



MADERA COUNTY WORKFORCE

Development Board

A G E N D A

**August 20, 2026
3:00 p.m.**

Meeting will be held in person and via Zoom at:

**Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637
40343 Highway 41, Oakhurst, CA 93644
3170 West Shaw Ave, Fresno, CA 93711**

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Workforce Development Board of Madera County, may request assistance by contacting the Executive Assistant at Madera County Workforce Investment Corporation office, 2037 W. Cleveland Avenue, Madera, CA 93637; Telephone 559/662-4589; CRS 711; Fax 559/673-1794.

This agenda and supporting documents relating to the items on this agenda are available through the Workforce Development Board website at <http://www.maderaworkforce.org/workforce-board-meetings/>. These documents are also available at the Madera County Workforce Assistance Center – office of the Executive Director. The Workforce Development Board is an equal Opportunity Employer/Program. Auxiliary aids and services are available upon request.

1.0 Call to Order

- 1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Items identified after preparation of the Agenda for which there is a need to take immediate action. Two-thirds vote required for consideration (Government Code Section 54954.2(b)(2))

3.0 Public Comment

This time is made available for comment from the public on matters within the Board's jurisdiction but not appearing on the agenda. The Board will not take action on any items presented under public comment. The comment period will be limited to 15 minutes.

4.0 Introductions and Recognitions

5.0 Adoption of Board Agenda

6.0 Consent Calendar

- 6.1 Consideration of approval of the April 16, 2026, Workforce Development Board (WDB) meeting minutes.
- 6.2 Consideration of approval of the resignation of Michelle Jones, AutoZone, from the WDB.

7.0 Action Items

- 7.1 Consideration of approval of Armando Cortez's Director application to the WDB representing AutoZone for a 3-year term.
- 7.2 Consideration of approval of The Munoz Group's One Stop Operator (OSO) quarterly report for the period of April 1, 2026, through June 30, 2026.
- 7.3 Consideration of approval of The Munoz Group's OSO Annual Report for fiscal year 2025-2026.
- 7.4 Consideration of approval of the revised Eligible Training Provider List (ETPL) policy to include the requirements and provisions of the State's revised ETPL directive released on February 23, 2026.

- 7.5 Consideration of approval of the revised WIOA Incentives Policy to consolidate incentive opportunities and provide larger awards for key participant milestones and outcomes.
- 7.6 Consideration of approval of the Eligibility policy to include the requirements and provisions of the State's WIOA Title I Eligibility Technical Assistance Guide directive released on September 26, 2024.

8.0 Information Items

- 8.1 Success Stories
- 8.2 WDB Action Planning Subcommittee Updates
- 8.3 Madera County Workforce Investment Corporation (MCWIC) Update
- 8.4 Federal and Legislative Updates
- 8.5 Workforce on Wheels (WOW) Mobile Unit Unveiling and Ribbon Cutting
- 8.6 California Workforce Development Board (CWDB) Presentations
- 8.7 2026 Foster Youth Summer Work Experience Program
- 8.8 Program Impact Report
- 8.9 Local Area Program Year 2024 Final Performance Scores
- 8.10 High Performing Board Designation
- 8.11 Workforce Innovation and Opportunity Act (WIOA) Section 188 Nondiscrimination and Equal Opportunity Provisions Annual Compliance Monitoring Review Final Report Program Years 2025-26
- 8.12 Eligible Training Provider Compliance Monitoring PY 2025-26 Results
- 8.13 America's Job Center of California (AJCC) Comprehensive and Affiliate/Specialized Certification
- 8.14 Local and Regional Plan PY 2025-2028 Two-Year Plan Modifications
- 8.15 National Workforce Development Month/Workforce Development Professional's Day
- 8.16 California Workforce Association (CWA) Meeting of the Minds in Monterey (MMM) 2026 Conference
- 8.17 2026-27 WDB Meeting Calendar
- 8.18 Weekly Unemployment Insurance (UI) Initial Claims for Madera County

9.0 Written Communication

10.0 Open Discussion/Reports/Information

- 10.1 Board Members
- 10.2 Staff

11.0 Next Meeting

October 15, 2026

12.0 Adjournment



MINUTES

**April 16, 2026
3:00 p.m.**

Meeting will be held in person and via Zoom at:

Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637

PRESENT: Brett Frazier, Chuck Riojas, Eric Niino, Jorge DeNava, Lanie Suderman, Michelle Jones, Mike Lopez, Nichole Mosqueda, Todd Lile, Wendy Lomeli
ABSENT: Aaron Chambers, Donald Foster, Emilio Hipolito, Gurminder Sangha, Kristina Gallagher, Laura Gutile, Michelle Brunetti, Robert Poythress,
GUEST:
STAFF: Bertha Vega, Maiknue Vang, Nicki Martin, Sheyla Garcia

1.0 Call to Order

Meeting called to order at 3:04 p.m. by Chair Brett Frazier.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

None.

3.0 Public Comment

None.

4.0 Introductions and Recognitions

None.

5.0 Adoption of Board Agenda

Nichole Mosqueda moved to adopt the agenda, seconded by Laura Gutile.

Vote: Approved – unanimous

Yes: Brett Frazier, Chuck Riojas, Eric Niino, Jorge DeNava, Lanie Suderman, Michelle Jones, Mike Lopez, Nichole Mosqueda, Todd Lile, Wendy Lomeli

6.0 Consent Calendar

- 6.1 Consideration of approval of the February 19, 2026, Workforce Development Board (WDB) meeting minutes.**
- 6.2 Consideration of approval of the reappointment of Jorge DeNava, Central Valley Opportunity Center (CVOC), for an additional 3-year term.**
- 6.3 Consideration of approval of the reappointment of Brett Frazier, Papa Murphy's, for an additional 3-year term.**

- 6.4 Consideration of approval of the reappointment of Wendy Lomeli, Employment Development Department (EDD), for an additional 3-year term.**
- 6.5 Consideration of approval of the non-reappointment of Donald Foster, Golden Valley Chamber of Commerce, to the WDB.**

Laura Gutile moved to approve the Consent Calendar, seconded by Chuck Riojas.

Brett Frazier, Chuck Riojas, Eric Niino, Jorge DeNava, Lanie Suderman, Michelle Jones, Mike Lopez, Nichole Mosqueda, Todd Lile, Wendy Lomeli

7.0 Action Items

- 7.1 Consideration of approval of Priscilla Varela's Director application to the WDB representing the Department of Rehabilitation for a 3-year term.**

Priscilla Varela is replacing Joe Perez on the WDB after his retirement.

Chuck Riojas moved to approve, seconded by Laura Gutile.

Laura Gutile moved to approve the Consent Calendar, seconded by Chuck Riojas.

Brett Frazier, Chuck Riojas, Eric Niino, Jorge DeNava, Lanie Suderman, Michelle Jones, Mike Lopez, Nichole Mosqueda, Todd Lile, Wendy Lomeli

- 7.2 Consideration of approval of the One Stop Operator (OSO) quarterly report for the period of January 1, 2026, through March 31, 2026.**

Staff presented the OSO report. Andrew Munoz, OSO, has been very helpful. Partners meet monthly. Andrew has created an online dashboard platform to share flyers, resources and other information. Everything is going well and Partners seem more engaged. Andrew used to be a Workforce director.

Todd Lile moved to approve, seconded by Nichole Mosqueda.

Laura Gutile moved to approve the Consent Calendar, seconded by Chuck Riojas.

Brett Frazier, Chuck Riojas, Eric Niino, Jorge DeNava, Lanie Suderman, Michelle Jones, Mike Lopez, Nichole Mosqueda, Todd Lile, Wendy Lomeli

- 7.3 Consideration of approval of the transfer of funds from the Dislocated Worker funding stream to the Adult funding stream in order to maximize customer service and provide more flexibility in the areas of greatest needs as allowed by Workforce Innovation and Opportunity Act (WIOA) Section 113(b)(4) and as outlined in EDD Directive WSD22-09:**

- **EDD Subgrant AA511014 YOA 2024 Transfer of Fund request 02 in the amount of \$120,000**

Once funds are transferred, they cannot be transferred back. The transfer still leaves a healthy dislocated worker budget and even though there have been a number of business closures in Madera County, staff are not concerned about insufficient funds to support impacted employees as dislocated workers may also access Adult funds. Some dislocated workers from the recent closures have come in but not the majority. Some laid off employees were picked up by other manufacturing businesses. EVAPCO hired approximately 50 new employees including several of these impacted workers.

Nichole Mosqueda moved to approve, seconded by Todd Lile.

Laura Gutile moved to approve the Consent Calendar, seconded by Chuck Riojas.

Brett Frazier, Chuck Riojas, Eric Niino, Jorge DeNava, Lanie Suderman, Michelle Jones, Mike Lopez, Nichole Mosqueda, Todd Lile, Wendy Lomeli

8.0 Information Items

- 8.1 Success Stories**

Information provided within the agenda packet.

8.2 WDB Action Planning Subcommittee Updates

- **Leadership:** Quarter 7 just wrapped up. The Leadership Committee's tasks are mostly completed. The committee is waiting for the external launch of the new marketing and branding so that a PowerPoint presentation can be created and provided to Board members with information on their roles on the Board. The full, external launch will take place in the summer when Archer & Hound finalizes the website redesign. Nichole Mosqueda joined Maiknue Vang, Executive Director, at the National Association of Workforce Boards (NAWB) conference in March. There was a lot of information on AI and AI integration on training programs. The majority of the workshops had some component of AI for both Youth and Adult. The U.S. Assistant Secretary of Labor, Henry Mack, spoke about WIOA funding and placed pressure on the States and Counties around the low numbers that are being reported to the Federal government and their impact. Many Workforce areas were unhappy after his presentation, but this pointed out that there may be inconsistencies on how and what the States are reporting and that States need to do a better job reporting and representing their impact to their State and local Workforce areas. Nichole felt that this conference is very good for Board members and it showed that Madera is on track and that AI integration is at the top of the list. Maiknue, stated that Madera has always been hesitant to use AI but the conference helped her see it differently. AI policies may need to be created and trainings scheduled because staff are most likely already using it. AI could also be taught to participants for use as a tool with things like resumes, etc. An EDD Veteran program staff uses AI to help Veterans prepare for public speaking. This is done by speaking or inputting what the Veteran wants to say into AI and then AI generating a more concise and professional way of saying what they want to say.
- **Training:** Laura Gutile was welcomed to the Training Committee. The Committee is still struggling with member attendance. They discussed the current Sector Partnership meetings that have been taking place. The sectors include transportation, manufacturing, and green energy. There are still some industries missing at the table. The committee is discussing how to bring those missing industries to the table. Discussion held on how to engage the missing industries and possibly scheduling events that are sector specific to bring those industries together. This would also help provide information on their industries to the community and could help recruit youth to those industries. The committee has reached out to Madera Community College to re-engage efforts to develop an Or surgical tech program. There is a demand for this field but the College must first buy in to the need. Trucking and Medical Assisting are also in demand. Staff learned that Merced College is working towards getting on to the Eligible Training Provider List (ETPL) for Registered Dental Assistant.
- **Marketing:** Staff are getting ready for the official launch of the new website. There will be a ribbon cutting for the van on 5/20/26 at 10:00 a.m. in front of the Workforce Assistance Center. The van will be parked at the Juvenile Probation enclosed parking lot when not in use.

8.3 Madera County Workforce Investment Corporation (MCWIC) Update

Information provided within the agenda packet.

8.4 Federal and Legislative Updates

Information provided within the agenda packet.

8.5 National Association of Workforce Boards (NAWB) 2026 Conference

Information provided within the agenda packet.

8.6 California Workforce Association (CWA) WORKCON 2026 Conference

Information provided within the agenda packet.

8.7 Information on James Irvine Foundation Better Careers Retreat

Information provided within the agenda packet.

8.8 Update on Mountain Community and Madera County Job Fairs

Information provided within the agenda packet.

8.9 Weekly Unemployment Insurance (UI) Initial Claims for Madera County

Information provided within the agenda packet.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

None.

10.2 Staff

None.

11.0 Next Meeting

Next meeting will be held at the Workforce Assistance Center on June 18, 2026.

12.0 Adjournment

Meeting adjourned at 4:01 p.m. due to loss of quorum during agenda item 8.2.

From: [Michelle Jones](#)
To: [Maiknue Vang](#); [Nicki Martin](#)
Subject: Formal Resignation – Workforce Development Board of Madera County
Date: Thursday, May 28, 2026 6:18:06 PM

May 28, 2026

Board of Directors
Madera County Workforce Association

Dear Members of the Board,

Please accept this letter as my formal resignation from the Board of Directors of the Workforce Development Board of Madera County, effective May 28, 2026.

Although I was honored to accept a three-year term, due to an unexpected relocation this summer, I will unfortunately be unable to fulfill my duties and responsibilities as a board member.

It has been a privilege to serve alongside such dedicated individuals committed to workforce development and serving the community throughout Madera County. I sincerely appreciate the opportunity and wish the organization continued success in its important work.

To assist with the transition, I would also be happy to recommend potential replacement candidates from the AutoZone Chowchilla location who may be interested in serving on the board.

Thank you for your understanding.

Sincerely,

Michelle Jones

**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Director Application

NAME: Armando Cortez	TITLE Transportation Operations Manager
EMPLOYER: AutoZone Inc	
ADDRESS: 1105 S. Chowchilla Blvd, Chowchilla, CA 93610	
PHONE: [REDACTED]	FAX:
EMAIL: [REDACTED]@autozone.com	ALTERNATE EMAIL:

ORGANIZATIONS YOU BELONG TO:	HOW LONG?
1. N/A	
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____

REFERENCES:	PHONE:
Michelle Jones	[REDACTED]
Abel Rivera	[REDACTED]
Cody Johnson	[REDACTED]
_____	_____
_____	_____

WHY DO YOU WANT TO BE A MEMBER OF THE WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY?

To assist in promoting the development of the workforce in Madera County. While I've never participated in a program like this but as a representative for AutoZone in the Transportation industry I am excited to see how I might be able to contribute.

NAME: Richard Corda TITLE: Transportation Operations Manager
EMPLOYER: AutoZone

DO YOU HAVE ANY RELEVANT EXPERIENCE WITH WORKFORCE DEVELOPMENT, ECONOMIC DEVELOPMENT, EDUCATION, OR TRAINING PROGRAMS? ☐ YES ☒ NO
IF YES, PLEASE EXPLAIN:

PLEASE LIST ANY OTHER INFORMATION THAT YOU FEEL WOULD BE PERTINENT.

Originally from Southern California, I have spent 7+ Years in the Transportation Industry, mostly managing areas throughout all of California as well as Nevada, Colorado, Washington & Arizona.

ADDRESS: 1234 Main St PHONE: 559-662-4500
CITY: Madera STATE: CA ZIP: 93637
E-MAIL: richard.corda@autozone.com

SIGNATURE

06/15/2026

DATE

America's JobCenter
of California™

One-Stop (OS) / AJCC Operator 4th Quarter Report



Program Year (PY)	2025-2026
Report Period	Q4: April 1, 2026 – June 30, 2026
Local Workforce Area	Madera County

BACKGROUND

The Munoz Group (TMG) was procured to provide One-Stop Operator Services for the Sub-Region as July 1, 2025. The Sub-Region is comprised of four local workforce development areas: Kings County, Madera County, San Joaquin County, and Stanislaus County. TMG services are to include AJCC partner meeting facilitation, coordination of service delivery among workforce partners, and MOU review/compliance. Each local area has the flexibility to customized services delivered by the One-Stop Operator. Madera County functioned as the lead for procurement and contract administration.

OS OPERATOR DELIVERABLES– 4th Quarter

- Coordinated and Facilitated Three Monthly Partner Meetings
- Continued Maintenance / Development of MC Partner Network Resource
- Initiated Analysis of New Work Requirements for CalFresh Program
- Modification and Implementation of Madera Action Plan
- On-Site Meeting with MCWAC Partners and Staff
- Developed Cross-Training Session Content Focused Partnership and AJCC Fundamentals

Deliverable Related Activities Summary

ACTIVITY	DATE	IMPACT(S)
Monthly AJCC Partner Meetings	April 8th May 13th June 10th	• Maintained Partner Engagement • Added New to Workforce Development Professionals to Partnership
Sub-Region AJCC Action Plan Updates	April 2026 – June 2026	• Ensured MCWAC Progress with CIP Initiatives • Initiated CalFresh Impact Analysis • Conducted TANF Partner Roundtable
Communications with MCWAC Staff	April 2026 – June 2026	• Ongoing promotion of MCWAC and MCWDB Employment Opportunities • Developed Strategies for Increased Targeted Partner Engagement • Focused Efforts for Engagement with Department of Rehabilitation
Maintained and Improved Madera County Partner Network	April 2026 – June 2026	• Updated Existing Relevant Recurring Posts from Interested Partners • Promotion of Partner Posts (Drafted Posts for Partner Submission)

Deliverable Related Attachments

- Partner Meeting Agendas
- MCWAC / AJCC Partner Network Screenshots

MCWAC / AJCC PARTER MEETING: April 8, 2026



America's **JobCenter**
of California

California Indian Manpower
Consortium

Central Valley
Opportunity Center

Housing Authority of the City
of Madera

Job Corps

Madera County Department
of Social Services

Madera County Workforce
Investment Corporation

Madera Unified School
District
Madera Adult School

SER - Jobs for Progress, Inc.

State Center Adult Education
Consortium

State Center Community
College District
Madera Community College
Center

State of California
Department of Rehabilitation

State of California
Employment Development
Department

Madera County AJCC Partner Meeting Agenda

Zoom Call
Wednesday
April 8, 2026

9:00 A.M. to 10:00 A.M.

[Zoom Log-In Link](#)

Meeting ID: 850 7436 1359

AGENDA – ZOOM CALL

Welcome and Introductions

- I. Partner Database + Designees Andrew Munoz, TMG**
- II. Cross Training Survey** **Via Zoom Surveys**
An overview of purpose and other details will be provided
- III. Partner Network Information** **Andrew Munoz, TMG**
Handout provides information on how to POST and basic guidelines
- IV. Action Plan Update** **Andrew Munoz, TMG**
Bertha Vega, MCWAC

The Action Plan and its alignment with the Continuous Improvement Plan will be discussed
- V. Partner Updates - Information Shares and/or Declarations**
- VI. Adjournment**

NEXT MEETING:

WEDNESDAY MAY 13, 2026



MCWAC / AJCC PARTER MEETING: May 13, 2026



America's Job Center
of California™

California Indian Manpower
Consortium

Central Valley
Opportunity Center

Housing Authority of the City
of Madera

Job Corps

Madera County Department
of Social Services

Madera County Workforce
Investment Corporation

Madera Unified School
District

Madera Adult School

SER - Jobs for Progress, Inc.

State Center Adult Education
Consortium

State Center Community
College District
Madera Community College
Center

State of California
Department of Rehabilitation

State of California
Employment Development
Department

Madera County Workforce Assistance Center AJCC Partner Meeting Agenda

Zoom Call

Wednesday

May 13, 2026

9:00 A.M. to 10:00 A.M.

[Zoom Log-In Link](#)

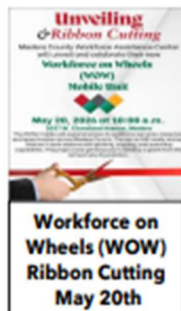
Meeting ID: 850 7436 1359

AGENDA – ZOOM CALL

Welcome and Introductions

- I. Partner Network Information Andrew Munoz, TMG
- II. Partner Follow-Up Mini-Survey ZOOM Survey
New Survey will be completed during the Zoom Call Only
- III. Partner Updates - Information Shares and/or Declarations
- IV. Adjournment

COMING SOON!



MCWAC / AJCC PARTER MEETING: June 10, 2026



America's **JobCenter**
of California™

California Indian Manpower
Consortium

Central Valley
Opportunity Center

Housing Authority of the City
of Madera

Job Corps

Madera County Department
of Social Services

Madera County Workforce
Investment Corporation

Madera Unified School
District
Madera Adult School

SER - Jobs for Progress, Inc.

State Center Adult Education
Consortium

State Center Community
College District
Madera Community College
Center

State of California
Department of Rehabilitation

State of California
Employment Development
Department

Madera County Workforce Assistance Center AJCC Partner Meeting Agenda

Zoom Call

Wednesday

June 10, 2026

9:00 A.M. to 10:00 A.M.

[Zoom Log-In Link](#)

Meeting ID: 850 7436 1359

AGENDA – ZOOM CALL

Welcome and Introductions

- | | | |
|-------------|--|------------|
| I. | MC Partner Network Information Update | TMG |
| | Link to MC Partner Network | |
| II. | Partner Profiles | ALL |
| | <i>Sub-Region Partner Cross-Training Session</i> | |
| III. | Customer Satisfaction Review | TMG |
| IV. | Action Plan (2025-2026) | TMG |
| | <i>Continuous Improvement Plan Alignment</i> | |
| V. | Partner Updates | ALL |
| | <i>Information Shares and/or Declarations</i> | |
| VI. | Adjournment | |

Next Meeting

MCWAC AJCC Partner Meeting

Wednesday, July 8th



The MUÑOZ Group

MADERA COUNTY PARTNER NETWORK

Information and News (Screenshot of Top Row)



Madera County Partner Network: Information + News



LINKS FOR YOUR INFORMATION + RELATED DOCUMENTS to DOWNLOAD

[General Information](#) | [All](#) | [Form](#) | [Results](#)



04/08/2026
Next Meeting: April 8th
AJCC Partner Monthly Meetings - 2nd Wednesdays at 9:00 A.M.
April 8th Meeting Information Coming Soon



04/02/2026
RESUME WORKSHOP - APRIL 2ND
THURSDAY @ 10:30 A.M.



04/02/2026
JOB FAIR - APRIL 2ND @ 10:00 A.M.
[Link to Job Fair Information](#)
High Resolution Flyer Attached Below

APRIL 2026



Madera County Partner Network: Information + News



Modified by TMG - Andrew Munoz

LINKS FOR YOUR INFORMATION + RELATED DOCUMENTS to DOWNLOAD

[General Information](#) | [All](#) | [Form](#) | [Results](#)



05/22/2026
RESUME WORKSHOP - FRIDAY, MAY 22nd @ 2:00 P.M.
[Link to Registration](#)



05/21/2026
JOB SEARCH WORKSHOP - THURSDAY, MAY 21st ...
[Link to Registration](#)



05/20/2026
Unveiling & Ribbon Cutting
Wednesday, May 20th at 10:00 A.M.
[OHIO - Montgomery County's Mobile Workforce Unit](#)

MAY 2026



Madera County Partner Network: Information + News



LINKS FOR YOUR INFORMATION + RELATED DOCUMENTS to DOWNLOAD

[General Information](#) | [All](#) | [Form](#) | [Results](#)



07/08/2026
JULY 8th
AJCC Partner Monthly Meetings - 2nd Wednesdays at 9:00 A.M.
The July 8th Agenda will be posted here when available (June 10th ...)



07/03/2026
JOB SEARCH WORKSHOP - FRIDAY, JULY 3rd @ 10:00 A.M. IN-SPANISH
[Link to Registration](#)



07/02/2026
RESUME WORKSHOP - THURSDAY, July 2nd @ 2:00 P.M.
[Link to Registration](#)



06/29/2026
Workforce Development - Legislative + State Budget Related
[Highlights from Governor's 2026 Legislative Budget Assembly](#)
[CalMatters Bill Summary - AB 1534](#)



06/23/2026
TAX CREDIT WORKSHOP
Thursday, June 25th at 10:00 A.M.
[Link to Register](#)



06/22/2026
Hot Jobs in Madera County (Weekly Update)
[Link to Job Listings 06/22/26](#)
[Link to Job Listings 06/22/26](#)
[Link to Job Listings 06/22/26](#)

JUNE 2026



ONE-STOP OPERATOR PROGRAM YEAR 2025 – 2026 YEAR-END REPORT



Overview

The Munoz Group (TMG) was procured to serve as the One-Stop Operator for the Sub-Region effective July 1, 2025. The Sub-Region consists of four local workforce development areas: **Kings County, Madera County, San Joaquin County, and Stanislaus County**. As the designated Operator, TMG is responsible for facilitating America's Job Center of California (AJCC) partner meetings, coordinating service delivery among workforce system partners, and supporting Memorandum of Understanding (MOU) review and compliance activities.

Each local area retains the flexibility to customize the scope and structure of services delivered by the One-Stop Operator to meet local needs and priorities. Madera County Workforce Development Board served as the lead agency for procurement and continues to oversee contract administration for the Sub-Region.

At the start of the program year, TMG convened meetings with Directors and Management Staff across the Sub-Region to identify shared regional goals and establish a foundational strategy for service delivery. These discussions informed a coordinated approach that aligned One-Stop Operator activities with local priorities while maintaining consistency across the four workforce areas.

Madera County's approach to One-Stop Operator services for the Workforce Assistance Center (WAC) emphasized structured communication, partner engagement, and continuous improvement. Key components included:

- Alignment of activities with the existing Continuous Improvement Plan
- Monthly AJCC Partner Meetings (virtual)
- Quarterly AJCC Partner Meetings (in-person)
- Targeted actions to maintain and increase partner engagement
- Maintenance of the AJCC Partner email address database
- Annual cross-training session
- Analysis and reporting of Customer Satisfaction Survey results
- Quarterly reports to the Madera County Workforce Development Board

Madera County's goals and objectives for the WAC were formalized into a comprehensive Action Plan. This plan served as a living document, reviewed and updated by partners during Monthly Meetings to ensure responsiveness to emerging needs and operational realities.

This Year-End Report summarizes progress made toward Action Plan objectives and provides recommendations for modifications for Program Year 2026–2027. The report also highlights the Sub-Region's commitment to high-quality partnerships and uses service quality indicators to demonstrate the impact of coordinated efforts on the WAC customer experience.

I. Partner Engagement

Partner engagement remained a central focus of One-Stop Operator activities throughout Program Year 2025–2026. TMG maintained consistent communication with AJCC partners and monitored participation levels across both virtual and in-person meetings. Partner Representative attendance remained stable, supported by ongoing outreach, timely meeting reminders, and the maintenance of an updated partner email distribution database.

To strengthen engagement further, TMG conducted needs assessment and participation analysis to identify opportunities for increased attendance. Feedback indicated that partners valued structured agendas, clear expectations, and opportunities to highlight their services. These insights informed adjustments to meeting formats and communication strategies.

A review of service connections across the WAC identified areas where partners were collaborating effectively, as well as gaps where additional coordination could enhance customer access to services. This analysis will inform future alignment efforts and target partner discussions.

Customers continue to benefit from an **extraordinary level of co-location** of partner staff at the WAC. This co-location model provides a strong platform for innovative service delivery and supports cost-effective operations across multiple publicly funded programs. The high degree of daily interaction among partners contributes to seamless referrals, shared problem-solving, and a more integrated customer experience.

II. Continuous Improvement Plan Alignment

TMG’s activities throughout the program year were intentionally aligned with the existing Madera County Workforce Development Board Continuous Improvement Plan (CIP). CIP activities related to the Workforce Assistance Center were the focus for the OSO. Monthly and quarterly partner meetings provided structured opportunities to review progress, identify operational challenges, and refine strategies in real time. The CIP identifies areas for program and service delivery improvement. OSO worked to identify and implement specific aligned actions. The critical actions are listed below:

CIP Opportunities for Improvement	OSO/Partner Related Actions
Access to Services	Event Promotion / Service Updates
Partnership Effectiveness	Survey of Partner Needs and Priorities
Informed WAC Staff and Partners	Centralized Information via Partner Network

Action Plan items were revisited regularly, ensuring that partners remained focused on shared goals related to customer service quality, service coordination, and operational efficiency. Adjustments made during the year reflected emerging needs, partner feedback, and changes in program requirements. This alignment helped maintain consistency in service delivery while supporting ongoing improvement across the WAC.

III. Customer Satisfaction

Customer Satisfaction Survey results for Program Year 2025–2026 continued to demonstrate **consistently elevated levels of satisfaction** with in-person service delivery at the WAC. Customers frequently cited the professionalism, courtesy, and responsiveness of staff.

Reception staff and Career Counselors were noted for exceptional service, with comments highlighting their ability to provide clear guidance, supportive interactions, and timely assistance. These findings reinforce the value of strong front-line customer service and the importance of maintaining appropriate relationships with customers via quality communication throughout service delivery, including post-program exit.

Related Recommendation for PY 2026–2027: To expand the reach and depth of customer feedback, Madera WAC consider implementing targeted survey distributions via email. Examples include surveys for individuals completing specific occupational training programs or customized surveys for customers exiting Adult and Dislocated Worker Career Services. These targeted approaches could provide more detailed insights into service effectiveness and customer outcomes.

IV. Partner Cross Training and Leveraged Services

The annual Partner Cross-Training session, originally planned for earlier in the program year, was rescheduled to October 2026 to ensure full participation and alignment with partner availability. This adjustment will allow for a more comprehensive and collaborative session, strengthening shared understanding of partner services and referral processes.

Throughout the year, partners demonstrated meaningful collaboration that extended beyond formal training. WAC partners focused on co-enrollment rates in program year 2025–2026. This activity is essential to improve coordination among programs and illustrates a shared commitment to maximizing customer access to services. Partners also engaged in leveraged service delivery related activities, including:

- **Co-Sponsored and Partner-Supported Job Fairs**, expanding employer outreach and customer opportunities
- **Internal promotion of employment opportunities**, ensuring customers receive timely information about job openings
- **Support Services**, both formally documented and informally coordinated, helping customers overcome barriers to employment and training

These collaborative efforts highlight the strength of the Madera County WAC partnership network and its impact on customer success.

V. Considerations for Program Year 2026–2027

Looking ahead to Program Year 2026–2027, additional opportunities exist to strengthen service delivery and enhance customer outcomes:

- **Customer Satisfaction Survey Review and Refresh**
 - Updating survey tools and distribution methods will support more targeted feedback and improved data collection.
- **Targeted Efforts to Increase Co-Enrollment**
 - Continued focus on co-enrollment will support training expenditure requirements and expand leveraged services available to customers. Strengthening referral pathways and partner communication will be essential to sustaining this progress and adjustments related to core funding level shifts.
- **Facilitated Regional Roundtable for Reception and Front Office Staff**
 - A structured roundtable could provide a forum for sharing best practices, discussing challenges, and reinforcing customer service standards.
- **Implement and Expand Successful Partner Engagement Strategies Across Sub-Region**
 - Madera's action-oriented meeting focus and consistent partner connections should be implemented for the other local areas in the Sub-Region.



MADERA COUNTY WORKFORCE

Development Board

CALIFORNIA ELIGIBLE TRAINING PROVIDERS LIST (ETPL) POLICY

EDD Revision Date: 4/15/02; 2/7/07; 4/4/14; 2/2/15; 11/10/15; **2/23/26**
 WDB Review Date: 3/22/07; 12/15/11; 12/17/15, 12/15/16, **8/2047/26**

EXECUTIVE SUMMARY:

Purpose:

The Employment Development Department (EDD) and the California Workforce Development Board (CWDB) are publishing state requirements for training programs listed on the Eligible Training Provider List (ETPL) under the Workforce Innovation and Opportunity Act (WIOA). These criteria address both the initial and subsequent eligibility determinations. The Workforce Development Board of Madera County is adopting this policy and the associated state procedures to govern the ETPL for the Madera County Local Workforce Development Area.

Scope:

This policy applies to Local Workforce Development Boards and Local Workforce Development Areas and will be applicable to all WIOA-funded occupational training programs in the Madera County Local Workforce Development Area.

Effective Date:

This policy is effective on the date of issuance of final guidance by the State, which was ~~November 10, 2015~~, February 23, 2026.

REFERENCES:

- ~~EDD Workforce Services Directive WSD15-07~~
- EDD Workforce Services Directive WSD25-02

STATE-IMPOSED REQUIREMENTS

~~This policy contains only state requirements.~~

FILING INSTRUCTIONS

~~Retain this policy until further notice.~~

BACKGROUND:

~~Section 122 of the WIOA requires states to establish a list of training providers who are eligible to receive WIOA funds for training services provided to eligible adults and dislocated workers, and to establish two separate procedures for the ETPL: initial eligibility and subsequent eligibility. The California Workforce Development Board (State Board) has revised the existing policy and procedures governing the operation of the ETPL, by incorporating performance criteria to more clearly identify quality training programs and the desired outcomes for WIOA clients enrolled in these programs. These criteria will be used to fully implement the initial and subsequent eligibility policies required in WIOA Section 122(b)(1), Title 20 of the Code of Federal Regulations (CFR) and the California Unemployment Insurance Code (CUIA). These policies and procedures contain state requirements that mandate all private postsecondary education providers receive an "Approval to Operate" from the Bureau of Private Postsecondary Education (BPPE) prior to being listed on the ETPL. This approval ensures the training provider satisfies the BPPE statutes and enables the provider to enroll WIOA eligible students. The spending of public resources, state or federal, is considered a form of student financial assistance.~~

~~This policy and the associated state-issued procedure guide will govern the management of the ETPL for the Madera County Workforce Development Area, including soliciting and approving applications from interested local training providers and forwarding information on locally approved providers and their programs to the state for approval and inclusion on the ETPL.~~

~~WIOA Section 122 and 20 CFR Part 680 set the rules for the ETPL used by training providers, Local Boards, and the state. The ETPL is a list of approved training providers and programs. The ETPL's goal is to help people make informed training choices, connect them to jobs, and track provider performance. High-quality training providers and programs are essential to meeting these goals.~~

~~The following outlines the information about the ETPL addressed in this guidance:~~

- ~~• ETPL Definitions.~~
- ~~• Training provided under WIOA Title I, subtitle B.~~
- ~~• Provider and program eligibility for use of an Individual Training Account (ITA), including the following:~~
 - ~~○ Initial eligibility.~~
 - ~~○ Continued eligibility.~~

- [Reasons for delisting a provider or program.](#)
- [Appeals.](#)
- [The unique requirements for Registered Apprenticeship Programs \(RAPs\).](#)
- [The ETPL roles and responsibilities of the state, Local Boards, and training providers.](#)
- [Eligible Training Provider \(ETP\) Annual Report requirements.](#)

[An ETPL Advisory Group developed the guidance in this Directive. The Labor and Workforce Development Agency, the California Workforce Development Board \(CWDB\), and the Employment Development Department \(EDD\) led the workgroup, which included various stakeholders such as representatives from state agencies, Local Boards, community colleges, adult schools, apprenticeship networks, and public and private training providers.](#)

POLICY AND PROCEDURES:

~~With the exception of certain types of customized, cohort based, and on the job training, training providers/programs listed on the ETPL are eligible to receive WIOA funds to provide training services to adults and dislocated workers. In order to be listed on the ETPL, training providers must submit an application, through the CalJOBS website to a local board to offer training programs. All new and existing training providers are required to register their institution and programs in CalJOBS.~~

~~Prior to approving private postsecondary training providers registering programs on the ETPL, local boards shall ensure the provider has received an "Approval to Operate" from the BPPE. This information can be obtained on the [BPPE website](#) under the [Directory of Approved Institutions](#).~~

~~The attached WIOA ETPL Policy and Procedures guide contains detailed information on initial and subsequent eligibility requirements, and the roles and responsibilities of the local boards and the EDD in maintaining the integrity of the ETPL and the quality of the training programs offered on it. It is important to note that initial and subsequent eligibility is based on the performance outcomes achieved by the entire cohort of students in that program, reported annually to BPPE. All providers are required to submit information on performance outcomes to determine eligibility for listing and to facilitate informed customer choice.~~

~~The attached procedures also include a process for training providers to request a waiver of initial or subsequent eligibility for a specific program from their local workforce development board. This process has been included to comply with the WIOA provision that requires consideration of the characteristics of the population served, availability of training providers in rural areas; and relevant economic conditions.~~

~~The Provider Services Guide located in the Staff Online Resources area of CalJOBS provides detailed instructions to assist local boards and training providers in entering programs into the CalJOBS ETPL module. The CalJOBS system includes data entry screens and reports, and is the mandatory method to be used by training providers and local workforce development boards for transmitting this data to the state. The EDD will accept applications for the ETPL from local workforce development boards on any working day of the year. Approved applications will~~

~~appear on the list within 30 days of their submission by the local workforce development board to the state. Training providers will be able to make changes to their program information in the automated system and transmit the updates to the local workforce development boards for review. The ETPL will be updated daily to incorporate changes that do not require verification; all other changes will be included within 30 days of their submission to EDD.~~

~~Local workforce development boards have access to an updated statewide ETPL via the CalJOBS website on each working day of the year (excluding minimal periods required for system maintenance). The ETPL is available at www.caljobs.ca.gov under "Education Services."~~

The following definitions apply to this Policy.

CA ETPL – The complete list of training providers and programs on CA's ETPL.

Eligible Training Program – A program of training services is one or more courses/classes, or a structured plan that leads to one or more of the following:

1. An industry-recognized certificate or certification.
2. A certificate of completion of a registered apprenticeship.
3. A license recognized by the State involved or the Federal government.
4. An associate degree.
5. A baccalaureate degree.
6. A secondary school diploma or its equivalent.
7. Employment.
8. Measurable skill gains toward a credential or employment.

Programs offered at several locations by the same training provider are the same program if they have the same name, description, outcome, and format.

Reference Performance Guidance (WSD24-07) for more information on what qualifies as an industry-recognized credential or certificate.

Eligible Training Provider (ETP) –

1. The only type of entity that receives funding for training services through an ITA.
2. Included on the CA ETPL.
3. Provides a program of training services.
4. Must be one of the following types of entities:
 - a) Institutions of higher education that provide a program that leads to a recognized postsecondary credential.
 - b) Entities that carry out programs registered under the National Apprenticeship Act (29 U.S.C. 50 et seq.).
 - c) Other public or private providers of training services, which may include:
 - i. Community-based organizations.
 - ii. Joint labor-management organizations.

Commented [NV1]: Removed Attachment I and moved it to the directive. MCWIC changed the word "Directive" to "Policy" for consistence.

Commented [NV2]: Defined what the ETP, ITA, and Local ETP list. This policy expands the definition of eligible providers and adds clearer California operating requirements.

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iii. Eligible providers of adult education and literacy activities under Title II of WIOA.

Individual Training Account (ITA) – An ITA is a payment agreement made on behalf of a participant with an ETP to cover the cost of training.

Local Eligible Training Provider List – A list of training programs from the CA ETPL that also meet any extra requirements set by the Local Board. This list is a subset of the CA ETPL.

Training Provided under WIOA Title I, subtitle B

A. Training Types

WIOA allows the following types of training services for Title I Adults and Dislocated Workers:

1. Occupational skills training, including training for nontraditional employment.
2. On-the-job training (OJT).
3. Incumbent Worker Training (IWT).
4. Programs that combine workplace training with related instruction, which may include cooperative education programs.
5. Training programs operated by the private sector.
6. Skills upgrading and retraining.
7. Entrepreneurial training.
8. Job readiness training provided in combination with services listed in paragraphs (1) through (7) of this section.
9. Adult education and literacy activities provided concurrently or in combination with training services listed in paragraphs (1) through (7) of this section.
10. Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.

B. Individuals Eligible for Training

America's Job Centers of ~~California~~CaliforniaSM SM-(AJCC) staff must ensure a program participant is eligible for training using the requirements outlined in the "Training Services and Youth Training Services" section of CalJOBS Activity Codes (WSD24-05).

Training services offered via a contract or an ITA must be provided in a manner that maximizes informed consumer choice in selecting an ETP. An individual eligible for training services may select a program of training services from the ETPL after consultation with a career planner. If funds are available, the AJCC should establish an ITA for the individual to pay for the training.

An individual can choose a training program from the ETPL that is outside their Local Area, as long as it follows local policy. ~~For MCWDB, refer to the ITA policy. The training program must be directly linked to an in-demand industry sector or occupation in the Local Area or in the area where the participant intends to relocate.~~ They can also choose a training program outside of California if it follows both state and local policies. Some states may have agreements with other states to let ETPs accept ITAs from their state. Reference ETPL Reciprocal Agreements (WSD22-08) for more information.

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C. Funding Mechanisms for Training

An ITA often pays ETPs for their training services. Local Boards can make ITA payments in a variety of ways, such as electronic transfers, vouchers, or other appropriate methods. Local Boards can also make payments in parts with portions paid at different stages of the training.

AJCC staff may use an ITA for Title I, subtitle B Adult, Dislocated Worker, and out-of-school Youth ages 16-24. An ITA cannot fund training services for an in-school Youth.

Local Boards may use a contract for training services for a program not on the ETPL, instead of using an ITA, only if the Local Area fulfills the consumer choice requirement and meets at least one of the following:

1. The training service is an OJT, customized training, or incumbent worker training.
2. The Local Board decides there are not enough ETPs in the area to use an ITA. The selection process must include a 30-day public comment period for interested training providers. The Local Board's local plan must explain this process.
3. The Local Board finds training services offered in the area by a community-based organization or another private organization with proven effectiveness in serving individuals with barriers to employment. The Local Board must develop criteria to find the program has proven effectiveness. The criteria may include:
 - a. Financial stability of the organization.
 - b. Proven results in the delivery of services to individuals with barriers to employment. This may be shown through program completion rate, attainment of skills, certificates, or degrees the program provides, placement in unsubsidized employment, and retention in employment.
 - c. How the program relates to the workforce needs found in the Local Board's local plan.
4. The Local Board decides it is most appropriate to contract with an institution of higher education, or other training provider, to facilitate the training of multiple individuals in in-demand industry sectors or occupations. This approach cannot limit consumer choice.
- 4.5. The Local Board enters into a Pay-for-Performance contract consistent with WIOA regulations.

For more information on contracting training services, reference *Increasing Equitable Service Access and Employment Outcomes for All Jobseekers in Workforce Innovation and Opportunity Act Adult and Dislocated Worker Programs* (TEGL 21-22), ~~and *Contracts with Higher Education or Eligible Training Providers* (WSD13-13).~~

Training Provider and Program Eligibility Requirements

A. Initial Eligibility Requirement

Initial eligibility requirements do not apply to training programs previously eligible for the CA ETPL under the *Workforce Investment Act* (WIA) or WIOA. These previously eligible training programs must instead meet continued eligibility requirements.

Training programs that were not previously eligible under WIA or WIOA must give verifiable program-specific information for initial eligibility as outlined in this section.

See the “Unique Requirements for Registered Apprenticeship Programs” section for eligibility requirements for Apprenticeship programs.

1. Provider Level

The training provider must meet the following:

- a. Meet the definition of an ETP.
- b. Adhere to the equal opportunity and nondiscrimination requirements contained in Section 188 of WIOA and outlined in *Nondiscrimination and Equal Opportunity Procedures* (WSD17-01).
- c. Agree to provide information annually for each approved program of training services as outlined in the “WIOA ETP Report” section.
- d. Meet California operating requirements. The training provider must meet one of the following:
 - i. Accredited by the Western Association of Schools and Colleges Senior College and University Commission (WSCUC), or Accrediting Commission for Community and Junior Colleges (ACCJC).
 - (a) If a WSCUC or ACCJC accredited training provider sub-contracts the program’s instruction and/or curriculum development to another entity or third-party vendor, the training provider directly receiving tuition and related instruction fees (e.g., ITA) must meet the requirements outlined in this directive and register in CalJOBSSM as its own provider.
 - ii. A postsecondary educational institution established, operated, and governed by the federal government, State of California, or a California local government (e.g., city, county, etc.).
 - iii. A private postsecondary education institution with a location in California that does not meet items **ia** or **iib** above must meet one of the following:
 - (a) Have an Approval to Operate from the Bureau of Private Postsecondary Education (BPPE).
 - (b) Have a Verification of Exempt Status from the BPPE. Only providers that fall under exemption (c), (d)(2), (e), (i), (j), or (k) of EDC Section 94874 are eligible for the ETPL.
 - iv. A private postsecondary educational institution without a physical location in California that offers online training programs to California students for a fee must meet one of the following:
 - (a) A nonprofit accredited by a U.S. Department of Education recognized agency that offers degrees.

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- (b) **Registered with the BPPE as an out-of-state institution.**
v. ~~Be~~ an eligible provider of adult education and literacy activities under Title II of WIOA. an eligible provider of adult education and literacy activities under Title II of WIOA.

To take part in the CA ETPL, the training provider must provide the following:

- a. ~~Describe~~**State** whether the provider is in partnership with a business.
- b. Give the following information about their organization.
 - i. Federal Employer ID number (FEID or FEIN).
 - ii. The legal or official "doing business as" (DBA) name.
 - iii. Description of the training provider.
 - iv. Address of the main location.
 - v. The type of entity the training provider is (e.g., public provider, private non-profit provider, etc.).
 - vi. Performance reporting method. See "WIOA ETP Report" section for more information.
- vii. **Other information needed to complete a CalJOBS profile, such as:**
 - (a) Uniform Resource Locator (URL) for the organization, if available.
 - (b) Contact number for the main location.
 - (c) Billing address.
 - (d) Mailing address.
 - (e) Financial Aid and/or Pell Grant availability.
 - (f) Online registration availability.

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2. Program Level

To be eligible for the CA ETPL, the training program must meet the following:

- a) The program meets the Eligible Training Program definition above.
- b) **For providers with BPPE Approval to Operate, the training program and its location are BPPE approved.**
- c) Adhere to the following data and performance requirements:
 - i. **Total Program Exiters: Total number of students who exited (withdrew, transferred out, or completed) the program in the last four complete quarters.**
 - ii. **Total Completers: Total number of students who completed the program successfully in the last four complete quarters.**
 - (a) **Programs offered by a private postsecondary institution must have 50% of their exiters successfully complete the training program.**
- iii. **A newly created training program without performance data for initial eligibility can apply for the CA ETPL if the Local Board in the provider's area confirms the provider is reputable and the new program offers value to AJCC clients.**

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To take part in the CA ETPL, the training provider must provide the following about the training program:

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- a. Provide information that addresses the alignment of the training program with in-demand industry sectors and occupations.
- b. Give the following information for each training program to be on the CA ETPL.
 - i. A description of the training program. The description can include other course prerequisites (e.g., driver's license or work experience), learning outcomes, competencies gained, program accreditation, full time/part time, required books/technology, and related careers.
 - ii. If available, the URL of the program-specific webpage for individuals to find more information on the training program. If a program-specific page is not available, provide the URL of a list of all programs for the provider. This item is not required if a program-specific webpage does not exist.
 - iii. The potential outcome(s) of the training program (e.g., industry-recognized credential, associate's degree, etc.).
 - iv. The specific name of the certificate, certification, license, or degree participants can receive (e.g., Certified Welding Inspector (CWI)).
 - v. The Classification of Instructional Programs (CIP).
 - vi. The program's total cost of tuition and fees for non-WIOA Title I, subtitle B participants (assuming normal time to completion). The total cost should include mandatory fees such as athletic center fees, technology fees, lab fees, etc. The cost should not include the total cost of books and supplies.
 - vii. An estimate of the program's total cost of books and supplies for non-WIOA Title I, subtitle B participants (assuming normal time to completion).
 - viii. The length of the program in clock/contact hours per week. Clock hours are the total number of actual hours per week a student spends attending class or other instructional activities that count toward completing the training program. A clock/contact hour is a 60-minute span of time with between 50 and 60 minutes of actual class instruction, which may include class, recitation, lecture, lab, training, or internship. No more than 1.0 clock hour can be assigned to any discrete 60-minute period.
 - ix. The length of the program in weeks as completed by a full-time student.
 - x. Any applicable prerequisites for the training program.
 - xi. The format(s) of the training program (e.g., in-person, online, etc.).
 - xii. The occupation code(s) for which this training program prepares students.
 - xiii. Other information needed to complete a CalJOBS profile, such as:
 - (a) Any resources or equipment needed.
 - (b) If the program earns credit, including the number of credits and credit duration (i.e., semester or quarter).
 - (c) Credentialing body.
 - (d) Program schedule.

4-3. Application Process

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Providers can submit an initial eligibility application for the CA ETPL at any time during the year. Initial eligibility applications are reviewed and processed between July 1 and March 31. Applications received between April 1 and June 30 are processed beginning July 1. If the provider is already on the CA ETPL and is submitting an initial eligibility application for a new program, only the program needs to be reviewed for eligibility.

The assigned Local Board has 30 days to review the application and make an eligibility determination. If approved, the state (EDD) has 30 days to review and make a final eligibility determination.

If approved, the initial eligibility is valid until June 30. The program must meet the requirements for continued eligibility when its initial eligibility expires.

If denied, written notification of the reason for denial will be provided to the provider.

See the "ETPL Roles and Responsibilities of the State, Local Boards, and Training Providers" section for information on the assigned Local Board and point of contact for training providers.

Providers can appeal eligibility determinations. See the "Appeals" section for more information.

A.B. Continued Eligibility Requirements

A program's initial eligibility expires within one year of approval. To avoid a lapse in approval, a program's first continued eligibility review must occur within one year. A program's continued eligibility is valid for up to two years.

See the "Unique Requirements for Registered Apprenticeship Programs" section for continued eligibility requirements for Apprenticeship programs registered under the National Apprenticeship Act.

1. Provider Level

The ETPs must review and update, if needed, all information previously provided and continue to meet all requirements outlined in the "Initial Eligibility, Provider Level".

2. Program Level

To be on the CA ETPL, the training program must meet the following:

- a. Review and update, if needed, all other previously provided program information.
- b. All required data for the most recent annual WIOA ETP Report was submitted by the deadline to be included in the WIOA ETP Report. If applying to be added back to the ETPL (not currently on the ETPL), the training program must provide all data for each year from when it was initially approved for the CA ETPL or for the most recent complete four years (whichever is shorter).
 - i. For more information on the annual reporting requirements, see the attached WIOA ETP Report Guide and the WIOA ETP Reporting Cohort

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Tool – Dynamic spreadsheet located on Workforce GPS's [ETP Reporting Cohorts Chart site](#).

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ii. If the ETP did not have any WIOA Title I, subtitle B students in any of their CA ETPL-approved programs on the most recent annual WIOA ETP Report, the ETP must explain why. The explanation must include why the ETP did not serve any WIOA Title I, subtitle B students and include the number of Supplemental Job Displacement Benefit vouchers accepted during the same timeframe.

c. Programs offered by a private postsecondary institution must meet at least half of the following applicable performance measures as displayed on the most recent annual WIOA ETP Report:

i. 50% of all student program exits successfully completed the training program (did not withdraw or transfer out of the program).

ii. Employment Rate 2nd Quarter after Exit for WIOA Title I, subtitle B students is at least 68%.

iii. Employment Rate 4th Quarter after Exit for WIOA Title I, subtitle B students is at least 65%.

iv. Median Earnings 2nd Quarter after Exit for WIOA Title I, subtitle B students is at least \$8,000.

v. Credential Attainment Rate for WIOA Title I, subtitle B students is at least 70%.

All performance data is verified using the WIOA ETP Report submitted by the state to the DOL annually. A program is exempt from meeting a performance accountability measure if there is less than one complete program year of data, or if there are less than ten students in the denominator of the measure. A program is exempt from meeting a performance accountability measure if there is less than one complete program year of data, or if there are less than ten students in the measure.

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3. Application Process

To ~~continue to be remain~~ on the CA ETPL, the program must meet the requirements for continued eligibility when its initial or continued eligibility expires.

For a program actively on the CA ETPL, the ETP must submit the program application for continued eligibility by March 31 of the same year as the program is set to expire. The assigned Local Board has until May 15 to review the application and make an eligibility determination. If approved, the state (EDD) has until June 30 to review and make a final eligibility determination.

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For a previously eligible program wanting to be added back to the CA ETPL (not actively on the list), providers can submit the program application for continued eligibility any time during the year. These applications are reviewed and processed between July 1 and March 31. Applications received between April 1 and June 30 are processed beginning July 1. If the provider is already on the CA ETPL and is submitting a continued eligibility application to relist a program, only the program needs to be reviewed for eligibility.

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The assigned Local Board has 30 days to review the application and make an eligibility determination. If approved, the state (EDD) has 30 days to review and make a final eligibility determination.

If approved, the program's continued eligibility is valid for up to two years ending on June 30. If the provider has other programs on the CA ETPL, the program's continued eligibility will have the same expiration date as the other programs. There are some instances where the first continued eligibility period for a program is shorter than two years to align it with the expiration date(s) of the ETP's other programs.

If denied, written notification of the reason for denial will be provided to the ETP.

See the "ETPL Roles and Responsibilities of the State, Local Boards, and Training Providers" section for information on the assigned Local Board and point of contact for training providers.

Providers can appeal eligibility determinations. See the "Appeals" section for more information.

C. Reasons for Delisting an Eligible Provider or Program

To ensure the integrity of the CA ETPL, the Local Board or the EDD may remove an ETP or program from the CA ETPL at any time, regardless of when the program is due for eligibility review.

An ETP removed from the list for any of the following reasons becomes ineligible for the ETPL for two years and is liable to repay all WIOA Title I Adult, Dislocated Worker, and Youth training funds received during the period of noncompliance.

1. The ETP intentionally supplied inaccurate information to meet or keep eligibility for the CA ETPL.
2. The ETP substantially violated any provision of Title I of WIOA or the WIOA regulations, including 29 CFR part 38.
 - a. The ETP no longer adheres to the equal opportunity and nondiscrimination requirements contained in Section 188 of WIOA and outlined in *Nondiscrimination and Equal Opportunity Procedures* (WSD17-01). This includes ensuring programs are accessible for individuals with disabilities.
 - b. The state identifies information involving criminal fraud, waste, abuse, or other criminal activity associated to the ETP. This includes, but is not limited to, the following:
 - i. The Local Board and ETP are participating in pay-to-play activities (commonly known as kickbacks) that include, but are not limited to: the Local Board received monetary or gift exchanges for (or in the hope for) referrals to a specific ETP, and/or exchanges of money or gifts to have the training provider listed on CA and/or local ETPL.
 - ii. The ETP's top-level leadership (e.g., owner, CEO, Director, etc.) is convicted of violating any federal or state law associated with the operation of the institution.
 - c. Failure to provide timely and correct data to be included in the WIOA ETP Report or for eligibility determinations as outlined in this guidance.

- i. The state may allow an ETP to remain on the list if they were unable to give the required data timely due to an exceptional circumstance beyond the ETP's control (e.g., natural disaster, unexpected technology-related issues, etc.).

For more information on allegations of fraud, program abuse, or criminal conduct, please see Incident Reporting (WSD24-03).

The EDD or Local Board can immediately remove an ETP for any of the following reasons, and reactivation to the list is at the discretion of the State ETPL Coordinator:

1. The ETP no longer meets the California operating requirements outlined in the "Initial Eligibility" section.
2. **It is decided that the ETP is not serving or providing value to WIOA Title I, subtitle B participants and is listed on the CA ETPL solely for other purposes, such as the use of Workers' Compensation Supplemental Job Displacement Benefit vouchers.**
3. The ETP no longer wishes to be listed on the CA ETPL.

To protect WIOA funds, an ETP will be suspended from the CA ETPL for any of the following reasons:

1. **The ETP or a top-level staff (e.g., owner, president, etc.) is criminally charged with crimes related to the operation of the institution by any federal, state, or local agency.**
2. **The ETP or top-level staff is actively involved in a civil court case related to the operation of the institution.**
- 4.3. **The ETP is issued an Accusation or Statement of Issues from the BPPE.**

While suspended, the provider cannot enroll new WIOA Title I, subtitle B funded students, but can continue to serve existing enrollments. After the investigation or legal case ends, the state will review the outcome and decide if the provider can return to the CA ETPL. If a provider does not report to the Local Board or the EDD that they are under investigation or involved in a court case, they may be immediately removed from the CA ETPL.

Providers can appeal removal from the ETPL. See the "Appeals" section for more information.

D. Appeals

Providers can appeal an eligibility determination or removal from the CA ETPL and/or a local ETPL.

1. Appeals for CA ETPL:

Training providers can appeal eligibility determinations and delisting of program(s) for the CA ETPL. **If the determination to deny eligibility or delist a program occurs during the Local Board's review, the provider can request the State ETPL Coordinator to review the decision. The request must be submitted to the State ETPL Coordinator at wsbetpl@edd.ca.gov within 30 calendar days of the notification of denial or removal from the CA ETPL.**

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If the determination to deny eligibility or delist a program occurs during the state's review, the provider can submit an appeal to the EDD's Compliance Review Office at LDCBCROIncidentReports@edd.ca.gov, within 15 calendar days of the state's notification of denial or removal from the CA ETPL. The appeal must **includesay**, in writing, the following:

a. Grounds for appeal.

a-b. Reasons why the provider and/or program(s) are eligible for the CA ETPL.

The appellant will receive a notice regarding a hearing on the appeal.

2. Appeals for Local ETPL

Local Boards may deny or remove a training program from their local ETPL if it fails to meet local policy requirements that exceed those of the CA ETPL. If a Local Board denies or removes a training program from their local ETPL, the training provider may submit an appeal to the Local Board based on the Local Board's appeal process.

A training program removed from the local ETPL may remain on the CA ETPL, as long as it continues to meet the eligibility requirements outlined for the CA ETPL.

Unique Requirements for Registered Apprenticeship Programs

A. Eligibility Requirements

All apprenticeship programs registered with the U.S. Department of Labor, Office of Apprenticeship under the National Apprenticeship Act or a recognized State apprenticeship agency are automatically eligible for the CA ETPL. The EDD informs new RAPs of their automatic eligibility for the CA ETPL. An apprenticeship program must consent to their inclusion on the list.

The state must review RAPs every two years. The review includes verifying the registration status of RAPs and removing any programs that are no longer eligible. See "Reasons for Delisting an Apprenticeship Program" for more information.

The RAP sponsor must give the following information about each RAP to be on the CA ETPL:

1. Occupations included within the RAP.
2. The name and address of the RAP sponsor.
3. The name and address(es) of the Related Technical Instruction provider(s) and the location(s) of instruction if different from the program sponsor's address.
4. The method and length of instruction.
5. The number of active apprentices.

4-6. Other information needed to complete a profile in CalJOBS, such as:

- a. FEID or FEIN.
- b. Description of the training provider and program.
- c. The type of entity the training provider is (e.g., public provider, private non-profit provider, etc.).
- d. URL for the organization, if available.
- e. Contact number for the main location.

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Commented [NM8]: Adds an automatic eligibility rules, consent requirement, two-year review, and separate delisting rules

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- f. **Billing address.**
- g. **Mailing address.**
- h. **Financial Aid and/or Pell Grant availability.**
- i. **Online registration availability.**
- j. **The potential outcome(s) of the training program (e.g., industry-recognized credential, associate's degree, etc.).**
- k. **The specific name of the certificate, certification, license, or degree participants can receive (e.g., Certified Welding Inspector (CWI)).**

RAPs may voluntarily report performance information; however, they are exempt from ETP performance reporting requirements, including any added data requirements in state or local policy. If a Local Board has a local ETPL, all RAPs on the CA ETPL must be on the local ETPL.

B. Application Process

RAP sponsors can submit an application for the CA ETPL at any time. Applications for new RAPs are reviewed and processed between July 1 and March 31. Applications received between April 1 and June 30 are processed beginning July 1.

If the RAP sponsor is already on the CA ETPL and is submitting an application for a new RAP, only the new program requires review for inclusion on the CA ETPL. The state (EDD) has 30 days to review the application.

If approved, eligibility is valid for up to two years ending June 30. If the RAP sponsor has other programs on the ETPL, the program's review date will be the same date as the other programs. In some cases, the first review period for a RAP may be shorter than two years to align it with the expiration date(s) of the ETP's other programs.

Providers can appeal eligibility determinations. See the "Appeals" section for more information.

C. Reasons for Delisting an Apprenticeship Program

Once on the CA ETPL, RAPs will remain on the list:

1. Until the RAP is deregistered.
2. Until the RAP notifies the EDD that it no longer wants to be included on the list.
3. Until the RAP is determined to have intentionally supplied inaccurate information or to have substantially violated any provision of Title I of WIOA or the WIOA regulations, including 29 CFR part 38.
 - a. A RAP removed under this condition must be removed for not less than 2 years and is liable to repay all Title I, subtitle B Youth, Adult, and Dislocated Worker training funds it received during the period of noncompliance.

The EDD reviews RAPs every two years to verify registration status from April 1 – June 30.

ETPL Roles and Responsibilities of the State, Local Boards, and Training Providers

A. Training Provider Responsibilities

Training providers, except RAPs, are responsible for the following:

1. **Submit timely and correct data:**

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Commented [NM9]: Adds a more detailed California operating-requirements framework between Training provider, Local Boards and the State.

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- a. Using CalJOBS, submit accurate and timely data, including performance data and cost information, for both initial eligibility and continued eligibility as outlined in this guidance.
- b. Provide the required performance data for the WIOA ETP Report for any training program that was on the CA ETPL at any time in the previous program year (July 1 – June 30) by August 31. See the “WIOA ETP Report” section for more information.
- a-c. An ETP removed from the list for not providing timely and accurate data for the eligibility determination or the WIOA ETP Report is ineligible for the CA ETPL for two years and is liable to repay all WIOA Title I Adult, Dislocated Worker, and Youth training funds received during the period of noncompliance.

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2. Collaborate with the appropriate contact for assistance:

- a. Communicate with the appropriate assigned Local Board if assistance related to items in this policy is needed. The Local Board where the training provider’s headquarters is located is responsible for reviewing and nominating the provider, and the Local Board where the training program is located is responsible for conducting an eligibility review for the program(s). If the training provider’s headquarters is located out of state, the Local Board where the training program is physically located must review and nominate the provider’s profile. The Local ETPL Coordinator for each Local Board can be found on the EDD’s Eligible Training Provider List site.
- b. RAPs and training providers without a location in California but offer online training programs to California students for a fee should reach out directly to the State ETPL Coordinator at wsbetpl@edd.ca.gov for assistance.

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3. Report institutional changes: Immediately inform the Local Board and/or EDD if the ETP is aware of any changes to their institution that may result in their removal from the CA ETPL. This includes but is not limited to:

- a. The ETP is aware it is under investigation by any federal, state, or local agency, and/or are involved in a civil or criminal court case related to the operation of the institution.
- b. The ETP does not meet California operating requirements.

B. Local Board Responsibilities

The following includes responsibilities assigned by the state to Local Boards:

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1. Make sure programs qualify:

- a. Verify that assigned programs meet the eligibility criteria and performance levels required to be on the CA ETPL, and that the information provided is correct prior to submitting to the state (EDD). When reviewing eligibility for the CA ETPL, the Local Board may only use the state’s requirements, and not any other local requirements.
- i. The Local Board where the training provider’s headquarters is located is responsible for reviewing and nominating the provider’s profile. If the training provider’s headquarters is

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- located out of state, the Local Board where the training program is physically located must review and nominate the provider's profile.
- ii. The Local Board where the training program is physically located must conduct an eligibility review for the program(s). The Local Board must ensure the application is complete and the program meets the eligibility requirements outlined in this guidance prior to approving the application for state review.
- i-iii. Local Boards are not responsible for the eligibility determinations for RAPs or out-of-state training providers.
- b. Remove programs that do not meet requirements to be on the CA ETPL.
2. Support ETPs: Each Local Board must have at least one Local ETPL Coordinator responsible for carrying out the tasks assigned by the state in this policy and providing technical assistance to ETPs related to the CA ETPL, including the use of CalJOBS.
- a. A Local Board may delegate the administration of the ETPL for their area to another Local Board. The Local Board must notify the State ETPL Coordinator at wsbetpl@edd.ca.gov if they are approving or removing delegation authority of their ETPL duties to another Local Board.
- a-b. The Local Board must notify the State ETPL Coordinator at wsbetpl@edd.ca.gov if there is a change to the designated Local ETPL Coordinator.
3. Make the list publicly available: Ensure the dissemination and appropriate use of the CA ETPL through the AJCC(s), including in formats accessible to individuals with disabilities. Local Boards may add more information on their local ETPL to support informed consumer choice and the achievement of local performance indicators. However, the Local Board may not do so for RAPs. This additional information may include:
- a. Information on training programs connected to occupations in demand in the area.
- b. Performance and cost information, including program-specific performance and cost information, for the local location if the ETP has multiple sites on the list.
- c. Information that shows how programs are responsive to local requirements, if applicable.
- b-d. Other information related to the objectives of WIOA.
- 2-4. Ensure statewide access to all learners: Works with the EDD to ensure there are enough ETPs in the Local Area, including those with expertise in assisting individuals with disabilities and adults in need of adult education and literacy activities.

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5. **Establish local ETPL requirements:** If desired, Local Boards may set more requirements to be on their local ETPL. Local Boards cannot set additional requirements for RAPs. If additional requirements are not set, the Local Board must make all programs on the CA ETPL available to customers. In developing a local ETPL, a Local Board must only include training programs approved for the CA ETPL. The Local Board can do the following for the local ETPL:

- a. Require more information from ETPs as criteria to become or remain eligible for the local ETPL.
- b. Set higher levels of performance as criteria for programs to be on the local ETPL.
- c. Remove a training program from the local ETPL for failure to meet those higher performance standards.
 - i. Training providers may appeal a denial of eligibility. Local Boards must establish procedures for an ETP to appeal its removal from their local ETPL. The procedures must include an opportunity for a hearing and clear time limits to ensure prompt resolution.
 - ii. Training providers removed from the local ETPL for failure to meet the higher performance standards are still on the CA ETPL if it continues to meet the requirements to be on the state list.

A.C. State Responsibilities

The EDD is responsible for the following:

1. **Manage the ETPL:** Create and maintain the CA ETPL, including initial eligibility, continued eligibility, and setting performance and cost information requirements. The CA ETPL includes the following information to help participants choose employment and training activities:
 - a. Recognized post-secondary credential(s) offered.
 - b. Provider information submitted to meet eligibility.
 - c. Performance and cost information.
 - d. Other information the state considers appropriate, such as the number of units (e.g., credits, hours, or semesters) needed to earn the credentials offered.
2. **Make sure programs qualify:**
 - a. Verify that all programs meet the eligibility criteria and performance levels to be on the CA ETPL, and that the information provided is accurate.
 - b. **Support education providers without a location in California by providing technical assistance and conducting eligibility reviews. Local Areas are not responsible for conducting eligibility reviews for out-of-state training providers or programs.**
 - c. Work directly with RAPs to streamline their ETPL application and review process. **Local Boards are not responsible for conducting eligibility reviews on RAPs.**
 - d. Remove programs that do not meet requirements to be on the CA ETPL.
3. **Take action on violations:** If an ETP intentionally gives inaccurate information or substantially violates the requirements of WIOA, the EDD will take appropriate action.

Commented [NM10]: Adds Local boards may set additional local ETPL requirements, but not for Registered Apprenticeship Programs; they can also create local ETPL subsets and set higher performance standards.

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4. **Make the list publicly available:** Make the CA ETPL, with performance and cost information, available and accessible to the public (including individuals with disabilities), Local Boards, and stakeholders via a searchable database on CalJOBS.

5. **Ensure statewide access to all learners:**

- a. Ensure access to training services throughout the state, including in rural areas, and through the use of technology.
- b. Ensure the ability of the providers to provide training services to individuals who are employed and individuals with barriers to employment.

6. **Submit yearly report:** The EDD submits the WIOA ETP Report to the DOL by October 1 each year.

- a. The EDD calculates the required WIOA-funded student data for each program.

WIOA ETP Report

States must collect and report performance information on all individuals served by each training program on the CA ETPL during the Program Year (July 1 – June 30). The EDD submits the annual WIOA ETP Report to the DOL using the ETA-9171, and makes the information publicly available on CalJOBS. The EDD reports performance data provided by a RAP if it is available, but RAPs are not required to provide ETP performance information.

The EDD uses information from the initial and continued eligibility applications, as well as WIOA participant information, for the WIOA ETP Report submission. The following includes additional information required from ETPs:

- 1. The total number of students (WIOA and non-WIOA) served.
- 2. The total number of students (WIOA and non-WIOA) who exited from the program (includes students who completed, withdrew, or transferred out of the program).
- 3. The total number of students (WIOA and non-WIOA) who completed the program.
- 4. The levels of performance achieved for all students (WIOA and non-WIOA) for the program:
 - a. The number of exiters in the 2nd quarter after exit.
 - b. The number of exiters employed in the 2nd quarter after exit.
 - c. The median earnings of exiters in the 2nd quarter after exit.
 - d. The average earnings of exiters in the 2nd quarter after exit.
 - e. The number of exiters in the 4th quarter after exit.
 - f. The number of exiters employed in the 4th quarter after exit.
 - g. The average earnings of exiters in the 4th quarter after exit.
 - h. The number of exiters who attained a credential during participation or within one year after exit.

To ensure the appropriate students are counted for each item above, please reference the attached WIOA ETP Report Guide and/or the ETP Reporting Cohorts Chart located on the WorkforceGPS Eligible Training Provider Resource Page.

Between July 1 – August 31. ETPs must submit their performance data in CalJOBS for each training program on the ETPL at any time during the previous program year (July 1 – June 30).

To help with accurate data reporting, ETPs have two options for providing performance data to the EDD:

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1. Provide totals for the most recent complete program year for each of the performance items mentioned above.
2. Provide a list of Social Security Numbers of applicable individuals to the EDD. The EDD will conduct a wage match for the individuals and calculate all totals as outlined above.
 - a. ETPs must ensure they adhere to the Family Educational Rights and Privacy Act, including the circumstances relating to prior written consent, if sending personally identifiable information from an education record.

The WIOA ETP Report includes aggregate totals for up to four years of data (the most recent program year and the three preceding years); however, only the most recent program year needs to be submitted. The EDD will aggregate all available data to meet the reporting requirement. ETPs are not required to give performance data from before the program was listed on the CA ETPL.

ACTION:

The information contained in this policy should be shared with all local area staff involved in the administration of the ETPL. All appropriate staff members will be provided a copy of the "Workforce Innovation and Opportunity Act Eligible Training Provider List Policy and Procedures" document published with EDD Workforce Services Division Directive WSD15-07.

Local Boards must update all policies and procedures to be in alignment with the requirements in this directive.

ETPs must ensure they meet the requirements outlined in this directive to be listed on the CA ETPL.

INQUIRIES:

Questions regarding this policy, including procedures for submitting data or retrieving information, should be directed to the Executive Director or designee at (559) 662-4500.

The Madera County Workforce Development Board ~~of Madera County~~ is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

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WIOA ETP Report Guide

This guide provides an example of the data required for a new program added to the California (CA) Eligible Training Provider List (ETPL) for the *Workforce Innovation and Opportunity Act* (WIOA) Eligible Training Provider (ETP) Report. The state (EDD) is required to report this data to the Department of Labor annually on October 1. To meet this deadline, ETPs are required to submit their data by August 31 each year. See the "WIOA ETP Report" section of the *California Eligible Training Provider List* directive for more information on this requirement.

First Year of ETP Report

The first program year (July 1 – June 30) a training program is on the CA ETPL, the ETP must report the following by August 31 for all students (both WIOA and non-WIOA):

- **Number of Individuals Served:** The total number of students who were enrolled in the training program. This measure includes students served between the date the training program was approved and the end of the same program year (June 30).
- **Number of Individuals Completed, Withdrew, or Transferred (Exited):** The total number of students who completed, withdrew, or transferred from the training program. This measure includes students who exited the training program between the date the program was approved and March 31 of the same program year.
- **Number of Completers:** The total number of students who exited by completing (did not withdraw or transfer) from the training program. This measure includes students who completed the training program between the date the program was approved and March 31 of the same program year.

Table 1 provides an example for a program added to the CA ETPL on February 12, 2025. The program's first year on the WIOA ETP Report is Program Year 2024 (July 1, 2024 – June 30, 2025). The data for the first year is due August 31, 2025. For more information on the students required to be reported, please reference the ETP Reporting Cohorts Chart located on the WorkforceGPS Eligible Training Provider Resource Page.

Table 1

Measure	Start	End
Number of Individuals Served	2/12/2025	6/30/2025
Number of Individuals Completed, Withdrew, or Transferred (Exited)	2/12/2025	3/31/2025
Number of Completers	2/12/2025	3/31/2025

Second Year of ETP Report

The second program year (July 1 – June 30) a training program is on the CA ETPL, the ETP must report the following by August 31 for all students (both WIOA and non-WIOA):

Attachment I

- **Number of Individuals Served:** The total number of students who were enrolled in the training program. This measure includes students served between the beginning of the program year (July 1) and the end of the program year (June 30).
- **Number of Individuals Completed, Withdrew, or Transferred (Exited):** The total number of students who completed, withdrew, or transferred from the training program. This measure includes students who exited the training program between April 1 of the previous program year, or the date the program was approved (whichever is later), and March 31 of the current program year.
- **Number of Completers:** The total number of students who exited by completing (did not withdraw or transfer) from the training program. This measure includes students who completed the training program between April 1 of the previous program year or the date the program was approved (whichever is later) and March 31 of the current program year.
- **2nd Quarter after Exit Denominator:** The total number of students who completed, withdrew, or transferred from the training program. This measure includes students who exited the training program between the date the program was approved and the end of the previous program year (June 30).
- **Employment Rate 2nd Quarter after Exit Numerator:** The total number of students from the 2nd Quarter after Exit Denominator measure who were employed in unsubsidized employment in the second quarter after exit from the program.
- **Median Earnings 2nd Quarter after Exit:** Report the wage that is at the midpoint between the highest and lowest wage earned by students in the Employment Rate 2nd Quarter after Exit Numerator measure.
- **Average Earnings 2nd Quarter after Exit:** The average earnings of students in the Employment Rate 2nd Quarter after Exit Numerator measure.

If the program's approval date is prior to December 31 of the previous program year, an ETP must report the following:

- **4th Quarter after Exit Denominator:** The total number of students who completed, withdrew, or transferred from the training program. This measure includes students who exited the training program between the date the program was approved and December 31 of the same program year.
- **Credential Attainment Rate:** The total number of students from the 4th Quarter after Exit Denominator measure who completed the training program and attained a credential associated with the program within one year after exit from the program.
- **Employment Rate 4th Quarter after Exit Numerator:** The total number of students from the 4th Quarter after Exit Denominator measure who were employed in unsubsidized employment in the fourth quarter after exit from the program.
- **Average Earnings 4th Quarter after Exit:** The average earnings of students in the Employment Rate 4th Quarter after Exit Numerator measure.

Attachment I

Table 2 provides an example for a program added to the CA ETPL on February 12, 2025. The program's second year on the ETP Report is Program Year 2025 (July 1, 2025 – June 30, 2026). The data for the second year is due August 31, 2026. For more information on the students required to be reported, please reference the ETP Reporting Cohorts Chart located on the WorkforceGPS Eligible Training Provider Resource Page.

Table 2

Measure	Start	End
Number of Individuals Served	7/1/2025	6/30/2026
Number of Individuals Completed, Withdrew, or Transferred (Exited)	4/1/2025	3/31/2026
Number of Completers	4/1/2025	3/31/2026
2nd Quarter after Exit Denominator	2/12/2025	6/30/2025
Employment Rate 2nd Quarter after Exit Numerator	2/12/2025	6/30/2025
Median Earnings 2nd Quarter after Exit	2/12/2025	6/30/2025
4th Quarter after Exit Denominator	Not Required	Not Required
Credential Attainment Rate	Not Required	Not Required
Employment Rate 4th Quarter after Exit Numerator	Not Required	Not Required
Average Earnings 4th Quarter after Exit	Not Required	Not Required

Third Year of ETP Report (and ongoing)

The third program year (July 1 – June 30) a training program is on the CA ETPL, they must report the following by August 31 for all students (both WIOA and non-WIOA):

- **[Number of Individuals Served](#)**: The total number of students who were enrolled in the training program. This measure includes students served between the beginning of the program year (July 1) and the end of the program year (June 30).
- **[Number of Individuals Completed, Withdrew, or Transferred \(Exited\)](#)**: The total number of students who completed, withdrew, or transferred from the training program. This measure includes students who exited the training program between April 1 of the previous program year and March 31 of the current program year.
- **[Number of Completers](#)**: The total number of students who exited by completing (did not withdraw or transfer) from the training program. This measure includes students who completed the training program between April 1 of the previous program year and March 31 of the current program year.
- **[2nd Quarter after Exit Denominator](#)**: The total number of students who completed, withdrew, or transferred from the training program. This measure includes students who exited the training program between the beginning of the previous program year (July 1) and the end of the previous program year (June 30).
- **[Employment Rate 2nd Quarter after Exit Numerator](#)**: The total number of students from the 2nd Quarter after Exit Denominator measure who were employed in unsubsidized employment in the second quarter after exit from the program.

Attachment I

- **Median Earnings 2nd Quarter after Exit:** Report the wage that is at the midpoint between the highest and lowest wage earned by students in the Employment Rate 2nd Quarter after Exit Numerator measure.
- **Average Earnings 2nd Quarter after Exit:** The average earnings of students in the Employment Rate 2nd Quarter after Exit Numerator measure.
- **4th Quarter after Exit Denominator:** The total number of students who completed, withdrew, or transferred from the training program. This measure includes students who exited the training program between January 1 of two previous program years ago and December 31 of the previous program year.
- **Credential Attainment Rate:** The total number of students from the 4th Quarter after Exit Denominator measure who completed the training program and attained a credential associated with the program within one year after exit from the program.
- **Employment Rate 4th Quarter after Exit Numerator:** The total number of students from the 4th Quarter after Exit Denominator measure who were employed in unsubsidized employment in the fourth quarter after exit from the program.
- **Average Earnings 4th Quarter after Exit:** The average earnings of students in the Employment Rate 4th Quarter after Exit Numerator measure.

Table 3 provides an example for a program added to the CA ETPL on February 12, 2025. The program's third year on the ETP Report is Program Year 2026 (July 1, 2026 – June 30, 2027). The data for the third year is due August 31, 2027. For more information on the students required to be reported, please reference the ETP Reporting Cohorts Chart located on the WorkforceGPS Eligible Training Provider Resource Page.

Table 3

Measure	Start	End
Number of Individuals Served	7/1/2026	6/30/2027
Number of Individuals Completed, Withdrew, or Transferred (Exited)	4/1/2026	3/31/2027
Number of Completers	4/1/2026	3/31/2027
2 nd Quarter after Exit Denominator	7/1/2025	6/30/2026
Employment Rate 2 nd Quarter after Exit Numerator	7/1/2025	6/30/2026
Median Earnings 2 nd Quarter after Exit	7/1/2025	6/30/2026
4 th Quarter after Exit Denominator	1/1/2025	12/31/2025
Credential Attainment Rate	1/1/2025	12/31/2025
Employment Rate 4 th Quarter after Exit Numerator	1/1/2025	12/31/2025
Average Earnings 4 th Quarter after Exit	1/1/2025	12/31/2025



WIOA INCENTIVES POLICY

EDD Revision Date: n/a

WDB Review Date: 8/15/2024; 8/21/2025; 8/20/2026

PURPOSE:

This document establishes the Workforce Development Board of Madera County's policy on the authorization of monetary incentive payments to WIOA Title I Adult, Dislocated Worker, and Youth participants when specific benchmarks have been achieved that directly support their transition to training, employment or enrolled in post-secondary education (youth only) ~~and work experience activities.~~

The incentives are intended to promote and increase program participation and completion by acknowledging the achievement of specific benchmarks that provide necessary skills that ultimately lead to full-time unsubsidized employment or enrolled in post-secondary education (youth only), and retention.

Commented [NM1]: The recommended changes would reallocate the timing of incentive payments to provide more opportunities to recognize participant achievements and encourage progress and successful outcomes. The overall fiscal impact remains unchanged.

This policy supersedes all prior Youth Incentives Policies with respect to the subject matter.

REFERENCES:

- Workforce Services Directive (WSD) 17-07, WIOA Youth Program Requirements
- Training & Employment Guidance Letter (TEGL) WIOA No. 21-16
- Title 2 Code of Federal Regulations (CFR) Part 200
- Title 20 Code of Federal Regulations (CFR) 681.640
- Title 2 Code of Federal Regulations (CFR) Section 200.438, Entertainment Costs
- Workforce Services Directive, CalJOBSsm Activity Codes
- WSD23-08 Stipends and Incentive Payments

BACKGROUND:

This policy establishes the allowability of incentive payment(s) to participants in WIOA and state-funded grants and programs. Incentive payments are provided as recognition for achievements and can help motivate participants to achieve successful outcomes that will lead to long term financial self-sufficiency. Incentive payments are considered awards and are used to encourage participants to complete training, remain in jobs, or for achievement in other program activities.

Per 20 CFR 681.640 and WSD 23-08, incentive payments with WIOA funds must be

connected to recognition of achievement of milestones in the program directly tied to training activities and work experiences. Such incentives for achievement could include improvements marked by acquisition of a credential or other successful outcomes.

Incentive payments must comply with the Cost Principles in 2 CFR Part 200.438 and as such, incentive payments cannot be in the form of entertainment vouchers, such as movie or sporting event tickets, gift cards to movie theaters, or other venues whose sole purpose is entertainment. Payments may be awarded in form of cash, check, gift card, electronic payment, app-based payment, or other type of card. Additionally, internal controls must be established to safeguard any cash or other forms of payments used to award incentive payments.

POLICY:

The Workforce Development Board of Madera County will provide incentive awards to enrolled WIOA participants who achieve specific benchmarks in one or more of the following categories:

- ~~1. Completion of Financial Capabilities Workshop~~
- ~~2. Completion of Essential Workforce Skills Workshop~~
- ~~3. Completion of Paid Work Experience~~
- ~~4.1. Completion of Vocational Training~~
- ~~5. Completion of On-the-Job Training~~
- ~~2. Placement at Closure (Employment or Enrolled in Post Secondary Education (Youth Only))~~
- ~~6.3. Employed 2nd Quarter after exit~~
- ~~7.4. Employed 4th Quarter after exit~~

The WDB of Madera County will provide incentive awards for achievement of benchmarks as identified and confirmed by the designated Career Specialist. ~~If the participant is interested in entering a work experience activity, participants will be encouraged to use the incentive to open a bank account for direct deposits.~~ Incentives will be provided as long as budget and funding permits.

Incentive payments are to observe the following guidelines:

- awarded in recognition and achievement directly tied to training, ~~work experience~~, or job retention activities;
- tied to the goals of the WIOA Title I Program;
- aligned with other Workforce Innovation and Opportunity Act of 2014 (WIOA) Title I WIOA program policies;
- ensure that incentive payment will not be used in lieu of wages;
- provided in accordance with the requirements and cost principles in 2 CFR Part 200.438; and
- provided in a timely fashion, so that participants receive the incentive payments within 30 working days of outcome attainment.

The Career Specialist will develop the terms and conditions for meeting specific benchmarks and a plan to obtain the benchmarks with the participant. The Career Specialist will be responsible for ensuring that the criteria for the incentive award have been met,

provide documentation, and complete the necessary request forms for issuing the incentives. The incentives may not exceed the amounts per activity and amounts may be reduced due to budget.

Incentive Payments must be recorded using the appropriate activity code:

- Incentive Payments to Adult and DW participants must be recorded using activity code 183 Supportive Services: Stipends.
- Incentive Payments to Youth participants must be recorded using activity code 419 Supportive Services: Stipends.

For more information, refer to the Workforce Services Directive, *CalJOBS Activity Codes*.

Benchmark definitions, award amounts and documentation requirements are as follows:

~~1. Completion of Financial Capabilities Workshop~~

Definition

~~Attendance and successful completion of all required Financial Capabilities activities and workshop as identified by the Career Specialist.~~

Award Amount

~~\$25.00 check (maximum, one-time payment)~~

Documentation Required

- ~~• Copy of Certificate of Completion for workshop~~

~~2. Completion of Essential Workforce Skills Workshop~~

Definition

~~Attendance and successful completion of all required Essential Workforce Skills modules and activities as identified by the Career Specialist.~~

Award Amount

~~\$25.00 check (maximum, one-time payment)~~

Documentation Required

- ~~• Copy of Certificate of Completion for workshop~~

~~3. Completion of Paid Work Experience (PWEX) or Transitional Job Training (TJT)~~

Definition

~~Completion of competencies outlined in Exhibit A of the PWEX or TJT Agreement.~~

Award Amount

~~\$100.00 check (maximum, one-time payment)~~

Documentation Required

- ~~• Copy of Certificate of Completion~~

4.1. Completion of Vocational Training

Definition

Attainment of a recognized post-secondary degree or credential

Award Amount

~~\$100.00~~ \$150.00 check/Visa Gift Card (maximum, one-time payment)

Documents Required

- Copy of Certificate of Completion or License

5. On-The-Job Training (OJT)

Definition

~~Completion of competencies described in Exhibit A of the OJT agreement~~

Award Amount

~~\$100.00 check (maximum, one-time payment)~~

Documentation Required

- ~~• Copy of On-the-Job Training Certificate of Completion~~

2. Placement at Closure

Definition

Employed or (youth only) enrolled in post-secondary education

Award Amount

\$100.00 check/Visa Gift Card (maximum, one-time payment)

6.3. Employment Retention at 2nd Quarter After Exit

Definition

Entered and/or retained employment during the 2nd Quarter after exit

Award Amount

~~\$100.00~~ 150.00 check/Visa Gift Card (maximum, one-time payment)

Documentation Required

- Provide two check stubs for the reporting quarter; or
- Verification from employer
 - Completion of the Follow-Up Release of Information Form
 - Phone or email contact – must include employment verification information as well as the name and job title of the person verifying employment; or
 - Completion of the Participant Follow-Up Survey sent via text, email, or mail.

7.4. _____ Employment Retention at 4th Quarter After Exit

Definition

Entered and/or retained employment during the 4th quarter after exit

Award Amount

~~\$100.00~~ 150.00 check/Visa Gift Card (maximum, one-time payment)

Documentation Required

- Provide two check stubs for the reporting quarter; or
- Verification from employer
 - Completion of the Follow-Up Release of Information Form
 - Phone or email contact – must include employment verification information as well as the name and job title of the person verifying employment; or
 - Completion of the Participant Follow-Up Survey sent via text, email, or mail.

ACTION:

This policy is effective on the date of approval by the Madera County Workforce Development Board ~~of Madera County~~ and will remain in effect from the date of issue until such time that a revision is required.

INQUIRIES:

~~If you have questions, please contact the Executive Director or Designee at (559) 662-4500. Questions regarding this policy, including procedures for submitting data or retrieving information, should be directed to the Executive Director or designee at (559) 662-4500.~~
The Madera County Workforce Development Board is an equal opportunity employer/program.

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Auxiliary aids and services are available upon request to individuals with disabilities.

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WIOA Title I Eligibility Policy

EDD Revision Date: 9/26/2024
WDB Review Date: 8/20/2026

EXECUTIVE SUMMARY:

Purpose:

The Employment Development Department (EDD) and the California Workforce Development Board (CWDB) have established state requirements and procedures for determining an individual's eligibility to participate in Workforce Innovation and Opportunity Act (WIOA) Title I programs. These requirements apply to Local Workforce Development Boards (Local Boards) and Local Workforce Development Areas (Local Areas) and are effective immediately.

This policy incorporates state-imposed requirements, which are identified in bold italic type, and addresses both initial and subsequent eligibility determinations. This Directive finalizes Workforce Services Draft Directive WIOA Title I Eligibility Technical Assistance Guide (WSDD-249).

The Madera County Workforce Development Board (MCWDB) has adopted the requirements and procedures established by EDD and CWDB for determining eligibility for WIOA Title I programs, which shall apply to all applicable WIOA Title I programs administered within the Madera County Local Workforce Development Area (LWDA).

Effective Date:

This policy is effective on the date of issuance of final guidance by the State, which was September 26, 2024.

REFERENCES:

[WSD24-04-WIOA Title I Eligibility Technical Assistance Guide \(TAG\)](#)

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) authorizes a workforce development system to provide workforce preparation and employment services to eligible adults, dislocated workers, and youth. The WIOA Title I Eligibility Technical Assistance Guide (TAG) provides guidance to Local Areas for establishing eligibility requirements and procedures for the WIOA Adult, Dislocated Worker, and Youth programs.

POLICY AND PROCEDURES:

The WIOA Title I Eligibility TAG provides guidance regarding participant eligibility, acceptable documentation, document verification, and areas of flexibility in eligibility policies, procedures, and definitions. The TAG also provides form fields that Local Areas may use to incorporate local guidance; however, Local Areas may use other methods to establish and communicate local eligibility requirements.

The Madera County Workforce Development Board (MCWDB) adopts the requirements and procedures outlined in the WIOA Title I Eligibility TAG and establishes the applicable local policies, procedures, and definitions for determining eligibility within the Madera County Local Workforce Development Area (LWDA). All local eligibility guidance shall comply with applicable federal and state requirements and shall be made available to all frontline staff responsible for determining participant eligibility.

MCWDB shall ensure that local eligibility policies, procedures, and definitions are properly communicated and implemented throughout the Madera County LWDA. Federal and state monitors and auditors may review local eligibility policies, procedures, and definitions to verify that they have been communicated and implemented. Failure to properly align local guidance with federal and state requirements may result in disallowed costs.

ATTACHMENTS:

- 1. WIOA Title I Eligibility Technical Assistance Guide (TAG)**
- 2. *WIOA Title I Eligibility TAG Acceptable Documentation***

INQUIRIES:

Questions regarding this policy, including procedures for submitting data or retrieving information, should be directed to the Executive Director or designee at (559) 662-4500.

The Madera County Workforce Development Board is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



DIRECTIVE

Date: September 26, 2024 **Number:** WSD24-04



WIOA Title I Eligibility Technical Assistance Guide

Executive Summary

This policy provides the guidance and establishes the procedures for determining an individual's eligibility to participate in the *Workforce Innovation and Opportunity Act* (WIOA) Title I programs. This policy applies to Local Workforce Development Boards (Local Board) and Local Workforce Development Areas (Local Area) and is effective immediately.

This policy contains some state-imposed requirements. All state-imposed requirements are indicated by ***bold, italic*** type.

This Directive finalizes Workforce Services Draft Directive *WIOA Title I Eligibility Technical Assistance Guide* (WSDD-249), issued for comment on July 14, 2023. The Workforce Development Community submitted 56 comments during the draft comment period. A summary of comments, including all changes, is provided as Attachment 3.

This policy supersedes Workforce Services Directive *WIA Title I Eligibility* (WSD14-04), dated September 25, 2014. This Directive remains active until further notice.

References

- WIOA (Public Law 113-128)
- *Jobs for Veterans Act of 2002* (Public Law 107-288)
- Title 26 United States Code (U.S.C.), *Internal Revenue Code*, Section 139E: Indian General Welfare Benefits
- Title 42 U.S.C., Public Health and Welfare, Section 12102: Definition of Disability
- Title 2 *Code of Federal Regulations* (CFR) Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)
- Title 2 CFR Part 2900: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Department of Labor Exceptions)
- Title 20 CFR Part 675, et al.: Workforce Innovation and Opportunity Act, Final Rule
- Title 20 CFR Part 1010: Application of Priority of Service for Covered Persons
- Title 29 CFR Part 38: Implementation of the Nondiscrimination and Equal Opportunity Provisions of the Workforce Innovation and Opportunity Act

- [Training and Employment Guidance Letter](#) TEGL 10-16, Change 3, *Performance Accountability Guidance for WIOA Core Programs* (June 11, 2024)
- TEGL 23-19, Change 2, *Revisions to TEGL 23-19, Change 1, Guidance for Validating Required Performance Data Submitted by Grant Recipients of U.S. Department of Labor (DOL) Workforce Programs* (May 12, 2023)
- TEGL 09-22, *WIOA Title I Youth Formula Program Guidance* (March 2, 2023)
- TEGL 23-19, Change 1, *Guidance for Validating Required Performance Data Submitted by Grant Recipients of DOL Workforce Programs* (October 25, 2022)
- TEGL 21-16, Change 1, *Third WIOA Title I Youth Formula Program Guidance* (July 30, 2021)
- TEGL 14-18, *Aligning Performance Accountability Reporting, Definitions, and Policies Across Workforce Employment and Training Programs Administered by the DOL* (March 25, 2019)
- TEGL 26-16, *Guidance on the use of Supplemental Wage Information to implement the Performance Accountability Requirements under the WIOA* (June 1, 2017)
- TEGL 21-16, *Third WIOA Title I Youth Formula Program Guidance* (March 2, 2017)
- TEGL 19-16, *Guidance on Services provided through the Adult and Dislocated Worker Programs under the WIOA and the Wagner-Peyser (W-P) Act Employment Service (ES), as amended by title III of WIOA, and for Implementation of the WIOA Final Rules* (March 1, 2017)
- TEGL 8-15, *Second Title I WIOA Youth Program Transition Guidance* (November 17, 2015)
- TEGL 26-13, *Impact of the U.S. Supreme Court's Decision in United States v. Windsor on Eligibility and Services Provided under Workforce Grants Administered by the Employment and Training Administration* (June 18, 2014)
- TEGL 10-09, *Implementing Priority of Service for Veterans and Eligible Spouses in all Qualified Job Training Programs Funded in whole or in part by the DOL* (November 2009)
- TEGL 11-11, Change 2, *Selective Service Registration Requirements for Employment and Training* (May 16, 2012)
- TEGL 22-04, Change 1, *Serving Military Service Members and Military Spouses under the WIA Dislocated Worker Formula Grant* (September 28, 2007)
- TEGL 22-04, *Serving Military Service Members and Military Spouses under the Workforce Investment Act Dislocated Worker Formula Grant* (March 22, 2005)
- *California's Unified Strategic Workforce Development Plan (State Plan) 2020-2023*
- [Workforce Services Directive](#) WSD23-03, *Performance Guidance* (July 12, 2023)
- WSD24-02, *LLSIL And Poverty Guidelines* (August 20, 2024)
- WSD22-15, *WIOA Data Validation Source Documentation* (June 27, 2023)
- WSD20-11, *Pseudo Social Security Number in CalJOBSSM* (April 29, 2021)
- WSD19-06, *CalJOBSSM Activity Codes* (December 27, 2019)
- WSD19-04, *Priority of Service for Veterans and Eligible Spouses* (September 11, 2019)
- WSD18-03, *Pathway to Services, Referral, and Enrollment* (August 28, 2018)
- WSD18-02, *Data Change Request Form Procedure* (July 31, 2018)
- WSD17-07, *WIOA Youth Program Requirements* (January 16, 2018)

- WSD16-18, *Selective Service Registration* (April 10, 2017)
- WSD15-14, *WIOA Adult Program Priority of Service* (January 22, 2016)

Background

The WIOA authorizes a workforce development system to provide workforce preparation and employment services to eligible adults, dislocated workers, and youth. The WIOA Title I Eligibility Technical Assistance Guide (TAG) assists Local Areas in establishing eligibility guidelines for the WIOA adult, dislocated worker, and youth programs.

Policy and Procedures

The WIOA Title I Eligibility TAG provides guidance regarding participant eligibility, acceptable documentation, document verification, and clarifies areas of flexibility in eligibility policies, procedures, and definitions. The TAG includes form fields to allow Local Areas to incorporate their local guidance. Local Areas are not required to use these form fields and may use other methods for releasing local eligibility guidance.

Local Areas are required to develop local policies, procedures, and definitions as indicated in the TAG, and ensure this guidance is available to all frontline staff responsible for determining eligibility. Local Areas must ensure their local guidance complies with the requirements of the TAG, and all federal and state requirements.

Federal and state monitors and auditors will verify that the local eligibility policies, procedures, and definitions have been communicated and implemented within the Local Area. Local guidance that does not correctly reflect federal and state requirements may result in disallowed costs.

Action

Bring this Directive to the attention of all appropriate staff and other relevant parties.

Inquiries

If you have any questions, contact your assigned [Regional Advisor](#).

/s/ JAVIER ROMERO, Deputy Director
Workforce Services Branch

Attachments:

1. [WIOA Title I Eligibility Technical Assistance Guide \(DOCX\)](#)
2. [Acceptable Documentation List for WIOA Title I Program Eligibility \(DOCX\)](#)
3. [Summary of Comments \(DOCX\)](#)

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.1

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board

From: Maiknue Vang, Executive Director

Date: August 20, 2026

Subject: Success Stories

Information:

Program participants and employers share about their experience working with the workforce system and how their participation and partnership have contributed to positive results.

Financing:

Workforce Innovation and Opportunity Act

Meet Luis

A Workforce Success Story

Moving Forward

After becoming unemployed, Luis was referred to Madera County Workforce for employment assistance. He was ready to move forward, but an unexpected setback temporarily delayed his job search.

When he was ready to resume his search, he reconnected with Workforce. He received career guidance, resources, and encouragement along the way. He was encouraged to attend an upcoming job fair. Workforce also provided professional interview clothing to help him feel confident and prepared.

Luis attended the event, submitted applications, and continued following up with employers.



Approximately four months later, his persistence paid off when he received a job offer. Workforce also assisted him with new work boots so he had what he needed to begin his position.

Today, he works as a Seasonal Operator with Madera County Mosquito Vector, earning \$18.50 per hour.

Employment has provided greater stability and confidence as he continues moving forward and building a positive future.

Moving Forward With Confidence

“Today, I’m proud to be employed and moving forward with my life. This opportunity has given me stability, confidence, and hope for my future. – Luis



Meet

DAISO

A Workforce Success Story

Talent Connections

DAISO opened in January 2026 and offers a wide variety of household goods, stationery, beauty products, and more.

DAISO contacted Madera County Workforce to host their hiring event for their new location in Madera the month prior.

Neal Richards, Area Manager for DAISO, shared these words: "The Madera County Workforce team was incredibly helpful with the initial setup and overall organization. They went above and beyond by managing traffic flow and coordinating candidate groups throughout the day. The staff is excellent, professional, and was completely instrumental to our successful event."



The hiring event was so successful, DAISO decided to cancel the third day due to the qualified candidates screened by the workforce.

This hiring event had a turnout of 161 job seekers throughout a two-day period, allowing DAISO to easily fill 30 positions before its opening.

Madera County Workforce's hiring services demonstrate how workforce partnerships can help businesses meet hiring needs while creating local job opportunities.

Connecting Businesses With Talent.

“ We are extremely grateful for the partnership with Madera County Workforce and look forward to future success together! - **Neal Richards, Area Manager** ”



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.2

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: WDB Action Planning Subcommittee Updates

Information:

Each of the 5 subcommittees will have an opportunity to share progress toward action items outlined in each priority area. The subcommittees include Leadership Engagement, Training, Work Ethics, Marketing, and Policy.

Financing:

Workforce Innovation and Opportunity Act



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.3

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Madera County Workforce Investment Corporation (MCWIC) Update

Information:

The MCWIC Board last met on April 23, 2026. They held Special Meetings on May 18, 2026, and July 16, 2026, and is scheduled to meet on August 27, 2026. The agendas for their April, May and July meetings are provided for the WDB's review.

Financing:

Workforce Innovation and Opportunity Act



AGENDA

**April 23, 2026
3:00 p.m.**

Meeting will be held at:
***Workforce Assistance Center – Executive Conference Room
2037 W. Cleveland Avenue, Madera, CA 93637, 559-662-4589***

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Madera County Workforce Investment Corporation, may request assistance by contacting the Executive Assistant at Madera County Workforce Investment Corporation office, 2037 W. Cleveland Avenue, Madera, CA 93637; Telephone 559/662-4589; CRS 711; Fax 559/673-1794.

This agenda and supporting documents relating to the items on this agenda are available through the Madera County Workforce Investment Corporation (MCWIC) website at <http://www.maderaworkforce.org/mcwic-meetings-and-agenda/>. These documents are also available at the Workforce Assistance Center – office of the Executive Director. MCWIC is an equal Opportunity Employer/Program. Auxiliary aids and services are available upon request.

1.0 Call to Order

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Items identified after preparation of the agenda for which there is a need to take immediate action. Two-thirds vote required for consideration (Government Code Section 54954.2(b)(2))

3.0 Public Comment

This time is made available for comments from the public on matters within the Board's jurisdiction but not appearing on the agenda. The Board will not take action on any items presented under public comment. The comment period will be limited to 15 minutes.

4.0 Introductions and Recognitions

5.0 Adoption of Board Agenda

6.0 Consent Calendar

6.1 Consideration of approval of the February 26, 2026, Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

7.0 Action Items

7.1 Review of Form 990 199 2024 tax returns by the MCWIC Board of Directors in preparation for submittal to the IRS.

7.2 Consideration of approval of the MCWIC year-to-date financial reports for period ending March 31, 2026.

7.3 Consideration of approval of a Resolution to add Nuvia Moreno, Deputy Director, as an authorized signer on all Bank of America business accounts.

8.0 Information Items

8.1 Success Stories

8.2 Workforce Development Board (WDB) of Madera County Update

8.3 One Stop Operator (OSO) Quarterly Report for the Period of January 1, 2026, through March 31, 2026

8.4 Addendum to Lease Agreement

8.5 National Association of Workforce Boards (NAWB) 2026 Conference

8.6 California Workforce Association (CWA) WORKCON 2026 Conference

8.7 Transfer of funds from the Dislocated Worker Funding Stream to the Adult Funding Stream

8.8 Information on Federal and Legislative Updates

8.9 Update on James Irvine Foundation Better Careers Retreat

8.10 Update on Mountain Community and Madera County Job Fairs

8.11 Update on Business Closures

8.12 Weekly Unemployment Insurance (UI) Initial Claims for Madera County

9.0 Written Communication

10.0 Open Discussion/Reports/Information

11.1 Board Members

11.2 Staff

11.0 Next Meeting

June 25, 2026

12.0 Adjournment



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

AGENDA ITEM 8.3

Special Meeting **A G E N D A**

May 18, 2026
10:00 a.m.

Meeting will be held via Zoom:

<https://us02web.zoom.us/j/81199356348?pwd=UQRbeAxZOz2QbeNH2jAWnbqlaUdcI4.1>

Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637
703 N I Street, Madera, CA 93637 1902 Howard Road, Madera, CA 93637
201 N D Street, Madera, CA 93638 120 North E Street, Madera, CA 93638
1225 Gill Avenue, Madera, 93637 170 Railroad Street, Santa Rose, CA 95401

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Madera County Workforce Investment Corporation, may request assistance by contacting the Executive Assistant at Madera County Workforce Investment Corporation office, 2037 W. Cleveland Avenue, Madera, CA 93637; Telephone 559/662-4589; CRS 711; Fax 559/673-1794.

This agenda and supporting documents relating to the items on this agenda are available through the Madera County Workforce Investment Corporation (MCWIC) website at <http://www.maderaworkforce.org/mcwic-meetings-and-agenda/>. These documents are also available at the Workforce Assistance Center – office of the Executive Director. MCWIC is an equal Opportunity Employer/Program. Auxiliary aids and services are available upon request.

1.0 Call to Order

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Items identified after preparation of the agenda for which there is a need to take immediate action. Two-thirds vote required for consideration (Government Code Section 54954.2(b)(2))

3.0 Public Comment

This time is made available for comments from the public on matters within the Board's jurisdiction but not appearing on the agenda. The Board will not take action on any items presented under public comment. The comment period will be limited to 15 minutes.

4.0 Introductions and Recognitions

5.0 Adoption of Board Agenda

6.0 Consent Calendar

6.1 Consideration of approval of the April 23, 2026, Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

7.0 Next Meeting

June 25, 2026

8.0 Adjournment



SPECIAL MEETING
A G E N D A

July 16, 2026
3:00 p.m.

Meeting will be held at:

Workforce Assistance Center – Executive Conference Room
2037 W. Cleveland Avenue, Madera, CA 93637, 559-662-4589

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Madera County Workforce Investment Corporation, may request assistance by contacting the Executive Assistant at Madera County Workforce Investment Corporation office, 2037 W. Cleveland Avenue, Madera, CA 93637; Telephone 559/662-4589; CRS 711; Fax 559/673-1794.

This agenda and supporting documents relating to the items on this agenda are available through the Madera County Workforce Investment Corporation (MCWIC) website at <http://www.maderaworkforce.org/mcwic-meetings-and-agenda/>. These documents are also available at the Workforce Assistance Center – office of the Executive Director. MCWIC is an equal Opportunity Employer/Program. Auxiliary aids and services are available upon request.

1.0 Call to Order

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Items identified after preparation of the Agenda for which there is a need to take immediate action. Two-thirds vote required for consideration (Government Code Section 54954.2(b)(2))

3.0 Public Comment

This time is made available for comment from the public on matters within the Board's jurisdiction but not appearing on the agenda. The Board will not take action on any items presented under public comment. The comment period will be limited to 15 minutes.

4.0 Introductions and Recognitions

5.0 Adoption of Board Agenda

6.0 Closed Session

6.1 Request for Closed Session Pursuant to Government Code 54957 – Employee Performance Evaluation:
MCWIC Executive Director (Chief Officer of Organization).

7.0 Information Items

7.1 MCWIC Executive Director End-of-Year Goals Update

8.0 Next Meeting

August 27, 2026

9.0 Adjournment



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.4

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Federal and Legislative Updates

Information:

Staff continue to monitor two federal policy developments previously shared with the Board in July. Neither item requires Board action at this time; however, both could have significant implications for federal workforce funding and the administration of federally funded programs.

1. FY 2027 Federal Budget and WIOA Funding

The House FY 2027 Labor-HHS-Education appropriations proposal includes significant reductions to federal workforce funding. The proposal would reduce WIOA Title I formula funding by approximately 62% and includes provisions that would eliminate WIOA Youth funding and substantially reduce WIOA Adult funding, while largely maintaining funding for the Dislocated Worker program. These proposed changes have not been enacted and remain subject to the federal appropriations process. The Senate has yet to complete its appropriations process, and the final FY 2027 funding levels will depend on congressional negotiations and enacted legislation. Staff will continue to monitor congressional action and assess any potential impacts on Madera County's WIOA funding and workforce services.

2. OMB Proposed Changes to Uniform Grant Guidance

The Office of Management and Budget (OMB) issued a proposed rule on May 29, 2026, to revise the Uniform Guidance governing federal grants and cooperative agreements. The public comment period closed July 13, 2026. The proposed changes include additional restrictions on the use of federal funds for conference participation, professional memberships, subscriptions, and related activities. If finalized, these changes could affect professional development, training, technical assistance, and other capacity-building activities supported with federal funds. The proposed rule has not yet been finalized. OMB has proposed an effective date of October 1, 2026, for the revised requirements. Staff will continue to monitor the rulemaking process and evaluate any changes that could affect MCWIC's federally funded programs, administrative practices, and allowable costs.

Staff will keep the Board informed as these federal developments progress and as potential impacts to the local workforce system become clearer.

Financing:

Workforce Innovation and Opportunity Act



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.5

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Workforce on Wheels (WOW) Mobile Unit Unveiling and Ribbon Cutting

Information:

On May 20, 2026, Madera County Workforce unveiled its new Workforce on Wheels (WOW) mobile unit, marking an important milestone in expanding access throughout Madera County and delivering career and employment services directly into our communities. The WOW mobile serves as an extension of the Workforce Assistance Center and reflects our commitment to meet people where they are.



Financing:

James Irvine Foundation



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.6

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: California Workforce Development Board (CWDB) Presentations

Information:

On July 8, 2026, the San Joaquin Valley and Associated Counties (SJVAC) Regional Planning Unit presented during the CWDB's meeting on the region's approach to regional workforce collaboration. The presentation highlighted efforts by the seven local workforce boards to coordinate regional partnerships, workforce strategies and solutions, employer engagement, and business services. Information was also provided by the North San Joaquin and Central San Joaquin to further highlight the CA Jobs First Initiative and how boards are addressing local workforce needs.

The ED presented on the unique needs of Madera County and shared how the WDB has responded to these opportunities with the WOW mobile, the School Bus Driver Training program, and the Justice Center AJCC.



Financing:

Workforce Innovation and Opportunity Act



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.7

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: 2026 Foster Youth Summer Work Experience Program

Information:

In partnership with Madera County Superintendent of Schools and Madera Unified School District, MCWIC provided a summer paid work experience program for up to 15 foster youth from four Madera high schools. The program included career exploration, financial literacy and essential workforce skills workshops, peer to peer learning, employer connections, and up to 150 hours of paid work experience aligned with each participant's career interests. MCWIC served as the employer of record and provided case management, supportive services, payroll, and worksite coordination. Participants who completed the program and employers who participated as worksites were recognized during a celebratory luncheon on July 31.



Financing:

Madera County Superintendent of Schools and Madera Unified School District



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.8

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Program Impact Report July 1, 2025, through June 30, 2026

Information:

The Program Impact Report for July 1, 2025, through June 30, 2026, is provided for the Board's review. The AJCC saw an increase in total visits to the Center as well as an increase in the number of participants enrolled in training activities. This year, we invested over \$1,000,000 in training, work-based learning, and supportive services for Madera County.

Financing:

Workforce Innovation and Opportunity Act

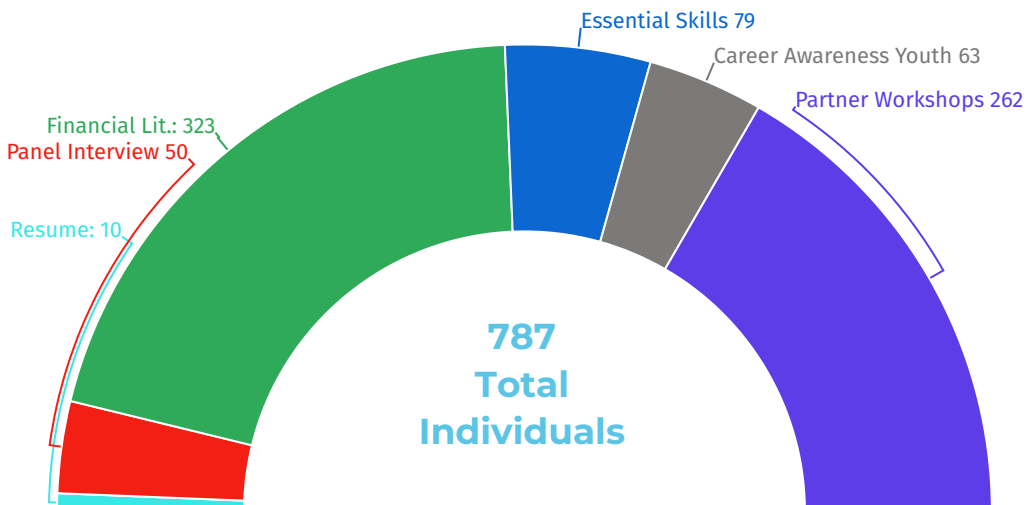
VISITS TO THE ONE STOP CENTER

38,288

"Today I'm proud I have a stable career doing work that I enjoy and take pride in. I'm financially stable and able to provide for my beautiful family, and grateful for the support that help me achieve goals that once seemed out of reach."

-Pedro

NUMBER OF INDIVIDUALS WHO ATTENDED WORKSHOPS

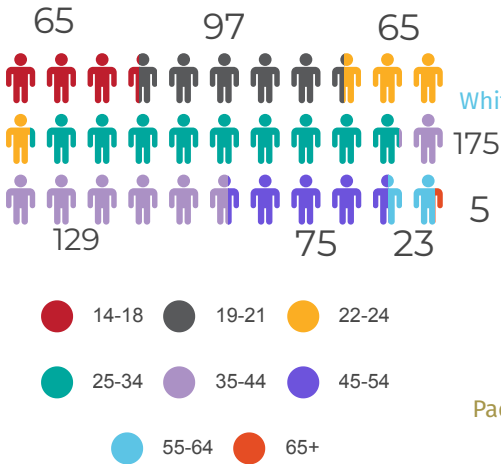


* Numbers reflect in person sessions

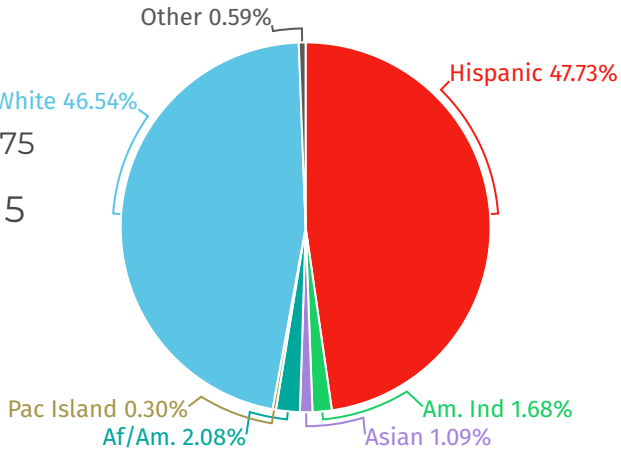
Job Seeker Demographics

The Workforce Development Board of Madera County serves a diverse job seeker base. Numbers below represent individuals enrolled in WIOA Adult, Dislocated Worker, Youth and Special Grants.

AGE



RACE/ ETHNICITY



PRIORITY POPULATIONS



22% Persons with Disabilities



3% Pregnant/ Parenting Youth



23% English Language Learners



66% Basic Literacy Skills Deficient



16% Single Parents



7% Homeless

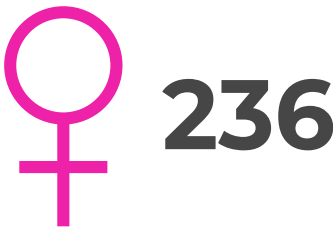


27% Offenders

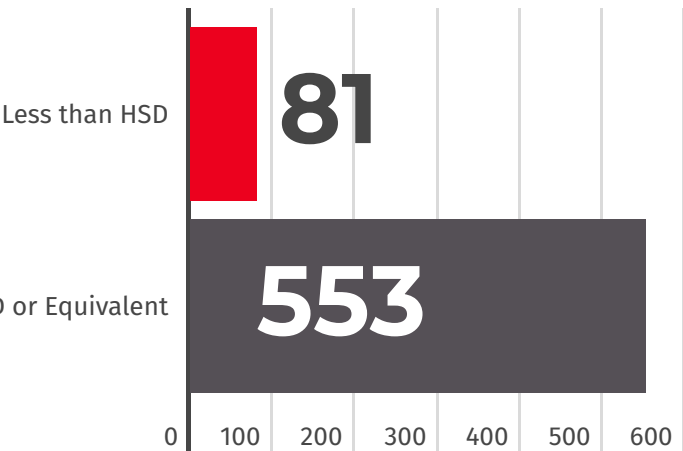


1% Veterans

GENDER



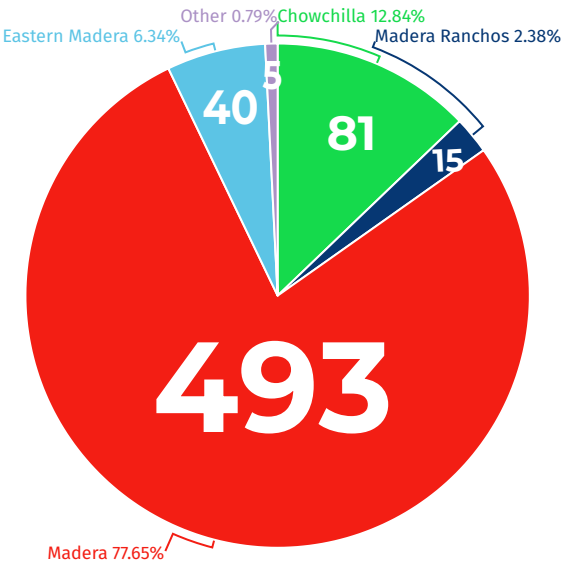
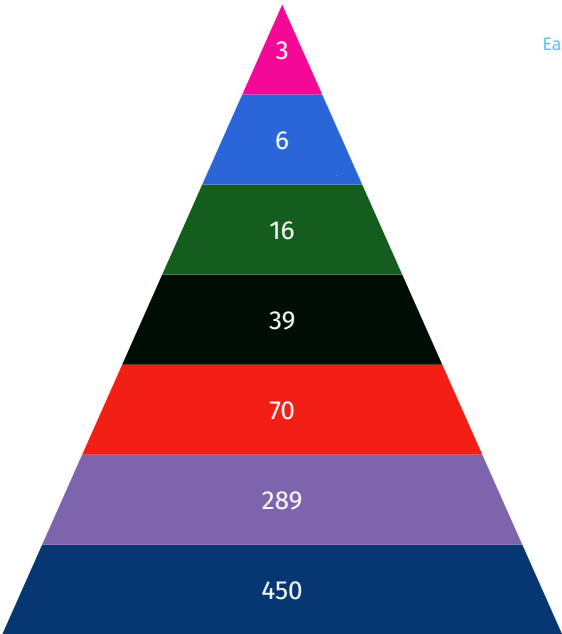
EDUCATIONAL ATTAINMENT



INCOME/PUBLIC ASSISTANCE

- Low Income
- SNAP
- TANF
- Foster Child
- SSI
- SSDI
- State or Local Income Based Assistance

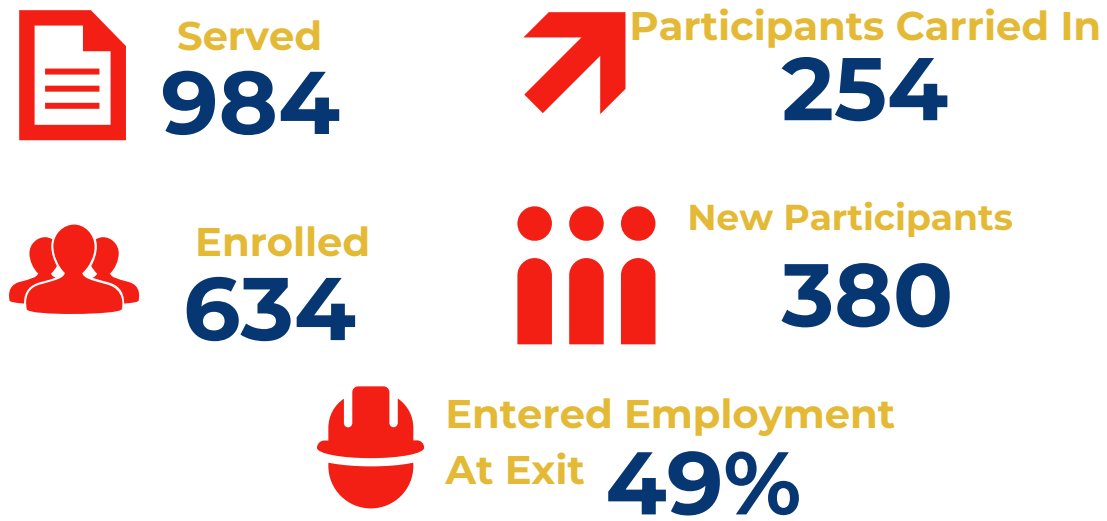
RESIDENCE



CAREER SERVICES

Intensive services for enrolled individuals include career counseling, supportive services, paid work experience, and job search preparation and support. Activities and outcomes represent special projects and WIOA individuals.

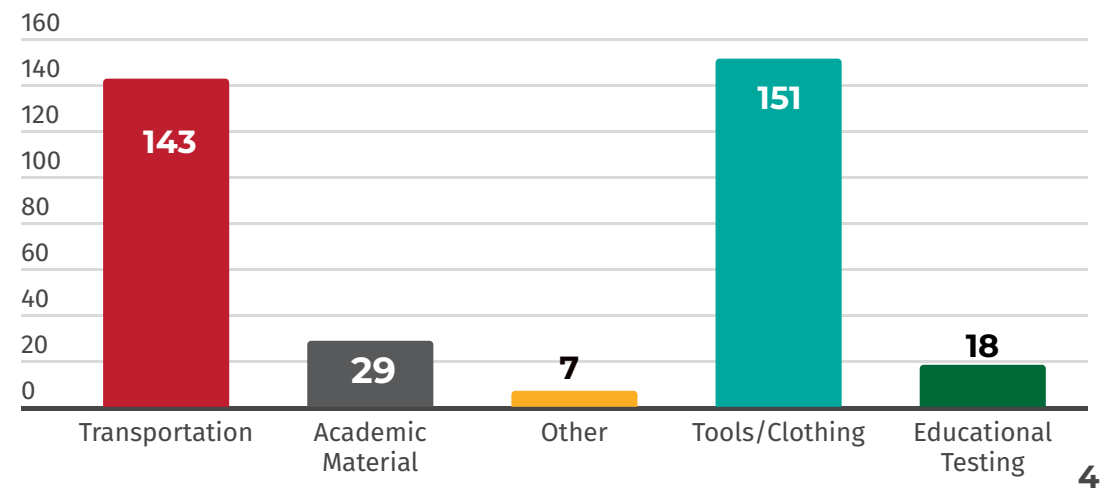
ENROLLMENTS



* Non WIOA Justice Impacted Individuals - 350

"Services provided at Valley State Prison, County Jail, Justice Center and Juvenile Detention Facility."

SUPPORTIVE SERVICES



TRAINING

Median Earnings
4th Quarter after exit
\$9,099.87

Received Industry Recognized
Certificate * **40%**

Occupational Skills Training
278

Training Related Employment*
60%

* Not all participants have finished training

Services By Industry

Transportation/Logistics= 31%
Manufacturing= 7%
General Business = 2%
Installation/Maintenance = 8%
Forestry = 8%

Healthcare = 29%
Hospitality/Service = 1%
Construction = 5%
Protective Services = 6%
Child Care =1%

INVESTMENTS

\$176,913.96

Total Supportive
Services

\$723,310.70

Total Training

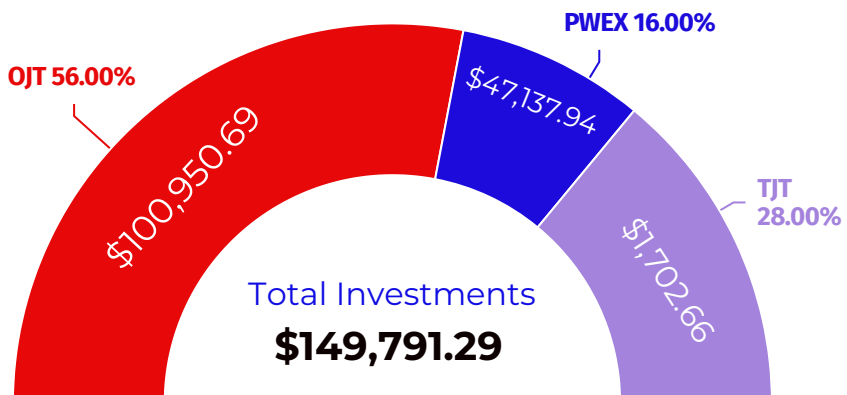
\$149,791.29

Total WBL

\$1,050,015.95

Total Investments

Work Based Learning Expended & Employer Savings



BUSINESS SERVICES

WDB staff members engage with the business community to better serve the workforce needs of the county.



115

Internal Job Orders Created



103

Business Outreach Campaigns



1,068

Businesses Served



1,648

Services Provided to Businesses



19

Rapid Response Events



24

Job Fairs

"We are extremely grateful for the partnership with Madera County Workforce and look forward to future success together."

*Area Manager-Daiso
N. Richards*



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.9

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Local Area Program Year 2024 Final Performance Scores

Information:

In accordance with WIOA section 116(b), the State is required to evaluate local performance outcomes at the end of each Program Year (PY). This evaluation process has been completed for PY 2024 and Madera's scores for all performance indicators in the Adult, DW, and Youth programs, as well as the Overall Program and Overall Indicator Scores are provided below. To perform successfully, a Local Area must meet a Performance Score of 50% or higher, and the Overall Program/Indicator Score must be 90% or higher, which we have exceeded on all performance indicators. The Overall Indicator Scores for Employment 4th Quarter, Median Earnings, and Credential Attainment are not being considered in performance success for PY 2024. However, it is included in the table below to provide Local Areas with context for the future when these scores will be reviewed for performance.

Indicator	Adult	Dislocated Worker	Youth	Overall Indicator Score
Employment Rate 2 nd Quarter After Exit	106.4%	107.4%	89.5%	101.1%
Employment Rate 4 th Quarter After Exit	104.0%	99.8%	77.1%	93.6%
Median Earnings	103.6%	157.7%	116.3%	125.8%
Credential Attainment	121.9%	89.5%	98.2%	103.2%
Measurable Skill Gains	140.8%	99.1%	113.3%	117.7%
Overall Program Score	115.3%	110.7%	98.8%	---

All Local Area Performance Scores are published on EDD's website.

Financing:

Workforce Innovation and Opportunity Act



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.10

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: High Performing Board Designation

Information:

The California Workforce Development Board (CWDB) has reviewed and assessed Madera's application for certification as a High Performing Board under the California Unemployment Insurance Code Section 14200 and has approved our application for High Performing Board designation for the period of July 1, 2026, through June 30, 2029.

High Performing Board designation is evaluated on successful performance, approved Regional and Local Plans, training expenditures met, Youth funding requirements met, and a business services plan in place.

Financing:

Workforce Innovation and Opportunity Act



Joana Rees, Chair

▪ Kaina Pereira, Executive Director

▪ Gavin Newsom, Governor

April 22, 2026

Madera County Workforce Investment Board
Honorable Maiknue Vang, Executive Director
2037 West Cleveland Avenue
Madera, CA 93637

SUBJECT: Application for Certification of High Performing Board

Dear Director Vang,

The California Workforce Development Board (CWDB) has received and carefully assessed your application for certification as a High Performing Board under the California Unemployment Insurance Code Section 14200.

This letter is to inform you that the Madera County Workforce Investment Board met the eligibility requirements for certification. This determination was made by applying the criteria and evaluating the specific requirements included in Workforce Services Directive 25-11, dated January 23, 2026.

Therefore, your application requesting designation as a High Performing Board for the period of July 1, 2026, through June 30, 2029 has been approved.

If you have any questions, please contact your Employment Development Department Regional Advisor.

A handwritten signature in blue ink, appearing to read 'Kaina Pereira', with a stylized flourish extending to the right.

Kaina Pereira, Executive Director

cc: Maiknue Vang, Workforce Development Board Director – Madera WDB
Stewart Knox, Secretary – Labor and Workforce Development Agency
Javier Romero, Deputy Director – Workforce Services Branch



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.11

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Workforce Innovation and Opportunity Act (WIOA) Section 188
Nondiscrimination and Equal Opportunity Provisions Annual Compliance
Monitoring Review Final Report Program Years 2025-26

Information:

Each Program Year, the Employment Development Department's Compliance Review Office (CRO), conducts an on-site monitoring review of Madera County Workforce Investment Corporation's (MCWIC) Workforce Innovation and Opportunity Act (WIOA) Section 188 nondiscrimination and equal opportunity provisions. The purpose of this review is to determine MCWIC's compliance with applicable federal and state laws, regulations, and policies specific to WIOA Section 188, regulation Title 29 Code of Federal Regulations Part 38. The on-site review for PY 2025-2026 was conducted on May 19, 2026.

Staff are happy to report that there were no findings and that MCWIC is meeting the applicable WIOA Section 188 requirements concerning nondiscrimination and equal opportunity provisions.

Financing:

Workforce Innovation and Opportunity Act



June 5, 2026

Maiknue Vang, Executive Director
Madera County Workforce Investment Corp.
2037 W. Cleveland Ave
Madera, CA 93637

**WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA) SECTION 188
NONDISCRIMINATION AND EQUAL OPPORTUNITY PROVISIONS ANNUAL
COMPLIANCE MONITORING REVIEW FINAL REPORT PROGRAM YEARS (PY)
2025-26.**

This notification informs you of the results of the Employment Development Department's (EDD) Equal Employment Opportunity (EEO) Office on-site compliance monitoring review of the Madera County Workforce Investment Corp. for compliance with the WIOA Section 188 for PY 2025-26.

Our review was conducted under the authority of WIOA Section 188 and its implementing regulation Title 29 Code of Federal Regulations Part 38. The purpose of this review was to determine the level of compliance by the Madera County Workforce Investment Corp. with applicable federal and state laws, regulations, policies, and directives related to the WIOA grant regarding nondiscrimination and equal opportunity provisions for PY 2025-26.

We collected the information for this report through an on-site and desk review of documents submitted by the Madera County Workforce Investment Corp., the completed EDD's EEO Office Compliance Monitoring Guide completed by your Equal Opportunity (EO) Officer, interviews with representatives, and a review of applicable policies and procedures.

COMPLIANCE MONITORING REVIEW RESULTS

We conclude that, overall, the Madera County Workforce Investment Corp. is meeting the applicable WIOA Section 188 requirements concerning nondiscrimination and equal opportunity provisions.

This report contains no findings or conditions; therefore, we are issuing this report as the final report.

Maiknue Vang, Executive Director
June 5, 2026
Page two

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all of the areas included in our review. It is Madera County Workforce Investment Corp.'s responsibility to ensure that its systems, programs, and related activities comply with the WIOA grant program, federal and state regulations, and applicable state directives. Consequently, any deficiencies identified in subsequent reviews, such as an audit, would remain the Madera County Workforce Investment Corp.'s responsibility.

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Samuel Swafford at Samuel.Swafford@edd.ca.gov or Kimberly Singh, EEO Office Manager, at Kimberly.Singh@edd.ca.gov.

Sincerely,

/s/ NICOLE PLACENCIA
EEO Officer

cc: Gustavo Alatorre, Workforce Services Branch
Kristy Thorp, Workforce Services Branch
Bertha Vega, Madera County Workforce Investment Corp.



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.12

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Eligible Training Provider Compliance Monitoring PY 2025-26 Results

Information:

The non-discrimination and equal opportunity provisions of WIOA Section 188 require Workforce Development Boards to monitor training providers that are on the State's approved Eligible Training Provider List (ETPL). The purpose of the review is to determine whether locally utilized training providers are operating their WIOA Title I financially assisted programs or activities in a nondiscriminatory way. Training providers must meet applicable federal and state laws, regulations, policies, and directives related to nondiscrimination and equal opportunity. The review is conducted annually by our designated Equal Employment Opportunity (EEO) Officer and is completed through a desk and onsite review.

During PY 2025-26, we concluded that all eligible training providers for Madera County are meeting applicable WIOA Section 188 and implementing regulation requirements concerning non-discrimination and equal opportunity.

Financing:

Workforce Innovation and Opportunity Act



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.13

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: America's Job Center of California (AJCC) Comprehensive and Affiliate/Specialized Certification

Information:

In accordance with WIOA Section 121(g), Local Boards must evaluate AJCCs in their Local Workforce Development Area (Local Area) once every three years. The certification process for comprehensive and affiliate/specialized AJCCs will be conducted during Program Year 2026-27 and will take effect July 1, 2027.

Staff will be contracting with David Shinder to conduct the independent and objective evaluation of Madera County's AJCC as required under California Workforce Development Board Directive WSD25-05, Comprehensive, Affiliate, and Specialized AJCC Certification. Mr. Shinder previously conducted Madera County's AJCC certification evaluation in 2024 and has extensive experience with AJCC certification and workforce system requirements.

The evaluator will complete the required assessment and provide recommendations for certification and continuous improvement. Upon completion, the certification materials will be presented to the Workforce Development Board for review and approval prior to submission to the State. The AJCC Certification process and assessment is due to the California Workforce Development Board (CWDB) on May 15, 2027.

Financing:

Workforce Innovation and Opportunity Act



Directive

Date: June 19, 2026 **Number:** WSD25-05



AJCC Comprehensive and Affiliate/Specialized Certification

Executive Summary

This policy provides the guidance and establishes the procedures regarding certification of comprehensive and affiliate/specialized America's Job Center of CaliforniaSM (AJCC) locations. This policy applies to all Local Workforce Development Boards (Local Board) and is effective immediately.

This policy restates applicable legal requirements.

This Directive finalizes Workforce Services Draft Directive *AJCC Comprehensive and Affiliate/Specialized Certification* (WSDD-273), issued for comment on March 27th, 2026. The Workforce Development Community submitted no comments during the draft comment period.

This policy supersedes Workforce Services Directive *Workforce Services Directive AJCC Comprehensive and Affiliate/Specialized Certification* (WSD23-05), dated January 26, 2024. This Directive remains active until further notice.

References

- *Workforce Innovation and Opportunity Act* (WIOA) (*Public Law 113-128*) Sections 121(g) and 188
- *Americans with Disabilities Act Amendments Act of 2008 (ADA)* (*Public Law 110-325*)
- Title 20 *Code of Federal Regulations* (CFR) Part 678: Description of One Stop Delivery System Under Title I of WIOA, Section 678.300-320,500-510,605-615, 620-625, 600-755,760, 800
- Title 20 CFR Part 679: Statewide and Local Governance of the Workforce Development System Under Title I of the Workforce Innovation and Opportunity Act, Section 679.370(q)
- Title 29 CFR Part 38: Implementation of the Nondiscrimination and Equal Opportunity Provisions of the WIOA

- Title 34 CFR WIOA, Joint Rule for Unified and Combined State Plans, Performance Accountability, and the One-Stop System Joint Provisions (WIOA Joint Final Rule)
- Training and Employment Guidance Letter (TEGL) 16-16, *One-Stop Operations Guidance for the American Job Center Network* (June 16, 2017)
- TEGL 04-15, *Vision for the One-Stop Delivery System Under WIOA* (August 13, 2015)
- *California's Unified Strategic and Workforce Development Plan* (State Plan) 2024-2027
- [Workforce Services Directive](#) WSD22-13, *Selection of AJCC Operators and Career Services Providers* (May 1, 2023)
- WSD18-12, *WIOA Memorandum of Understanding* (April 30, 2019)

Background

The WIOA establishes a framework under which Local Boards are responsible for maintaining a network of high-quality, effective AJCCs that align with a variety of publicly or privately funded education, employment, and training programs.

The WIOA Joint Final Rule [Section 678.800\(a\)](#) sets forth three key requirements for AJCC certification:

- Effectiveness of the AJCC
- Physical and programmatic accessibility for individuals with disabilities
- Continuous improvement

The certification process centers on these key requirements and sets a standard for service delivery that ensures all customers consistently receive high-quality service.

The comprehensive and affiliate/specialized AJCC Certification Matrices are due **May 15, 2027**.

Policy and Procedures

In accordance with WIOA Section 121(g), Local Boards must select an evaluation panel to perform an independent and objective evaluation of the AJCCs in their Local Workforce Development Area (Local Area) once every three years. The Local Boards can add additional certification criteria tailored to the needs of their Local Area, but they may not remove or replace any of the federal criteria.

The certification process for comprehensive and affiliate/specialized AJCCs will be conducted during Program Year 2026-27 and will take effect July 1, 2027.

Baseline AJCC Certification Process

The baseline AJCC certification process ensures that every comprehensive and affiliate/specialized AJCC complies with key WIOA statutory and regulatory requirements. It is important to note that this is an individualized process: it will not be used to compare or rank one AJCC or Local Board against another AJCC or Local Board.

Comprehensive AJCC Baseline Certification

The following requirements must be met to certify an AJCC as a comprehensive AJCC (Attachment 1):

1. Each Local Board and partner within the comprehensive AJCC has a signed and implemented Memorandum of Understanding (MOU) with the Local Board meeting the requirements in the *WIOA Memorandum of Understanding Directive* (WSD18-12) and 20 CFR 678.500-510.
2. The AJCC has implemented the board-defined roles and responsibilities of the AJCC Operator and Title I Adult and Dislocated Worker Career Service Provider, as indicated in the *Selection of AJCC Operators and Career Service Providers Directive* (WSD22-13), in accordance with the selection process detailed in CFR 678.600-635 and designated roles described in 20 CFR 678.430;680.160.
3. The AJCC complies with equal opportunity for individuals with disabilities in accordance with the ADA, WIOA Section 188, Title 29 CFR part 38, WIOA Joint Final Rule Section 678.800, and all other applicable federal and state guidance.
4. The AJCC meets all regulatory requirements to be considered a comprehensive AJCC as identified in the WIOA Joint Final Rule Section 678.305.

Affiliate/Specialized AJCC Baseline Certification

The following requirements must be met to certify an AJCC as an affiliate/specialized (Attachment 2):

1. Each Local Board and partner within an affiliate/specialized AJCC a signed and implemented MOU with the Local Board meeting the requirements in the *WIOA Memorandums of Understanding Directive* (WSD18-12), in accordance with 20 CFR 678.300(d)(1)-(3) and 20 CFR 678.310(a)-(d).
2. The AJCC complies with equal opportunity for individuals with disabilities in accordance with the ADA, WIOA Section 188, Title 29 CFR Part 38, WIOA Joint Final Rule Section 678.800, and all other applicable federal and state guidance.
3. Meet all regulatory requirements to be considered an affiliate/specialized AJCC as identified in the WIOA Joint Final Rule Section 678.300(d)(3), 678.310 and 678.320.

AJCC Certification Indicator Assessment

To highlight the areas where AJCCs can continuously improve their service delivery seven AJCC Certification Indicators are used to measure continuous improvement for all AJCCs. These seven indicators will continue to be utilized to establish consistency throughout the Local Areas. In accordance with WIOA Section 121(g)(2), criteria and procedures are to be

developed by the Governor and the California Workforce Development Board (CWDB), in consultation with the chief elected officials and Local Boards, as further clarified in 20 CFR 678.800.

The AJCC Certification Indicators are as follows (TEGL 16-16):

1. The AJCC ensures universal access, emphasizing individuals with barriers to employment.
2. The AJCC actively supports the One-Stop system through effective partnerships.
3. The AJCC provides integrated, customer-centered services.
4. The AJCC is an on-ramp for skill development and attainment of industry-recognized credentials that meet the needs of targeted regional and career pathways.
5. The AJCC actively engages industry and labor and supports regional sector strategies through an integrated business services strategy focusing on quality jobs.
6. The AJCC has high-quality, well-informed, and cross-trained staff.
7. The AJCC achieves business results through data-driven continuous improvement.

The AJCC Certification Indicator Assessment (Attachment 3) describes each certification indicator along with examples of criteria. The Assessment requires a complete rationale for each certification indicator provided.

The Local Board may establish additional criteria or set higher standards for continuous improvement than those listed above, as further clarified in [TEGL 16-16](#).

The Local Boards must submit a completed AJCC Certification Indicator Assessment to their Regional Advisor by **May 15, 2027**.

AJCC Continuous Improvement Plan

Once the AJCC Certification Indicator Assessment is completed, the Local Board must use the recommendations and evaluations from the assessment to create a Continuous Improvement Plan for the AJCC (CFR 678.800(c)).

Since Local Boards oversee the AJCC system within the Local Area, the AJCC Continuous Improvement Plan should be developed locally in coordination with the Local Board AJCC Operator, and in alignment with the agreed upon goals and objectives within the established Regional and Local Plans and MOUs to drive continuous improvement for the AJCC system. The Continuous Improvement Plan does not need to be submitted with the Baseline Certification Criteria Matrix and the AJCC Certification Indicator Assessment.

Since the goal is for Local Boards to work with each of their comprehensive and affiliate/specialized AJCCs to continuously improve and progress within each AJCC Certification Indicator, all Local Boards must attest to developing the Continuous

Improvement Plan with target dates with the AJCC. The Continuous Improvement Plan must be completed by **June 15, 2027**.

Local Board Certification Process

The Local Boards may choose to use staff, the AJCC Operator (unless it is the Local Board), a subcommittee, or a neutral third party to conduct the open, independent evaluation of each comprehensive and affiliate/specialized AJCC. Based on those evaluations, the individual(s) or entity that conducts the independent review can provide recommendations to the Local Board regarding the certification status and continuous improvement strategies. However, the Local Board must officially decide and submit the AJCC Criteria Matrix and accompanying AJCC Certification Indicator Assessment for each of the comprehensive and affiliate/specialized AJCCs in the Local Area.

To avoid potential conflicts of interest, the entity that conducts the evaluations cannot be an AJCC program partner or a Title I Adult and Dislocated Worker Career Service Provider. If a Local Board contracts with a provider to serve as both the AJCC Operator and the Title I Adult and Dislocated Worker Career Service Provider, that entity is also not allowed to conduct the evaluation.

However, if a Local Board has been approved by the Governor to also act as the Title I Adult and Dislocated Worker Career Service Provider, Local Board staff may conduct the evaluation so long as there are clear and robust firewalls in place that separate the Local Board staff who work in the AJCCs from the Local Board staff who would be conducting the evaluations of those AJCCs. In this case, the CWDB may request additional information and documentation from the Local Board to verify that the firewalls are substantive enough to remove potential conflicts or biases.

The Local Board must also retain adequate supporting documentation of its certification determination for each AJCC. This includes, but is not limited to, the following:

- ADA compliance monitoring reports
- Memorandums of Understanding (MOU)
- Procedure manuals
- Questionnaires or surveys
- Interview notes from customers, partners, or staff
- Performance information used during the certification process.

Certification documentation may be requested by the Department of Labor, the CWDB, or the EDD to substantiate a certification decision.

Although not required, AJCC staff may want to conduct an initial self-assessment prior to the Local Board's evaluation. A self-assessment is not an independent and objective evaluation. It cannot be used in lieu of the Local Board's (or official designee's) evaluation.

CWDB Certification Process

As required by the WIOA Joint Final Rule Section 678.800, when the Governor approves a Local Board to serve as the AJCC Operator, the CWDB must certify the AJCC(s) where the Local Board is the AJCC Operator. Prior to the CWDB's certification process, the Local Board must conduct an initial self-assessment for certification for all comprehensive and affiliate/specialized AJCCs using the Baseline Certification Criteria Matrix and complete an AJCC Certification Indicator Assessment.

The Local Board must submit the Baseline Criteria Matrix and the AJCC Certification Indicator Assessment to their Regional Advisor by **May 15, 2027**. The CWDB will review certification packets for certification status of each comprehensive and affiliate/specialized AJCC by **June 15, 2027**.

The Local Board Director must sign the Baseline Criteria Matrix and AJCC Certification Indicator Assessment to attest to the Local Board's approval of each comprehensive and affiliate/specialized AJCC's certification level and agreement to develop a Continuous Improvement Plan with target dates with the AJCCs.

Action

Bring this Directive to the attention of all relevant parties.

Inquiries

If you have any questions, contact your assigned [Regional Advisor](#) and the [CWDB Policy Unit](#).

/s/ JAVIER ROMERO, Deputy Director
Workforce Services Branch

Attachments:

1. [Comprehensive AJCC Certification Baseline Matrix \(DOCX\)](#)
2. [Affiliate Specialized AJCC Certification Baseline Matrix \(DOCX\)](#)
3. [AJCC Certification Indicator Assessment \(DOCX\)](#)

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.14

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Local and Regional Plan PY 2025-2028 Two-Year Plan Modifications

Information:

The State issued Workforce Services Draft Directive WSDD-275, which provides guidance and establishes the procedures regarding the two-year modification to both regional and local plans for Program Year (PY) 2025-2028 under WIOA. The modification is intended to update workforce priorities and strategies for the remaining two years of the current planning cycle. The document remains in draft form and has not yet been finalized.

The planning guidance includes continuous community and stakeholder engagement requirements, as well as the standard 30-day public comment period, approval by the Workforce Development Board, and approval by the Madera County Board of Supervisors. Given the volume of work required, staff have engaged the same consultant, David Shinder, as was used on the original local and regional plans to guide the work on the modifications and develop the required plan documents for submission within the required timeframes.

Financing:

Workforce Innovation and Opportunity Act



Draft Directive Coverpage



Regional and Local Planning Guidance for PY 25-28 2-Year Modification

General Instructions

The attached Directive is being issued in draft to give the Workforce Development Community the opportunity to review and comment prior to final issuance.

Submit any comments by email no later than **September 14, 2026**.

All comments received within the comment period will be considered before issuing the final Directive. Commenters will not be responded to individually. Rather, a summary of comments will be released with the final Directive.

Comments received after the specified due date will not be considered.

Email PolicyUnit@cwdb.ca.gov

Include "Draft Directive Comments" in the email subject line.

If you have any questions, contact the Policy Unit at PolicyUnit@cwdb.ca.gov.



Regional and Local Planning Guidance for PY 25-28 2-Year Modification

Executive Summary

This notice provides guidance regarding the Regional and Local Plans for Program Years (PY) 2027-28, effective July 1, 2027, through June 30, 2029, as required by the *Workforce Innovation and Opportunity Act* (WIOA). This policy applies to Local Workforce Development Boards (Local Board) and is effective on the date of issuance.

This notice is developed by the California Workforce Development Board (CWDB).

This policy supersedes the *Regional and Local Planning Guidance for PY 25-28* (WSD24-09), dated December 20, 2024. Retain this Directive until further notice.

References

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- Workforce Innovation and Opportunity Act (WIOA), Public Law Sections 106 – 108, 121, 188
 - 29 United States Code (USC) Section 3102 (24)
 - Title 20 Code of Federal Regulations (CFR) Sections 200; 678; 679.200 through 679.580; 681.100
 - Title 29 CFR Parts 31-33, 38; 1690
 - Title 28 CFR Part 35 Subpart A
 - Title 34 CFR Section 361.500
 - Training and Employment Guidance Letter (TEGL) 10-16, Change 3, *Performance Accountability Guidance for Workforce Innovation and Opportunity Act Core Programs* (June 11, 2024)
 - TEGL 21-16, Change 1, *Third Workforce Innovation and Opportunity Act Title I Youth Formula Program Guidance* (July 30, 2021)
 - TEGL 07-20, *Effective Implementation of Priority of Service Provisions for Most in Need Individuals in the Workforce Innovation and Opportunity Act Adult Program* (November 24, 2020)
 - TEGL 19-16, *Guidance on Services Provided through the Adult and Dislocated Worker*

Programs Under the Workforce Innovation and Opportunity Act and the Wagner-Peyser Act Employment Services, as amended by Title III of WIOA, and for Implementation of WIOA Final Rules (March 1, 2017)

- TEGL 15-16, *Competitive Selection of One-Stop Operators* (January 17, 2017)
- TEGL 08-15, *Second Title I WIOA Youth Program Transition Guidance* (November 17, 2015)
- TEGL 04-15, *Vision for the One-Stop Delivery System under the Workforce Innovation and Opportunity Act (WIOA)* (August 13, 2015)
- Training and Employment Notice (TEN) 13-09, *Anticipating and Responding to the Influenza Pandemic* (November 12, 2009)
- TEN 03-10, *National Rapid Response Initiative* (August 9, 2010)
- TEN 09-12, *Layoff Aversion in Rapid Response Systems* (August 31, 2012)
- TEN 31-11, *The Rapid Response Framework* (March 1, 2012)
- TEN 32-11, *Rapid Response Self-Assessment Tool* (March 1, 2012)
- TEN 21-16, *WIOA Regional and Local Planning and Local Board Responsibilities Questions and Answers* (December 5, 2016)
- California Unemployment Insurance Code (CUIC) Sections 14000 through 18012
- *California Unified Strategic Workforce Development Plan (State Plan)*
- Workforce Services Directive (WSD) 24-15, *Priority of Service for Veterans and Eligible Spouses* (February 14, 2025)
- WSD24-06, *Adult Program Priority of Service* (November 8, 2024)
- WSD22-13, *Selection of AJCC Operators and Career Services Providers* (May 1, 2023)
- WSD19-09, *Strategic Co-Enrollment – Unified Plan Partners* (February 12, 2020)
- WSD18-12, *WIOA Memorandums of Understanding* (April 30, 2019)
- WSD17-07, *WIOA Youth Program Requirements* (January 16, 2018)
- WSD17-01, *Nondiscrimination and Equal Opportunity Procedures* (August 1, 2017)
- WSD16-16, *Allowable Costs and Prior Written Approval* (February 21, 2017)
- WSD16-04, *Rapid Response and Layoff Aversion Activities* (July 22, 2016)

Background

Overview of State Plan, Regional Plans, and Local Plans

The [State Plan](#) provides a conceptual outline for Local Boards and their partners as they jointly develop Regional and Local Plans. The State Plan policy objectives, developed in collaboration with the WIOA partners, work towards the shared vision of creating a comprehensive system that impacts poverty, promotes income mobility, and embeds equity as a cornerstone of service delivery.

As outlined under WIOA Section 106, Regional Plans provide a roadmap for aligning resources and investments to meet specific outcomes within the 15 Regional Planning

Units (RPU). Regional Plans articulate how RPUs will intentionally build industry sector engagement, drive workforce development outcomes across multiple jurisdictions, and expand on-ramps to career pathways for individuals with barriers to employment.

As outlined in WIOA Section 108, Local Plans provide an action plan for operationalizing the road map laid out in the Regional Plan by describing how individuals access services through the America's Job Center of CaliforniaSM (AJCC) system. Local Plans set concrete goals and detail how Local Boards will coordinate with local partners to ensure person-centered service delivery. By utilizing robust partnership agreements, Local Boards can support collaborative efforts to achieve their shared vision.

In addition to the federal planning requirements, WIOA indicates that Regional and Local Plans should be consistent with the vision and goals of the State Plan. This guidance weaves together federal and state requirements to develop cohesive narratives for Regional and Local Plans, with the intent of assisting the development of a seamless blueprint for the operationalization and implementation of all required Plan content.

Changing Economic Landscape

According to the U.S. Bureau of Labor Statistics, California's nonfarm jobs expansion has now lasted over five years (64 months), and its unemployment rate has remained between 5.3 and 5.5 percent from January 2025 through August 2025. Over the first eight months of 2025, California's civilian labor force grew consistently by an average of 20,600 persons per month, and the number of employed Californians grew by an average of 18,200 persons per month. The state's labor force participation rate has steadily risen over the past year and now stands at 62.4 percent. Given the current economic landscape, including high inflation and shortages in career pathways, each RPU and Local Board must identify vital industry sectors within its boundaries to achieve a greater impact on the services it delivers.

Additional Criteria

While the planning process can be beneficial for gathering a comprehensive view of the current workforce development system within the state's diverse regional and local landscapes, the CWDB recognizes that Regional and Local Plans must be developed while the state's economy and labor market continue to adapt to the changing economic landscape and that adjustments to current goals, strategies, and objectives are an iterative process. Therefore, Local Boards are encouraged to view additional criteria as opportunities to establish policy prototypes that can be refined during the next four-year plan cycle and after.

Policy and Procedures

Regional Plans

According to WIOA, establishing regions is intended to align workforce development activities and resources with regional economic development areas and available resources. While the vision and policy objectives laid out in the State Plan were used to guide the development of the criteria below, RPU have significant discretion to determine how these approaches can best be implemented within their regions.

Analytical Overview of the Region

This section of the Regional Plan should provide an analysis of the economic conditions and trends in the region, as well as an analysis of the current workforce (WIOA Section 106(c)(2)). The analyses may be completed using data compiled from a variety of resources, including local partners providing measures of self-sufficiency; WIOA core, required, and state partners; Labor Market Information (LMI); Bureau of Labor Statistics; Cross-System Analytics and Assessment for Learning and Skills Attainment (CAAL-Skills) reports; employer engagement; and other relevant sources.

Workforce and Economic Analysis

The Regional Plan represents the big picture of a region's economy and workforce environment, focusing on collaborative strategies to be implemented across multiple Local Workforce Development Areas (Local Area) to attain regional goals and objectives. This should start with an analysis that provides insight into the current and future needs of employers and job seekers, including historically unserved and underserved populations and people with disabilities in the region. The analysis should consider the impact of recent events (e.g., COVID-19, natural disasters, large-scale civic demonstrations related to social and racial justice, inflation, recent retirement influx, etc.) on the regional economy. The quantitative and qualitative data provided in this analysis should serve as a foundation for informing the rest of the Plan.

The Regional Plan should provide analyses of the following (WIOA Section 106(c)(1)(D)):

- Current employment and unemployment data.
- Current educational and skill levels of the workforce, the current needs of employers in the region, and any relevant skill gaps between the two.
- Industries and occupations with emerging demand.

Regional Indicators

A key objective of Regional Planning efforts is to connect AJCC services to a regional skills infrastructure that aligns with regional labor market needs. Four Regional Indicators were previously developed to assess coordination and measure progress within the RPUs. The indicators provided a valuable measure of processes and activities utilized by RPUs to establish a foundation for driving a regional approach and aligning the

needs of regional industry sectors and employers.

Each RPU must establish objective metrics associated with at least two of the following four Regional Indicators (WIOA Section 106(c)(1)):

- The region has a process to communicate industry workforce needs to supply-side partners.
- The region has policies supporting equity and strives to improve job quality.
- The region has shared target populations of emphasis.
- The region deploys shared/pooled resources to provide services, training, and education to meet the target population's needs.

The CWDB does not see this as a one-size-fits-all exercise, resulting in one set of uniform metrics across the state. Instead, it is a chance for each RPU to jointly agree on data points that consider their region's unique needs and demonstrate the regional work's impact on their residents. RPUs will outline the impact of progress in their communities and communicate what is anticipated for the next two years. For regions experiencing challenges establishing measurable metrics, the CWDB will assist with metric development by analyzing and utilizing regional data.

The Regional Plan should accomplish the following (20 CFR 679.510; WIOA Section 106(c)(2)):

- State which two of the four Regional Indicators the RPU selected and the objective metrics established for each indicator. If the region modified/revised its metrics to better align with the intent of the selected indicator, please explain why changes occurred and provide an analysis of the new metrics.
- Provide an assessment of the impacts, lessons learned, and progress on tracking and evaluating the regionally agreed metrics of each RPU's local workforce service delivery systems (e.g., change in service strategies, improved participant outcomes, new partner engagement, etc.).

Fostering Demand-Driven Skills Attainment

This section of the Regional Plan aligns with the key indicator of the region's process for communicating industry workforce needs to supply-side partners (WIOA Section 106(c)(1)(C)). Workforce and education programs should receive timely and accurate information from industry on the sectors and jobs driving growth in the region. Each region should use that information to align program content with the state's industry-sector needs, providing California's employers and businesses with the skilled workforce necessary to compete in the global economy.

Regional Sector Pathways

Regional sector pathway programs are career pathways that result in the attainment of industry-valued and recognized postsecondary credentials. These credentials are portable and aligned with regional workforce needs. RPUs must ensure that these career pathway

programs are responsive to the historic economic disparities in our state. The strategy should focus on the flexibility of pathways with multiple entry and exit points to best serve marginalized communities.

Regional Plans should cultivate partnerships to promote the expansion of employer engagement and recruitment, as well as coordination between the education and workforce development systems. Obstacles like subcontracted labor call for increased coordination to support industry sector partnership expansion.

The Regional Plan should achieve the following (State Plan – California Regional Analysis; WIOA Section 106(c)(1)):

- Identify the in-demand industry sectors or occupations for the region.
- Describe the development and implementation of current and new sector-based initiatives planned for the next two years that address the needs of regionally in-demand industries or occupations.
- Describe the processes or strategies the RPU uses to communicate effectively and cohesively with regional employers.

Enabling Upward Mobility for All Californians

This section of the Regional Plan aligns with two key indicators:

1. The region's policies for supporting equity and improving job quality.
2. Advancing the economic prosperity of shared target populations.

Workforce and education programs should be accessible to all Californians, especially populations who experience barriers to employment. It is important to ensure that everyone has access to a marketable set of skills and can access the level of education necessary to obtain employment that ensures both long-term economic self-sufficiency and security (State Plan – Enabling Upward Mobility for All Californians).

California Jobs First Blueprint

California's vision for the future is centered on building a model for continued economic growth and prosperity that benefits all Californians, guided by the core values of equity, sustainability, and innovation. The state is committed to developing a workforce system that enables economic growth and shared prosperity for employers and employees, especially those facing barriers to employment. California authored a 10-year economic development strategy, the [*Jobs First Blueprint*](#) (Blueprint), that builds on regional priorities for the 13 economic regions and leverages the state's greatest strengths. There are four main goals guiding this report:

1. Support sustainable and equitable growth across regions and populations.
2. Invest in the workforce for the sectors of the future.
3. Create an attractive environment for and with job creators.
4. Strengthen California's innovation economy and entrepreneurial culture.

The Blueprint outlines strategies for an even more active, proactive role in shaping California's economic trajectory in a way that is community-led and climate-forward. Please review the CWDB's eight goals for achieving its vision as stated in the State Plan.

Regional Plans serve as a roadmap to advance job quality efforts with employers who offer jobs with good wages and benefits, champion workers' voice, provide good working conditions (including paid sick days, paid family leave, and paid medical or short-term disability leave), and provide adequate hours with predictable schedules to better enable employees to meet their family caregiving commitments. These efforts also include strategies to address upskilling for uncertain jobs, skill standards, apprenticeship/career pathways, and promote ongoing training and employee development to benefit industry efficiency and productivity.

The Regional Plan should address and describe the following (20 CFR 679.540; WIOA Section 106(c)(1)(A)-(H)):

- How the RPU promotes job quality and commits to working with employers to improve job quality and access to jobs.
- How the RPU integrates targeted service strategies (e.g., education, workforce training, and family resources) for the region's unserved and underserved communities.

Climate and Environmental Sustainability

California is both an economic leader and a climate steward. As the first state in the country to establish limits on greenhouse gas emissions and to host the fourth-largest cap-and-trade market in the world, California continues to push forward a comprehensive, long-term approach to addressing climate change. Every occupation and industry is affected by climate change and/or influences the environment to varying degrees. As California moves toward a carbon-neutral economy, entire industries are changing, along with the jobs, knowledge, and skills needed within those sectors.

California's deep, historic economic strengths have positioned the state to navigate and address challenges such as climate change, uneven distribution of economic opportunity and benefits, and new technologies that will impact society. California is committed to developing a workforce system that enables economic growth and shared prosperity for employers and employees, especially those with barriers to employment, by investing in industry partnerships, job quality, and meaningful skills attainment leading to valuable career paths for all Californians.

Per California's *Jobs First State Economic Blueprint*, the clean economy workforce is expected to grow across a variety of subsectors. The clean job economy will create high-quality, good-paying jobs, many of which are available to those without postsecondary education. In 2020, Governor Newsom issued [Executive Order N-79-20](#), calling for the elimination of new internal combustion passenger vehicles by 2035. To facilitate this

transition, California committed \$10 billion to build out the infrastructure for and accessibility of clean transportation, including investments in zero-emission vehicle purchases for low-income consumers, charging infrastructure in low-income communities, and clean mobility projects. Given California's size and diverse local economies, a coordinated effort between the state and regions is crucial to capitalize on programmatic funding opportunities and adapt to the demands of the statewide economy and local workforce, increasingly shaped by artificial intelligence and climate imperatives. Through collective action, resources can be optimized, enabling a more effective delivery of services statewide while ensuring that education and training programs provide stronger hands-on learning aligned with employment opportunities.

This section of the Regional Plan should address the following (CUIC 15002):

- How the RPU is working toward meeting industry and workforce needs to support a climate-neutral transition.

Equity and Economic Justice

California's diversity is one of our most defining and valuable characteristics, fostering a rich tapestry of cultures, languages, and ideas. Under the leadership of the Governor and Secretary of the Labor and Workforce Development Agency (LWDA), California's vision for the future of workforce development centers on establishing and growing a workforce system that promotes equity, job quality, and resilience for all Californians. In 2019, Governor Newsom signed [Executive Order N-17-19](#), which directs California to build a more equitable, sustainable, and inclusive economy. California has created more opportunities, more jobs, and more businesses than any other state, and is working to ensure that all Californians are moving forward together—and that every region across our state continues to play a critical role in the sustainable growth of the world's fourth-largest economy.

To that end, the workforce system should ensure access to workforce and education services for historically unserved and/or underserved communities, and others who experience systemic barriers in the labor force, per the federal definition located in 29 U.S.C. Sec. 3102(24). Governor Newsom signed [Executive Order N-16-22](#), which directed state agencies and departments to take additional actions to embed equity analysis and considerations into their mission, policies, and practices.

Workforce and education programs must be accessible to all Californians, especially those with barriers to employment, to ensure that every Californian has access to a marketable set of skills and the education and training necessary to obtain employment that ensures long-term economic self-sufficiency. Postsecondary education programs can provide knowledge and skills critical to workplace success. However, many Californians find that the financial burden of education poses a significant barrier to pursuing postsecondary education, particularly with the high cost of living. As a result, these credential requirements can stand in the way of connecting high-potential candidates with job opportunities.

In response to some of these barriers, there has been a growing global shift toward competency-based frameworks and hands-on learning opportunities.

The CWDB recognizes that many individuals may need multiple interventions and/or access to various services provided over an extended time period to locate and obtain a quality job. The CWDB supports and encourages RPU and Local Boards to invest in long-term approaches to serving individuals who experience barriers to employment.

While most services are delivered at the local level, establishing career pathways at the regional level allows RPUs to work directly with regional employers and partners to remove barriers and address structural issues that can prevent historically unserved and underserved communities from accessing those opportunities.

The Regional Plan should address and describe the following:

- The region's strategy to achieve equity and commitments to ensure equitable access to regional sector pathways, earn-and-learn opportunities, supportive services, and other effective service strategies identified by the RPU.

Aligning, Coordinating, and Integrating Programs and Services

This section of the Regional Plan aligns with the key indicator of the region's deployment of shared resources to provide services, training, and education to meet population needs (WIOA Section 106(c)(1)(B-H)). This means that workforce and education programs must economize limited resources to achieve scale and impact while also providing the right services to clients based on each client's unique needs, including skills development.

System Alignment

Successful system alignment often begins with identifying a shared mission and objectives. This provides the foundation for developing strategies with a system-wide perspective rather than thinking about programs as separate. Regions can gain insight into distinct needs and drive meaningful change to address the realities of their workforce through a unified approach. By identifying ways to align program design, reduce duplication of efforts, and leverage critical resources, RPUs can increase the impact of their shared mission.

The Regional Plan should address and describe the following (20 CFR 679.510):

- Regional service strategies, including the use of cooperative service delivery agreements or Memorandums of Understanding (MOU), devised to support a more responsive system (WIOA Section 121; WSD18-12).
- How the region establishes administrative cost arrangements, including the pooling of funds for administrative costs for the region (TEGL 17-16; TEGL 16-16).

Local Plans

The Local Plan demonstrates operational alignment with the strategic objectives of the respective Regional Plan, drives coordination with local partners, and highlights key service delivery strategies. Service delivery is typically integrated at the local level, where resources are braided, and support is provided to participants through workforce system partners. Local Plans should address partnerships established under the previous Local and Regional Planning and Modification processes, including WIOA core and required program partners and state strategic partnerships. Local Boards are also encouraged to address any additional partnership efforts taking place at the local level, if applicable.

The Local Plan process is not intended to place an additional administrative burden on programs providing critical services to the public. Instead, it is intended to facilitate communication across systems to improve service coordination and identify unintended barriers to equitable access to economic stability and self-sufficiency. Accordingly, Local Boards and their partners have flexibility in determining the nature, scope, and depth of each partnership based on local needs and priorities.

WIOA Core and Required Partner Coordination

Under WIOA, the ultimate vision is for core and required programs to operate as a unified system, strategically assessing and responding to the needs of workers and employers and aligning them with service strategies. This section of the Local Plan should address coordination with the following WIOA core and required program partners identified under WIOA Section 121:

- WIOA Title II - Adult Education and Literacy
- WIOA Title III - Wagner-Peyser
- WIOA Title IV - Vocational Rehabilitation
- Carl Perkins Career Technical Education
- Title V Older Americans Act
- Job Corps
- Native American Programs (WIOA Section 166)
- Migrant Seasonal Farmworkers (WIOA Section 167)
- Veterans
- Youth Build
- Trade Adjustment Assistance Act
- Community Services Block Grant
- Housing and Urban Development
- Unemployment Compensation
- Second Chance
- Temporary Assistance for Needy Families/CalWORKs

The Local Plan should address the following (20 CFR 679.500; 20 CFR 679.510):

- How Local Boards and AJCC partners will coordinate the services and resources identified in their MOU, as outlined in *WIOA Memorandums of Understanding* (34

CFR 361.500; TEGL 10-16 Change 3; WSD 18-12).

- How the Local Board and AJCC partners will work towards co-enrollment and common case management as a service delivery strategy, as outlined in *Strategic Co-Enrollment – Unified Plan Partners* (WIOA Section 121 (a-b); TEGL 04-15; WSD 19-09).
- How the Local Board and AJCC partners will facilitate access to services provided through the one-stop delivery system, including in remote areas, through technology and other means.
- How the Local Board and AJCC partners will coordinate workforce and education activities with the provision of appropriate supportive services.
- How the Local Board and AJCC partners will comply with WIOA Section 188 and applicable provisions of the Americans with Disabilities Act of 1990 regarding both the physical and programmatic accessibility of facilities, programs and services, assistive technology, and materials for individuals with disabilities, as outlined in *Nondiscrimination and Equal Opportunity Procedures* (WIOA Section 188; 28 CFR Part 35 Subpart A; 29 CFR Part 31-33; 29 CFR Part 38; 29 CFR Part 1690; WSD17-01).

State Strategic Partner Coordination

This section of the Local Plan should address the ongoing establishment of concrete goals through coordination efforts with established partnerships. The CWDB recognizes the need for robust stakeholder and community partnerships. Considerable effort should be made to develop meaningful relationships across local systems, including how AJCC partners coordinate to meet workforce needs, align with state zero-emissions goals, and support a climate-neutral economy. Coordination with local agencies such as the Employment Training Panel, California Community Colleges Chancellor's Office, and the Department of Industrial Relations-Division of Apprenticeship Standards is an example of the collaboratives that can help serve disadvantaged communities in an economy aiming for environmental sustainability.

The Local Plan should address the following (WIOA Section 108; 20 CFR 679.550-580):

- How the Local Board will coordinate with County Health and Human Services Agencies and other local partners who serve individuals who access CalFresh Employment and Training services.
- How the Local Board will coordinate with Local Child Support Agencies and other local partners who serve individuals who are non-custodial parents.
- How the Local Board will coordinate with local Partnership Agreement partners, established in alignment with the Competitive Integrated Employment Blueprint, and other local, regional, and statewide partners who serve individuals with developmental and intellectual disabilities.
- How the Local Board will coordinate with community-based organizations and other local partners who serve individuals who are English language learners, foreign-born, and/or refugees.

- How the Local Board will coordinate with Local Veteran Affairs, community-based organizations, and other local partners who serve veterans (WSD24-15).
- How the Local Board will collaborate with the Strategic Planning partners to address environmental sustainability.

WIOA Title I Coordination

This section of the Local Plan should describe strategies for staff preparation, training, and ongoing professional development to respond to participant needs effectively. It should also address the services, activities, and administrative requirements established for Local Boards under WIOA Title I.

The Local Plan should address the following (California UIC 14221):

- Training and/or professional development that will be provided to frontline staff to gain and expand proficiency in digital fluency and distance learning.
- Training and/or professional development that will be provided to frontline staff to ensure cultural competencies and an understanding of the experiences of trauma-exposed populations.
- How the Local Board will coordinate workforce investment activities in the Local Area with statewide rapid response activities, as outlined in Rapid Response and Layoff Aversion Activities (California Labor Code Sections 1400-1408; TEN 09-12; TEN 31-11; TEN 32-11; TEN 03-10; WSD16-04).
- A description and assessment of the type and availability of adult and dislocated worker employment and training activities in the Local Area.
 - **Note** – This includes how the Local Board will ensure that priority for adult career and training services will be given to recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient, as outlined in WIOA Adult Program Priority of Service (TEGL 07-20; TEGL 19-16; WSD 24-06). Additional priority groups may need to be considered to serve the local area better. The Economic and Workforce Analysis section of the State Plan identifies workforce targets such as low-wage or high-unemployment industries that could be relevant to the local area’s needs.
- A description and assessment of the type and availability of youth workforce investment activities in the Local Area, as outlined in WIOA Youth Program Requirements (20 CFR Part 681; TEGL 08-15; TEGL 21-16 Change 1; WSD17-07).
 - **Note** – This includes any strategies for increasing the digital literacy and fluency of youth participants, including those with disabilities (TEGL 13-09).
- The entity responsible for the disbursement of grant funds as determined by the Chief Elected Official (CEO) or the Governor and the competitive process that will be used to award the sub-grants and contracts for WIOA Title I activities.
- A description of how the Local Board fulfills the duties of the AJCC Operator and/or the Career Services Provider as outlined in Selection of AJCC Operators and Career Services Providers (Title 20 CFR 200; 20 CFR 678 Subpart A; 20 CFR 679.380; TEGL 15-16; WSD22-13). This should include the name(s) and role(s) of all entities with whom the Local Board contracts.

Stakeholder and Community Engagement

Developing comprehensive plans requires broad, inclusive, and representative partnerships with regional and local entities in various sectors. This includes engaging with employers and worker representatives, as well as WIOA core, required, and strategic state program partners. Additionally, establishing and fostering meaningful partnerships with worker centers, worker rights groups, and CBOs that work closely with a variety of populations, including immigrants, refugees, undocumented workers, and English language learners, will ensure a person-centered approach to addressing multiple and/or intersecting barriers to employment by incorporating input from directly affected communities (CUIC 14200(c)(1)-(5); 14221(t)).

Individuals and other interested parties participating in the planning processes should include, but are not limited to, employers, labor organizations, education partners, human services and affordable housing partners, as well as CBOs that provide a variety of services to specific populations such as justice-involved individuals, English language learners, refugees, immigrants, youth, older adults, veterans, people with disabilities, BIPOC, Latin, LGBTQ+, and other historically unserved or underserved communities (CUIC 14221(a)(1-6)).

Using the *Stakeholder and Community Engagement Summary Template* (Attachment 2), RPUs and Local Boards should describe in detail how meaningful stakeholder involvement and community engagement were achieved and whether meetings were held in person or via a virtual platform when developing the Regional and Local Plans. This summary should be included as an attachment to both the Regional and Local Plans. A list of potential *Regional and Local Planning Partners* (Attachment 3) is included as a tool to assist with identifying stakeholders for the planning process.

Public Meetings and Public Comment

Local Boards are subject to the open meeting requirements of the *Ralph M. Brown Act*, which ensure that meetings are properly noticed, agendas are made available, and the public has an opportunity to provide comments on local policy and operations (CUIC 14221(t)).

Local Boards should provide a 30-day public comment period before submitting the Regional and Local Plans. Any comments that express disagreement with the Regional or Local Plans must be included in the final submission (20 CFR 679.550(b)(1-5)).

Accessibility and Inclusivity

In accordance with WIOA Section 188, public meetings and publicly dispersed information about Regional and Local Plan content must be fully accessible to individuals with disabilities and individuals who require additional language options. Additionally, frontline staff should be aware of disability etiquette and possess cultural competency in serving

people with disabilities. The Department of Rehabilitation's [How to Create Accessible Content](#) webpage can assist in preparing accessible documents. Reasonable accommodations and alternative formats or languages must be provided upon request to ensure an opportunity for full and equal participation in the planning process (WIOA Section 188; California UIC 1400; 14221(a)(1-6)).

Regional and Local Plan Format

RPUs and Local Boards should arrange their completed Regional and Local Plans in the following order:

Regional Plan

- A. Cover Page
 - 1) Name of the RPU
 - 2) Name of each Local Board in the RPU
 - 3) Primary contact name, phone number, and email address (if applicable)
- B. Content
 - 1) Analytical Overview of the Region
 - 2) Fostering Demand-Driven Skills Attainment
 - 3) Enabling Upward Mobility for All Californians
 - 4) Aligning, Coordinating, and Integrating Programs and Services
- C. Appendices
 - 1) Stakeholder and Community Engagement Summary
 - 2) Public comments received that disagree with the Regional Plan
 - 3) Signature Page

Local Plan

- A. Cover Page
 - 1) Name of the Local Board
 - 2) Contact name, phone number, and email address
- B. Content
 - 1) WIOA Core and Required Partner Coordination
 - 2) State Strategic Partner Coordination
 - 3) WIOA Title I Coordination
- C. Appendices
 - 1) Stakeholder and Community Engagement Summary
 - 2) Public comments received that disagree with the Local Plan
 - 3) Signature Page

Submission Criteria

To make transmission and review easier, we recommend that each RPU submit one package that includes the following documents in separate, accessible PDF files emailed to the CWDB's policy team at PolicyUnit@cwdb.ca.gov:

- One electronic copy of the Regional Plan with the electronic signatures of the Local Board Chair(s) within the RPU.
- One electronic copy of each Local Plan within the RPU with the electronic signatures of the Local Board Chair and CEO, or their designated alternate.

If an electronic signature of the CEO or their alternate cannot be obtained by the submission deadline, the Local Board must submit a blank signature page and include a detailed explanation for the missing signature(s) and the date the signed copy will be provided.

Regional and Local Plans must be submitted to the CWDB by emailing the files to PolicyUnit@cwdb.ca.gov no later than **April 30, 2027**.

Action

Please bring this Directive to the attention of the Local Boards and other relevant parties.

Inquiries

If you have any questions, contact CWDB Policy Unit at PolicyUnit@cwdb.ca.gov.

/s/ JAVIER ROMERO, Deputy Director
Workforce Services Branch

Attachments:

1. [California's 15 Regional Planning Units \(RPU\) \(DOCX\)](#)
2. [Stakeholder and Community Engagement Summary \(DOCX\)](#)
3. [Regional and Local Planning Partners \(DOCX\)](#)

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.15

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: National Workforce Development Month/Workforce Development Professional's Day

Information:

September is National Workforce Development Month and recognizes the contributions of workforce professionals that support job seekers and employers. This year, staff will celebrate Workforce Development Professionals (WDP) Day on Friday, September 4th, at the Camarena Health Center in Tesoro Viejo, which will include a full day of staff development, team building, recognition, goal setting/planning, food, and fun! You are invited to join our efforts to honor workforce professionals and their contributions to our community and local economy. While donations are welcome, your presence and participation mean the most to us.

Financing:

Workforce Innovation and Opportunity Act

Celebrating Workforce Development Month

Building Careers Together

**Workforce
Professionals**



September

Friday

4

2026

CAMARENA HEALTH TESORO VIEJO

4148 TOWN CENTER BLVD, MADERA, CA

LUNCH & STAFF RECOGNITION

12:15PM TO 1:15 PM





MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.16

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: California Workforce Association (CWA) Meeting of the Minds in Monterey (MMM) 2026 Conference

Information:

This year's Meeting of the Minds in Monterey (MMM) conference will be held from Tuesday, September 8, 2026, through Thursday, September 10, 2026. Hosted by the California Workforce Association (CWA), MMM is designed for workforce execs, administrative staff, and board members throughout the state and beyond who come together to engage in peer exchange, collaborative learning, strategic dialogue, and practitioner-led sessions for workforce leaders.

Economic shifts, advancements in technology, social change, and various policy priorities continue to challenge traditional systems and models, while also opening doors to new solutions, partnerships, and pathways. Attendees will gain practical ideas, new perspectives, and valuable connections to help strengthen their local workforce system, respond to emerging challenges, and bring innovative strategies back to their communities.

Financing:

Workforce Innovation and Opportunity Act



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.17

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: 2026-27 WDB Meeting Calendar

Information:

The WDB meeting calendar for the 2026-27 fiscal year is being provided to the Board.

Financing:

Workforce Innovation and Opportunity Act



2026 - 2027

WDB BOARD MEETINGS

Meeting Location (unless otherwise stated):

Workforce Assistance Center

2037 W. Cleveland Avenue

Madera, CA 93637

559-662-4589

Workforce Development Board meets every other month: 3rd Thursday of the month @ 3:00 p.m.
August 20, 2026
October 15, 2026
December 17, 2026
February 18, 2027
April 15, 2027
June 17, 2027



MADERA COUNTY WORKFORCE

Development Board

Agenda Item 8.18

☐ Consent

☐ Action

☒ Information

To: Madera County Workforce Development Board
From: Maiknue Vang, Executive Director
Date: August 20, 2026
Subject: Unemployment Insurance (UI) Claim Information

Information:

The most recent data on UI Claims for the period of April 11, 2026, through August 8, 2026, for Madera County is being provided for the WDB's review.

Financing:

Workforce Innovation and Opportunity Act

California Unemployment Industry & Demographics Data Dashboard

(Dashboard appears better when viewed in full screen mode. Click the icon in the bottom right-hand corner of screen next to download icon.)

[About This Tool](#)
[County Claims](#)
[County Demographics](#)
[County Industry](#)
[Statewide Demographics](#)
[Statewide Industry](#)

Weekly Initial Claims by County

	April 2026 (Week Ending)			May 2026 (Week Ending)					June 2026 (Week Ending)					July 2026 (Week Ending)				August 2026 (Week Ending)	
County	11	18	25	2	9	16	23	30	6	13	20	27	4	11	18	25	1	8	
Madera	229	227	216	212	210	172	175	211	222	245	193	151	208	190	184	165	163	141	

Claim Type
☒ UI Claims
☐ PUA Claims

County

Madera

Claims by Y... Multipl..

Claims by Week (Sele..
Multiple values

The data provided in these reports are the number of initial claim counts. It includes new claims, additional claims, and transitional claims. Data includes regular Unemployment Insurance program and federal extended benefit programs. Data for claimants who live outside of California, but collect benefits, and invalid addresses in California are not included in these numbers.

- A new claim is the first claim for a benefit year period (for the regular UI program it is 52 weeks). You can only have one new claim during a benefit year period.
- An additional claim is when a second claim is filed during the same benefit year and there is intervening work between the current claim and the previous claim. For example, an individual files a new claim, goes back to work, gets laid off and files another claim before the benefit year period of the first claim expires. An individual can have multiple additional claims during the same benefit year if individual you meet the eligibility requirements.
- A transitional claim is when a claimant is still collecting benefits at the end of their benefit year period and had sufficient wage earnings during that year to begin a new claim once the first benefit year period ends.