



## Business and Planning Committee

Thursday, February 12, 2026

1550 W. Main Street

El Centro, CA 92243

12:00 p.m.

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**Business and Planning Committee members please be advised:** If an item on the meeting agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last 12 months, or if approval or disapproval of an agenda item would have a foreseeable material affect on an economic interest of you, your immediate family, or the entity you represent, then please follow these procedures: When the agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the Committee's consideration of the agenda item.

Supporting documentation is available for public review at the Imperial County Workforce Development Board Office.

1. Call to Order
  - a. Conflict of Interest Forms
2. Discussion of Agenda
  - a. Items to be pulled from Agenda
  - b. Approval of Meeting Agenda
3. Approval of Minutes
  - a. September 11, 2025.....p 1-3

### ACTION AGENDA

4. Discussion/Action regarding submission of Transitional Jobs and On-the-Job Training Waiver.....p 4-8

### INFORMATIONAL AGENDA

5. Public Comment: *This is an opportunity for members of the public to address the Committee on any subject matter within the Committee's jurisdiction, but not an item on the agenda. Each speaker should complete and submit a "Public Comment Request to Speak" form to the Business and Planning Committee Chair. When addressing the Committee, state your name for the record prior to providing your comments. Individuals will be given three (3) minutes to address the Committee.*
6. Introduction of new Business Services Supervisor and Business Services Unit Report
7. Meeting adjournment

America's **Job** Center  
of California™

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Next Business and Planning Committee Meeting, Thursday, June 11, 2026, at 12:00 p.m.

This WIOA Title I financially assisted program or activity is an equal opportunity employer/program, and Auxiliary aids and services are available upon request to individuals with disabilities.



1550 W. Main Street  
El Centro, CA 92243

**Business and Planning Committee**  
**Minutes of Thursday, September 11, 2025**

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**Present:** Erik Freeman, Shelby Trimm, Alma Silva, Timothy Kelley

**Absent:** Mark Gran, Jason Jackson

**Staff:** Jeff Burquist, Angelica Padilla, Javier Duran, Blanca Soto, Allison Duran, Camilo Garcia, Francisca German, Carlos Lopez

**Guests:** David Baquerizo

**Agenda Items**

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**1. Call to Order** ICWDB Chair Erik Freeman, called the meeting to order at 12:04 p.m. with a quorum present.

**1a. Conflict of Interest Forms** Members were directed to turn in their Conflict-of-Interest Forms to staff.

**2. Discussion of Agenda**

**2a. Items to be pulled from Agenda**

None

**2b. Approval of Meeting Agenda**

❖ **Motion:** A motion was made by **Timothy Kelley** and seconded by **Alma Silva** to approve the meeting agenda as is. There were no opposed and there were no abstentions. The motion carried unanimously.

**3. Approval of Meeting Minutes: May 8, 2025**

❖ **Motion:** A motion was made by **Shelby Trimm** and seconded by **Alma Silva** to approve the meeting minutes of May 8, 2025, as presented. There were no opposed and there were no abstentions. The motion carried unanimously.

**ACTION AGENDA**

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**4. Discussion/ Action regarding Employer Training Forum**

Mr. David Baquerizo, One-Stop Operator, shared a plan to create an Employer Training Forum with support from the Business Center. He is working with Carlos Lopez, Supervisor of Business Services, on this project.

Mr. Baquerizo also explained the WIOA programs, available funds, and the 30% training requirement. He noted that Mr. Lopez created a flyer with a QR code to give employers easier access to information about WIOA programs. Lastly, Mr. Baquerizo said the forum will help the Imperial County Workforce Development Board connect more closely with employers and discuss their training needs.

### **Informational Agenda**

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#### **5. Public Comment**

Mr. Erik Freeman reported that he saw an update from the National Association of Workforce Boards regarding a proposal that has advanced at the committee stage but has not yet gone before the full House or the Senate. The proposal includes a possible 30% reduction in workforce funds nationwide. He noted that although we have never experienced a funding cut before, it is important to be aware of this possibility and plan carefully for how the funds should be spent.

#### **6. Business Services Report**

Business Services Supervisor Carlos shared that their new fiscal year started last month, but things are moving slowly. Many employers aren't hiring right now, which is common after summer. He expects hiring to pick up this month or next, which will help with more OJTs. Staff are continuing to promote their programs, especially the Incumbent Worker Program. They're waiting on local hospitals to finish their integration since this program will be a big benefit for them. Carlos also followed up with One World Beef after their crop season ended, fewer workers are there now. He plans to connect with Elaine to possibly involve La Cooperativa, a state-supported group that helps farm workers.

#### **7. Desert Region Career & Resource Expo Report**

Mr. Jeff Burquist reported that the Workforce Development Board, in collaboration with Congressman Ruiz, successfully hosted the Desert Region Career Resource Expo last month. Attendance exceeded expectations of 2,000 participants, with an additional 300 registering in person. Mrs. Blanca served as the main point of contact with employers, gathering follow-up information that showed strong outcomes: out of 35 employers present, 8 have already filled 16 positions and identified many more qualified candidates. Employers expressed high satisfaction, and all feedback was positive.

#### **8. Marketing Activities Report**

Mr. Burquist gave an update on the marketing plan. Radio ads are running on KXO in September and October, and a Facebook/social media campaign has already started. The goal is to let the community know about AJCC services and programs during the hiring season before the holidays.

## **9. Committee Member Reports**

Committee member Alma Silva reported on the California Jobs First funding. Pre-registration closed last Friday with approximately 140 submissions, though not all will move forward as full applications. At least 47 submissions are from Imperial Valley, and staff are working closely with these projects to strengthen their proposals. Because nonprofits must apply on behalf of businesses, IVEDC and the Imperial Regional Alliance are co-sponsoring several projects and providing technical support. This round is expected to be more competitive, with \$4 million to be shared between San Diego and Imperial Counties. Applications are due by October 5.

## **10. Meeting Adjourned at 1:13 p.m.**

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**Next Meeting: January 8, 2026 at 12:00 p.m.**

**Imperial County Workforce Development Board  
Business and Planning Committee  
Action Agenda Item 4**

**MEETING DATE:** February 12, 2026

**ITEM:** 4

**SUBJECT:** Discussion/Action regarding submission of Transitional Jobs and  
On-the-Job Training Waiver

**FROM:** Priscilla A. Lopez, ICWEDO Director

**RECOMMENDATION:**

Recommend that the Business Services and Planning Committee authorize staff to submit WIOA Transitional Jobs and On-the-Job Training Waiver Requests consistent with the final State Directive, once issued.

**BACKGROUND:**

On January 15, 2026, the Employment Development Department released Draft Directive WSDD-271, *WIOA Waiver Guidance for Transitional Jobs (TJ) and On-the-Job Training (OJT)*. Once finalized, local areas are encouraged to submit waiver requests for both TJ and OJT by the tentative deadline of May 15, 2026. Approval of these waivers would allow for expanded Transitional Jobs opportunities and higher OJT reimbursement rates for local employers in Program Year 2026-2027.

**FISCAL IMPACT:**

None

## **WIOA Waiver Application – Transitional Jobs**

*Workforce Innovation and Opportunity Act (WIOA) Section 134(d)(5) and Section 189(h)(i)(3): Waiver to allow up to 30 percent of adult and dislocated worker funds to be spent on transitional jobs.*

In order to comply with Department of Labor (DOL) requirements, applications must be completed every year the waiver is in effect.

### **Local Workforce Development Board (Local Board) Information**

**Local Board:** Click here to enter text.

**Contact Name, Title:** Click here to enter text.

**Contact Phone Number:** Click here to enter text.

**Contact Email:** Click here to enter text.

### **Application**

**1. Provide a justification for this waiver request as a separate attachment to this application, answering the following:**

- Explain why the current 10 percent cap is too restricting and/or inhibits service delivery.
- Demonstrate how using this waiver aligns with your Regional and Local Plans.

**2. What are the current numbers and percentages of all adult and dislocated worker participants using transitional jobs for Program Year (PY) 2023-24.**

**Adult**

Number of participants: Click here to enter text.

Percentage of participants: Click here to enter text.

**Dislocated Worker**

Number of participants: Click here to enter text.

Percentage of participants: Click here to enter text.

**3. What number and percentage increase in transitional job placement do you anticipate in PY 2025-26 by using this waiver?**

**Adult**

Number of participants: Click here to enter text.

Percentage of participants: Click here to enter text.

**Dislocated Worker**

Number of participants: Click here to enter text.

Percentage of participants: Click here to enter text.

## **WIOA Waiver Application – Transitional Jobs**

*Workforce Innovation and Opportunity Act (WIOA) Section 134(d)(5) and Section 189(h)(i)(3):*  
Waiver to allow up to 30 percent of adult and dislocated worker funds to be spent on transitional jobs.

In order to comply with Department of Labor (DOL) requirements, applications must be completed every year the waiver is in effect.

**4. How do you anticipate this waiver will impact your participants, community, and service delivery?**

[Click here to enter text.](#)

I request a waiver to allow up to 30 percent of adult and dislocated worker formula funds to be spent on transitional jobs for participants.

**Local Board Executive Director Name:** [Click here to enter text.](#)

**Local Board Executive Director Signature:**

**Date:** [Click here to enter text.](#)

**Submit Waiver Request to** [PolicyUnit@cwdb.ca.gov](mailto:PolicyUnit@cwdb.ca.gov)

Subject Line: "WIOA Waiver Request Application"

## **WIOA Waiver Application – On-the-Job Training**

Workforce Innovation and Opportunity Act (WIOA) Section 134(c)(3)(H)(i) and Section 189(g): Waiver to allow a reimbursement of up to 90 percent of on-the-job (OJT) training costs for *small businesses with 50 or fewer employees* (referred to as small business hereinafter).

In order to comply with Department of Labor (DOL) requirements, applications must be completed for every year the waiver is in effect.

### **Local Workforce Development Board (Local Board) Information**

**Local Board:** Click here to enter text.

**Contact Name and Title:** Click here to enter text.

**Contact Phone Number:** Click here to enter text.

**Contact Email:** Click here to enter text.

### **Application**

**1. Provide a justification for this waiver request as a separate attachment to this application, answering the following:**

Explain how the use of this waiver will align with your Regional and Local Plans.

**2. What are the current numbers and percentages of all adult and dislocated worker participants using OJT placements with small businesses for Program Year (PY) 2024-25?**

**Adult**

Number of participants: Click here to enter text.

Percentage of participants: Click here to enter text.

**Dislocated Worker**

Number of participants: Click here to enter text.

Percentage of participants: Click here to enter text.

**3. What number and percentage *increase* do you anticipate by using this waiver for all adult and dislocated worker participants using OJT placements with small businesses for PY 2026-27?**

**Adult**

Number of participants: Click here to enter text.

Percentage of participants: Click here to enter text.

**Dislocated Worker**

Number of participants: Click here to enter text.

Percentage of participants: Click here to enter text.

## **WIOA Waiver Application – On-the-Job Training**

Workforce Innovation and Opportunity Act (WIOA) Section 134(c)(3)(H)(i) and Section 189(g): Waiver to allow a reimbursement of up to 90 percent of on-the-job (OJT) training costs for *small businesses with 50 or fewer employees* (referred to as small business hereinafter).

In order to comply with Department of Labor (DOL) requirements, applications must be completed for every year the waiver is in effect.

**4. How will you ensure this waiver is being used for small businesses, 50 or fewer employees? (e.g., validate employer account number, verify with Dun & Bradstreet Corp, etc.)**

[Click here to enter text.](#)

**5. How do you anticipate this waiver will impact your participants, community, and service delivery?**

[Click here to enter text.](#)

I request a waiver to reimburse up to 90 percent of OJT training costs for businesses with 50 or fewer employees.

**Local Board Executive Director Name:** [Click here to enter text.](#)

**Local Board Executive Director Signature:**

**Date:** [Click here to enter text.](#)

**Submit Waiver Request to [PolicyUnit@cwdb.ca.gov](mailto:PolicyUnit@cwdb.ca.gov)**

Subject Line: "WIOA Waiver Request Application"