calendar-day advance notice in writing to the Subrecipient. b. Termination for Cause - The Pass-through Entity may terminate this subgrant agreement in whole or in part when it has determined that the Subrecipient has substantially violated a specific provision of the WIOA, regulations, the Uniform Guidance or implementing state legislation and corrective action has not been taken. All notices of termination must be in writing and be delivered personally or by deposit in the U. S. Mail, postage prepaid, "Certified Mail-Return Receipt Requested", and will be deemed to have been given at the time of personal delivery or of the date of postmark by the U. S. Postal Service. Notices to the Subrecipient will be addressed to:

Devin Drake  
 Director / Administrator  
 Workforce Development Board of San Luis Obispo County  
 3433 S. HIGUERA ST.  
 SAN LUIS OBISPO, CA 93401

Notices to the Pass-through Entity will be addressed to: Employment Development Department Central Office Workforce Services Division Financial Management Unit P.O. Box 826880, MIC 69 Sacramento, CA 94280-0001 12. Audit Requirements a. The Subrecipient will maintain and make available to auditors, at all levels, accounting and program records including supporting source documentation and cooperate with all auditors. All governmental and non-profit organizations must follow the audit requirements (single audit or program-specific audit requirement) of OMB Guidance, and Uniform Requirements. b. The Subrecipient and/or auditors performing monitoring or audits of the Subrecipient or its sub-contracting service providers will immediately report to the Pass-through Entity any



incidents of fraud, abuse or other criminal activity in relation to this subgrant agreement, the WIOA, or its regulations.

13. Entire Agreement This subgrant agreement contains the entire agreement of the parties and supersedes all negotiations, verbal or otherwise and any other agreement between the parties hereto. This subgrant agreement is not intended to and will not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association between the Pass-through Entity and the Subrecipient. Subrecipient represents and warrants it is free to enter into and fully perform this subgrant agreement.

14. Unenforceable Position In the event that any provision of this subgrant agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this subgrant agreement have force and effect and shall not be affected hereby.

15. Accounting and Cash Management

a. Subrecipient will comply with controls, record keeping and fund accounting procedure requirements of WIOA, federal and state regulations, and directives to ensure the proper disbursement of, and accounting for, program funds paid to the Subrecipient and disbursed by the Subrecipient, under this subgrant agreement.

b. Subrecipient will submit requests for cash to coincide with immediate cash needs and assure that no excess cash is on deposit in their accounts or the accounts of any sub-contracting service provider in accordance with procedures established by the Pass-through Entity. Failure to adhere to these provisions may result in suspending cash draw down privileges and providing funds through a reimbursement process.

c. The Pass-through Entity retains the authority to adjust specific amounts of cash requested if the Pass-through Entity's records and subsequent verification with the Subrecipient indicate that the Subrecipient has an excessive amount of cash in its account.

d. Income (including interest income) generated as a result of the receipt of WIOA activities, will be utilized in accordance with policy and procedures established by the Pass-through Entity. Subrecipient will account for any such generated income separately.

e. Subrecipient shall not be required to maintain a separate bank account but shall separately account for WIOA funds on deposit. All funding under this subgrant agreement, will be made by check or wire transfer payable to the Subrecipient for deposit in Subrecipient's bank account or city and county governmental bank accounts. To provide for the necessary and proper internal controls, funds should be withdrawn and disbursed by no less than two representatives of the Subrecipient. The Pass-through Entity will have a lien upon any balance of WIOA funds in these accounts, which will take priority over all other liens or claims.

16. Amendments This subgrant agreement may be unilaterally modified by the Pass-through Entity under the following circumstances:

a. There is an increase or decrease in federal or state funding levels.

b. A modification to the Subgrant is required in order to implement an adjustment to a Subrecipient's plan.

c. Funds awarded to the Subrecipient have not been expended in accordance with the schedule included in the approved Subrecipient's plan. After consultation with the Subrecipient, the Pass-through Entity has determined that funds will not be spent in a timely manner, and such funds are for that reason to the extent permitted by and in a manner consistent with state and federal law, regulations and policies, reverting to the Pass-through Entity.

d. There is a change in state and federal law or regulation requiring a change in the provisions of this subgrant agreement.

e. An amendment is required to change the Subrecipient's name as listed on this subgrant agreement. Upon receipt of legal documentation of the name change, the state will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment. Except as provided above, this subgrant agreement may be amended only in writing by the mutual agreement of both parties.

17. Reporting Subrecipient will compile and submit reports of activities, expenditures, status of cash, and closeout information by the specified dates as prescribed by the Pass-through Entity. All expenditure reports must be submitted upon the accrual basis of accounting. Failure to adhere to the reporting requirements of this agreement will result in funds not being released.

18. Records

a. If participants are served under this subgrant agreement, the Subrecipient will establish a participant data system as prescribed by the Pass-through Entity.

b. Subrecipient will retain all records pertinent to this subgrant agreement for a period of three years from the date of final payment of this subgrant agreement. If, at the end of three years, there is litigation or an audit involving those records, the Subrecipient will retain the records until the resolution of such litigation or audit. Refer to OMB Guidance, Subpart D, Part 200.333-200.337.

c. The Pass-through Entity and/or the DOL, or their designee (refer to OMB Guidance, section 200.336) will have access to and right to examine, monitor and audit all records, documents, conditions and activities related to programs funded by this subgrant agreement. For purposes of this section, "access to" means that the Subrecipient shall at all times maintain within the State of California a complete set of records and documents related to programs funded by this agreement. The Subrecipient shall comply with this requirement regardless of whether it ceases to operate or maintain a presence within the State of California before the expiration of the subgrant. Subrecipient's performance under the terms and conditions herein specified will be subject to an evaluation by the Pass-through Entity of the adequacy of the services performed, timeliness of response and a general impression of the competency of the firm and its staff.

19. Subcontracting

a. Any of the work or services specified in this subgrant agreement which will be performed by other than by the Subrecipient will be evidenced by a written agreement specifying the terms and conditions of such performance.

b. The Subrecipient will maintain and adhere to an appropriate system, consistent with federal, state and local law, for the award and monitoring of contracts which contain acceptable standards for ensuring accountability.

c. The system for awarding contracts will contain safeguards to ensure that the Subrecipient does not contract with any entity whose officers have been convicted of fraud or misappropriation of funds within the last two years.

20. Consultants Fees paid to a consultant, who provides services under a program, shall be limited to \$815 per day (representing an 8 hour work day). Any fees paid in excess of this amount cannot be paid without prior approval from the Grant Officer.

21. Conflicts

a. Subrecipient will cooperate in the resolution of any conflict with the DOL that may occur from the activities funded under this agreement.

b. In the event of a dispute between the Pass-

through Entity and the Subrecipient over any part of this subgrant agreement, the dispute may be submitted to non-binding arbitration upon the consent of both the Pass-through Entity and the Subrecipient. An election for arbitration pursuant to this provision will not preclude either party from pursuing any remedy for relief otherwise available. 22. Indemnification a. The following provision applies only if the Subrecipient is a governmental entity: Pursuant to California Government Code § 895.4, each party agrees to indemnify and hold the other party harmless from all liability for damage to persons or property arising out of or resulting from acts or omissions of the indemnifying party. b. The following provision applies only if the Subrecipient is a non-governmental entity: The Subrecipient agrees to the extent permitted by law, to indemnify, defend and hold harmless the Pass-through Entity, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, materials persons, laborers and any other persons, firms or corporations, furnishing or supplying work, services, materials, or supplies in connection with the performance of this agreement, and from any and all claims and losses accruing or resulting to any persons, firms or corporations which may be injured or damaged by the Subrecipient in the performance of this subgrant agreement. 23. Signatures This subgrant agreement is of no force and effect until signed by both of the parties hereto. Subrecipient will not commence performance prior to the beginning of this subgrant agreement. Contact information for the awarding official of the Pass-through Entity: Name: Kimberlee Meyer Title: Chief Address: P.O. Box 826880, MIC 50 Sacramento, CA 94280-0001

### Exhibit A

#### Certifications and Assurances

- a. Corporate Registration: The Subrecipient, if it is a corporation, certifies it is registered with the Secretary of the State of California.
- b. Americans with Disabilities Act (ADA): Subrecipient assures that it complies with the ADA of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. § 12101 et seq.)
- c. Sectarian Activities: The Subrecipient certifies that this subgrant agreement does not provide for the advancement or aid to any religious sect, church or creed, or sectarian purpose nor does it help to support or sustain any school, college, university, hospital or other institution controlled by any religious creed, church, or sectarian denomination whatsoever, as specified by Article XVI, Section 5, of the Constitution, regarding separation of church and state.
- d. National Labor Relations Board certification Subrecipient certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Subrecipient within the immediately preceding two-year period because of Subrecipient's failure to comply with an order of a Federal court, which orders Subrecipient to comply with an order of the National Labor Relations Board. (Pub. Contract Code § 10296) (Not applicable to public entities.)
- e. Federal Funding Accountability and Transparency Act (FFATA): By signing this subgrant agreement, Subrecipient hereby assures and certifies to comply with the provisions of FFATA, which includes requirements on executive compensation, and requirements implementing FFATA at 2 C.F.R. part 25 and 2. C.F.R. part 170.
- f. Prior Findings: Subrecipient, by signing this subgrant agreement, certifies that it has not failed to satisfy any major condition in a current or previous subgrant agreement with the DOL or the State of California and has not failed to satisfy conditions relating to the resolution of a final finding and determination, including repayment of debts.
- g. Drug Free Workplace requirement: Subrecipient will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:
  1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
  2. Establish a Drug-Free Awareness Program to inform employees about:
    - i. the dangers of drug abuse in the workplace;
    - ii. the person's or organization's policy of maintaining a drug-free workplace;
    - iii. any available counseling, rehabilitation and employee assistance programs; and,
    - iv. penalties that may be imposed upon employees for drug abuse violations.

3. Every employee who works on the proposed subgrant agreement will:

- i. receive a copy of the company's drug-free workplace policy statement; and,
- ii. agree to abide by the terms of the company's statement as a condition of employment on the subgrant agreement.

4. Failure to comply with these requirements may result in suspension of payments under this subgrant agreement or termination of the subgrant agreement or both and Subrecipient may be ineligible for award of any future subgrant agreements if the Pass-through Entity determines that any of the following has occurred: the Subrecipient has made false certification; or violated the certification by failing to carry out the requirements as noted above. (Gov. Code § 8350 et seq.)

h. Expatriate Corporations: Subrecipient hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code §§ 10286 and 10286.1, and is eligible to contract with the State of California.

i. Priority Hiring considerations: If this subgrant agreement includes services in excess of \$200,000, the Subrecipient shall give priority consideration in filling vacancies in positions funded by the subgrant agreement to qualified recipients of aid under Welfare and Institutions Code § 11200 in accordance with Pub. Contract Code § 10353.

j. Sweatfree Code of Conduct:

- 1. All Subrecipients contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to this subgrant agreement have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The Subrecipient further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code § 6108.
- 2. The Subrecipient agrees to cooperate fully in providing reasonable access to the Subrecipient's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations, or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (1).

k. Child Support Compliance: For any Agreement in excess of \$100,000, the Subrecipient acknowledges in accordance with Public Contract Code § 7110, that:

- 1. The Subrecipient recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with § 5200) of Part 5 of Division 9 of the Family Code; and
- 2. The Subrecipient, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the Pass-through Entity.

l. Air/Water Pollution violation certification: Under the State laws, the Subrecipient shall not be:

- 1. in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district;

2. subject to cease and desist order not subject to review issued pursuant to § 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or
  3. finally determined to be in violation of provisions of federal law relating to air or water pollution.
- m. Clean Air Act: Subrecipient agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. §§ 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. §§ 1251-1387).
- n. Domestic Partners: For contracts over \$100,000 executed or amended after January 1, 2007, the Subrecipient certifies that it is in compliance with Public Contract Code § 10295.3.
- o. Debarment and Suspension Certification: By signing this subgrant agreement, the Subrecipient hereby certifies under penalty of perjury under the laws of the State of California that the Subrecipient will comply with regulations implementing Executive Orders 12549 and 12689, Debarment and Suspension and OMB Guidance 2 CFR Part 180, that the prospective participant (i.e., Subrecipient), to the best of its knowledge and belief, that it and its principals:
1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.
  2. Have not within a three-year period preceding this subgrant agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes, or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property.
  3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state or local) with commission of any of the offenses enumerated in Section 2 of this certification.
  4. Have not within a three-year period preceding this subgrant agreement had one or more public transactions (federal, state or local) terminated for cause of default.

Where the Subrecipient is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this agreement.

- p. Lobbying Restrictions: By signing this subgrant agreement, the Subrecipient hereby assures and certifies to the lobbying restrictions in 2 C.F.R. §200.450, 29 CFR Part 93 and in the Byrd Anti-Lobbying Amendment (31 U.S.C. §1352).
1. No federal appropriated funds have been paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress, in connection with this federal contract, grant loan, or cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
  2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and officer or employee of Congress, or an employee of a Member of Congress, in connection with this subgrant agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying" in accordance with its instructions.
  3. The undersigned shall require that the language of the lobbying restrictions be included in the award documents for subgrant agreement transactions over \$100,000 (per OMB) at all tiers (including subgrant agreements, contracts and subcontracts, under grants, loan, or cooperative agreements), and that all subrecipients shall certify and disclose accordingly.
  4. This certification is a material representation of fact upon which reliance is

placed when this transaction is executed. Submission of the Lobbying Certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

q. Nondiscrimination Clause:

1. As a condition to the award of financial assistance from the Department of Labor under Title I of WIOA, the Subrecipient assures that it has the ability to comply with the nondiscrimination and equal opportunity provisions of the following laws and will remain in compliance for the duration of the award of federal financial assistance:
  - i. Section 188 of the Workforce Innovation and Opportunity Act (WIOA), which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, transgender status and gender identity), national origin (limited English proficiency), age, disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship status or participation in any WIOA Title I-financially assisted program or activity;
  - ii. Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the bases of race, color and national origin;
  - iii. Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities;
  - iv. The Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and
  - v. Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs.

The Subrecipient also assures that, as a recipient of WIOA Title I financial assistance, it will comply with 29 CFR part 38 and all other regulations implementing the laws listed above. This assurance applies to the Subrecipient's operation of the WIOA Title I-financially assisted program or activity, and to all agreements the Subrecipient makes to carry out the WIOA Title I-financially assisted program or activity. The Subrecipient understands that the United States has the right to seek judicial enforcement of this assurance.

- r. Avoidance of Conflict of Economic Interest: An executive or employee of the Subrecipient, an elected official in the area or a member of the Local Board, will not solicit or accept money or any other consideration from a third person, for the performance of an act reimbursed in whole or part by the Subrecipient or Pass-through Entity. Supplies, materials, equipment or services purchased with subgrant agreement funds will be used solely for purposes allowed under this subgrant agreement. No member of the Local Board will cast a vote on the provision of services by that member (or any organization, which that member represents) or vote on any matter which would provide direct financial benefit to that member (or immediate family of the member) or any business or organization which the member directly represents.

## Exhibit B

## Intellectual Property Provisions

## Federal Funding

Pursuant to 2 CFR 200.315, in any subgrant funded in whole or in part by the federal government, Pass-through Entity acquires the title to intangible property, as defined in 2 CFR 200.59 as including Intellectual Property, which results directly or indirectly from the subgrant. The federal government shall have a royalty-free, non-exclusive and irrevocable right to reproduce, publish, or otherwise use the Intellectual Property for Federal purposes, and to authorize others to do so. Additionally, pursuant to 2 CFR 2900.13, Intellectual Property developed under this subgrant will be licensed under a Creative Commons Attribution license, which allows subsequent users to copy, distribute, transmit and adapt the copyrighted work and requires such users to attribute the work in the manner specified by the Pass-through Entity.

## Exhibit C

## Confidentiality Requirements

The State of California and the Subrecipient will exchange various kinds of information pursuant to this subgrant agreement. That information will include data, applications, program files, and databases. These data and information are confidential when they define an individual or an employing unit or when the disclosure is restricted or prohibited by any provision of law. Confidential information requires special precautions to protect it from unauthorized use, access, disclosure, modification, and destruction. The sources of information may include, but are not limited to, the EDD, the California Department of Social Services, the California Department of Education, the California Department of Corrections and Rehabilitation, the County Welfare Department(s), the County IV-D Directors Office of Child Support, the Office of the District Attorney, the California Department of Mental Health, the California Office of Community Colleges and the Department of Alcohol and Drug Programs.

The Pass-through Entity and Subrecipient agree that:

- a. Each party shall keep all information that is exchanged between them in the strictest confidence and make such information available to their own employees only on a "need-to-know" basis.
- b. Each party shall provide security sufficient to ensure protection of confidential information from improper use and disclosures, including sufficient administrative, physical, and technical safeguards to protect this information from reasonable unanticipated threats to the security or confidentiality of the information.
- c. The Subrecipient agrees that information obtained under this subgrant agreement will not be reproduced, published, sold or released in original or in any other form for any purpose other than those specifically identified in this agreement.
  1. Aggregate Summaries: All reports and/or publications developed by the Subrecipient based on data obtained under this agreement shall contain confidential data in aggregated or statistical summary form only. "Aggregated" refers to a data output that does not allow identification of an individual or employer unit.
  2. Publication: Prior to publication, Subrecipient shall carefully analyze aggregated data outputs to ensure the identity of individuals and/or employer units cannot be inferred pursuant to California Unemployment Insurance Code Section 1094(c). Personal identifiers must be removed. Geographic identifiers should be specified only in large areas and as needed, and variables should be recorded in order to protect confidentiality.
  3. Minimum Data Cell Size: The minimum data cell size or derivation thereof shall be three participants for any data table released to outside parties or to the public.

- d. Each party agrees that no disaggregate data, identifying individuals or employers, shall be released to outside parties or the public.
- e. The Subrecipient shall notify Pass-through Entity's Information Security Office of any actual or attempted information security incidents, within 24 hours of initial detection, by telephone at (916) 654-6231. Information security incidents include, but are not limited to, any event (intentional or unintentional), that causes the loss, damage, or destruction, or unauthorized access, use, modification, or disclosure of information assets.

The Subrecipient shall cooperate with the Pass-through Entity in any investigation of security incidents. The system or device affected by an information security incident and containing confidential data obtained in the administration of this program shall be immediately removed from operation upon confidential data exposure or a known security breach. It shall remain removed from operation until correction and mitigation measures are applied. If the Subrecipient learns of a breach in the security of the system which contains confidential data obtained under this Subgrant, then the Subrecipient must provide notification to individuals pursuant to California Civil Code Section 1798.82.

The Subrecipient shall be responsible for all costs incurred by the Pass-through Entity due to a security incident resulting from the Subrecipient's failure to perform or negligent acts of its personnel, and resulting in an unauthorized disclosure, release, access, review, or destruction; or loss, theft or misuse of an information asset. If the Subrecipient experiences a loss or breach of data, the Subrecipient shall immediately report the loss or breach to the Pass-through Entity. If the Pass-through Entity determines that notice to the individuals whose data has been lost or breached is appropriate, the Subrecipient will bear any and all costs associated with the notice or any mitigation selected by the Pass-through Entity. These costs include, but are not limited to, staff time, material costs, postage, media announcements, and other identifiable costs associated with the breach or loss of data.

- f. The Subrecipient shall provide for the management and control of physical access to information assets (including personal computer systems, computer terminals, mobile computing devices, and various electronic storage media) used in performance of this Subgrant. This shall include, but is not limited to, security measures to physically protect data, systems, and workstations from unauthorized access and malicious activity; the prevention, detection, and suppression of fires; and the prevention, detection, and minimization of water damage.
- g. At no time will confidential data obtained pursuant to this agreement be placed on a mobile computing device, or on any form of removable electronic storage media of any kind unless the data are fully encrypted.
- h. Each party shall provide its employees with access to confidential information with written instructions fully disclosing and explaining the penalties for unauthorized use or disclosure of confidential information found in Section 1798.55 of the California Civil Code, Section 502 of the California Penal Code, Section 2111 of the California Unemployment Insurance Code, Section 10850 of the California Welfare and Institutions Code and other applicable local, state and federal laws.
- i. Each party shall (where it is appropriate) store and process information in electronic format, in such a way that unauthorized persons cannot reasonably retrieve the information by means of a computer.
- j. All Subrecipient staff and subcontractors that are provided access to any data systems of the Pass-through Entity, excluding CalJOBS, are required to complete and sign an Employee Confidentiality Statement (DE 7410).
- k. Each party shall promptly return to the other party confidential information when its use ends, or destroy the confidential information utilizing an approved method of destroying confidential information: shredding, burning, or certified or witnessed destruction. Magnetic media are to be degaussed or returned to the other party.
- l. If the Pass-through Entity or Subrecipient enters into an agreement with a third party to provide WIOA services, the Pass-through Entity or Subrecipient agrees to include these data and security and confidentiality requirements in the agreement with that third party. In no event shall said information be disclosed to any

individual outside of that third party's authorized staff, subcontractor(s), service providers, or employees.

- m. The Subrecipient may, in its operation of the America's Job Center of California (AJCC), permit an AJCC Operator to enter into a subcontract to manage confidential information. This subcontract may allow an individual to register for resume distribution services at the same time the individual enrolls in CalJOBS. Subrecipient shall ensure that all such subcontracts comply with the intellectual property requirements of this subgrant agreement, the confidentiality requirements of this subgrant agreement and any other terms of this subgrant agreement that may be applicable. In addition, the following requirements must be included in the subcontracts:
1. All client information submitted over the internet to the subcontractor's databases must be protected, at a minimum, by 128-bit Secure Socket Layer (SSL) encryption. Clients' social security numbers must be stored in a separate database within the subcontractor's network of servers, and protected by a firewall and a secondary database server firewall or AES data encryption. If a subcontractor receives client social security numbers or other confidential information in the course of business, for example a resume-distribution service that provides enrollment in CalJOBS, social security numbers must be destroyed within two days after the client registers for CalJOBS. If a subcontractor obtains confidential information as an agent of the Subrecipient, the subcontract must specifically state the purpose for the data collection and the term of records retention must be stated, and directly related, to the purpose and use of the information. Social security numbers and other client specific information shall not be retained for more than three years after a client completes services.
  2. Client information (personal information that identifies a client such as name and social security number) and/or demographic information of a client (such as wage history, address, and previous employment) shall not be used as a basis for commercial solicitation during the time the client or agency is using the subcontractor's services. Client information and/or demographic information shall not be used for any purposes other than those specific program purposes set forth in the subcontract.
  3. An AJCC client must still be given the option to use the AJCC's services, including CalJOBS, even if he or she chooses not to use any services of the subcontractor. This option shall be prominently, clearly and immediately communicated to the client upon registration within the AJCC or for CalJOBS, the subcontractor's resume-distribution services, or any other services subcontractor offers to the client or the AJCC Operator.
  4. The subcontractor must clearly disclose all of its potential and intended uses of the client's personal and/or demographic information for the services the client seeks and for any other services the subcontractor offers. The subcontractor shall not use a client's personal and/or demographic information without the client's prior permission. A link to the subcontractor's Privacy Policy shall appear prominently on the registration screens that list the potential and intended uses of the client's personal and/or demographic information.
  5. When the Pass-through Entity modifies State automated systems such as the State CalJOBS System, it shall provide reasonable notice of such changes to the Subrecipient. The Subrecipient shall be responsible to communicate such changes to the AJCC Operator(s) in the local area.
- n. Each party shall designate an employee who shall be responsible for overall security and confidentiality of its data and information systems and each party shall notify the other of any changes in that designation. As of this date, the following are those individuals:



FOR THE PASS-THROUGH ENTITY:

Name: Nicole Laktash  
Title: Section Manager  
Address: P.O. Box 826880, MIC 50  
Sacramento, CA 94280-0001  
Telephone: (916) 654-6804  
Fax: (916) 654-9586

FOR THE SUBRECIPIENT:

Name:  
Title:  
Telephone:  
Fax:

## WIOA Formula Plan FY 2025-26

				Information only				TOTAL FORMULA FUNDING	WDB AE (DSS) Staff Salaries	DSS Operating	Eckerd WIOA SLOCal Career Center	Eckerd WIOA Youth Services Contract	Propose d Contract Increase s	Service & Systems P.O.s	Total Planned Obligations	Estimated Carryover (20% A/DW/Y Allowable)
Formula Allocations				Training Dedication												
	Round 1	Round 2	Total	20%	(Possible Leverage ) 10%	active participants % est	Carryover (from Prior Year Allocation)									
Adult	120,314	497,901	618,215	123,643	61,822	60.0%	182,201	800,416	142,000	12,650	300,000	0	143,743	78,380	676,773	123,643
DLW	110,044	405,505	515,549	103,110	51,555	30.0%	193,299	708,848	142,000	12,850	300,000	0	72,508	78,380	605,738	103,110
Youth	911,495		911,495			10.0%	457,611	1,369,106	142,000	16,450	0	628,000	200,000	161,865	1,148,315	220,791
RR	33,226	122,436	155,662				95,232	250,894	0	6,500	100,000	0	80,000	34,500	221,000	29,894
LA	12,559	46,279	58,838				5,438	64,276	1,777	4,500	0	0	20,000	25,500	51,777	12,499
Total			2,259,759	226,753	113,376	100.0%	933,781	3,193,540	427,777	52,950	700,000	628,000	516,251	378,625	2,703,603	489,937

**DSS Operating Expenditure Budget**  
Fiscal Year 2025-2026

		Adult	DLW	Youth	RR	LA	FY 25-26 WIOA TOTAL
Travel (WDB Staff & WDB Members) travel expenses, registrations & local mileage		8,250	8,250	8,500	3,500	3,500	\$ 32,000
Subrecipient Contractor Audit/Monitorings (County Auditor)		2,750	2,750	5,500			\$ 11,000
Office Supplies/Printing/Publication & Legal Notices		300	500	1,000	1,000	1,000	\$ 3,800
Memberships (CWA; NAWDP; NAWB; Chambers)		1,250	1,250	1,250	2,000		\$ 5,750
WDB Member Recognition		100	100	200			\$ 400
							\$ -
<b>Total:</b>		\$ 12,650	\$ 12,850	\$ 16,450	\$ 6,500	\$ 4,500	<b>\$ 52,950</b>

## WIOA Contracts

Fiscal Year 2025-2026

Vendor	Description	Adult	DLW	Youth	RR	LA	FY 25-26 WIOA TOTAL
Eckerd Conects	WIOA Adult/DW/Biz Services & One-Stop System Operation	300,000	300,000				\$ 600,000
Eckerd Conects	WIOA Youth Services			628,000			\$ 628,000
Eckerd Conects	WIOA RR				100,000		\$ 100,000
Proposed Eckerd	Increase FY 25-26 contracts	143,743	72,508				\$ 216,251
Proposed Eckerd	Increase FY 25-26 contracts			200,000			\$ 200,000
TBD	RR/LA Business Services & Outreach				80,000	20,000	\$ 100,000
<b>Total Contracts:</b>		\$ 443,743	\$ 372,508	\$ 828,000	\$ 180,000	\$ 20,000	\$ 1,844,251

## WIOA Services & Systems Purchase Orders

Fiscal Year 2025-2026

									FY 25-26 WIOA TOTAL
Vendor	Description		Adult	DLW	Youth	RR	LA		
County Property Services	Career Center Facility Rent		24,825	24,825	24,825				\$74,475
Various	Career Center Utilities (phone/internet, gas,electric & janitorial)		6,450	6,450	6,450				\$19,350
CA Employers Association	HR Hotline					11,500	11,500		\$23,000
TBD SLO Trades	National Apprenticeship Week Outreach		1,000	1,000	3,000		-		\$5,000
Career Team	Career Edge Customer software subscription (*note cost is for FY 24-25 & 25-26)		3,300	3,300	3,450				\$10,050
TBD	Security Guard - Career Center		10,000	10,000	10,000				\$30,000
Chmura/JobsEQ	LMI Subscription					9,000			\$9,000
Tammy Aguilera	WIOA Youth Staff Technical Assistance				25,000				\$25,000
16th District Ag Assn	Mid State Fair Construction Career Fair		1,250	1,250	2,500				5,000
Full Capacity Marketing	Website hosting & maintenance		2,805	2,805	2,890				8,500
Various & TBD	Career Center Facility Move		11,750	11,750	11,750				35,250
Various & TBD	Misc. Small Purchase		1,000	1,000	1,000	500	500		4,000
TBD	State of Workforce Update		6,000	6,000	6,000	6,000	6,000		30,000
TBD	Outreach/Digital marketing		5,000	5,000	5,000	5,000	5,000		25,000
TBD	Staff Development Training		5,000	5,000	10,000	2,500	2,500		25,000
TBD	Youth Program Development				50,000				50,000
									-
<b>Total Services &amp; Systems P.O.s:</b>			\$ 78,380	\$ 78,380	\$ 161,865	\$ 34,500	\$ 25,500		<b>\$378,625</b>



**COUNTY OF SAN LUIS OBISPO**  
**DEPARTMENT OF SOCIAL SERVICES**  
**WORKFORCE DEVELOPMENT BOARD**

**Devin Drake** *Department of Social Services Director*

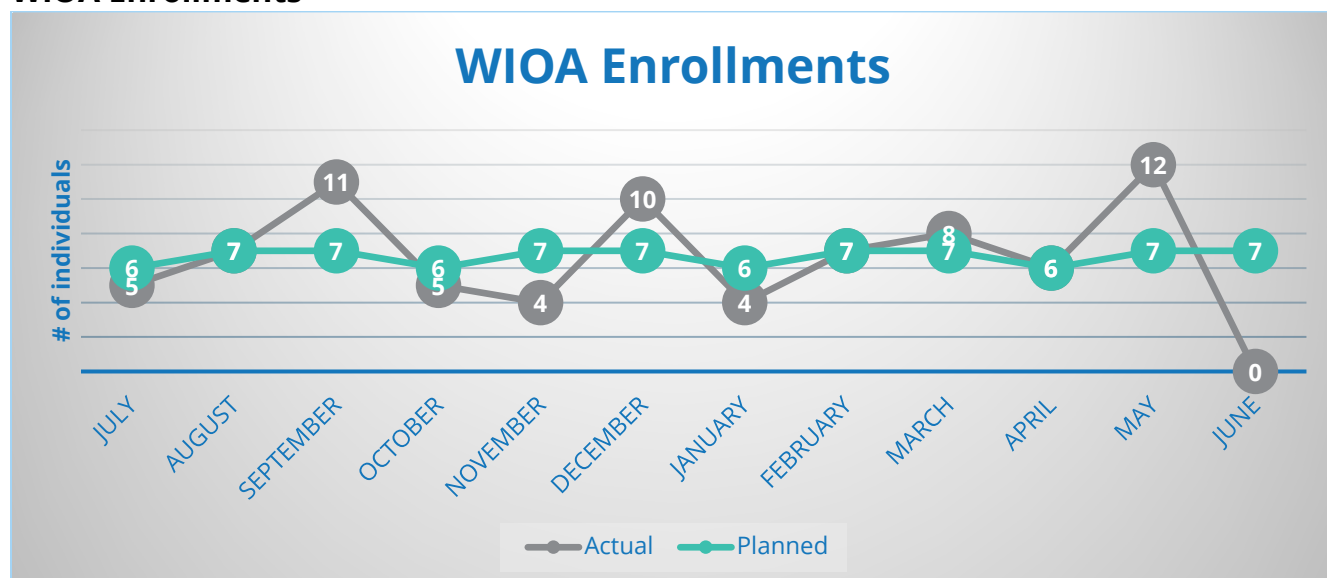
**Dawn Boulanger** *Workforce Development Board Director*

Program Year 2024-2025, Fourth Quarter  
 Adult Services/Career Center Contract Performance Report

**In-person customer visits to SLOCal Careers Center**



**WIOA Enrollments**



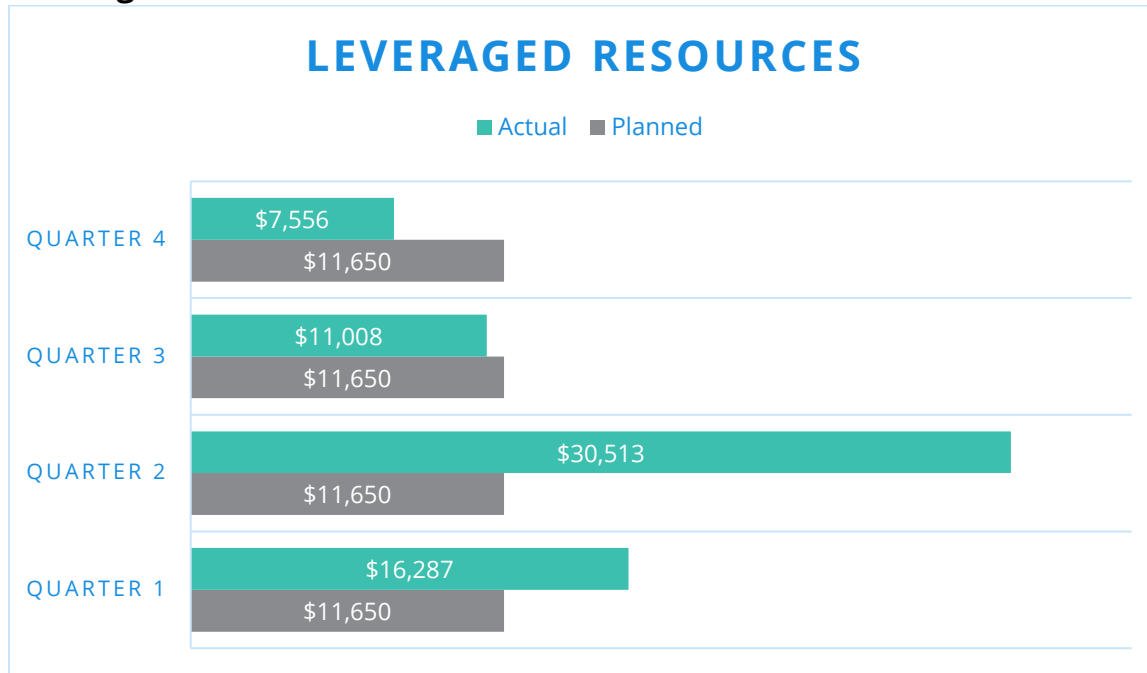
A total contract goal of 80 new career service enrollments was planned for PY 2024-25.

**County of San Luis Obispo Workforce Development Board**

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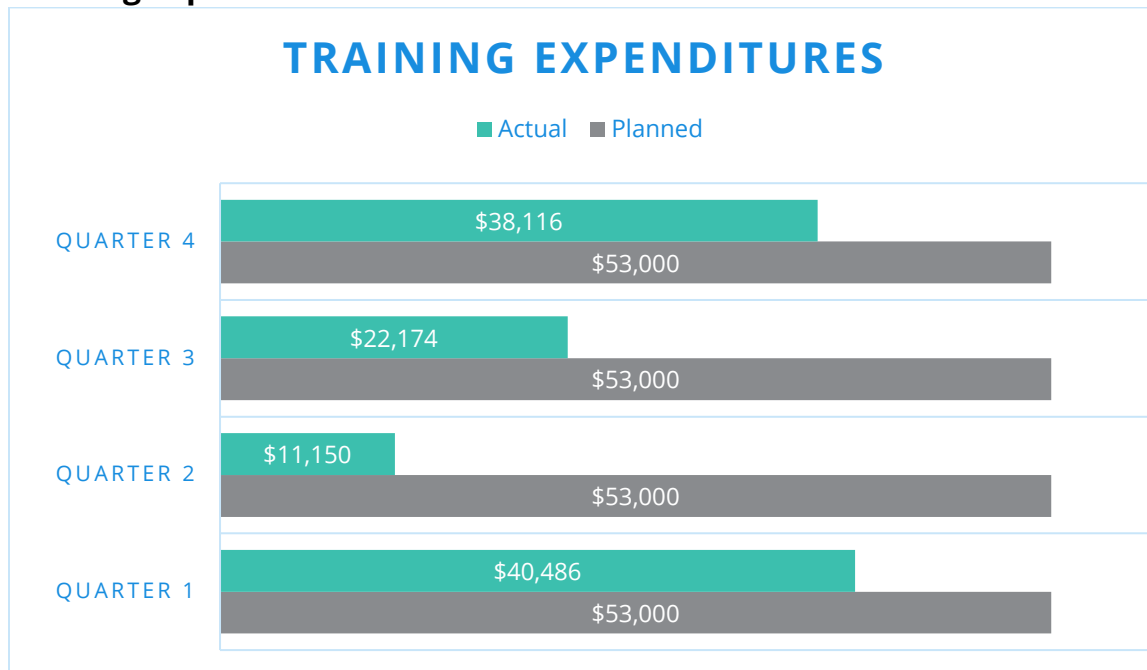
wibadmin@co.slo.ca.us | www.SLOWorkforce.com

## Leveraged Resources



PY 2024-25 leveraged resources contract goal is \$46,600.

## Training Expenditures



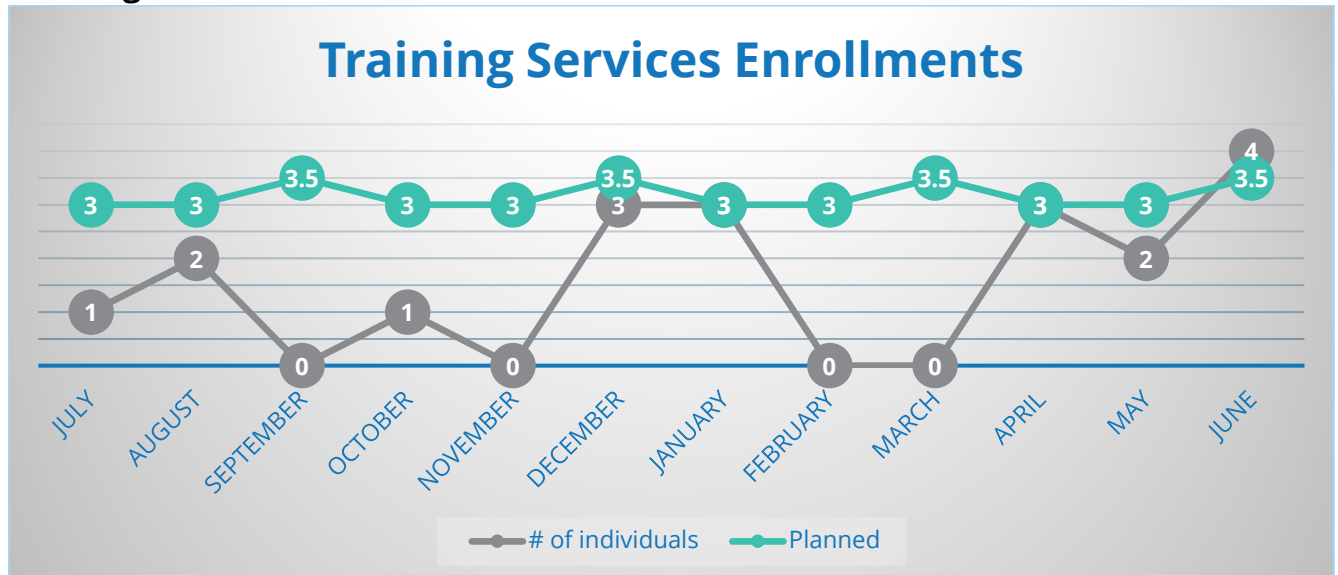
Training Expenditures reflect actual invoiced participant training costs. PY 2024-25 Training Expenditures contract goal is \$212,000.

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## Training Services Enrollments



The numbers in *Planned* and *Actual* represent totals from both Adult and Dislocated Worker programs. PY 2024-25 Training enrollment goal of 38 job seekers in On-the-Job Training (OJT) and Individual Training Account (ITA) enrollments.

## Fourth Quarter Individual Training Agreements (ITA's)

Training Provider	Program	Cost
Truck Driver Institute	Truck Driver Class A	\$7,708
Truck Driver Institute	Truck Driver Class A	\$7,708
Central CA School of Continuing Ed	Diagnostic Medical Ultrasound	\$20,075
Central CA School of Continuing Ed	Diagnostic Medical Ultrasound	\$20,075
Central CA School of Continuing Ed	X-Ray Tech/Medical Assistant	\$15,075
AAA Institute	Medical Billing/Electronic Medical Records	\$7,500
UC Irvine Continuing Education	Project Management	\$5,775

## Fourth Quarter On-the-Job Training (OJT) Contracts

Employer	Occupation	Hourly Rate
Arroyo Grande Auto Body	Auto Body Repairman	\$21.00
Hubbalicious Swet Shopp	Shipping, Receiving, & Inventory Clerk	\$18.50



## **SLOCal Careers Center Outreach –**

### **SLOCal Careers Center Outreach – Participant and Business**

In Q4, the Eckerd staff continued to participate in monthly visits to the SLO County libraries. The team provided marketing materials partner agencies to promote hiring events, workshops, and orientations offered at the job center. They engaged in several community events and meetings, including Post Release Offenders Meetings (PROM) and Parole and Community Team (PACT) meetings focused on justice-involved individuals. During this period, the Business Services team continued to engage with the local employers to talk about their hiring needs and share information about a potential partnership for WEX, OJT, and direct hire. The team attended Chamber events, job developer meetings, EAC meetings, and HRCC events and trainings where they shared about the no-cost resources like the HR Hotline and the Business Resource Guide. During Q4, it was determined that Eckerd would work collaboratively with SLO WDB to subcontract business services in PY25.

# MARK'S SUCCESS STORY



POWERED BY



Item 5.1a

Workforce  
Development

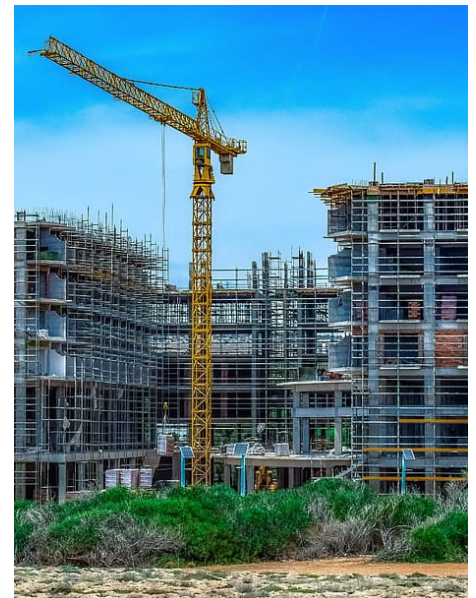
A proud partner of the AmericanJobCenter network



Mark came to the SLO Cal Career Center in October of 2024 and enrolled in the Workforce Innovation and Opportunity Act (WIOA) Adult Program with the goal of advancing his career in the Truck Driving Industry. Mark was initially interested in the Construction Earth Moving industry and came to us to obtain his CLASS A Commercial License to reach his Employment goal. He had been taking jobs just to pay bills and get by. He had done work in Construction , HVAC, Plumbing and underground utilities in the past and had experience with heavy equipment operation ,however he was not able to obtain his class A License.

Mark was very motivated to complete his CLASS A Training and transition into the Construction Industry. He quickly worked through the Goals and Objectives outlined in his Individualized Employment Plan to complete his Training Justification activities with his Career Coach. Mark started Class A Training at Truck Driver Institute on October 21st 2024 and successfully completed the training on December 18, 2024. He received his Class A in December. Mark began applying for Truck Driving positions and in February 2025 he was hired as a Temporary water truck driver to assist with the Pasadena , CA fires. He applied for a permanent position with A-1 water however he did not obtain the position.

In March he came in to inquire about the HRCC Program and enrolled to obtain skills and certificates for the Construction Industry and was interested in possible Apprenticeship Programs. He started the HRCC Pre-Apprenticeship Program in April and was able to obtain Employment as a Truck Driver while attending HRCC . He worked FT driving in the Southern California area and staying in his Truck during the week and attending on site HRCC activities on Saturdays. Mark Completed the Program in June and is Employed with PG Trucking, a USPS Contractor since April 26/25. He has reached his Employment goal and we are so proud of him and all his hard work and dedication to complete this goal!



Services  
provided by:



Workforce Development

THIS WIOA TITLE I FINANCIALLY ASSISTED PROGRAM OR ACTIVITY IS AN EQUAL OPPORTUNITY EMPLOYER/PROGRAM. AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES. CALIFORNIA RELAY SERVICE (CRS) 711 OR 1-800-735-2922 (ENGLISH) OR 1-800-855-3000 (SPANISH).



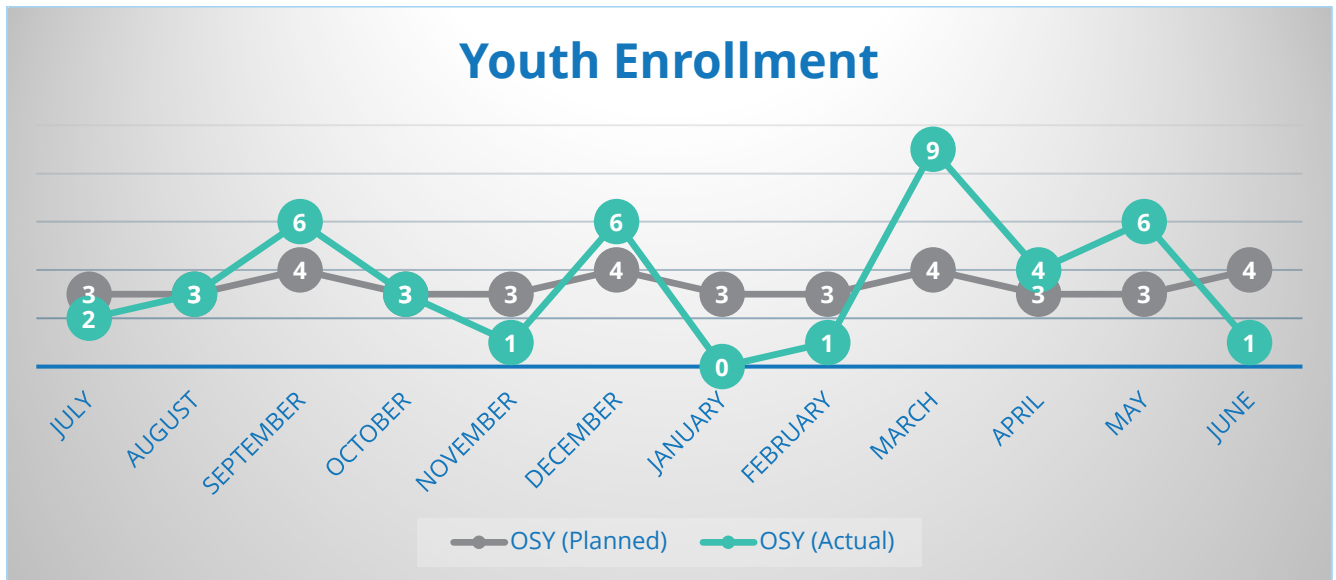
**COUNTY OF SAN LUIS OBISPO**  
**DEPARTMENT OF SOCIAL SERVICES**  
**WORKFORCE DEVELOPMENT BOARD**

**Devin Drake** *Department of Social Services Director*

**Dawn Boulanger** *Workforce Development Board Director*

## Program Year 2024-2025, Fourth Quarter Eckerd Youth Contract Performance Report

### Youth Enrollment



A total contract goal of 40 new youth enrollments was planned for PY 2024-25.

### Youth Outreach

#### Youth Outreach - Participant

During Q4, Eckerd successfully onboarded an Outreach and Recruitment Specialist who has been actively engaging in events throughout San Luis Obispo County, including organizing two Youth Empowerment Events and collaborating with partners for presentations. The ongoing outreach efforts include monthly visits to key community locations and presentations with various partners such as CAPSLO, Family Care Network, and the Department of Rehabilitation. Weekly evaluations are conducted to ensure outreach efforts align with program goals.

#### Youth Outreach - Business

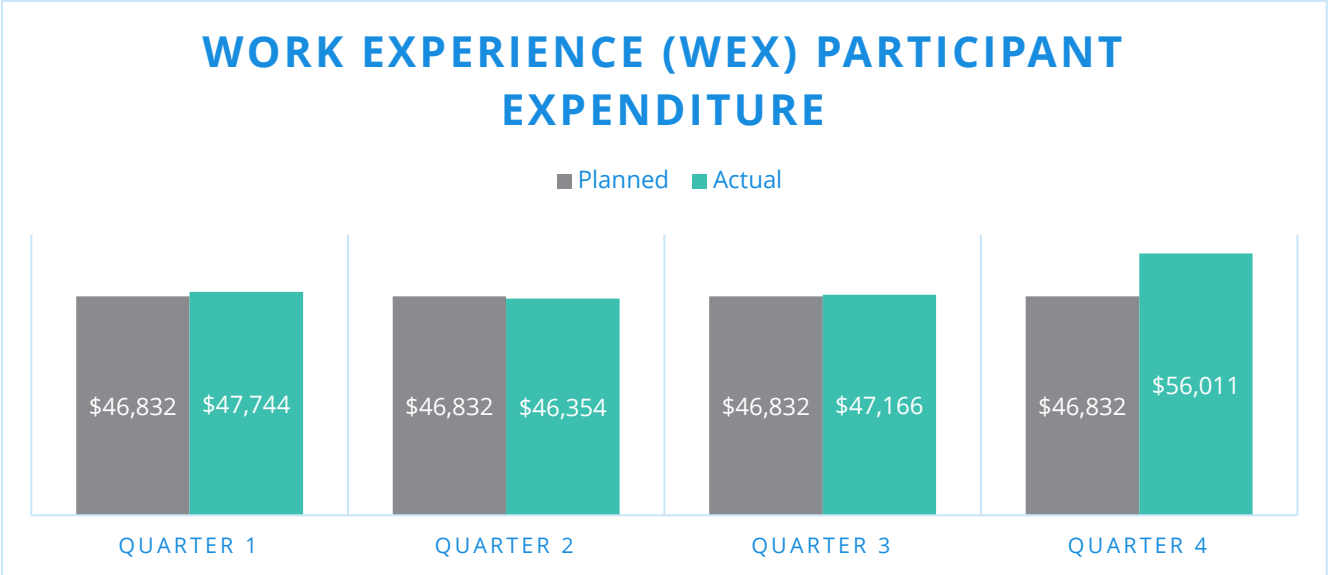
During Q4, the Eckerd Business Services team connected with employers to educate them about Work Experience (WEX) opportunities. Eckerd staff attended various community meetings, chamber events, HRCC events, EAC meetings, job developer meetings, and job fairs to discuss business services. Employer engagement has now become a collaborative effort between Career Coaches and Outreach and Recruitment to secure WEX opportunities for Youth program participants.

#### County of San Luis Obispo Workforce Development Board

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Work Experience (WEX) Participant Expenditure

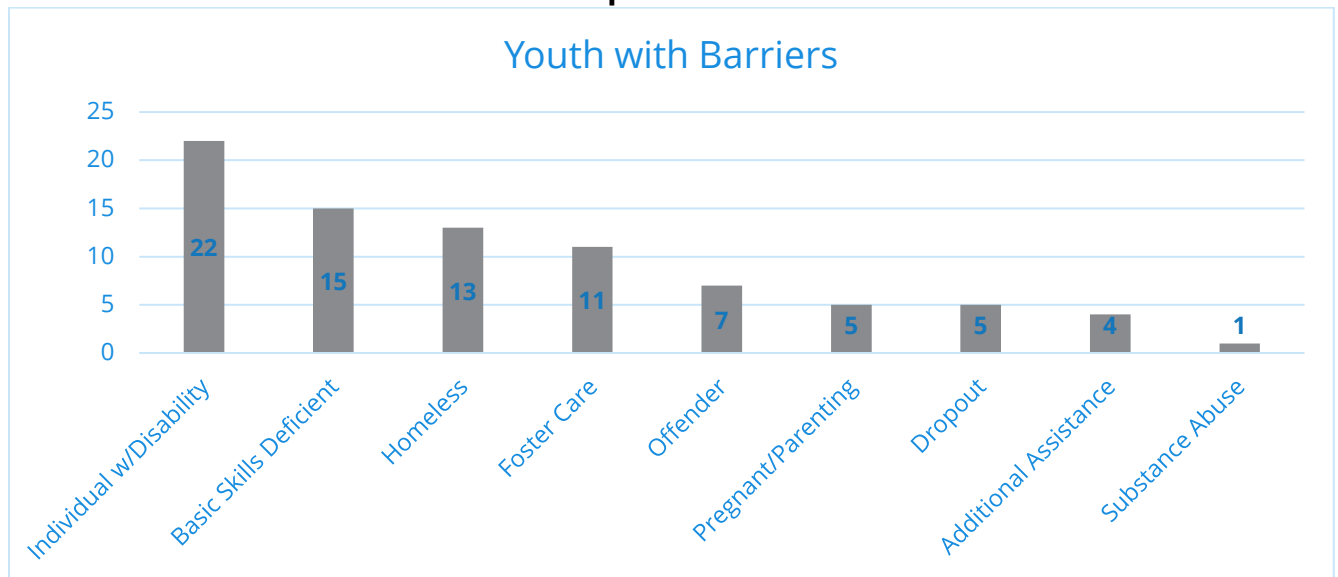


Total WEX includes staff and participant costs. The WEX expenditure goal is to meet a minimum of \$187,328 for PY 2024-25.

Fourth Quarter Work Experience Placements

Employers	Occupation	Hourly Rate
Eckerd Connects	Front Desk Assistant	\$18.95
Belnano Coffee	Barista Plus	\$17.50
Eckerd Connects	Assistant Mover	\$20.51

## PY 2024-25 Enrolled Youth Barriers Report



As of the end of Q4, eighty-three (83) barriers were reported for the youth participants enrolled in the program. The barriers included disability, basic skills deficiency, homelessness, foster care involvement, justice involvement, pregnancy or parenting youth, school dropout, requires additional assistance to enter education or employment, and substance abuse.



# TYLERS'S SUCCESS STORY



POWERED BY



Item 5.2a

Workforce  
Development

A proud partner of the AmericanJobCenter network



Tyler enrolled in the Eckerd Connects WIOA Youth Program after disclosing a disability, seeking support in pursuing his passion for technology and entering the IT field.

He has successfully completed his Work Readiness Portfolio and has successfully earned his program incentive. Tyler also completed a valuable work experience placement at Alltech Computers in San Luis Obispo, where he gained hands-on customer service experience. He worked at the front desk assisting customers, explaining available services, and resolving technical issues such as software troubleshooting, login difficulties, password resets, and connectivity problems. In addition to this, Tyler completed his CompTIA+ Certification enhancing his IT skills to understand security, network and more.

Over the course of just one month, Tyler transitioned from part-time to full-time employment due to his strong performance and growing value to the team. His employer recognized his potential and increased his responsibilities accordingly.

Tyler is now enrolled in the WIOA Adult Program and is in process to continue his IT Skills through the On-the-Job Training (OJT).



Services  
provided by:



Workforce Development

THIS WIOA TITLE I FINANCIALLY ASSISTED PROGRAM OR ACTIVITY IS AN EQUAL OPPORTUNITY EMPLOYER/PROGRAM. AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES. CALIFORNIA RELAY SERVICE (CRS) 711 OR 1-800-735-2922 (ENGLISH) OR 1-800-855-3000 (SPANISH).

## SLOCal Careers Business Retention Services: Q4 Summary (April 1 – June 30, 2025)

### Program Overview

The Atascadero Chamber of Commerce has partnered with the Workforce Development Board to deliver WIOA business retention services via the SLO Cal Career Center. In essence, Eryk Nappi visits businesses and addresses any workforce challenges they may face. Eryk Nappi provides businesses with essential resources, including business mentorship, small business grant awareness, access to a no-cost HR Hotline, and facilitation of connections with the SLOCal Career Center to recruit qualified employees, thereby strengthening SLO County's workforce.

### Q4 WIOA/Layoff Aversion Services

SLO County – Eryk Nappi

- Business Assessments were conducted for 67 businesses (with no prior interaction) from Paso Robles, Atascadero, Templeton, Santa Margarita, San Luis Obispo, Morro Bay, Avila Beach, Cambria, Pismo/Shell Beach, Arroyo Grande, and Grover Beach.
- 85 follow-ups to businesses already interacted, with an attempt to strengthen the professional relationship.

### Key Trends and Challenges

- Small businesses are struggling with rising costs as inflation drives up the prices of the products and goods they need to purchase.
- Small businesses are increasingly adopting AI to enhance efficiency and customer management, with a significant percentage already using generative AI in their daily operations.
- Businesses are attempting to target locals through marketing initiatives and trying to increase visibility for the County's off-season when it comes to tourism.
- Certain Food and beverage businesses are increasingly concerned about market saturation due to their similarities, sparking a growing interest in unique marketing strategies to differentiate themselves.
- Owners across the board saw a slight uptick in sales and foot traffic at the end of May and throughout June.

- Restaurants are still facing difficulties due to rising food expenses and a decline in dining out, as the rise of takeout and delivery services (Uber Eats/DoorDash) has led to fewer people eating out. These services are not cheap to utilize, due to their associated fees.
- Many small businesses lack a dedicated HR specialist and are pleased to discover the County's complimentary HR Hotline as a valuable resource when needed.
- Small business owners are increasingly facing challenges as commercial rent continues to rise, putting strain on their operating budgets. For many, the rising cost of rent cuts into profits, making it difficult to invest in growth, retain employees, offer competitive pricing, and for some, keep their doors open.
- Some businesses throughout the County are progressing and healthy. Such as:
  1. Humdinger
  2. Cracked Crab
  3. McPhee's Grill
  4. Sylvester's Burgers
  5. Buen Dia Brand
  6. Robbin's Restaurant
  7. Scout Coffee
- Small businesses desire grant and alternative funding information to assist with shuffling funds around for expenses, expansion, and/or use funds for upgrading or purchasing newer equipment.



- Small business owners express significant interest in the business consultation services offered by the Small Business Development Center (SBDC) and Mission Community Services Corporation (MCSC).
  - It remains challenging to find qualified long-term candidates for hire, particularly in the food, beverage, and hospitality sectors.
  - Construction projects are adversely affecting foot traffic for some businesses in various areas in San Luis Obispo County (Arroyo Grande, Grover Beach, and Atascadero).
  - In response to a significant influx of threats, businesses have become increasingly vigilant about cybersecurity risks, including phishing, ransomware, and data breaches. Prompting the want for cybersecurity knowledge.
- Challenges with employee retention stem from:
    1. SLO County's high cost of living (Renting and Purchasing).
    2. Demographic shifts and retirements are contributing to workforce shortages across various industries, making hiring difficult for businesses.
    3. Scarcity of jobs offering economic advancement.
    4. The growing availability of remote jobs/jobs in other regions allows employees to seek higher-paying opportunities without geographic constraints.
    5. Parking in downtown SLO discourages employees from applying but population fluctuation also plays a part.
    6. Insufficient and infrequent public transportation services make commuting challenging for employees without reliable personal transportation.
    7. The tourism-centric culture of SLO County contributes to a lack of diverse business opportunities

## Outcomes

- A total of 152 businesses were visited across SLO County in Q4.
- Businesses received valuable resources featuring support services from organizations such as the SLOCal Career Center, MCSC Women's Business Center, the SBDC, the EDD, SLO Partners, and local Chambers of Commerce.
- Educated the owner of Healing the Quantum Way on locating business grants through SKIP, Foundation Search, and the CA Grant Portal. I also gave her information on the MCSC Women's Business Center for further business mentorship.
- Educated the owner of Gopher Guard on locating business grants and even applying to some easier-to-apply options on SKIP but also introduced him to the CA Grant Portal and Foundation Search for grant funding wants/needs. I also introduced him to mentorship through the works of the SBDC, and SCORE as he was unaware of either.
- Educated the owner of Grit & Shine on locating some easier-to-apply-for grants via SKIP and also introduced her to the CA Grants Portal. Plus, I connected her to the MCSC Women's Business Center for consulting needs and even more business assistance if needed.
- HR Hotline information was accepted by the owners/managers of each new establishment I connected with.



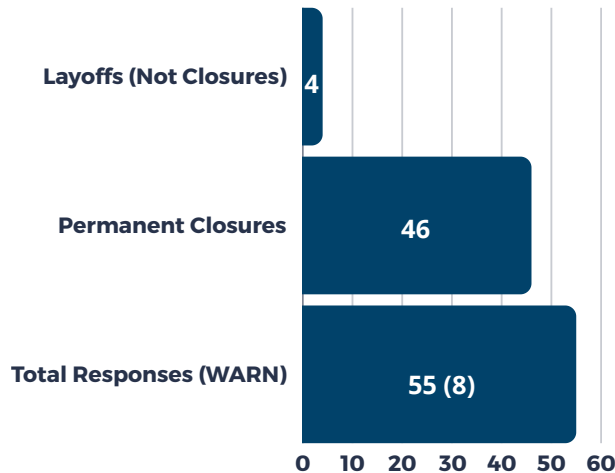
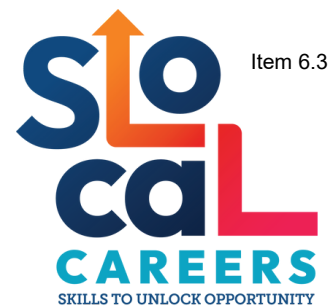
- Connected a job seeker to the SLOCal Career team for her want and need to re-enter the workforce.

### Additional Work Activities

- Grant resources disseminated to business owners via e-newsletters
- Met with a SCORE mentor leading the marketing and outreach initiative to share SCORE resources with business owners, and facilitated connections with the Morro Bay and Paso Robles/Templeton Chambers of Commerce.
- Completed Leadership North County: A monthly gathering of like-minded professionals who attend workshops to learn from and connect with larger organizations operating within San Luis Obispo County. We share insights about our roles to foster collaboration and address needs across various industries.
- Established a connection with the Templeton Visitors Center to strengthen local partnerships; as a result, they are now referring businesses and entrepreneurs to me for access to valuable business resources, supporting economic growth, retention, and community engagement.
- Continued collaboration with the City of Atascadero Community Development Department to support economic development initiatives by connecting startups and new businesses with essential resources, fostering long-term business retention, and positive community impact.
- Provided grant information, county resources, including business start-up and resource guides, to four entrepreneurs county-wide in the early start-up phase who were referred to me by their friends, colleagues, and other various outlets.
- Continued collaboration with the Morro Bay/South County Chamber of Commerce to support economic development initiatives by connecting startups and new/existing businesses with essential resources, fostering long-term business retention, and positive community impact
- Attended five business grand openings across the county to build early connections, establish trust, and share business service materials.
- Assisted with in-person marketing efforts to promote a no-cost webinar to businesses throughout San Luis Obispo County, highlighting key mid-year labor law updates for 2025.
- Attended job developer meetings that were facilitated by the Department of Rehabilitation (DOR).
- Gave a presentation to the Atascadero Rotary about available business services and my professional role.
- Participated in downtown Atascadero business owner meetings with the City of Atascadero and fellow downtown businesses to discuss shared needs and concerns.
- Attended business mixers organized by the Paso Robles/Templeton, San Luis Obispo, and Atascadero Chambers of Commerce to cultivate and enhance professional relationships with local business owners at their respective events.
- Conducted a “business walk” in the Food and Beverage industry (Wineries/Breweries) throughout the County to engage with the businesses for any localized business trends.
- Grant resources are accessible, updated on the Atascadero Chamber of Commerce website, and disseminated to Chambers across the County, Country, and State.

# Rapid Response

PROGRAM YEAR 2024-2025

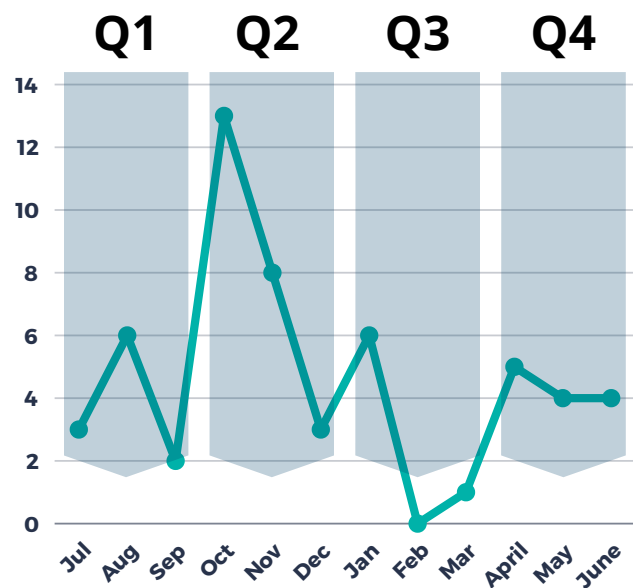


## PROGRAM YEAR 2024-2025 RAPID RESPONSE SUMMARY

In program year 2024-25, there were fifty-five (55) Rapid Responses conducted throughout San Luis Obispo County. Fifty (50) of these have or will result in layoffs or closures. The business closures and layoffs were identified via staff and WDB member referrals, media sources, and eight (8) were received via WARN.

## RAPID RESPONSES BY QUARTER

In the first quarter of the 2024-2025 program year, there were eleven (11) responses conducted. Three (3) took place in July, six (6) in August, and two (2) in September. In Q2, there were twenty-four (24) Rapid Responses, thirteen (13) in October, eight (8) in November, and three (3) in December. In Q3, there were seven (7), including six (6) in January, none in February, and only one (1) in March. Q4 concluded with a total of thirteen responses, five (5) took place in April, four (4) in May, and another four (4) in June. Of the rapid responses to date, fifty have or will result in actual layoffs or closure.



# 7K

Unemployed civilians in  
San Luis Obispo County in  
July 2025

# 5.2%

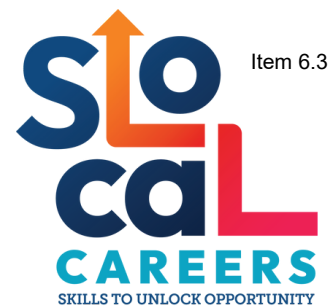
Latest Unemployment  
Rate in San Luis Obispo  
County

# #13

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

# Rapid Response

PROGRAM YEAR 2024-2025

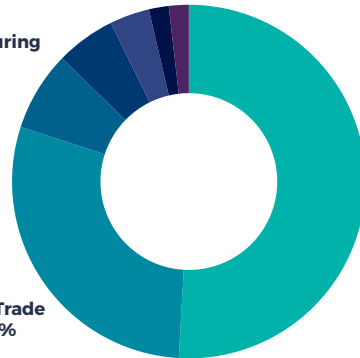


Administrative & Support & Waste Management & Remediation  
5.5%

Manufacturing  
7.3%

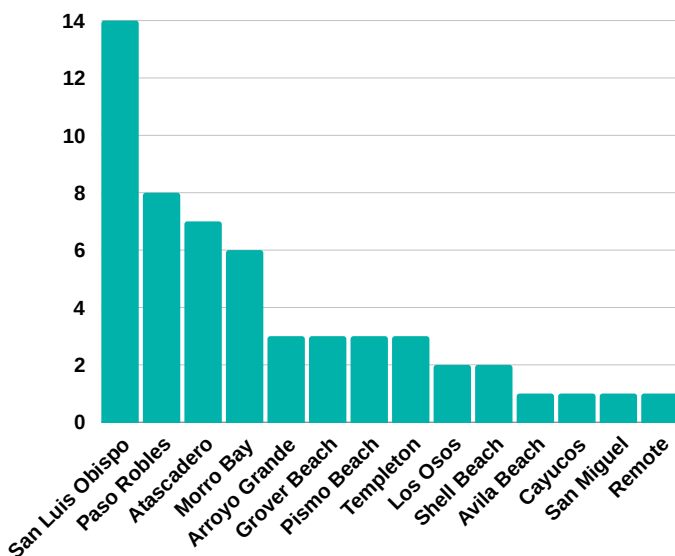
Retail Trade  
29.1%

Accommodation & Food Services  
50.9%



## RAPID RESPONSE DATA BY INDUSTRY

The Rapid Response data recorded shows that the Accommodation & Food Services industry has been most affected in the first quarter of this program year. The industry accounted for over 50% or 28 of the 55 Rapid Responses conducted in San Luis Obispo County. The Retail Trade comprised nearly 30%, as there were 16 impacted businesses in that sector. The Manufacturing industry comprised 7.3% with 4 responses and the Administrative and Support and Waste Management & Remediation industry accounted for 5.5%, with 3 responses. The Healthcare & Social Assistance sector had 2 impacted businesses accounting for 3.6%. Lastly, the Information and Public Administration industries each held 1.8% of the responses with 1 conducted in each industry.



## RAPID RESPONSE DATA BY LOCATION

Most Rapid Responses conducted to date have been for businesses located in the cities of San Luis Obispo, with fourteen (14), and Paso Robles, with eight (8). Seven (7) responses took place in Atascadero and six (6) in Morro Bay. There were three impacted businesses in the cities of Arroyo Grande, Grover Beach, Pismo Beach, and Templeton, twelve (12) total businesses. Los Osos and Shell Beach each had two impacted businesses, four (4) total. Avila Beach, Cayucos, and San Miguel had one, three (3) total. A (1) 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](mailto:SLOworkforce@co.slo.ca.us)**