



A G E N D A

**February 20, 2025
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 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 December 19, 2024, Workforce Development Board (WDB) meeting minutes.
- 6.2 Consideration of approval of January 13, 2025, WDB Executive Committee meeting minutes.
- 6.3 Consideration of approval of the reappointment of Joe Perez, Department of Rehabilitation, for an additional 3-year term: 1/4/25 to 1/4/28.
- 6.4 Consideration of ratification of the draft Program Year 2025 – 2028 Local Plan.
- 6.5 Consideration of ratification of the America's Job Center of California (AJCC) Adult and Dislocated Worker Career Services Provider application.

7.0 Action Items

- 7.1 Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of October 1, 2024, through December 31, 2024.

- 7.2 Consideration of approval of the resignations of Deborah Martinez, Madera County Department of Social Services, Mattie Mendez, Madera County Workforce Investment Corporation/Community Action Partnership of Madera County and Mike Fursman, UFCW 8, from the WDB as directed by the WDB at their meeting on December 19, 2024.
- 7.3 Consideration of approval of the Local Area Subsequent Designation and Local Board Recertification Program Year 2025-27 application.
- 7.4 Consideration of approval of transfer of funds from the Dislocated Worker funding stream to the Adult funding stream in order to maximize customer service and provide more flexibility of services in the areas of greatest need as allowed by Workforce innovation and Opportunity (WIOA) Section 113(b)(4) and as outlined in EDD Directive WSD22-09:
 - EDD Subgrant AA511014 YOA 2024 Transfer of Funds request in the amount of \$100,000
- 7.5 Consideration of approval of the revised Incident Reporting policy.

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 WIOA Formula and Special Projects Quarterly Program Overview as of December 31, 2024
- 8.5 Program Impact Report July 1, 2024, through December 31, 2024
- 8.6 Update on PY 2023 Local Area Post-PY Targets and Performance Scores
- 8.7 Update on Local and Regional Workforce Plans
- 8.8 Update on One Stop Operator Procurement
- 8.9 Update on WIOA Adult & Dislocated Worker Career Services Provider Application
- 8.10 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County
- 8.11 Form 700 Due April 1, 2025

9.0 Written Communication

10.0 Open Discussion/Reports/Information

- 10.1 Board Members
- 10.2 Staff

11.0 Next Meeting

April 17, 2025

12.0 Adjournment



MINUTES

**December 19, 2024
3:00 p.m.**

Convened in person and via teleconference at:

***Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637
25545 Avenue 12 1/2, Madera, CA 93637***

PRESENT: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Emilio Hipolito, Jorge DeNava, Laura Gutile, Marie Harris, Omair Javaid, Todd Lile, Wendy Lomeli
ABSENT: Debi Bray, Donald Foster, Joe Perez, Lanie Suderman, Mattie Mendez, Michelle Brunetti, Mike Fursman, Mike Lopez, Nichole Mosqueda, Roberth Poythress
GUEST: Amelia Meza, Kristina Gallaher, Kristyann Thorp, Monica Beaudette
STAFF: Ahmed Metwally, Bertha Vega, Jessica Roche, Marisol Rivera, Maiknue Vang, Nicki Martin

1.0 Call to Order

Meeting called to order at 3:14 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

Roundtable introductions were done by everyone in attendance.

5.0 Adoption of Board Agenda

Omair Javaid moved to adopt the agenda, seconded by Chuck Riojas.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Emilio Hipolito, Jorge DeNava, Laura Gutile, Marie Harris, Omair Javaid, Todd Lile, Wendy Lomeli

6.0 Consent Calendar

6.1 Consideration of ratification of the August 15, 2024, Workforce Development Board (WDB) meeting minutes.

6.2 Consideration of approval of the October 28, 2024, Executive Committee meeting minutes.

- 6.3 Consideration of ratification of the reappointment of Debi Bray, Madera District Chamber of Commerce, for an additional 3-year term: 11/20/24 to 11/20/27.
- 6.4 Consideration of ratification of the reappointment of Mattie Mendez, Community Action Partnership of Madera County and Madera County Workforce Investment Corporation, for an additional 3-year term: 11/20/24 to 11/20/27.
- 6.5 Consideration of ratification of the revised contract between the Chief Local Elected Official (CLEO), the WDB and the Madera County Workforce Investment Corporation for the administration of the Workforce Innovation and Opportunity Act (WIOA). Revisions to the CLEO align the roles and responsibilities of each entity under WIOA and current practices.
- 6.6 Consideration of ratification of the Comprehensive America's Job Center of California (AJCC) Baseline Certification Matrix and the AJCC Certification Indicator Assessment.

Jorge DeNava moved to approve the Consent Calendar, seconded by Emilio Hipolito.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Emilio Hipolito, Jorge DeNava, Laura Gutile, Marie Harris, Omair Javaid, Todd Lile, Wendy Lomeli

7.0 Action Items

- 7.1 Consideration of approval of Kristina Gallagher's Director application to the WDB representing the Madera County Economic Development Commission for a 3-year term.

Chuck Riojas moved to approve, seconded by Marie Harris.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Emilio Hipolito, Jorge DeNava, Laura Gutile, Marie Harris, Omair Javaid, Todd Lile, Wendy Lomeli

- 7.2 Consideration of approval of Beaudette Inc.'s One Stop Operator (OSO) report for the period of July 1, 2024, through September 30, 2024.

Monica Beaudette presented the OSO report. Some of the challenges that were discussed at the Partner meetings were staffing changes, shortages and high demand for housing services. Customer feedback was discussed and the customer satisfaction survey is also discussed during Partner meetings.

Chuck Riojas moved to approve, seconded by Omair Javaid.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Emilio Hipolito, Jorge DeNava, Laura Gutile, Marie Harris, Omair Javaid, Todd Lile, Wendy Lomeli

- 7.3 Consideration of approval of the WDB Continuous Improvement Plan 2025-2027.

The Continuous Improvement Plan (CIP) is a part of the America's Job Center of California (AJCC) certification process. It was due November 1, 2024. David Shinder was contracted to write the Plan along with input from staff. David did the Indicator and Baseline assessment of the AJCC. The Assessment was submitted after obtaining approval from the Executive Committee in order to be submitted by the deadline. The Improvement Plan includes information on areas that can be improved. The majority of the plan strategies are outlined within the plan and include marketing and expanding Workforce's reach to the remote areas. The CIP is used by the OSO for the Workforce Assistance Center Partner meeting agendas and work.

Chuck Riojas moved to approve, seconded by Deborah Martinez.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Emilio Hipolito, Jorge DeNava, Laura Gutile, Marie Harris, Omair Javaid, Todd Lile, Wendy Lomeli

7.4 Discussion and consideration of the proposed WDB membership and composition.

The WDB Action Plan Leadership Engagement subcommittee was tasked with reviewing the current WDB membership priority tasks for Q1 and Q2. They reviewed and evaluated the current membership, representation, board composition, and priority sectors for local jobs and representatives. The subcommittee looked at workforce board composition mandates in WIOA. The subcommittee understood that 51% of the total Board must be comprised of private sector members, 20% must be workforce representatives which includes Labor and CBOs who have extensive knowledge/experience supporting individuals with barriers to employment and training. 15% of the total membership of the board must be comprised of Labor sector reps. The subcommittee used a worksheet that calculated the membership of current members as well as calculating possible changes to the membership. The current Private Sector membership is only at 50%, and over the required 20% for Workforce and Labor reps. Staff are prioritizing this work so that the Board is in compliance at the time staff submit the local area designation and local board recertification for 2025-27 to the State by their April 7, 2025, deadline. Failure to bring a Workforce Board's membership into compliance could cause the local area to fail in achieving recertification and could jeopardize funding to the workforce area. Based on WIOA, CBOs are not required but if included, must show expertise in providing employment and training services. WIOA also doesn't mandate a seat for the Department of Social Services (DSS). The subcommittee also noted that Chowchilla does not have representation on the WDB or priority sectors such as manufacturing, transportation and logistics, and renewable energy on the WDB. The size of the current WDB and issues with establishing a quorum were also discussed. It was noted that other area Workforce Boards average between 17 and 20 members. Without making any changes to membership but recruiting to bring the Board into compliance would mean that the Madera WDB would grow to 23 members – a relatively large Board for a smaller area. Fresno's WDB is currently at 20 members and Tulare has 14 members. The subcommittee provided 2 possible options. Option 1 would include adding an additional Private Sector member which would bring the Board into composition. Option 2 involves reducing the Board's size while also following WIOA mandates and recruiting members who represent gaps on the board. The subcommittee's recommendations are based on some very difficult conversations about the overall composition/membership of the WDB. The Subcommittee recommends Option 2 which would also reduce the size of the Board. Currently, there are 2 CBOs on the Board. It was agreed that Central Valley Opportunity Center (CVOC) has the expertise needed for the CBO rep on the WDB. Mattie Mendez represented the other CBO but understood and agreed with this recommendation. Removing Mattie Mendez would mean that a non-required member and a Labor Sector rep would also be removed to establish compliance. The subcommittee did have concerns with the removal of the non-required member which represents DSS because their programs are so important to the work that is done in the workforce area. However, staff stated that Workforce and DSS could maintain an active partnership by meeting regularly to keep the programs working well together. DSS is also a mandated Partner of the AJCC. The subcommittee also looked to ensure that the WDB represents priority or in-demand industries and occupations in the local area. The second recommendation also involves replacing the 2 finance sector seats with members who represent manufacturing and transportation from Chowchilla. The third industry that is not represented is renewable energy. Maiknue Vang, Executive Director, has had conversations with all the members who may be impacted with the suggested changes. Deborah Martinez, DSS, stated that she understood the need and while she liked participating in the WDB, she understood the need and was ok with it. Aaron Chambers, Impossible Services Group, stated that he didn't have a problem with the changes. He thinks it makes sense and believes growing the board would only exacerbate the quorum issues and that it makes sense to grow down the Board. Maiknue stated that the relationship with the members who are coming off the board would not end if they came off the Board. Omair Javaid, World Financial Group, felt it makes sense to reduce the Board to help with the quorum issues. He suggested that perhaps changing the meeting time or offering incentives such as providing a lunch could help with quorum. The recommendations from the subcommittee would make the Board more inclusive. He stated that he has learned a lot and hopes that his replacement will be active with the Board. The subcommittee would like to restructure the WDB and, once done, the Board can revisit the attendance policy for its members which could help maintain active members on the WDB. This would help staff ensure that members are active and attending as required or could help staff ask for alternative members that could attend as needed/required. The subcommittee also looked at possible private sector recruitment and provided recommendations for organizations that represent the desired sectors for Madera County. Aaron Chambers recommended reaching out to the Anderson Pump Company in Chowchilla. They also looked at various trucking companies in Chowchilla who are highly regarded and who may have already worked with CVOC or Madera Workforce. Todd Lile recommended reaching out to Westcoast Manufacturing. They have worked with Madera Unified students and the Robotics team. Staff will usually reach out to potential members with information about the Board.

Deborah Martinez moved to approve (option #2: reduce the WDB by removing 1 CBO, 1 non-required, 1 labor immediately to be followed by replacing the 2 (financial) Private Sector reps after a recruitment), seconded by Aaron Chambers.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Emilio Hipolito, Jorge DeNava, Laura Gutile, Marie Harris, Omair Javaid, Todd Lile, Wendy Lomeli

7.5 Consideration of approval of the revised Identification of Priority Sectors policy.

The policy was revised to include language that states that the membership and composition of the Board align with the priority sectors identified with the policy.

Deborah Martinez moved to approve, seconded by Aaron Chambers.

Vote: Approved – unanimous

Yes: Aaron Chambers, Brett Frazier, Chuck Riojas, Deborah Martinez, Emilio Hipolito, Jorge DeNava, Laura Gutile, Marie Harris, Omair Javaid, 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

Information provided within the agenda packet. Each subcommittee provided an update on their progress.

8.3 Madera County Workforce Investment Corporation (MCWIC) Update

Information provided within the agenda packet.

8.4 Workforce Innovation and Opportunity Act (WIOA) Reauthorization Update

Information provided within the agenda packet.

8.5 Local and Regional Workforce Plans Update

Information provided within the agenda packet.

8.6 America's Job Center of California (AJCC) Certification Update

Information provided within the agenda packet.

8.7 One Stop Operator Procurement Update

Information provided within the agenda packet.

8.8 Sierra San Joaquin Jobs (S2J2) Update

Information provided within the agenda packet.

8.9 Local Area Subsequent Designation and Local Board Recertification Program Year 2025-27

Information provided within the agenda packet.

8.10 WIOA Adult & Dislocated Worker Career Services Provider Application

Information provided

8.11 Program Year 2024-2025 Workforce Innovation and Opportunity Act (WIOA) Negotiated Performance Goals for Madera County

Information provided within the agenda packet.

8.12 National Workforce Development Month/Workforce Development Professional's Day

Information provided within the agenda packet.

8.13 WIOA Formula and Special Projects Quarterly Program Overview

Information provided within the agenda packet.

8.14 Program Impact Report July 1, 2023, through June 30, 2024

Information provided within the agenda packet.

8.15 Information on 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 to be held at the Workforce Assistance Center on February 20, 2024.

12.0 Adjournment

Meeting adjourned at 4:08 p.m. due to loss of quorum.



Executive Committee

SPECIAL MEETING

MINUTES

January 13, 2025
9:00 a.m.

Convened in person and via teleconference at:

***Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637
4632 W. Flint Way, Fresno, CA 93722***

PRESENT: Brett Frazier, Chris Childers, Pat Gordan, Robert Poythress

ABSENT: Nichole Mosqueda, Omair Javaid

GUEST:

STAFF: Nicki Martin, Maiknue Vang

1.0 Call to Order

Meeting called to order at 9:09 a.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

Rob Poythress moved to adopt the agenda, seconded by Chris Childers.

Vote: Approved – unanimous

Yes: Brett Frazier, Chris Childers, Pat Gordan, Robert Poythress

6.0 Action Items

6.1 Consideration of approval of the draft Program Year 2025 – 2028 Local Plan.

The Local Plan is in-line with the Regional Plan. The Plans are submitted every 4 years. David Shinder, consultant, was contracted to write the plan with staff input. The James Irvine Foundation grant was included. The grant will provide funds to contract a marketing firm and purchase mobile unit that will help Madera Workforce provide services to the more remote areas of Madera County. 3 local forums were conducted to gather input from the public, Workforce partners, and employers. The State requires that a modification be done 2 years after the Local Plan is submitted.

This ensures that the Plan stays current. Staff are requesting approval of the draft that will go out for public comment. After the public comment period, the Plan will go before the Workforce Development Board (WDB) for approval and then to the Board of Supervisors for approval before being submitted to the State as part of the Regional Workforce Plan.

Rob Poythress to approve, seconded by Chris Childers.

Vote: Approved – unanimous

Yes: Brett Frazier, Chris Childers, Pat Gordan, Robert Poythress

6.2 Consideration of approval of the America's Job Center of California (AJCC) Adult and Dislocated Worker Career Services Provider application.

The Madera County Workforce Investment Corporation (MCWIC) is the career services provider in Madera County for Adult and Dislocated Workers (DW). Providers must apply to be the career services provider every 4 years. The current contract is terming out.

Rob Poythress moved to approve, seconded by Chris Childers.

Vote: Approved – unanimous

Yes: Brett Frazier, Chris Childers, Pat Gordan, Robert Poythress

7.0 Next Meeting

To be determined

8.0 Adjournment

Meeting adjourned at 9:38 a.m.

Workforce Development Board of Madera County

Program Year 2025 - 2028 Local Plan



Contact: Maiknue Vang, Executive Director
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I. INTRODUCTION AND OVERVIEW

In accordance with the requirements of the Workforce Innovation and Opportunity Act (WIOA) of 2014 and guidance published by California Workforce Development Board (CWDB) and Employment Development Department (EDD), the Madera County Workforce Development Board (MCWDB) has developed this four-year Local Plan covering program years 2025-28, with the plan's active dates being July 1, 2025, through June 30, 2029.

Madera County has been designated by the Governor as a local workforce development area (LWDA) pursuant to guidelines established under WIOA. Madera County is one of forty-five (45) local areas in California. With this designation, WIOA Title I Adult Program, Dislocated Worker Program, and Youth Program funds are provided annually by EDD to serve Madera County residents and businesses. The local workforce development system is operated by the Madera County Workforce Investment Corporation (MCWIC) through an agreement with the Madera County Board of Supervisors and the MCWDB. MCWIC is an independent, 501(c)(3) non-profit corporation established on January 1, 2013. Prior to that date, beginning in 1982, the organization existed as a department within the County Office of Education. The organization has provided workforce services for more than 40 years in Madera County.

A. Workforce Innovation and Opportunity Act

Passed by Congress with a wide bipartisan majority, WIOA was signed into law on July 22, 2014. WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. WIOA represents the most recent iteration of federal workforce legislation that provides funding to states and local areas to administer and operate workforce development programs. WIOA was preceded by the Job Training Partnership Act (active from 1982 to 2000) and the Workforce Investment Act (active from 2000 to 2015).

WIOA promotes accountability and transparency through negotiated performance goals that are publicly available, fosters regional collaboration within states through local workforce areas, such as Madera County, and supports a nationwide network of career centers, which are branded within the state as America's Job Centers of California (AJCCs) and in the county as the Madera County Workforce Assistance Center (MCWAC).

While the PY 2025-28 Local Plan addresses collaboration among many organizations that derive their primary funding from a wide range of federal, state, and private programs, it is WIOA that requires the publication of the plan and that prescribes its core content.

B. Madera County Workforce Development Board

WIOA requires that a workforce development board (WDB) be established in each LWDA. The area's chief local elected officials appoint members to the WDB. Locally, the Madera County Board of Supervisors fulfills this function. Boards are business-led and a majority of the WDB's members must come from the business community. Required WDB members also include representatives from labor, education, economic development, and specific federally funded workforce programs. The chief local elected officials may also select representatives from other groups, such as community-based organizations, to sit on the WDB.

WDBs drive the vision for the workforce system and maintain the critical role of leading and providing oversight for local WIOA programs. WDBs also play a critical role in promoting, sustaining, and growing regional economies. They are responsible for aligning investments in job training, integrating service delivery across programs, and ensuring that workforce investments are job-driven and match skilled workers with employers.

WIOA indicates that the development of the local plan, along with its associated regional plan, is a primary responsibility of the workforce development board.

C. Local Plans and the WIOA Planning Structure

The Madera County WDB's Local Plan is best understood within the context of a three-tiered planning structure envisioned by WIOA that requires the development of plans at the state, regional, and local levels.

State Plans: Under WIOA, state plans communicate the vision for the statewide workforce development system. WIOA planning requirements aim to foster effective alignment of federal investments across job training and education programs, in order to coordinate service delivery among programs for shared customers; improve efficiency; and ensure that the workforce system connects individuals with high-quality job opportunities and employers. Cross-program planning promotes a shared understanding of the workforce needs within each state. California's PY 2024-2027 Unified Strategic Workforce Development Plan represents agreement among the WIOA core program and other partners and serves as the framework for the development of public policy, fiscal investment, and operation of the state workforce and education systems.

Regional Plans: In states such as California, where Governors have established workforce planning regions encompassing one or more LWDAs, regional plans are required. Local WDBs within the region participate in a planning process that describes elements such as: analysis of regional labor market data, development and implementation of sector initiatives for targeted industries and in-demand occupations; coordination of workforce services with regional economic development services and providers; and establishment of regional service strategies, including use of cooperative service delivery agreements. Along with seven other local areas, the Madera County

LWDA is part of the San Joaquin Valley and Associated Counties Regional Planning Unit (SJVAC RPU), which is one of California's fifteen workforce regions.

Local Plans: The local plan is intended to serve as a four-year action plan to develop, align, and integrate the local area's job-driven workforce development systems and provide a platform to achieve the local area's visions and strategic and operational goals. Features of the local plan include: coordination among economic, education and workforce partners to build a skilled workforce through innovation in, and alignment of, employment, training and education programs; implementation of job-driven strategies and services through the local career center system; and delivery of education and training to ensure that individuals, including youth and individuals with barriers to employment, have the skills to compete in the job market and that employers have a ready supply of skilled workers.

WIOA requires that local plans be incorporated into the regional plan. Therefore, the PY 2025-28 Madera County WDB Local Plan is officially part of the PY 2025-28 SJVAC RPU Regional Plan.

D. California's Strategic Workforce Priorities

California's Unified Strategic Workforce Development Plan describes the state's priorities for the public workforce system.

Under the leadership of the Governor and Secretary for the Labor and Workforce Development Agency, California's vision for the future of workforce development is centered on the establishment and growth of a workforce system that promotes equity, job quality, and environmental sustainability for all Californians. The state 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. One area in which the CWDB pursues these aims is through its "High Road" programming. High Road refers to a "family of strategies" for achieving a participatory economy and society by aligning workforce, economic policy, and different interests with long-term goals of environmental sustainability, high-quality jobs, and a resilient economy. High Road emphasizes the complementary nature of these aims over the long term. In practice, High Road policy builds on areas where the interest of employers (in trained and productive workers), workers and jobseekers (in good quality and accessible jobs), and environmental protection (for a sustainable future for all) overlap to create pathways to high-quality jobs while raising the profile of existing ones.

In consideration of the practical implementation of High Road principles in workforce development policy, the CWDB describes in the current State Plan four distinct "flavors" or styles of intervention. These interventions are directly relevant to High Road projects but also inform, to a greater or lesser extent, all of CWDB's workforce efforts. They include: (1) lifting all workers to the "High Road;" (2) professionalizing precarious work (i.e., employment that is temporary, non-standard, and insecure, often with poor pay and

no protection); (3) democratizing access to high-quality, middle-skill Jobs; and (4) participatory planning for a low-carbon economy.

In accordance with the requirements of WIOA, both the PY 2025-28 Madera County WDB Local Plan and the PY 2025-28 SJVAC RPU Regional Plan support the State Plan priorities by:

- Maintaining a dual focus on providing programs and services that meet the needs and support the goals of businesses and job seekers/workers.
- Concentrating on industry sectors which drive growth and prosperity within local labor markets and regional economies.
- Targeting jobs that offer career advancement opportunities and that lead to positions that pay family-sustaining wages and provide pathways to the middle class.

E. Development of Madera County's Program Years 25-28 Local Plan

Development of the PY 2025-28 Local Plan was the result of leadership's significant engagement with organizations and individuals throughout Madera County who guide, contribute to, and benefit from workforce system services. Those participating in a series of community and stakeholder discussions included WDB members, managers and staff representing the one-stop system partners, and a wide range of other stakeholders and community members. WDB management secured the support of a technical advisor to assist with the stakeholder engagement process and with crafting the content of the plan. Developing the plan also involved a process of reviewing and evaluating existing partnerships, services, and systems and identifying areas that can be strengthened. The WDB's executive leadership led the planning process on behalf of the board. Development of the plan took approximately five months, after which it was made available for public review and comment, prior to being forwarded for state-level review.

For ease of review, the abbreviation "WDB" is used throughout this plan to describe the agent leading the workforce system and providing oversight to the MCWAC. The abbreviation "MCWIC" is used only where technical distinctions between the local board and the non-profit corporation are required, such as in the discussion in Section IV on disbursement of grant funds

F. Madera County WDB Strategic Goals and Priorities

Over nearly a one-year period, the members of the Madera County WDB met to develop a strategic direction for the board. This process began through the local board's engagement with leadership from the California Workforce Association (CWA), which represents all LWDA's in California and provides a wide range of training and technical assistance. Beginning with participation in CWA's "The Real Work of Workforce Boards," the WDB began to examine how workforce boards can effectively "center" themselves in their communities. The WDB assessed economic data and workforce challenges within Madera County and considered opportunities to solve these concerns. Based on the success of this discussion, the WDB engaged in a follow-up session with CWA to further

assess its goals and to identify strategic initiatives for Madera County. Ultimately, the WDB decided to focus on the following five strategic initiatives that represent its priorities.

Leadership Engagement: Re-evaluate the WDB, so that the right leaders of today are investing in the leaders of tomorrow.

Training (Industry-specific): Develop responsive training to meet industry demand.

Work Ethics: Increase community focus on cultural adaptability and work ethics.

Marketing/Brand: Implement a marketing plan that highlights the benefits of Madera County and incorporates success stories and community voices.

Policy: Create a unified and aligned vision for Madera County communities that supports inclusive policies and demonstrates local connectedness.

The WDB leadership and Executive Committee engaged in three additional sessions with CWA to begin to craft specific action steps. A two-year action plan was developed, outlining tasks and strategies for each initiative through mid-2026. The WDB established five subcommittees that align with these priorities to work on the initiatives. As the action plan represents priorities established by the local board, it is incorporated into and considered part of the PY 2025-28 Local Plan.

II. WIOA CORE AND REQUIRED PARTNER COORDINATION

The Workforce Innovation and Opportunity Act includes requirements for Local Boards to establish a framework for collaboration among state and local programs that are financially supported by nineteen distinct federal fund sources. Six of these programs constitute the four “core partners:” the WIOA Title I Adult, Dislocated Worker and Youth Programs; the WIOA Title II Adult Education and Family Literacy Act Program; the WIOA Title III Wagner-Peyser Act Program; and the WIOA Title IV State Vocational Rehabilitation Services Program. The core partners, together with thirteen other federally supported programs, make up the WIOA-mandated one-stop partners. The WDB has entered into a memorandum of understanding (MOU) with the organizations managing each federal program at the local level. The narrative that follows describes coordination with the WIOA core and other required program partners as prescribed by the Act.

A. Coordination with AJCC Partners and WIOA Memorandum of Understanding

Over the last four decades, there have been many changes that have affected the workforce system in Madera County. New federal legislation, growth and decline of industries within the regional and local economy, recessions and recoveries, changes in the administrative structure of the local board and, within the last few years, a pandemic have been some of the changes and challenges faced by the workforce system. Through every significant event, local partnerships have remained intact. The demographic, economic, and social make up of Madera County is one that lends itself to collaboration, cooperation and commitment to shared goals. Many of the workforce system partnerships represented in this Local Plan date back to the 1980s, and some longer. In addition to the many day-to-day interactions that the WDB has with the one-stop partner agencies, the active, ongoing, and enthusiastic participation of the partners in the planning process that has led to the development of the PY 2025-28 Local Plan is a testament to their commitment to Madera County’s local workforce development delivery system and the customers it serves.

Overview of Local One-Stop System Partners

Following is a summary of the local/regional organizations representing the nineteen (19) federal one-stop partner programs, with which the WDB has developed MOUs.

Federal Partner Programs	MOU Partner
Title I Adult Title I Dislocated Worker Title I Youth	Madera County Workforce Investment Corporation on behalf of the Madera County Board of Supervisors
Title II Adult Education and Literacy	State Center Adult Education Consortium
Title III Wagner-Peyser	Employment Development Department
Title IV Vocational Rehabilitation	California Department of Rehabilitation (DOR)
Carl Perkins Career Technical Education	Madera Community College

Older Americans Act (OAA) Title V Community Service Employment Program (SCSEP)	SER – Jobs for Progress National, Inc.
Job Corps	San Jose Job Corps Center/Northern California Outreach and Admissions
Native American Programs (WIOA Section 166)	California Indian Manpower Consortium, Inc.
Migrant and Seasonal Farmworkers (WIOA Section 167)	Central Valley Opportunity Center
Jobs for Veterans State Grants	Employment Development Department
Youth Build	Not applicable. There is no YouthBuild program in Madera County.
Trade Adjustment Assistance (TAA)	Employment Development Department
Community Services Block Grant	Community Action Partnership of Madera County
Housing and Urban Development Employment and Training	Housing Authority of the City of Madera
Unemployment Insurance (UI)	Employment Development Department (EDD)
Second Chance	Not applicable. There is no Second Chance program in Madera County.
Temporary Assistance for Needy Families (TANF)/CalWORKs	Madera County Department of Social Services

Memorandum of Understanding with System Partners

The WDB has developed a single, coordinated memorandum of understanding (MOU) with the federally funded system partners serving Madera County. The MOU defines:

1. The relationship between the Workforce Development Board of Madera County (WDB) and the designated partner agencies;
2. The roles and responsibilities of the partners in the performance of their combined goal of establishing a workforce development system through an AJCC method of service delivery that is:
 - Integrated, offering as many employment, training, and education services as possible for employers and individuals seeking jobs or wishing to enhance their skills, and affording universal access to the system overall;
 - Comprehensive, offering a large array of useful information with wide and easy access to needed services;
 - Customer-Centered, providing the means for customers to judge the quality of services and make informed choices based on their individual needs; and
 - Performance-Based, with clear outcomes to be achieved, mutually negotiated outcomes and methods for measurements, and the means toward measuring and attaining customer satisfaction.
3. Cost sharing pertaining to one-stop infrastructure and other system costs.

Specifically, with regard to the delivery of services for workforce system customers, the MOU describes responsibilities of the AJCC/system partners for joint planning,

plan development, and other system activities to accomplish and/or support the following:

- Continuous partnership building between all parties to the MOU;
- Continuous planning that is responsive to state and federal requirements;
- Responsiveness to specific local economic conditions, including the needs of local businesses;
- Adherence to common data collection and reporting requirements, including needs for modification or change;
- Diligence in coordinating local leadership in workforce development through: responsiveness to customer needs; maintenance of system infrastructure; shared technology and information; and performance management to measure the success of the overall AJCC system and to enhance outcomes, through quality management and continuous improvement processes;
- Making partner services available to customers through the AJCC;
- Participation in the operation of the AJCC, consistent with the terms of the MOU and the requirements of applicable laws; and
- Participation in capacity building and staff development activities to ensure that all partners and staff are adequately cross-trained.

Most of the organizations that are party to the MOU participate in monthly partner meetings led by the AJCC Operator to align and coordinate programs and services. Staff from several local organizations also participate in monthly business services meetings to align and coordinate business engagement, events, and resources.

The coordination between the WDB and partners, as described below, is subject to the provisions of the MOU.

Coordination with AJCC Partner Programs

The following information summarizes the ways in which the WDB and the local workforce system collaborate with organizations managing the federally mandated one-stop partner programs. Opportunities for further enhancing the workforce system's collaboration with the partners are summarized in Section V of this plan.

WIOA Title I – Adult, Dislocated Worker and Youth Programs: The three formula-funded programs are administered by the MCWIC and services are delivered through the Workforce Assistance Center/AJCC.

WIOA Title II – Adult Education and Literacy: Madera Unified School District, through Madera Adult School (MAS), and the State Center Adult Education Consortium (SCAEC) are the local WIOA Title II program partners. Title II programs focus on helping adults to increase their basic education skills; gain support in attaining a secondary school diploma or prepare for an equivalency exam; and, for English language learners, improving reading, writing, speaking, and comprehension skills in English. Madera Adult School is

fully co-located within the Workforce Assistance Center. This unique arrangement leads to robust cross-referrals with WDB-sponsored programs and improved outcomes for individuals participating in WIOA and Adult School programs. Both MAS and SCAEC representatives participate in monthly partner meetings.

WIOA Title III – Wagner-Peyser: The California Employment Development Department administers and staffs the Wagner-Peyser Program, which is a key partner program, providing connections to jobs, support for AJCC operations, and workshops for participants. EDD staff members are co-located and available on a daily basis at the MCWAC, and representatives participate in monthly partner meetings.

WIOA Title IV – Vocational Rehabilitation: DOR offers a variety of services for both individuals with disabilities and employers looking to hire qualified candidates. Services are tailored to each consumer to help him/her reach an employment goal. Individuals with disabilities and rehabilitation counselors work together to determine which services will provide the best support to prepare for, find, or retain employment. A “partnership plus” agreement with DOR has been renewed and several DOR staff members are co-located on a rotational basis at the Workforce Assistance Center. DOR representatives participate in monthly partner meetings in addition to regular meetings between WIOA Title I and DOR staff to identify opportunities for co-enrollment of participants, including justice-involved individuals, many of whom have a diagnosed disability.

Carl Perkins Career Technical Education: Madera Community College (MCC) receives Perkins funds to support the development and delivery of career technical education programs. Perkins grants help to increase the availability and accessibility of career-technical education programs, integrate academic and career-technical instruction, serve special populations, and meet gender equity needs. MCC staff are co-located and available on a daily basis at the MCWAC. Representatives also participate in monthly partner meetings.

Title V Older Americans Act: The Senior Community Service Employment Program (SCSEP) is operated by SER – Jobs for Progress, Inc. System partners refer individuals 55 years and older to the program in cases where subsidized employment opportunities under SCSEP appear to be a good option for an individual’s transition back into the labor market. SCSEP representatives participate in monthly partner meetings.

Job Corps: Job Corps is a free education and training program that helps young people prepare for a career, earn a high school diploma or GED, and find and keep a good job. For eligible young people at least 16 years of age that qualify as low income, Job Corps provides the all-around skills needed to succeed in a career and in life. While there are several Job Corps centers in California, Madera County WDB collaborates most closely with the San Jose Job Corps Center. Representatives participate in monthly partner meetings and staff may visit the Workforce Assistance Center twice a month to provide orientations about Job Corps eligibility requirements, programs, and services.

Native American Programs (WIOA Section 166): California Indian Manpower Consortium (CIMC), Inc. provides employment and training and related services to Indian and Native American people who live within a large service area that includes much of California. WDB staff look for opportunities to coordinate service delivery for Native American participants with CIMC's workforce programs as well as with Tribal TANF programs. CIMC representatives participate in monthly partner meetings.

Migrant Seasonal Farmworker Program (WIOA Section 167): The Central Valley Opportunity Center's (CVOC) services include vocational education, remedial education, English Language instruction, emergency supportive services (when funding is available), transportation, emergency food, childcare services, and community education services. Staff are co-located at the MCWAC Monday through Thursday and cross referrals between the WDB and CVOC are on-going. In addition, CVOC representatives participate in monthly partner meetings and MCWDB and CVOC leadership look for opportunities to jointly pursue specialized funding.

Veterans Services: EDD administers this program and designated Disabled Veterans' Outreach Program (DVOP) and Local Veterans' Employment Representatives (LVER) Specialists are available upon request to assist veterans seeking employment and are present at the Workforce Assistance Center weekly, at minimum. Representatives also participate in monthly partner meetings when available.

Trade Adjustment Assistance Act: TAA is a federal program that provides aid to workers who lose their jobs or whose hours of work and wages are reduced as a result of increased imports. The TAA program offers a variety of benefits and reemployment services to help unemployed workers prepare for and obtain suitable employment. Workers may be eligible for training, job search and other reemployment services. Coordination with TAA generally includes co-enrollment into WIOA, which provides multiple benefits, including TAA funds being used to cover all training costs.

Community Services Block Grant: CSBG programs are administered by the Community Action Partnership of Madera County (CAPMC). CSBG funds are used to support activities that assist low-income families and individuals, homeless families and individuals, migrant or seasonal farm workers, and elderly low-income individuals and families by removing obstacles and solving problems that block the achievement of self-sufficiency. Madera County WDB is working to add the CAPMC to the MOU. At present, CVOC, which is a recipient of CSBG funds, serves as the MOU partner for this program. CAPMC has been a critical partner to the WDB throughout the pandemic in meeting the holistic needs of job seekers and their families.

Housing and Urban Development Employment and Training Program: The Housing Authority of the City of Madera operates rental assistance programs for persons who meet eligibility requirements. Additional resident service programs include home ownership, self-sufficiency, after school programs, and school readiness programs. The agency is re-launching various programs that could be connected to WIOA, including programs that serve people with disabilities and migrant and seasonal farmworkers.

Unemployment Compensation: EDD Wagner-Peyser staff support the UI function at the AJCC by assisting customers with questions about the program and filing claims. Some WIOA Title I staff also have baseline knowledge about the program, which enables them to assist customers with basic questions. UI Navigators provide services at the Workforce Assistance Center on a daily basis.

Temporary Assistance for Needy Families/CalWORKs: Madera County Department of Social Services (DSS) assists individuals and families with welfare services. These services include, but are not limited to, Cash Assistance, Diversion Assistance, Medi-Cal Coverage, Food Stamps, and Employment Services. DSS representatives participate in monthly partner meetings and cross referrals and strategic co-enrollment of participants are on-going. In addition, MCWDB and DSS leadership are revisiting co-location opportunities at the MCWAC.

Coordination with Economic Development

While economic development is not technically a one-stop partner program, the WDB's collaboration with the Madera County Economic Development Corporation (EDC) is critical to the local workforce development system's success. The workforce and economic development systems in the county work hand-in-hand, collaborating on meeting the needs of businesses, jointly marketing, and cross-promoting one another's services. The availability of strong workforce development and education programs in Madera County is a tool for the EDC in marketing the area to businesses. EDC representatives participate in monthly business services meetings and these linkages with the EDC provide the workforce system access to information about new businesses, business expansions, and other matters that enable the workforce system to be responsive to the needs of local businesses.

B. Partners' Efforts to Collaborate on Co-Enrollment and Case Management

WIOA encourages delivery of services across multiple partner programs. Co-enrollment enables local workforce systems to leverage resources to achieve maximum benefits for participants, which may also increase overall program success. Madera County WDB has long utilized co-enrollment of job seekers in two or more programs to secure the full range of services an individual needs to prepare for and succeed in a career, including the use of Integrated Resource Teams and Navigator models.

Co-Enrollment of Job Seekers Across Programs

There are various situations under which co-enrollment may be appropriate. These include:

- Multiple resources are needed to address barriers to employment, thereby enabling an individual to fully participate in planned services.

- The participant's employment/career plan requires services from multiple partner programs to adequately prepare for employment.
- The participant is eligible for and in need of services from two or more programs, each of which offer distinct services.
- Identified programs and services are not duplicative and supplement rather than supplant services from another fund source.

Madera County WDB and the partners at the Workforce Assistance Center regularly co-enroll customers in two or more programs, which, to date, have included: WIOA Title I programs; the WIOA Title II Adult Education and Family Literacy Act Program; the WIOA Title III Wagner-Peyser Program; the WIOA Title IV Rehabilitation Act Program; the Unemployment Compensation Program; Veterans Employment programs; WIOA Section 167 programs; and Perkins CTE programs.

Co-Case Managing Co-Enrolled Customers

Case management is integral to participant success and that of the overall one-stop system. One strategy that has proven effective in the support of co-case managing customers across programs is the use of an Integrated Resource Team (IRT) where identified partners informally convene to facilitate conversations, shared responsibilities, and collaboration in management.

Tracking participant progress across various partner programs and services is facilitated by the use of a common data management system, such as CalJOBS, to share data and intake information after securing written consent from participants. As such, co-case management with participants served by EDD programs, which use CalJOBS, is highly effective. Efforts to co-case manage participants enrolled in other programs require extensive communication via email, by phone, and in-person, making the process more cumbersome. Communications regarding shared customers could be greatly improved if all partners utilized the same platform, such as CalJOBS, for case management and tracking. Madera County WDB sees the opportunity for EDD to take the lead in supporting an increase in co-enrollment and co-case management. Creating the ability to communicate across reporting systems used by the core and other mandated partners would facilitate these processes.

Cross-Training of Partner Staff

Co-enrollment and co-case management strategies are facilitated when staff from various programs are informed about the content and requirements of other workforce system programs. Madera County WDB has sponsored cross-training for partner staff to increase understanding about all partner programs and to share expertise about the needs of various populations. Tools supporting cross-training include a shared Google Drive and locally developed training videos and PowerPoint presentations.

C. One-Stop System's Use of Technology and Other Remote Strategies

Madera County is geographically large, covering 2,153 square miles in Central California. The population of just over 160,000 residents is concentrated primarily within the City of Madera and in adjacent unincorporated communities. The decision to locate the Workforce Assistance Center in Madera reflects the distribution of county residents. However, residents of communities in Northern (e.g., Chowchilla, Fairmead) and Eastern (e.g., Coarsegold, Oakhurst, Bass Lake) Madera County also need access to workforce services. Following is a summary of current and planned strategies for delivering workforce services to communities within remote areas of the county.

Delivering Services through Virtual Platforms and Web-Based Information

Madera County WDB continues to improve the content and user-friendliness of its website so that it better functions as a clearinghouse of workforce services information for all residents of Madera County. An array of services is available virtually and can be easily accessed at any location. The WDB intends to continue to expand and improve upon web-based services.

Increasing the Presence of Workforce Development Staff and Services in Remote Communities

Since the last four-year Local Plan was developed, much progress has been made in connection with remote services strategies. WDB staff have a presence at the library in Chowchilla as needed, where they facilitate AJCC orientations and initial intake. . In addition, twice a month WDB staff travels to the Oakhurst campus of Madera Community College and library to conduct AJCC Orientations, complete eligibility interviews, and deliver career services. The recent opening of a multi-purpose Madera County facility in Oakhurst provides an additional location where WDB staff can provide services. Business Services staff travel to Oakhurst twice each month to conduct business outreach and meet with business owners and managers seeking hiring and/or training assistance. WDB Business Services staff are stationed at the Oakhurst Area Chamber of Commerce, but also meet with business representatives at their locations. Information on the availability of out-stationed staff and services is shared through social media channels, and flyers are posted throughout Madera County with partner agencies, community-based organizations, Visit Yosemite Madera County (VYMC), and the chambers of commerce.

As the PY 25-28 Local Plan was being developed, Madera County WDB leadership received notification of an award from the James Irvine Foundation that will enable the purchase of a "mobile AJCC." This will enable Madera County WDB to expand in-person services to all areas, particularly remote and outlying areas, of the county.

D. Coordination of Workforce Activities and Support Services

Supportive services are provided to WIOA Title I Adult and Dislocated Worker Program participants as necessary to enable them to participate in career services and/or training.

WIOA funds may be used for supportive services if such services are not available from other programs.

Determining Participants' Needs for Supportive Services

Assessment and individual service/employment planning processes are used to identify all career development, training, and supportive services that WIOA-eligible individuals will need to prepare for and succeed in employment in their chosen career. The need for supportive services is determined by personal circumstances and how these may restrict, impede, or prevent participation in services and employment. The purpose of providing support (e.g., transportation assistance) is to enable participation. While WIOA funds can be used to cover the costs of supportive services, staff are diligent in seeking alternatives, such as community-based resources. When participants are co-enrolled in other programs, those programs (e.g., CalWORKS) often pay for various forms of support.

Supportive Services Policy

The Madera County WDB has developed and published a policy on the use of WIOA supportive services that is intended to facilitate the provision of supportive services to individuals participating in individualized career or training services, who are unable to obtain supportive services through other programs, and only when such services are necessary to enable individuals to participate in WIOA Title I activities.

Accurate information regarding the availability of supportive services is provided as a basic career service to adults and dislocated workers through the AJCC. The WDB has established limits on the types of available supportive services with a maximum of \$1,500 per participant for supportive services funded through WIOA. All supportive services must be requested and approved in advance. Customers are not reimbursed for purchases or payments that they have directly made. The WDB does not provide needs-related payments, as defined in WIOA.

Approved types of supportive services include: transportation assistance, mileage reimbursement, uniforms, tools, safety equipment, certification/licensing exam fees, evaluation of foreign educational credentials, medical services, including required physicals and immunizations, drug testing, standardized work clothing or footwear, registration fees, or instructional books, technology tools (e.g., Chromebooks, hot spots) materials, and supplies. Purchase of any of these items requires written documentation that the items are required for training or employment, and verification that they are not reimbursed or provided by the employer or training provider.

The foregoing limits apply to WIOA formula-funded activities and services. Exceptions to these limits may be approved by the Executive Director (or designee) on a case-by-case basis for specific training programs or employment opportunities with higher support costs/needs. Projects funded by specific grants or from sources other than WIOA formula allocations will follow any limits established by the specific grant, proposal, or project, and may exceed the limits established here, when necessary, allowable, and appropriate for

successful participation in, retention in, and completion of training or employment. In addition, the provision of supportive services may be suspended, revoked, or reduced at any time, based on funds available, changes in program design or delivery, or at the discretion of the Executive Director.

E. Physical and Programmatic Accessibility for Individuals with Disabilities

Madera County WDB has implemented multiple methods to ensure compliance with WIOA Section 188 and applicable provisions of the Americans with Disabilities Act (ADA). In addition, the Workforce Assistance Center/AJCC offers technology, programs, and services that support job seekers with disabilities' effective use of the center.

Assuring Compliance with Federal Requirements

A Certified Access Specialist (CASP) review was completed by an architect to ensure all physical ADA requirements are met. Through contractual language, the WDB requires training providers' compliance with all provisions of WIOA Section 188 and ADA. The WDB's EEO Officer conducts annual monitoring of providers on the ETPL for compliance with Section 188 of the WIOA and 29 CFR Part 38. The Executive Director has a SHRM micro-certification in California employment law, which helps to inform overall organizational awareness and knowledge regarding compliance issues.

Staff Training

New employees receive an orientation, which includes information on the "Equal Opportunity is the Law" notice, the WDB's non-discrimination policy and grievance procedures, the organization's Limited English Proficiency (LEP) plan; and the confidentiality policy and staff confidentiality agreement.

Training has been provided to staff on many topics pertaining to disability and accessibility. These include sessions covering: one-stop accessibility; psychiatric disabilities; substance dependence; cognitive disabilities; medical conditions; disability awareness and etiquette; effective communication strategies; accommodation request processes and procedures; effective use of assistive technology; mental health of students; adult mental health; youth mental health; stress, suicide prevention; disability and employment; confidentiality and storing of PII; Windmills virtual disability inclusion; college accommodations; and inequality and wage disparity. Training on disability and accessibility issues will continue during the four-year period covered by this plan.

Specialized AJCC Programs and Services for Persons with Disabilities

Over the last several years, Madera County WDB has received funding and staff training through the Disability Program Navigator, Disability Employment Initiative, and Disability Employment Accelerator grant programs. The AJCC houses an Employment Network through Social Security Administration's Ticket to Work program and ensures that

individuals with disabilities have access to the services and information needed to successfully transition back into the workforce. There is a Partnership Plus agreement with the State of California Department of Rehabilitation in place to provide long-term services and various types of support to individuals who have exited the public Vocational Rehabilitation system. In addition, two staff are trained Community Partner Work Incentive Counselors and can provide individuals with disabilities who receive SSI and/or SSDI benefits counseling about the impacts on earnings when returning to work. Community Partner Work Incentive Counselors are required to renew their certification annually by completing 18 continuing education credits.

Availability of Assistive Technology and Support at the AJCC

The Workforce Assistance Center has a wide range of assistive technology. Materials are available in multiple formats and languages, and, upon request, interpreters are made available to individuals. Located in the Resource Room and Assessment Room are a large touch screen monitor; large print contrast zoom text keyboard; and adjustable work station. All computers in the resource room have been updated to Windows 10 and have access to a magnifier, narrator, on screen keyboard, and speech recognition. Also available are: video relay; clear sound amplifier; magnification camera; noise cancelling headset; roller joystick; Braille Sense Plus and Braille translator; Neo II laptop communication; Victor Reader Stream; and UbiDuo communication device. Customers requesting the use of assistive technology complete the Assistive Technology Request Form. Those requesting an accommodation complete an Accommodation Request form.

III.	STATE STRATEGIC PARTNER COORDINATION
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In 2018, the State completed and published a biennial modification to California's Unified Strategic Workforce Development Plan for Program Years 2016-19. Within this modification, the California Workforce Development Board identified four new strategic partnerships with state-level agencies and initiatives. Guidance issued by the State Board in 2018 to Local Boards regarding two-year modifications to their PY 2017-20 Plans required that WDBs pursue these partnerships within their jurisdictions. In the 2019 modification to the Local Plan, the Madera County WDB described these local level relationships, some of which were in an early stage of development. Pursuant to guidance issued by EDD in 2024, two new state strategic partnerships have been added to the Madera County WDB's Program Year 2025-28 Local Plan.

A. Coordination with County Human Services Agency and Other Local Partners That Serve Individuals Accessing CalFresh Employment and Training Services

The Madera County Department of Social Services (DSS) is responsible for all TANF and related public welfare programs in the county, including CalFresh and its Employment and Training component. In 2018, DSS implemented a CalFresh Employment and Training (E&T) Program, using a third-party provider model. DSS contracts with Reading and Beyond, a Fresno-based non-profit organization that was an early implementer of CalFresh E&T programs. The CalFresh E&T Programs serves Madera County Non-Assistance CalFresh (NACF) clients over the age of 18 whom are: enrolled or interested in enrolling into English as a Second Language (ESL), Basic Skills/Adult Basic Education, GED/HSD preparation, or career education programs including short-term credential programs or associate degree programs; and seeking career-path employment. The program's services consist of:

- Supervised job search
- Job retention
- Education
- Self-Employment components

Through a partnership with the Foundation of California Community Colleges' Fresh Success Program, Reading and Beyond also offers E&T services to CalFresh-eligible Madera Community College students. Though this program concluded in September 2024, Reading and Beyond still offers services under the Madera Bridge Academy. Following discussions in 2018 that led to the development of Madera County WDB's 2019 Local Plan Modification, initial meetings between WIOA and CalFresh E&T staff were held, which included cross-training. A referral process was established, and CalFresh E&T representatives began to regularly participate in monthly AJCC partner meetings and participate in refresher cross-trainings for staff. Discussions have also occurred regarding CalFresh E&T staff returning to the Workforce Assistance Center.

B. Coordination with Local Child Support Agency and Other Local Partners That Serve Individuals Who Are Non-Custodial Parents

Discussions that occurred in 2018 between the WDB and Madera County Child Support Services were prompted by the WDB's development of a Modification to the PY 2017-2020 Local Plan and specific guidance from the California Workforce Development Board regarding requirements for workforce-child support partnerships. These early conversations built on a history of the two organizations having occasionally worked together, which typically occurred when non-custodial parents with enforcement orders sought services from the WDB and needed assistance getting their driver's license reinstated. Based on the 2018 discussions, an MOU was developed between the agencies, a structured referral process was established, and a "release of information" form was developed. The MOU was renewed in 2024.

Under the relationship created through the MOU, a number of early successes were achieved in terms of individuals referred by Child Support Services who were enrolled in WIOA services, found jobs, began paying child support, and achieved compliance with their support requirements. In addition, the WDB and Child Support Services coordinated events to promote workforce services to non-custodial and custodial parents: one at the Madera County Courthouse and the other at the Workforce Assistance Center.

CSS and the WDB are committed to the partnership and to expanding services, with a focus on continuing to change the "face" of the child support program from one that is viewed as punitive to one that is seen as supportive. The relationship with the workforce development system and the prospect of connecting those with enforcement orders to jobs is an essential element in achieving this change in public perception.

Referrals between the two systems continue to be made in both directions. WDB customers referred to CSS still include formerly incarcerated individuals needing to resolve support sanctions to have the drivers' licenses restored. Many of these individuals are served at Madera County WDB's mini-AJCC located within the County Justice Center.

C. Coordination with Local Partnership Agreement Partners Established in Alignment with the Competitive Integrated Employment Blueprint and Other Local Partners That Serve Individuals with Developmental and Intellectual Disabilities

In 2018, during the process of preparing the 2019 Local Plan Modification, the WDB convened stakeholders from the disability services community in a forum focused on the use of Competitive Integrated Employment (CIE). We learned at that time that a Local Partnership Agreement (LPA) had not been drafted. A draft plan was developed in early 2019. However, at the time the PY 21-24 Local Plan was finalized and forwarded to the state for approval, the Madera-Mariposa LPA remained one of the few in the state that was unsigned. The LPA signatory partners executed the agreement in 2021.

The Local Partnership Agreement (LPA) identifies the AJCC as a community partner and includes the following description of the Workforce Assistance Center's capacity and potential role working with the CIE partners:

The Workforce Assistance Center (WAC) provides access to education, training, work-based learning opportunities, employment and other services to eligible persons with disabilities. We have resources specifically for the disability community and make every effort to connect persons with disabilities to the services that best fit their needs. We assist them to navigate federal, state and local agencies administering benefits for person with disabilities. We also provide advocacy and outreach to the disability community while promoting and facilitating access to the needed services.

The Workforce Assistance Center in Madera houses two Community Partner Work Incentive Counselors (CPWIC) to assist social security beneficiaries transition back to work under the Ticket to Work Program. Ticket to Work is a Social Security Administration program designed to assist beneficiaries return to work through the assistance of Employment Networks (EN). There is an assigned Disability Resource Coordinator, who is also a CPWIC, at the Center who will guide the individual through the WAC process and assist with any accommodations needed. Assistive technology is also available for individuals who may require it to complete job related activities.

All individuals can access services by visiting the Madera Workforce Assistance Center Monday through Friday from 8 to 4pm and ask to speak with the Specialist of the Day. The Specialist of the Day will review the immediate needs of the individual and refer them to the appropriate agency.

Services available are: Youth Services age 18 – 24; One-on-one counseling, Career exploration; Self-assessments; Job Search; Supportive Services; Vocational Training; Work-Based Learning (On-the-Job Training, Transitional Job Training, and Work Experience); Workshops (Resume Preparation, Job Retention, Financial Literacy); and Job Fairs and Resource Events.

Eligibility requirements will vary by agency. Additional information can be obtained at the Madera Workforce Assistance Center.

WDB management is committed to collaborating with the LPA partners in support of both local goals and those expressed in the statewide CIE Blueprint. Furthermore, the WDB is open to working with the partners on one or more projects to further advance the use of the CIE model in Madera County.

D. Coordination with Community-Based Organizations and Other Local Partners That Serve Individuals Who are English Language Learners, Foreign Born, and/or Refugees

As stated in the 2019 Modification to Madera County WDB's PY 2017-20 Local Plan, nearly sixty percent (60%) of the county's population is Hispanic or Latino and one in every five individuals is foreign-born. As such, nearly every workforce, education, health, human services, and community-based organization in the county serves substantial numbers of English Language Learners (ELLs) and immigrants. Over the many decades that the WDB has provided workforce development services to ELLs and foreign-born individuals, two of our closest partners have been local education agencies and programs serving migrant and seasonal farmworkers. Madera Adult School has been and remains the best local resource for English-as-a-Second Language (ESL) training, which is offered from classrooms inside the Workforce Assistance Center. Both CVOC (the WIOA Section 167 grantee) and EDD's Migrant and Seasonal Farmworker Outreach Program staff are crucial allies in connecting agricultural workers to the workforce system partners.

Strengthening Connections Through Specialized Grant Programs

The WDB's participation in an ELL Pilot Project, which concluded in March 2022, enabled staff to survey customers and inquire about their ELL needs. Respondents indicated that services during nontraditional hours and additional training opportunities for individuals without a high school diploma were very desirable. Madera County WDB's ELL Pathway to Careers Grant strengthened partnerships with CBOs, improved coordination, and safeguarded against duplication of services. Since the implementation of the Pilot Project, the WDB's ELL Navigator served as the main point of contact for CBOs. While the grant has ended, the Navigator role continues, with staff functioning as liaisons between customers and case managers to provide support and ensure that referrals to appropriate providers are made for education and support services.

Expanding Partnerships

In addition to the long-term partner relationships described above, since the publication of our 2019 Local Plan Modification, Madera County WDB has continued to develop partnerships with community-based organizations whose services are intensively focused on the immigrant community and ELLs. Among these community partners are: Educational Leadership Foundation (ELF); Services, Immigrant Rights and Education Network (SIREN); United Farm Worker Foundation (UFWF); Central Valley Immigrant Integration Collaborative (CVIIC); Employment Education and Outreach (EMPLEO); Centro La Familia; Centro Binacional (an organization specializing in providing services to Mexican immigrants speaking indigenous languages); and Reading and Beyond. Several of these organizations are able to serve individuals who do not qualify for the full range of federally funded WIOA services. These partnerships have positioned the Madera WDB to secure additional private and non-federal funds through the Kaiser Foundation, US Bank, and the James Irvine Foundation to continue to improve services and increase

access and participation in workforce activities for this important target group. Several of these organizations are also seeking funding through the local California Jobs First Initiative. If successful, these projects would rely, in part, on services being provided by the Madera County WDB.

The WDB has implemented a standard referral process to connect CBO-referred customers to workforce system services WDB staff have collaborated with local CBOs to host several workshops, including ones focused on immigration, citizenship, and DACA. Other workshops that have been offered include: Know Your Rights; Educational Opportunities and Training for Parents; How to Start My Own Business; and INS Application Renewal Assistance workshops. Other collaborative activities in which the WDB and AJCC have participated include food distribution and Resource Fairs and working with a local healthcare provider to outreach to immigrants in rural communities.

E. Coordination with Local Veteran Affairs, Community-Based Organizations, and Other Local Partners That Serve Veterans

More than two decades ago, the Jobs for Veterans Act (JVA) was signed into law to improve employment, training, and job placement services available to veterans. JVA mandates priority of service for veterans and eligible spouses who otherwise meet the eligibility requirements for participation in programs administered by the U.S. DOL. California has consistently assured that the public workforce system focus on outreach and the delivery of services and support to veterans, and, in 2019, EDD issued a Workforce Services Directive on “*Priority of Services for Veterans and Eligible Spouses*,” which updated guidelines to correspond to requirements published in WIOA. Madera County WDB has adopted the full range of federal and state mandates by publishing its own policy on priority services for veterans.

As stated in Section II of this plan, *WIOA Core and Required Partner Coordination*, Madera County WDB actively coordinates with the Jobs for Veterans State Grant program operated by EDD. To supplement this foundational relationship, the WDB has implemented various programs and developed several meaningful partnerships that enable WIOA Title I programs to effectively recruit, serve, and secure employment for veterans and their eligible spouses. In collaboration with other local workforce boards in the Central Valley (e.g., Merced County, San Joaquin County, and Stanislaus County WDBs), Madera County WDB has actively sought funding through specialized public and private grant programs to increase its capacity to serve veterans. These have included several Veterans Employment Assistance Program grants administered by EDD. The WDB will continue to seek funding opportunities to increase its service capacity for veterans and to coordinate these efforts with those of other workforce agencies whenever possible.

In addition to maintaining a strong working relationship with EDD, coordination with other veterans-serving organizations is critical to Madera County WDB’s efforts to effectively serve this priority population. These organizations include, but are not limited to: Madera County Veterans Services Office; U.S. Department of Veterans’ Affairs Hospitals; The

Wounded Warrior Project; Veterans of Foreign Wars; American Legion VFW Posts; National Association for Uniformed Services; the National Guard; Central Valley Veterans; and Disabled American Veterans.

The foregoing relationships are accompanied by those with public and private institutions which have a broad focus that includes supporting veterans. Among these organizations are public libraries, the Rescue Mission, the local Food Bank, and the Madera County departments of Social Services and Behavioral Health.

Over the course of program years 2025 through 2028, Madera County WDB will look to strengthen relationships with existing partners, seek out new partnerships to improve services for veterans, and continuously assess opportunities to improve services and increase outcomes for this target group.

F. Collaboration with the Strategic Planning Partners to Address Environmental Sustainability

The local workforce development system in Madera County has long been committed to effective stewardship of resources in all forms, and, from time to time, agency efforts have touched upon support for green jobs and technologies that have emerged in connection with local businesses and industries. Furthermore, WDB leadership is aware of and has regularly tracked State initiatives and priorities, including those of the California Workforce Development Board, concerning environmental sustainability, carbon neutrality, and climate resilience. However, the Madera County WDB's PY 25-28 Local Plan marks the first formal statement of intent by the WDB to work in collaboration with system partners to address environmental sustainability through workforce development system programs and services.

Over the period covered by the Plan, Madera County WDB intends to initiate work in this area through several key efforts including:

Research, Learning, and Adoption of Local Priorities

Madera County WDB leadership intends to focus more intensively on, engage with, and participate in state-administered projects and programs that are tied to environmental and climate issues, thereby increasing the organization's knowledge and capacity in this area. Other efforts to improve system capacity will include the participation of management, staff, and board members in state and regional conferences and in online seminars and training. WDB representatives will actively seek opportunities to gain insight from organizations that are able to share models and best practices for adapting workforce development services to meet work requirements associated with environmental sustainability.

Coordination with Local Partners and Their Efforts

As expressed throughout this plan, Madera County WDB's programs operate within a complex network of organizations, programs, and services. WDB representatives are privileged to lead regular discussions among system partners and stakeholders. The exchange of information during such sessions provides those participating with details on the priorities and activities of their counterparts. Increasingly, issues pertaining to climate and the environment, and their impacts on jobs and the economy are topics discussed by the partners. WDB leadership will remain open to collaborating with partner-led programs and initiatives that support communities and industries in achieving environment-related goals.

Involvement in Regional Initiatives

Madera County WDB leadership anticipates that regional priorities and projects are likely to drive local efforts to coordinate workforce development programs with strategies for environmental sustainability, particularly initially. This is already being realized through the activities of the Sierra-San Joaquin Jobs First project, covering Fresno, Madera, Tulare, and Kings counties, and which is part of California's comprehensive Job First Regional Investment Initiative aimed at creating quality jobs and bolstering their resilience to climate and global challenges impacting the state's diverse regional economies. Within the Sierra-San Joaquin region, numerous convenings among a broad range of stakeholders have led to the adoption of a framework that prioritizes "climate solutions as economic development" and recognizes the state's broader climate targets and priorities. Regional priority industry sectors include: climate solutions; responsible food and agriculture systems; and circular manufacturing.

As indicated in the *Introduction and Overview*, the Madera County WDB's Local Plan is part of the PY 25-28 Regional Plan developed by the SJVAC RPU. Like Madera County WDB, the other seven local boards in the region are currently making a foray into climate- and environmental-focused workforce development. Within the expansive 10-county region, issues such as dead and dying trees, a movement away from fossil fuels, and water conservation needs, among others, are beginning to affect the focus and content of workforce programs. The Regional Plan envisions opportunities to test workforce strategies in support of public and industry-led environmental sustainability goals. As is common within the region, pilots that achieve successful outcomes are prime targets for replication and Madera County WDB will look for opportunities to adopt models with the potential to grow the local economy and create good jobs in promising career paths.

IV. WIOA TITLE I COORDINATION

The following narrative addresses services, activities, and administrative requirements of the Madera County WDB under the WIOA Title I formula programs, along with strategies for staff preparation, training, and ongoing professional development to effectively respond to participant needs.

A. Staff Training and Professional Development to Increase Digital Technology Skills

The National Skills Coalition defines digital literacy and problem-solving skills as those that convey the cognitive and technical skills that equip individuals to use information and communication technologies effectively within a specific occupation or occupational cluster for the purpose of career advancement and workplace success. This definition helps to inform not only how the WDB approaches digital skills training for workforce system participants, but also for workforce development staff. To date, efforts in this area have included the following activities and training:

- In order to learn how to use web-based video-conferencing applications and facilitate virtual meetings and events, staff has researched and participated in various virtual platform training sessions about Microsoft Teams, Zoom, Webex, and Adobe Connect.
- The AJCC provides access to an online platform and staff may view training sessions related to various topics, enabling them to upgrade skills, including digital literacy.
- Frontline staff participated in the U.S. DOL-sponsored webinar “Learning and Leading: Service Delivery to Job Seekers in a Virtual Environment.”
- Staff has received training from “Engage by Cell” on targeting texting skills.

Most WDB and AJCC staff currently demonstrate moderate to high competency levels in the use of digital technology in their daily performance of job duties, which include assisting job seekers in understanding and using, hardware, software, and web-based applications and platforms.

To ensure that AJCC staff members are fully prepared to meet not just the requirements of their own jobs, but to support customers who will be increasingly reliant on the use of digital skills in the workplace, Madera County WDB will regularly conduct the following activities with regard to staff’s technology skills.

Surveying: No less than annually, staff will be surveyed regarding their digital training needs, particularly in terms of knowledge and abilities concerning new and upgraded software and web-based platforms.

Assessment: New staff will be assessed regarding digital skills competency to create a baseline for initial and subsequent training.

Training: The WDB will sponsor technology-related training for staff and, as practicable, system partners. Much of this training will be made available through regional efforts to provide training to the Central Valley's extensive network of workforce development services providers.

In addition, staff has access to the Metrix Learning platform, which offers training on an array of subjects, including various digital technology skills. Managers can customize training plans for their staff.

B. Frontline Staff Training and Professional Development to Increase Cultural Competency and Effectiveness in Working with Individuals and Groups that Have Been Exposed to Trauma

Madera County WDB encourages and supports staff development. Training is frequently made available to staff to increase awareness and knowledge on matters related to service delivery and compliance. However, training is also provided on topics that will increase staff's effectiveness in serving key customers, including job seekers and businesses. Training of this type is especially important for frontline team members who work directly with customers.

Over the years, WDB staff has participated in training dealing with cultural competence and trauma-exposed populations: Recently, this training has been focused on the provision of services to individuals from vulnerable groups, including: formerly incarcerated and justice-involved individuals; English language learners, LGBTQ+ individuals, persons with disabilities, and individuals facing mental health challenges.

Madera County WDB has continued to provide training that will increase staff knowledge and effectiveness working with individuals who have experienced and are living with the effects of trauma. The issue remains of utmost importance as staff have experienced significant "transferable trauma" by serving individuals who have experienced trauma. All WDB staff attended a full-day training session titled "Move Your Mountains" instructed by Jessica Janniere, a national expert on dealing with adversity. In addition, staff attended "Trauma Informed-System Change for Management" training and a session titled "Trauma-Informed/Trauma Awareness Overview." Recently, training for staff in self-care and handling stress has been provided by County Behavioral Health staff. In addition, Madera County WDB offered a full day of staff training during Workforce Professionals month that included topics in these areas.

C. Coordination of Rapid Response and Layoff Aversion Activities

For more than 30 years, since the passage of the Economic Dislocation and Worker Adjustment Assistance Act in the late 1980s, Madera County WDB has been providing rapid response services. As these services have been adopted into subsequent legislation, such as WIOA, staff has continued to refine approaches to providing both preemptive services to businesses and rapid response services to workers to minimize the effects of company closures/downsizing and layoffs.

Layoff Aversion Services for Businesses

Staff uses reports from EconoVue and other labor market information sources to identify businesses experiencing high financial stress. As a result, staff will attempt to engage with business to discuss layoff aversion strategies, such as the WorkShare program, training for workers, and tax incentives to avert a layoff or closure. Businesses are connected to resources based on their immediate needs. Once staff confirms a company's status and needs, direct assistance and workshops are made available. These services address tax credits, referrals to financial and other resources, training for new employees, and incumbent worker training. The WDB's Business Services team remains in contact with businesses via email and phone to provide ongoing support.

Support for Workers Impacted by Dislocation Events

After receiving a WARN notice or learning from other sources about a layoff or business closure, staff contacts the business to discuss rapid response support (and, possibly, depending on the timing of the notice, layoff aversion strategies.) Staff members quickly coordinate rapid response orientations for affected workers – virtually or at the employer site(s). Orientation is made up of presentations by key partners, including the WDB, EDD, DSS, and Richard Heath & Associates, which provides access to low-cost insurance and telecommunications programs. Other partners are welcome to provide resources and information for the rapid response orientation.

As 2023 and 2024 began to see a rise in worker dislocation, Madera County WDB began to build upon existing rapid response strategies, such as adding support from Mental Health Specialists.

Local and Regional Coordination to Support Rapid Response and Layoff Aversion

The WDB's business services staff works within a larger business services division in the AJCC. This group is comprised of all business services staff of partner agencies that are co-located in our Center, as well as EDC representatives. Business services are operated under the umbrella of the WDB. Printed materials and web content have been jointly developed representing this unified effort. This group meets monthly, providing the opportunity to share information regarding business closures and impacted workers.

On a regional level, business services staff participate in regional rapid response roundtables, which are held monthly. In addition, these staff are connected to the Central Valley Industry Engagement Roundtable (CVIER), which also convenes quarterly. CVIER meetings are focused on business services and strategies but often include discussions around rapid response and layoff aversion activities. Madera County WDB and neighboring workforce areas work together to address events of dislocation, as workers impacted by such events may live across multiple counties.

D. Services and Activities Available under WIOA Title I Adult and Dislocated Worker Programs

Madera County WDB makes available a robust set of services for job seekers enrolled under the WIOA Title I Adult and Dislocated Worker programs. Benefitting from a human-centered approach to design, services meet the needs of individuals with various levels of education and work experience and job seekers from vulnerable populations who may have one or more barriers to employment. Services are designed to prepare participants for entry-level and higher positions in promising careers with Madera-based businesses and those in adjacent communities, particularly businesses within the priority sectors that are identified in the San Joaquin Valley and Associated Counties PY 2025-28 Regional Plan.

Service Delivery Through the Workforce Assistance Center/AJCC

The WDB's Workforce Assistance Center is the primary point of entry to workforce services in Madera County. Located in central Madera, the 30,000 square foot facility is home to the core partners (on a full or part-time basis) and provides comprehensive services. A priority consideration under this plan, as expressed in sections II and V, is expanding WDB staff presence in rural and remote communities by stationing them on a regular basis at designated locations on a pre-scheduled and as-needed basis.

Career Services for Adult and Dislocated Worker Participants

The delivery of career services at Madera County WDB's Workforce Assistance Center (the AJCC) takes place alongside a wide range of training and services provided by the one-stop partners. Customers may participate exclusively in basic career services or may need additional assistance and be enrolled in individualized career services.

Basic Career Services: Basic career services are made available to all individuals, and include:

- Determinations of eligibility for various programs;
- Outreach, intake, and orientation;
- Initial assessment of needs, background, circumstances, and interests;
- Labor exchange services;
- Referrals to a wide range of career services, education, and support agencies;
- Workforce and labor market employment information;
- Performance information and program cost information;
- Information on performance accountability measures;
- Information on the availability of supportive services or assistance;
- Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA; and
- Information and assistance regarding filing claims under UI programs.

Individualized Career Services: Individualized career services are provided when they are needed for an individual to obtain or retain employment. Workforce Assistance Center staff rely principally on assessments to determine the need for and appropriateness of individualized career services. These services include:

- Comprehensive and specialized assessments;
- Development of an individual employment plan, outlining services to be provided;
- Group and/or individual counseling and mentoring;
- Career planning (e.g., case management);
- Short-term pre-vocational services, such as workshops;
- Internships and work experiences that are linked to careers;
- Workforce preparation activities;
- Financial literacy services;
- Out-of-area job search assistance and relocation assistance; and
- English language acquisition and integrated education and training programs.

Training Services

The WDB provides access to a wide range of training programs, which fall broadly into two types: institutional (classroom) training programs, and work-based training programs, which are developed directly with employers by WDB staff and include activities such as on-the-job training and customized training.

Approved Institutional Training Programs Available in Madera County: Local training programs available to WIOA participants, include those offered by the following providers:

Madera Community College: Training listed on the Eligible Training Provider List (ETPL) includes: Maintenance Mechanic, Welding, Accounting, Office Technology, Licensed Vocational Nurse (LVN), LVN to Registered Nurse (RN) Bridge Program; and Child Development. Madera Community College become California's 116th community college in July 2020 and continues to develop vocationally focused programs. Madera County WDB collaborates with Madera Community College to develop programs to add to the ETPL.

Central Valley Opportunity Center (CVOC) has a satellite office in Madera. Programs on the ETPL include: Welding and Industrial Maintenance, Truck Driving, and General Business Occupations. In addition, CVOC offers a high school equivalency program in English and Spanish that is completed concurrently with the training.

Madera Adult School offers HiSET, ESL, Adult Basic Education (ABE) and Citizenship classes. In addition, the adult school provides training in the suite Microsoft programs, general computer literacy skills, and Emergency Medical Technician (EMT) certification.

Approved Institutional Training Available in Adjacent Communities: Training offered by providers in Fresno and Merced counties include medical assisting, certified nurse assistant, licensed vocational nurse, phlebotomy, lab technician, welding, maintenance

mechanic, auto mechanic, accounting, medical administrative office, truck driving and security guard. Public education institutions with approved programs are: Fresno City College; Fresno Adult School; Clovis Community College; Clovis Adult School; and Merced Community College. Private institutions with approved programs include: Advanced Career Institute; Institute of Technology; P. Steve Ramirez Vocational Training Center; San Joaquin Valley College; and United Truck Driving.

Advanced Career Institute is now offering School Bus Driver Training locally through a partnership with the Madera Unified School District.

Priority of Service

The Madera County WDB has developed and published a WIOA Adult Program Priority of Service Policy. The policy communicates the following requirements:

Veterans and eligible spouses continue to receive priority of service among all eligible individuals. However, they must meet the WIOA adult program eligibility criteria and meet the criteria under WIOA Section 134 (c)(3)(E). When programs are statutorily required to provide priority, such as the WIOA adult program, then priority must be provided in the following order:

1. Veterans and eligible spouses who are also recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient.
2. Individuals who are the recipients of public assistance, other low-income individuals, or individuals who are basic skills deficient.
3. Veterans and eligible spouses who are not included in WIOA's priority groups.
4. Other individuals not included in WIOA's priority groups.

Additional priority groups designated by the Workforce Development Board of Madera County include individuals with disabilities and ex-offenders. It is the WDB's policy to provide priority for individualized career and training services to eligible adults who meet the criteria for priority of service and who are residents of Madera County. Individuals who are not members of a priority group may be provided these services, as long as funds are not limited. Exceptions to the priority requirements may be made for special projects, regional grants, or for exceptional circumstances on a case-by-case basis at the discretion of the Executive Director.

Madera County WDB continues to increase its effectiveness in serving justice-involved individuals by forging strong relationships with local organizations and leaders. The County's Chief Probation Officer is a member of the WDB's Executive Committee and the WDB's Executive Director serves as the Vice Chair on Madera County's Juvenile Justice Coordinating Council.

E. Services and Activities Available under WIOA Title I Youth Program

The Madera County WDB provides an impressive array of services under our WIOA Out-of-School Youth Program, which serves youth and young adults ages 14 to 24 who need services such as: assistance attaining a high school diploma or equivalency certificate; learning workplace skills; conducting career exploration; training for in-demand occupations; developing job readiness skills; and job placement assistance.

In 2024, Madera County WDB approved a policy change that moved the program from 100% focused on out-of-school youth to allowing up to 25% of funds to be used to serve in-school youth.

In accordance with federal and state requirements for the WIOA Youth Program, the WDB makes available all 14 required Youth Program elements, which include:

Tutoring, Study Skills Training, and Instruction Leading to Secondary School Completion: Education and educational support activities support completion of a high school diploma or recognized equivalent. Services focus on providing academic support, helping youth identify areas of academic concern, assistance in overcoming learning barriers, and providing tools and resources to develop learning strategies.

Alternative Education: These services assist youth who have struggled in traditional secondary education or who have dropped out of school. When developing an Individual Service Strategy (ISS), staff assists youth in identifying needs pertaining basic education skills, individualized instruction, and English as a second language. Youth are referred to local service providers (e.g., Madera Adult School, Crescent View School) for evaluation. These providers work with youth to identify which path is better suited for them: credit recovery that leads to a high school diploma, or HiSET/GED, which leads to a high school equivalency certificate.

Paid Work Experience: This structured work-based learning experience provides opportunities for career exploration and skills development. Staff works with youth to explore career pathways by identifying in demand occupations utilizing ONET or other labor market information resources. Youth are referred to worksites where they learn about skills required for one or more occupations, appropriate workplace behavior, and how to obtain and retain a job. The work experience activity must align with a selected career pathway and/or provide entry-level skills. Work experience can be combined with occupational skills training and may occur concurrently or sequentially.

Occupational Skills Training: This organized program of study provides specific skills and leads to proficiency in an occupational field. Training may be delivered through didactic instruction in a classroom or online setting, or through work-based learning options including pre-apprenticeships, apprenticeships, or on-the-job training programs. As part of a specialized workshop, youth engage in career exploration, identify an occupation of interest, and research the requirements and skill sets needed for the occupation. In addition, youth access LMI to verify that there is current and projected future demand for

the occupation in and around Madera County. Staff discuss career ladders/career pathways, salaries, recognized credentials (including stackable credentials) prior to processing a request for service. Staff obtain progress and attendance reports to follow a participant's progress while in training. Intervention and counseling are also provided as needed. Approximately three weeks prior to a participant's completion of training, placement opportunities (e.g., direct hire, OJT) are discussed and job search tools and assistance are provided by staff.

Education Offered Concurrently with Workforce Preparation: This integrated education and training model combines workforce preparation, basic academic skills, and occupational skills. Youth in need of employment while in training are provided with the opportunity to participate in work experience or direct placement and training. Youth complete a job preparation workshop and panel interview to ensure that they are job ready. Once youth are identified as job ready, they work with the WDB's Business Services Unit, which assists with job placement. Staff follow up with youth to monitor progress in work and training.

Leadership Development Opportunities: These services encourage responsibility, confidence, employability, self-determination, and other positive social behaviors. Periodically, youth are selected to assist in WIOA outreach activities such as job fairs, community events, and workshops.

Supportive Services enable a youth or young adult to participate in WIOA activities. Staff assess the needs of youth and determine supportive services that may be necessary to enable their participation in WIOA activities. These may include transportation, childcare, educational testing, physical exams, tools, equipment, clothing, books, and fees. Referrals are also made to local partners and community-based organizations for concurrent and/or leveraged support.

Adult Mentoring: This formal relationship between a youth and an adult mentor focuses on structured activities through which the mentor offers guidance, support, and encouragement. To support mentoring of youth, WDB staff are working to reengage volunteers. The pandemic hindered earlier efforts to build a strong mentoring component.

Follow-Up Services: Provided following program exit, these services ensure youth succeed in employment or education. During the eligibility process, all WIOA applicants sign a follow-up agreement, documenting their consent to participate in follow-up activities after exit. Staff conducts follow-up quarterly, during which they inquire about additional services needed such as skills upgrade classes, tools, equipment, and/or clothes to support employment retention. Per local board policy, follow-up services are capped at \$500. A minimum of three contact attempts are made and documented in CalJOBS. Staff obtain the proper documentation to verify and record employment outcomes.

Comprehensive Guidance and Counseling: Individualized counseling is provided to participants, including drug/alcohol and mental health counseling. Referrals are also made to partner programs, as appropriate. Staff coordinates with local organizations to

ensure service continuity, avoid duplication of efforts, and document services in the ISS. For youth working with multiple agencies, staff will schedule meetings to discuss their needs, determine next steps, and check progress of activities.

Financial Literacy Education: Youth participating in these services gain knowledge and skills they need to achieve long-term financial stability. All WIOA Youth Program participants are required to complete financial literacy training through which they gain valuable information on banking and learn how to read and obtain credit reports, budgeting, how to make informed financial decisions, and protect themselves from identify theft. Training is provided by an independent financial institution using a standardized curriculum.

Entrepreneurial Skills Training: Youth learn the basics of starting and operating a small business and develop entrepreneurial skills. Interested youth are connected to SCORE and/or the Small Business Administration to participate in a “Simple Steps for Starting Your Business” workshops, which cover business start-up basics, creating a business plan, marketing, budgeting, and financing/loans. Youth can meet and work with a mentor for guidance and support. WIOA funds may be able to sponsor the courses. Some workshops are self-paced, and support is available as needed. The Small Business Development Center also offers support to entrepreneurs and is co-located at the MCWAC.

Services that Provide Labor Market Information: These services offer employment and labor market information about in-demand industry sectors or occupations. All youth participate in career exploration/career awareness activities. Staff utilizes State and Federal LMI tools to access labor market and employment information for in-demand industry sectors or occupations available in the local area. In addition, career counseling services are included to provide information about resume preparation, interview skills, and the long-term benefits of postsecondary education and training.

Postsecondary Preparation and Transition Activities: Services assist youth in preparing for and transitioning to postsecondary education and training. Staff provides information on local colleges, private schools, admissions, financial aid applications and deadlines. Pre-requisites, academic requirements, and career pathways are explored. Postsecondary schools are identified from the ETPL. To assist them in making an informed decision when choosing a school, youth are required to visit/meet with training providers’ admissions staff to ask questions about curriculum, enrollment/completion rates, and employment rates after completion of training. If a youth is enrolled at Madera Adult School, they are also provided transition services by the State Center Adult Education Consortium’s Transitions Specialist. A Madera Community College counselor and enrollment advisor are also co-located at Madera WDB’s Workforce Assistance Center.

Services for Youth with Disabilities

All of the foregoing activities are available to youth with disabilities. When a young person with a disability seeks services through the Workforce Assistance Center, assessments are administered and an Individual Service Strategy is developed to identify past educational attainment, skills levels, interests, barriers, and unique or specialized needs. Depending on the results of the assessment and service planning process, WIOA Youth Program staff may engage colleagues from the Department of Rehabilitation, special education or other partners to assist in securing services and, as necessary accommodations, to facilitate the youth/young adult's participation in the program. Work Experience has been a successful strategy for many youth with disabilities, as it provides the opportunity to work with others in an integrated work setting.

Addressing the Digital Literacy Skills of Youth and Young Adults

A structured digital skills assessment protocol has been implemented. This includes an initial assessment, during which various tasks are assigned to youth participants. As youth complete these tasks, staff evaluates their digital literacy skills. Participants that self-identify or are observed to lack digital skills are referred to IMAGO digital literacy modules. In addition, customers are provided information on several digital literacy platforms, including NorthStar, Microsoft Digital Literacy, and/or the Foundation for an Independent Tomorrow. These platforms are free and can assess an individual's digital literacy and knowledge of various systems and products. Results assist staff in guiding conversations around career pathways and the importance of digital literacy.

F. Entity Responsible for Disbursal of Grant Funds and the Competitive Process Used to Award Contracts for WIOA Title I Activities

The Madera County Workforce Investment Corporation is the administrative and fiscal agent responsible for receipt and disbursal of funds. MCWIC is granted this authority by the Madera County Board of Supervisors and the Workforce Development Board as documented in an agreement among the three entities signed in 2013. MCWIC functions as the WIOA Youth program provider and is the approved Title I Career Services Provider. Therefore, no programmatic sub-awards are planned other than vendor agreements with approved ETPL training providers and a One-Stop/AJCC Operator (OSO) contract. An OSO request for proposals RFP was released in November for services beginning on July 1, 2025. OSO procurement takes place every four years.

G. How the Local Board Fulfills the Duties of the AJCC Operator and/or the Career Services Provider or Selection of AJCC Operators and Career Services Providers

The WDB competitively procures and contracts for AJCC Operator function, ensuring the arm's length distance from operations envisioned by WIOA. In keeping with a decades old practice, Madera County WDB continues to function as the career services provider.

One-Stop Operator Function

As part of regional efforts to streamline administrative functions among local boards in the Central Valley, Madera County has led a process to competitively procure an AJCC/One-Stop Operator for five boards: Kings County, Madera County, Merced County, San Joaquin County and Stanislaus County. Madera County WDB currently contracts with Beaudette Consulting, Inc. as the One-Stop Operator (OSO). The OSO has three major roles and duties:

1. Facilitates collaboration and cooperation among the partners.
2. Validates and ensures partner organizations adhere to the Memorandum of Understanding (MOU) documents (Phase I and II) providing locally negotiated infrastructure and operations contributions as outlined in the WIOA legislation.
3. The Contractor will act as a liaison between the Workforce Development Board and the America's Job Centers of California Partners.

In accordance with WIOA requirements, the One-Stop Operator agreement clearly stipulates that the OSO is prohibited from acting in the following capacities:

- Convening system stakeholders to assist in the development of the local plan;
- Preparing and submitting the local plan (as required under sec. 107 of WIOA);
- Providing oversight of itself;
- Managing or significantly participating in the competitive selection process for one-stop operator;
- Selecting or terminating one-stop operators, career services, and youth program service providers;
- Negotiating local performance accountability measures; and
- Developing and submitting budget for activities of the local board.

Career Services Provider

Madera County WDB, in its various iterations, has been the direct provider of workforce services for four decades, and presently oversees the MCWIC in the provision of these services. The WDB has developed strong, positive relationships with mandated partners, other community stakeholders, and with city and county government agencies throughout Madera County. The staff and leadership are experienced workforce professionals with strong ties with businesses, as well as the community. This experience and relationships result in high quality, customer-centered services that produce positive outcomes for job seekers and local businesses. The WDB has consistently met or exceeded performance goals and has a strong reputation for quality programs and services. In 2021, Madera County WDB received state approval to function as the provider of WIOA career services and is making application in 2025 to continue in this capacity.

V. SYSTEM PRIORITIES FOR PROGRAM YEARS 2025-28

As the Local Plan concerns not just the work of the WIOA Title I programs administered and operated by the Madera County WDB, but all of the organizations, programs, and services that comprise the local workforce development system, the WDB sought input from the full array of system partners and stakeholders. As described in Attachment I, three input sessions were held to gather input on key issues affecting the delivery of services to job seekers and businesses.

The priorities described below reflect major themes that arose during the community input sessions. These topics will be addressed by WDB and partner representatives throughout the period covered by this plan.

A. Job Seeker- and Worker-Focused Priorities

1. Expand the availability of English language acquisition services, such as Vocational English-as-a-Second Language (VESL) skills training.

The partners recognize that there are a substantial number of individuals in the County who are English language learners (ELLs) and that many of these individuals need to work while they are increasing their English fluency. Because it is frequently impractical for ELLs to become fully conversant in English before they begin work, short-term and contextualized English skills training and support should be expanded to increase their accessibility.

2. Identify and focus on “foundational skills” that cut across occupations and industries.

To build a larger and more robust pool of job ready individuals in Madera County, the workforce system should agree on a set of skills that are essential to a variety of workplaces and jobs and that make job seekers stronger candidates than those lacking such skills. Foundational skills may include literacy and numeracy, digital literacy, customer service, critical thinking and decision making, and interpersonal communication, along with other skills reflecting the requirements of local businesses.

3. Continue to work to strengthen the referral process among workforce system partners and stakeholders.

While the Madera County Workforce Assistance Center staff and representatives of the system partners regularly refer individuals between programs, referral processes could be improved through additional follow-up and tracking, as the use of an automated system or systems.

4. Continue to support and expand the use of co-enrollment strategies to meet the full range of participant needs.

The partners recognize that co-enrollment of some participants into two or more workforce and/or support programs can significantly increase their likelihood of success in preparing for work on and the job. As new partnerships are created (refer to item C.1, below), co-enrollment strategies and protocols should be developed.

B. Business-Focused Priorities

1. Expand pathways to entrepreneurship.

The local workforce system partners should explore opportunities and examine successful models to create paths to entrepreneurship for individuals with interest in starting their own businesses. Such approaches may consist of training in skills needed for business operations, management, and success.

2. Promote and support skills-based hiring.

As the pool of job seeking candidates fails to keep pace to meet the hiring needs of business, companies are opting for unique strategies to source talent. Hiring based on demonstrable skills (vs. educational attainment, certification, or past experience) is becoming a more common practice. Workforce system partners can support this practice through various actions and processes, such as assessing skills, developing skills-centered resumes, and preparing candidates to emphasize skills during interviews.

3. Build a set of workforce strategies that meet the specific needs of small business.

Representatives from small businesses, which represent the majority of commercial enterprises in Madera County, express that their workforce needs are different from those of medium or large sized businesses. Employee recruitment, hiring, training, and retention can be significantly more challenging. The workforce system could function more effectively as an intermediary between small business and job seekers/workers by developing strategies to better inform and prepare them to address opportunities and challenges associated with small business employment.

4. Develop and implement strategies to promote non-traditional candidates to businesses.

Various individuals face significant barriers to employment based on their status, background, and circumstances. These include, but are not limited to, formerly incarcerated and justice-involved individuals, persons with disabilities, English Language Learners, older workers, and disconnected youth. The workforce system partners should collaborate on the development of strategies to promote

these individuals as job candidates by focusing on their value as potential employees, which may include their skills, attitudes, and current behaviors.

5. Develop a business outreach campaign focused on the benefits of working with the local workforce system.

Together, the workforce system partners offer many potential benefits to business. To become the provider of choice for Madera County businesses, the partners should collaborate on the development of a campaign that promotes the many and varied benefits the workforce system provides to local companies.

6. Adopt a consultative approach to working with businesses.

As the workforce needs of business continue to evolve, so do the challenges they face in recruiting, training, and retaining workers. While the dynamic between workforce agencies and businesses has often been transactional and reactive, a more consultative approach, which addresses the unique needs of each business, may represent a more effective approach.

C. Other System Priorities

1. Expand the network of organizations in the local workforce system.

The workforce system partners in Madera County include an extensive group of organizations that include those mandated by federal and state agencies, along with many other entities that share common goals and objectives. The partners remain open to expanding this network to include other organizations.

2. Continue to study, track, and address the impact of artificial intelligence (AI) and other advanced technology applications on regional jobs and the workforce.

System partners acknowledge that AI will inevitably lead to changes in jobs, work requirements, and the labor market. These changes, along with those accompanying the adoption of robotics and other technologies, will also change the functions and services of the workforce development system partners. System leadership agrees that tracking, assessing, and responding to the impacts of AI and technology on employment will be an ongoing function over the next several years.

3. Work with a broad-based coalition of stakeholders, including education, government, business, and community-based agencies to develop and attract more Madera County-based skills training programs.

To meet the many job- and industry-specific skills requirements of Madera County businesses, more locally-based training programs are needed. Successfully attracting and developing new programs will require the efforts of all stakeholders.

4. Collaborate with education and training providers to make programs more accessible to a wide range of job seekers and working individuals.

Working individuals, adults and youth on probation, job seekers with limited childcare options, and others require training opportunities that are available during non-traditional hours or on-demand through technology. The system partners should assess communities' needs for flexible training schedules and devise strategies to meet these needs.

5. Continue to build strategies to support remote communities.

The WDB and other system partners continue to develop and implement strategies to support both businesses and job seekers in remote areas, including communities in Chowchilla and Eastern Madera County. Assessment of community needs and implementation of responsive services should continue to be developed and refined.

VI. APPENDICES

The following Items are Included as part of the Local Plan.

Attachment 1: Stakeholder and Community Engagement Summary

Attachment 2: Public Comments Received that Disagree with the Local Plan

Attachment 3: Signature Page

Stakeholder and Community Engagement Summary

To facilitate the engagement of stakeholders in planning for the local workforce development delivery system and in the development of the PY 2025-28 Local Plan, the WDB hosted a series of three community and stakeholder forums focused on topics affecting strategies and services across the system. These forums included the following.

Priorities for Developing the Local Workforce:

Questions/topics addressed include, but were not limited to:

- What services are most needed by individuals who are new to the workforce and those who are unemployed and looking to return to work?
- What are the training programs of most interest to local job seekers and how do these align with jobs available in the local labor market?
- Are there opportunities for local workforce, education, and community service agencies to work together to more effectively serve job seekers?
- In what ways do services need to be “modernized” to meet the evolving needs of workers and businesses?
- Other ideas about development of the local workforce.

This forum was held in-person on October 9, 2024.

Supporting Local Businesses’ Workforce Development Goals:

Questions/topics addressed include, but were not limited to:

- What support for hiring and training do businesses need most?
- How can the Workforce Assistance Center better prepare candidates for interviews and early success in the workplace?
- How can the Center and businesses work together to increase retention of new employees?
- Are there jobs for which more or new skills training is needed?
- What assistance do businesses need to increase or update the skills of their current workforce?
- Other ideas about workforce development support for businesses.

This forum was held via Zoom on October 29, 2024.

Strengthening Madera County’s Workforce System Partnerships:

Questions/topics addressed include, but were not limited to:

- In what ways are the workforce system partners working together to prepare job seekers to succeed in the workplace?
- In addition to the required partners, are there organizations, groups, or disciplines that we should be collaborating with?
- How can co-enrollment of job seekers in two or more programs help to improve outcomes?
- Are there ways that the partners can work together more effectively? Streamlining processes? Improving communication?
- Are there obstacles to coordination that we can work toward minimizing or resolving?
- Other idea about strengthening workforce system partnerships.

This forum was held via Zoom on October 30, 2024.

Local Plan Stakeholder and Community Engagement Outreach

Local System Priorities Input Session – October 9, 2024: In Person

Mode of Outreach	Target of Outreach	Summary of Attendance	Comments
Email; Online Registration	Alicia Aquirre		
Email; Online Registration	Amanda Ramirez		
Email; Online Registration	Ana Jasso		
Email; Online Registration	Arasely Rosas		
Email; Online Registration	Barbara Juarez	Attended	
Email; Online Registration	Bertha Vega	Attended	
Email; Online Registration	Carminda Moreno		
Email; Online Registration	Danielle Beckett		
Email; Online Registration	DEBORAH MARTINEZ		
Email; Online Registration	Deisy Ruiz	Attended	
Email; Online Registration	ESTEBAN GONZALES		
Email; Online Registration	EVA HERNANDEZ		
Email; Online Registration	Gabrielle Mills		
Email; Online Registration	Brian Beck	Attended	
Email; Online Registration	jdenava@cvoc.org		
Email; Online Registration	Jeffery Hogue	Attended	

Email; Online Registration	Jessica Roche	Attended	
Email; Online Registration	Joe Perez		
Email; Online Registration	Jose Delgado	Attended	
Email; Online Registration	Karina Vera	Attended	
Email; Online Registration	Kevin Hatch		
Email; Online Registration	Kim Cowger		
Email; Online Registration	Leslie Goston		
Email; Online Registration	Lisa Morales		
Email; Online Registration	Lorenda Sanchez		
Email; Online Registration	Maiknue Vang	Attended	
Email; Online Registration	Marcy Guthrie		
Email; Online Registration	Maria Hernandez		
Email; Online Registration	Marie Harris		
Email; Online Registration	Marisa Etheridge		
Email; Online Registration	MELISSA ABBY		
Email; Online Registration	Michelle Hernandez	Attended	
Email; Online Registration	NAKIA VUE		
Email; Online Registration	Nancy Ramirez	Attended	
Email; Online Registration	Nicki Martin	Attended	
Email; Online Registration	Pang Vangyi	Attended	
Email; Online Registration	PEGGY MENDIBLES		
Email; Online Registration	Rhonda Corippo		
Email; Online Registration	Saul Palomares		
Email; Online Registration	Shaun Mee		
Email; Online Registration	SHELLY TARVER		
Email; Online Registration	Sherri Watkins		
Email; Online Registration	Ara Keledjian		

Email; Online Registration	Stephanie Osowski		
Email; Online Registration	STEVEN GUTIERREZ		
Email; Online Registration	Wendy Lomeli		
Email; Online Registration	Leticia Espinosa-Massoyan		
Email; Online Registration	Monica Beaudette		
Email; Online Registration	Marisol Rivera		
Email; Online Registration	Kristi DeBernardi		
Email; Online Registration	Tony Misner		
Email; Online Registration	Justin Garcia		
Email; Online Registration	Vivian Garcia		
Email; Online Registration	Michael Land		
Email; Online Registration	Jessica Fairbanks		
Email; Online Registration	Nickolas Trujillo		
Email; Online Registration	Ahmed Metwally		
Email; Online Registration	Aaron Chambers		
Email; Online Registration	Brett Frazier		
Email; Online Registration	Chuck Riojas		
Email; Online Registration	Debi Bray		
Email; Online Registration	Deborah Martinez		
Email; Online Registration	Donald Foster		
Email; Online Registration	Emilio Hipolito		
Email; Online Registration	Joe Perez		
Email; Online Registration	Jorge DeNava		
Email; Online Registration	Lanie Suderman		
Email; Online Registration	Laura Gutile		
Email; Online Registration	Marie Marris		
Email; Online Registration	Mattie Mendez		

Email; Online Registration	Michelle Brunetti		
Email; Online Registration	Mike Fursman		
Email; Online Registration	Mike Lopez		
Email; Online Registration	Nichole Mosqueda		
Email; Online Registration	Omair Javaid	Attended	
Email; Online Registration	Robert L. Poythress		
Email; Online Registration	Todd Lile	Attended	
Email; Online Registration	Wendy Lomeli		
Email; Online Registration	Gabriel Mejia		
Email; Online Registration	Romana Davie		
Email; Online Registration	Roger Leach		
Email; Online Registration	Tim Riche	Attended	
Email; Online Registration	Rich Mostert	Attended	
Email; Online Registration	Virginia Mendez	Attended	
Email; Online Registration	Francisco Garcia	Attended	
Email; Online Registration	Paul Shoaf	Attended	
Email; Online Registration	Erick Flores	Attended	
Email; Online Registration	Cece Gallegos	Attended	
Email; Online Registration	Ernesto Garcia	Attended	
Email; Online Registration	Mona Huerta	Attended	
Email; Online Registration	Vanessa Veliz	Attended	
Email; Online Registration	Karina Melendez	Attended	
Email; Online Registration	Grace Hernandez	Attended	
Email; Online Registration	Gary Beaudette	Attended	
Email; Online Registration	Jasna Kuvacich	Attended	
Email; Online Registration	Maritza Garcia	Attended	

Employee Retention Forum – October 29, 2024: Virtual

Mode of Outreach	Target of Outreach	Summary of Attendance	Comments
Email; Online Registration	Aaron Chambers	Attended	
Email; Online Registration	Brett Frazier		
Email; Online Registration	Chuck Riojas		
Email; Online Registration	Debi Bray		
Email; Online Registration	Deborah Martinez	Attended	
Email; Online Registration	Donald Foster		
Email; Online Registration	Emilio Hipolito		
Email; Online Registration	Joe Perez		
Email; Online Registration	Jorge DeNava	Attended	
Email; Online Registration	Lanie Suderman	Attended	
Email; Online Registration	Laura Gutile	Attended	
Email; Online Registration	Marie Marris		
Email; Online Registration	Mattie Mendez	Attended	
Email; Online Registration	Michelle Brunetti		
Email; Online Registration	Mike Fursman		
Email; Online Registration	Mike Lopez		
Email; Online Registration	Nichole Mosqueda		
Email; Online Registration	Omair Javaid	Attended	
Email; Online Registration	Robert L. Poythress		
Email; Online Registration	Todd Lile	Attended	
Email; Online Registration	Wendy Lomeli		
Email; Online Registration	Ahmed Metwally	Attended	
Email; Online Registration	Bertha Vega	Attended	
Email; Online Registration	Erick Flores	Attended	

Email; Online Registration	Jessica Roche		
Email; Online Registration	Jorge Espinosa	Attended	
Email; Online Registration	Maiknue Vang	Attended	
Email; Online Registration	Marisol Rivera	Attended	
Email; Online Registration	Chris Childers		
Email; Online Registration	Andrea Robinson	Attended	
Email; Online Registration	Joannaa Borstad		
Email; Online Registration	Elishah Leon Guerrero		
Email; Online Registration	Rich Mostert	Attended	
Email; Online Registration	Diana Quintero		
Email; Online Registration	Reginald Thompson		
Email; Online Registration	Maritza Garcia		
Email; Online Registration	Nestor Alvarez Lopez		
Email; Online Registration	Nicki Martin	Attended	
Email; Online Registration	Ara Keledjian	Attended	
Email; Online Registration	Chris Childers	Attended	
Email; Online Registration	Maritza Garcia	Attended	
Email; Online Registration			

New Strategies for Partner Collaboration – October 30, 2024: Virtual

Mode of Outreach	Target of Outreach	Summary of Attendance	Comments
Email; Online Registration	Alicia Aquirre		
Email; Online Registration	Amanda Ramirez		
Email; Online Registration	Ana Jasso		
Email; Online Registration	Arasely Rosas		
Email; Online Registration	Barbara Juarez		

Email; Online Registration	Bertha Vega	Attended	
Email; Online Registration	Carminda Moreno		
Email; Online Registration	Danielle Beckett		
Email; Online Registration	DEBORAH MARTINEZ	Attended	
Email; Online Registration	Deisy Ruiz		
Email; Online Registration	ESTEBAN GONZALES		
Email; Online Registration	EVA HERNANDEZ		
Email; Online Registration	Gabrielle Mills		
Email; Online Registration	Brian Beck		
Email; Online Registration	Jorge DeNava	Attended	
Email; Online Registration	Jeffery Hogue		
Email; Online Registration	Jessica Roche		
Email; Online Registration	Joe Perez		
Email; Online Registration	Jose Delgado	Attended	
Email; Online Registration	Karina Vera		
Email; Online Registration	Kevin Hatch		
Email; Online Registration	Kim Cowger		
Email; Online Registration	Leslie Goston		
Email; Online Registration	Lisa Morales		
Email; Online Registration	Lorenda Sanchez		
Email; Online Registration	Maiknue Vang	Attended	
Email; Online Registration	Marcy Guthrie		
Email; Online Registration	Maria Hernandez		
Email; Online Registration	Marie Harris	Attended	
Email; Online Registration	Marisa Etheridge		
Email; Online Registration	MELISSA ABBY		
Email; Online Registration	Michelle Hernandez	Attended	

Email; Online Registration	NAKIA VUE		
Email; Online Registration	Nancy Ramirez	Attended	
Email; Online Registration	Nicki Martin		
Email; Online Registration	Pang Vangyi		
Email; Online Registration	PEGGY MENDIBLES		
Email; Online Registration	Rhonda Corippo		
Email; Online Registration	Saul Palomares		
Email; Online Registration	Shaun Mee		
Email; Online Registration	SHELLY TARVER		
Email; Online Registration	Sherri Watkins		
Email; Online Registration	Ara Keledjian	Attended	
Email; Online Registration	Stephanie Osowski		
Email; Online Registration	STEVEN GUTIERREZ		
Email; Online Registration	Wendy Lomeli	Attended	
Email; Online Registration	Leticia Espinosa-Massoyan		
Email; Online Registration	Monica Beaudette		
Email; Online Registration	Marisol Rivera	Attended	
Email; Online Registration	Kristi DeBernardi		
Email; Online Registration	Tony Misner	Attended	
Email; Online Registration	Justin Garcia		
Email; Online Registration	Vivian Garcia	Attended	
Email; Online Registration	Michael Land		
Email; Online Registration	Jessica Fairbanks		
Email; Online Registration	Nickolas Trujillo		
Email; Online Registration	Ahmed Metwally	Attended	
Email; Online Registration	Jose Pantoja	Attended	
Email; Online Registration	Paul Shoaf	Attended	

Email; Online Registration	Gary Beaudette	Attended	
Email; Online Registration	Ernesto Rodriguez	Attended	
Email; Online Registration	Aaron Chambers	Attended	
Email; Online Registration	Sandra Flores	Attended	

Attachment 2

PUBLIC COMMENTS RECEIVED THAT DISAGREE WITH THE 2023 BIENNIAL MODIFICATION TO THE PY 21-24 LOCAL PLAN
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1.	<i>From:</i>	<i>Date:</i>
<i>Comment:</i> No Comments Received		

2.	<i>From:</i>	<i>Date:</i>
<i>Comment:</i> No Comments Received		

Attachment 3

SIGNATURE PAGE

The following signatures represent approval of the 2023 Biennial Modification to the PY 21-24 Local Plan by the Workforce Development Board of Madera County and the Chairman of the Board of Supervisors of Madera County as Chief Elected Official of the Madera Local Workforce Area

For the **Workforce Development Board**:

Brett Frazier, Chair	Date

For the **Board of Supervisors of Madera County**

Leticia Gonzales, Chairman	Date



Request for Approval

America's Job Center of CaliforniaSM Adult and Dislocated Worker Career Services Provider

Local Workforce Development Board

Workforce Development Board of Madera County

Local Workforce Development Area

Madera

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

The *Workforce Innovation and Opportunity Act* (WIOA) allows Local Workforce Development Boards (Local Board) to be an Adult and Dislocated Worker Career Services Provider with the agreement of the Chief Elected Official (CEO) and the Governor.

This application will serve as the Local Board's or administrative entity's request for Governor Approval to be an Adult and Dislocated Worker Career Services Provider within a Local Workforce Development Area (Local Area) under WIOA. The application must be submitted to the California Workforce Development Board (CWDB) by **March 1, 2025**, through the following method:

Email CWDBPolicyUnit@cwdb.ca.gov
Subject line Career Services Provider Application

If the CWDB determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this request.

Workforce Development Board of Madera
County

Name of Local Board

P. O. Box 1205

Mailing Address

Madera, CA 93639

City, State, Zip

Maiknue Vang

Contact Person

(559) 662-4503

Contact Person's Phone Number

Date of Submission

Request for Approval Adult and Dislocated Worker Career Services Provider

Local Chief Elected Official Statement

A Local Board or administrative entity that seeks approval to be an Adult and Dislocated Worker Career Services Provider within an America's Job Center of CaliforniaSM must provide a statement from the local CEO indicating his/her request as well as responses to the following questions.

Please provide responses to the following items on a separate document:

1. What factors guided the Local Board's or administrative entity's decision to submit this application to be an Adult and Dislocated Worker Career Services Provider within the Local Area?
2. How would participants be better served by the Local Board or administrative entity acting in this role rather than through the awarding of contracts?
3. Describe the Basic and Individualized Career Services the Local Board or administrative entity will provide as well as their past experience providing these services.
4. Provide the Local Area's performance outcomes for each of the last two Program Years (PY 22-23 and 23-24) and evidence that the Local Board or administrative entity is qualified to provide Adult and Dislocated Worker Career Services, including testimonials that speak to the effectiveness and efficiency with which the Local Board or administrative entity has provided or can provide those services.
5. Attach documentation (signed and dated letter) that the members of the Local Board and other relevant parties (e.g., Board of Supervisors) reviewed the information provided in the application and approved the request in a public meeting.
6. Attach documentation of internal controls, conflict of interest, and firewall policies.

Signature Page

By signing below, the local CEO and Local Board chair request approval from the Governor to be an Adult and Dislocated Worker Career Services Provider. Each party certifies that this application submission was reviewed and demonstrates that the Local Board or administrative entity will meet all the requirements as an Adult and Dislocated Worker Career Services Provider under WIOA law and regulations.

Instructions

The Local Board chair and local CEO must sign and date this form. Include the original signatures with the request.

Local Workforce Development Board Chair

Signature

Brett Frazier

Name

Chair

Title

Date

Local Chief Elected Official

Signature

Leticia Gonzales

Name

Chairman

Title

Date

Request for Approval
Adult and Dislocated Worker Career Services Provider

1.

Madera County has been designated by the Governor as a local workforce development area (LWDA) pursuant to guidelines established under WIOA. With this designation, the Chief Local Elected Official has designated the Madera County Workforce Investment Corporation (MCWIC) as the local grant recipient for federal, state, and local funds. MCWIC is currently the Adult and Dislocated Worker career services provider for the America's Job Center of California (AJCC) in Madera County under the oversight of the Workforce Development Board of Madera County (WDB). The Corporation is an independent, 501(c)(3) non-profit corporation and is the administrative and fiscal agent for the designated local workforce development area. This operational model has been in place since January 1, 2013. Prior to this date, beginning in 1982, the Madera County Superintendent of Schools (MCSOS) was the designated administrative and fiscal agent of the workforce development system under the Comprehensive Employment Training Act, the Job Training Partnership Act, and the Workforce Investment Act. The staff to the WDB and to the AJCC were employees of the MCSOS in the Workforce Development Office, a division of MCSOS until the transition and are now employees of the Corporation. The organization has provided workforce services for more than 40 years in Madera County, and thus, staff have extensive experience in the workforce development system and serving populations with multiple barriers to employment. Approval to provide Adult and Dislocated Worker career services would ensure that all Madera County residents continue to receive quality and effective WIOA services.

Madera County is geographically large, covering 2,153 square miles in Central California. The population of just over 160,000 residents is diverse and physically dispersed as significant landmass separates cities, services, and resources. Labor markets in rural communities like Madera County face an even more challenging environment than those in larger metropolitan areas. Over many decades, MCWIC has been able to create a strong and diverse network of partners and services to support employers and individuals within our communities, which has developed and strengthened the local Adult and Dislocated Worker career services offered at the Madera County AJCC. In addition, due to Madera County's size and rural environment, resources are very limited in local agency CBOs and available

non-profits. Therefore, MCWIC continuously seeks and applies for non-WIOA funding that is used to directly support and provide leveraging and braiding to WIOA career services, in addition to pursuing additional WIOA-funded special grants and projects.

2.

MCWIC, under the oversight of the WDB, has been the sole provider of Adult and Dislocated Worker career services for over 40 years and has consistently met or exceeded negotiated performance outcomes. MCWIC has partnered in numerous grants and projects; providing quality WIOA services to assist job seekers in accessing education, training, employment, and supportive services while matching employers with the skilled workers they need to compete in the global economy.

As a small, rural community with fewer resources, collaboration, partnerships, co-enrollment, and leveraging/braiding of funds with various funding sources have been a necessity to support the robust variety of programs and services offered through the AJCC. MCWIC has been successful in securing funds from several initiatives and grants that have been instrumental in expanding access and services to connect the various populations representative of our local area to our comprehensive AJCC. In Madera County, nearly sixty percent (60%) of the county's population is Hispanic or Latino and one in every five individuals is foreign-born. Over many decades, the WDB has served substantial numbers of English Language Learners (ELLs) and immigrants. MCWIC has successfully received and implemented the English Language Learner (ELL) project and the English Language Learner Pathways to Careers project that strengthened partnerships with CBOs, improved coordination, and safeguarded against duplication of services. Funds also supported an ELL Navigator who assisted ELLs in navigating the education and workforce system, offered additional support for degree translations and language interpretation, and transitioned ELLs from ESL and HiSET classes into training, work-based learning, and employment opportunities. The WDB's long-standing partnerships with community-based organizations whose services are intensively focused on the immigrant and ELL communities have positioned MCWIC to secure additional private and non-federal funds through the Kaiser Foundation, US Bank, and the James Irvine Foundation to continue to improve services and increase access and participation in workforce activities for this important group. Grant funds have sponsored translation of documents and assisted with attorneys and/or application fees for individuals in the process of applying for citizenship or legal status.

Additionally, the WDB has extensive expertise and capacity in serving persons with disabilities having received and successfully implementing the Disability Program Navigator,

Disability Employment Initiative, and multiple Disability Employment Accelerator projects, which have connected individuals with disabilities to career services, training, employment, and work-based learning opportunities. The AJCC is also an Employment Network (EN) through the Social Security Administration's Ticket to Work program, which ensures that individuals receiving Supplemental Security Income (SSI) or Social Security Disability Insurance (SSDI) benefits have access to the services, supports, and information needed to successfully transition back into the workforce as well as long-term services and supports to individuals who are referred after placement in employment by the Department of Rehabilitation through a local Partnership Plus agreement. Two staff members are certified as Community Partner Work Incentive Counselors through Virginia Commonwealth University to provide advisement on the impacts of work on benefits. As social security beneficiaries return to work and earn living wages, the EN receives unrestricted revenue from the Social Security Administration that may be used to further support the AJCC and its customers with resources that may not be available under WIOA.

The WDB also has significant knowledge and proficiency in working with justice-impacted individuals and has received a myriad of grants and projects; including a contract with the California Department of Corrections and Rehabilitation (CDCR) through which staff provided pre-release transitional job readiness workshops in two local prison institutions. Currently, a CDCR agreement with MCWIC supports a full-time Corrections Workforce Specialist at Valley State Prison who connects inmates nearing parole to career services and an AJCC in their area of residence post-release. MCWIC also receives AB 109 Community Corrections Plan funds from the County of Madera to provide in-custody pre-release transitional job readiness, mock interviews, and assessments in the local Department of Corrections facility. In partnership with Corrections and GRID Alternatives, staff also provide transitional and career services for incarcerated individuals enrolled in their Central Valley Solar Installer training program. Additionally, the WDB has received Workforce Accelerator Funds to further support this population. Effective service strategies and partnerships developed through these projects have positioned MCWIC to secure additional contracts with Madera County Probation to include multiple rounds of Coronavirus Emergency Supplemental Funding where a dedicated AJCC Career Specialist was stationed at Probation locations throughout the County. When the Madera County Justice Center, a one-stop rehabilitative center, opened in May 2023, the facility included a mini AJCC where two MCWIC staff are stationed full-time to provide career services and referrals for a seamless transition for individuals on probation.

Additional non-WIOA local projects include funds from the City of Madera Community Development Block Grant to provide training and supportive services to low-income individuals residing in Madera, the Department of Social Services to provide WorkKeys assessments for DSS recipients, co-enrollment for occupational skills training, and an annual job fair for Madera County residents, and Wells Fargo to support outreach, services, and resources to veterans and single female parents as well as providing an open entry/open exit HiSET class for workforce participants, and expanding workshop offerings virtually and providing electronic devices for customers to actively participate in education, training, or other workforce activities. Recently, the Madera County Superintendent of School (MCSOS) contracted with MCWIC to provide job readiness and summer paid work experience opportunities to Foster Youth in the process of transitioning out of high school. The success of the program has presented new opportunities for additional growth and collaboration.

In addition, the WDB has extensive experience with the operation of disaster grants. MCWIC received and operated a National Emergency Grant focused on economic recovery. The project was focused on connecting dislocated workers with re-employment using On-the-Job Training agreements with employers to aid in economic recovery after the 2008 financial crisis and was funded by ARRA. Additionally, MCWIC was the regional lead for a \$3.1 million Job Driven NEG grant awarded to the San Joaquin Valley region. The JD-NEG focused on connecting dislocated workers with On-the-Job Training or Paid Work Experience, which was often combined with training through ITA's. The project was focused on priority sectors and included partnership development with local Economic Development organizations and other education and training partners, as well as EDD. MCWIC also received Additional Assistance Dislocated Worker funds to support Chukchansi Gold Resort & Casino after the employer underwent a massive layoff in 2014 impacting over 1000 employees as well as National Dislocated Worker Grant (NDWG) and COVID Supportive Services funds to assist individuals impacted by the COVID-19 pandemic. Currently, Quality Jobs Equity Training (QUEST) NDWG funds are also being used to provide continued support to individuals affected by COVID-19. In addition, MCWIC received Wildfires NDWG funds that provided temporary work for areas impacted by the 2020 Creek Fire. Work activities were completed in the Sierra National Forest to burn areas that included Whiskey Falls and Beasore Meadows. When the Madera Community Hospital abruptly closed in 2023, MCWIC received additional Rapid Response (RR) funds to assist over 300 impacted employees during 11 Rapid Response Orientations. With State and local assistance, the hospital is set to reopen in February 2025 and will restore essential healthcare services to our community. Staff continue to collaborate with MCH leadership to support their efforts in re-employing, recruiting, hiring, and/or upskilling the labor force

needed to support this re-opening. Two major hiring events were held in October 2024, where 1349 individuals were interviewed and nearly 200 job offers were made.

The WDB's ability to work in partnership with various entities in the region has also created opportunities that bring additional programs and services to Madera County residents. Regional grants include the Regional Equity and Recovery Partnership (RERP) with Madera Community College to increase enrollment in their industrial technology and manufacturing courses, the Good Jobs Challenge (GJC) where Madera WDB serves as the backbone lead for the Transportation industry, the CA Jobs First Economic Development Pilot Grant where funds will support the development of a School Bus Driver training program at the Madera Unified School District, the Central Valley Forestry Corps where specialized training at Yosemite Adult School is available to address the skills needed to promote forest health and fire suppression, and Prison to Employment (P2E) and P2E 2.0 funds to further coordinate referrals and provide individual direct services as well as supportive service and earn-and-learn activities to formerly incarcerated and other justice-involved individuals. In collaboration with other local workforce boards in the Central Valley, Madera WDB has actively sought funding through specialized public and private grant programs to increase our capacity to serve veterans, which have included several Veterans Employment Assistance Program grants administered by EDD.

As the current provider of Career Services and over the past 40 years, MCWIC has a reputable track history of providing quality services as indicated above and through the many long-standing and valuable partnerships with local, regional, and state entities. This has enabled us to identify available resources and effectively connect various populations with multiple barriers to all programs and services. Approval to continue providing these services facilitates the use of all of MCWIC's varied resources & funding streams while minimizing any delays or potential gaps in services as the result of a transition period or learning curve for staff from a new provider.

3.

Under WIA and previous workforce programs, MCWIC provided sequential services that included group orientations, self-service activities under Core A and B, Job Readiness Workshops, Training and Supportive Services, Pre-Apprenticeships, Job Placement, Job Referrals, Assessments, Career Counseling, and Business Services for Employers. Since WIOA, a customer-centered service delivery model developed by MCWIC has been used to identify individuals eligible for workforce services and includes an initial interview and identification of barriers, eligibility determination, and comprehensive assessments. This

customer-centered model minimizes the length of time it takes to get individuals through the upfront process. Additionally, we have eliminated group orientations and provide customers immediate access to a menu of options when they walk through the AJCC doors. When a customer comes in to, or contacts, the AJCC, he/she is provided information or directed immediately to the service or resource being requested. Options might include: 1) provided forms such as UI application, state disability, or Paid Family Leave, 2) referred to community resources or partner agencies, 3) referred to the resource room for self-service activities, or 4) referred to the Specialist of the Day if interested in job placement assistance, supportive services, or training.

The Specialist of the Day is available Monday through Thursday from 8:15 am to 4 pm. When a job seeker meets with the Specialist of the Day, an Initial Questionnaire is used to assess and refer the job seeker to the appropriate services based on the job seeker's needs. The job seeker may be referred to a partner or outside agency, the resource room if not interested in one-on-one services, or scheduled for an eligibility appointment. If an individual is interested in eligibility, the Specialist reviews the list of required documents for eligibility and may schedule the eligibility appointment for the same day, the next day, or at another convenient time using the CalJOBS calendar. All individuals scheduled for eligibility must be registered in CalJOBS. Job seekers who do not have a HS diploma or GED may be referred to the Madera County and/or Fresno Adult Schools for classes depending on the career of interest. The Specialist will review the individual's interests and any requirements with the individual before moving forward with eligibility. Upon eligibility determination and approval, the job seeker is assigned to a Career Specialist. CASAS assessment is administered to identify basic skills deficiency. Depending on the needs of the job seeker, he/she may be referred to a menu of activities that include WorkKeys assessment, job readiness workshops, a panel interview, skills training, work-based learning, or direct placement. MCWIC leadership and staff analyze performance, customer satisfaction, and labor market data to make programming decisions and continuously improve programs and services. In instances where performance does not meet established benchmarks, service strategies may be adjusted to accelerate improvements. Customers' opinions about services are also critical to decision-making processes about service types, content, and intensity.

4.

Madera County has always met (within 90% of the target goal) or exceeded our performance standards. Our performance is comparable to the surrounding areas of the San Joaquin Valley, considering that we are a much smaller rural area.

PY 22/23:

Employed Q2 After Exit

(Adult)

Negotiated – 64.6%

Actual – 73.9%

(Dislocated Worker)

Negotiated – 65%

Actual – 75.9%

Median Earnings

(Adult)

Negotiated - \$5961

Actual - \$8325

(Dislocated Worker)

Negotiated - \$7850

Actual - \$9529

Employed Q4 After Exit

(Adult)

Negotiated – 62%

Actual – 72.7%

(Dislocated Worker)

Negotiated 77%

Actual – 87%

Credential Attainment Rate

(Adult)

Negotiated – 79%

Actual – 81.3%

(Dislocated Worker)

Negotiated – 79%

Actual – 90.9%

PY 23/24:

Employed Q2 After Exit

(Adult)

Negotiated – 66.6%

Actual – 73.6%

(Dislocated Worker)

Negotiated – 65%

Actual – 80%

Median Earnings

(Adult)

Negotiated - \$5961

Actual - \$7783

(Dislocated Worker)

Negotiated - \$7850

Actual – \$11527

Employed Q4 After Exit

(Adult)

Negotiated – 62%

Actual – 69.7%

(Dislocated Worker)

Negotiated – 77%

Actual – 72.7%

Credential Attainment Rate

(Adult)

Negotiated – 79%

Actual – 93.3%

(Dislocated Worker)

Negotiated – 79%

Actual – 100%



January 7, 2025

Bertha Vega, Program Manger
Madera County Workforce Investment Corp.
2037 W. Cleveland Ave
Madera CA 93637

Madera County Workforce Investment Corp (MCWIC) has worked with Madera County Probation Department for over 13 years and has provided services to clients who seek job training, employment readiness, job placement and continued education/vocational training. We mutually support their vision and goals. MCWIC has demonstrated professionalism, integrity, and compassion to the clients they service. They focus on promoting their vision to establish innovative collaborations that inspire success with goals to transform the system of service delivery for young adults and optimize connections. MCWIC delivery of service is valuable and resourceful.

Since 2012 MCWIC has been contracted to provide pre and post release services for Madera County Probation Justice Involved. Currently MCWIC is co-located with a mini AJCC within our Madera County Justice Center in the Transition Services Center (TSC). Team members meet with clients daily and provide employment "Needs-based Assessments", along with supportive services. MCWIC holds periodic workshops regarding; financial literacy, job readiness, resumes, interview techniques, education/training, work-based learning opportunities, with follow-up and retention. Due to the high volume of referrals, they noticed the need and swiftly added an additional team member.

MCWIC has demonstrated their dedication to providing essential services to Justice Involved with positive outcomes. Data regarding referrals; July 2023-May 2024; 94 referrals with 77 appointments, 16 enrolled in WIOA, 6 enrolled in vocational training and 10 Direct job placements. MCWIC effectively embraces client supportive services and is making a valuable difference in our client population.

Madera County Probation supports MCWIC services offered, with a demonstration of being culturally competent and client focused services and successful outcomes, validates clients are benefiting from the program. Madera County Probation highly recommends MCWIC partnerships which will be delivered with proficient and supportive client services.



Sincerely,
Sandra Mendez, Deputy Chief
On behalf of Chief Chris Childers



January 6, 2025

Madera County Workforce Investment Corp.

2037 West Cleveland Ave.

Madera, Ca 93637

Re: Letter of Support of Madera County Workforce

Dear Ms. Vega,

Please accept this letter of support on behalf of Yosemite Adult School to continue our partner with the Madera County Workforce Investment Corporation on the Greater Sierra Forestry Corps. Our partnership has been critical to not only the success of the Oakhurst cohort of the Greater Sierra Forestry Corps but also being able to give our students the opportunity to change their lives, and the lives of their entire family. Madera Workforce being able to provide each student with over \$ 1500.00 of personal protective gear has enabled them to participate in classes and activities that no other cohort of the Greater Sierra Forestry Corps has been able to access. Our students are able to go from class to employment knowing that they have the "right gear" for the job without the barriers that many experience. As you know, the NFPA Wildland Approved boots alone are over \$ 400.00. These boots are required on day one of work for a wildland firefighter. Many new wildland firefighters end up having to purchase low-quality boots and then having to buy another pair of higher quality boots within a month. As we say in the wildland fire career, "Your boots write your paycheck, and the wrong boot will cost you your paycheck!"

Through our partnership with the Madera Workforce in the past two years we have helped over 30 students move from unemployment or under employment to a career that can provide for themselves and their families. No longer will they need to take minimum wage jobs with no job security, but rather have the opportunity to have careers that are secure, have high wages, benefits, and the possibility of advancement. I am proud to say that the majority of our students have secured jobs and a few of them have already started work or the onboarding process with Federal, State, and Private Agencies and employers. These students could not do this without the partnership with the Madera Workforce Investment Corporation.

Yosemite Adult School looks forward to continuing to work with the Madera Workforce Investment Board as we have and expanding not only our programs but also being able to access more supportive services for our students.

This commitment aligns with our mission to “Meet students where they are and take them to where they need to be by providing relevant programs to help them thrive in the mountain area and beyond.” and reflects our commitment to helping not only the individual student, but positively impact the lives of their family for generations.

Should you have any questions, please do not hesitate to contact me at tmisner@yosemiteusd.org or (559) 683-8801 ext. 1300.

Thank you for your consideration.

Sincerely,



Anthony Misner

Yosemite Adult School

50200 Road 427

Oakhurst, CA 93644

(559) 683-8801 EXT. 1300

tmisner@yosemiteusd.org

December 23, 2024

Madera County Workforce Investment
2037 W Cleveland Avenue
Madera CA 93637

Ms. Bertha Vega
Program Manager

Advanced Career Institute has had a partnership with Madera Workforce since the 1980's. It is always a collaborative effort to help the Adult and Dislocated Worker between ACI and Madera Workforce. Madera Workforce counselors work closely with the admission advisors at ACI's Fresno and Merced campuses to enroll the client in the correct program and the correct timing. Enrolling a student into one of ACI's programs is not where this partnership ends. Madera workforce counselors follow up with both the student and ACI to see how the training is coming along. The needs of the students many times change as the training progresses. Both Madera Workforce and ACI are extremely dedicated to helping the student post-graduation and placing the student in gainful employment. The counselors follow up with ACI's Placement Coordinator and together make sure the student goes to work as soon as possible after graduation.

As you might tell from this letter, we are proud of the partnership Advanced Career has forged with Madera Workforce and look forward to that continued growing partnership in the future.

Everett Yockey
CFO/Director of AOperations



We are Community. We are Family. We are Healthy.

December 29, 2024

To Whom It May Concern:

We have worked with the Madera Workforce Development for over 10 years now and have seen multiple successful trainings and placements during this time. We have taken advantage of the On-the-Job Training (OJT) and Incumbent Worker Training (IWT) programs offered by the Madera Workforce that allowed us to retain and promote employees within the organization. It is great to know that the staff hired through MWIC have been screened and at times even trained with the skills necessary to succeed in the workplace. The Staff is extremely professional and very responsive whenever we reach out with any request. I would highly recommend other agencies to participate in their Work Placement and On-The-Job Training program whenever possible

Gabriel Mejia

Chief of Human Resources

gmejia@camarenahealth.org

Camarena health.



CENTRAL VALLEY OPPORTUNITY CENTER, Inc.

"Helping People ... Changing Lives"

January 7, 2025

Ms. Bertha Vega, Program Manager
Madera County Workforce Investment
2037 W Cleveland Avenue
Madera CA 93637

Dear Ms. Vega,

Central Valley Opportunity Center, Inc. is pleased to verify our commitment to the Madera County Workforce Investment Corporation application to operate the Adult and Dislocated Worker Career Services in Madera, California. For forty-five (45) years, Central Valley Opportunity Center has been involved with the Madera County Workforce collaborative efforts to improve the social, academic and vocational attainment of low-income families. It is our understanding that MCWIC will continue to operate the mainstream WIOA employment and training programs. As part of these programs MCWIC has expanded partnerships with the employers, Community Colleges, Labor Groups and other partners to develop collaborative service structures. The CVOC will coordinate our efforts with MCWIC to provide cooperative employer and customer services. In addition to our shared service commitment we look forward to providing the following:

- A representative for MCWIC Advisory Council.
- Referrals of eligible and non-eligible program applicants to other available services.
- Commitment of assistance in the development of curriculums, operating procedures, client services and collaborations.

CVOC wishes to express its support and its intent to collaborate with the MCWIC as we move forward with WIOA Program coordination. If you have any questions regarding our organization's commitment to the proposed project, please feel free to contact me.

Sincerely,


Jorge De Nava, Jr.
Executive Director
jdenava@cvoc.org

Jorge De Nava, Jr.
Executive Director

**Corporate Office
Winton Center**
P.O. Box 1189
6838 Bridget Court
Winton, CA 95388
(209) 357-0062
Fax (209) 357-0071

Winton Training Center
6845 Bridget Ct.
Winton, CA 95388
(209) 357-0062
Fax (209) 357-0071

**Modesto Workforce &
Education Center**
1801 H Street, Suite A 4
Modesto, CA 95354
(209) 577-3210
Fax (209) 550-5958

**Modesto
Energy Center**
1801 H Street, Suite B 1
Modesto, CA 95354
(209) 338-0004
Fax (209) 550-5958

**Energy Assistance &
Weatherization Center**
3860 Brick Court
Corra, CA 95360
(209) 537-9178 - Energy
(209) 541-0496 - Weatherization

**Madera County
Workforce Center**
805 S. Gateway
Madera, CA 95367
(559) 662-0100
Fax (559) 664-5901

**Madera County
One-Stop**
2037 W. Cleveland Avenue
Madera, CA 95367
(559) 662-4500

**Madera County
Training Center**
17506 Baldwin St.
Madera, CA 95368
(559) 330-0171

**Patterson Energy
& Workforce Center**
40 N. Third St.
Patterson, CA 95363
(209) 695-3050

www.cvoc.org
Info1@cvoc.org

Demitrios Tatum
Board Chair

An Equal Opportunity Employer & Training Center



December 31, 2024

To Whom It May Concern:

I am writing this letter to express my support for the Madera Workforce. In December of 2022, Madera Community Hospital experienced a significant tragedy and our Hospital was forced to close its doors. The Madera Workforce stepped in and provided guidance to our Human Resource staff as well as employees that were experiencing a lay-off. The Madera Workforce organized workshops for our employees to provide education on applying for unemployment, various programs available to employees, enrolling in health insurance programs, and many other services they provide.

In March of 2024, Madera Community Hospital began the re-opening process with a management partner, American Advanced Management. Once the Hospital began to recruit for employees in the summer of 2024, the Madera Workforce was instrumental in assisting with our job fair. The Madera Workforce helped with the planning, organizing, and advertising of our first job fair. Madera Workforce also assisted with the logistics and coordination of applicants on each day of our job fair. Without the help of the Madera Workforce our job fair would not have been the successful, they truly made our job fair a success. We were able to see over 1000 people in two days with the help of the Madera Workforce.

Throughout the closure and now re-opening process of Madera Community Hospital, the Madera Workforce has been supportive and a true partner to our facility, assisting us in anything that we asked of them. We look forward to continuing our partnership with Madera Workforce as we continue to re-open our Hospital.

If you have any questions, please do not hesitate to contact me at (559) 675-5448 or mbushey@maderahospital.org.

Sincerely,

MADERA COMMUNITY HOSPITAL

A handwritten signature in black ink that reads "Melissa Bushéy". The signature is written in a cursive, flowing style.

Melissa Bushéy
Human Resource Director

From: Melissa [REDACTED]
Sent: Tuesday, January 7, 2025 2:38 PM
To: Jasna Kuvacich <JKuvacich@maderaworkforce.org>
Subject: A Huge Thank you to Jasna and the Madera County Workforce!!

Greeting Jasna,

My son's dream, since he was 9, has been to be a fireman. In his senior year, his teacher recommended he apply for the Greater Sierra Forestry Corps program in Oakhurst. He got in touch with the head of the Forestry program, who directed him to the Madera County Workforce in Madera.

We were there a total of a day and a half filling out paperwork etc. Fortunately, you helped us immensely! I honestly don't think he would have been able to get into the program without you! There were many hiccups on our end; lack of ID, since his license was lost, was only one of the few problems we ran into. I still can't believe the effort you and your team put forth in order to help him get enrolled right away and to have access to the funds available for an actual uniform, including boots! YOU WENT ABOVE AND BEYOND! Josiah, needed your help, as he was new to such endeavors.

I Thank God for an organization like the Madera County Workforce in our local county! Because of you and your team, he graduated last month and is now signing up for the EMT, and Fire Tech. classes at Fresno City, as well as moving forward to try to obtain a volunteer position with the Cal Fire up the street from us.

His instructor at the school also sent him three forestry links to apply for jobs in the field all over the country... Being at the Forestry Corps opened up so many great opportunities, and gave him 10 certifications, as well as hands-on experience.

Again, he wouldn't have been there without you, and your team, I can't thank you enough for your personal attention, and amazing interest in him as a person, fueling your excessive detail, and hard work toward helping him reach his goals and dreams! You and your team were positive, kind, and accommodating!

God Bless all of you at Madera Workforce! And a special heartfelt thanks to you Jasna!

Sincerely,

Melissa [REDACTED]

-----Original Message-----

From: Kimberly [REDACTED]
Sent: Friday, January 10, 2025 4:47 PM
To: Bertha [REDACTED]
Subject: My gratitude

To Whom It May Concern,

My name is Kimberly [REDACTED] and in November 2022 I relocated from TN to Madera County. I had faced various challenges in my efforts to gain employment after decades of service with the US Army and Department of Corrections. The local VSO (Veterans Service Office) referred me to MCWIC 3 months after my relocation. Upon entering MCWIC I was greeted by staff ready to assist me with finding employment. Unexpectedly staff provided me with a sense of relief from my weighted struggles and provided me with resources to update and download documents and register in Cal jobs. The specialist of the day brought a posted, job description, and application to me that matched my experience, not long after meeting with eligibility. I was called for an interview. I have now been a team member with the MCWIC family since March 2023. As I refer others, I share my story of success for encouragement to trust the process because it works. Thank you for your time.

K. [REDACTED]

March 21, 2024

To Whom It May Concern:

I was recently paroled from prison and knew I wanted to do something different. I opted to get my commercial driver's license. I had heard a lot of good things about Workforce and was recommended to go and inquire about assistance to get my CDL. From the first day I walked into the office they were all very helpful. I would say that my experience with the Madera Workforce was a very good one overall and would also recommend them to someone else. Without the Workforce and my case worker, it would have been a lot harder to get to the position that I am in now.

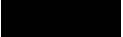
Thanks to Madera Workforce and my dedication to getting ahead in life, I am now employed in a big underground construction company, where I move heavy equipment around to different job sites and get to operate them. I am moving up in the company. I initially started with a wage of \$24 per hour and I am now making \$27 per hour. I am very grateful to Workforce and A. Galindo my case worker for all the help.

M. [REDACTED]

January 3, 2025

To whom it may concern:

I would describe the workforce as caring, responsible, inclusive, motivating, and welcoming. I am in my second year of college but at the time I was job searching as a first-year college student, I didn't have the experience and no one was giving me a chance at an interview. A friend of my mom told her about the workforce, and we went in and I started the process. I didn't know what to expect so I just went on with the process and had patience. Once I completed the process, I was job-ready. About 11 months later I received a call from the UPS store for an interview. I had a really good feeling about it and 2 weeks later I got a call that I was selected to be trained. As of now, it has been a week since I've been in training, and I've learned a lot of stuff in a short amount of time. I started working at the UPS store on an OJT in December 2024. I feel very grateful and would really recommend the Workforce to others.

D. 

From: Rosalio [REDACTED]

Date: Monday 10/21/2024 4:29PM

To: Lilia [REDACTED]

I grew up in a dysfunctional family and ended up in a children's shelter at 11 years old where one day I was asked by older shelter kids to run away and was induced to use drugs. I was mostly out in the streets with people I truly thought were my friends. I picked up bad habits and ended up in juvenile hall (jail) and eventually prison. Throughout the years the people I knew moved out and eventually, my folks moved here to Madera but not one of them, not one single one, ever looked me up to see how I was doing or if I needed help. Not one single letter, and here I come across people like you, Mrs Ruiz and I can't forget Mrs. Wendy either, and even though my probation officer has nothing to do with it, he did approve of me doing this when he was asked so I guess I just felt like telling you this so that you know that I sincerely appreciate and feel thankful that people like you decided to get into a field position where you help people like me. I want you to know that I have strong intentions of not letting you guys down. I enrolled and plan to complete the truck driving training.

I hope this wasn't too much and I didn't mean to be unprofessional, but I had to let you know that it's respectfully also a personal gratitude I get when I think about the services you, Mrs. Wendy, and Vanessa provided. This program is good for us and for those that want it. I'm not too religious but blessings to you and Vanessa and Mrs Wendy and even my probation officer. I recommend that others use this program. It is a really good program and the support I received helped me move forward. Thank you. Mrs Ruiz!!

R. [REDACTED]

From: [REDACTED]
Sent: Monday, December 9, 2024 4:33 PM
To: Andrea [REDACTED]
Subject: RE: Success Story

Hello my name is Aaron [REDACTED].

I worked as a production press operator for 30 years. Printing newspapers and magazines work had started to become obsolete. Work started getting less and less for the last 10 years. To the point where the pay was not enough to survive on. Finally, in 2023 the decision was made by the corporate Quad offices to terminate the Merced facility along with 3 other plants.

A work fair was set up for employees, and Worknet was there to offer their assistance. As I met with a representative from Worknet she informed me that because I was living in Madera County I would have to go through the Madera County Workforce. Kinda bummed as I had plans to go to school there with fellow employees.

I went to the Workforce and went through the necessary testing and paperwork. Julian was assigned to me as my career specialist. I was really worried about the process, but Julian assured me that he would do his best. I finally decided to attend IOT for an Industrial maintenance automation technician. Julian coached me every step of the way and was able to really help me out. I started the Industrial maintenance automation program at IOT. It was tough at first, but I really dug in and I had a great time. And I am about to graduate in two weeks.

I just started a job last Monday for the field that I was studying. Trust the process. Thank you to Julian who believed in me, Thank you to Workforce for helping me and my future.

January 3, 2024

To: Whom It May Concern

I am incredibly grateful for the support I received from Workforce. Thanks to their guidance and resources, I successfully transitioned to a rewarding nursing career as an older adult.

From the very beginning, Workforce provided me with invaluable counseling to help me identify a new career path. They assisted me in finding the right school and securing a grant of over \$10,000 to help with tuition costs. While the grant didn't cover everything, Workforce also guided me in finding additional financial aid to make my education possible. They assisted in trying to extend my unemployment benefits, allowing me to focus on my studies without so much financial stress.

The workforce went above and beyond by helping with commuting costs and consistently checking in with me throughout my schooling. Even after I started my job, they continued to provide support, ensuring my long-term success.

Today, I work as a nurse at a community hospital, and I feel so proud to be giving back to the community that supported me. Because of Workforce, I am thriving in a career I love. Whenever I meet someone in need of assistance, I always encourage them to connect with the Workforce.

M. [REDACTED] LVN

January 9, 2024

To whom it may concern:

My name is Ana [REDACTED] and I am pleased to share my experience and how the workforce program has been instrumental in helping me achieve my career goals. Before I joined the program that ultimately helped me enroll in the Phlebotomy Training Program, I worked as an in-home care provider. I took pride in assisting others and making a difference in their daily lives, but unfortunately, I was let go without warning. That unexpected loss left me unsure about my future and how I could regain stability in my career. However, I decided to take this challenge as an opportunity for a fresh start and focus on building a better future.

When I learned about the workforce program, I saw it as the perfect chance to realign my goals. The process of getting started was smooth and reassuring. From day one, I was welcomed by specialists who genuinely cared about my journey and were dedicated to helping me succeed. Meeting with my career specialist was a turning point. Andrea was incredibly supportive and knowledgeable. She listened to my story, understood my aspirations, and guided me every step of the way. Her encouragement gave me the confidence to explore training programs, and her expertise helped me enroll in Fresno City College for the Phlebotomy Training Program.

My time at Fresno City College was transformative. The training was both challenging and rewarding, as I gained the knowledge and hands-on experience needed to succeed as a phlebotomist. The program also provided me with a sense of confidence I hadn't felt in years. I was not only learning new skills but also building a new life for myself.

In reflecting on my journey, I am incredibly grateful for the support I received through this program, especially from my career specialist and the training opportunities at Fresno City College. This experience has not only equipped me with the skills and knowledge to become a phlebotomist but also renewed my confidence and optimism for the future. I am looking forward to building a meaningful career in healthcare and am excited for the opportunities 2025 will bring. Thank you for being a vital part of my success story.

A. [REDACTED]

January 9, 2025

To whom it may concern:

My name is Erick [REDACTED]. My experience with the Madera Workforce was great. I worked as a Material Handler at ZNDUS and was let go. I was referred by EDD to come to the workforce and learn about the training programs they offered. I met with the specialist of the day and they were able to assist and guide me with the training programs. I was assigned to my case manager A. Galindo. She was helpful in guiding me with the necessary steps needed to obtain sponsorship for training. I had obtained my permit before training. I was ready to start a new career as a truck driver. I decided to attend CVOC. They trained me and assisted me with obtaining my CDL Class A License. I am now working at Richie Lest Farms Inc. in Madera. I am operating equipment and earning \$21 per hour. I am grateful to the Workforce for the opportunity to sponsor me in my training. Their help was essential in taking the next steps into a rewarding career.

E. [REDACTED]

To whom it may concern:

My name is Mirna [REDACTED]. After COVID I had been unemployed for two years, not for lack of trying to find a job but no one was willing to hire me. I came to the Madera Workforce looking for an opportunity to be retained in a trade I love, which is Culinary Arts. They were very diligent in getting me to the right resources.

After the initial intake, I had the pleasure of working closely with Andrea who guided me to the training program and assisted me in getting the financial assistance to achieve my success. I started my Culinary Arts journey on May 31st, 2023. I graduated and completed the program on March 14, 2024, from the Institute of Technology with a Culinary Arts Diploma. I was awarded the perfect attendance certificate and was placed on the Dean's List for exemplary grades. I finished my internship at Heirloom, a restaurant in Fresno. I completed it with high praise from the Chef.

The best part of my journey was that my Career Specialist was always checking in on me and my progress. She would call me and make sure I was being taken care of. On April 1st she revamped my resume and invited me to the job fair equipped with my new and improved resume. She made copies for me and left them ready to pick up.

My long-term goal is to open my own business in the food industry. She referred me to Tim from SBDC. I met with him on April 18th, 2024. He is helping me create a business plan for a food truck business. My goal is to provide a Central American and Mexican cuisine blend to the community.

Thank you, Madera Workforce, for the assistance with funding my training, and thank you Andrea for your support.

M. [REDACTED]

MADERA COUNTY CONTRACT NO. 12675-24
(Agreement for Administration of the Workforce Innovation and Opportunity Act)

This Agreement is made and entered into this 6TH day of FEBRUARY, 2024, by and between the COUNTY OF MADERA, a political subdivision of the State of California ("COUNTY"), the MADERA COUNTY WORKFORCE INVESTMENT CORPORATION, a California public benefit corporation ("MCWIC"), and the WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY ("WDB"), for the administration of the Workforce Innovation and Opportunity Act.

This Agreement shall work to define the roles and responsibilities for the administration and operation of the WORKFORCE INNOVATION AND OPPORTUNITY ACT of July 2014 ("WIOA") (Public Law 133-128) and its regulations; and any and all directives as may be prescribed by the Governor of the State of California regarding administration of the WIOA of 2014.

RECITALS

WHEREAS, WIOA H.R. 803, was signed into law on July 22, 2014, effective July 1, 2015, and supersedes Titles I and II of the Workforce Investment Act of 1998; and

WHEREAS, the regulations implementing the WIOA, or the "Final Rule," were published in the Federal Register Volume 81, Number 161, Chapter 20, Parts 603, 675, and 679688 on August 19, 2016, and effective October 18, 2016; and

WHEREAS, COUNTY has met the eligibility requirements for designation as a Local Workforce Development Area, ("LWDA"), for the two (2) year period of July 1, 2015, through June 30, 2017 and will reapply or otherwise request subsequent and continuing designation as an LWDA once the State has issued guidance related to that process; and

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WHEREAS, under this Agreement the Chief Local Elected Official ("CLEO") of the COUNTY shall be the Chairperson of the Board of Supervisors; and

WHEREAS, on August 22, 2000, the COUNTY Board of Supervisors, via Resolution No. 2000-178, designated the Madera County Private Industry Council as the WORKFORCE INVESTMENT BOARD, carried into the Workforce Investment Act of 1998. Now, per the requirements of the new WIOA, the word "Investment" is to be stricken and replaced with the word Development, and the Workforce Development Board of Madera County has been certified by the Governor through June 30, 2018, and will reapply or otherwise request subsequent and continuing certification as the local board once the State has issued guidance related to that process; and

WHEREAS, the WIOA amends the Workforce Investment Act of 1998, to strengthen the United States workforce development system through innovation in, and alignment and improvement of, employment, training, and education programs in the United States, and to promote individual and national economic growth, and for other purposes; and

WHEREAS, the WIOA requires COUNTY and WDB to establish standing committees as deemed appropriate and necessary, develop a Local Workforce Development Plan, and define a local one-stop delivery system for the LWDA; and

WHEREAS, the WIOA requires the WDB, in partnership with the CLEO, to develop and submit a local plan to the State that meets the requirements in WIOA Section 108. If the local area is part of a planning region that includes other local areas, the local board shall collaborate with the other local boards and CLEO's from such other areas in the

preparation and submission of a regional plan as described in WIOA Section 106(c)(2); and

WHEREAS, the WDB has prepared a local plan and participated in the development of the regional plan, and COUNTY has approved such plans prior to their submission to the State; and

WHEREAS, the WDB has been designated by the COUNTY to provide policy guidance for administration and operations, while exercising oversight with respect to activities under the Local Workforce Plan for the LWDA; and

WHEREAS, the WIOA requires that the scope and specific nature of the partnership in the LWDA be defined and determined by local agreement between the CLEO, and WDB; and

WHEREAS, the purpose of this Agreement is to establish the programmatic, policy, administrative, and fiscal roles and responsibilities between the COUNTY, the WDB, and MCWIC; and

WHEREAS, the parties, including the MCWIC as the administrative and fiscal agent for the LWDA, have previously entered into Madera County Contract No. 10561-C-2016, dated January 26, 2016, and Madera County Contract No. 11113-18, dated February 13, 2018, ("Existing Agreement), for the purposes described herein; and

WHEREAS, the Parties now desire to terminate the Existing Agreement and replace it with this Current Agreement.

NOW THEREFORE, in consideration of the recitals set forth above, which are incorporated herein by reference, and the mutual covenants and undertaking set forth

herein, the mutual receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. **Roles and Responsibilities of County.** The CLEO, on behalf of the COUNTY, shall serve as the local grant recipient for, and shall be liable for any misuse of, the grant funds allocated to the local area under WIOA sections 128 and 133, unless the CLEO reaches an agreement with the Governor for the Governor to act as the local grant recipient and bear such liability. As grant recipient, COUNTY shall fulfill, or cause to be fulfilled, the following responsibilities:

1.01 COUNTY shall designate MCWIC to serve as the local fiscal agent/local grant recipient. Such designation shall not relieve the COUNTY of any misuse of grant funds as described in WIOA Section 107 (d)(12)(B)(i)(1); COUNTY shall confirm adequate accounting, auditing, management information and reporting systems are in place to comply with the WIOA, and any and all regulations and/or those directives as may be prescribed by the Governor, and all other applicable, associated federal and state laws and regulations; COUNTY will provide a point of contact from the COUNTY Auditor/Controllers office for submission of administrative and fiscal related compliance and oversight documentation from MCWIC. COUNTY will maintain oversight documentation and record keeping for COUNTY audit purposes.

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- 1.02 COUNTY shall in partnership with the WDB, approve local and regional plans and partner Memoranda of Understanding that meet the requirements in WIOA section 108.
- 1.03 COUNTY shall designate one of the Board of Supervisors members as a liaison with the WDB, which will enhance COUNTY Board of Supervisors' familiarity with WIOA, programmatic oversight, and commitment to the WIOA, WDB activities, and encourage communication between the parties to this Agreement. This WDB member shall have the same rights as any other member. This member shall be responsible for keeping the COUNTY Board of Supervisors apprised of the programs/systems operating under the direction/administration of the WDB and report out to the COUNTY Board of Supervisors meeting following each WDB meeting.
- 1.04 COUNTY shall comply with the provisions of the California Unemployment Insurance Code sections 14000-14004.5, fiscal controls established by the State as outlined in the WIOA section 184, and all regulations and/or directives that may be prescribed by the Governor, without compromise of its remedies against the WDB AND MCWIC, including but not necessarily limited to indemnification and contribution.
- 1.05 COUNTY shall, consistent with the WIOA, appoint all members of the WDB.
- 1.06 COUNTY's obligations under this Agreement shall be limited to making available to the MCWIC the funding that COUNTY receives from other agencies, entities, or jurisdictions, including federal and state funding sources, and which funds are intended for use in carrying out the intent and

purpose of this Agreement. Under no circumstances shall COUNTY be responsible for providing funding under this Agreement that is unrelated to the WIOA purposes.

2. **Roles and Responsibilities of MCWIC.** MCWIC shall be designated herein as the administrative and fiscal agent and local grant recipient for programs and systems initiated pursuant to the WIOA and all regulations and/or those directives as may be prescribed by the Governor during the term of this Agreement. As the administrative and fiscal agent, MCWIC is hereby granted the authority to:

- 2.01 Carry out the required fiscal and administrative functions as determined by MCWIC and the WDB.
- 2.02 Negotiate and enter into separate agreements related to the provision of WIOA related services and other professional services consistent with, and deemed by MCWIC to be necessary to carry out its responsibilities as the local provider of WIOA Career Services without further approval of COUNTY, except as provided in this Agreement.
- 2.03 Expend funds sub-vented to MCWIC by COUNTY under the WIOA for the purpose of providing WIOA Career Services for the LWDA, as well as such other funds as may, from time to time, be made available to MCWIC, without further approval of COUNTY, except as provided for in this Agreement.
- 2.04 Take responsibility for the day-to-day management and operations of WIOA Career Services for the LWDA. In carrying out these responsibilities, MCWIC hereby agrees to:

- 2.04.1 Establish and maintain an adequate fund accounting, auditing, and management information and reporting system on operations and expenditures.
- 2.04.2 Provide written reports to COUNTY, pursuant to its request, regarding program operations, performance, and expenditures, as well as other activities being conducted. Reports shall include monthly MCWIC financial reports approved by the MCWIC Board, quarterly expenditure reports submitted to EDD, annual monitoring guide and reports (completed by EDD and/or all other agencies as applicable to the WIOA), annual Schedule of Expenditures of Federal Awards, annual MCWIC Single Audit Report, and annual MCWIC 990 Financial report. Additional year end reports may be requested by the COUNTY auditor and will be provided upon request.
- 2.04.3 Act as the provider of Career Services for WIOA Adult and Dislocated Worker programs through June 30, 2019, as approved by COUNTY at their meeting on February 21, 2017 and subsequently approved by the State Workforce Board at their meeting on April 27, 2017. MCWIC will reapply or otherwise request continuing approval to act as the Career Services Provider, once the State has issued guidance related to that process.
- 2.04.4 Act as the provider of WIOA Youth programs as designated by the Local Workforce Development Board.

2.04.5 Procure audits of funds and program activities as required by the WIOA and work to resolve any questions or irregularities identified through such audits.

2.04.6 Develop and manage a system to hear and resolve grievances, which may be brought by participants, contract service providers, vendors/training providers, and interested parties, as required by the WIOA.

2.04.7 Develop a budget for the program activities in the area, consistent with the local plan and the duties of the local board under this section, subject to approval by the WDB.

3. **Purpose of the WDB.** The WDB shall be organized to serve as Workforce Development Board of Madera County as established by the WIOA sec. 107 (d). It shall function in accordance with the provisions of the WIOA and all associated enabling legislation, regulations, and/or executive orders, to carry out the primary purposes of the WDB as follows:

3.01 Increase the involvement of the business community, educational institutions, organized labor, government agencies, community-based organizations and economic development agencies in WIOA activities authorized by the WDB.

3.02 Identify, implement and administer effective approaches to increase employment opportunities for job seekers or anyone who wants to advance his or her career, including targeted populations.

- 3.03 Operate as the primary agency for implementation of various transitional needs as mandated by the WIOA prior to local designation by the State of California as a LWDA.
- 3.04 Provide WIOA activities, through statewide and local workforce development systems, that increase the employment, retention, and earnings of participants, while increasing occupational skills of participants, resulting in the improvement of the quality of the workforce, reduction of welfare dependency, and enhancement of the productivity and competitiveness of COUNTY.
- 3.05 Act as a catalyst for workforce retention and expansion, while a forum for all workforce policy.

4. **Roles and Responsibilities of the WDB.** In partnership with COUNTY in the implementation of the WIOA, WDB shall assume the following responsibilities:

- 4.01 Establish the respective roles and responsibilities of the COUNTY and the WDB, for implementation of the WIOA at the local level.
- 4.02 Develop, in partnership with the CLEO, a local workforce plan to the Governor, that meets the requirements in section 108. If the local area is part of a planning region that includes other local areas, the local board shall collaborate with the other local boards and CLEO's from such other areas in the preparation and submission of a regional plan as described in section 106(c)(2). The plan will be prepared and submitted in accordance with the following conditions:

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- a. WDB shall identify the employment needs of the LWDA's unemployed, the labor force needs of area employers and economic development activities in the area while conducting such other analyses as are required by the WIOA, which the WDB determines to be appropriate and necessary in order to discharge its responsibilities;
 - b. WDB shall solicit the input and participation of the local business community regarding the provision of activities and workforce development system services to customers of the LWDA;
 - c. WDB shall develop and maintain a process to secure public input and comment on the Local Workforce Development Plan and programs to be funded and provided under the WIOA, and shall insure that the COUNTY Board of Supervisors reviews and approves the plans prior to submission to the Governor; and
 - d. WDB shall, upon approval and signature of the WDB and the COUNTY, be responsible for submittal of the Local Plan to the Governor for approval.
- 4.03 Carry out workforce research and regional labor market analysis to assist in the development of analyses of economic conditions in the region, assist in the developing of statewide workforce and labor market information, and assist in conducting research, data collection and analysis related to the workforce needs of the regional economy as the board.
- 4.04 Convene local workforce development system stakeholders to assist in the development of the local plan under section 108 and in identifying non-

federal expertise and resources to leverage support for workforce development activities.

- 4.05 Lead efforts to engage with a diverse range of employers and with entities in the region involved to promote business representation on the local board, develop effective linkages with employers in the region to support employer utilization of the local workforce development system, ensure local workforce activities meet the needs of the employers and support economic growth, and to develop and implement proven or promising strategies for meeting the employment and skill needs of the workers and employers, that provide the skilled workforce needed by employers in the region, and that expand employment and career advancement opportunities for workforce development system participants in in-demand industries and sectors or occupations.
- 4.06 Identify and promote proven and promising strategies and initiative for meeting the needs of employers, workers, and job seekers, such as physical and programmatic accessibility, in accordance with section 188.
- 4.07 Develop strategies for using technology to maximize the accessibility and effectiveness of the local workforce development system for employers, workers, and job seekers.
- 4.08 Conduct oversight, in partnership with the CLEO for local Adult, Dislocated Worker, and Youth workforce development activities, and ensure appropriate use and management of funds for the activities and system.
- 4.09 Negotiate and reach agreement with the Governor on the local performance

accountability measures as described in section 116(c), in collaboration with the CLEO.

- 4.10 With the agreement of the CLEO, designate and certify one-stop operators as described in section 121(d)(2)(A).
- 4.11 Provide youth workforce development activities in the local area, and identify eligible training providers in the local area that provide individuals with consumer choice options for training.
- 4.12 Assess the physical and programmatic accessibility, in accordance with section 188 and applicable provisions of the Americans with Disabilities Act of 1990, of all one-stop centers in the local area.
- 4.13 Work with the State to ensure that there are sufficient numbers and types of providers of career and training services serving the local area and providing the services in a manner that maximizes consumer choice, as well as providing opportunities that lead to competitive integrated employment for individuals with disabilities.
- 4.14 Coordinate activities with education and training providers in the local area, including reviewing applications to provide adult education and literacy activities under Title II to determine whether such applications are consistent with the local plan, making recommendations to the eligible agency to promote alignment with such plan, and replicating an implementing cooperative agreements to enhance the provision of services to individuals with disabilities and other individuals.
- 4.15 Lead efforts, in collaboration with secondary and post-secondary education

program representatives, to develop and implement career pathways within the local area by aligning the employment, training, education, and supportive services needed by adults, and youth, particularly those with barriers to employment.

4.16 Make available to the public, on a regular basis through electronic means and open meetings, information regarding the activities of the local board, including information regarding the local plan, regular membership, designation and certification of one-stop operators.

4.17 Ensure that MCWIC hires a director and other staff to assist in carrying out the functions using funds available under sections 128(b) and 133(b) as described in section 128(b)(4), as desired. The board shall ensure the individuals selected have the requisite knowledge, skills, and abilities, to meet identified benchmarks and to assist in effectively carrying out the functions of the local board. The director and staff shall be subject to the limitations on the payment of salaries and bonuses described in section 194(15).

4.18 Provide career services described in section 134(c)(2) through a one-stop delivery system or be designated or certified as a one-stop operator only with the agreement of the CLEO in the area and the Governor.

5. **Selection and Approval of One-Stop Operator.** The WDB will ensure staff shall competitively select an entity to act at the One-Stop Operator for the local system using a process that is consistent with the Federal Uniform Guidance set out at 2 CFR 200.318. The selected One-Stop Operator will, at minimum:

- 5.01 Coordinate the service delivery of required one-stop partners and service providers, as outlined in the established Memoranda of Understanding ("MOU");
- 5.02 Provide reports to the Local WDB regarding the assessment of compliance with each MOU between the WDB and the one-stop partners;
- 5.03 Participate in the coordination of partner meetings no less than once per quarter, to review one-stop operations, compliance with MOUs, staff development training, and other items designated or requested by the WDB.
- 5.04 Provide an end of year comprehensive report to the WDB regarding all items listed above; and
- 5.05 Complete any other duties that may be necessary to fulfill the requirements of 20 CFR 678.620 to maintain compliance as the one-stop operator.

6. **Resolution of Disagreements**. It is the joint authority and responsibility of all parties to this Agreement to ensure effective delivery of WIOA activities to employers and job seekers. In the event the WDB and COUNTY cannot reach a mutually satisfactory agreement on approval of the Local Workforce Development Plan, WDB and COUNTY shall meet and attempt to resolve such disagreement. When one or more parties to this Agreement concludes that consensus between WDB and COUNTY cannot be reached, any and all unresolved issues pertaining to the plans shall be submitted for a binding determination made by a four-member panel consisting of one representative of the MCWIC, one representative of COUNTY, one representative of the WDB, and one impartial representative of the Governor's office, or a designee, who is acceptable to the parties.

7. **Receipt of Other Funds.** This Agreement does not preclude or limit the receipt by MCWIC of other governmental or non-governmental funds, either directly or indirectly. Any funds received directly by MCWIC shall be accounted for in the same manner as, and subject to the same financial procedures and control as the WIOA funds expended by MCWIC, except that private funds may be accounted for separately by using accepted accounting procedures.

8. **Term of Agreement.** This Agreement, and its force and effect on the activities, responsibilities and relationships defined herein, shall be effective commencing with its execution by the parties and shall continue until terminated as provided for herein.

9. **Termination.** COUNTY, MCWIC or the WDB may terminate this Agreement upon one hundred-eighty (180) calendars day's prior written notice to all parties specifying the date of termination. Any party may terminate this Agreement for cause by giving all parties five (5) calendar day's prior written notice of its intent to so terminate. Cause shall include, but not be limited to, the material breach of this Agreement by any party hereto or the immediate loss of significant governmental or grant funding (greater than 50% of the total WDB budget) by any party hereto. The breaching party shall have five (5) days from receipt of written notice by the non-breaching party to cure all material breaches of this Agreement.

10. **Amendments.** COUNTY, MCWIC, or the WDB may propose amendments to this Agreement at any time. Any amendment to this Agreement shall be in writing and require the written consent of each party hereto.

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11. **Notices.** All notices hereunder shall be in writing served either by personal delivery or by first class mail (postage pre-paid) as follows:

County of Madera

Chairman, Board of Supervisors
200 West 4th Street
Madera, CA 93637

Madera County Workforce Investment Corporation

Executive Director
2037 West Cleveland Avenue
Madera, CA 93637

Workforce Development Board of Madera County

Board Chair
2037 West Cleveland Avenue
Madera, CA 93637

12. **Indemnification/Hold Harmless.** To the fullest extent permitted by law, each party shall indemnify, defend (at the indemnifying party's sole cost and expense), protect and hold harmless the other parties and each of their officers, employees, agents, and volunteers, and all representatives, successors, and assigns, from and against any and all claims (including, without limitation, claims for bodily injury, death or damage to property), demands, obligations, damages, actions, causes of action, suits, losses, judgment fines, penalties, forfeitures, liabilities, costs and expenses (including, without limitation, attorneys' fees, disbursements and court costs, and any and all other professional, expert or consultants' fees and costs and general and administrative expenses) of every kind and nature whatsoever (individually, a "claim;" collectively, "claims"), which may arise from or in any manner relate (directly or indirectly) to, and only to the extent of, the negligent and/or willful acts, errors and/or omissions of the

indemnifying party, its officers, officials, agents, employees, person(s) under the supervision of the indemnifying party, vendors, suppliers, contractors, subcontractors, consultants, anyone employed directly or indirectly by any of them or for whose acts they may be liable, or any or all of them, in performing any work or services to be provided under this Agreement.

13. **Governing Law.** This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of California. Venue for the purposes of the filing of any action regarding the enforcement or interpretation of this Agreement and any rights and duties hereunder shall be Madera County, California.

14. **Severability.** Should any part, term, portion, or provision of this Agreement be in conflict with any law of the United States or of the State of California, or otherwise unenforceable or ineffectual, the validity of the remaining parts, terms, portions or provisions shall be deemed severable, enforceable and in effect, provided that such remaining portions or provisions can be construed in substance to constitute the intended Agreement of the parties.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of
the date first above written:

Attest

By:

Karen Scriver
Clerk, Board of Supervisors

County of Madera

By:

Robert P. Smith
Chairman, Board of Supervisors

Approved as to Legal Form:

Crystal M.
By: Pizano

County Counsel

Digitally signed by: Crystal M. Pizano
DN: CN = Crystal M. Pizano email =
cpizano@lozanosmith.com C = US O
= Lozano Smith
Date: 2023.12.15 14:48:50 -08'00'

Madera County Workforce Investment
Corporation

By:

Debi Bray
Debi Bray, Chair

10/26/23

Workforce Development Board of Madera
County

By:

Brett Prazler
Brett Prazler, Chair

10/19/23

By:

Maiknue M. Vang
Maiknue Vang, Executive Director

10/19/23

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of
the date first above written:

Attest

County of Madera

By:

By:

Clerk, Board of Supervisors

Chairman, Board of Supervisors

Approved as to Legal Form:

By:

County Counsel

**Madera County Workforce Investment
Corporation**

**Workforce Development Board of Madera
County**

By:

Debi Bray
Debi Bray, Chair

10-26-23
Date

By:

Brett Frazier
Brett Frazier, Chair

10/19/23
Date

By:

Maiknue Vang
Maiknue Vang, Executive Director

10/19/23
Date

WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY

CONFLICT OF INTEREST CODE

ARTICLE I

GENERAL

TITLE AND PURPOSES

Section 100. This Code shall be known and may be cited as the “Conflict of Interest Code” of the Workforce Development Board of Madera County. It is adopted pursuant to the provisions of the Conflict of Interest Codes of the Political Reform Act of 1974. The adoption of this Code is intended to accomplish the following purposes:

- a. To provide a Conflict of Interest Code appropriate to the individual circumstances of the Workforce Development Board of Madera County as required by Government Code Section 87302.
- b. To assure that designated occupants perform duties in an impartial manner, free from bias caused by their own financial interest or the financial interests of business entities in which they are directors, officers, partners, trustees or employees, or in which they hold any positions of management.
- c. To require the disclosure of such assets and income of designated occupants which may be foreseen to be materially affected by their official actions, without unduly impinging upon the rights of privacy, rights pertaining to privileged communications, or rights involved in confidential or fiduciary relationships.
- d. To enumerate specifically the positions within the Workforce Development Board of Madera County which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest.

- e. To set forth for each position or category of positions enumerated under Section 100 (d) of this Code the Specific types of investments, interests in real property, and income which are reportable under this Code by the holder of such position.
- f. To provide reasonable assurances that all foreseeable potential conflict of interest situations will be disclosed or prevented.
- g. To set forth those specific circumstances under which designated occupants or categories of designated occupants must disqualify themselves from making or participating in the making of a Workforce Development Board decision.
- h. To specify the times for filing required reports, the periods to be covered by such reports, and the officers with whom reports are to be filed.
- i. To insure that members of the Workforce Development Board of Madera County complete Ethics Training no less than once every two years as required by California Assembly Bill 1234 and Government Code Section 53235.

EFFECTIVE DATE OF CODE

Section 101. This Code shall become fully effective thirty (30) days following its approval by the Board of Supervisors of Madera County, as the Code Reviewing Body.

LEGAL EFFECT OF CODE

Section 102. This Code has the force of law, and any violation by a designated occupant shall be deemed by law to be a violation of the Political Reform Act.

Section 103. No member, officer, employee or consultant at any level of the Workforce Development Board shall make, participate in making, or in any way attempt to use his or her official position to influence a governmental decision in which he or she knows or has reason to know that he or she has a financial interest. The provisions of the Political Reform Act governing conflict of interest issues (Government Code Section 87100 to 87500, inclusive) thus apply to any member or alternate member or officer of the

Workforce Development Board , even though not a designated occupant within the meaning of this Code.

Section 104. The Political Reform Act, which may be applicable to violations of this Code, provides that:

- a. a person who knowingly or willfully violates any provision of this Code is guilty of a misdemeanor;
- b. a fine of up to the greater of \$10,000.00 or three times the amount of the interest the person failed to report properly be imposed upon conviction for each violation;
- c. no person convicted of such a misdemeanor shall be a candidate for any elective office or act as a lobbyist for four (4) years thereafter unless the sentencing Court determines otherwise, and that any convicted person doing so is guilty of a felony,
- d. persons may sue to enjoin violations or to compel compliance with the Act and this Code, and the official governmental action may in appropriate circumstances be set aside by the Court as void;
- e. any person who violates a provision of this Code is subject to discipline by his or her agency, including dismissal, consistent with applicable personnel laws, regulations and procedures;
- f. any person who intentionally or negligently violates any of the reporting requirements of the Act and this Code shall be liable in a civil action for an amount not more than the amount or value not properly reported;
- g. any designated occupant who realizes an economic benefit as a result of a disqualification provision of this Code is liable in a civil action for an amount up to three times the value of the benefit;

- h. any person filing late statements or reports may be liable to the filing officer in the amount of \$10.00 for each day delinquent, but not to exceed the cumulative amount stated in the late statement or report, or the sum of \$100.00, whichever is the greater;
- i. every person who signs and verifies any statement or report required to be filed under this Code which contains material matter which he or she knows to be false is guilty of perjury; and
- j. the Court may award the prevailing party, in any action authorized by the Act, his or her costs of litigation, including reasonable attorney's fees.

ARTICLE 2

INTERPRETATION AND DEFINITIONS

INTERPRETATION

Section 200. This code is to be liberally construed to accomplish the purpose of this Code, consistent with the purpose of the Workforce Development Board.

DEFINITIONS

Section 201. Unless the contrary is stated or is clearly apparent from the context, the definitions set forth in this Article shall govern the interpretation of this Code.

Section 202. “Act” means the Political Reform Act of 1974, comprising Title 9 (commencing with section 81000) of the Government Code of the State of California.

Section 203. “Code Reviewing Body” means the Board of Supervisors of the County of Madera, which Board is the Code Reviewing Body of this Code.

Section 204. “Business Entity” means any organization or enterprise operated for profit, including but not limited to a proprietorship, partnership, firm, business, trust, joint venture, syndicate, corporation or association.

Section 205. “Consultant” means any natural person who provides, under contract, information, advice, recommendation or counsel to the Workforce Development Board ; provided, however, that “consultant” does not include a person who:

- a. conducts research and arrives at conclusions with respect to his or her rendition of information, advice, recommendation or counsel independent of the control and direction of Workforce Development Board officials, other than normal contract monitoring; and
- b. possesses no authority with respect to any Workforce Development Board decision beyond the rendition of information, advice, recommendation or counsel.

Section 206. “Designated occupant” – Directors, Workforce Development Board of Madera County.

Section 207. “Designated position” – Directors, Madera County Workforce Development Board.

Section 208. “Economic interests” is a generic term embracing investments, interests in real property, and income.

Section 209. “Filer” means the person filing or required to file any Statement of Economic Interests under this Code.

Section 210. “Gift” means any payment to the extent that consideration of equal or greater value is not received. The term “gift” does not include informational material such as books, reports, pamphlets, calendars or periodicals. No payment for travel or reimbursements for any expense shall be deemed “informational material”.

Section 211. “Immediate family” means the spouse and dependent children. Whenever disclosure of investments or interests in real property is required by this Code, investments and interests in real property of members of the immediate family shall also be disclosed.

Section 212. “Indirect investment or interest” means any investment or interest owned by the spouse or dependent child or a designated occupant by an agent on behalf of a designated occupant, or by a trust in which a designated occupant has a substantial interest.

A business entity is controlled by designated occupant if the designated occupant, his or her agents, spouse and dependent children hold more than 50% of the ownership interest in the entity.

A designated occupant has a substantial interest in a trust when the designated occupant, his or her spouse and dependent children have a present or future interest worth more than \$1,000.00.

Section 213. “Interest in real property” includes any leasehold, beneficial or ownership interest or an option to acquire such an interest in real property located in the jurisdiction if the fair market value of the interest is greater than \$1,000.00.

Section 214. “Investment” means any financial interest in or security issued by a Workforce Development Board related business entity as more fully defined in Category I or Exhibit A. No asset is deemed an “investment” unless its fair market value exceeds \$1,000.00.

Section 215. “Jurisdiction” means the geographical area within the boundaries of the County of Madera. Real property shall be deemed to be “within the jurisdiction” of the County if the property or any part of it is located within not more than two (2) miles outside the boundaries of the County of Madera or within two (2) miles of any land owned or used by Workforce Development Board

Section 216. “Person” means an individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, association, committee, and any other organization or group of persons acting in concert.

Section 217. “WDB” means the members of the Workforce Development Board of Madera County.,.

Section 218. “Reportable” subject matter means subject matter (an economic interest) which a filer is required by this Code to report in a Statement of Economic Interests.

Section 219. “Worth” refers to fair market value.

Section 220. “Material Financial Effect” means that the financial effect of a governmental decision on a financial interest of a public official is material if, at the time the official makes, participates in making, or attempts to use his or her official position to influence the making of the decision, the official knows or has reason to know that the

existence of the financial interest might interfere with the official's performance of his or her duties in an impartial manner, free from bias.

ARTICLE 3
STATEMENT OF ECONOMIC INTERESTS

DUTY TO FILE

Section 300. It shall be the duty of each designated occupant/position, Directors, Workforce Development Board of Madera County, to file Statements of Economic Interests conforming to all applicable requirements of this Code. The Statement of Economic Interests Form 700 will be required to be filed annually by April 1 and the filing entity is with the Madera County Workforce Investment Corporation. The forms will be submitted to the office of the Executive Director of the Workforce Development Board of Madera County and the annual notification will be generated by the office of the Executive Director of the Workforce Development Board of Madera County.

REPORTABLE ECONOMIC INTERESTS

Section 301. The economic interests to be reported by a designated occupant in such Statements are the interests included in those categories of interest described in Exhibit A.

REPORTABLE INTERESTS IN REAL PROPERTY

Section 302. When an investment or an interest in real property is reportable by the filer under this Code, the Statement shall contain:

- a. a statement of the nature of the investment or interest;
- b. the name of the business entity in which each investment is held and a general description of the business activity in which the business entity is engaged;
- c. the address or other precise location of the real property;
- d. a statement whether the fair market value of the investment or interest in

real property exceeds \$10,000.00, and whether it exceeds \$100,000.00. This information need not be provided with respect to an interest in real property which is used principally as the residence of the filer;

e. in the case of an investment which constitutes 50% or more of the ownership interest in a business entity, disclosure of the investments and interests in real property of the business entity;

f. in the case of a filer's second or subsequent statement, if the investment or interest in real property was partially or wholly acquired or disposed of during the period covered by the Statement, the date of acquisition or disposal.

REPORTABLE INCOME

Section 303. When income is reportable by the filer under this Code, the Statement shall contain, except as provided in Section 304:

a. the name and address of each source of income with an aggregate value of \$250.00 or more, or \$25.00 in value if the income was a gift, and a general description of the business activity, if any, of each source;

b. a statement whether the aggregate value of income from each source was greater than \$1,000.00, and whether it was greater than \$10,000.00;

c. a description of the consideration, if any, for which the income was received;

d. in the case of a gift, the amount and the date on which the gift was received.

Section 304. When income of a business entity, including income of a sole proprietorship, is reportable by the filer under this Code, the Statement shall contain:

a. the name, address and a general description of the business entity;

b. in the case of a business entity which provides legal or brokerage services, the name of every person who paid fees to the business entity if the filer's pro rata share of fees from such persons was equal to or greater than \$1,000.00;

- c. in the case of a business entity not covered by Section 304(b), the name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such persons was equal to or greater than \$10,000.00 during a calendar year.

PLACE OF FILING STATEMENTS

Section 305. Each designated occupant shall submit the original copy of his or her Statement of Economic Interests with office of the Executive Director of the Workforce Development Board.

TIME OF FILING FIRST STATEMENT

Section 306. A filer's first statement shall be filed:

- a. by a person who, after the effective date of this Code, is elected, appointed, promoted or transferred to a designated position; and
- b. persons who occupy designated positions at the adoption of this Code by the Workforce Development Board shall voluntarily file within thirty (30) days of the effective date of this Code.

TIME OF FILING SUBSEQUENT STATEMENTS

Section 307. Subsequent to the filing of a filer's first statement, the filer shall annually, prior to April 30th of each year, file subsequent Statements of Economic Interests.

TIME OF FILING LAST OR EXIT STATEMENT

Section 308. All occupants of designated positions shall file an exit Statement within thirty (30) days of vacating any designated position.

POINT IN TIME COVERED BY FIRST STATEMENT

Section 309. A filer's first Statement shall report the designated occupant's reportable investments and interests in real property (but not income) as those investments and interests in real property exist at the time of filing. No period of time is covered by the filer's first Statement.

PERIOD COVERED BY FILER'S SECOND STATEMENT

Section 310. A filer's second Statement, filed in April, shall cover that part of the preceding calendar year which is subsequent to the time of filing the filer's first Statement.

PERIOD COVERED BY FILER'S THIRD AND SUBSEQUENT STATEMENTS

Section 311. Each of a filer's third and subsequent Statements shall be filed prior to April 30th of each year for the preceding calendar year.

PERIOD COVERED BY FILER'S LAST OR EXIT STATEMENT

Section 312. A filer's last or exit Statement shall be within thirty (30) days of vacating the designated position, with the period covered being from the last filed Statement to the date of exit.

ARTICLE 4

DUTY TO DISQUALIFY SELF AS TO DECISIONS

MATERIALLY AFFECTING ECONOMICS INTERESTS

CIRCUMSTANCES REQUIRING DISQUALIFICATION

Section 400. Except as provided in Section 401, it shall be the duty of each designated occupant to disqualify himself or herself from making or participating in the making of any Workforce Development Board decision, or from using his or her official position to influence a Workforce Development Board decision, if it is reasonably foreseeable that the decision will have a material financial effect, distinguishable from the decision's effect on the public generally, on:

- a. any business entity in which the designated occupant has a direct or indirect investment interest which is reportable;
- b. any real property in which the designated occupant has a direct or indirect investment interest which is reportable;
- c. any source of reportable income (not including loans by a commercial lending institution in the regular course of business) aggregating \$250.00 or more in value received by or promised to the designated occupant within twelve (12) months prior to the time when the decision is made; or
- d. any business entity in which the designated occupant is a director, officer, partner, trustee, employee, or holds any position of management.

As used in this Section, "indirect investment or interest" has the meaning given that term in Section 212 of this Code.

Section 401. Specifically, WIOA Section 107(h) states that a member of a local board may not—

- (1) vote on a matter under consideration by the local board;
 - (A) regarding the provision of services by such member (or by an entity that such member represents); or
 - (B) that would provide direct financial benefit to such member or the immediate family of such member; or
- (2) engage in any other activity determined by the Governor to constitute a conflict of interest as specified in the State plan.

Section 402. Section 18703(e)(5) of the Fair Political Practices Commission regulations states that the financial effect on a public official's financial interest is deemed indistinguishable from that of the public generally if the decision is made by a board or commission and the law that establishes the board or commission requires certain appointees have a representative interest in a particular industry, trade, or profession or other identified interest, and the public official is an appointed member representing that interest. This applies only if the effect is on the industry, trade, or profession or other identified interest represented and there is no unique effect on the official's interest.

ARTICLE 5

DESIGNATED POSITIONS – DESIGNATED OCCUPANTS

AND THEIR REPORTABLE ECONOMIC INTERESTS

DESIGNATED POSITION/OCCUPANTS

Section 500. “Designated occupant” – Directors, Workforce Development Board of Madera County.

REPORTED ECONOMIC INTERESTS

Section 501. The specific types of investments, interests in real property, and income which are reportable under this Code by the holder or proposed holder of a designated position are as identified in Exhibit A. These identifications are by reference to the category numbers of the specific types of economic interests as identified in Exhibit A.

ARTICLE 6

WHISTLEBLOWER PROTECTIONS

It is the public policy of the State of California to encourage employees to notify an appropriate government or law enforcement agency, person with authority over the employee, or another employee with authority to investigate, discover, or correct the violation or noncompliance, and to provide information to and testify before a public body conducting an investigation, hearing or inquiry, when they have reason to believe their employer is violating a state or federal statute, or violating or not complying with a local , state or federal rule or regulation.

Who is protected?

Pursuant to California Labor code Section 1102.5, employee are the protected class of individuals. ‘Employee’ means any person employed by an employer, private or public, including, but not limited to, individuals employed by the state or any subdivision thereof, any county, city, city and county, including any charter city or county, and any school district, community college district, municipal or public corporation, political subdivision, or the University of California. [California Labor Code Section 11063]

What is a whistleblower?

A “whistleblower” is an employee who discloses information to a government or law enforcement agency, person with authority over the employee, or to another employee with authority to investigate, discover, or correct the violation or noncompliance, or who provides information to or testifies before a public body conducting an investigation, hearing or inquiry, where the employee has reasonable cause to believe that the information discloses:

1. A violation of a state or federal statute,
2. A violation or noncompliance with a local, state or federal rule or regulation, or
3. With reference to employee safety or health, unsafe working conditions or work practices in the employee's employment or place of employment.

A whistleblower can also be an employee who refuses to participate in an activity that would result in a violation of a state or federal statute, or a violation of or noncompliance with a local, state or federal rule or regulation.

What protections are afforded to whistleblowers?

1. An employer may not make, adopt, or enforce any rule, regulation, or policy preventing an employee from being a whistleblower.
2. An employer may not retaliate against an employee who is a whistleblower.
3. An employer may not retaliate against an employee for refusing to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a state or federal rule or regulation.
4. An employer may not retaliate against an employee for having exercised his or her rights as a whistleblower in any former employment.

Under California Labor Code Section 1102.5, if an employer retaliates against a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages, and take other steps necessary to comply with the law.

How to report improper acts

If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, **call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225**. The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

EXHIBIT “A”

CATEGORY 1:

Persons in this category shall disclose all investments. This disclosure category, however, shall be limited to business entities of any size involved in occupational or employment training, workforce development, or business entities not involved in such training but which employ fifty (50) or more people.

“Investment” means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments, and any partnership or other ownership interest, if the business entity or any parent subsidiary, or otherwise related business entity has an interest in real property in the jurisdiction, or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two (2) years prior to the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value exceeds \$1,000.00. The term “investment” does not include time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940, a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual include a pro rata share of investments of any business entity, mutual or trust in which the individual or spouse owns, directly, indirectly, or beneficially, a 10% interest or greater.

CATEGORY 2:

Persons in this category shall also disclose all income. This disclosure category, however, shall be limited to sources of income which are business entities of any size involved in occupational or employment training, workforce development, or business entities not involved in such training but which employ fifty (50) or more people.

“Income” means a payment received, including but not limited to any salary, wage, advance, dividend, interest, rent proceeds, from any sale, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness received by the filer, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in income of a spouse. “Income” also includes an outstanding loan. “Income” of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficially, a 10% interest or greater. “Income”, other than a gift, does not include income received from any source outside the jurisdiction not doing business within the jurisdiction, and not planning to do business within the jurisdiction during the two (2) years prior to the time any statement or other action is required under this code.

CATEGORY 3:

Persons in this category shall disclose all interests in real property. This disclosure category, however, shall be limited to non-residential real property located within the jurisdiction which is used, or which reasonably could be used, for occupational or employment training or workforce development.

DIRECTOR ACKNOWLEDGEMENT

This is to acknowledge that I have received a copy of the Workforce Development Board of Madera County Conflict of Interest Code. I understand that I have an obligation to familiarize myself with these duties and responsibilities, to complete required Ethics Training no less frequently than once every two years, and to file an annual Statement of Economic Interest.

Dated: _____

Signed: _____

(Revised 6/21/18)

**CONFLICT OF INTEREST POLICY
OF
MADERA COUNTY WORKFORCE INVESTMENT CORPORATION**

**ARTICLE I
PURPOSE**

The purpose of this Conflict of Interest Policy (this “Policy”) is to protect Madera County Workforce Investment Corporation, a California nonprofit public benefit corporation (the “Corporation”), in the event any transaction or business arrangement contemplated by the Corporation might benefit the private interest of an officer or director of the Corporation or might give rise to an excess benefit transaction. This Policy is intended to supplement but not replace any applicable state and federal laws governing conflicts of interest applicable to nonprofit and charitable organizations.

**ARTICLE II
DEFINITIONS**

1. **Interested Person.** Any member of the Board (“Director”), officer of the Corporation (“Officer”), or member of a committee of the Board (“Committee Member”) who has a direct or indirect financial interest is an “Interested Person”.

2. **Financial Interest.** A Director, Officer, or Committee Member has a financial interest if he or she has, directly or indirectly, through business, investment, or family, any of the following:

(a) An ownership or investment interest in any entity with which the Corporation has a transaction or business arrangement; or

(b) A compensation (including, direct and indirect remuneration as well as gifts or favors that are not insubstantial) arrangement with the Corporation or with any entity or individual with which the Corporation has a transaction, engagement or business arrangement; or

(c) A potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Corporation is negotiating a transaction or business arrangement.

Whether a financial interest constitutes an impermissible conflict of interest in shall be determined by the board of directors of the Corporation (the “Board”) pursuant to Article III of this Policy.

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ARTICLE III PROCEDURES

1. **Disqualifying Financial Interest.** Any Interested Person must obtain the Board's approval pursuant to Sections 2 and 3 of this Article III and disqualify himself or herself from making, participating in the making of, or attempting to influence any decisions of the Board, Officers, or Committee Members.

2. **Board Approval.** Upon the disqualification of the Interested Person, the Directors having no financial interest in the transaction or business arrangement, whether proposed or already entered, shall call a special meeting of the Board. At the special meeting, the Interested Person shall disclose all material facts relating to the financial interest in concern. The Board shall then determine whether the financial interest constitutes an impermissible conflict of interest. The financial interest may be permitted under the following conditions:

(a) **Prior Approval.** The Board may approve a proposed transaction or business arrangement in which an Interested Person may have a material financial interest if after reasonable investigation and prior to consummating the transaction or business arrangement, or any part thereof, with knowledge of the material facts concerning such transaction or business arrangement and the interested person, the Board determines in good faith by vote of a majority of Directors then in office (excluding the vote of any Interested Person that is a Director), that:

(1) The proposed transaction, engagement or business arrangement is for the Corporation's own benefit;

(2) The proposed transaction, engagement or business arrangement is fair and reasonable as to the Corporation; and

(3) The Corporation cannot obtain a more advantageous arrangement with reasonable efforts under the circumstances.

(b) **Ratification.** The Board may ratify a transaction or business arrangement entered into between the Corporation and the Interested Person in if the Board determines in good faith by vote of a majority of Directors then in office (excluding the vote of any Interested Person that is a Director), that:

(1) A committee or person authorized by the Board approved the transaction or business arrangement in concern;

(2) The Corporation entered into the transaction or business arrangement for its own benefit;

(3) The transaction or business arrangement was fair and reasonable as to the Corporation at the time the Corporation entered into the transaction; and

(4) It was not reasonably practicable to obtain approval of the Board prior to entering the transaction.

3. **Disqualifying Non-Financial Interest.**

(b) **Disqualifying Non-Financial Interest.** Any Director, Officer, or Committee Member must disqualify himself or herself when there exists a personal non-financial interest which will prevent the member from applying disinterested skill and undivided loyalty to the Corporation in making or participating in making the making of decisions.

4. **Procedure of Disqualification.** A Director, Officer, or Committee Member required to disqualify himself or herself pursuant to this Policy, shall (1) immediately disclose the interest, (2) withdraw from any participation in the matter, (3) refrain from attempting to influence any other Director, Officer, or Committee Member, and (4) refrain from voting on the matter. In the event the Interested Person is a Director, however, the presence of such Director may be counted in determining whether a quorum exists.

5. **Violations of the Conflicts of Interest Policy.**

(a) If the Board has reasonable cause to believe any Director, Officer, or Committee Member has failed to disclose actual or possible conflicts of interest, it shall inform the member of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

(b) If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Board determines that the Director, Officer or Committee Member has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action, including without limitation, removing such person from his or her respective office.

ARTICLE IV RECORDS AND PROCEEDINGS

The minutes of any special meeting of the Board conducted pursuant to this Policy shall contain:

(a) The names of the person or persons who disclosed or otherwise were found to have a financial interest or non-financial interest in connection with an actual or possible conflict of interest, the nature of the interest, any action taken to determine whether a conflict of interest was present, and the board's decision as to whether or not a conflict of interest in fact existed.

(b) The names of the persons who were present for discussions and votes relating to the transaction or business arrangement, the content of the discussion,

including any alternatives to the proposed transaction or business arrangement, and a record of any votes taken in connection with the proceedings.

ARTICLE V COMPENSATION

1. **Compensated Directors, Officers, and Committee Members.** The Corporation currently does not compensate any Director, Officer or Committee Member. In the event, that any such person receives, directly or indirectly, from the Corporation compensation for services, such person shall be precluded from voting on matters pertaining to his or her compensation.

2. **Prohibited Conduct.** No Director, Officer or Committee Member whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Corporation, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

ARTICLE VI ANNUAL STATEMENTS

Each Director, Officer, and Committee Member shall annually sign a statement that affirms such person:

- (a) Has received a copy of this Policy;
- (b) Has read and understands this Policy;
- (c) Has agreed to comply with this Policy; and
- (d) Understands the Corporation is charitable and in order to maintain its federal tax exemption it must engage primarily in activities that accomplish one or more of its tax-exempt purposes.

ARTICLE VII PERIODIC REVIEWS

To ensure the Corporation operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- (a) Whether compensation arrangements and benefits, if any, are reasonable, based on competent survey information, and are the result of arm's length bargaining.

(b) Whether partnerships, joint ventures, and arrangements with management organizations, if any, conform to the Corporation's written policies, are properly recorded, reflect reasonable investment or payments for goods and services, further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

ARTICLE VIII USE OF OUTSIDE EXPERTS

When conducting the periodic reviews required under Article VII, the Corporation may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of its responsibility to ensure that periodic reviews are conducted.

ARTICLE IX LEGAL STANDARDS

The Corporation and its Directors, Officers, and Committee Members shall adhere to conflict of interest rules imposed by law, including those contained in sections 5227, 5231 and 5233 of the California Nonprofit Public Benefit Corporation Law, section 4958 of the Internal Revenue Code, and any other provisions of state and federal law, as appropriate.

ARTICLE X WHISTLEBLOWER PROTECTIONS

It is the public policy of the State of California to encourage employees to notify an appropriate government or law enforcement agency, person with authority over the employee, or another employee with authority to investigate, discover, or correct the violation or noncompliance, and to provide information to and testify before a public body conducting an investigation, hearing or inquiry, when they have reason to believe their employer is violating a state or federal statute, or violating or not complying with a local, state or federal rule or regulation.

Who is protected?

Pursuant to California Labor code Section 1102.5, employees are the protected class of individuals. "Employee" means any person employed by an employer, private or public, including, but not limited to, individuals employed by the state or any subdivision thereof, any county, city, city and county, including any charter city or county, and any school district, community college district, municipal or public corporation, political subdivision, or the University of California. [California Labor Code Section 11063]

What is a whistleblower?

A "whistleblower" is an employee who discloses information to a government or law enforcement agency, person with authority over the employee, or to another employee with authority to investigate, discover, or correct the violation or noncompliance, or who provides information to or testifies before a public body conducting an investigation, hearing or inquiry, where the employee has reasonable cause to believe that the information discloses:

1. A violation of a state or federal statute,
2. A violation or noncompliance with a local, state or federal rule or regulation, or
3. With reference to employee safety or health, unsafe working conditions or work practices in the employee's employment or place of employment.

A whistleblower can also be an employee who refuses to participate in an activity that would result in a violation of a state or federal statute, or a violation of or noncompliance with a local, state or federal rule or regulation.

What protections are afforded to whistleblowers?

1. An employer may not make, adopt, or enforce any rule, regulation, or policy preventing an employee from being a whistleblower.
2. An employer may not retaliate against an employee who is a whistleblower.
3. An employer may not retaliate against an employee for refusing to participate in an activity that would result in a violation of a state or federal statute, or a violation or noncompliance with a state or federal rule or regulation.
4. An employer may not retaliate against an employee for having exercised his or her rights as a whistleblower in any former employment.

Under California Labor Code Section 1102.5, if an employer retaliates against a whistleblower, the employer may be required to reinstate the employee's employment and work benefits, pay lost wages, and take other steps necessary to comply with the law.

How to report improper acts

If you have information regarding possible violations of state or federal statutes, rules, or regulations, or violations of fiduciary responsibility by a corporation or limited liability company to its shareholders, investors, or employees, **call the California State Attorney General's Whistleblower Hotline at 1-800-952-5225**. The Attorney General will refer your call to the appropriate government authority for review and possible investigation.

ACKNOWLEDGEMENT OF CONFLICT OF INTEREST POLICY

I have received a copy of the Policy. I have read, understand, and agree to the provisions of the Policy. I understand that the Corporation is a California public benefit corporation, and in order for it to maintain its federal tax exemption it must engage primarily in activities that accomplish its tax exempt purposes. Furthermore, I have fully disclosed my direct or indirect financial interests, if any, pursuant to this conflict of interest policy.

Date: _____

Signature of Recipient

Printed Name of Recipient

Revised July 17, 2018



Madera County AJCC Q2 Report FY 2024-25

Prepared by Gary Beaudette, One Stop Operator

Introduction

This report provides an overview of the activities, discussions, and key outcomes from the Madera County AJCC (America's Job Center of California) partner meetings and workforce initiatives conducted in Q2 of the fiscal year 2024-25. These efforts align with the Workforce Innovation and Opportunity Act (WIOA) to enhance workforce services, improve collaboration, and address job seeker and employer needs within the county.

AJCC Partners in Madera County

The following agencies and organizations are key AJCC partners in Madera County:

- **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**

Meeting Overview

During Q2, the Madera County AJCC held three primary engagements:

1. **Wednesday, October 9, 2024** – *Local Plan Forum* (In-Person, 2:30 p.m. – 4:00 p.m.)
2. **Wednesday, November 13, 2024** – *Virtual Partner Meeting* (9:00 a.m. – 10:00 a.m.)
3. **Wednesday, December 11, 2024** – *Virtual Partner Meeting* (9:00 a.m. – 10:30 a.m.)

October 9, 2024 – Local Plan Forum

- Instead of a traditional meeting, partners participated in a **Local Plan Public Input Session** to provide feedback on Madera County’s workforce system priorities.
- The session was facilitated by **David Shinder**, focusing on identifying key priorities and aligning partner services with community needs.
- Discussions included:
 - Key challenges faced by job seekers and employers.
 - Strategies to enhance workforce development programs.
 - Integration of sector-based training and demand-driven employment models.

November 13, 2024 – Partner Meeting

- **Reviewed Local Plan Forums and discussed the next steps.**
- **Partner Updates (Round Robin):**
 - Partners provided updates on staffing changes, including new hires and ongoing recruitment efforts.
 - Agencies shared information on upcoming training programs, funding allocations, and service modifications.
 - Customer Feedback Surveys were emphasized as a critical tool for assessing service effectiveness and tracking client needs.
 - Partners acknowledged the importance of increasing survey response rates and brainstormed strategies for improving engagement.
- **Problem Statements:**
 - Partners were encouraged to identify operational or service-related challenges within their organizations.
 - A discussion took place on how to streamline inter-agency referrals and improve tracking mechanisms for client outcomes.

- Several partners raised concerns about workforce retention challenges and strategies for reducing turnover.
- **Event Announcements:**
 - The group discussed upcoming job fairs, employer engagement events, and sector-based training opportunities.
 - Workforce partners were encouraged to collaborate on outreach efforts to increase program participation.

The following attendance list reflects those who signed into the meeting by entering their name and organization in the chat. Please note that if individuals joined late or did not enter their information, they may not be listed.

- Ara Keledjian (Madera Adult School)
- Jose Delgado (Central Valley Opportunity Center)
- Vivian Garcia (Madera Department of Social Services)
- Sherri Watkins (State Center Adult Education Consortium)
- Karina Vera (State Center Adult Education Consortium)
- Michelle Hernandez (Madera County Department of Social Services)
- Ahmed Metwally (Madera County Workforce Investment Corporation)
- Anthony Misner (Yosemite Adult School)
- R. Joe Perez (Department of Rehabilitation)
- Maiknue Vang (WDB Madera County/MCWIC)
- Lorenda Sanchez (California Indian Manpower Consortium)
- Jessica Roche (Madera County Workforce Investment Corporation)
- Bertha Vega (Madera County Workforce Investment Corporation)

December 11, 2024 – Partner Meeting

- **Key Topics Discussed:**
 - **Partner Updates:**
 - Agencies provided detailed reports on their workforce initiatives and programmatic accomplishments.

- EDD announced efforts to expand job placement services and highlighted a new partnership with local employers to increase hiring initiatives.
- Madera Workforce shared updates on new funding allocations that would enhance training programs for job seekers.
- **Event Announcements:**
 - The annual job fair was confirmed for April 3, 2025, at the Madera Fairgrounds, with partner organizations invited to participate.
 - Several agencies discussed end-of-year training and community engagement events focused on improving workforce readiness.
- **Meeting Structure Review:**
 - Partners reflected on the effectiveness of the 2024 meeting structure and identified areas for improvement in 2025.
 - A consensus was reached to continue hybrid meeting options to maximize participation and accessibility.
 - Partners suggested incorporating success stories into meetings to highlight program impacts and client achievements.
- **Problem Statements:**
 - Discussions focused on workforce challenges for underserved populations, including access to employment resources for individuals with disabilities and justice-impacted individuals.
 - Partners discussed strategies for increasing community engagement and strengthening collaborative efforts.

The following attendance list reflects those who signed into the meeting by entering their name and organization in the chat. Please note that if individuals joined late or did not enter their information, they may not be listed.

- Karina Vera (State Center Adult Education Consortium)
- Michelle Hernandez (Madera County Department of Social Services)
- Jose Delgado (Central Valley Opportunity Center)
- Jean Cardenas (SER Jobs for Progress)
- Ahmed Metwally (Madera County Workforce Investment Corporation)

- Pang Vangyi (State Center Adult Education Consortium)
 - R. Joe Perez (Department of Rehabilitation)
 - Bertha Vega (Madera County Workforce Investment Corporation)
 - Lorenda Sanchez (California Indian Manpower Consortium)
 - Jessica Roche (Madera County Workforce Investment Corporation)
-

Opportunities:

1. Enhanced Partner Collaboration:

- The regular virtual meetings have created a consistent platform for partners to share program updates, address operational challenges, and collaborate on shared goals.
- Looking ahead, this partnership could further evolve by exploring joint program development efforts, particularly in sectors with high demand, such as healthcare and manufacturing.

2. Cross-Agency Resource Sharing:

- Partners recognized the growing potential to leverage collective resources to address pressing challenges like housing assistance, employment readiness, and skills development.

3. Improved Customer Feedback Mechanisms:

- As feedback collection continues to be a challenge, there is an opportunity to introduce new, innovative methods to increase participation in customer feedback surveys.
- Automated follow-up systems and personalized outreach could streamline the process, while incentives like gift cards or small rewards might encourage more engagement.

4. Referral Process Improvement:

- Addressing the gaps in the referral process offers an opportunity for partners to explore secure electronic solutions that meet both state and federal privacy standards.
- Gary Beaudette, is currently working on a digital draft of a referral system through “Fillout”.

5. Continued Focus on the Continuous Improvement Plan (CIP):

- The CIP remains a key tool in guiding service delivery enhancements and collaboration efforts.
- By utilizing the CIP framework, partners can develop targeted strategies to overcome these barriers and improve service effectiveness.

Conclusion

Q2 saw meaningful progress in partner collaboration and workforce service improvements. The successful completion of the **Continuous Improvement Action Plan** was a key highlight, demonstrating the collective commitment of AJCC partners to addressing challenges and enhancing service delivery. Looking ahead, the focus remains on sustaining these efforts, refining internal processes, and exploring new opportunities to better support job seekers and employers in Madera County.

**Local Area Subsequent Designation
and
Local Board Recertification Application
for
Program Year 2025-27**

Local Workforce Development Area

Madera County

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2025-27 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted by **5 p.m. on Monday, April 7, 2025**, to the CWDB at PolicyUnit@cwdb.ca.gov.

Workforce Development Board of Madera County

Name of Local Area

P.O. Box 1205

Mailing Address

Madera, CA 93639

City, State, ZIP

Date of Submission

Maiknue Vang

Contact Person

559-662-4503

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members.

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority
- Representatives of businesses, including small businesses or business organizations
- Individuals appointed by those who have been nominated by local business organizations and business trade associations

List the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

Local Board Business Members

Name	Title	Entity	Appointment Date	Term End Date
Brett Frazier CHAIR	Owner	Papa Murphy's Pizza	5/9/23	5/9/26
Debi Bray	President/CEO	Madera District Chamber of Commerce	11/20/24	11/20/27
Michelle Brunetti	Director, HR	Valley Children's Hospital	8/23/22	8/23/25
Aaron Chambers	President	Impossible Services Group, Inc.	5/9/23	5/9/26
Donald Foster	Member	Golden Valley Chamber of Commerce	2/7/23	2/7/26
Laura Gutile	Owner	Laura's Nuts	6/7/22	6/7/25
Omair Javaid	Associate	World Financial Group	5/11/24	5/11/27
Nichole Mosqueda	Chief Strategy Officer	Camarena Health	10/21/23	10/21/26
Robert Poythress	Partner	Poythress Farms	Indefinite	-
Lanie Suderman	Director of Operations	Visit Yosemite Madera County	11/12/22	11/12/25

Category: Labor – Not less than 20 percent of the Local Board members shall be representatives from the Local Area's workforce (WIOA 107[b][2][B]) who:

- Shall include representatives of labor organizations (for a Local Area in which employees are represented by labor organizations) who have been nominated by local labor federations or (for a Local Area in which no employees are represented by such organizations) other representatives of employees. California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that these representatives shall amount to not less than 15 percent of the Local Board membership and be subject to the following:
 - a. For a Local Area in which no employees are represented by such organizations, other representatives of employees shall be appointed to the board, but any Local Board that appoints representatives of employees that are not nominated by local labor federations shall demonstrate that no employees are represented by such organizations in the area.
 - b. Shall include a representative, who shall be a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such program exists in the area, such a representative of a state-approved apprenticeship program in the area, if such a program exists.

- May include representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities.
- May include representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.

List the Local Board's labor members:

Local Board Labor Members

Name	Title	Entity	Appointment Date	Term End Date
Jorge DeNava	Executive Director	Central Valley Opportunity Center	4/23/23	4/23/26
Emilio Hipolito	Field Representative	NorCal Carpenters Union	6/4/24	6/4/27
Mike Lopez	Building Trades President	Trades Council	6/7/22	6/7/25
Chuck Riojas	Executive Secretary/Treasurer	Fresno Madera Tulare & Kings Central Labor Council	12/6/23	12/6/26

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers
- Institutions of higher education providing workforce investment activities

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

List the Local Board's education members:

Local Board Education Members

Name	Title	Entity	Appointment Date	Term End Date
Marie Harris	VP, Learning & Student Success	Madera Community College	2/6/24	2/6/27
Todd Lile	Superintendent	Madera Unified School District	9/17/24	9/17/27

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations
- The state’s employment service office under the Wagner-Peyser Act
- Programs carried out under Title I of the federal Rehabilitation Act

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local Chief Elected Official (CEO).

List the Local Board’s economic and community development members:

Local Board Economic and Community Development Members

Name	Title	Entity	Appointment Date	Term End Date
Kristina Gallagher	Executive Director	Madera County Economic Devel.	1/28/25	1/28/28
Wendy Lomeli	Employment Program Manager III	Employment Development Dept.	6/6/23	6/6/26
Joe Perez	Staff Services Manager I	Department of Rehabilitation	1/4/25	1/4/28
Robert Poythress CEO Representative	Supervisor	Madera County Board of Supervisors	Indefinite	-

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50 percent or higher in PY 22-23 **or** PY 23-24, as described in Workforce Services Directive (WSD) WSD20-02, *Calculating Local Area Performance and Nonperformance* (September 18, 2020).

Note – Report your “performance score” rather than the “adjusted level of performance.”

PY 22-23 Scores

Indicator	Adults	Dislocated Workers	Youth
Employment Rate 2 nd Quarter After Exit	<u>101.6%</u>	<u>96.5%</u>	<u>106.8%</u>

Employment Rate 4 th Quarter After Exit	<u>102.2%</u>	<u>109.7%</u>	<u>120.3%</u>
Median Earnings	<u>145.4%</u>	<u>130.1%</u>	<u>141.7%</u>
Credential Attainment	<u>99.7%</u>	<u>169.2%</u>	<u>93.7%</u>

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 22-23 or PY 23-24:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or mis-expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- Gross negligence – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- Failure to observe accepted standards of administration – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200 (Uniform Guidance).

Certify No Violation: ☒

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Participated in a full-day regional plan kickoff meeting on 8/19/24 hosted in person in Madera. Additionally, participated in a follow-up regional planning meeting on 8/30/24. Also participated in plan discussions at the Central California Workforce Collaborative (CCWC) meetings on 8/30/24, 10/4/24, 11/15/24, 1/10/25, 2/21/25, and 3/21/25. Provided updated information to the regional plan regarding local participation in regional workgroups, projects, and sector initiatives. Participated in and supported marketing efforts for 3 regional plan

forums on 10/22/24, 11/19/24, and 12/5/24. Stakeholder forum invitations were sent to all Workforce Board members, local businesses, and community partners, as well as publicized via social media and the WDB website.

Active participation in regional plan implementation and the development of benchmarks and measures that support selected indicators B (equity and improving job quality) and D (shared/pooled resources). Ensured appropriate staff members and partners continued to be included in regional training opportunities and capacity building, completed training surveys, and supported ongoing efforts for a regionally designed training provider list. Participated in peer-to-peer learning, peer-to-peer monitoring, joint grant efforts, career pathway information, and the Central Valley Industry Engagement Roundtable (CVIER) to implement regional solutions for employer engagement.

Participated in regional discussions and efforts for performance negotiations, attended regional meetings to discuss and review performance negotiation process and goals, and participated in regional performance negotiation call with the State on 9/18/2024.

Local Area Assurances

Through PY 25-27, the Local Area assures that:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include:

- The Local Area's procurement procedures will avoid the acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Uniform Guidance Section 200.318)
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Uniform Guidance Section 200.508).

Note that failure to comply with the audit requirements specified in Uniform Guidance Subpart F will subject the Local Area to a potential cash hold (Uniform Guidance Section 200.339).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with WSD 19-05, *Monthly and Quarterly Financial Reporting Requirements* (December 4, 2019).

- All close-out reports will comply with the policies and procedures listed in WSD16-05, *WIOA Closeout Requirements* (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to a potential cash hold. (Uniform Guidance Section 200.339)

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of the *CUIC Section 14211* to spend a minimum of 30 percent of the combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
 - The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
- D. The Local Area will select America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Area will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The Local Area will comply with the nondiscrimination provisions of WIOA Section 188 and Title 29 CFR Part 38, including the collection of necessary data.
- G. The Local Area will engage in and contribute to regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates, and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 25-27 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Board Chair

Local CEO

Signature

Signature

Name

Name

Title

Title

Date

Date

Transfer of Funds Request

1. Local Area Madera County

2. Subgrant Number AA511014 3. Request Date 2/10/2025

4. Program Year 2024 5. Transfer Request No 01

6. Direction of Transfer (Check One):

Adult to Dislocated Worker

Dislocated Worker to Adult

☐ 201 → 299☐ 501 → 499☐ 202 → 200☒ 502 → 500

7. Amount of Transfer \$100,000

8. Contact Person Jessica Roche

9. Contact Person's Telephone Number 559-662-4590

10. All transfer requests must be approved and signed off by the Local Board.

Date of Local Board meeting to discuss transfer February 20, 2025

Date of Local Board meeting to approve transfer February 20, 2025

11. By signing below, the Local Area Administrator/Designee requests a transfer of funds and certifies that this transfer request was approved at the Local Board Meeting on the date indicated above.

Signature

Name

Maiknue Vang

Title

Executive Director

Date

2/20/2025

12. Taking into account the factors described under the Transfer of Funds Procedures section on page 5 of the directive, describe the Local Board's reasoning to request a transfer of funds.

Madera County is experiencing low DW enrollment numbers which is in alignment with the low unemployment rate. Adult eligible participants have been holding steady, but the adult enrolled clients are needing more individualized services and support than typically needed. Training and support service costs have also increased with the Adult individuals.

Transfer of Funds Request Participant Plan

Local Area: MADPrepared Date 2/10/2025

Enter the number of individuals in each category.

TOTALS FOR PY 20__	ADULT	DW
1. Registered Participants Carried in from PY 20__	137	28
2. New Registered Participants for PY 20__	93	25
3. Total Registered Participants for PY 20__ (Line 1 plus 2)	230	53
4. Exiters for PY 20__	85	21
5. Registered Participants Carried Out to PY 20__ (Line 3 minus 4)	145	32

PROGRAM SERVICES		
6. Career Services		
a. Basic Career Services	230	53
b. Individualized Career Services	225	51
7. Training Services	103	23

Bertha Vega, Program Manager

559-662-4508

Contact Person, Title

Telephone Number

Comments:

Madera County WDB has seen an increase in Adult eligible participants interested in training. The participants require more upfront intensive assistance prior to training. The DW eligible clients are primarily wanting job placement services and not training services.

Transfer of Funds Request Budget Plan

Local Area MADDate Prepared 2/10/2025
 Subgrant Number AA5111014
 Year of Appropriation 2024

 Grant
Code

Adult to DW

☐ 201 → 299☐ 202 → 200

DW to Adult

☐ 501 → 499☒ 502 → 500

FUNDING IDENTIFICATION		ADULT	DW
1. Formula Allocation		901,189	563,402
2. Prior Adjustments - Plus or Minus		0	0
3. Previous Amounts Transferred		0	0
4. Current Amount to be Transferred		100,000	(100,000)
5. TOTAL FUNDS AVAILABLE (Lines 1 through 4)		1,001,189	463,402

TOTAL ALLOCATION COST CATEGORY PLAN			
6. Program Services (Lines 6a through 6c)		901,070	417,061
a. Career Services		455,085	189,995
b. Training Services		300,357	139,021
c. Other		145,628	88,046
7. Administration		100,119	46,340
8. TOTAL (Lines 6 plus 7)		1,001,189	463,402

QUARTERLY TOTAL EXPENDITURE PLAN (cumulative)			
9. September 2024		0	0
10. December 2024		0	6,773
11. March 2025		189,260	45,653
12. June 2025		720,856	333,649
13. September 2025		813,856	369,649
14. December 2025		906,856	405,649
15. March 2026		1,001,189	463,402
16. June 2026		1,001,189	463,402

COST COMPLIANCE PLAN (maximum 10%)			
17. % for Administration Expenditures (Line 7/Line 5)		10.00%	10.00%

Jessica Roche, Controller

559-662-4590

Contact Person, Title

Telephone Number

Comments

Expenditures listed above are in alignment with current year expenditures and forecasted projections based on enrolled and client activity.



EDD Revision Date: 9/10/02; 6/12/13

WDB Review Date: 8/26/04; 3/22/07; 12/15/16, 6/17/21, 2/20/25

EXECUTIVE SUMMARY:

Purpose:

This document establishes the Workforce Development Board of Madera County's policy and procedures for reporting allegations of fraud, program abuse, or criminal conduct involving grantees or other entities and subrecipients receiving federal funds either directly or indirectly from the Employment Development Department (EDD) to the EDD Compliance Review Office (CRO) and the US Department of Labor's (DOL) Office of Inspector General (OIG). This policy and the associated procedures apply to the Local Workforce Development Area (Local Area) and other subrecipients of programs funded under the Workforce Innovation and Opportunity Act (WIOA), and is effective immediately.

Scope:

This policy applies to the Madera County Local Workforce Development Area (LWDA) and all subrecipients or other programs funded under the Workforce Innovation and Opportunity Act.

Effective Date:

This policy is effective on the date of approval by the Workforce Development Board of Madera County.

REFERENCES:

- EDD Directive WSD20-12
- Title 2 Code of Federal Regulations (CFR) Part 200: Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance) Sections 200.22, 200.23, 200.92, 200.333, and 200.344
- Title 20 Code of Federal Regulations (CFR) Sections 683.600 and 683.620
- DOL Training and Employment Guidance Letter 2-12, Employment and Training Administration (ETA) Grant Recipient Responsibilities for Reporting Instances of Suspected Fraud, Program Abuse, and Criminal Conduct (July 12, 2012)

STATE-IMPOSED REQUIREMENTS:

This policy contains some State-imposed requirements. These requirements are indicated by ***bold italic*** type.

FILING INSTRUCTIONS:

This policy implements the requirements of WSD20-12. Retain this policy until further notice.

BACKGROUND:

Per Title 20 CFR Section 683.620 information and complaints involving criminal fraud, waste, abuse, or other criminal activity must be reported immediately through DOL's Incident Reporting System to OIG with a copy simultaneously provided to the Employment and Training Administration (ETA). Complaints of a noncriminal nature (e.g., mismanagement and gross waste of funds) may be handled under the procedures set forth in Title 20 CFR Section 683.600 or may be reported through the DOL's Incident Reporting System.

When an individual has knowledge or suspicion of a violation of the WIOA or its regulations, the individual must take prompt and appropriate action.

POLICY AND PROCEDURES:

Definitions:

Complaint – allegations of criminal activity and serious misconduct accepted by the DOL as incidents, and allegations of fraud, waste, and abuse concerning federally-funded grants, contracts, programs and operations, and dangers to the public health and safety. The Incident Reporting System should not be used for resolving employee grievances, Equal Employment Opportunity complaints, labor disputes, or other personnel concerns.

Contract – a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. The term as used in this part does not include a legal instrument, even if the non-federal entity considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward. (Uniform Guidance Section 200.22)

Contractor – an entity that receives a contract as defined in 200.22 Contract. (Uniform Guidance Section 200.23)

Subaward – an award provided by a pass-through entity to a subrecipient for the subrecipient to carry out part of a federal award received by the pass-through entity. It does not include payments to a contractor or payments to an individual that is a beneficiary of a federal program. A subaward may be provided through any form of legal agreement, including an agreement that the pass-through entity considers a contract. (Uniform Guidance Section 200.92)

Subrecipient – a non-federal entity that receives a subaward from a pass-through entity to carry out part of a federal program, but does not include an individual that is a beneficiary of

such program. A subrecipient may also be a recipient of other federal awards directly from a federal awarding agency. (Uniform Guidance Section 200.93)

Policy:

All subrecipients that receive WIOA funds must promptly report to OIG and CRO all allegations of WIOA-related fraud, abuse, and other criminal activity. The CRO must immediately report the allegations through the DOL's Incident Reporting System to the OIG with a copy simultaneously provided to the ETA. In addition to submitting allegation is to the CRO, subrecipients may also report allegations directly to the OIG, if deemed appropriate.

Each subrecipient must establish appropriate internal procedures to prevent and detect fraud, abuse, and criminal activity. These procedures must include a reporting process to ensure that OIG and CRO are notified immediately of any allegations of WIOA-related fraud, abuse, or criminal activity. Internal procedures must be in writing and include the designation of a person on the subrecipients' staff who will be responsible for such notifications.

Subrecipients must establish, document, and implement procedures to immediately notify the funding entity of any suspected or proven fraud, abuse, or other criminal activity involving WIOA-funded activities. Funding entities must provide written notification to subrecipients regarding their responsibilities to be alert for instances of fraud, abuse, and criminal activity committed by staff, contractors, or program participants and to report all such instances to the funding entity, and CRO immediately including that the allegations may also be reported to the OIG. Proof of this notification must be maintained in the funding entity's files. Subrecipients detecting the presence or appearance of fraud, abuse, or other criminal activity must obtain sufficient information to provide a clear, concise report of each incident. Reports must include a statement of all facts, known at the time, as well as any known or estimated loss of WIOA funds resulting from the incident. It is important that an initial report is made to CRO within one working day of the detection of the incident. The submission of an incident report should not be delayed even if all the facts are not readily available. Any facts subsequently developed by the subrecipient must be forwarded in a supplemental incident report.

The reporting procedures do not supersede the responsibility for subrecipients to safeguard WIOA funds by taking prompt and appropriate corrective action when any evidence of a violation of WIOA or its implementing regulations is found.

Reporting:

Within one workday of detection or discovery of information alleging fraud, abuse, or other criminal activity involving WIOA funds, a written incident report shall be prepared by the detecting entity. The report must be submitted on the Incident Report form, which can be found as Attachment C to TEGl 2-12, or a similar document containing the requested information to the CRO by email at PACBCROIncidentReports@edd.ca.gov.

The Incident Report may also be submitted to the DOL OIG at their Web site www.org.dol.gov/hotlinecontact.htm, by telephone at 1-800-347-3756, by fax to (202) 693-7020, or by mail to:

Office of Inspector General
United States Department of Labor
200 Constitution Avenue NW, Room S-5506
Washington, DC 20210

And to the Executive Director of the Workforce Development Board of Madera County by telephone at (559) 662-4500, by fax at (559) 673-1794, or by mail to:

Executive Director
Workforce Development Board of Madera County
P.O. Box 1205
Madera, CA 93639

Allegations considered to be of an emergency nature may be reported by telephone to the Compliance Resolution Unit Supervisor at (916) 654-8354 or by calling the OIG/DOL Hot Line at 1-800-347-3756 and ***followed immediately thereafter by a written incident report.***

The Workforce Development Board of Madera County Executive Director has designated the Controller as the person responsible to forward any incident report received to CRO and OIG/DOL. The CRO will record any incident report it receives in the WIOA Incident Report System, report the incident directly to the OIG Complaints Analysis Office, and forward the incident report to DOL/ETA Region 6 within one working day of receipt. However, CRO may have to contact the reporting entity for clarification or additional details prior to forwarding it to Region 6. Concurrently with its transmittal of the incident report to Region 6, CRO will, when applicable, notify the reporting entity to take appropriate action to recover misspent funds, or to contain its financial liability.

Upon receipt, ETA Region 6 will forward the Incident Report to DOL Regional OIG, San Francisco. Subsequently, ETA Region 6 will advise the CRO of the action to be taken by the DOL Regional OIG. When the OIG receives an Incident Report, they will determine whether or not to investigate the incident. If OIG decides not to investigate an Incident Report, the case is referred back to ETA for resolution. At this time the case is referred to the EDD by ETA Region 6 for investigation. If the OIG decides to investigate the incident, ETA Region 6 will instruct the CRO to wait for the OIG's results before commencing the state-level formal resolution.

When the CRO commences the state-level resolution, it will request a fact-finding and resolution report from the appropriate next level of oversight, depending on the nature of the allegations. The CRO may require the EDD's direct subrecipients to submit a fact-finding and local resolution report, or the fact-finding mission may be conducted by the EDD. The fact-finding may, in certain circumstances, rise to the level of a special monitoring review, an investigation, or an audit by the appropriate state entities or by independent third party auditors, as determined by the CRO.

Whenever the entity reporting the allegation of an incident believes that immediate action to prevent further financial loss or other damage is necessary, or recovery of funds or property

may be impeded if immediate action is not taken, the reporting entity has the responsibility to take any action it deems appropriate, including contacting the local law enforcement agency. ***Any immediate action taken or planned by the reporting entity must be reported to CRO when the incident report is submitted.***

Allegations of fraud, abuse, or other criminal activity in WIOA-funded programs may originate from sources other than subrecipients. Such sources may include informants, independent auditors, or local law enforcement agencies. Whenever the EDD receives an allegation from such a source, the CRO will prepare and submit an Incident Report to the OIG Complaints Analysis Office and to ETA Region 6, in accordance with WDD Directive WSD20-12. In such a case, CRO will, when appropriate, inform the subrecipient of the incident reported and advise the latter of the need to take certain action.

During an investigation, based on a report of fraud or abuse, the DOL OIG investigators or auditors may contact a subrecipient regarding an incident of which the subrecipient was not previously aware. Upon learning of the incident from federal sources, the subrecipient should contact the CRO to determine whether the latter is aware of the incident. If the subrecipient is not aware of the allegations, but CRO is aware, then the CRO will, when appropriate, inform the subrecipient of the specific allegations contained in the Incident Report.

Action will not be taken against any complainant for disclosing information concerning criminal or improper activities or making a valid complaint to proper authorities. Complainants may remain anonymous. If a complainant considers that their position will be compromised by reporting information through an Incident Report, the complainant may send the report directly to the OIG.

Post Close-Out Adjustments and Continuing Responsibilities

Per Uniform Guidance Section 200.344, the closeout of a federal award does not affect any of the following:

- The right of the federal awarding agency or pass-through entity to disallow costs and recover funds on the basis of a later audit or other review. The federal awarding agency or pass-through entity must make any cost disallowance determination and notify the non-federal entity within the record retention period.
- The obligation of the non-federal entity to return any funds due as a result of later refunds, corrections, or other transactions including final indirect cost rate adjustments.

Records Retention Requirements

Per Uniform Guidance Section 200.333, financial records, supporting documents, statistical records, and all other non-federal entity records pertinent to a federal award must be retained for a period of three years from the date of submission of the final expenditure report, or for a period of three years from the date of the submission of the quarterly or annual financial report (for federal awards that are renewed quarterly or annually), as reported to the federal awarding agency or pass-through entity (in the case of a subrecipient). Pass-through entities must not impose any other record retention requirements upon non-federal entities. The only exceptions are the following:

- If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the

records have been resolved and final action taken.

- When the non-federal entity is notified in writing by the federal awarding agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period.
- Records for real property and equipment acquired with federal funds must be retained for 3 years after final disposition.

INQUIRIES:

If you have any questions about the information contained in this policy, please contact the Executive Director, Workforce Development Board of Madera County at (559) 662-4500.

Attachments

1. Glossary of Terms
2. Incident Report Form



Agenda Item 8.1

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
Subject: Success Stories

Information:

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

Financing:

Workforce Innovation and Opportunity Act

SUCCESS STORY

Erick N.



My name is Erick. My experience with the Madera Workforce was great. I worked as a Material Handler at ZNDUS and was let go. I was referred by EDD to come to the workforce and learn about the training programs they offered.

I met with the specialist of the day and they were able to assist and guide me with the training programs. I was assigned case manager A. Galindo. She was helpful in guiding me with the necessary steps needed to obtain sponsorship for training. I had obtained my permit before training. I was ready to start a new career as a truck driver.

I decided to attend CVOC. They trained me and assisted me with obtaining my CDL Class A License. I am now working at Richie Iest Farms Inc. in Madera. I am operating equipment and earning \$21 per hour.

I am grateful to the Workforce for the opportunity to sponsor me in my training. Their help was essential in taking the next steps into a rewarding career.



Agenda Item 8.2

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
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



Agenda Item 8.3

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
Subject: Madera County Workforce Investment Corporation (MCWIC) Update

Information:

The MCWIC met last on December 11, 2024. The agenda for December 11, 2024, is provided for the Board's review. They will meet next on February 27, 2025.

Financing:

Workforce Innovation and Opportunity Act



Agenda Item 8.4

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Jessica Roche, Controller
Date: February 20, 2025
Subject: Workforce Innovation and Opportunity Act (WIOA) Formula and Special Projects Quarterly Program Overview

Information:

WIOA Formula and Special Projects Quarterly Program Overview report for period ending December 31, 2024, is provided for the Board's review. The report reflects data for the fiscal year 2024-2025.

Financing:

Workforce Innovation and Opportunity Act

WIOA Formula and Special Projects Quarterly Program Overview as of December 2024

Madera County Workforce Investment Corporation (MCWIC) is a nonprofit 501(c)(3) and is both the fiscal agent and the program operator for the Workforce Innovation and Opportunity Act (WIOA) in Madera County and operates as the Local Workforce Development Area (LWDA) for Madera County. MCWIC's primary annual source of income is the WIOA funds, but the organization also operates miscellaneous grants and awards that assist in achieving MCWIC's mission and goals and are also used to leverage and complement the WIOA funding.

WIOA Funding Requirements AB1149

Senate Bill AB1149 (amended SB734) requires that 20% of Adult and Dislocated Worker funding will support *direct training expenses* with a planned assumption of 10% leverage in order to meet the full requirement of 30%. The following form is tracked internally monthly at the time of reporting in order to make sure the training requirement is forecasted to be met at the end of the grant term. MCWIC has not yet met the training requirement, but with the reporting of additional leveraged resources being compiled, the percentage is expected to be exceeded by March 31, 2025.

Summary of Leveraged Resources			
1. LWIA Name	MAD		
2. Date	12/31/2024		
3. Year of Appropriation	2023 AA411014 - Term 6/2025		
Program Year Funding and Training Expenditures			
	% Achieved	Amount	
4. Adult and Dislocated Worker Formula Fund Allocations		\$	1,297,856
5. Training Expenditure Requirement (direct & leveraged)		\$	389,357
6. Formula Fund Training Expenditures (20% minimum per AB1149 = \$286,862.40)	26.69%	\$	346,375
7a. Leveraged resources used for Training (10% = \$143,431.20)	2.29%	\$	20,367
7b. Leveraged resources used for Supportive Services		\$	9,300
8. Total amount spent on Training and Supportive Services (should equal or exceed Line 5)	28.97%	\$	376,042
Leveraged Resources Detail			
8. Source (See page 2)	Total Amount	Training	Supportive Services
A - Pell Grant	\$ 20,367.00	\$ 20,367.00	
B - Programs authorized by the WIOA (not Formula)			
C - TAA			
D - DOL NDWG			
E - Match from employers, industry, and industry associations			
F - Match funds from Joint labor Management trusts			
G - ETP grants			
H - SS for training WIOA Formula	\$ 9,300.00		\$ 9,300.00
I - TANF SS			
J - TANF TJT/WEX			
K - Other local,state,fed funds			
I - CWDB approved funds	\$ -		
Total	\$ 29,667.00	\$ 20,367.00	\$ 9,300.00

WIOA Funds Utilization

Funds utilization requirements are applicable to adult, dislocated workers and youth funds allocated by formula to LWDA's. The funds utilization requirement does not apply to Rapid Response, the 25 percent funds, or projects funded using the Governor's discretionary funds.

The LWDA is required to obligate at least 80 percent of their program dollars by the end of the first program year for which they were allotted. The determination regarding whether a Local Area has obligated 80 percent of its funds will occur after the first quarter of each program year for the prior program year. MCWIC tracks this data on a quarterly basis to make sure it is on track with the WIOA requirements.

Specific to the WIOA Youth Formula funds, there are two additional program and expenditure requirements that are to be met at the end of the two-year term of the allocation. A minimum of 75% of youth formula allocation is to be spent on Out-of-School (OS) youth and a maximum of 25% on In-School (IS) Youth. The other requirement is that 20% of the 80% program portion of the allocation is to be spent on youth work experience. Youth work experience provides IS and OS an invaluable opportunity to develop work place skills. Work experience may include, but are not limited to, paid work experience, on-the-job training, pre-apprenticeship training, etc. as outlined in EDD WSD 17-07. Expenditures allowed to be applied to the 20% requirement include staff time working with employers and participants enrolled in work experience activity, incentive payments for achievement to work experience, and other job readiness type of training.

MCWIC FUNDS UTILIZATION STATUS - AA411014 YOA 2023 (2023-2025)					as of	12/31/2024
Allocation Balance Remaining						
Formula Fund	Total Allocation	Allowable "Program" Funding 90% (less 10% admin)	Expenditures Reported	Obligations Reported	Percentage Expended to Date (Exp+Obl)	Allocation Balance Remaining until 6/30/2025
Adult	\$ 1,023,535.00	\$ 921,181.50	\$ 719,123.67	\$ 100,348.41	80%	\$ 204,062.92
Youth	\$ 777,473.00	\$ 699,725.70	\$ 682,000.26	\$ 51,306.10	94%	\$ 44,166.64
Dislocated Worker	\$ 274,321.00	\$ 246,888.90	\$ 234,659.93	\$ 10,735.25	89%	\$ 28,925.82
OSY Youth Expenditure Status, by June 30, 2025						
Formula Fund	Total Allocation	Admin Expenditures	Program Expenditures	50% OSY Requirement on "Program" Funding	OSY Expenditures Reported	Percentage of Required Out of School Expenditures
Youth	\$ 777,473.00	\$ 27,516.46	\$ 654,483.80	\$ 349,862.85	\$ 654,483.80	187%
OSY Work Experience Expenditure Status, by June 30, 2025						
Formula Fund	Total Allocation	Admin Expenditures	Program Expenditures	20% WEX Requirement on "Program" Funding	WEX Expenditures Reported	Percentage of Required Out of School Expenditures
Youth	\$ 777,473.00	\$ 27,516.46	\$ 654,483.80	\$ 139,945.14	\$ 360,020.00	257%

Specific to Year of Allocation (YOA) 2023 funds, the LWDA has until June 30, 2025 to fully expend grant funds. As of December 2024, MCWIC has exceeded the requirements for YOA 2023 AB1149 and is projected to fully expend the WIOA Formula grants by March 2025.

MCWIC FUNDS UTILIZATION STATUS - AA511014 YOA 2024 (2024-2026)						as of	12/31/2024
Allocation Balance Remaining							
Formula Fund	Total Allocation	Allowable "Program" Funding 90% (less 10% admin)	Expenditures Reported	Obligations Reported	Percentage Expended to Date (Exp+Obl)	Allocation Balance Remaining until 6/30/2026	
Adult	\$ 901,189.00	\$ 811,070.10	\$ -	\$ -	0%	\$ 901,189.00	
Youth	\$ 900,738.00	\$ 810,664.20	\$ -	\$ -	0%	\$ 900,738.00	
Dislocated Worker	\$ 563,402.00	\$ 507,061.80	\$ 6,773.43	\$ -	1%	\$ 556,628.57	
Funds Utilization Status - 80% Obligation Requirement by 6/30/2024, End of First Program Year							
Formula Fund	Total Allocation	Allowable "Program" Funding 90% (less 10% admin)	80% Required Obligation Amount by End of 1st PY	Total Program Obligations Reported	Percentage of Total "Program" Obligations to 80% Requirement	Additional Obligations Needed by June 30, 2025	
Adult	\$ 901,189.00	\$ 811,070.10	\$ 648,856.08	\$ -	0%	\$ 648,856.08	
Youth	\$ 900,738.00	\$ 810,664.20	\$ 648,531.36	\$ -	0%	\$ 648,531.36	
Dislocated Worker	\$ 563,402.00	\$ 507,061.80	\$ 405,649.44	\$ -	0%	\$ 405,649.44	
OSY Youth Expenditure Status, by June 30, 2025							
Formula Fund	Total Allocation	Admin Expenditures	Program Expenditures	50% OSY Requirement on "Program" Funding	OSY Expenditures Reported	Percentage of Required Out of School Expenditures	
Youth	\$ 900,738.00	\$ -	\$ -	\$ 405,332.10	\$ -	0%	
OSY Work Experience Expenditure Status, by June 30, 2025							
Formula Fund	Total Allocation	Admin Expenditures	Program Expenditures	20% WEX Requirement on "Program" Funding	WEX Expenditures Reported	Percentage of Required Out of School Expenditures	
Youth	\$ 900,738.00	\$ -	\$ -	\$ 162,132.84	\$ -	0%	

Specific to Year of Allocation (YOA) 2024 funds, MCWIC is behind on applying expenditures to these YOA WIOA grants. MCWIC utilized the FIFO method for expenditure grant reporting, and will apply expenditures to YOA 2024 grants once the YOA 2023 grants are fully expended. Due to the amount of training expenditures set aside and obligated, MCWIC does not have a concern for meeting the 80% expended/obligation requirement on 6/30/2025.

MCWIC Program Update

MCWIC has a combination of WIOA grants as well as State and Local contracts. Outside of the WIOA formula funding, these additional grants and contracts are competitively procured. The following is a chart of grants and contracts obtained during the fiscal year as well as the enrollment and activity by grants.

MCWIC is finalizing a Community Economic Resilience Fund (CERF) High Road to Good Job and Prosperity (HRGJP) contract in the amount of \$200,000. United Way of Fresno and Madera counties is the system lead entity for the HRGJP where Fresno Economic Development Corporation (EDC) is facilitating the workforce component for the Pilot Project. Funds will provide direct participant costs for 2 cohorts of a 10-week School Bus Driver Training Program in Madera. This training is a unique collaboration between Advanced Career Institute (ACI) and Madera Unified School District (MUSD) where ACI will provide the instructor, classroom training, and behind-the-wheel training, and MUSD will provide the training location, school buses, fuel, and maintenance to support the training. MCWIC will screen and vet all interested individuals to ensure that participants are qualified and a good fit for the training. The estimated start date for the training is February 12, 2025, and grant funds will need to be expended by August 31, 2025.

MCWIC is working on another contract with the Madera County Superintendent of Schools to provide a Summer Paid Work Experience (PWEX) Program to prepare in-school foster homeless youth students for a 6-week paid work experience opportunity. During this time, the youth will gain hands-on employment skills and knowledge required for various occupations of interests.

In addition, MCWIC applied for a Community Development Block Grant (CDBG) in the amount of \$86,549 to support training scholarships for home-based childcare entrepreneurs through Nurture, a Community Development Financial Institution. Successful completion of this 12-week on-line training results in a CA State license to be an in-home day care provider. The program would target residents who are low-income, and who have additional barriers that may deem them ineligible for other state or federal training funds. Scholarships would improve individuals' economic stability and earning potential, and therefore, lift them out of poverty, decrease exposure to harsh working conditions, and prevent inadequate housing options.

MCWIC has also been making progress on the James Irvine Foundation grant. Partners and CBO's have provided feedback and recommendations on potential mobile unit/van vendors and management have reached out to obtain quotes. MCWIC also released a procurement for a PR firm, which will close on January 31, 2025. Staff will also release a position announcement for a Marketing and Outreach Coordinator. Estimated start dates for both activities will be late February.

Lastly, MCWIC has resumed quarterly resource fairs at the Workforce Assistance Center to share programs and resources to customers visiting the AJCC. Staff are also preparing for the Madera County Job Fair, Eastern Madera County Job Fair, and the Truck Driving Extravaganza that will all take place in April 2025.

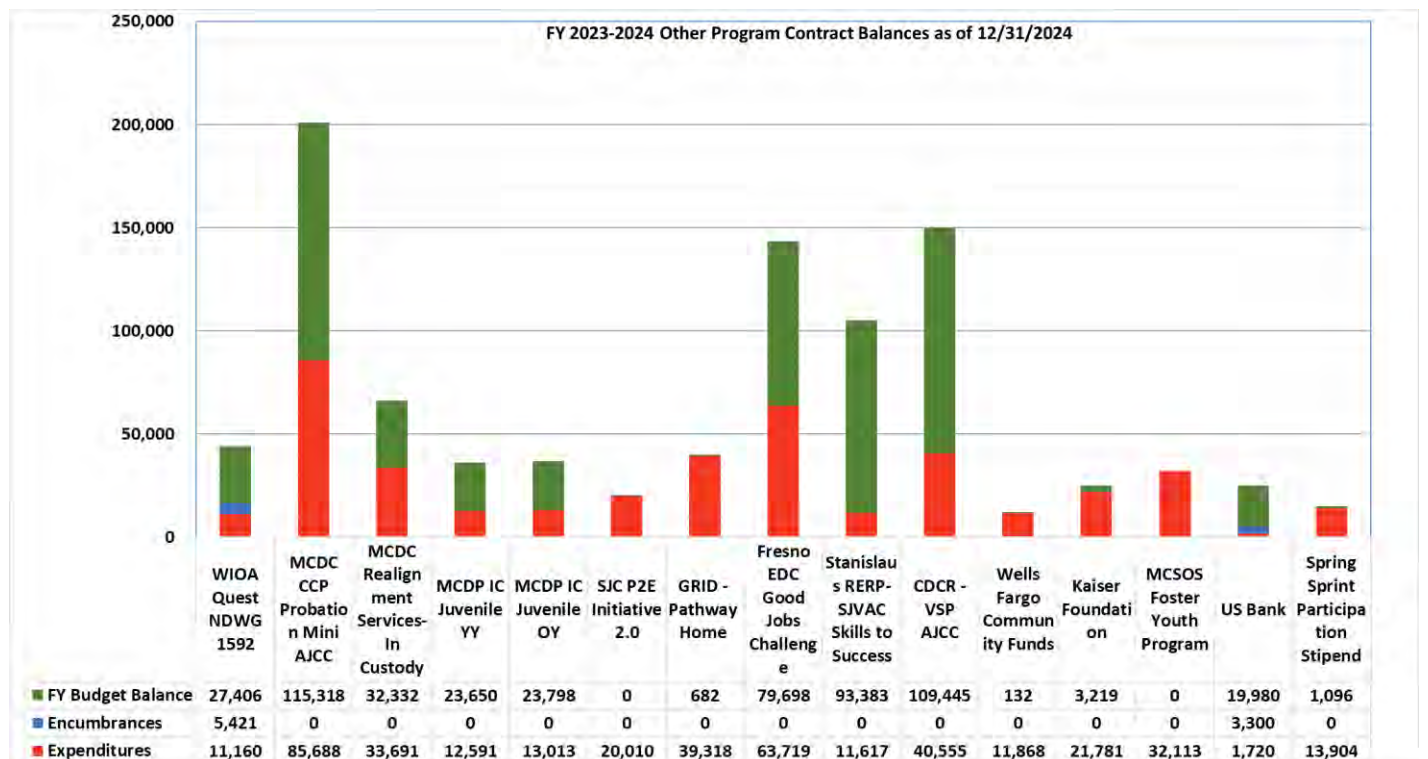
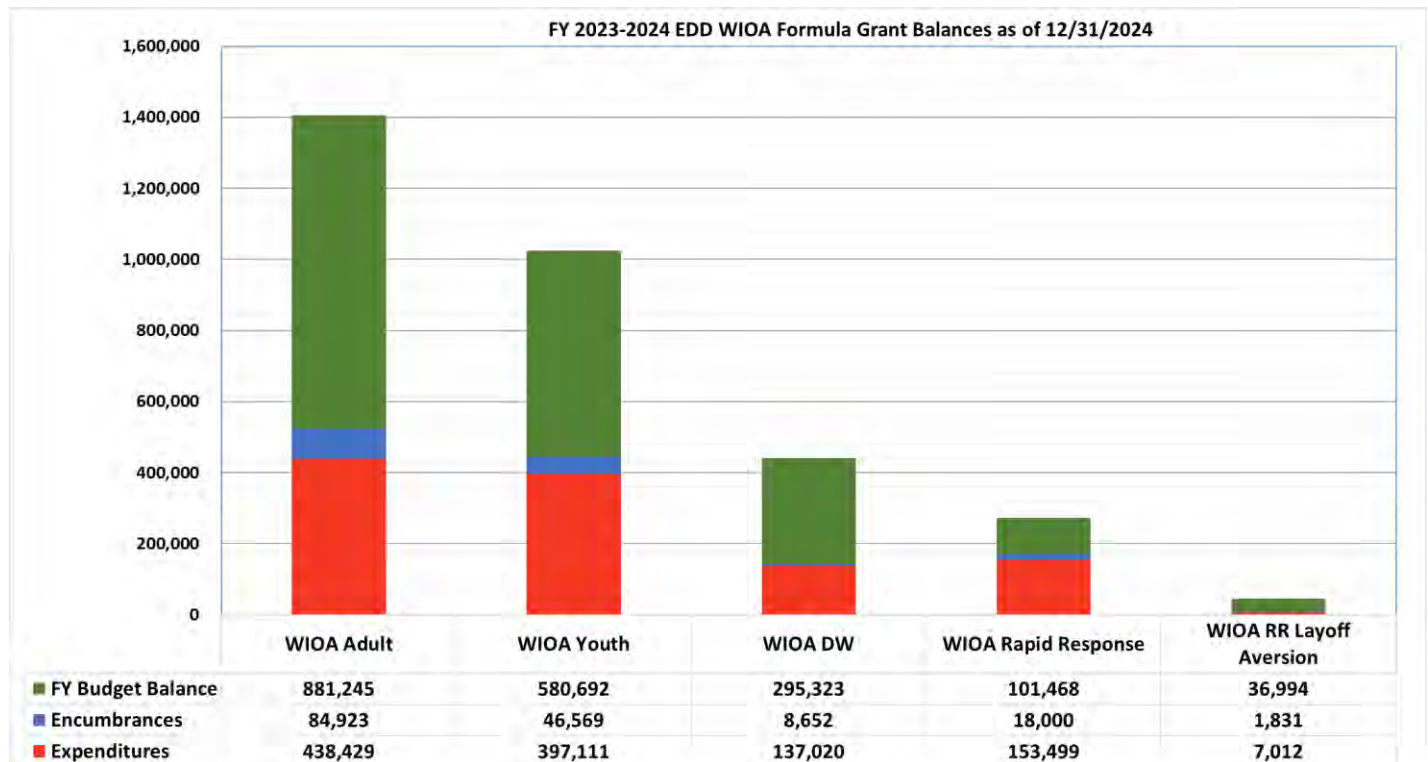
<u>GRANTS and CONTRACT</u>	<u>Allotment/Award Amount</u>	<u>Term</u>	<u>Count Served as of 12.31.24</u>
WIOA Formula Adult SCOPE: Provide employment, training, and supportive services assistance for eligible adult participants.	\$ 773,535.00	7/1/2023-6/30/2025	194 Enrolled
WIOA Formula Dislocated Worker (DW) SCOPE: Provide employment, training, and supportive service assistance for individuals who have been laid off due to a company downsize or closure.	\$ 524,321.00	7/1/2023-6/30/2025	40 Enrolled
WIOA Formula Youth SCOPE: Provide youth between the ages of 16-24 with employment, training, and supportive service assistance.	\$ 777,473.00	4/1/2023-6/30/2025	82 Enrolled
WIOA Formula Rapid Response & Layoff Aversion (Business Services) SCOPE: Provide timely and effective response to potential layoffs and business closures (WARN notices) as well as enable affected workers to return to work as quickly as possible following a layoff. Assist businesses with targeted job fairs and other employment services.	\$ 283,747.00	7/1/2025-6/30/2025	• 1 WARN Notices • 11 RR Orientations • 20 In person hiring events • 35 recruitment flyers • 4 Small Business Workshops • 19,207 text messages • 7 OJTs • 0 TJT • 3 IWT • 658 businesses served

<u>GRANTS and CONTRACT</u>	<u>Allotment/Award Amount</u>	<u>Term</u>	<u>Count Served as of 12.31.2024</u>
GRID Pathway Home Project SCOPE: In collaboration with GRID Alternatives and the Madera County Department of Corrections, identify in-custody individuals interested in solar careers. Provide transitional services, post-release orientation, career exploration, skills evaluation, case management, and follow up services for individuals enrolled in GRID Alternatives Central Valley Solar Installer training program.	\$ 147,847.00	7/1/2020-12/31/2024	71 Served/15 Enrolled - In Follow Up Stage
EDC Good Jobs Challenge SCOPE: In partnership with Fresno Economic Development Corporation and other key stakeholders, MCWIC will serve as the backbone lead for the Transportation industry and provide guidance and support through all phases of the grant in determining gaps in the training pipeline, facilitating sector partnership meetings between industry and education partners, and increasing access to trainings and opportunities to upskill individuals. In addition to Transportation, Madera will also coordinate with other backbone leads for training and employer support in the Business Services, Construction, and Manufacturing industries.	\$ 507,195.00	4/01/2023 -3/31/2026	22 WIOA Co-Enrolled
Stanislaus P2E 2.0 SCOPE: Funding to provide individual direct services to formerly incarcerated and other justice involved individuals.	\$ 148,796.00	6/1/2023-12/31/2025	33 Enrolled
Fresno - High Road Training Partnership-Central California Forestry Corp SCOPE: In partnership with Fresno Workforce Board and Yosemite Adult School, funding will support recruitment, enrollment, supportive services, and employment activities for 35 individuals from low-income and underserved communities and candidates with barriers to employment who are interested in a career in Forestry. Individuals will attend a 10-week Forestry Training at Yosemite Adult School. Upon completion, participants will be eligible for employment with any local, state, and federal companies and earning self-sustaining wages.	\$ 137,555.00	5/01/2024-12/31/2025	22 Enrolled
Quality, Jobs Equity Training (QUEST) National DW Grant SCOPE: Funding will be used to enable individuals adversely affected by the COVID-19 pandemic and the social and economic inequities that the pandemic exacerbated to enter, return to, or advance in high-quality jobs in growth industry sectors such as infrastructure, environment and climate, care economy, and other critical sectors with high-quality jobs.	\$ 156,226.00	10/1/2022-9/30/2025	21 Enrolled
Regional Equity and Recovery Partnership (RERP) SCOPE: Funds will serve English language learner, immigrant, justice involved, veterans, older youth, dislocated workers, and low-income household target populations on building skills in manufacturing production, manufacturing welding/fabrication, and industrial/maintenance through training and work-based opportunities that will lead to sustainable quality jobs.	\$ 131,342.00	10/1/2022-9/30/2025	8 Enrolled / 2 WIOA
Madera County AB109 CCP In-Custody SCOPE: Provide a maximum of 8, 4-week transitions workshops for In-Custody Pre-Release customers at Department of Corrections. The workshop is designed to serve individuals who are within 120 days of release from the correctional facility but can be offered to any individual that DOC staff deem appropriate.	\$ 66,023.00	7/1/2024-6/30/2025	5 Referred - 5 Completed
Madera County Mini AJCC @ Probation SCOPE: Located onsite at the Justice Center, staff provide Probation referrals access to the full array of services normally available only at the Workforce Assistance Center. Staff May provide career assessment, career counseling, workshops, development of an individual employment plan, labor market information/research, training, supportive services, job search activities, employment referrals, follow-up, and any other appropriate services.	\$ 201,006.00	7/1/2024-6/30/2025	79 Referred / 53 Appointments 10 Pending Eligibility / 8 WIOA Enrolled

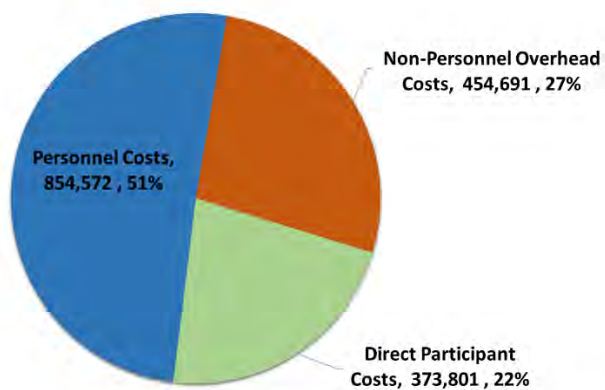
GRANTS and CONTRACT	<u>Allotment/Award</u> <u>Amount</u>	<u>Term</u>	<u>Count Served as of 12.31.2024</u>
Madera County Juvenile Probation Realignment- Older Youth SCOPE: Provide a 10-week workshop for In-Custody Pre-Release Older Youth at the Juvenile Detention Facility Monday through Friday. The workshop is designed to serve Individuals who are within 90 to 120 days of release from the Juvenile facility but may also be offered to any individual that Juvenile Detention Staff deem is appropriate.	\$ 36,811.00	7/1/2024-6/30/2025	8 Referred - 8 Assited/Connected to Resources
Madera County Juvenile Probation Realignment- Younger Youth SCOPE: Provide a 7-day workshop for In-Custody Pre-Release Younger Youth at the Juvenile Detention Facility Monday through Friday. The workshop is designed to serve Individuals who are within 90 to 120 days of release from the Juvenile facility but may also be offered to any individual that Juvenile Detention Staff deem is appropriate.	\$ 36,241.00	7/1/2024-6/30/2025	10 in Workshops / 10 Completed
CDCR-VSP SCOPE: Staff assist residents with employment readiness, skills development, job training, and employment services. Staff work with inmates nearing parole to provide connections to an AJCC program in their area of residence post-release, labor market data, referrals to appropriate community resources, and support the development of basic job search portfolio, based on needs and interests identified.	\$ 150,000.00	7/1/2024-6/30/2025	212 Referrals 84 Scheduled 63 Orientations 0 Mail Outs
Kaiser - Pathways to Careers SCOPE: Funding to provide disconnected individuals who may not be eligible for WIOA Funds to access the broader workforce system through referrals, job readiness, vocational training, work experience, employment assistance and wrap around services. Targeted groups include individuals who are low income, have not registered for Selective Service, do not have a high school diploma/GED, are limited English proficient, and/or are undocumented. The grant will promote upward mobility, retention, and increase the self-worth of participants as they become contributing citizens.	\$ 75,000.00	7/01/2023-9/30/2024	15 Served
US Bank SCOPE: Funding to provide disconnected individuals who may not be eligible for WIOA Funds to access the broader workforce system through referrals, job readiness, vocational training, work experience, employment assistance and wrap around services. Targeted groups include individuals who are low income, have not registered for Selective Service, do not have a high school diploma/GED, are limited English proficient, and/or are undocumented. The grant will promote upward mobility, retention, and increase the self-worth of participants as they become contributing citizens.	\$ 14,500.00	7/1/2024-06/30/2025	1 Enrolled
James Irvine Foundation SCOPE: Funds will provide the support needed to develop a marketing plan to expand our reach, tell "our story", and elevate the narrative of Madera County as the place to live and work and raise a family. Activities will include a comprehensive marketing assessment, logo redesign, and purchase of a mobile unit.	\$ 466,889.00	2024-2026	N/A
Madera County Superintendent of Schools SCOPE: Funding to provide Summer PWEX program to prepare and place 15 foster youth homeless students in a paid work experience worksite that will provide students with hands-on job skills and knowledge required for various occupations of interest.	\$ 60,000.00	3/25/2024-7/31/2024	15 Served
SS Ticket-toWork Contract SCOPE: Provide employment and training support to SSI/SSDI beneficiaries.	\$ -	Open Ended	9 Tickets Assigned
Note: Amount above only reflects ticket holders who have entered milestone payments. Payments from SS tend to be 2-3 Qrts behind.			

Program Expenditure Information:

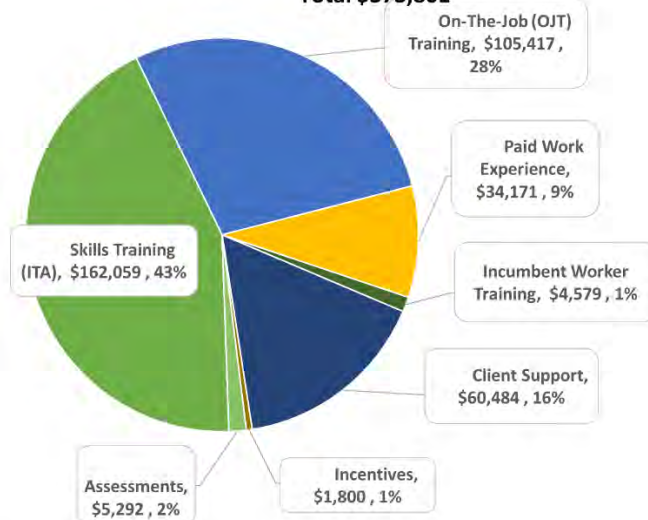
Below charts and graphs reflect data for all projects operated by MCWIC. Any chart that specifies WIOA, is only reflecting WIOA formula activity.



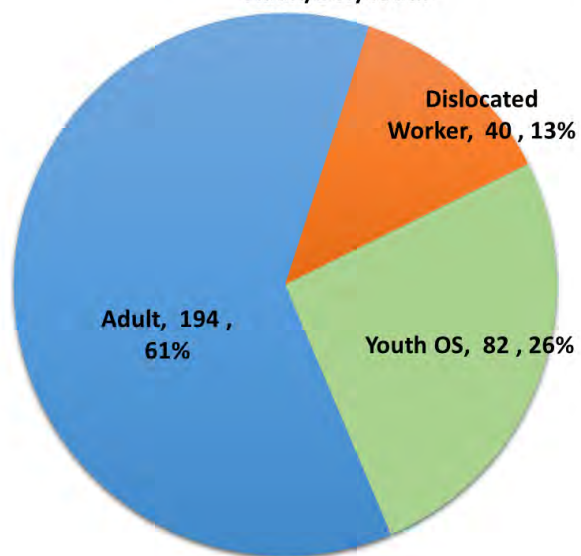
Total Operating Expenses as of 12/31/2024
Total \$1,683,064



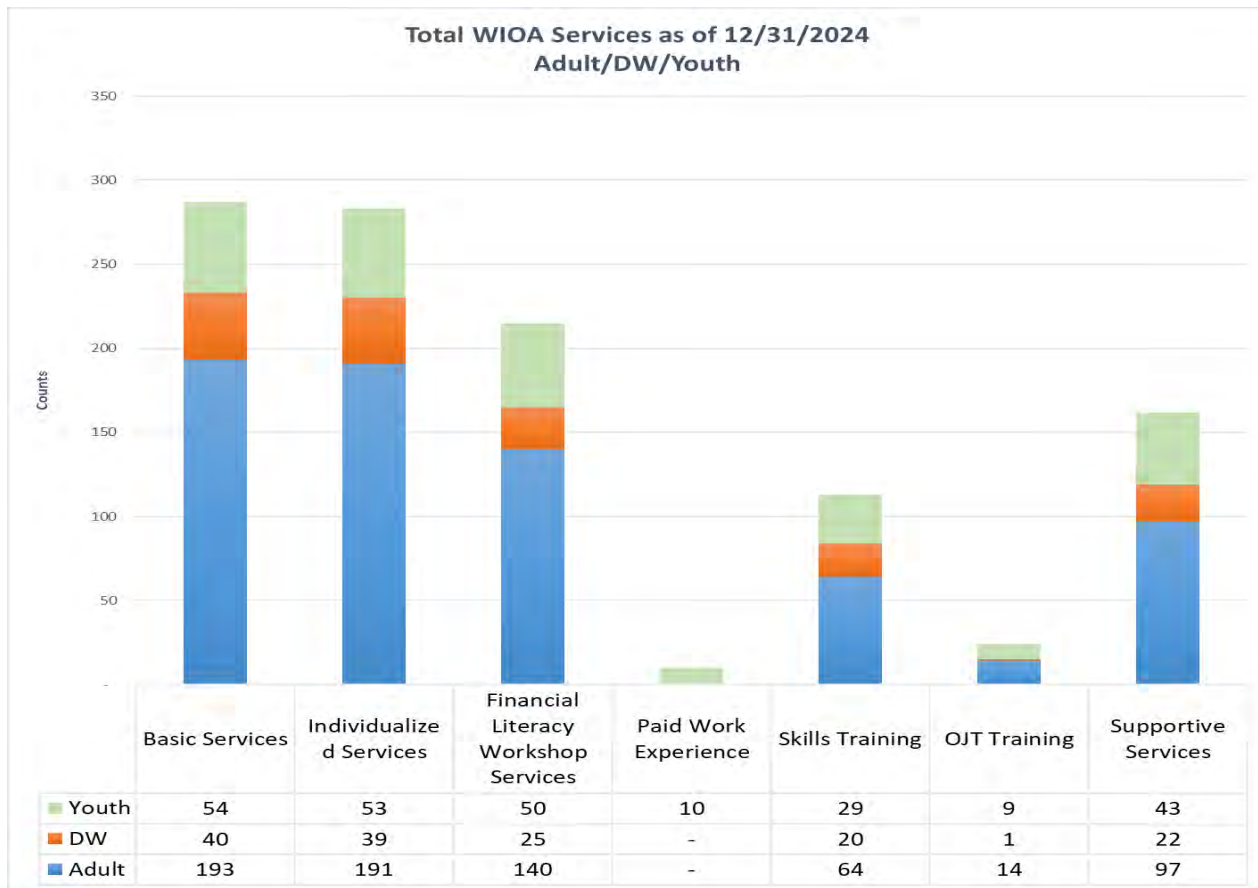
Direct Participant Expenses as of 12/31/2024
Total \$373,801



Total WIOA Enrollments as of 12/31/2024
Adult/DW/Youth



Note: Enrollment Chart includes co-enrollments



The chart below displays the occupations for which clients have enrolled training services in for this fiscal year. The counts do not include active carry-in numbers that roll from 6.30.24 to 7.1.2024. Training services include Individual Training Accounts (ITA), On-the-Job Training (OJT), Transitional Job Training (TJT), Incumbent Worker Training (IWT), and Work Experience (WEX). All training determinations are based on an individual's service/employment plan as well as verifying current demand for the occupation resulting from the specific training. Services provided to individuals are to develop the right skills for today's labor market and to also provide a clear career path for those entering or re-entering the labor market.

O'Net	Sum of Total	# of Requests
31-0000 Healthcare Support Occupations	\$ 38,772	22
53-3032 Heavy and Tractor-Trailer Truck Drivers	\$ 41,252	12
51-4121 Welders	\$ 63,140	11
47-2111.00 Electricians	\$ 17,540	7
29-0000 Healthcare Practitioners and Technical Occupations	\$ 33,700	6
33-0000 Protective Service Occupations	\$ 18,918	5
49-0000 Installation, Maintenance, and Repair Occupations	\$ 20,204	4
49-9041-00 Industrial Machinery Mechanics	\$ 6,100	2
35-0000 Food Preparation and Serving Related Occupations	\$ 100	1
53-0000 Transportation and Material Moving Occupations	\$ 5,435	1
41-0000 Sales and Related Occupations	\$ 9,588	1
13-0000 Business and Financial Operations Occupations	\$ 9,563	1
43-0000 Office and Administrative Support Occupations	\$ 8,379	1
43-5032 Dispatchers except Police, fire, and ambulance	\$ 8,712	1
Grand Total	\$ 281,401	75



Agenda Item 8.5

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang
Date: February 20, 2025
Subject: Program Impact Report July 1, 2024, through December 31, 2024

Information:

The Program Impact Report for July 1, 2024, through December 31, 2024, is provided for the Board's review. We have seen less visits to the Center, however, we have served more individuals than this time last year and have remained consistent with enrollments.

Financing:

Workforce Innovation and Opportunity Act

PY 2024/2025

PROGRAM IMPACT REPORT

July 1, 2024 - December 31, 2024



The Madera County Workforce Assistance Center is a partnership of community agencies specializing in meeting a variety of education, skill development, and employment needs.

VISITS TO THE ONE STOP CENTER

10,747

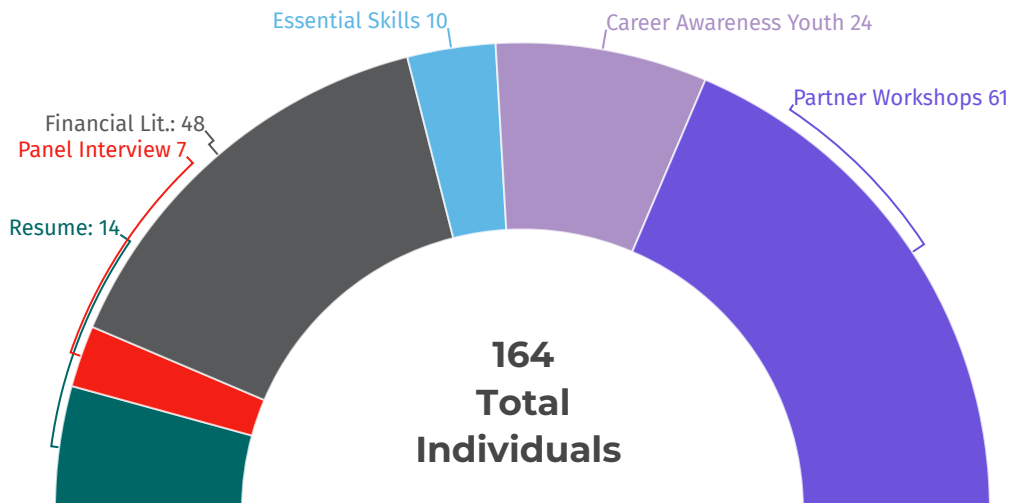
TOTAL SERVICES PROVIDED

12,853

"I was referred to the Madera Workforce by my Probation Officer. Mrs. Sandoval assisted me in enrolling into the program, Mrs. Ruiz guided me and assisted me with truck driving training offered by CVOC. Mrs. Ruiz always provided the support and encouragement I needed to successfully complete my training. I now have a commercial Class A License and started working as a Truck Driver. This program is good for us and for those that want it. I would recommend this program to others. Blessings to my Probation Officer, Mrs. Sandoval, Mrs. Ruiz, and Mrs. Veliz. I could have not done all of this without Mrs. Ruiz assistance."

R. Betancourt - Truck Driver

NUMBER OF INDIVIDUALS WHO ATTENDED WORKSHOPS

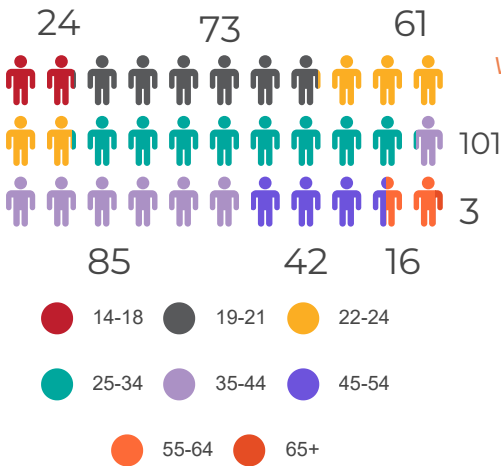


* Numbers reflect in person sessions

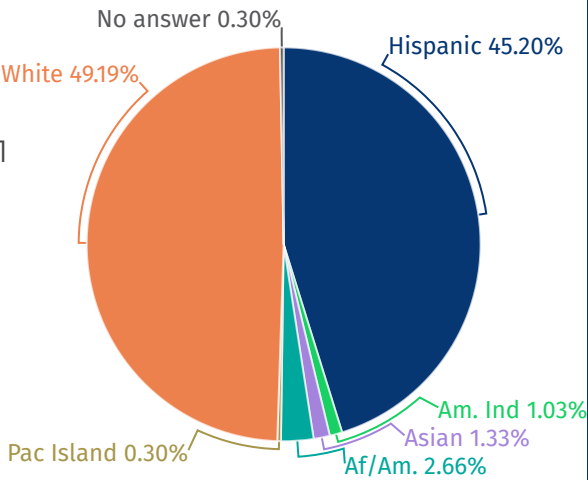
Job Seeker Demographics

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



21% Persons with Disabilities



7% Pregnant/ Parenting Youth



24% English Language Learners



80% Basic Literacy Skills Deficient



22% Single Parents



6% Homeless



22% Offenders



2.2% Veterans

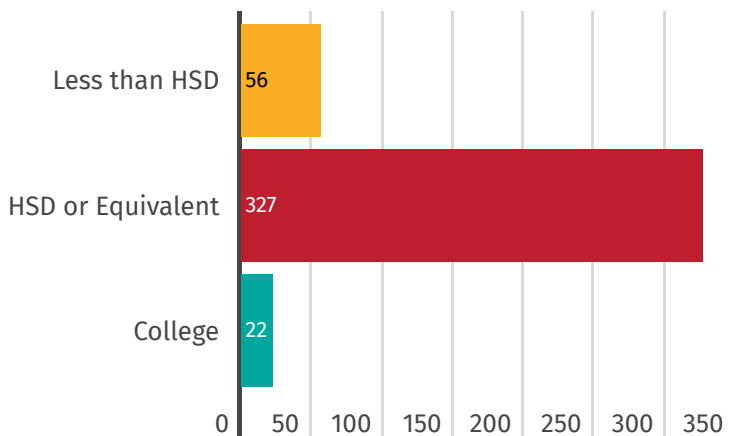
GENDER

♂ 202

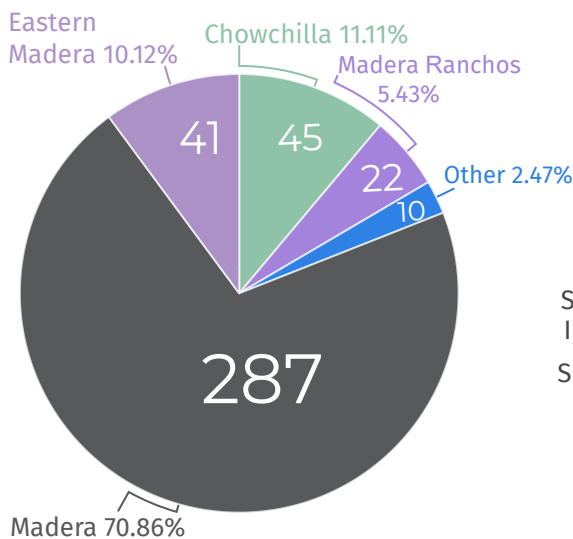
♀ 202

* Did Not Self-Identify = 1

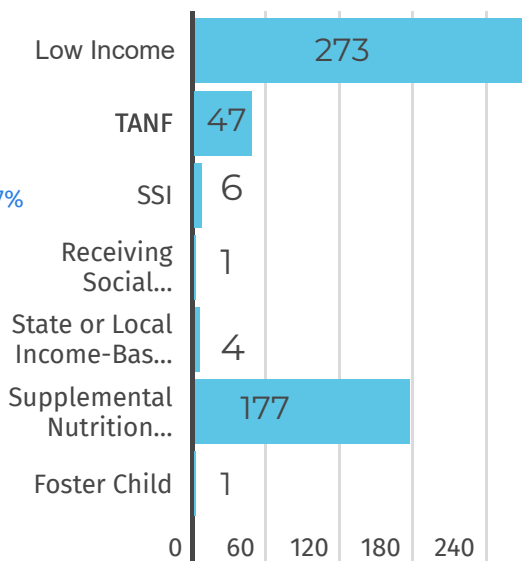
EDUCATIONAL ATTAINMENT



RESIDENCE



INCOME/PUBLIC ASSISTANCE



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.

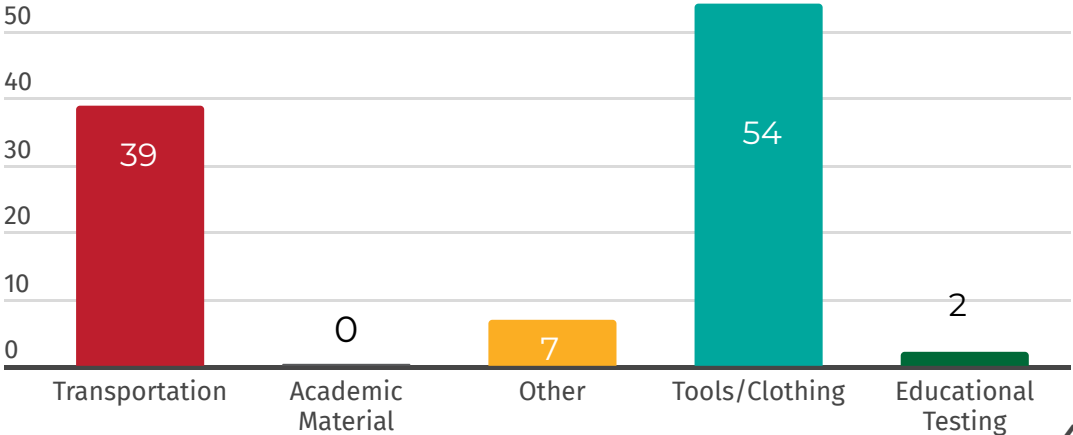
ENROLLMENTS



* Non WIOA Justice Impacted Individuals - 548

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

SUPPORTIVE SERVICES



TRAINING



\$11,880

Median
Earnings
4th Quarter
after exit

Occupational Skills Training

**Training Related
Employment**

159

25

Direct Client Costs by Industry

Transportation/Logistics= 23
Manufacturing= 16
General Business = 3
Installation/Maintenance = 4
Forestry = 48

Healthcare = 52
Hospitality/Service = 1
Construction = 12
Protective Services = 6

INVESTMENTS

Total
Supportive
Services
\$62,284



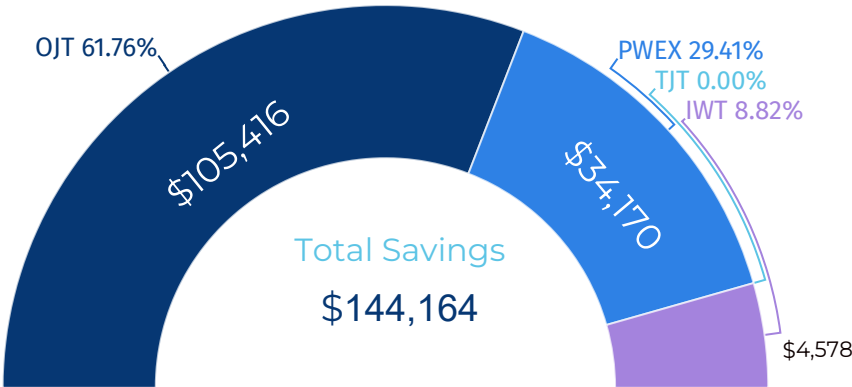
\$162,059

**Total
Occupational Skills Training**

\$4,488

**Average Cost Per
Job Seeker**

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.



95

Internal Job Orders Created



21

Job Fairs



2,155

Services Provided to Businesses



19,284

Business Outreach Campaigns



658

Businesses Served



11

Rapid Response Events

"A few months ago, Ms. Dove stopped by our office to find out if we would be interested in providing a work-experience opportunity for a young man in your program who was looking into a career in landscaping. After the completion we hired this participant on part-time. He turned out to be a great worker. Thank you for thinking to approach us for opportunities. We would be happy to provide more opportunities in the future.."

A. Gardner- District Manager-Madera Cemetery District



Agenda Item 8.6

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
Subject: Update on PY 2023 Local Area Post-PY Targets and 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 2023 and Madera's post Statistical Adjustment Model (SAM) scores for all performance indicators in the Adult, DW, and Youth programs are provided below. To perform successfully, a Local Area must meet a Performance Score of 50% or higher, which we have exceeded on all performance indicators.

Performance Scores	Adult	Dislocated Worker	Youth
Employment 2 nd Quarter After Exit	101.6%	96.5%	106.8%
Employment 4 th Quarter After Exit	102.2%	109.7%	120.3%
Median Earnings	145.4%	130.1%	141.7%
Credential Attainment	99.7%	169.2%	93.7%
Measurable Skill Gains	142.8%	163.8%	135.7%

For reference, Madera's PY2023 Negotiated vs Actual Performance scores are provided below. These numbers are used to calculate the performance scores above using an elaborate equation.

	Adult Negotiated	Adult Actual	DW Negotiated	DW Actual	Youth Negotiated	Youth Actual
Employment Rate Q2	64.6%	73.6%	65%	80%	67.7%	71.4%
Employment Rate Q4	62%	69.7%	77%	72.2%	75%	84.3%
Median Earnings	\$5,961	\$7,783	\$7,850	\$11,527	\$5,800	\$8,016
Credential Attainment	79%	93.3%	79%	100%	70%	100%
Measurable Skill Gains	53%	69%	68%	69.6%	56.5%	63%

Financing:

Workforce Innovation and Opportunity Act



Agenda Item 8.7

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
Subject: Update on Local and Regional Workforce Plans Update

Information:

The draft local plan was approved by the Executive Committee on January 13, 2025, and will be released for a 30-day public comment period from February 14, through March 15, 2025. The local plan, and any public comments, will return to the Executive Committee for approval and forwarded to the Board of Supervisors at their April 8 meeting for review and final approval. Our local plan will be submitted to our Regional Coordinator in Stanislaus County on April 18, who will submit the regional and all local plans to the State on behalf of our San Joaquin Valley and Associated Counties Regional Planning Unit. The deadline for local and regional plans is April 27, 2025.

Financing:

Workforce Innovation and Opportunity Act



Agenda Item 8.8

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
Subject: Update on One Stop Operator Procurement

Information:

Per Workforce Services Directive 22-13, Local Boards must select an AJCC One Stop Operator through a competitive process once every 4 years. Since 2021, Beaudette Consulting, Inc. has provided required One-Stop Operator services for our Sub-Region of Madera, Kings, Merced, San Joaquin, and Stanislaus Counties. Our current agreement terms June 30, 2025, and the One-Stop Operator must be re-procured for services starting on July 1, 2025.

The Sub-Regional agreement is led by Madera and staff have released a Request for Proposal on November 18, 2024, with a deadline to apply by February 28, 2025. Proposals received will be reviewed and ranked by representatives of the participating workforce areas and submitted to the WDB for final selection of the One-Stop Operator. Information regarding the procurement process will continue to be shared with this Board.

Financing:

Workforce Innovation and Opportunity Act



Agenda Item 8.9

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
Subject: Update on WIOA Adult & Dislocated Worker Career Services Provider Application

Information:

The Career Service Provider application for WIOA Adult and Dislocated Worker services for the local workforce development area was approved by the Executive Committee on January 13, 2025, and the Board of Supervisors on February 4, 2025. The final application with supporting documents were submitted to the California Workforce Development Board on February 11. If approved, MCWIC will be able to continue to provide Career Services for the period from July 1, 2025, through June 30, 2029.

Financing:

Workforce Innovation and Opportunity Act



Agenda Item 8.10

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
Subject: Unemployment Insurance (UI) Claim Information

Information:

The most recent data on UI Claims for the period of December 14, 2024, through February 1, 2025, 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

	December 2024			January 2025			February 2025	
	(Week Ending)			(Week Ending)			(Week Ending)	
County	14	21	28	4	11	18	25	1
Mariposa	52	35	28	37	45	35	25	23

Claim Type

- ☒ UI Claims
☐ PUA Claims

County

Mariposa

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.



Agenda Item 8.11

☐ Consent

☐ Action

☒ Information

To: Workforce Development Board of Madera County
From: Maiknue Vang, Executive Director
Date: February 20, 2025
Subject: Form 700 Due April 1, 2025

Information:

The Form 700, Statement of Economic Interests is required by the Fair Political Practices Commission of any persons who sit on a Board that provides oversight to any agency receiving public funds and must be submitted annually by April 1 of each year. Staff are available to provide an orientation and information and assistance if there are any questions or concerns about the completion of this form. Further information as well as the Form itself can be found at <http://www.fppc.ca.gov/Form700.html>.

The Form 700 is also included in the agenda packet.

Financing:

Workforce Innovation and Opportunity Act

GOT HR QUESTIONS? WE'VE GOT THE ANSWERS.

Call Your **FREE HR Hotline Now!**
888-202-4895



The Workforce Development
Board of Madera County
has partnered with the
California Employers Association
to provide Madera County
Employers with a
FREE HR HOTLINE.

Protect your business from costly fines and penalties.
Pick up the phone and call...we are here to help!

Monday - Friday, 8 a.m - 5 p.m.

888-202-4895



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

In local partnership with:

- Golden Valley Chamber of Commerce
- Madera Chamber of Commerce
- Madera Economic Development Commission
- Oakhurst Area Chamber of Commerce
- Small Business Development Center

For more information: Jorge Espinosa,
Lead BS Specialist, 559-662-4540



California
Employers
Association™

America's **JobCenter**
of CaliforniaSM



FREE WORKSHOP

BASICS OF STARTING A FOOD BUSINESS

Join expert consultant and food business owner Gladys Martinez as she walks you through the basic needs of a food business in this first of a three part series. She will be discussing a lot of need-to-know information that you won't want to miss!

REGISTER

Date: February 26, 2025

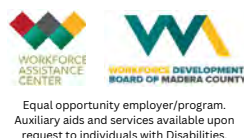
Time: 5:30pm - 7:30 pm

Workforce Assistance Center

2037 W. Cleveland Ave.

Madera, CA 93637

<https://bit.ly/maderafb1>



Funded in part through a Cooperative Agreement with the U.S. Small Business Administration and a Grant with the Governor's Office of Business and Economic Development. All opinions, conclusions, and/or recommendations expressed herein are those of the author(s) and do not necessarily reflect the views of the SBA of the Governor's Office of Business and Economic Development. Reasonable accommodations for persons with disabilities will be made if requested at least two weeks in advance. Contact the California SBDC closest to you. Contact your local SBDC.



IDENTITY

ATTRIBUTES

HANDOUT 2/20/25

PRODUCT



VALUES



BRAND

STRATEGY



POSITIONING



MARKETING



ETHICS



COMMUNICATION

FREE WORKSHOP

UNDERSTANDING MARKETING FOR A FOOD BUSINESS

Join expert consultant and food business owner Gladys Martinez as she presents the second of a three part series on food business, focusing on the products, price, placement, and promotion of food business marketing.

REGISTER

Date: March 5, 2025

Time: 5:30pm - 7:30 pm

Workforce Assistance Center

2037 W. Cleveland Ave.

Madera, CA 93637

<https://bit.ly/maderafb2>



Equal opportunity employer/program.
Auxiliary aids and services available upon request to individuals with Disabilities.



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FINANCING AND ONGOING SOURCES OF ASSISTANCE

FREE WORKSHOP

Join expert consultant and food business owner Gladys Martinez as she presents the final workshop in a three-part series on food business, discussing the financial options available to food entrepreneurs.

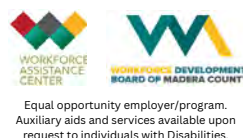
REGISTER

Date: March 12, 2025

Time: 5:30pm - 7:30 pm

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

<https://bit.ly/maderafb3>



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HANDOUT 2/20/25

2025 MADERA COUNTY JOB FAIR

Madera Fair Grounds - Hatfield Hall
1850 W. Cleveland Ave | Madera, CA



Interviews
on the
SPOT

MANY
Openings

Open to
ALL
Job Seekers

- ✓ Be prepared to complete applications.
- ✓ Bring copies of your resume.
- ✓ Dress to impress.

Please have your CalJobs account active to check in at the event.

If you don't have a CalJobs account, create one at Caljobs.ca.gov

This project is fully funded by a US Department of Labor Workforce Innovation and Opportunity Act (WIOA) grant allocation totaling \$2,379,746 and is an Equal Opportunity Employer/Program. Auxiliary aids and services available upon request to individuals with disabilities.



2025 Mountain Community

HANDOUT 2/20/25

JOB FAIR



April 24th, 2025



12:00pm - 4:00pm



Oakhurst Community Center
39800 Road 425B
Oakhurst, CA

Be Prepared...



Registered (Caljobs.ca.gov)



Ready to complete applications



Bring RESUME copies



Ready for on the spot interviews



Dress to impress



Open to all job seeking opportunities

For more information, call (559) 662-4500

This project is fully funded by a US Department of Labor Workforce Innovation and Opportunity Act (WIOA) grant allocation totaling \$2,379,746 and is an Equal Opportunity Employer/Program. Auxiliary aids and services available upon request to individuals with disabilities.



HANDOUT 2/20/25

TRUCK DRIVING EXTRAVAGANZA AND JOB FAIR



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**



*Looking For
Work As A
Truck Driver?*

*Interested In
Becoming A
Truck Driver?*

*Let Us Pay For
Your Class A
License Training*



**17 APR,
2025**

**MADERA FAIRGROUNDS
1850 W. CLEVELAND AVE,
MADERA, CA 93637**

10:00AM-2:00PM

Fully funded by an Economic Development Administration Good Jobs Challenge grant allocation of \$507,195 and is an equal opportunity employer/program. Auxiliary aids and services available upon request to individuals with disabilities.

HANDOUT 2/20/25

TRUCK DRIVING EXTRAVAGANZA AND JOB FAIR



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**



*Network With
Industry
Leaders*

*Find Your
Next Truck
Driver*

*Discover Valuable
Resources*



**SCAN QR
CODE TO
REGISTER**



**17 APR,
2025**

**MADERA FAIRGROUNDS
1850 W. CLEVELAND AVE,
MADERA, CA 93637**

10:00AM-2:00PM

