



## WORKFORCE DEVELOPMENT BOARD MEETING AGENDA

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

**Date:** Thursday, August 1, 2024

**Time:** 8:30 AM – 10:30 AM

**Location:** Courtyard Marriot- Estero Bay Room, 1605 Calle Joaquin, San Luis Obispo

### 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

**Verena Latona-Tahlman**

Cannon Corporation Education

**Danielle McIntire**

The Cliffs Hotel & Spa

**Justin McIntire**

Department of Rehabilitation

**Veronica Orozco**

Employment Development Department

**Angela Rayfield**

Rantec Power Systems

**Mark Simonin**

Local IBEW 639

**Julie Sinton Pruniski**

REACH

**Michael Sloan**

CommonSpirit Health

**Ryan Stanley**

Operating Engineers Local 12

**Angela Toomey**

Morris & Garritano Insurance

**Patrick Woolpert**

Compass Health, Inc.

1. **Call to Order and Introductions** *Gomer*
2. **Public Comment**
3. **Presentations**
  - 3.1 Exemplar Practices of Economic and Workforce Development alignment in Humboldt County - strategic planning for emerging Offshore Wind Industry *Scott Adair (Humboldt WDB)*
  - 3.2 Tribal Marine Sanctuary Research Findings – Community College training opportunities for the emerging offshore wind industry *Holly Nolan-Chavez/Community College Consortium*
4. **Consent Items:**
  - 4.1 Approve the May 02, 2024 Meeting Minutes
  - 4.2 Approve WDB Member Appointment of Oscar Ramos to Education Partner Seat *Gomer*
5. **Action Items:**
  - 5.1 Review and Approve Draft Scope of Work and Budget for WIOA Rapid Response Services Contract *Diana Marin*
  - 5.2 Review and Approve 2024-25 WIOA Subgrant Agreement with CA Employment Development Department *Dawn Boulanger*
6. **Discussion Items:**
  - 6.1 Receive FY 23-24 Quarter 4 Eckerd Adult Services/Career Center Contract Performance Report *Diana Marin*
  - 6.2 Receive FY 23-24 Quarter 4 Eckerd Youth Contract Performance Report *Diana Marin*
  - 6.3 Receive FY 23-24 Quarter 4 Atascadero Chamber Business Services Contact Performance Report *Dawn Boulanger*
7. **Reports:**
  - a.) Executive Committee and Chairperson Report *Gomer*
  - b.) WIOA Services Addressing Barriers to Employment *Dawn Boulanger*
  - c.) Board Member Workforce Development Updates *All*
8. **Administrative Entity Update:**
  - 8.1 Receive and Review Fiscal Update *Dawn Boulanger*
  - 8.2 Receive and Review Rapid Response Update *Diana Marin*
9. **Next Meeting:** November 7, 2024  
Location: Courtyard Marriot, Estero Bay Room, 1605 Calle Joaquin San Luis Obispo, CA 93045
10. **Adjournment** *Gomer*

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

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

**Date:** Thursday, May 02, 2024  
**Time:** 8:30 AM  
**Location:** Courtyard by Marriott, Estero Bay Room, 1605 Calle Joaquin, San Luis Obispo, CA 93405

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**Present:** Isiah Gomer, Josh Cross, Tricia Robertson, Mark Simonin, Angela Rayfield, William Hills, Ryan Stanley, Patrick Woolpert, Angela Toomey, Ronald Reilly, Matthew Green, Justin McIntire, Michael Sloan, Danielle McIntire, Veronica Orozco  
**Absent:** David Baldwin, Verena Latona-Tahlman, Dawn Boulanger  
**Guests:** Chelsea Kuhns, Christina Kuhn (Zoom), Jennifer Campos, Joey Valero, Eryk Nappi, Kim Wybenga, Stacy Church, Amy Perez, Sara Rodrigues, Amanda Sanchez  
**Staff:** Diana Marin, Eddie Hernandez, Tony Girolo

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

**Chairperson Isiah Gomer** called the meeting to order at 8:30 AM **Quorum reached**

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

**Chair Gomer:** No public comment

#### **3. Consent Items:**

**3.1 Approved the February 01, 2024, Meeting Minutes:**

**3.2 Approve the February 27<sup>th</sup>, 2024, Meeting Minutes**

**3.3 Approve the Member Appointment of Julie Sinton Pruniski to an Economic Development Seat on the WDB**

The Board approved consent items 3.1, 3.2, and 3.3 in a single motion

Motion: William Hills

Second: Justin McIntire

**Motion Passed Unanimously**

**4. Action Items:**

**4.1 Review and Approve Draft Scope of Work and Budget for the FY 24-25 WIOA Youth Contract with Eckerd**

Diana Marin (staff) presented the item, and the board approved the item

Motion: Josh Cross

Second: Matthew Green

**Motion Passed Unanimously**

**4.2 Review and Approve Draft Scope of Work and Budget for the FY 24-25 SLO Cal Careers WIOA Adult/Dislocated Worker Contract with Eckerd**

Diana Marin (staff) presented the item, and the board approved the item

Motion: William Hills

Second: Veronica Orozco

**Motion Passed Unanimously**

**4.3 Review and Approve Draft Scope of Work and Budget for the FY 24-25 WIOA Layoff Aversion Services Contract with the Atascadero Chamber**

Diana Marin (staff) presented the item, and the board approved the item

Motion: Justin McIntire

Second: Ronald Reilly

Abstention: Josh Cross

**Motion Passed**

**4.4 Review and Approve Revisions to the WDB Bylaws**

Diana Marin (staff) presented the item, and the board approved the revisions to the WDB bylaws

Motion: Angela Rayfield

Second: Patrick Woolpert

**Motion Passed Unanimously**

## **5. Discussion Items:**

### **5.1 Receive FY 23-24 Quarter 3 Eckerd WIOA SLO Cal Careers Adult/Dislocated Worker Contract Performance Report**

Diana Marin (staff) introduced Joey Valero (guest) to lead the discussion item, Joey is the Program Manager for the Adult/Dislocated Worker Program at the SLO Cal Careers Job Center. Joey reported that enrollment numbers were strong during the 3<sup>rd</sup> Quarter for the WIOA Adult Program, which he partly attributes to the efforts at outreach by the SLO WDB staff and Eckerd partners including EDD and DSS. In January alone there were fourteen WIOA Adult Program enrollments. February also saw enrollments exceed the benchmark number. Joey also pointed out that training expenditures in Quarter 3 were \$67,815, which far exceeded the \$38,000 goal. Among the training programs highlighted were the Coding Bootcamp at Fullstack Academy, The Truck Driver Institute, and an OJT contract with Omni Design for a Land Surveyor I role. A success story was also shared regarding a WIOA enrolled individual landing a Management Trainee role at Enterprise Rent-A-Car. Joey closed by stating he is excited about Eckerd hiring Stacy Church as their Business Services Manager heading into fiscal year 2024-25.

### **5.2 Receive FY 23-24 Quarter 3 Eckerd WIOA Youth Contract Performance Report**

Diana Marin (staff) introduced Jennifer Campos (guest) from Eckerd Connects to present this item. Jennifer is the Program Manager for the WIOA Youth Program. Jennifer stated that Eckerd met their enrollment expectations for Quarter 3 and were on track to meet their enrollment expectations for Quarter 4 as well. Eckerd staff has continued to prioritize program outreach to the public and Jennifer summarized the barriers to employment that many youths face during their path to securing employment. Jennifer then shared a WIOA Youth program success story. The success story highlighted a local youth named Eden who landed a paid internship at Just Baked in Paso Robles, Ca. Ronald Reilly (member) asked for clarification regarding the process with which a youth might be set up for an internship through SLO Cal Careers. Diana Marin and Jennifer then clarified the difference between the

work experience (WEX) and on-the-job training (OJT) definitions. Will Hills (Co-Chair) complimented Jennifer and the rest of the Eckerd staff present on their hard work and exceeding the enrollment number goals for the WIOA Youth Program.

### **5.3 Receive Fiscal Year 23-24 Quarter 3 Atascadero Chamber WIOA Layoff Aversion/Business Retention Services Contract Performance Report**

Diana Marin (staff) introduced Josh Cross (member), President of the Atascadero Chamber, to present the performance report of our \$100,000.00 contract with the Chamber that seeks to be the proactive piece of our WIOA Rapid Response services. Josh emphasized the limited number of staff who make up our local Workforce Development Board and the need for a contract like this to assist the collective effort of layoff aversion. Josh then introduced Eryk Nappi (guest) and Kim Wybenga (guest), the two chamber employees hired to fulfill the duties of this WIOA partnership contract. Josh summarized some of the findings from these efforts to the board including the hardships that the retail and the restaurant industry have been facing. Josh reported that both Eryk and Kim have visited a total of 126 businesses in the program year. Ron Reilly (member) stated that he really enjoyed Kim and Eryk's presentation at the recent South County Chamber of Commerce luncheon where they outlined all the available services from SLO Cal Careers in a humorous fashion. Angela Rayfield (member) asked what percentage of all SLO County businesses that Atascadero Chamber staff are trying to reach with their efforts. Josh responded that they are prioritizing small businesses, and he is happy with the amount of contact his two staff members have made so far. Angela Toomey (member) then expressed interest in having a breakdown of the HR Hotline numbers available in the Agenda Packet for upcoming WDB Meetings so board members can evaluate the impact it is having in the County.

## **6. Reports:**

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

Chairperson Gomer stated that the WDB Executive Committee met on Wednesday March 13, 2024, where they received public comment from staff from the Nourish the Brain institute who recently were added to the ETPL list and seek to partner with local employers and organizations. The Committee approved the October 11, 2023, meeting minutes and approved budget modifications to the Eckerd PY 23-24 WIOA Adult/Dislocated Worker Services Contract to add funds for training. The Executive Committee also received an update followed by a discussion on Non-

WIOA Special Grants. The April Executive Committee Meeting was cancelled, and the next scheduled Executive Committee meeting is on June 12, 2024.

### **b.) SLO Cal Careers Services Addressing Barriers to Employment**

Diana Marin (staff) gave a brief overview of the non-WIOA special grants we currently have and some of their attributes. Patrick Woolpert (member) then asked a question about the meaning of “enhanced alignment” in the description of the RERP grant with local community colleges. Matthew Green (member) answered Patrick’s question by explaining how Cuesta College is trying to have their job developers and staff identify in-demand jobs and apprenticeships that align with the definition of high road jobs. Matthew also spoke to certain challenges with this process, and re-defining Cuesta as an institution that along with preparing students to transfer to Cal Poly also propels students directly into quality jobs with career pathways.

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

Tricia Robertson (member) from the Lucia Mar School District gave an Adult Education update and mentioned that Culinary is the next CTE pathway the district is in the process of establishing. Matthew Green (member) gave a quick recap of two recent job fairs that Cuesta held, one focused on the Human Services sector and the other on the Agricultural sector. He said they were very successful, and he hopes to build on the momentum they generated. Mark Simonin (member) stated that construction slowed down as an industry but recently has picked back up. He attributed the uptick in part to large federal projects including the Inflation Reduction Act and the Bipartisan Infrastructure Act. Mark closed stating that there are a lot more large construction projects on the horizon so employment in the trades should remain steady. Danielle McIntire (member) gave an update on a career fair that the Cliff’s Resort and Spa will be hosting later this month in partnership with Sycamore Mineral Springs and Sea Venture Beach Hotel. The Cliff’s will also be hiring a role for their corporate office and a host of other positions with the company. Justin McIntire (member) gave an update regarding the partnership between EDD and Eckerd that allows a lessening of a service gap for participants. Veronica Orozco (member) reminded the group to send EDD their job postings so they can help market and potentially find candidates. Isiah (chair) stated that Paso Robles Recycle & Waste have been hiring new staff, but people have been leaving their roles, so it has been a steady fluctuation. Isiah also reported that tasting rooms and wineries in North

County are still in a slow season and having to be creative to try and keep up with their profits but are eagerly awaiting the usually busy summer season coming up.

## **7. Administrative Entity Update:**

### **7.1 Receive and Review Fiscal Expenditure Update**

Diana Marin (staff) reminded the board members that the fiscal report can be found on page eighty-seven of the WDB agenda packet. Diana reported that most of the current expenditures are on-track, except for the WIOA Adult and Youth contracts. Quarter 4 expenditures are expected to be high though for both the Adult and Youth contracts. The non-WIOA special grants are also included in the update, and Diana clarified that because the start dates of the special grants differ from the start dates of the WIOA grants that the information will not always reflect accurately what the current numbers are.

### **7.2 Receive and Review Rapid Response Update**

Tony Girolo (staff) reported that there has been a thirty percent increase in rapid responses conducted from this time in May last year in 2023. Retail Trade and Accommodation and Food Services are the two most impacted industries with San Luis Obispo city proper having the most closures and layoffs. In March, Tony completed a Business Walk with Atascadero Chamber staff members Eryk Nappi and Kim Wybenga to get a sense of current challenges local small businesses are facing. Parking and homelessness were the most mentioned issues during this survey. In April, Tony along with EDD and job center staff completed a rapid response orientation at the 99 Cents Only store in San Luis Obispo. Here they administered resources for the staff affected by the closure. Tony gave an update about the upcoming Spanish webinar as part of the HR Hotline contract with CEA. He also mentioned that the board can pick a topic for one final webinar training to host before the June 30<sup>th</sup> end of contract date for the 2024 hotline package. The Rapid Response update closed with a discussion on how the WDB can follow up on findings such as the parking issue uncovered during the SLO Business walk in a way that fits within the legal mandates of public meetings. Chair Isiah Gomer stated that an item, such as the parking topic, could be added to the next Executive Committee Meeting to discuss further. He also suggested the use of an ad-hoc group as another alternative to further explore a topic raised during a more formal board meeting.

**8. Next Meeting:**

August 1, 2024

8:30 – 10:30 AM

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

**9. Adjournment:**

**Chair Gomer:** adjourned the meeting at 10:04 AM

I, Tony Girolo, 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 02, 2024, by the Workforce Development Board of San Luis Obispo County.

Tony Girolo, WDB Program Review Specialist

Dated: May 6, 2024

DRAFT



**Workforce Development Board  
CONSENT ITEM  
August 1, 2024**

**AGENDA ITEM NUMBER: 4.2****ITEM: Approve WDB member appointment of Oscar Ramos to Education Partner Seat**

**ACTION REQUIRED:** It is requested that the WDB approve and authorize staff to submit a WDB member application for Oscar Ramos 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 are detailed below:

| WDB Member <b>Seat</b> Representation  | Current #'s               | Required #'s              | Vacancies                 |
|--|---------------------------|---------------------------|---------------------------|
| Business Members<br><i>(minimum 51% majority)</i>                                | <b>9</b>                  | <b>10</b>                 | <b>1</b>                  |
| Local Educational & Training Entities  | <b>0</b>                  | <b>2</b>                  | <b>2</b>                  |
| Labor/Workforce Representatives<br><i>(minimum 15% Labor &amp; 20% Combined)</i> | <b>3-Labor<br/>1-W.R.</b> | <b>3-Labor<br/>1-W.R.</b> | <b>0-Labor<br/>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><br><i>(Members May Hold 2 Seats)</i>                 | <b>16</b>                 | <b>19</b>                 | <b>3</b>                  |
| <b>Total # of WDB Members</b>  | <b>16</b>                 | <b>18</b>                 | <b>3</b>                  |

\*Vacancy addressed via action today: 1 Local Educational & Training Entity seat

This item recommends one applicant for appointment to a vacant Local Educational & Training Entity seat. Upon appointment of this member to this vacant seat, the WDB of San Luis Obispo County will have two (2) remaining vacancies.

Oscar Ramos is a Dean at Cuesta College. In this role, Dr. Ramos oversees an array of academic programs including skilled trades, nursing, allied health, and kinesiology. Oscar completed his doctoral work in April of 2021 and is a member of the South Central Coast Regional Community College Consortium. Oscar is familiar with issues of workforce development as Cuesta College regularly plans and executes workforce training. Cuesta College also works with community partners in the development of training programs to assist job seekers. Dr. Ramos understands the workforce challenges that we face in our community and his expertise in management and education will be a great asset to the success of our local workforce development board and programs.

**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 Dr. Oscar Ramos 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: Oscar Ramos, Ed.D. Date Submitted: 7/3/2024

Title: Dean

Business/Organization Name: Cuesta College

### *Representation*

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

- |  |  |
|--|--|
| <input type="checkbox"/> Business                                      | <input checked="" 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 type="checkbox"/> Building & Design                                  | <input type="checkbox"/> Healthcare                 |
| <input 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: ██████████

City: ██████████ State: ██████ Zip Code: ██████

Phone: ██████████ Fax: \_\_\_\_\_

Mobile: ██████████ City of Residence: ██████████

Email Address: ██████████

Website Address: ██████████

Business License Number: \_\_\_\_\_

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. Number of years with current business/organization: ██████

3. Number of years in business in San Luis Obispo County: 61 years
4. Please describe the nature of your business and your position:  
Cuesta College is dedicated to accessible, high-quality education for the support and enhancement of student success, professional development, and the community we serve.  
My role is overseeing a portfolio of academic programs that include our skilled trades, nursing, allied health and kinesiology.
5. Please list your current chamber and association memberships, the duration of each membership and the positions you currently hold:  
Being in SLO the past two years I am currently a member of the SLO Healthcare Workforce Partnership and serve a co-chair of one of the subcommittees. I am also a graduate of Leadership SLO Class 31.  
I also a member of the South Central Coast Regional Consortium.
6. Please list any professional award(s) or recognition you have received within the last 5 years:  
I completed my doctoral work in April 2021.
7. As a member of your business with optimum policy authority, please describe your responsibilities within your organization:  
My role is overseeing a portfolio of academic programs that include our skilled trades, nursing, allied health and kinesiology.

## References

### Business Reference:

Name: George Dom Title: [REDACTED]  
 Company: ACIJet Phone: [REDACTED]

### Personal Reference:

Name: Jason Curtis Phone: [REDACTED]  
 Relationship: Supervisor/VP

### Other Reference:

Name: Mozell Person Phone: [REDACTED]  
 Relationship: Colleague

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:  
In my role, we plan and execute workforce training. We also, work with community partners to assess needed in the development of programs for training.

- 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?

In my role as a Dean at Cuesta College we provide training but we also have connections with many of the educational providers in the County including University Partners and K-12 institutions.

- 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)

We are working with the Business Services Specialist Rapid Response Coordinator with the Workforce Development Board to get labor data and employer connections to help support underrepresented student demographics.

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

There are several critical issues facing our region including housing, the cost of living and the ability to retain workers.

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

The work of the Workforce Development Board is vital to the health of our community.  
I believe that my expertise and my role at the college will be an asset to the board in helping meet the needs that arise.

***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: Oscar Ramos

Digitally signed by Oscar Ramos  
Date: 2024.07.09 11:00:46 -07'00'

Date: 7/9/2024

**Workforce Development Board**  
**ACTION ITEM**  
**August 1, 2024**

**AGENDA ITEM NUMBER: 5.1**

**ITEM: Review and Approve Draft Scope of Work and Budget for WIOA Rapid Response Services Contract.**

**ACTION REQUIRED:**

Approve Draft Scope of Work and Draft Budget for Program Year (PY) 2024-25 Rapid Response Services Contract with Eckerd Youth Alternatives, Inc. (attached).

**SUMMARY NARRATIVE:**

The County Department of Social Services, as the Fiscal and Administrative Entity for the WIOA funds the County receives, is responsible for procuring Rapid Response Service provider(s) to deliver Workforce Innovation and Opportunity Act (WIOA) Rapid Response services in accordance with WIOA and County purchasing regulations. A Request for Quotes (RFQ) was released on June 18, 2024, with proposals accepted through July 12, 2024. One proposal was received from Eckerd Youth Alternatives, Inc. in response to the RFQ. The proposal was evaluated and found to meet technical review requirements.

Under this contract, Eckerd Youth Alternatives, Inc. will provide Rapid Response services in accordance with the Workforce Innovation and Opportunity Act (WIOA). These services include both proactive measures to help businesses avoid layoffs and reactive support for businesses and employees affected by layoffs or plant closures. Rapid Response services involve strategies and activities designed to quickly address and mitigate the impact of job losses due to business closures, layoffs, or disasters. The goal is to foster economic recovery and resilience by proactively planning for and responding to layoffs, minimizing their effects on workers, businesses, and local communities. WIOA Rapid Response emphasizes proactive layoff aversion and business outreach as key elements of a comprehensive service approach.

**BUDGET/FINANCIAL IMPACT:**

Upon approval by the WDB, WIOA Rapid Response services will be contracted for program year 2024-25 for an amount of \$80,000. This contract is funded by the County of San Luis Obispo's allocation of WIOA Rapid Response funds from the State Employment Development Department (EDD).

**STAFF COMMENTS:**

Following the WDB's approval, the PY 2024-25 WIOA Rapid Response contract with Eckerd Youth Alternatives, Inc. will be presented to the Director of Social Services for final approval and award of contract.

## EXHIBIT A

### SCOPE OF SERVICES

#### A. WIOA Rapid Response Services

##### I. BACKGROUND:

The Workforce Development Board of San Luis Obispo County (WDBSLO), with the Department of Social Services serving as the fiscal and administrative entity, oversees the programs offered through the County's public workforce system, SLO Cal Careers. SLO Cal Careers provides no-cost employer and job-seeker services funded through federal Workforce Innovation and Opportunity Act (WIOA) dollars the County receives as well as various career services grants. The WDBSLO includes representatives from private businesses, education, labor, economic development, and community-based organizations. Members of the WDBSLO are appointed by the County Board of Supervisors.

The primary purpose of Rapid Response Services, as mandated by the Employment Development Department (EDD) Directive WSD 16-04, and as stated in federal guidance, is to enable affected workers to return to work as quickly as possible following a layoff, or to prevent layoffs altogether. Under guidance from WIOA, required Rapid Response activities must include the "delivery of solutions to address the needs of businesses in transition, provided across the business lifecycle (expansion and contraction), including comprehensive business engagement and layoff aversion strategies and activities designed to prevent or minimize the duration of unemployment".

##### II. DUTIES AND RESPONSIBILITIES

Workforce Innovation and Opportunity Act (WIOA) funds available to Eckerd Youth Alternatives, Inc.: \$80,000

Funding for this project is available from the County's allocation of WIOA Title I funds. Eckerd Youth Alternatives Inc./Contractor will be considered a subrecipient of prime federal funds per 2 CFR 200 and subject to pass-through terms and conditions.

This contract will not exceed \$80,000. This is a cost-reimbursable contract. The Contractor will be reimbursed monthly in arrears for approved and allowable contract costs incurred and paid in accordance with a detailed line-item budget approved by the County. All activities must be allowable under the provisions of WIOA Public Law 113-128 and in compliance with applicable WIOA regulations and any other requirements identified by the State, County or Federal governments. All business retention and layoff aversion activities must comply with WIOA guidelines and EDD Directive [WSD 16-04](#) "Rapid Response and Layoff Aversion Activities."

##### I. Scope of Services

CONTRACTOR, shall provide rapid response and outplacement services to employers and laid-off workers affected by layoffs or business/plant closures throughout San Luis Obispo County.

Rapid Response and outplacement activities to employers and their laid-off workers, which include:

- Immediate and on-site contact with the employer, representatives of the laid-off workers, and/or the local community within 24 hours of receipt of a WARN or other layoff notice. During this meeting with the employer, the successful proposer will assess the:
  - Layoff plans and schedule of the employer;
  - Potential for averting the layoff(s) in consultation with state or local economic development agencies, including private sector economic development entities;

- Background and probable assistance needs of the laid-off workers;
- Re-employment prospects for workers in the local community; and
- Available resources to meet the short and long-term assistance needs of the laid off workers.
- Collaborating with contracted service providers of SLO Cal Careers who provide job-seeker and employer services to connect individuals affected by the layoff/closure to career services, and/or coordinating with WIOA Layoff Aversion Services provider if there is a potential for preventing the layoff through business process improvement projects or other strategies.

If a layoff cannot be prevented, the successful proposer shall be responsible for:

- Scheduling and conducting Rapid Response presentations with employers and laid-off workers. The successful contractor will be responsible for learning about the SLO Cal Careers network and presenting information about its employment and training services to laid-off workers. The successful contractor will also be responsible for securing the following presenters from programs that will help with the layoff transition, which include the following:
  - A representative from EDD to provide information and access to unemployment insurance compensation benefits;
  - A representative from EDD to provide information on the Trade Adjustment Act (TAA) program and the North American Free Trade Agreement Trade Adjustment Assistance (NAFTA-TAA) program if the layoffs are due to foreign trade; and
  - Other representatives from other assistance programs as necessary; or
  - The successful contractor must have the ability to conduct the full Rapid Response presentation with only contractor staff if one or more partner agencies are unavailable for the scheduled presentation. WDBSLO will provide contact information for the EDD and SLO Cal Careers network representatives, but it is up to the Rapid Response contractor to coordinate the Rapid Response presentations;
- Enabling laid-off workers to register with the SLO Cal Careers network and CalJOBS<sup>SM</sup>— which is an online tool for job search, résumés, labor market information, and other career resources— on-site at the Rapid Response presentation;
- Providing Rapid Response materials for laid-off workers, including folders to hold printed materials mutually agreed upon by WDBSLO and the contractor;
- Providing information in Spanish or other languages if requested by employers; and
- Providing any other information as may be requested by EDD in furtherance of Rapid Response activities.

After a Rapid Response presentation has been conducted, the successful contractor will be responsible for:

- Collecting and delivering Rapid Response presentation attendance sheet to WDBSLO following the presentation;
- Collecting and delivering Rapid Response presentation attendee surveys to WDBSLO following the presentation;
- Collecting of employer satisfaction surveys from employers that receive Rapid Response services and providing them to WDBSLO following the presentation;
- Submitting monthly activity reports which include data on the number of presentations, attendees, surveys, and other information deemed necessary for reporting purposes, to be provided in a mutually agreed format to WDBSLO in the month following the activity,

If, for any reason, the Contractor cannot schedule and coordinate a Rapid Response presentation, the contractor is responsible for determining other methods to deliver Rapid Response materials to the laid-off workers.

Contractor is expected to utilize CalJOBS for documentation, correspondence, and file maintenance. Training will be provided as needed.

## Performance Outcomes



Contractor performance will be evaluated against quantitative measures. Areas of WDBSLO evaluation will include, but not be limited to, the following:

- *Initial outreach to companies announcing layoff within 24 hours of receiving notice.*  
The Contractor must contact all (100%) companies that submit a WARN or any other layoff notice. The contact must be in-person, by email, or phone within 24 hours, or the next business day.
- *Number of outreach attempts and follow-up*  
All outreach and follow-up contacts and attempts must be recorded. If the initial contact is unsuccessful, the Rapid Response contractor will make four additional attempts as follows:
  - Phone calls;
  - Emails or written letters to the company; and/or
  - At least one additional communication method, such as an in-person site visit, LinkedIn communication, or other innovative method proposed by the contractor.
- *Record of Activity for each company served.*  
An activity shall be recorded in CalJOBS for each company served (100%), whether or not a Rapid Response presentation occurs.
- *Number of Rapid Response/Outplacement presentations*  
The contractor must schedule and conduct Rapid Response/Outplacement presentations to all companies that submit WARNs or lay off workers.
- *Number of Rapid Response/Outplacement presentation attendees*  
The contractor must record the number of laid-off workers who attend the Rapid Response presentation if offered by the company.
- *Number of attendee surveys\* collected.*  
The contractor must collect surveys from the attendees of the Rapid Response presentations.
- *Number of employer surveys\* collected.*  
The contractor must collect surveys from all employers that receive Rapid Response/Outplacement services.

Contractor will develop attendee and employer surveys and submit for approval to the WDBSLO Program Manager prior to utilization.

### **Reporting**

Contractors are required to submit activity reports to the WDBSLO Program Manager monthly. Technical assistance and training on the required performance accountability measurements and data management will be provided. Contractor may also propose additional metrics to track and report on their projects.

### **Invoicing**

Invoices will be due monthly, on the 15<sup>th</sup> of the following month for the prior month's expenses.

**Exhibit B-1**

| <b>WIOA Rapid Response Budget</b>            |                    |
|--|--------------------|
|  | Total \$80,000     |
| <b>Personnel Costs</b>                       |                    |
| Staff Salaries (includes taxes and benefits) | \$53,294.90        |
| Staff Benefits                               | \$13,207.04        |
|  |                    |
| <b>Subtotal Personnel Costs</b>              | <b>\$66,501.94</b> |
| <b>Operations Costs</b>                      |                    |
| Insurance                                    | \$1,056            |
| Travel/Mileage                               | \$1,406            |
| Advertisement/Outreach                       | \$400              |
| Professional Memberships/Subscriptions       | \$750              |
| <b>Subtotal Operations Costs</b>             | <b>\$21,300</b>    |
|  |                    |
| <b>Indirect Costs</b>                        | <b>\$9,886.06</b>  |
|  |                    |
| <b>GRAND TOTAL (GT)</b>                      | <b>\$80,000</b>    |

**Workforce Development Board  
ACTION ITEM  
August 1, 2024**

**AGENDA ITEM NUMBER: 5.2**

**ITEM: Review and Approve 2024-25 WIOA Subgrant Agreement with CA Employment Development Department**

**ACTION REQUIRED:** Review and accept the Program Year (PY) 2024-25 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 State Employment Development Department (EDD) released the PY 2024-25 WIOA Title I formula allocations for Adult, Dislocated Worker, and Youth funding streams on June 6, 2024. San Luis Obispo County WDB will receive \$1,700,951 in WIOA Title I Adult, Dislocated Worker and Youth funds for PY 2024-25 (an increase of \$74,578 from PY 2023-24).

The EDD released the PY 2024-25 WIOA formula allocations for WIOA Rapid Response and Layoff Aversion allocations on June 25, 2024. San Luis Obispo County will receive \$223,791 for PY 2024-25 (a decrease of \$48,143 from PY 2023-24)

A year-over-year comparison of prior year 2023-24 funds to current program year 2024-25 WIOA allocation is outlined below:

| <b>Program Year (PY)</b> | <b>Adult</b>     | <b>Dislocated Worker</b> | <b>Youth</b>     | <b>Rapid Response</b> | <b>Layoff Aversion</b> | <b>TOTAL</b>       |
|--------------------------|------------------|--------------------------|------------------|-----------------------|------------------------|--------------------|
| 2023-24                  | \$475,267        | \$457,298                | \$693,808        | \$230,578             | \$41,356               | \$1,898,307        |
| <b>2024-25</b>           | <b>\$518,075</b> | <b>\$423,821</b>         | <b>\$758,425</b> | <b>\$172,934</b>      | <b>\$50,857</b>        | <b>\$1,924,742</b> |
| <i>difference</i>        | +\$43,438        | -\$33,477                | +\$64,617        | -\$57,644             | +\$9,501               | +\$26,435          |

**BUDGET OR FINANCIAL IMPACT:**

Upon WDB approval of this item, the PY 2024-25 WIOA Subgrant Agreement with the State EDD will go before the County Board of Supervisors (BOS) for approval. Following BOS approval and signature on the 2024-25 WIOA Subgrant Agreement, the document and required attachments will be submitted to EDD for final execution and release of the WIOA Youth funds to the County Department of Social Services which serves as the fiscal and administrative entity for WIOA funds and programming. The remaining WIOA funding stream allocations (Adult, Dislocated Worker, Rapid Response, and Layoff Aversion) Round 1 allocations will then be released to the County through unilateral modifications

to this original subgrant agreement, attached as Item 5.2a. The subsequent Round 2 allocations will then be released in October 2024 through unilateral modifications to the original subgrant.

**STAFF COMMENTS:**

The PY 2024-25 WIOA Budget, incorporating carryover funds from PY 2023-24 will come before the WDB at the November 2024 WDB meeting.

WIOA SUBGRANT AGREEMENT

County of San Luis Obispo Department of Social Services

SUBGRANT NO: AA511038  
 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: County of San Luis Obispo  
 Department of Social Services  
 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 **County of San Luis Obispo Department of Social Services**, 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
- Youth Formula Rd 1

|  |   |  |
|--|---|--|
| ALLOCATION(s)<br>The Pass-through Entity agrees to reimburse the Subrecipient not to exceed the amount listed hereinafter 'TOTAL'  | PRIOR AMOUNT<br>INCREASE/DECREASE:<br>TOTAL:  | \$0.00<br>\$758,425.00<br>\$758,425.00 |
| TERM OF AGREEMENT<br>From:4/1/2024 To: 6/30/2026   | Terms of Exhibits are as designated on each exhibit   |  |
| PURPOSE: The purpose of this action is to initiate Program Year (PY) 2024-25 WIOA Subgrant and incorporate WIOA Youth Formula funding under Grant Code 301. The term of these funds is from April 1, 2024, to June 30, 2026. |   |  |
| APPROVED FOR PASS-THROUGH ENTITY(EDD)<br>(By Signature)  | APPROVED FOR SUBRECIPIENT (By Signature)  |  |
| Name and Title<br>KIMBERLEE MEYER<br>CHIEF<br>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  |   |  |

Budget item: 7100      Fund: 0869      Budgetary Attachment: No  
 Chapter:              Statute: 2024      FY: 24/25

SUBGRANT AGREEMENT  
FUNDING DETAIL SHEET

SUBGRANT NO:AA511038  
MODIFICATION NO:New

County of San Luis Obispo Department of  
Social Services

I. Allocation

| <b>Funding Source</b>   | <b>Prior Amount</b> | <b>Increase</b>     | <b>Decrease</b> | <b>Adjusted Allocation</b> |
|---|---------------------|---------------------|-----------------|----------------------------|
| <b>WIA/WIOA Formula</b>   |                     |                     |                 |                            |
| 96105 301 Youth Formula Rd 1<br>04/01/2024 to 06/30/2026 Prog/Element<br>61/90 Ref 101 Fed Catlg 17.259 | \$0.00              | \$758,425.00        | \$0.00          | \$758,425.00               |
| <b>Total WIA/WIOA Formula</b>   | <b>\$0.00</b>       | <b>\$758,425.00</b> | <b>\$0.00</b>   | <b>\$758,425.00</b>        |
| <b>Grand Total:</b>   | <b>\$0.00</b>       | <b>\$758,425.00</b> | <b>\$0.00</b>   | <b>\$758,425.00</b>        |

NARRATIVE

SUBGRANT NO:AA511038  
MODIFICATION NO: 0

SUBRECIPIENT:County of San Luis Obispo Department of Social Services  
FAIN NO: 24A55AY000066  
FEDERAL AWARD DATE: 6/21/2024  
FUNDING SOURCE: Youth Formula Rd 1 - 301

TERM OF THESE FUNDS: 04/01/2024 - 06/30/2026

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) 2024-25 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 2024-25. The term date for these funds is April 1, 2024 through June 30, 2026. FAIN 24A55AY000066. 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) 2024. 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)

## 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  
County of San Luis Obispo Department of Social Services  
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:



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

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

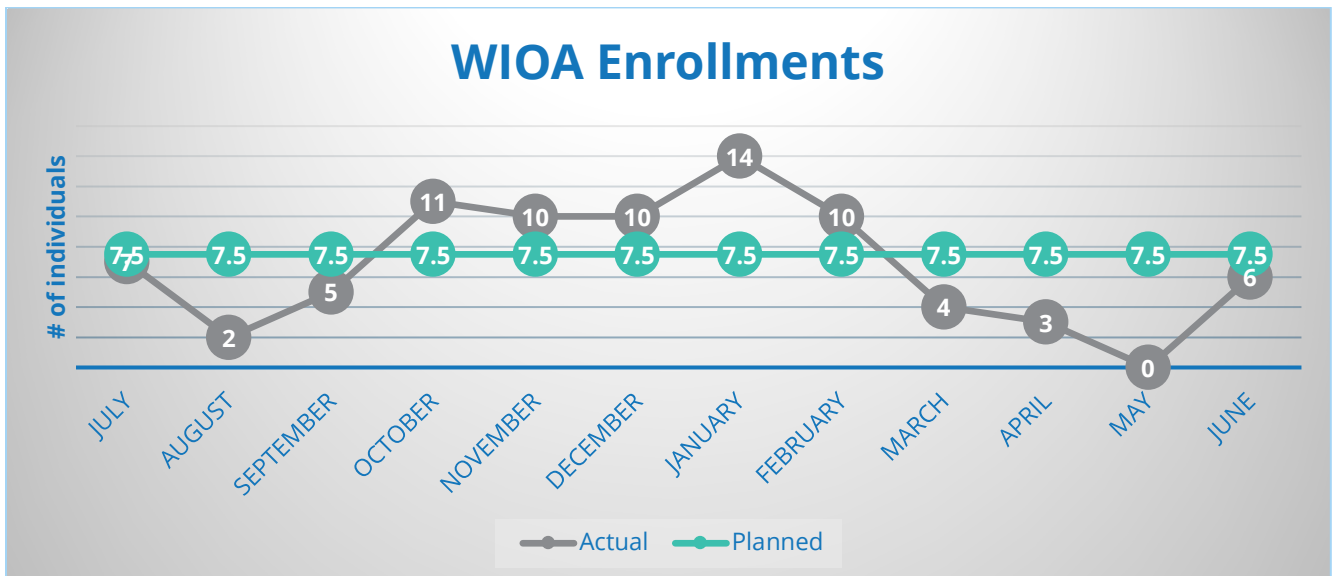
**Dawn Boulanger** *Workforce Development Board Director*

Program Year 2023-2024, Fourth Quarter  
 Adult Services/Career Center Contract Performance Report

**In-person customer visits to AJCC**



**WIOA Enrollments**



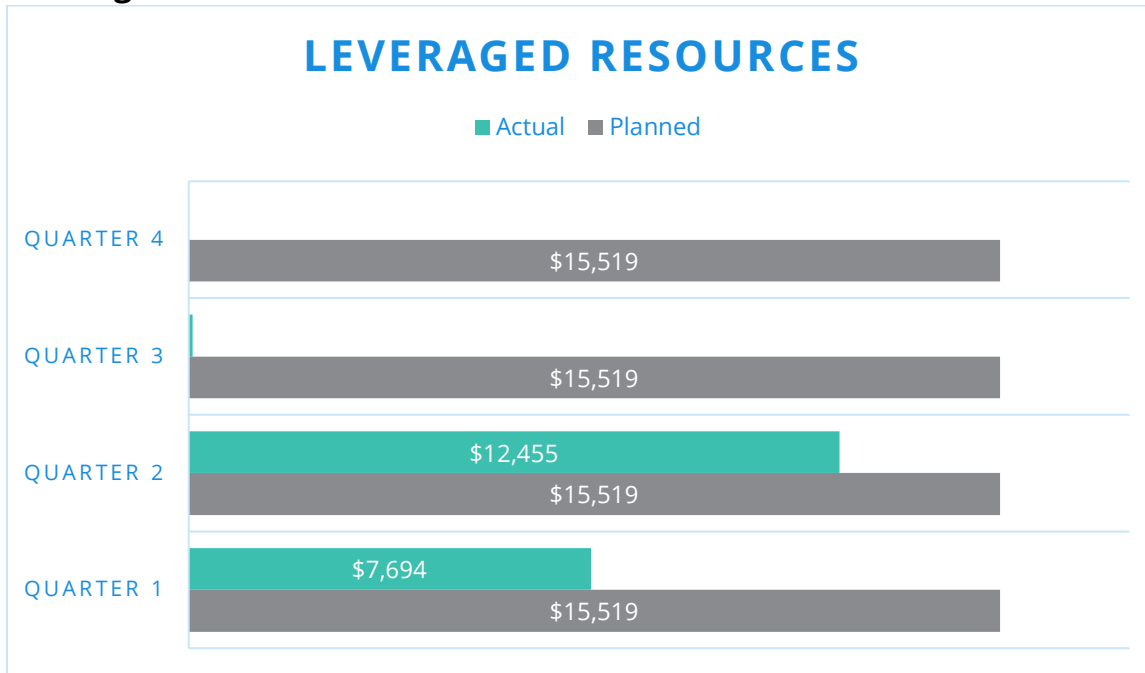
A total contract goal of 80 new career service enrollments was planned for PY 2023-24.

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

3433 South Higuera Street | San Luis Obispo, CA 93403 | (P) 805-781-1908 | (F) 805-781-1846

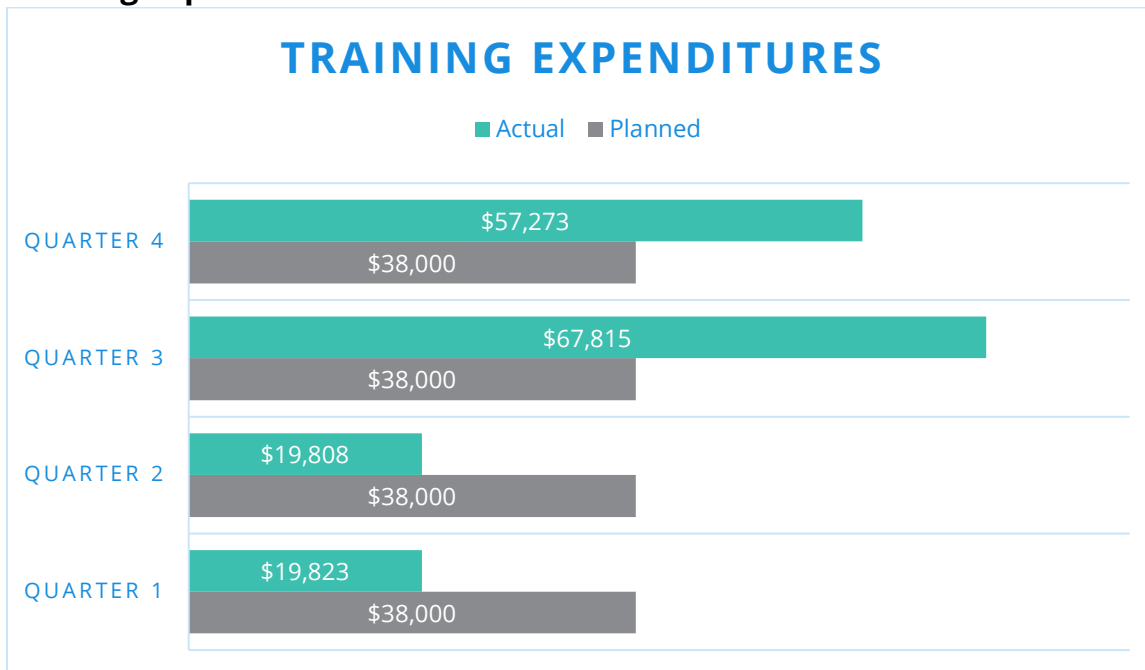
wibadmin@co.slo.ca.us | www.SLOWorkforce.com

### Leveraged Resources



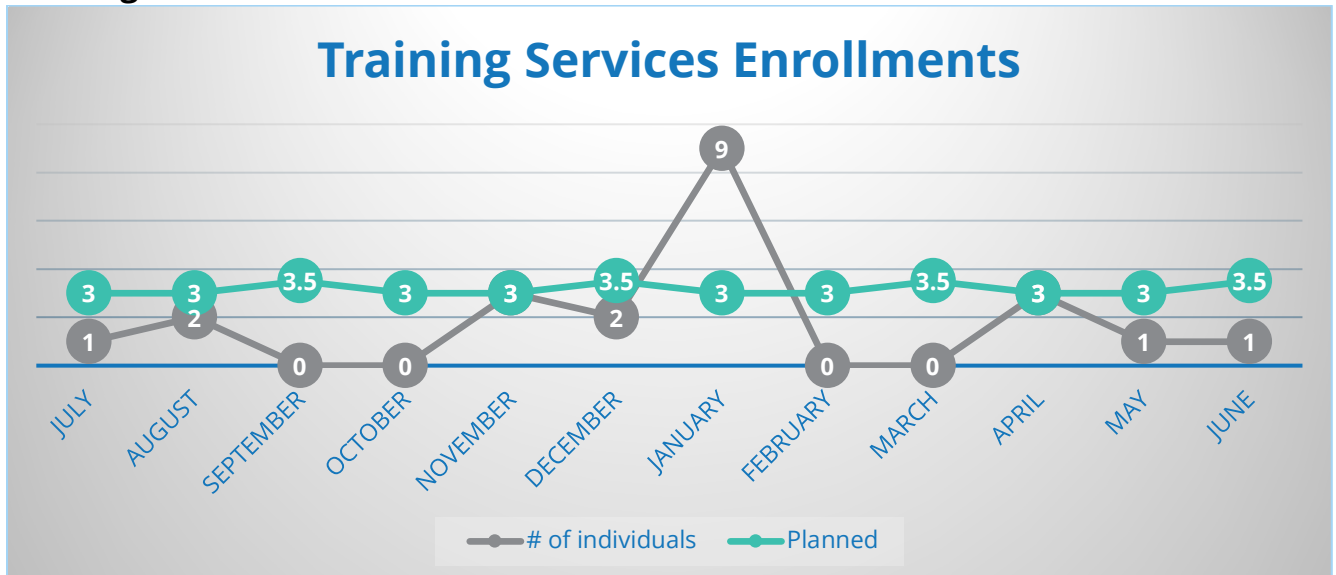
PY 2023-24 leveraged resources contract goal is \$76,000.

### Training Expenditures



Training Expenditures reflect actual invoiced participant training costs. PY 2023-24 Training Expenditures contract goal is \$152,000.

### Training Services Enrollments



The numbers in *Planned* and *Actual* represent totals from both Adult and Dislocated Worker programs. PY 2023-24 Training enrollment goal of 38 job seekers in On-the-Job Training (OJT) and Individual Training Account (ITA) enrollments.

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

| Employer | Occupation | Hourly Rate |
|----------|------------|-------------|
|          |            |             |

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

| Training Provider             | Program              | Cost    |
|-------------------------------|----------------------|---------|
| Truck Driver Institute        | Truck Driver Class A | \$7,475 |
| Truck Driver Institute        | Truck Driver Class A | \$7,475 |
| Truck Driver Institute        | Truck Driver Class A | \$7,475 |
| Designs School of Cosmetology | Skin Care/Esthetics  | \$8,000 |
| Designs School of Cosmetology | Skin Care/Esthetics  | \$8,000 |

### SCCC Outreach -

#### SCCC Outreach - Participant and Business

In Q4 Eckerd staff continued to participate in various SLO County community events, partner meetings, and planning committees to connect with participants and the community. The team promoted workshops and WIOA Orientations using Constant Contact and CalJOBS. The Eckerd Business Services team continued to actively participate in Chamber events throughout the County, Job Developer meetings, EAC meetings, HRCC meetings & various SLO County events. Planning was started to coordinate an Employer Lunch and Learn sponsored by Eckerd Connects.

# JACOB'S SUCCESS STORY



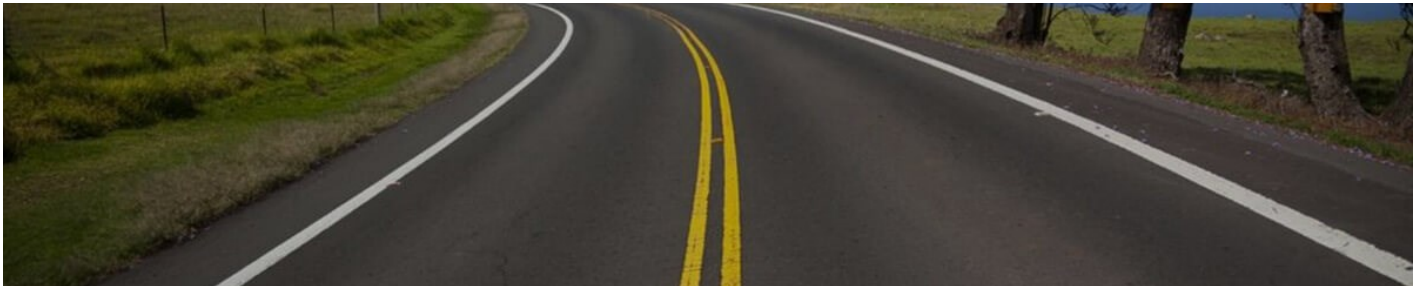
POWERED BY



Item 6.1a

Workforce  
Development

A proud partner of the AmericanJobCenter network



Jacob came to the SLO Cal Career Center in January of 2024, looking to advance his career as a way to better help support his wife and two young children. He began working with a Workforce Innovation Opportunity Act (WIOA) Adult/Dislocated Worker Career Coach and knew from the start that he wanted to pursue a Career in Truck Driving.

Jacob always came into the Career Center with a positive demeanor and appreciated the assistance that he received. Jacob had previous experience working as a Truck Driver and felt that Truck Driving would provide him with a great opportunity to support his family financially.

Jacob quickly worked through Career Assessments, attended Workshops, did research on the Truck Driving Industry to make sure there were employment opportunities in our vicinity after training, and completed the training packet which included writing a letter to the County Board conveying why the training would be a good fit for him and would help him to reach his potential.

Jacob eagerly enrolled in and completed his training in 8 short weeks and is now working on finding employment. We are proud of Jacob and look forward to watching him grow in this industry!!!



Services  
provided by:



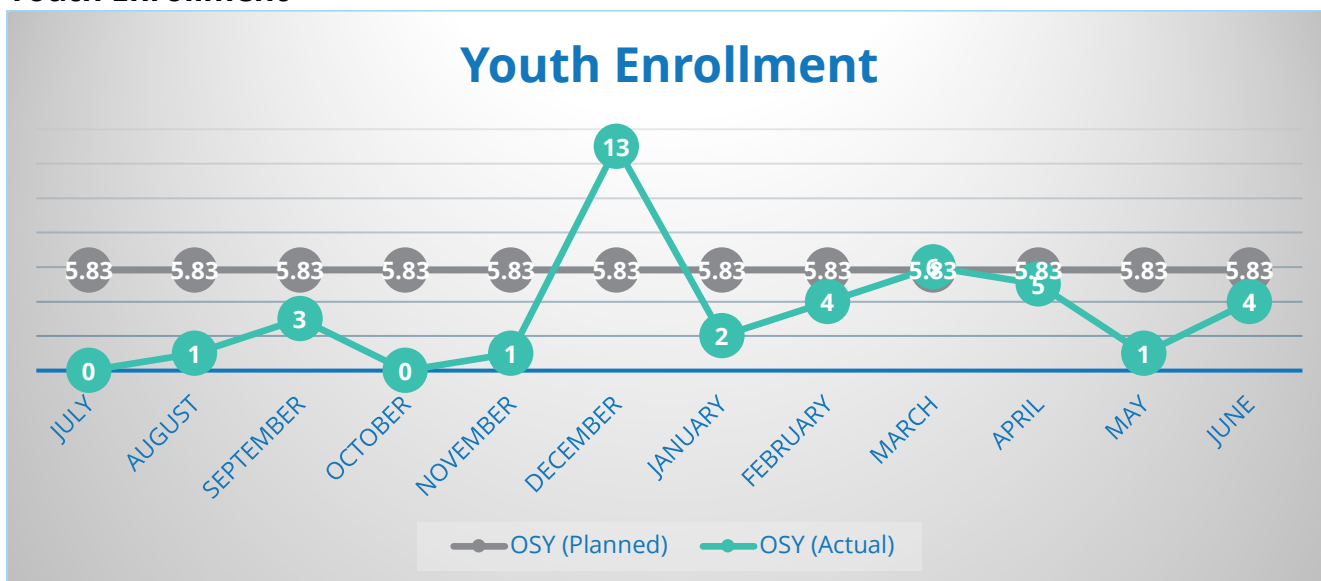
Workforce Development

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).



## Program Year 2023-2024, Fourth Quarter Eckerd Youth Contract Performance Report

### Youth Enrollment



A total contract goal of 40 new youth enrollments was planned for PY 2023-24.

### Youth Outreach

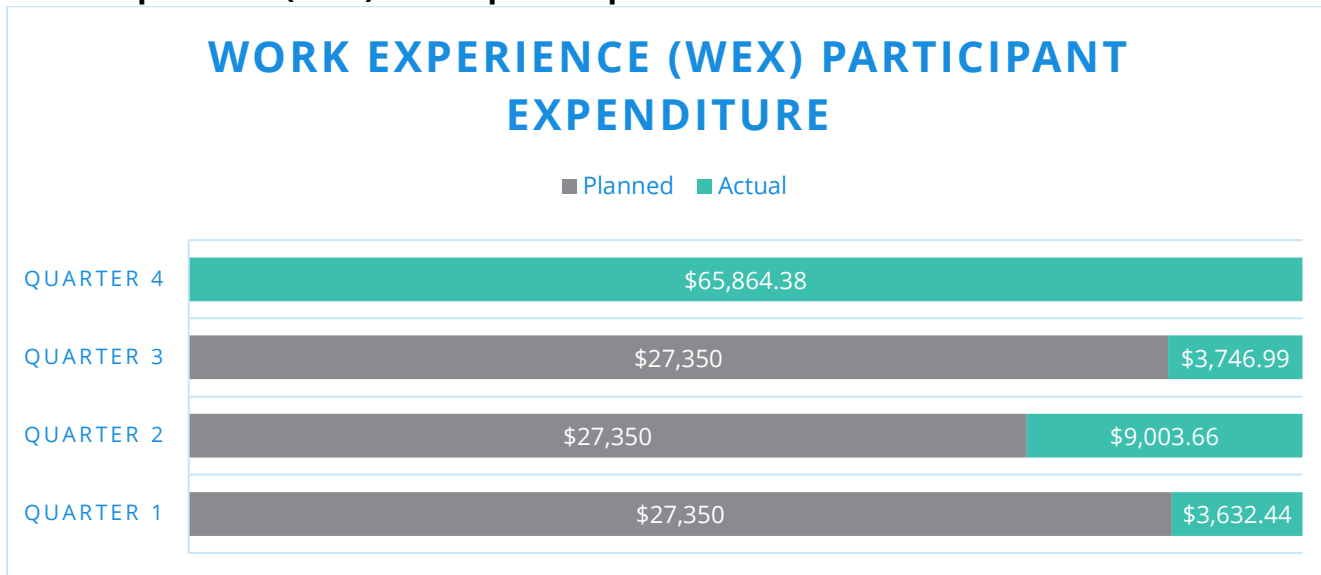
#### **Youth Outreach - Participant**

During the 4<sup>th</sup> Quarter Eckerd conducted outreach to youth serving partners and agencies in the community. Eckerd’s Outreach and Recruitment Specialist visited popular local youth spots to share program information. During the Quarter the Youth team presented to partner agencies such as CAPSLO, Probation, Department of Rehabilitation (DOR), local high schools, and Adult Ed programs. The team continued to provide outreach material to the community and partnering agencies, including newly created postcards that have received positive feedback. To continuously improve, the Youth team and leadership meet weekly to evaluate the outreach efforts and adjust accordingly to meet team goals.

#### **Youth Outreach - Business**

In Q4 the Eckerd Business Services Team attended community meetings, chamber events, HRCC events, EAC meetings, and Job Developers meetings throughout the County to discuss our business services and identify potential WEX opportunities for Youth participants.

### Work Experience (WEX) Participant Expenditure



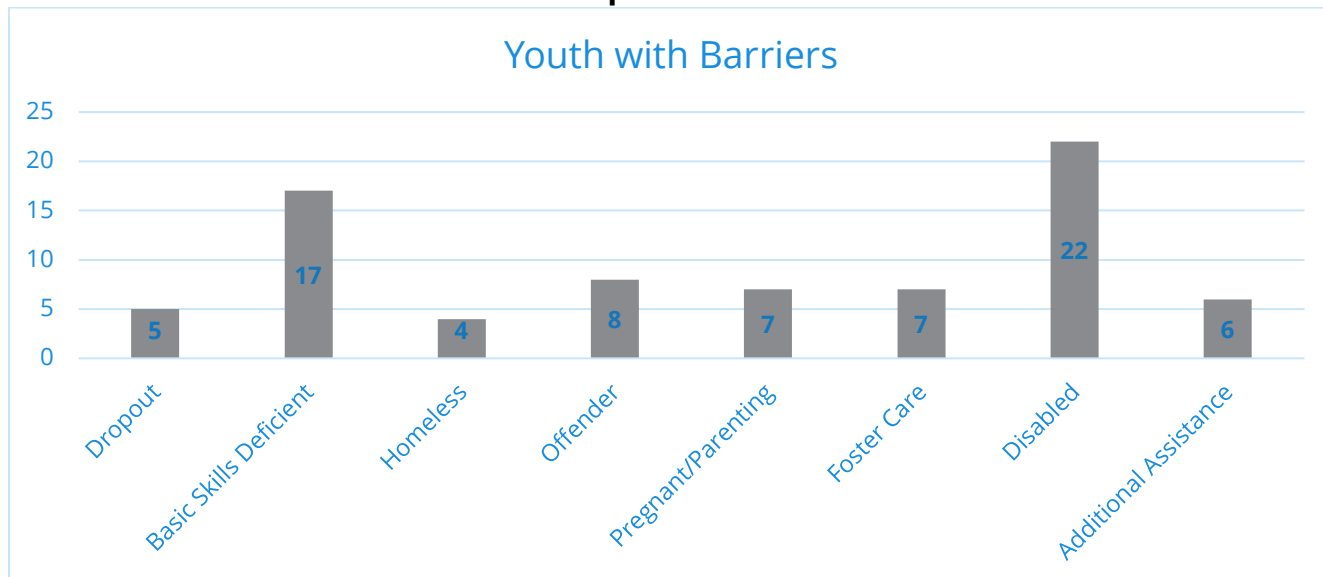
Total WEX includes staff and participant costs. The WEX expenditure goal was to meet a minimum of \$109,400 for PY 2023-24.

### Fourth Quarter Work Experience Placements

| Employers                         | Occupation                          | Hourly Rate |
|-----------------------------------|-------------------------------------|-------------|
| <b>Restorative Partners</b>       | Drop-in Center Assistant            | \$17.39     |
| <b>Gatherings Thrift Store</b>    | Store Associate                     | \$16.00     |
| <b>Hubbalicious Sweet Shoppe</b>  | Candy Store Clerk                   | \$17.00     |
| <b>Cambria Bicycle Outfitter</b>  | Bicycle Technician                  | \$17.00     |
| <b>Harbor House Hybrids</b>       | General Services Technician Trainee | \$19.00     |
| <b>PCH Shave Ice and Boba</b>     | Bobarista/Cashier                   | \$17.00     |
| <b>Birch Fabric Store</b>         | Store Associate                     | \$16.50     |
| <b>Burgers &amp; More Company</b> | Restaurant Associate                | \$18.00     |
| <b>Spare Time Books</b>           | Store Associate                     | \$16.50     |



**PY 2023-24 Enrolled Youth Barriers Report**



As of the close of quarter four during PY 2023-24, 76 barriers were reported for youth enrolled in the program. The majority are individuals with Disabilities, followed by Basic Skills Deficient, Offender, Pregnant/Parenting, Foster/Former Foster Youth, Dropout, Homeless, and lastly requires Additional Assistance to enter or complete an educational program or to secure or hold employment.



POWERED BY



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## ROCHELLE'S SUCCESS STORY



Prior to enrolling in the WIOA Youth program, Rochelle expressed a sense of disorientation in her job search. Holding a Bachelor's degree in Psychology from Cal State LA, she was eager to gain practical experience and apply her expertise. Rochelle actively engaged in workshops and job readiness programs to enhance her resume and cover letter with relevant experiences. With the guidance of her career coach, Rochelle explored opportunities in the mental health field, obtaining online certifications to deepen her knowledge. She skillfully tailored her cover letters to match job requirements, effectively highlighting her qualifications. Following a period of volunteering at Restorative Partners, Rochelle embarked on a work experience opportunity, interning as a Drop-In Center Assistant for the front resource room at Restorative Partners. In this role, she assists formerly incarcerated individuals in accessing resources for successful reintegration into society. Rochelle is gaining the necessary skills to get on the road towards her dream job!



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, 2024)

### Program Overview

The Atascadero 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 and Kim Wybenga visit businesses and address workforce challenges that they may be facing. The Workforce Development team provides businesses with essential resources, including business mentorship, information on small business grants, access to the SLO Cal Careers no-cost HR Hotline, and facilitates connections with the SLO CAL Career Center to recruit qualified employees, thereby strengthening the SLO County workforce.

### Q4 WIOA Services

#### North County – Eryk Nappi

- Business Assessments conducted for 118 Businesses spanning from San Miguel, Shandon, Paso Robles, Atascadero, Templeton, San Luis Obispo, Morro Bay, Cambria, and Cayucos.
- 57 of these were follow-ups to businesses already interacted with in an attempt to strengthen the professional relationship.

#### South County – Kim Wybenga

- Business Assessments were conducted for 124 Businesses spanning from Nipomo, Grover Beach, Oceano, Arroyo Grande, Avila Beach, and Pismo Beach.
- 43 of these were follow-ups to businesses already interacted with in an attempt to strengthen the professional relationship.

#### Key Trends and Challenges

- Small businesses are facing challenges due to inflation, reduced consumer spending, and downtown SLO parking structures causing confusion on parking/parking fees.
- Most small businesses lack a dedicated HR specialist, so they are delighted to discover the SLO Cal Careers no-cost HR Hotline.
- Restaurants are facing difficulties due to rising food expenses and less people eating out.
- Retail owners are witnessing a decrease in sales. They believe that individuals have reduced disposable income for spending on clothing and goods, attributing it to the cost of gas, food, housing, online shopping, and other essential expenses.
- Business owners in Paso Robles are seeing more foot traffic with parking becoming free.

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[www.SLOCalCareers.org](http://www.SLOCalCareers.org)





## Atascadero

CHAMBER OF COMMERCE



- The County as a whole is seeing an uptick in tourism beginning this past summer.
- Some specialized, hobby, and service businesses are thriving. Such as:
  1. Truly Gifted Corporate Gift Supplier.
  2. Susannah Brown Business & Data Consulting.
  3. Bubbles and Tea Coffeehouse.
  4. Malcolm De Mille Trophy.
  5. Distinctive Glassware.
  6. Hobby Head Quarters.
  7. Rudy's Rock and Espresso Bar.
  8. Sports Dugout.
- Targeting residents early through marketing initiatives and increasing visibility for when the County's tourism off-season.
- Numerous businesses have expressed interest in obtaining details about SLO Cal Career's Work Experience program, On the Job Training program, and overall services.
- Small businesses desire grant information to assist with expansion and cover overhead costs. Also using funds to upgrade current equipment.
- Small business owners are intrigued by what the Small Business Development Center (SBDC), & Mission Community Services Corporation (MCSC) has to offer them.
- Finding suitable candidates for hire continues to be a challenge, especially in the food industry.
- Simultaneous construction projects are negatively impacting foot traffic for some businesses in various areas in San Luis Obispo County (SLO, Grover Beach & Atascadero).
- Challenges with employee retention stem from:
  1. SLO County's high cost of living
  2. Scarcity of jobs offering economic advancement
  3. Scarcity of technology companies in SLO County
  4. The inconsistency of rates/parking structure rules in downtown SLO and overall parking in general are dissuading both employees and patrons.
  5. The homeless population in different parts of SLO County is growing in size and assertiveness, prompting employees to explore alternative employment options (SLO, Atascadero, Paso Robles)
  6. The tourism-centric culture of SLO County contributes to a lack of diverse business opportunities



**Atascadero**  
CHAMBER OF COMMERCE



### Outcomes

- A total of 242 businesses were visited across SLO County.
- Connected Hertz Car Rental of SLO to the SLOCal Career Center for their hiring needs.
- Connected Brew-it Coffee & Tea in Atascadero to the SLOCal Career Center for their hiring needs.
- Connected Bayside Care Center in Morro Bay to the SLOCal Career Center for their hiring needs.
- Connected CHCH in South County to the SLOCal Career Center for their hiring needs.
- Connected Garing Taylor & Associates to the SLOCal Career Center for their hiring needs.

### Additional Work Activities

- Grant resources disseminated to business owners via e-newsletters.
- Attended a SCORE Webinar on "Loans, Grants and Other Funding Options for Small Businesses" to have better knowledge on where to direct business owners when such needs arise.
- Grant resources are accessible and updated on the Atascadero Chamber of Commerce website and disseminated across to Chambers across the County and State.
- Business walk in the Village of Arroyo Grande, attended by City Officials and the Chamber of Commerce.
- Began having Bi-weekly meetings with the Business Service team at the SLOCal Career Center to discuss employee candidates they have available at the Center. Which has led to more targeted outreach.
- Targeted outreach to Spanish-speaking business owners promoting a business webinar on effective communication in the workplace.

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Empowering  
**OUR**  
BUSINESS  
COMMUNITY



## SLO Cal Careers Services Addressing Barriers to Employment



| Program/Grant   | Provider  | Budget  | Outcomes                 | Notes   |
|---|---|---|--------------------------|---|
| High Road Construction Careers: Resilient Workforce Fund (HRCC: RWF)<br>Grant ends: 3/31/26 | Eckerd  | Under Expended  | Enrollment #s below goal | SLO, Santa Barbara & Ventura<br><br>Pre-apprenticeship training in building & construction trades   |
| Regional Plan Implementation 5.0 (RPI 5.0)<br><br>Grant ends: 3/31/25                       | WDB SLO   | On Track  | On Track                 | SLO & Santa Barbara<br><br>Regional Staff Development Training  |
| Prison to Employment<br><br>Grand ends: 12/31/25  | Eckerd  | Contract Start date 4/29/24<br><br>\$0 expenditures to date | No enrollments to date   | SLO & Santa Barbara<br><br>Expanded career services and paid work experience opportunities to justice involved individuals  |
| Regional Equity and Recovery Partnerships (RERP)<br><br>Grant ends: 12/31/25                | i. Eckerd<br><br>ii. TBD – Digital Literacy Training Provider | To be implemented August 2024                               | TBD                      | SLO & Santa Barbara<br><br>i. Enhance system alignment with WDBs and Community Colleges (Cuesta and Alan Hancock Colleges)<br>ii. Provide career support, paid work experience and connection to unsubsidized employment for Cuesta/Hancock graduates<br>iii. Digital Literacy Training |



**WDB FY 23/24 Budget & Expenditures**  
Fiscal Year 2023-2024

YTD Expense thru 06/30/24

12 month(s) elapsed

|  |  | <a href="#">See TABs for details</a> |               |                  |             |
|--|--|--------------------------------------|---------------|------------------|-------------|
|  | Budget Narrative   | Budget*                              | YTD Actuals   | Percent Expended | Balance     |
| <b>DSS/WDB Staff Salary &amp; Benefits</b>   | <b>DSS Administrative and Fiscal cost</b><br>These expenses are for DSS salaries and actual time spent on the WIOA Program. This includes WDB support, administrative support, program monitoring, data management, and fiscal management support. The DSS staff includes the WDB Director, Program Manager, two program staff and a percentage of Fiscal Manager. | \$ 495,806                           | \$ 526,583.68 | 106.21%          | \$ (30,778) |
| <b>DSS/WIOA Operating</b>  | Operating expenses include travel, registration, memberships, legal notices, auditing and office supplies. Also included are labor market data subscriptions, outreach, business services contracts and other WIOA system-wide projects approved by the WDB. Career Center facility rent is also included here.  | \$ 560,656                           | \$ 409,144    | 72.98%           | \$ 151,512  |
| <b>Eckerd- WIOA Youth</b><br><i>WIOA Youth Employment and Training Services.</i>   | WIOA Title I Youth services, staffing, operations and facility costs.  | \$ 664,301                           | \$ 522,277    | 78.62%           | \$ 142,024  |
| <b>Eckerd - WIOA Adult, Dislocated Worker and SLO Cal Career Center Operator</b><br><i>WIOA Adult, Dislocated Worker &amp; Business Services</i> | WIOA Title I Adult & Dislocated Worker services, staffing and operations costs.  | \$ 702,555                           | \$ 656,691    | 93.47%           | \$ 45,864   |
| <b>WDB Set-Aside</b>   | These expenses are costs associated directly with the WDB. This includes WDB initiative costs, conference registration and travel expenses, membership renewals, and recognition costs.  | \$ 9,350                             | \$ 4,488      | 48.01%           | \$ 4,862    |
| <b>Regional Plan Implementation 5.0 (RPI 5.0)</b>  | Regional Plan Implementation - Staff Development to support implementation of the Regional Plan Framework for the South Central Coast Regional Planning Unit   | \$ 14,500                            | \$ 14,207     | 97.98%           | \$ 293      |
| <b>High Road Construction Careers: Resilient Workforce Fund (HRCC:RWF) Non-WIOA Special Grant</b>  | High Road Construction Careers: Resilient Workforce Fund Program staff, direct services and participant costs.   | \$ 424,690                           | \$ 34,460     | 8.11%            | \$ 390,230  |
| <b>Prison to Employment (P2E) Non-WIOA Special Grant</b>   | Expanded career services to justice involved individuals   | \$ 157,599                           | \$ -          | 0.00%            | \$ 157,599  |
| <b>Regional Equity and Recovery Partnerships (RERP) Non-WIOA Special Grant</b>   | Supporting alignment of job seekers with community college training  | \$ 477,500                           | \$ -          | 0.00%            | \$ 477,500  |

**TOTAL:**

|                     |                     |                |                         |
|---------------------|---------------------|----------------|-------------------------|
| <b>\$ 3,506,957</b> | <b>\$ 2,167,851</b> | <b>61.82%</b>  | <b>\$ 1,339,106</b>     |
| <i>Target thru</i>  | <i>06/30/24</i>     | <i>100.00%</i> | <i>month(s) elapsed</i> |

**Operating Expenditure Budget**

Fiscal Year 2023-2024

|  | MONTHLY EXPENDITURES |                  |                       |                    |                    |                    |                    |                    |                     |                    |                    |                    |                    |                    |                     |
|--|----------------------|------------------|-----------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|--------------------|--------------------|--------------------|--------------------|--------------------|---------------------|
|  | Budget               | YTD Actuals      | Remaining             | July               | August             | Sept               | Oct                | Nov                | Dec                 | Jan                | Feb                | Mar                | Apr                | May                | June                |
| Travel - (WDB staff)                               | \$ 27,000            | \$ 14,986        | \$ 12,013.86          | \$ 93.01           | \$ 423.98          | \$ 1,757.24        | \$ 2,399.56        | \$ 5,079.20        | \$ 1,270.98         | \$ 538.87          | \$ 173.17          | \$ 2,838.32        |                    | \$ 358.71          | \$ 53.10            |
| Registrations for conferences, workshops, seminars | \$ 9,000             | \$ 42,789        | \$ (33,788.76)        | \$ 2,555.00        | \$ 7,689.00        | \$ 819.00          | \$ 4,428.50        | \$ 3,356.62        | \$ 8,790.60         | \$ 479.00          | \$ 886.40          | \$ 3,309.99        | \$ 2,689.75        | \$ 7,679.90        | \$ 105.00           |
| Auditing (County Auditor)                          | \$ 22,200            | \$ 12,842        | \$ 9,357.74           |                    |                    |                    |                    |                    |                     |                    |                    |                    |                    |                    | \$ 12,842.26        |
| Office Supplies                                    | \$ 6,000             | \$ 7,286         | \$ (1,285.51)         |                    |                    |                    |                    | \$ 310.35          | \$ 269.35           |                    |                    | \$ 1,334.37        |                    | \$ 250.49          | \$ 5,120.95         |
| Other Program (legal notices, publications, etc.)  | \$ 1,600             | \$ 3,586         | \$ (1,985.99)         |                    |                    | \$ 752.46          |                    |                    | \$ 877.87           |                    |                    | \$ 752.62          |                    | \$ 325.23          | \$ 877.81           |
| <b>Total:</b>                                      | <b>\$ 65,800</b>     | <b>\$ 81,489</b> | <b>\$ (15,688.66)</b> | <b>\$ 2,648.01</b> | <b>\$ 8,112.98</b> | <b>\$ 3,328.70</b> | <b>\$ 6,828.06</b> | <b>\$ 8,746.17</b> | <b>\$ 11,208.80</b> | <b>\$ 1,017.87</b> | <b>\$ 1,059.57</b> | <b>\$ 8,235.30</b> | <b>\$ 2,689.75</b> | <b>\$ 8,614.33</b> | <b>\$ 18,999.12</b> |

| <b>Services &amp; Systems Purchase Orders</b>   | Budget            | YTD Actuals       | Remaining            | July        | August              | Sept                | Oct                 | Nov                 | Dec                | Jan                 | Feb                 | Mar                 | Apr                 | May                 | June                |
|---|-------------------|-------------------|----------------------|-------------|---------------------|---------------------|---------------------|---------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| County Property Services (Career Center Facility Rent) Charter (internet/phone); PG&E; So Cal Gas (Career Center Utility Costs) | \$ 69,843         | \$ 71,793         | \$ (1,950.14)        |             | \$ 11,917.03        | \$ 5,848.73         | \$ 5,833.02         | \$ 5,972.78         | \$ 5,606.66        | \$ 7,600.80         | \$ 5,730.84         | \$ 5,868.24         | \$ 5,743.60         | \$ 5,606.66         | \$ 6,064.78         |
| Career Center Janitorial  | \$ 12,825         | \$ 11,206         | \$ 1,619.31          |             | \$ 1,055.28         | \$ 1,091.22         | \$ 1,085.28         | \$ 945.33           | \$ 870.21          | \$ 346.27           | \$ 1,307.19         | \$ 912.02           | \$ 886.80           | \$ 730.74           | \$ 1,975.35         |
| LinkedIn/Carahsoft - LMI & Recruiter tools  | \$ 7,843          | \$ 6,849          | \$ 993.96            |             | \$ 699.86           | \$ 511.61           | \$ 326.73           | \$ 334.98           |                    | \$ 1,121.33         | \$ 298.16           | \$ 605.96           | \$ 632.47           | \$ 948.50           | \$ 1,369.44         |
| CA Employers Association - HR Hotline   | \$ 17,370         | \$ 17,370         | \$ 0.38              |             |                     |                     | \$ 17,369.62        |                     |                    |                     |                     |                     |                     |                     |                     |
| Youth Career Fairs/Community Engagement   | \$ 22,980         | \$ 45,960         | \$ (22,980.00)       |             |                     |                     | \$ 22,980.00        |                     |                    |                     |                     |                     |                     | \$ 22,980.00        |                     |
| Digital Outreach/Recruitment  | \$ 100,000        | \$ -              | \$ 100,000.00        |             |                     |                     |                     |                     |                    |                     |                     |                     |                     |                     |                     |
| Chmura - LMI Subscription   | \$ 66,016         | \$ 13,353         | \$ 52,663.00         |             | \$ 9,248.06         |                     | \$ 4,104.94         |                     |                    |                     |                     |                     |                     |                     |                     |
| Atascadero Chamber - WIOA Business Retention/Layoff Aversion Services Contract  | \$ 7,979          | \$ 7,978          | \$ 0.92              |             |                     | \$ 7,978.08         |                     |                     |                    |                     |                     |                     |                     |                     |                     |
| WIOA Youth Technical Assistance Consultant Contract   | \$ 100,000        | \$ 99,334         | \$ 665.52            |             |                     | \$ 4,901.81         | \$ 5,699.32         | \$ 13,264.26        |                    | \$ 12,604.12        | \$ 5,547.01         | \$ 7,589.80         | \$ 10,631.68        |                     | \$ 39,096.48        |
| Mid State Fair - Construction Career Fair   | \$ 45,000         | \$ 41,613         | \$ 3,387.47          |             |                     | \$ 3,000.00         |                     | \$ 19,281.28        | \$ 1,195.31        | \$ 2,250.00         | \$ 3,960.94         | \$ 3,112.50         | \$ 3,304.69         |                     | \$ 5,507.81         |
| WIOA Staff Development Training - Contractor Staff  | \$ 5,000          | \$ 5,000          | \$ -                 |             |                     |                     |                     |                     |                    |                     |                     | \$ 5,000.00         |                     |                     |                     |
| <b>Total:</b>   | <b>\$ 494,856</b> | <b>\$ 327,656</b> | <b>\$ 167,200.42</b> | <b>\$ -</b> | <b>\$ 22,920.23</b> | <b>\$ 23,331.45</b> | <b>\$ 57,398.91</b> | <b>\$ 39,798.63</b> | <b>\$ 7,672.18</b> | <b>\$ 28,922.52</b> | <b>\$ 16,844.14</b> | <b>\$ 23,088.52</b> | <b>\$ 23,399.24</b> | <b>\$ 30,265.90</b> | <b>\$ 54,013.86</b> |

|  |                   |                      |                      |                    |                     |                     |                     |                     |                     |                     |                     |                     |                     |                     |                     |
|--|-------------------|----------------------|----------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>DSS Operating Expense Grand Total</b> | <b>\$ 560,656</b> | <b>\$ 409,144.24</b> | <b>\$ 151,511.76</b> | <b>\$ 2,648.01</b> | <b>\$ 31,033.21</b> | <b>\$ 26,660.15</b> | <b>\$ 64,226.97</b> | <b>\$ 48,544.80</b> | <b>\$ 18,880.98</b> | <b>\$ 29,940.39</b> | <b>\$ 17,903.71</b> | <b>\$ 31,323.82</b> | <b>\$ 26,088.99</b> | <b>\$ 38,880.23</b> | <b>\$ 73,012.98</b> |
|--|-------------------|----------------------|----------------------|--------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|

\*Salary and Benefits included on Summary Tab



**Eckerd - WIOA Youth Services**

Fiscal Year 2023-2024

Expenditures

| IN AND OUT OF SCHOOL | Budget               | YTD Actuals       | Remaining            | MONTHLY EXPENDITURES |                             |                     |                     |                     |                     |                     |                     |                     |                     |                     |                     |
|----------------------|----------------------|-------------------|----------------------|----------------------|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
|                      |                      |                   |                      | Copier               | June & July SLO COE Invoice | Jun, July & Aug     | Sept. Invoice       | Oct. Invoice        | Nov. Invoice        | Dec. Invoice        | Jan. Invoice        | Feb. Invoice        | Mar. Invoice        | Apr. Inv.           | May & Jun. Invoice  |
|                      |                      |                   |                      | July                 | August*                     | September           | October             | November            | December            | January             | February            | March               | April               | May                 | June                |
| Salaries & Benefits  | \$ 334,090.00        | \$ 377,046        | \$ (42,955.90)       | \$                   | \$ 60,910.48                | \$ 50,671.99        | \$ 29,424.70        | \$ 26,137.13        | \$ 27,490.44        | \$ 37,532.62        | \$ 26,019.18        | \$ 24,143.35        | \$ 20,735.22        | \$ 25,860.72        | \$ 48,120.07        |
| Operations           | \$ 108,718.00        | \$ 45,476         | \$ 63,241.56         | \$ 118.84            | \$ 703.13                   | \$ 9,660.83         | \$ 3,339.99         | \$ 2,594.88         | \$ 3,445.70         | \$ 4,470.18         | \$ 2,786.97         | \$ 1,952.19         | \$ 5,043.03         | \$ 3,980.15         | \$ 7,380.55         |
| Participant Costs    | \$ 148,482.00        | \$ 39,790         | \$ 108,691.97        |                      | \$ 856.77                   | \$ 2,399.81         | \$ 1,202.59         |                     |                     | \$ 1,256.94         | \$ 39.10            | \$ 166.40           | \$ 1,469.84         | \$ 3,528.28         | \$ 28,870.30        |
| Indirect             | \$ 73,011.00         | \$ 59,965         | \$ 13,045.89         |                      | \$ 6,222.04                 | \$ 8,531.63         | \$ 4,619.55         | \$ 3,907.55         | \$ 4,165.42         | \$ 5,840.26         | \$ 3,827.75         | \$ 3,463.57         | \$ 3,515.35         | \$ 4,522.56         | \$ 11,349.43        |
| <b>Total:</b>        | <b>\$ 664,301.00</b> | <b>\$ 522,277</b> | <b>\$ 142,023.52</b> | <b>\$ 118.84</b>     | <b>\$ 68,692.42</b>         | <b>\$ 71,264.26</b> | <b>\$ 38,586.83</b> | <b>\$ 32,639.56</b> | <b>\$ 35,101.56</b> | <b>\$ 49,100.00</b> | <b>\$ 32,673.00</b> | <b>\$ 29,725.51</b> | <b>\$ 30,763.44</b> | <b>\$ 37,891.71</b> | <b>\$ 95,720.35</b> |

Work Experience (included in total)\* **\$ 88,807.06**

**Eckerd - WIOA Adult, Dislocated Worker, Business Services & Career Center Operator**  
 Fiscal Year 2023-2024

**Adult**

|                                 | MONTHLY EXPENDITURES |                      |                     |                     |             |                     |                     |                     |                     |                     |                     |                     |                     |                      |                      |             |
|---------------------------------|----------------------|----------------------|---------------------|---------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|----------------------|-------------|
|                                 | Budget               | YTD Actuals          | Remaining           | June Inv.           | August      | July & Aug Inv.     | Sep Inv             | Oct Inv             | Nov. Inv.           | Dec. Inv            | Jan. Inv            | Feb. Inv            | Mar. Inv            | Apr. May & June Inv. |                      | Final June  |
|                                 |                      |                      |                     | July                | September   | October             | November            | December            | January             | February            | March               | April               | May                 | June                 |                      |             |
| Salaries & Benefits             | \$ 171,331.42        | \$ 174,849.48        | \$ (3,518.06)       | \$ 8,620.97         |             | \$ 27,980.88        | \$ 11,283.59        | \$ 13,976.39        | \$ 15,471.34        | \$ 18,864.47        | \$ 17,363.32        | \$ 10,903.57        | \$ 10,988.44        |                      | \$ 39,396.51         |             |
| Operations                      | \$ 23,623.31         | \$ 32,559.47         | \$ (8,936.16)       | \$ 13,105.45        |             | \$ 2,714.38         | \$ 942.19           | \$ 818.18           | \$ 2,578.86         | \$ 1,386.46         | \$ 2,086.60         | \$ 1,029.03         | \$ 3,009.24         |                      | \$ 4,889.08          |             |
| Participant Training            | \$ 176,000.00        | \$ 136,553.51        | \$ 39,446.49        | \$ 23,209.05        |             | \$ 9,495.05         | \$ 4,702.46         |                     |                     | \$ 6,333.30         | \$ 2,531.00         |                     | \$ 40,485.00        |                      | \$ 49,797.65         |             |
| Participant Supportive Services | \$ 1,540.25          | \$ 856.25            | \$ 684.00           | \$ 433.68           |             |                     |                     |                     |                     | \$ 140.25           |                     |                     | \$ 214.32           |                      | \$ 68.00             |             |
| Indirect                        | \$ 30,060.02         | \$ 29,900.07         | \$ 159.95           | \$ 3,806.95         |             | \$ 4,506.50         | \$ 2,302.24         | \$ 2,012.06         | \$ 2,413.15         | \$ 2,736.02         | \$ 2,645.19         | \$ 1,608.43         | \$ 1,873.37         |                      | \$ 5,996.16          |             |
| <b>Total:</b>                   | <b>\$ 402,555.00</b> | <b>\$ 374,718.78</b> | <b>\$ 27,836.22</b> | <b>\$ 49,176.10</b> | <b>\$ -</b> | <b>\$ 44,696.81</b> | <b>\$ 19,230.48</b> | <b>\$ 16,806.63</b> | <b>\$ 20,463.35</b> | <b>\$ 29,320.25</b> | <b>\$ 24,766.36</b> | <b>\$ 13,541.03</b> | <b>\$ 56,570.37</b> | <b>\$ -</b>          | <b>\$ 100,147.40</b> | <b>\$ -</b> |

**DW**

|                                 | MONTHLY EXPENDITURES |                      |                     |                     |             |                     |                     |                     |                     |                     |                     |                     |                     |                      |                     |             |
|---------------------------------|----------------------|----------------------|---------------------|---------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|-------------|
|                                 | Budget               | YTD Actuals          | Remaining           | June Invoice        | August      | July & Aug Inv.     | Sep Inv             | Oct Inv             | Nov. Inv.           | Dec. Inv            | Jan. Inv            | Feb. Inv            | Mar. Inv            | Apr. May & June Inv. |                     | Final June  |
|                                 |                      |                      |                     | July                | September   | October             | November            | December            | January             | February            | March               | April               | May                 | June                 |                     |             |
| Salaries & Benefits             | \$ 170,329.79        | \$ 166,602.44        | \$ 3,727.35         | \$ 21,906.73        |             | \$ 22,531.28        | \$ 10,109.43        | \$ 13,168.03        | \$ 13,119.65        | \$ 16,187.63        | \$ 12,719.95        | \$ 10,637.13        | \$ 10,431.00        |                      | \$ 35,791.61        |             |
| Operations                      | \$ 24,782.08         | \$ 27,401.93         | \$ (2,619.85)       | \$ 12,366.31        |             | \$ 2,038.73         | \$ 507.82           | \$ 437.12           | \$ 2,462.04         | \$ 1,085.04         | \$ 1,902.32         | \$ 964.81           | \$ 1,404.10         |                      | \$ 4,233.64         |             |
| Participant Training            | \$ 76,000.00         | \$ 59,104.75         | \$ 16,895.25        | \$ 7,506.00         |             | \$ 5,625.00         |                     | \$ 6,000.00         |                     | \$ 7,475.00         | \$ 13,627.50        | \$ (950.00)         | \$ 12,346.25        |                      | \$ 7,475.00         |             |
| Participant Supportive Services | \$ 1,755.83          | \$ 2,883.68          | \$ (1,127.85)       | \$ 1,933.68         |             |                     |                     |                     |                     |                     | \$ 950.00           |                     |                     |                      |                     |             |
| Indirect                        | \$ 27,132.30         | \$ 25,979.64         | \$ 1,152.66         | \$ 4,408.53         |             | \$ 3,289.74         | \$ 1,443.95         | \$ 1,850.30         | \$ 2,077.43         | \$ 2,330.98         | \$ 1,988.63         | \$ 1,563.46         | \$ 1,609.86         |                      | \$ 5,416.76         |             |
| <b>Total:</b>                   | <b>\$ 300,000.00</b> | <b>\$ 281,972.44</b> | <b>\$ 18,027.56</b> | <b>\$ 48,121.25</b> | <b>\$ -</b> | <b>\$ 33,484.75</b> | <b>\$ 12,061.20</b> | <b>\$ 21,455.45</b> | <b>\$ 17,659.12</b> | <b>\$ 27,078.65</b> | <b>\$ 30,238.40</b> | <b>\$ 13,165.40</b> | <b>\$ 25,791.21</b> | <b>\$ -</b>          | <b>\$ 52,917.01</b> | <b>\$ -</b> |

| TOTAL AJCC - One Stop | Budget               | YTD Actuals          | Remaining           | July                | August      | September           | October             | November            | December            | January             | February            | March               | April               | May         | June                 | Final June  |
|-----------------------|----------------------|----------------------|---------------------|---------------------|-------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|-------------|----------------------|-------------|
| Adult                 | \$ 402,555.00        | \$ 374,718.78        | \$ 27,836.22        | \$ 49,176.10        | \$ -        | \$ 44,696.81        | \$ 19,230.48        | \$ 16,806.63        | \$ 20,463.35        | \$ 29,320.25        | \$ 24,766.36        | \$ 13,541.03        | \$ 56,570.37        | \$ -        | \$ 100,147.40        | \$ -        |
| DW                    | \$ 300,000.00        | \$ 281,972.44        | \$ 18,027.56        | \$ 48,121.25        | \$ -        | \$ 33,484.75        | \$ 12,061.20        | \$ 21,455.45        | \$ 17,659.12        | \$ 27,078.65        | \$ 30,238.40        | \$ 13,165.40        | \$ 25,791.21        | \$ -        | \$ 52,917.01         | \$ -        |
| <b>Total:</b>         | <b>\$ 702,555.00</b> | <b>\$ 656,691.22</b> | <b>\$ 45,863.78</b> | <b>\$ 97,297.35</b> | <b>\$ -</b> | <b>\$ 78,181.56</b> | <b>\$ 31,291.68</b> | <b>\$ 38,262.08</b> | <b>\$ 38,122.47</b> | <b>\$ 56,398.90</b> | <b>\$ 55,004.76</b> | <b>\$ 26,706.43</b> | <b>\$ 82,361.58</b> | <b>\$ -</b> | <b>\$ 153,064.41</b> | <b>\$ -</b> |

**WIOA WDB Set-Aside**

Fiscal Year 2023-2024

|  | Budget          | YTD Actuals     | Remaining       | MONTHLY EXPENDITURES |             |                  |                    |             |             |             |             |             |             |             |             |             |
|--|-----------------|-----------------|-----------------|----------------------|-------------|------------------|--------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
|  |                 |                 |                 | July                 | August      | Sept             | Oct                | Nov         | Dec         | Jan         | Feb         | Mar         | Apr         | May         | June        |             |
| CWA (Youth/Spring/Fall) Conference (WDB Board)       | \$ 3,000        | 819             | \$ 2,181        |                      |             | \$ 819.00        |                    |             |             |             |             |             |             |             |             |             |
| Membership Renewals/Sponsorships <i>Chambers/CWA</i> | \$ 5,750        | 3,669           | \$ 2,081        |                      |             |                  | \$3,669.48         |             |             |             |             |             |             |             |             |             |
| WDB Member Recognition                               | \$ 600          | 0               | \$ 600          |                      |             |                  |                    |             |             |             |             |             |             |             |             |             |
| <b>Total:</b>  | <b>\$ 9,350</b> | <b>\$ 4,488</b> | <b>\$ 4,862</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ 819.00</b> | <b>\$ 3,669.48</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

**Regional Plan Implementation 5.0 (RPI 5.0)**  
 Fiscal Year 2023-2024

|                             | MONTHLY EXPENDITURES |                  |                  |             |             |             |             |             |             |                    |                    |                 |                    |                    |                    |
|-----------------------------|----------------------|------------------|------------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------------|--------------------|-----------------|--------------------|--------------------|--------------------|
|                             | Budget               | YTD Actuals      | Remaining        | July        | August      | Sept        | Oct         | Nov         | Dec         | Jan                | Feb                | Mar             | Apr                | May                | June               |
| RPI 5.0 - Staff Development | \$ 14,500.00         | \$ 14,207        | \$ 293.33        |             |             |             |             |             |             | \$4,486.00         | \$ 1,724.86        | \$ 12.00        | \$ 1,047.52        | \$4,720.82         | \$2,215.47         |
| <b>Total:</b>               | <b>\$ 14,500.00</b>  | <b>\$ 14,207</b> | <b>\$ 293.33</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 4,486.00</b> | <b>\$ 1,724.86</b> | <b>\$ 12.00</b> | <b>\$ 1,047.52</b> | <b>\$ 4,720.82</b> | <b>\$ 2,215.47</b> |

**High Road Construction Careers: Resilient Workforce Fund (HRCC: RWF)**  
 Non-WIOA Special Grant

|                                     | Budget               | YTD Actuals      | Remaining            | MONTHLY EXPENDITURES |             |             |             |             |             |             |             |                        |                    |                     |                    |
|-------------------------------------|----------------------|------------------|----------------------|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|------------------------|--------------------|---------------------|--------------------|
|                                     |                      |                  |                      | July                 | August      | September   | October     | November    | December    | January     | February    | Dec. Jan. Feb Invoices |                    | May & June Inv.     |                    |
|                                     |                      |                  |                      |                      |             |             |             |             |             |             |             | March                  | April              | May                 | June               |
| Eckerd - Salaries & Benefits        | \$ 163,821.00        | \$ 17,189        | \$ 146,632.17        |                      |             |             |             |             |             |             |             | \$ 7,059.13            | \$ 2,588.57        | \$ 3,769.72         | \$ 3,771.41        |
| Eckerd Contract - Participant Costs | \$ 238,589.00        | \$ 14,638        | \$ 223,950.75        |                      |             |             |             |             |             |             |             |                        | \$ 213.99          | \$ 13,424.26        | \$ 1,000.00        |
| Eckerd - Indirect Costs             | \$ 22,280.00         | \$ 2,632         | \$ 19,647.53         |                      |             |             |             |             |             |             |             | \$ 73.89               | \$ 1,532.99        | \$ 512.68           | \$ 512.91          |
| <b>Grant Total:</b>                 | <b>\$ 424,690.00</b> | <b>\$ 34,460</b> | <b>\$ 390,230.45</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 7,133.02</b>     | <b>\$ 4,335.55</b> | <b>\$ 17,706.66</b> | <b>\$ 5,284.32</b> |

|                               | Budget       | YTD Actuals | Remaining    | July | August | September | October | November | December | January | February | March | April     | May         | June        |
|-------------------------------|--------------|-------------|--------------|------|--------|-----------|---------|----------|----------|---------|----------|-------|-----------|-------------|-------------|
| WDB Staff Salaries & Benefits | \$ 17,373.00 | \$ 4,218    | \$ 13,155.13 |      |        |           |         |          |          |         |          |       | \$ 805.08 | \$ 2,229.36 | \$ 1,183.43 |

| TOTAL HRCC:RWF                           | Budget               | YTD Actuals         | Remaining            | July        | August      | September   | October     | November    | December    | January     | February    | March              | April              | May                 | June               |
|--|----------------------|---------------------|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------------|--------------------|---------------------|--------------------|
| <b>Eckerd Contract</b>                   | \$ 424,690.00        | \$ 34,459.55        | \$ 390,230.45        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ 7,133.02        | \$ 4,335.55        | \$ 17,706.66        | \$ 5,284.32        |
| <b>WDB Staff Salaries &amp; Benefits</b> | \$ 17,373.00         | \$ 4,217.87         | \$ 13,155.13         | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -        | \$ -               | \$ 805.08          | \$ 2,229.36         | \$ 1,183.43        |
| <b>Total:</b>                            | <b>\$ 442,063.00</b> | <b>\$ 38,677.42</b> | <b>\$ 403,385.58</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 7,133.02</b> | <b>\$ 5,140.63</b> | <b>\$ 19,936.02</b> | <b>\$ 6,467.75</b> |

Direct Services Subcontracted to  
 Eckerd: Eckerd  
 Contract Total: \$424,690  
 WDB Staff Salaries & Benefits  
 \$17,373

**Prison to Employment (P2E)**  
 Non-WIOA Special Grant  
 Direct Services Contract with Eckerd

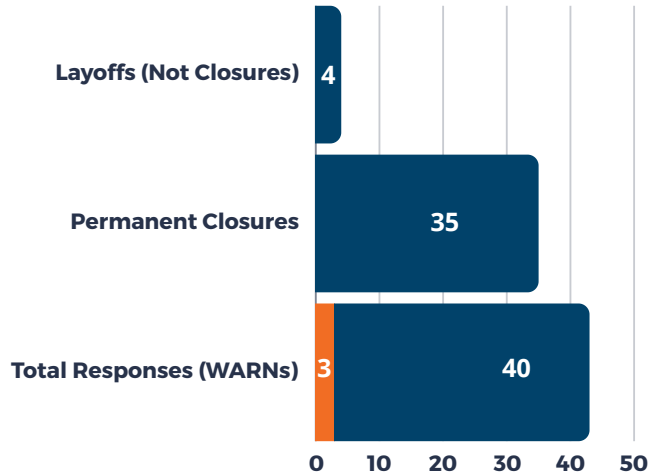
|                   | MONTHLY EXPENDITURES |             |                      |             |             |             |             |             |             |             |             |             |             |             |             |             |
|-------------------|----------------------|-------------|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
|                   | Budget               | YTD         |                      | July        | August      | Sept        | Oct         | Nov         | Dec         | Jan         | Feb         | Mar         | Apr         | May         | June        | Final June  |
|                   |                      | Actuals     | Remaining            |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Personnel Costs   | \$ 50,514.00         |             |                      |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Operations        | \$ 7,731.00          |             |                      |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Participant Costs | \$ 81,923.00         |             |                      |             |             |             |             |             |             |             |             |             |             |             |             |             |
| Indirect Costs    | \$ 17,431.00         |             |                      |             |             |             |             |             |             |             |             |             |             |             |             |             |
|                   |                      |             | \$ -                 |             |             |             |             |             |             |             |             |             |             |             |             |             |
| <b>Total:</b>     | <b>\$ 157,599.00</b> | <b>\$ -</b> | <b>\$ 157,599.00</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

**Regional Equity and Recovery Partnerships (RERP)**  
 Non-WIOA Special Grant

| *DRAFT BUDGET                  | Budget               | YTD Actuals | Remaining            | MONTHLY EXPENDITURES |             |             |             |             |             |             |             |             |             |             |             |             |
|--------------------------------|----------------------|-------------|----------------------|----------------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|
|                                |                      |             |                      | July                 | August      | September   | October     | November    | December    | January     | February    | March       | April       | May         | June        |             |
| WDB Staff Salaries & Benefits  | \$ 47,704.00         | \$ -        | \$ 47,704.00         |                      |             |             |             |             |             |             |             |             |             |             |             |             |
| Digital Literacy Training      | \$ 50,000.00         | \$ -        | \$ 50,000.00         |                      |             |             |             |             |             |             |             |             |             |             |             |             |
| Eckerd -Direct Services Contra | \$ 379,796.00        | \$ -        | \$ 379,796.00        |                      |             |             |             |             |             |             |             |             |             |             |             |             |
|                                | \$ -                 | \$ -        | \$ -                 |                      |             |             |             |             |             |             |             |             |             |             |             |             |
| <b>Total:</b>                  | <b>\$ 477,500.00</b> | <b>\$ -</b> | <b>\$ 477,500.00</b> | <b>\$ -</b>          | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

# Rapid Response

PROGRAM YEAR 2023-2024



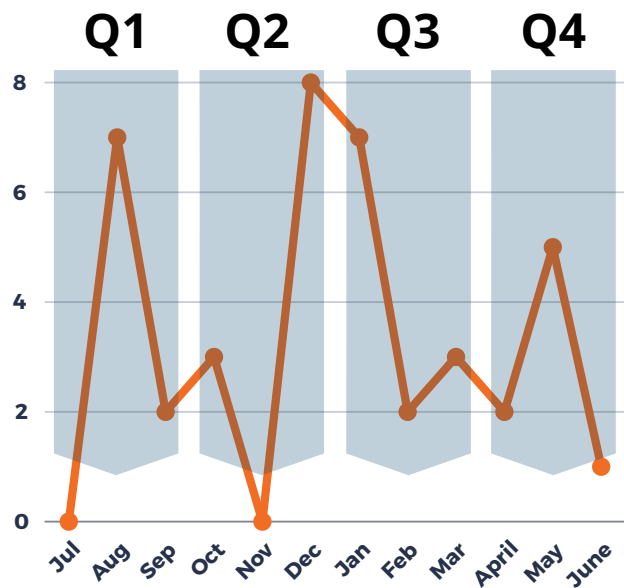
## PROGRAM YEAR 2023-24 RAPID RESPONSE SUMMARY

For the program year of 2023-24 there were a total of forty Rapid Responses conducted throughout San Luis Obispo County. Thirty-five of the Rapid Responses conducted resulted in a closure, and four resulted in layoffs. Twenty-one were received via staff sources and nineteen were reported via media. Three of the responses were received via WARN notices.

### RAPID RESPONSES BY QUARTER

During the Q1 of the 2023-24 program year, nine (9) Rapid Responses were conducted throughout San Luis Obispo County. In Q2 (Oct-Dec), there were eleven (11) Rapid Responses.

During Q3 there were a total of twelve (12) and in Q4 there were eight (8) Rapid Responses conducted. All but one business of the forty businesses affected during the 2023-24 program year resulted in either employee layoffs or business closure.



# 5,400

Unemployed civilians in San Luis Obispo County in June 2024

# 4%

Latest Unemployment Rate in San Luis Obispo County

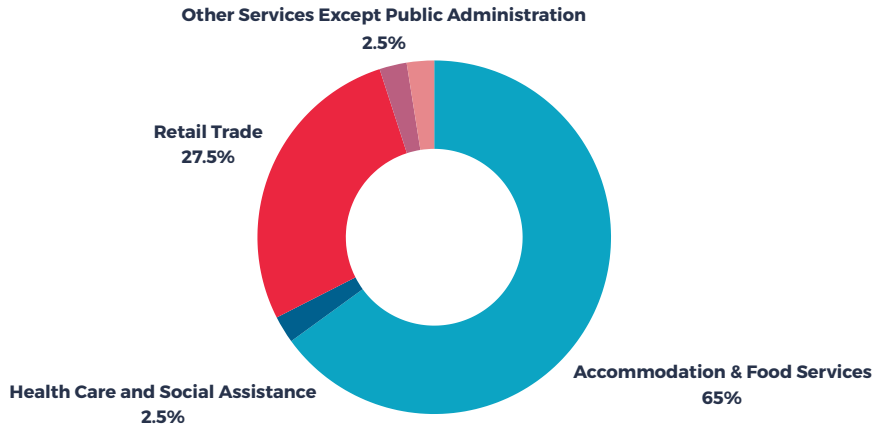
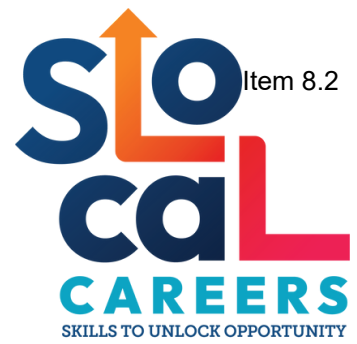
# #7

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



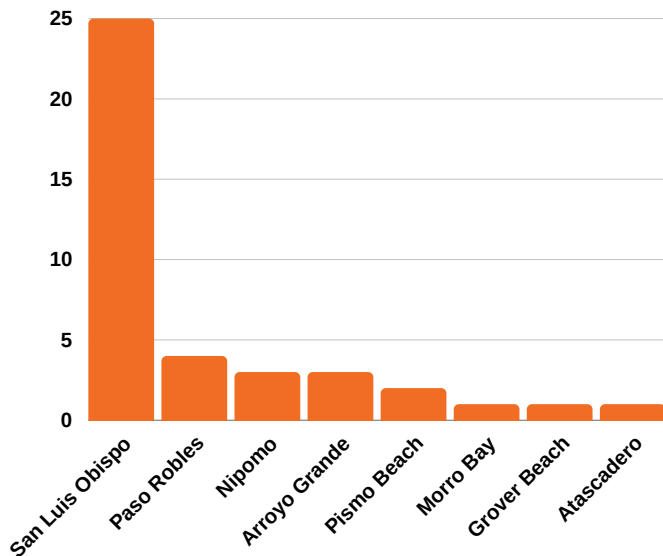
# Rapid Response

PROGRAM YEAR 2023-2024



## RAPID RESPONSE DATA BY INDUSTRY

The Rapid Response data recorded shows that the *Accommodation & Food Services* industry was the most affected industry of the 2023-24 program year. This sector accounts for 65% or twenty-six of the forty Rapid Responses conducted in San Luis Obispo County. The *Retail Trade* industry accounted for 27.5% of the Rapid Responses, with eleven responses conducted. The *Other Services Except Public Administration* and *Health Care and Social Assistance* industries each accounted for 2.5% of the total percentage, with one response. The *Arts, Entertainment and Recreation* industry also tallied 2.5% of the total percentage, with one Rapid Response.



## RAPID RESPONSE DATA BY LOCATION

Most of the Rapid Responses during the 2023-24 program year took place in San Luis Obispo. A total of twenty-five responses were in SLO. Paso Robles ended the program year with four Rapid Responses. Three responses were conducted in each of the neighboring towns of Nipomo and Arroyo Grande. The city of Pismo Beach had two Rapid Response this past year. The coastal communities of Morro Bay and Grover Beach each had one Rapid Response conducted there. Atascadero also ended the program year with one Rapid Response.

Please notify our team about any business closures or layoffs at (805) 781-1934 or [SLOworkforce@co.slo.ca.us](mailto:SLOworkforce@co.slo.ca.us)