



Agenda
Wednesday, September 24, 2025
1250 Main Street
El Centro, CA 92243
12:00 P.M.

CONFLICT OF INTEREST ADVISEMENT

WDB 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 effect 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 WDB'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. Pledge of Allegiance
 - b. Conflict of Interest forms
2. **Discussion of Agenda**
 - a. Items to be pulled from Agenda.
 - b. Approval of Meeting Agenda
3. **Approval of Minutes for June 18, 2025.....pg. 1-6**

ACTION AGENDA

4. Discussion/Action to approve Program Year 2025-2026 Conference and Travel Plan..pg. 7-8
5. Discussion/Action to approve a No-Cost Contract Extension through December 31, 2025, with RAND regarding the Lithium Valley Workforce and Economic Development Needs Assessment.....pg. 9
6. Discussion/Action to approve and add Robbins & Associates to the eligible slate of approved consultants.....pg. 10-13

INFORMATIONAL AGENDA

PUBLIC COMMENTS: *This is an opportunity for members of the public to address the Board on any subject matter within the Board's jurisdiction, but not an item on the agenda. Each speaker should complete and submit a "Public Comment Request to Speak" form to the ICWDB Chair. When addressing the Board, state your name for the record prior to providing your comments. Individuals will be given three (3) minutes to address the committee.*

7. AJCC Operator Report – ProPath Inc.
8. New Youth Committee Member Appointment – Jose Martinez of SIATech El Centro Charter School

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

9. **Committee Members' Reports:**
- a. Board of Supervisors
 - b. ICWDB Chair Report
 - c. Director's Report
 - d. Business Services Unit Report
 - e. Budget and Finance Committee
 - i. June 2025 Closeout Reportpg. 14
 - ii. July 2025 Financial Statement.....pg. 15
 - iii. Budget Comparison Analysis.....pg. 16-19
 - f. Business and Planning Committee
 - g. One Stop Policy Oversight Committee
 - h. Youth Committee
10. **Meeting adjournment**

Next ICWD Board Meeting
Wednesday, October 22, 2025, at 12:00 p.m.



Special Meeting
Imperial County Workforce Development Board
Minutes of June 18th, 2025
1250 W. Main Street
El Centro, CA 92243
12:00 P.M.

Present: Erik Freeman, Elvira Anaya, Robert Rubio, Ruth Duarte, Mark Gran, Dania Luna, Edwin Obergfell, Efrain Silva, Elizabeth Espinoza, Nicolas Jimenez

Absent: Timothy Kelley, Jason Jackson, Daniel Machain, Darrell Pechtl, Marcia Rivera, Renato Montano, Shelby Trimm

Staff: Priscilla Lopez, Veronica Curiel, Angelica Padilla, Jeff Burquist, Camilo Garcia, Allison Duran, Francisca German, Roman Hernandez, Martin Robledo, Eloisa Aguayo, Carlos Lopez, Blanca Soto

Guests: David Baquerizo, Ryan Kelley, Adrian Gonzales, Gabriel Aguirre, Serafin Fregoso, Vivian Perez

Agenda Items

1. Call to Order ICWDB Chair, Erik Freeman, called the meeting to order at 12:00 p.m. with a quorum present.

1a. Pledge of Allegiance The Pledge of Allegiance was recited.

1b. 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 **Elvira Anaya** and seconded by **Robert Rubio** 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 – February 26, 2025

- ❖ **Motion:** A motion was made by **Elvira Anaya** and seconded by **Mark Gran** to approve the meeting minutes of February 26, 2025, as presented. There were no opposed and there were no abstentions. The motion carried unanimously.

Action Agenda

4. Discussion/Action to conduct elections of officers for Program Year (PY)2025-2026.

Mrs. Priscilla Lopez, Director of the ICWDB, introduced the item regarding officer elections for Program Year 2025–2026, pursuant to ICWDB Bylaws Section 8.4 – Election of Officers.

Mr. Jeff Burquist noted that since this is the final meeting of the program year, the bylaws permit the Board to hold elections at this time. He shared that the Executive Committee met in April to develop a slate of nominees, which includes:

- **Chair** – Erik Freeman
- **Secretary** – Elvira Anaya
- **Treasurer** – Timothy Kelley
- **Vice Chair** – Robert Rubio

Mr. Burquist added that the bylaws also allow for additional nominations from the floor; however, no additional nominees were presented.

Motion: A motion was made by **Edwin Obergfell** and seconded by **Ruth Duarte** to approve ICWDB Office Elections for PY2025-2026. There were no opposed and none abstained. The motion carried unanimously.

5. Discussion/Action to approve WIOA training expenditure plan for PY2025-2026 at a cost not to exceed \$2,570,485.

ICWED Director Priscilla Lopez presented the proposed training expenditure plan for Program Year 2025–2026 in the amount of \$2,570,485. Mrs. Lopez explained that WIOA requires a minimum of 30% of the allocation to be spent on direct training activities, such as On-the-Job Training, Transitional Jobs, Individual Training Accounts (ITAs), and Incumbent Worker Training. She noted that the department typically meets the 30% requirement; however, there is potential for the required percentage to increase to 50% should WIOA be reauthorized with updated mandates. Mrs. Lopez also presented the number of training slots available for each program, noting that this is just a starting point and that additional slots can be added later if more funding becomes available.

Motion: A motion was made by **Robert Rubio** and seconded by **Ruth Duarte** to approve WIOA training expenditure plan for PY2025-2026 at a cost not to exceed \$2,570,485. There were no opposed and none abstained. The motion carried unanimously.

6. Discussion/ Action to approve PY25-26 agreement for WIOA Youth Services with Imperial Valley Regional Occupational Program at a cost not to exceed \$1,765,965.

ICWED Director Priscilla Lopez discussed the item and noted that IVROP is requesting a contract renewal for the period of July 1, 2025, through June 30, 2026, in the amount of \$1,765,965 to continue providing follow-up services to program participants. She shared that in June, ICWDB was informed it would receive approximately \$1 million more than originally anticipated. However, the youth program did not receive additional funding, nor did it experience any cuts. As a result, youth providers were advised to reduce their contracts by only 20%. Mrs. Lopez emphasized the need to be cautious with funding moving forward, as there is still uncertainty about what October or the next program year may bring.

Motion: A motion was made by **Elvira Anaya** and seconded by **Efrain Silva** to approve WIOA Youth Services with Imperial Valley Regional Occupational Program at a cost not to exceed \$ 1,765,965. There were no opposed and none abstained. The motion carried unanimously.

7. Discussion/ Action to approve PY25-26 agreement for WIOA Youth Services with Equus Workforce Solutions at a cost not to exceed \$1,114,034.

ICWED Director Priscilla Lopez discussed the item and presented the agreement for WIOA Youth Services with Equus Workforce Solutions for the period of July 1, 2025, through June 30, 2026, in an amount not to exceed \$1,114,034. With the current contract set to expire on June 30, 2025, Equus is requesting a one-year renewal. The proposed renewal would support services for 165 WIOA-eligible youth throughout Imperial County.

Motion: A motion was made by **Elvira Anaya** and seconded by **Robert Rubio** to approve WIOA Youth Services with Equus Workforce Solutions at a cost not to exceed \$ 1,114,034. There were no opposed and none abstained. The motion carried unanimously.

8. Discussion/ Action to approve agreement renewal with Professional Workforce Services Consultant, David Shinder at a cost not to exceed \$40,000.

Mrs. Priscilla Lopez introduced the item to approve the agreement for Professional Workforce Consulting Services with David Shinder for the period of July 1, 2025, through June 30, 2026, in an amount not to exceed \$40,000. Mr. Shinder has supported the department for several years and has contributed to both the local and regional partnership plans. He also assisted with the WIOA certification process, which requires a third-party evaluator for all job centers. He provided a rubric and outlined action items that the department must follow. Mrs. Lopez noted that Mr. Shinder has always been very fair and reliable, and the department would like to retain his services especially with the RAND contract still in progress and the final report not yet completed. His continued support may be needed as the work moves forward.

Motion: A motion was made by **Efrain Silva** and seconded by **Elizabeth Espinoza** to approve agreement renewal with Professional Workforce Services Consultant, David Shinder at a cost not to exceed \$40,000. There were no opposed and none abstained. The motion carried unanimously.

9. Discussion/ Action to approve a No- Cost Contract Extension through September 30, 2025, with RAND regarding the Lithium Valley Workforce and Economic Development Needs Assessment.

Mrs. Lopez discussed item nine, a no-cost contract extension with RAND through September 30, 2025, for the Lithium Valley Workforce and Economic Development Needs Assessment. The draft report was not what the department expected, and it raised several concerns and questions. Mrs. Lopez explained that RAND is currently revising the report, and the extension does not include any additional funding. The department is maintaining its original request and anticipates receiving the final report by September 2025.

Motion: A motion was made by **Elvira Anaya** and seconded by **Ruth Duarte** to approve a No-Cost Contract Extension through September 30, 2025, with RAND regarding the Lithium Valley Workforce and Economic Development Needs Assessment. There were no opposed and none abstained. The motion carried unanimously.

10. Discussion/ Action to approve the Imperial County WIOA Partner MOU and authorize ICWDB Chair signature.

Mrs. Lopez provided information on the Imperial County WIOA Partner Memorandum of Understanding and asked for approval to have the Workforce Development Board Chair sign the agreement on behalf of the Board. She explained that under WIOA, this agreement is required to outline how the local board and America's Job Center of California (AJCC) partners will work together and define their roles and responsibilities in operating the AJCC system.

Motion: A motion was made by **Robert Rubio** and seconded by **Ruth Duarte** to approve the Imperial County WIOA Partner MOU and authorize ICWDB Chair signature. There were no opposed and none abstained. The motion carried unanimously.

11. Discussion/ Action to approve attendance at the California Workforce Association (CWA), Meeting of the Minds Conference from September 2-4, 2025, in Monterey, California.

Mrs. Priscilla Lopez shared information about the upcoming CWA Conference taking place September 2–4, 2025, in Monterey, California. The department is asking for approval for six people to attend, two board members and four staff with a total cost not to exceed \$21,000. She mentioned that this amount has never been exceeded before, but the request is to make sure enough funds are available in case prices go up.

Motion: A motion was made by **Edwin Obergfell** and seconded by **Robert Rubio** to approve the attendance at the California Workforce Association (CWA), Meeting of the Minds Conference from September 2-4, 2025, in Monterey, California and not to exceed \$21,000. There were no opposed and none abstained. The motion carried unanimously.

12. Discussion/ Action to approve CWA Membership Dues at a cost not to exceed \$14,260.

Mrs. Priscilla Lopez discussed Item 12 and shared that the department recently received the CWA membership dues, which did not increase. She explained that the dues are based on the WIOA allocation from the state, with a total amount of \$14,260. Mrs. Lopez also announced that she has been elected as the new Treasurer/Secretary of CWA.

Motion: A motion was made by **Robert Rubio** and seconded by **Elizabeth Espinoza** to approve CWA Membership Dues at a cost not to exceed \$14,260. There were no opposed and none abstained. The motion carried unanimously.

13. Discussion/ Action to approve National Association of Workforce Development Board dues at a cost not to exceed \$2,300.

Mrs. Lopez shared information about the \$2,300 annual membership dues to the National Association of Workforce Boards (NAWB) for Program Year 2025–2026. She also noted that, for the first time in 30 years, the annual conference will be held in Las Vegas instead of Washington, D.C.

Motion: A motion was made by **Elvira Anaya** and seconded by **Mark Gran** to approve National Association of Workforce Development Board dues at a cost not to exceed \$2,300.

14. Public Comment.

None.

15. Reports

a. Board of Supervisors

Mr. Ryan Kelley addressed a recent article that misrepresented his views on agriculture, firmly stating he has been a strong supporter for the past 12 years. He expressed concerns about the proposed project area in north Imperial County, warning that some individuals are trying to undermine the project for personal financial gain rather than community benefit.

Kelley urged the community to stay informed, highlighting a lack of meaningful engagement between local leaders and state officials. He stressed the urgency of action, noting that while Imperial County has created a unique project area, other states are moving quickly to develop similar projects, often benefiting from California's policies but not creating local jobs.

b. ICWDB Chair Report

Mr. Erik Freeman, ICWDB Chair, emphasized the importance of the Valley having a strong, forward-thinking voice. He expressed concern that the CTR situation appears to benefit only a few and hasn't supported local workforce development. He highlighted the need for pathways that help workers move from entry-level jobs to higher-paying roles, allowing families to become self-sufficient.

Mr. Freeman stressed that the workforce system should help businesses grow and retain talent locally, so families aren't forced to leave for better opportunities. He called Lithium Valley a major opportunity but warned that California is falling behind other states, which could hurt the region's economic future.

c. Director's Report

Mrs. Priscilla Lopez, ICWED Director, shared that the past month has been very busy and fast-moving. She said that everyone was holding their breath waiting for funding allocations, which usually arrive in early or mid-May. This year, the allocation process took longer than usual. Fortunately, the department received a bit more than expected, just under \$1 million more than usual. The youth allocation stayed flat at \$3.3 million, which was considered good news, especially since a decrease had been expected.

Mrs. Lopez emphasized that while the current allocations allowed them to build strong program budgets, things could still change, especially in October. WIOA (Workforce Innovation and Opportunity Act) has not been reauthorized, though it was expected to be by May 21. Once approved, it would raise the required spending on training from 30% to 50%, with 10% of that allowed for supportive services. However, she noted that there are still no clear definitions for what counts as "training" under this new rule, and many questions remain.

She also shared that the department received a \$1.8 million grant to expand the nursing program in partnership with IVC, and they are looking for more funding opportunities outside of WIOA, including philanthropic support and other sources to keep programs strong and sustainable. She stressed that the services being offered to the community are vital, and the goal is to ensure they continue regardless of federal uncertainties.

Finally, Mrs. Lopez mentioned that there is a strong focus on improving outreach and communication. The department is working on expanding public awareness, training staff more regularly, and making sure the community understands what services are available, what limitations exist, and how they can help connect people to resources, even if they can't provide the services directly.

d. Business Services Unit Report

Mr. Carlos Lopez reported that Business Services has been very busy with Rapid Response activities. The team has been in contact with both Rite Aid and Spreckels, which are preparing to close. They visited several Rite Aid locations, met with management, and were able to offer support services. In-person orientations for affected Rite Aid employees are scheduled for June 25th, with store closures expected by June 29th. He also shared that they have been working with Spreckels and its HR department in Minnesota to coordinate support efforts. Spreckels provided available dates, and orientations for their employees are scheduled for July 11th and July 26th. Mr. Lopez thanked the team for their hard work and acknowledged the support of key partners such as CET, EDD, and the Department of Social Services. He noted that 200 individuals are expected to be dislocated from Spreckels on July 31st, with an additional 130 people affected by the end of August.

e. Budget and Finance Committee and Financial Statement

Robert Rubio, ICWDB Treasurer, reported that the committee meets quarterly and that the first meeting of the year is upcoming. He welcomed any board members interested in joining. Mrs. Allison reviewed the financial statement as of May 31, 2025.

f. Business and Planning Committee

Mr. Mark Gran reported that committee member Alma Silva introduced the California Jobs First Initiative presentation and noted that IVEDC will serve as the Investment Coordinator for the initiative. He also shared that Mr. David Baquerizo, One-Stop Operator, presented plans for an upcoming Employer Training Forum, designed to strengthen connections between the board and local employers and to maximize the use of available training funds. Additionally, Mr. Gran mentioned that Mr. Jeff Burquist presented a marketing plan for the new program year, with a budget of \$60,000, focused on promoting workforce services to the community.

g. One Stop Policy Oversight Committee

Mr. Jeff Burquist reported that during the last Executive Committee meeting, the Supportive Services Policy was approved. He also noted that there was no meeting held in May. Mrs. Veronica Curiel added that she plans to expand the committee's focus beyond just policy. She would like to include performance updates and insights into how the AJCC sites are doing, to ensure there is more meaningful discussion during future meetings. The next committee meeting is scheduled for September 17, 2025.

h. Youth Committee

Elvira reported that the committee met in May, during which IVROP and Equus presented their quarterly reports. She noted that there were no action items during the meeting. The next meeting is expected to take place in July 2025.

16. Meeting Adjourned at 12:47 p.m.

Next Meeting: August 27, 2025, at 12:00 p.m.

**Imperial County Workforce Development Board
Action Agenda Item 4**

MEETING DATE: September 24, 2025

ITEM: 4

SUBJECT: Discussion/Action regarding approval of the Conference and Travel Plan for Program Year 2025-2026

RECOMMENDATION:

ICWEDO Director recommends to approve the Conference and Travel Plan for Calendar Year at a total cost not to exceed \$76,350.

BACKGROUND:

In previous years, ICWED staff and ICWDB Board Members have attended annual conferences hosted by national and state workforce development organizations. These conferences are aligned with ICWDB's strategic goals and priorities, offering valuable opportunities for networking, learning best practices, and staying updated on Workforce Innovation and Opportunity Act developments. They also help make sure that local efforts align with national workforce development priorities.

For PY2025-2026, the proposed Conference and Travel Plan includes:

- **Board Members and Board of Supervisors Representatives:** Up to \$24,150
- **ICWED Staff:** Up to \$52,200
- **Total:** \$76,350

This plan is designed to streamline approvals, improve cost management, and allow for early booking of flights and hotel accommodations. as well as facilitating better calendar planning for staff and board members. It is also intended to help staff and board members better coordinate schedules throughout the year.

FISCAL IMPACT:

\$76,350

PY2025-2026 Conference Travel Plan

WDB MEMBERS AND BOS REPRESENTATIVES

Conference	Location	Dates	Hotel Costs	Airfare Costs	Registration Costs	Per Diem	Incidentals	Total Cost Per Person	Board Members	Total Cost
CWA Meeting of the Minds	Monterey, CA	9/2/25 - 9/4/25	\$1350 (total 3 nights)	\$750	\$1,300	\$225	\$100	\$3,725	1	\$3,725
NAWDP Youth Symposium	New Orleans, LA	11/17/25 - 11/19/25	\$800 (total 3 nights)	\$550	\$825	\$225	\$100	\$2,500	1	\$2,500
NAWB the Forum 2026	Las Vegas, NV	3/23/26 - 3/26/26	\$1,700 (total 3 nights)	\$350	\$1,300	\$250	\$100	\$3,700	3	\$11,100
NAWDP Annual Conference	Phoenix, AZ	5/18/26 - 5/20/26	\$1,500 (total 3 nights)	N/A	\$800	\$225	\$100	\$2,275	3	\$6,825
Total Cost Estimates										\$24,150

ICWED STAFF

Conference	Location	Dates	Hotel Costs	Airfare Costs	Registration Costs	Per Diem	Incidentals	Total Cost Per Person	Staff	Total Cost
CWA Meeting of the Minds	Monterey, CA	9/2/25 - 9/4/25	\$1,350 (total 3 nights)	\$750	\$1,300	\$225	\$100	\$3,725	4	\$14,900
NAWDP Youth Symposium	New Orleans, LA	11/17/25 - 11/19/25	\$800 (total 3 nights)	\$550	\$825	\$225	\$100	\$2,500	2	\$5,000
NAWB the Forum 2026	Las Vegas, NV	3/23/26 - 3/26/26	\$1,700 (total 3 nights)	\$350	\$1,300	\$250	\$100	\$3,700	3	\$11,100
CWA Work Con	TBA	TBA	\$1,300 (total 3 nights)	\$0	\$1,250	\$225	\$100	\$2,875	5	\$14,375
NAWDP	Phoenix, AZ	5/18/26 - 5/20/26	\$1,150 (total 3 nights)	\$0	\$800	\$225	\$100	\$2,275	2	\$6,825
Total Cost Estimates										\$52,200

<p style="text-align: center;">Imperial County Workforce Development Board Action Agenda Item 5</p>

MEETING DATE: September 24, 2025

ITEM: 5

SUBJECT: Discussion/Action to approve a Second No-Cost Contract Extension through December 31, 2025, with RAND regarding the Lithium Valley Workforce and Economic Development Needs Assessment

FROM: Priscilla Lopez, ICWED Director

RECOMMENDATION:

ICWED Director recommends approval of a no-cost contract extension with RAND for the agreement related to the Lithium Valley Workforce and Economic Development Needs Assessment, extending the term of the agreement from May 2, 2024, through December 31, 2026.

BACKGROUND:

On April 10, 2024, the ICWDB approved an agreement with RAND to begin an analysis focusing on the anticipated economic transformation in Imperial County surrounding Lithium Valley. The results will be a detailed report outlining the projected changes and offering specific recommendations to enable projected growth. These recommendations will serve as a roadmap for the county and its workforce to prepare for a potential significant shift in the economic landscape.

In July 2025, an internal draft report was submitted by RAND for review by the County and feedback was provided. To incorporate the feedback into the final report will require additional time that goes beyond the current September 30, 2025 contract end date.

FISCAL IMPACT:

None

**Imperial County Workforce Development Board
Action Agenda Item 6**

MEETING DATE: September 24, 2025

ITEM: 6

SUBJECT: Discussion/Action to approve and add Robin & Associates to the eligible slate of approved consultants

RECOMMENDATION:

ICWEDO Director recommends to approve and add Robbin and Associates, to the eligible slate of approved consultants

BACKGROUND:

In September 2021, this board approved to release an ongoing Request for Qualifications to invite Professional Consultants and Trainers to offer their services. The purpose of this RFQ is to establish a pool of pre-qualified consultants that can provide consulting or training services on an as-needed basis. To be included on this list of qualified applicants, applicants must receive an average score of at least 70 out of 100.

On July 24, 2025, the Imperial County Workforce Development Board (ICWDB) received a proposal from Larry Robbin of Robbin and Associates, a sole proprietorship specializing in improving workforce development performance, in response to the RFQ. After staff's initial review, it was determined the proposal aligned with:

- **Section A: Strategic Planning for Workforce Development** (training and orientation for staff on WIOA content and requirements), and
- **Section D: Resource Development, Capacity Building, and Technical Assistance** (technical assistance and training to support ICWDB initiatives for targeted populations such as reentry, public assistance, veterans, homeless individuals, and at-risk youth).

Staff, in consultation with the ICWDB Chair, identified three WDB members to serve as Reviewers. They scored the proposal on September 18, 2025, based on the following criteria:

1. Qualifications and Experience
2. Ability to provide needed services
3. Demonstrated knowledge
4. Cost Effectiveness

Scoring Results:

Evaluation Criteria	Points Awarded	Points Possible
Qualifications and Experience	73	75
Ability to provide needed services	59	75
Demonstrated Knowledge	70	75
Cost Effectiveness	63	75
Total Score	265	300

Average Score: 88.3

As a result of their demonstrating expertise in the services the RFQ is soliciting for, it is recommended to add Robbin and Associates to the ICWDB's slate of eligible consultants and trainers. Please note that inclusion on this slate does not guarantee a contract, but allows the consultant to be considered for future projects.

FISCAL IMPACT:

None.



Eligible Slate of Providers List

Organization	Consultant/s	Services	Average Score	Rates	Approval Date
David K. Shinder Workforce Development Specialist	David Shinder, Professional Consultant	1. Strategic Planning for Workforce Development 2. Strategic Planning for Sector Initiatives 3. Resource Development, Capacity Building, and Technical Assistance	85	<u>Hourly Rate:</u> David Shinder - \$120	5/24/23
RDA Consulting	John Cervetto, Chief Operating Officer Courtney Davis, Senior Consultant Sarah Ferrell, Senior Consultant Christy Spees, Consultant	1. Strategic Planning for Workforce Development 2. Economic Research and Analysis	80.33	<u>Hourly Rates:</u> CEO - \$300 COO - \$275 VP of Consulting - \$250 Associate Director - \$235 Consulting Manager - \$220 Senior Consultant - \$190 Consultant - \$165 Associate - \$140 Consulting Assistant - \$110	6/26/24
Trailhead Strategies	Andy Hall, Chief Executive Officer Jevon Gibb, Senior Consultant Josh Shapiro, Senior Economist Shannon Moran, Data Scientist	1. Strategic Planning for Workforce Development 2. Strategic Planning for Sector Initiatives 3. Economic Research and Analysis 4. Resource Development, Capacity Building and Technical Assistance 5. Curriculum Development for Occupational and Workforce Training	87	<u>Hourly Rates:</u> CEO - \$270 Senior Consultant - \$250 Senior Economist - \$250 Data Scientist - \$250	6/26/24



Eligible Slate of Providers List

Robbin and Associates	Larry Robbin, Executive Director	1. Strategic Planning for Workforce Development 2. Resource Development, Capacity Building, and Technical Assistance	88.33	<u>Hourly Rates:</u> Executive Director - \$250 Webinar - \$2,500	Pending Approval
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Imperial County Workforce and Economic Development Office
Financial Statement
As of June 30, 2025

FY 2024-2025 WIOA Allocation		\$	8,316,105				
FY 2022-2025 Lithium Project		\$	676,780				
FY 2023-2024 WIOA Carryover		\$	5,963,681				
Total Budget FY 2024-2025		\$	14,956,566				
				Contract End Dates	Budget 2024-2025	YTD Expenditures	Unexpended
							Percentage of Expenditures per Line Item
1	Workforce Development Office Salaries (10 Staff)		30-Jun-25	742,553	740,514	2,039	100%
2	Workforce Development Office Benefits (10 Staff)		30-Jun-25	362,175	362,175	(0)	100%
3	Workforce Development Office Cost		30-Jun-25	540,284	444,096	96,188	82%
4	Workforce Development Board Salaries (3 Staff)		30-Jun-25	339,243	257,726	81,517	76%
5	Workforce Development Board Benefits (3 Staff)		30-Jun-25	119,621	119,621	0	100%
6	Workforce Development Board Cost		30-Jun-25	205,504	90,678	114,826	44%
7	One Stop Operational Salaries (16 Staff)		30-Jun-25	1,004,904	795,467	209,437	79%
8	One Stop Operational Benefits (16 Staff)		30-Jun-25	510,402	510,402	0	100%
9	One Stop Operational Cost		30-Jun-25	1,283,602	1,246,601	37,001	97%
10	Business Center Salaries (3 Staff)		30-Jun-25	180,825	178,074	2,751	98%
11	Business Center Benefits (3 Staff)		30-Jun-25	84,844	84,844	0	100%
12	Business Center Cost		30-Jun-25	503,088	485,583	17,505	97%
13	CWA Membership Dues		30-Jun-25	14,260	14,260	-	100%
14	National Association of Workforce Boards (NAWB) 24-25		30-Jun-25	2,300	2,300	-	100%
15	National Association of Workforce Boards (NAWB) 25-26		30-Jun-26	2,000	2,000	-	100%
16	LIGHTCAST-EMSI Analyst Software		30-Jun-25	9,250	9,250	-	100%
17	Placer.ai - Software		30-Jun-25	27,562	27,562	-	100%
18	Career EDGE - Annual License		30-Jun-25	31,500	31,500	-	100%
19	SIERRA HR Hotline		30-Jun-25	10,008	10,008	-	100%
20	WDB Members, Meals, Travel, Conferences		30-Jun-25	55,000	27,755	27,245	50%
21	WDB/WDO Marketing & Other Services		30-Jun-25	60,000	36,515	23,485	61%
22	Propath Inc., - AJCC Operator 25-26		31-Dec-25	75,000	42,800	32,200	57%
23	Professional Consulting Services - David K Shinder		30-Jun-25	40,000	21,976	18,024	55%
	Year Round Youth 2024-2025						
24	IVROP Operational Cost		30-Jun-25	1,075,794	999,453	76,341	93%
25	IVROP Work Experience/Stipends		30-Jun-25	1,119,900	1,101,312	18,588	98%
26	IVROP Supportive Services		30-Jun-25	11,763	6,943	4,820	59%
27	EQUUS Operational Cost		30-Jun-25	1,002,338	980,904	21,434	98%
28	EQUUS Work Experience		30-Jun-25	386,705	318,381	68,324	82%
29	EQUUS Supportive Services		30-Jun-25	3,500	2,514	986	72%
	Workers Compensation & ADP WIOA Participant Fees						
30	Workers Compensation WIOA Participant Fees		30-Jun-25	100,000	72,384	27,616	72%
31	ADP Participant WIOA Processing Fees		30-Jun-25	30,000	23,321	6,679	78%
32	Adult WIOA Supportive Services		30-Jun-25	170,000	144,468	25,532	85%
	201/501 30% Training Expenditure FY 2024-2025						
33	Adult Vocational ITA 24-25		30-Jun-25	853,780	460,237	393,543	54%
34	OJT One Stop Centers 24-25		30-Jun-25	378,000	181,158	196,842	48%
35	Incumbent Worker Training (IWT) 24-25		30-Jun-25	50,000	4,739	45,261	9%
36	Transitional Jobs		30-Jun-25	443,671	348,959	94,712	79%
	Adult Work Experience(WEX) FY2024-2025						
37	WEX-Adult Work Experience 24-25		30-Jun-25	223,350	223,350	0	100%
	Nursing Mentorship Programs FY 2024-2025						
38	IVROP Registered Nurse Mentorship Program XIV 24-25		31-Dec-25	577,500	47,243	530,257	8%
39	IVROP Licensed Vocational Nurse Mentorship Program III 24-25		31-Dec-25	362,730	88,999	273,731	25%
	Carry over Obligated Training Expenditure FY 2023-2024						
40	Adult Vocational ITA 23-24		30-Jun-25	195,150	195,150	(0)	100%
41	OJT One Stop Centers 23-24		30-Jun-25	61,825	61,825	-	100%
42	Transitional Jobs		30-Jun-25	56,082	56,082	0	100%
43	IVROP Registered Nurse Mentorship Program XII 23-24		31-Dec-24	60,537	60,537	(0)	100%
44	IVROP Registered Nurse Mentorship Program XIII 24-25		30-Jun-25	513,116	353,354	159,762	69%
45	IVROP Licensed Vocational Nurse Mentorship Program II 24-25		31-Dec-24	79,286	79,286	0	100%
	Adult Work Experience(WEX) 2023-2024						
46	WEX-Adult Work Experience 23-24		30-Jun-25	89,434	89,434	-	100%
47	Propath Inc., - AJCC Operator 23-24		31-Dec-24	31,400	31,400	-	100%
48	Lithium Valley Assessment Project (Rapid Response)		30-Jun-25	676,780	352,408	324,372	52%
Total Funds Allocated				14,756,566	11,825,546	2,931,020	
Funds available to be allocated				200,000		200,000	
Grand Total				14,956,566	11,825,546	3,131,020	
Percentage of Expenditures							79%

Imperial County Workforce and Economic Development Office
Financial Statement
As of July 31, 2025

FY 2025-2026 WIOA Allocation		\$	9,038,794				
FY 2025-2026 WIOA Rent Revenue		\$	583,000				
FY 2022-2025 Lithium Project		\$	324,372				
FY 2024-2025 WIOA Carryover		\$	3,149,214				
Total Budget FY 2025-2026		\$	13,095,380				
			Contract End Dates	Budget 2025-2026	YTD Expenditures	Unexpended	Percentage of Expenditures per Line Item
1	Workforce Development Office Salaries (10 Staff)		30-Jun-26	763,432	-	763,432	0%
2	Workforce Development Office Benefits (10 Staff)		30-Jun-26	362,000	-	362,000	0%
3	Workforce Development Office Cost		30-Jun-26	444,096	-	444,096	0%
4	Workforce Development Board Salaries (3 Staff)		30-Jun-26	287,257	-	287,257	0%
5	Workforce Development Board Benefits (3 Staff)		30-Jun-26	109,732	-	109,732	0%
6	Workforce Development Board Cost		30-Jun-26	91,000	-	91,000	0%
7	One Stop Operational Salaries (16 Staff)		30-Jun-26	930,883	-	930,883	0%
8	One Stop Operational Benefits (16 Staff)		30-Jun-26	536,065	-	536,065	0%
9	One Stop Operational Cost		30-Jun-26	1,300,000	-	1,300,000	0%
10	Business Center Salaries (3 Staff)		30-Jun-26	178,075	-	178,075	0%
11	Business Center Benefits (3 Staff)		30-Jun-26	84,840	-	84,840	0%
12	Business Center Cost		30-Jun-26	490,000	-	490,000	0%
13	CWA Membership Dues		30-Jun-26	14,260	14,260	-	100%
14	National Association of Workforce Boards (NAWB)		30-Jun-26	3,000	-	3,000	0%
15	LIGHTCAST-EMSI Analyst Software		30-Jun-26	9,250	-	9,250	0%
16	Career EDGE - Annual License		30-Jun-26	33,075	-	33,075	0%
17	SIERRA HR Hotline		30-Jun-26	10,008	-	10,008	0%
18	WDB Members, Meals, Travel, Conferences		30-Jun-26	28,000	38	27,962	0%
19	WDB/WDO Marketing & Other Services		30-Jun-26	55,000	2,660	52,340	5%
20	Propath Inc., - AJCC Operator 25-26		31-Dec-26	75,000	-	75,000	0%
21	Professional Consulting Services - David K Shinder		30-Jun-26	40,000	-	40,000	0%
Year Round Youth 2025-2026							
22	IVROP Operational Cost		30-Jun-26	971,287	-	971,287	0%
23	IVROP Work Experience/Stipends		30-Jun-26	785,070	40,073	744,997	5%
24	IVROP Supportive Services		30-Jun-26	9,608	-	9,608	0%
25	EQUUS Operational Cost		30-Jun-26	798,430	-	798,430	0%
26	EQUUS Work Experience		30-Jun-26	301,068	-	301,068	0%
27	EQUUS Supportive Services		30-Jun-26	14,500	-	14,500	0%
Workers Compensation & ADP WIOA Participant Fees							
28	Workers Compensation WIOA Participant Fees		30-Jun-26	100,000	3,388	96,612	3%
29	ADP Participant WIOA Processing Fees		30-Jun-26	24,000	2,340	21,660	10%
30	Adult WIOA Supportive Services		30-Jun-26	55,000	4,900	50,100	9%
201/501 30% Training Expenditure FY 2025-2026							
31	Adult Vocational ITA 25-26		30-Jun-26	703,126	10,594	692,532	2%
32	OJT One Stop Centers 25-26		30-Jun-26	378,000	4,938	373,062	1%
33	Incumbent Worker Training (IWT) 25-26		30-Jun-26	50,000	-	50,000	0%
34	Transitional Jobs 25-26		30-Jun-26	499,129	-	499,129	0%
Nursing Mentorship Programs FY 2025-2026							
35	IVROP Registered Nurse Mentorship Program XV 25-26		30-Jun-26	577,500	-	577,500	0%
36	IVROP Licensed Vocational Nurse Mentorship Program IV 25-26		30-Jun-26	362,730	-	362,730	0%
Adult Work Experience(WEX) FY2025-2026							
37	WEX-Adult Work Experience 25-26		30-Jun-26	172,240	-	172,240	0%
Carryover 201/501 30% Training Expenditure FY 2024-2025							
38	Adult Vocational ITA 24-25		30-Jun-26	210,000	34,892	175,108	17%
39	OJT One Stop Centers 24-25		30-Jun-26	65,000	7,513	57,487	12%
40	Transitional Jobs 24-25		30-Jun-26	64,702	16,812	47,890	26%
Carryover Nursing Mentorship Programs FY 2024-2025							
41	IVROP Registered Nurse Mentorship Program XIV 24-25		30-Jun-26	530,257	-	530,257	0%
42	IVROP Licensed Vocational Nurse Mentorship Program III 24-25		30-Jun-26	273,731	-	273,731	0%
43	Propath Inc., - AJCC Operator 24-2025		31-Dec-25	32,200	-	32,200	0%
Carry over Obligated Training Expenditure FY 2023-2025							
44	IVROP Registered Nurse Mentorship Program XIII 23-25		30-Jun-26	159,762	-	159,762	0%
45	Lithium Valley Assessment Project (Rapid Response)		31-Dec-25	324,372	-	324,372	0%
Total Funds Allocated				13,306,685	142,408	13,164,277	
Funds available to be allocated				(211,305)		(211,305)	
Grand Total				13,095,380	142,408	12,952,972	
Percentage of Expenditures							1%

	Category	FY24-25	FY25-26	Change	%Change	Explanation
1	Workforce Development Office Salaries	\$742,553	\$763,432	+\$20,879	+2.8%	3% staff salary increase effective in July 2025
2	Workforce Development Office Benefits	\$362,175	\$362,000	(\$175)	-.048%	Minimal adjustment
3	Workforce Development Office Costs	\$540,284	\$444,096	(\$96,188)	-17.8%	The new allocation is based on last year's actual expenditures
4	Workforce Development Board Salaries	\$339,243	\$287,257	(\$51,986)	-15.32%	The new allocation is based on last year's expenditures and includes a 3% increase for staff salaries
5	Workforce Development Board Benefits	\$119,621	\$109,732	(\$9,889)	-8.26%	Minor reduction
6	Workforce Development Board Cost	\$205,504	\$91,000	(\$114,504)	-55.73%	Cost reduction due to being located at EDD
7	One Stop Operational Salaries	\$1,004,904	\$930,883	(\$74,021)	-7.36%	Projected based on last year's expenditure and includes a 3% increase for staff salaries
8	One Stop Operational Benefits	\$510,402	\$536,065	+\$25,663	+5.03%	Projected based on last year's expenditure and includes a minor increase
9	One Stop Operational Cost	\$1,283,602	\$1,300,000	+\$16,398	1.28%	Minimal increase
10	Business Center Salaries	\$180,825	\$178,075	-\$2,750	-1.521%	Minimal decrease
11	Business Center Benefits	\$84,844	\$84,840	-\$4	0%	No change
12	Business Center Cost	\$503,088	\$490,000	+\$13,088	-2.6%	Minimal decrease based off last year's expenditure
13	CWA Membership Dues	\$14,260	\$14,260	\$0	0%	No change
14	National Association of Workforce Boards Dues	\$2,300	\$3,000	+\$700	+30.43%	Dues increased
15	Lightcast - Software	\$9,250	\$9,250	\$0	0%	No change

16	Placer AI Software	\$27,562	0	(\$27,562)	-100%	Subscription cancelled due to minimal use
17	Career EDGE – Annual Licencse	\$31,500	\$33,075	+\$1,575	+5%	Yearly subscription increase
18	SIERRA HR Hotline	\$10,008	\$10,008	\$0	0%	Cost remains the same
19	WDB Members, Meals, Travel, Conferences	\$55,000	\$28,000	(\$27,000)	-49.09%	Reduced based off last year's expenditure
20	WDB/WDO Marketing & Other Services	\$60,000	\$55,000	(\$5,000)	-8.33%	Slight decrease
21	Propath Inc. – AJCC Operator	\$75,000	\$75,000	\$0	0%	No change
22	Professional Consulting Services – David K. Shinder	\$40,000	\$40,000	\$0	0%	No change
23	IVROP Operational Cost	\$1,075,794	\$971,287	(\$104,507)	-9.71%	Budget decrease due to reduced Youth Formula carryover funds
24	IVROP Work Experience Stipends	\$1,119,900	\$785,070	(\$334,830)	-29.88%	Budget decrease due to reduced Youth Formula carryover funds
25	IVROP Supportive Services	\$11,763	\$9,608	(\$2,155)	-18.32%	Budget decrease due to reduced Youth Formula carryover funds
26	Equus Operational Cost	\$1,002,338	\$798,430	(\$203,908)	-20.34%	Budget decrease due to reduced Youth Formula carryover funds
27	Equus Work Experience	\$386,705	\$301,068	(\$85,637)	-22.15%	Budget decrease due to reduced Youth Formula carryover funds
28	Equus Supportive Services	\$3,500	\$14,500	+\$11,000	+314.29%	Increase in allocation by Equus
29	Workers Compensation WIOA Participant Fees	\$100,000	\$100,000	\$0	0%	No change
30	ADP Participant WIOA Processing Fee	\$30,000	\$24,000	(\$6,000)	-20%	Reduced based off last year's expenditure
31	Adult WIOA Supportive Services	\$170,000	\$55,000	(\$115,000)	-67.65%	Reduced due to new Supportive Services Policy,

						which now includes mileage in the cap
32	Adult Vocational ITA	\$853,780	\$703,126	(\$150,654)	-17.65%	Decreased due to last year's expenditure
33	OJT One Stop Centers	\$378,000	\$378,000	\$0	0%	No change
34	Incumbent Worker Training	\$50,000	\$50,000	\$0	0%	No change
35	Transitional Jobs	\$443,671	\$499,129	+\$55,458	+12.5%	Slight increase due increase in Adult & DW Formula Funding
36	WEX-Adult Work Experience	\$223,350	\$172,240	(\$51,110)	-22.89%	Reduced to prioritize funding for Transitional Jobs
37	IVROP Registered Nurse Mentorship (XV)	\$577,500	\$577,500	\$0	0%	No change
38	IVROP Licensed Vocational Nurse Mentorship (IV)	\$362,730	\$362,730	\$0	0%	No change
39	Carryover – Adult Vocational ITA	\$195,150	\$210,000	+\$14,850	+7.07%	Slight increase of carry over
40	OJT One Stop Centers	\$61,825	\$65,000	+\$3,175	+4.88%	Slight increase of carry over
41	Transitional Jobs	\$56,082	\$64,702	+\$8,620	+17.16%	Increase due to carryover
42	(Carry over Obligated) IVROP Registered Nurse Mentorship (XII)	\$60,537	\$0	(\$60,357)	-100%	Previous year's carryover has been fully utilized
43	(Carry over Obligated) IVROP Registered Nurse Mentorship (XIII)	\$513,116	\$159,762	(\$353,354)	-68.83%	Remaining contract funds
44	(Carry over Obligated) IVROP Licensed Vocational Nurse Mentorship II	\$79,286	\$0	(\$79,286)	-100%	All contract funds have been fully expended
45	(Carry over Obligated) IVROP Registered Nurse Mentorship (XIV)	N/A	\$530,257	\$530,257	+100%	New carry over funding
45	(Carry over Obligated) WEX-Adult Work Experience PY23-24	\$89,434	\$0	(\$89,434)	-100%	All carry over WEX Funds fully expended
46	(Carry over Obligated) ProPath AJCC Operator	\$31,400	\$32,200	+\$800	+2.55%	Carry over of unspent contract funds

47	Lithium Valley Assessment Project (Rapid Response)	\$676,760	\$324,372	(\$352,388)	-47.92%	Remainder of Additional Assistance Funding
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\$14,754,546 \$13,032,954 (\$1,721,592) -11.67%

SUMMARY:

The FY25-26 budget decrease is mainly due to adjustments based on actual expenditures, not across-the-board cuts. Major reductions are in Youth Programs from lower carryover funding and in Adult Supportive Services following policy changes that include mileage in the cap. Fully expended carryover obligations from FY24-25 also reduced allocations.