



WORKFORCE DEVELOPMENT BOARD MEETING AGENDA

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

Date: Thursday, November 2, 2023

Time: 8:00 AM – 10:00 AM

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

MEMBERS:

Isiah Gomer

Chair
Paso Robles Waste & Recycle

William Hills

Vice-Chair
United Staffing Associates, LLC

David Baldwin

Pipe Trades Local 403

Josh Cross

Atascadero Chamber of Commerce

Matthew Green

Cuesta College

Melissa James

REACH

Verena Latona-

Tahlman
Cannon Corporation

Tricia Robertson

Lucia Mar Adult Education

Justin McIntire

Department of Rehabilitation

Veronica Orozco

Employment Development Department

Angela Rayfield

Rantec Power Systems

Ronald Reilly

Garing, Taylor & Associates, Inc.

Mark Simonin

Local IBEW 639

Michael Sloan

CommonSpirit Health

Ryan Stanley

Operating Engineers Local 12

Angela Toomey

Morris & Garritano Insurance

Patrick Woolpert

Compass Health, Inc.

1. **Call to Order and Introductions** Gomer
2. **Public Comment**
3. **Presentations**
 - 3.1 High Road Training Partnership Grant – *High Road to Offshore Wind Energy Research Study* *Robert Collier & SLO County Office of Education*
 - 3.2 SLOCal Careers HR Hotline *CA Employers Association*
4. **Consent Items:**
 - 4.1 Approve the 8/17/2023 Meeting Minutes Gomer
5. **Action Items:**
 - 5.1 Review and Approve the 2024 WDB Quarterly Meeting Schedule Gomer
 - 5.2 Review and Approve Fiscal Year 2023-24 WIOA Budget *Dawn Boulanger*
6. **Discussion Items:**
 - 6.1 Receive Fiscal Year 2023-24 Quarter 1 Eckerd Adult Services/Career Center Contract Performance report *Diana Marin*
 - 6.2 Receive Fiscal Year 2023-24 Quarter 1 Eckerd Youth Contract Performance report *Diana Marin*
7. **Reports:**
 - a.) Executive Committee and Chairperson Report Gomer
 - b.) WIOA Business Retention/Layoff Aversion Services with Atascadero Chamber – Q1 Update Cross
 - c.) Board Member Workforce Development Updates All
8. **Administrative Entity Update:**
 - 8.1 Receive and Review Fiscal Expenditure Update *Dawn Boulanger*
 - 8.2 Receive and Review Rapid Response Update *Tony Girolo*
9. **Next Meeting: Thursday, February 1, 2024**
Location: Courtyard by Marriott, Estero Bay Room
1605 Calle Joaquin, San Luis Obispo, CA 93405
10. **Adjournment** Gomer

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- Taxpayer dollars at work
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- Breaks, lunches & overtime
- Employee handbooks
- Harassment prevention
- COVID-19 questions

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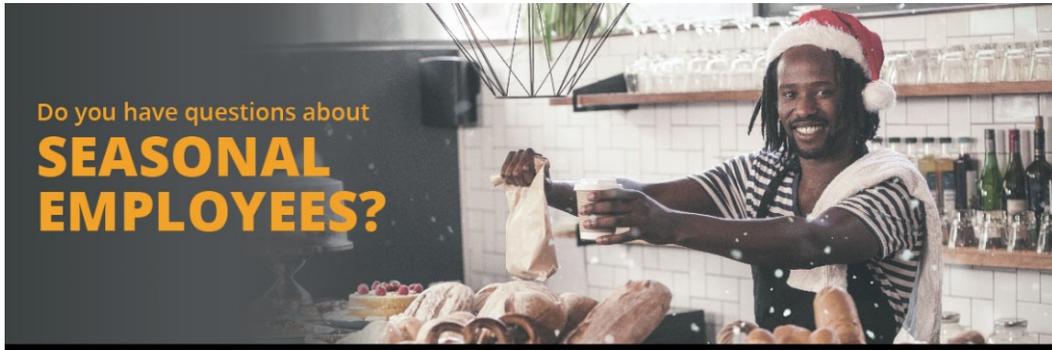
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wdb
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OF SANTA BARBARA COUNTY

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Workforce
Development Board
Contra Costa County

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- Remote Workers



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Providing guidance on:

- Hiring & Firing Processes
- Paid Sick Leave Laws & FMLA
- Breaks, Lunches & Overtime
- Employee Handbooks
- Harassment Prevention
- Remote Workers



Call Today
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HR Hotline Process

Service

Receive phone support from HR Advisors in English & Spanish, M– F, 8am-5pm

Business Calls the Hotline

Our Operations team answers the phone “Thank you for calling the YoloWorks HR Hotline” ...

Call Sent to an HR Advisor

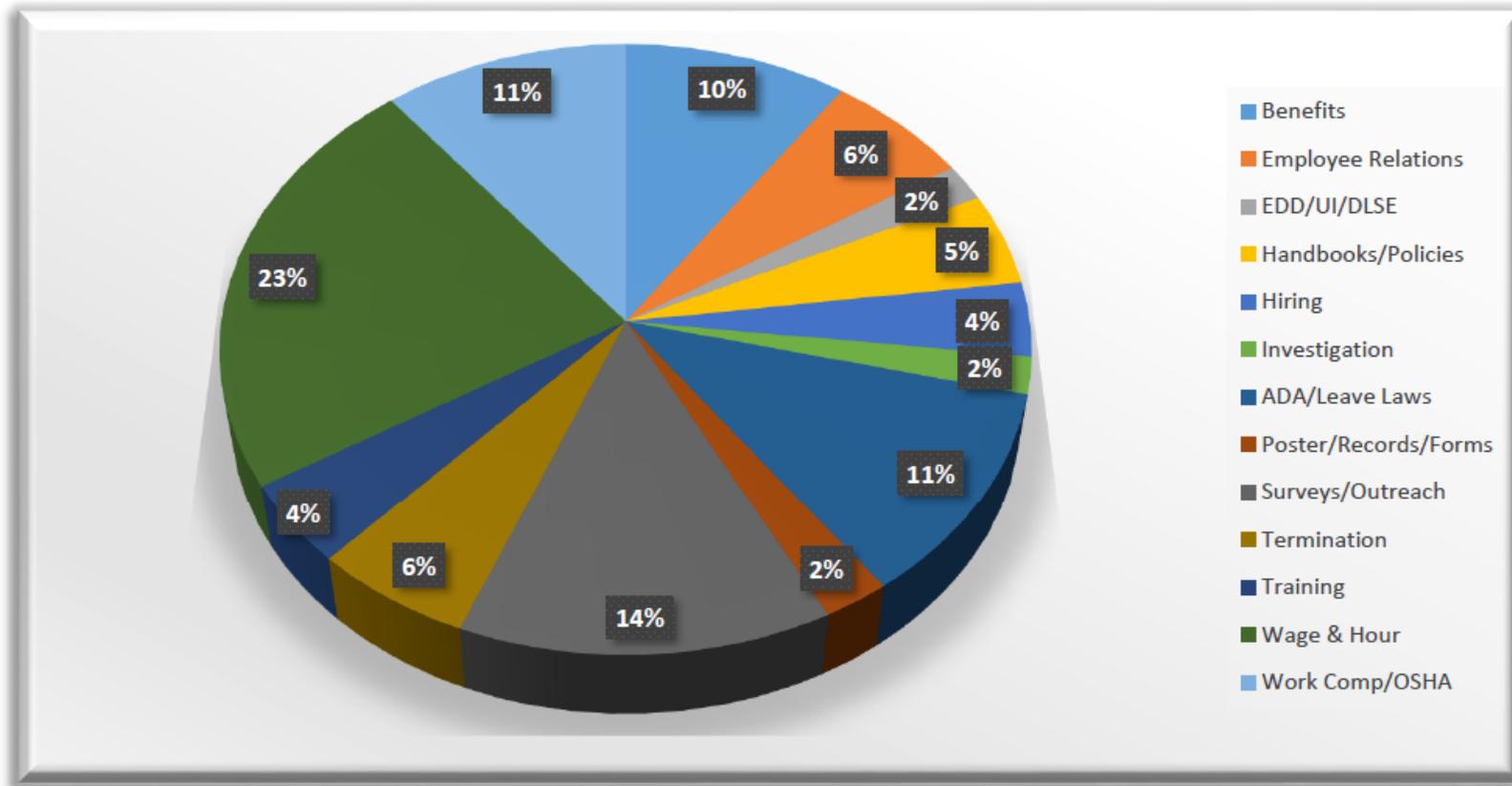
The call is transferred directly to HR Advisor

Call Answered or ASAP Call Back

If an HR Advisor is helping another caller, call returned in less than 2 hours

Monthly Reports

2021- 2022 SUMMARY YTD

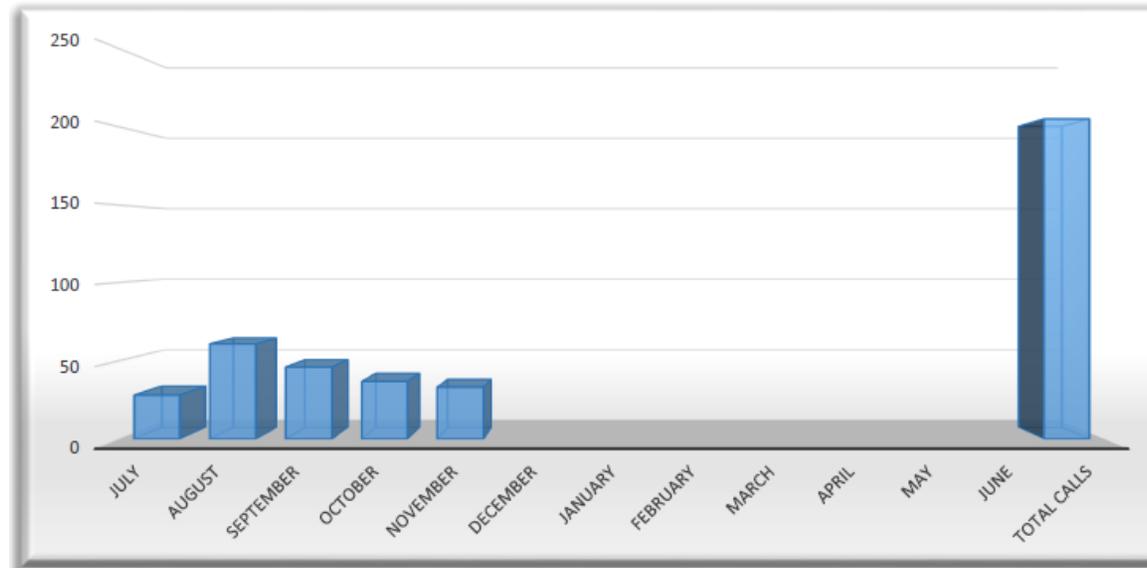


Reporting cont.

Reason For Call	July	August	September	October	November	December	January	February	March	April	May	June
Benefits	4	3	6	4	3							
Employee Relations		3	3	3	4							
EDD/UI/DLSE		1		1	2							
Handbooks/Policies		1	4	2	3							
Hiring	2	2	2	2								
Investigation		1	2		1							
ADA/Leave Laws		8	8	3	4							
Poster/Records/Forms	2		3									
Surveys/Outreach/Other	5	10	3	6	4							
Termination	3	4	3	2								
Training		7	1		1							
Wage & Hour	9	11	5	14	8							
Work Comp/OSHA	3	10	6		3							
TOTAL	28	61	46	37	33	0						

Reporting cont.

TOTAL NUMBER OF CALLS YTD



July	28
August	61
September	46
October	37
November	33
December	
January	
February	
March	
April	
May	
June	
Total Calls	205

Prior Fiscal Year Call Summary

2010-2011	260
2011-2012	289
2012-2013	253
2013-2014	289
2014-2015	377
2015-2016	430
2016-2017	591
2017-2018	618
2018-2019	666
2019-2020	722
2020-2021	621
2021-2022	205



Reporting cont.



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San Bernardino Hotline Report

Contact Date	Description	Caller Name	Business Name
7/2/2021 0:00	Benefits	Maggie Younan	Family Assistance Program
7/14/2021 0:00	Benefits	Sonia Mestas	Saddle Creek Logistics
7/22/2021 0:00	Benefits	Suzan Attaway	Inland So Cal United Way
7/22/2021 0:00	Benefits	Suzan Attaway	Inland So Cal United Way
7/2/2021 0:00	CEA Website	Cinnamon Alvarez	A-19, Inc
7/6/2021 0:00	CEA Website	Gilda Dawson	Dirty Bird Dumpster
7/8/2021 0:00	Courtesy call, Not In, Left Msg	Lupe Duran	Workforce Enterprises
7/12/2021 0:00	Hiring Issue	Zeb Wellborn	Chino Valley Chamber of Comm
7/14/2021 0:00	Hiring Issue	Gerardo Escobedo	Okuma Fishing Tackle Corp
7/6/2021 0:00	I-9	Juli Hunzeker	Polymer Concepts & Tech
7/21/2021 0:00	I-9	Herendita Galindo	Comar
7/7/2021 0:00	Safety	Karen Leon	Low Cost Interlock, Inc.
7/12/2021 0:00	Safety	Jill Buchanan	Island Petroleum Builders, Inc
7/30/2021 0:00	Safety	Judy Tanger	Caring Circuit
7/8/2021 0:00	Termination Issue	Lupe Duran	Workforce Enterprises
7/26/2021 0:00	Termination Issue	Karen Leon	Low Cost Interlock
7/26/2021 0:00	Termination Issue	Lupe Duran	Workforce Enterprises
7/14/2021 0:00	Travel	Suzanne Attaway	Inland Empire United Way
7/19/2021 0:00	Travel	Mary Lynn	DH Caster
7/2/2021 0:00	Wage/Hour	Allison Brown	Alison Service Co.
7/7/2021 0:00	Wage/Hour	Christina Vasquez	Arrow Staffing
7/13/2021 0:00	Wage/Hour	Wendy Araiza	Kuehne-Nagel
7/16/2021 0:00	Wage/Hour	Karen Sanchez	Its Caliber
7/16/2021 0:00	Wage/Hour	Maggie Younan	Family Assistance Program
7/20/2021 0:00	Wage/Hour	Allison Brown	Alison Service Co.
7/21/2021 0:00	Wage/Hour	Juli Hunzeker	Polymer Concepts & Tech
7/21/2021 0:00	Wage/Hour	Lupe Duran	Workforce Enterprises
7/29/2021 0:00	Wage/Hour	SanKar Pitchai	Karan & Associates
7/22/2021 0:00	Workers' Compensation	April Thompson	Pattons Sales Corp
8/9/2021 0:00	ADA/FEHA	Marie Marito	Medrevenue



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I have a quick question.....

I have 26 employees. Some of them are hourly and some are salaried. Is there a minimum wage for salaried employees?



Minimum Wage Increases

- **Yes! Effective January 1, 2023**

Non Exempt State Rate is \$15.50/ hour minimum

Exempt Salary Rate is \$64,480 minimum

Salary & Duty tests for Exempt Workers

Risks of misclassification

- **40** local minimum wage **increases** are above the state rate
- CEA website has **complete list** of local minimum wage rates and sick time/paid time off requirements for all cities

I have a quick question.....

I have 19 employees and one employee just asked for two months off for baby bonding. Can I tell them they can only take one month?



CFRA – Employers Covered, Employee Eligibility

No. CFRA provides up to **12 weeks** of unpaid leave with benefits within a **12-month** period

- Covered employers: **5 or more** employees
(since Jan. 1, 2021)
- An employee is **eligible** for CFRA if they:
 - Worked **12 months** for employer and worked **1250 hours** in prior 12 months

IMPORTANT: Employers must have a CFRA policy, poster, and use mandatory forms

Hotline References

*Our partnership with CEA has provided us with the ability to pass on valued added service to our employers at no-cost. The HR Hotline provides incredible support to employers ensuring that they have access to expert advice and guidance on HR related matters at all times. **With the bilingual capabilities, the HR Hotline is uniquely positioned to help organizations navigate the complexities of HR in today's multicultural and multilingual workplaces.** Whether it's answering questions about employment law, providing guidance on best practices for managing employees, or helping employers navigate complex HR issues the HR Hotline has become a reliable and trusted resource for all of our employers HR needs.*

I highly recommend California Employers Association and their HR Hotline service to any Workforce Board looking to add to their service package for employers.

Kind regards,

CYNTHIA AVILA
BUSINESS SOLUTIONS MANAGER



More References

*We've partnered with the California Employers Association for over a decade to provide our organization's members current, trusted information they can use in their businesses. **The expert guidance CEA provides on employment related issues makes our business seminars and webinars one of our most popular offerings.** Whether it be in-person or virtually, we can count on CEA for informative and engaging content and knowledgeable, expert speakers and trainers.*

SANDRA GIARDE, CAE | EXECUTIVE DIRECTOR
(916) 830-2780





Thank You

For more information email
CEAinfo@employers.org
or call 800.399.5331

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

WORKFORCE DEVELOPMENT BOARD MEETING MINUTES

Date: Thursday, August 17, 2023
Time: 8:00 a.m.
Location: Embassy Suites, Los Osos Rm, 333 Madonna Rd, San Luis Obispo, CA 93405

Present: Isiah Gomer, David Baldwin, Veronica Orozco, Tricia Robertson, Angela Toomey, Ronald Reilly, Mark Simonin, Michael Sloan, Justin McIntire, Angela Rayfield, Melissa James
Absent: William Hills, Josh Cross, Patrick Woolpert
Guests: Daniel Tatick, Josh Williams, Jennifer Campos, Joey Valero, Vivian Estrada, Cheryl Ruck, Jacob Erdman, Brian Chambers, Andiry Moskalyk, Matthew Green
Staff: Dawn Boulanger, Diana Marin, Eddie Hernandez, Tony Girolo

1. Call to Order and Introductions:

Chairperson Isiah Gomer called the meeting to order at 8:04 AM **Quorum reached**

2. Public Comment:

Chair Gomer: No public comment

3. Presentations:

3.1 Josh Williams presented the State of the Workforce and Local Hire Draft BW Research reports. These reports are available as an addendum to the meeting agenda

4. Consent Items:

4.1 Approved the May 4, 2023, Minutes:

The Board approves consent item 4.1 in a single motion

Motion: Justin McIntire

Second: Michael Sloan

Motion Passed Unanimously

5. Action Items:

5.1 Election of WDB Officers (Chair & Vice-Chairperson)

Dawn Boulanger (Staff) presented the item and the board approved re-election of both the current Chair and Vice-Chairperson

Chair: Isiah Gomer

Motion: Justin McIntire

Second: David Baldwin

Motion Passed Unanimously

Vice Chairperson: William Hills

Motion: Ron Reilly

Second: Michael Sloan

Motion Passed Unanimously

5.2 Review and Approve Revisions to Local Policy 12-19 Youth Incentives Policy

Diana Marin (staff) presented the item which is available as part of the agenda

Motion: Justin McIntire

Second: Ron Reilly

Motion Passed Unanimously

6. Discussion Items:

6.1 Receive FY 22-23 Quarter 4 Eckerd Adult Services/Career Center Contract Performance Report

6.2 Receive FY 22-23 Quarter 4 SLO County Office of Education Youth Contract Performance Report

Chair Isiah Gomer stated that to maximize the allotted time for Josh William's presentation on the State of the Workforce the board would not be discussing items 6.1 or 6.2 during the meeting and directed them to the agenda for further inquiry on the reports

7. Reports:

a.) Executive Committee and Chairperson Report

Chairperson Gomer stated that the Executive Committee has not met since the last Workforce Development Board meeting and there are no action items to report

b.) Services Addressing Barriers to Employment

Dawn Boulanger (staff) reported on new strategies of intentional outreach for WIOA scholarships targeting specific jobs in industries that have been shown to be in demand in SLO County. The first of these is Software Coding, which is in high demand locally and a training program that can support WIOA funding is already established here. Another industry with in-demand jobs that this approach will be used for will be healthcare, the idea is to try and determine local employer needs and be more demand driven to meet those needs

c.) Board Member Workforce Development Updates

Mark Simonin from IBEW 639 spoke about how positive the experience had been at the Mid-State Fair this year. They had a booth for twelve days and held a luncheon

regarding Local Hire issues where a panel of current and former apprentices to the trades spoke and answered questions about their experiences. Mark stated he made a lot of contacts and is still following up on leads generated from the booth at the fair. David Baldwin from the Plumbers and Pipefitters also reiterated Mark's comments about the success of the Mid-State Fair experience. Tricia Robertson from Lucia Mar School District spoke about their CTE Pathway program for high school students and adults in Cosmetology. Arroyo Grande High School has a state-of-the-art Cosmetology facility and using a WIOA grant and co-funding they will be able to offer the programs at a fraction of the cost from what students pay in private cosmetology programs. Isiah then asked if there were any more important Board Member updates and then reiterated the goal to give presenter Josh Williams enough time to present his BW Research reports for this meeting and then motioned to Josh to begin his presentation

9. Administrative Entity Update:

9.1 Receive and Review Fiscal Budget Update

Dawn Boulanger (staff) directed the board to review the Q4 contract reports for both the Youth and Dislocated Worker programs in the agenda packet and stated that the budget for the next fiscal year will be available at the November meeting. Dawn also introduced the new HR Hotline procurement through CEA to the board. She gave a brief overview of the features of the hotline and then encouraged members to help get the word out regarding this resource for local businesses

9.2 Receive and Review Rapid Response Update

Item was not presented during the meeting but is available as part of the agenda

10. Next Meeting:

November 2, 2023

8:00 – 10:00 AM

Location: TBD

11. Adjournment:

Chair Gomer: adjourned the meeting at 10:02 A.M.

I, Tony Girolo, Clerk of the Workforce Development Board of San Luis Obispo, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held on Thursday, August 17, 2023, by the Workforce Development Board of San Luis Obispo County.

Tony Girolo, WDB Program Review Specialist

Dated: August 29, 2023

**Workforce Development Board
ACTION ITEM
November 2, 2023**

AGENDA ITEM NUMBER: 5.1

ITEM: Review and Approve the WDB Quarterly Meeting Schedule for Calendar Year 2024

ACTION REQUIRED:

It is requested that the Workforce Development Board (WDB) review the proposed 2024 meeting dates/times below.

SUMMARY NARRATIVE:

The Workforce Development Board will continue to meet quarterly on the first Thursday of the months of February, May, August and November. Per feedback from WDB members, the 2024 meeting schedule proposes moving the start time of the WDB meetings to 8:30am. Meetings will continue to be 2-hours in duration and will be held 8:30am-10:30am. Meetings are required to be held in-person and will be at a location in San Luis Obispo. Meeting locations may be changed with adequate notice. All meeting agendas will have the confirmed meeting location included when posted to meet Brown Act requirements.

2024 meeting dates for the WDB are outlined on the attached Item 5.1a

BUDGET/FINANCIAL IMPACT:

No current fiscal impact

STAFF COMMENTS:

The proposed schedule is recommended to ensure quorum and regular occurrence of WDB meetings.

- The **Workforce Development Board (WDB)** of San Luis Obispo County meets *quarterly* on the first Thursday of the month at 8:30-10:30AM (2 hrs.).
- Meeting Months: February, May, August & November

2024 Schedule

February
February 1st – Workforce Development Board
<i>Location: TBD – San Luis Obispo</i>
May
May 2nd – Workforce Development Board
<i>Location: TBD-San Luis Obispo</i>
August
August 1st – Workforce Development Board
<i>Location: TBD-San Luis Obispo</i>
November
November 7th – Workforce Development Board
<i>Location: TBD-San Luis Obispo</i>

**Workforce Development Board
ACTION ITEM
November 2, 2023**

AGENDA ITEM NUMBER: 5.2**ITEM: Review and Approve Fiscal Year 2023-24 WIOA Budget**

ACTION REQUIRED: Review and approve the proposed WIOA funds budget for San Luis Obispo County for fiscal year 2023-24.

SUMMARY NARRATIVE:

The WIOA Title I formula funds the County of San Luis Obispo receives are comprised of the WIOA Adult, Dislocated Worker, Youth and Rapid Response/Layoff Aversion funding streams. WIOA is 100% Federally funded through the Department of Labor who distributes funding to the states for allocation to counties via subgrant agreements. The California Employment Development Department (EDD) is the State recipient of WIOA funds and disburses them to the 45 Local Workforce Development Areas (LWDAs) in California. The County of San Luis Obispo is a designated LWDA and receives the WIOA funds through a subgrant agreement with EDD.

The total new WIOA Title I formula funding allocated to San Luis Obispo County for FY 2023-24 is \$1,898,307 which is \$68,724 less than FY 2022-23. Funding allocations for the local area each year depend upon the dollars allocated to California from the Federal Government and the percentage of that allocation that is awarded to a Local Area. A Local Area's percentage is based on a formula comprising the number of unemployment insurance claims, the unemployment rate, and the number of economically disadvantaged adults and youth in the local area.

Below is a comparison of FY 2022-23 allocations and FY 2023-24 allocations:

Fund Stream	FY 2022-23 Allocation	FY 2023-24 Allocation	Difference
Adult	\$464,229	\$475,267	+\$11,038
Dislocated Worker	\$490,014	\$457,298	-\$32,716
Youth	\$614,906	\$693,808	+\$78,902
Rapid Response	\$307,437	\$230,578	-\$76,859
Layoff Aversion	\$90,445	\$41,356	-\$49,098
TOTAL	\$1,967,031	\$1,898,307	-\$68,724

The allocation for each fund stream for FY 2023-24 and allowable carryover funding from FY 2022-23 comprising the total WIOA Title I budget for FY 2023-24 is detailed below:

Fund Stream	Allocation FY 2023-24	Carryover Allocations from FY 2022-23	Total Funds for FY 2023-24
Adult	\$475,267	\$145,809	\$621,076
Dislocated Worker	\$457,298	\$300,987	\$758,285
Youth	\$693,808	\$574,743	\$1,268,551
Rapid Response	\$230,578	\$0	\$230,578
Layoff Aversion	\$41,356	\$0	\$41,356
Total	\$1,898,307	\$1,021,539	\$2,919,846

The local area's proposed budget is attached (Attachment 5.2b) for the WDB's review and approval. The budget incorporates allowable carryover funds from FY 2022-23, and the new WIOA formula allocations for FY 2023-24 into a single year budget and allows for approximately 20% planned carryover of WIOA Title I formula funds from 2023-24 to 2024-25. Local Areas may carry-over up to 20% of their WIOA Title I formula allocation (Adult, Dislocated Worker & Youth), based on a two-year cycle for funds.

Per the proposed plan, funds will be directed towards the following uses:

- \$600,000 SLOCal Careers Services Contract with Eckerd for Career Center Operator, Adult, Dislocated Worker, and Employer services.
- \$600,000 WIOA Youth Services contract with Eckerd.
- \$495,806 for WDB Administrative Entity and Fiscal Agent staff costs.
- \$65,800 for operating and programmatic costs.
- \$495,861 in service & system costs (*note this category includes the Career Center facility lease costs and the Career Center utilities costs paid directly by the County as the Administrative Entity.)
- \$9,350 in WDB Set-Aside budget.

BUDGET OR FINANCIAL IMPACT:

Upon WDB approval of this item, County WDB staff can proceed with actions necessary to procure and contract funds throughout the fiscal year for purposes identified in the budget plan. Additionally, areas marked "TBD" in the Services & Systems Purchase Orders tab of the attached budget will be brought back before the WDB or WDB Executive Committee for further determination throughout the procurement process for obtaining the services categorized in each funding description.

WIOA Formula Plan FY 2023-24

	Formula Allocations			Information only Training Dedication		active participants % est	Carryover (from Prior Year Allocation)	TOTAL FORMULA FUNDING
	Round 1	Round 2	Total	(Possible Leverage) 20%	10%			
	Adult	93,473	381,794	475,267	95,053			
DLW	98,619	358,679	457,298	91,460	45,730	30.0%	300,987	758,285
Youth	693,808		693,808			10.0%	574,743	1,268,551
RR	49,726	180,852	230,578				0	230,578
RR/LA	8,919	32,437	41,356				0	41,356
Total			1,898,307	186,513	93,257	100.0%	1,021,539	2,919,846

WDB AE (DSS) Staff Salaries	DSS Operating	Eckerd AJCC Contract (A/DW/EMP/ OSO)	Eckerd WIOA Youth Services Contract	Service & Systems P.O.s	WDB Set- Aside	Total Planned Obligations	Estimated Carryover (20% A/DW/Y Allowable)
495,806	65,800	600,000	600,000	495,861	9,350	2,266,817	653,029
123,272	13,100	300,000	0	44,441	2,450	483,263	137,813
123,270	13,100	300,000	0	44,444	2,450	483,264	275,021
169,175	29,100	0	600,000	227,631	2,450	1,028,356	240,195
80,089	10,500	0	0	137,989	2,000	230,578	0
0	0	0	0	41,356	0	41,356	0
495,806	65,800	600,000	600,000	495,861	9,350	2,266,817	653,029

20% allowable carryover

Adult: \$95,053

DW: \$91,458

Y: \$138,762

2,919,846

279,770 Total Training Requirement

DSS Operating Expenditure Budget
 Fiscal Year 2023-2024

	FY23/24 Budget	Funding Source for budget	Adult	DLW	Youth	RR	RR/LA	
Travel	27,000	A/DW/Y/RR	6,000	6,000	10,000	5,000	-	\$ 27,000
Registrations for Conferences, workshops, seminars	9,000	A/DW/Y	1,000	1,000	4,000	3000		\$ 9,000
Subrecipient Contractor Audit/Monitorings (Cour	22,200	A/DW/Y	4,800	4,800	12,600			\$ 22,200
Office Supplies/Printing	6,000	A/DW/Y	1000	1000	2,000	2000	0	\$ 6,000
Publication and Legal Notices	1,600	A/DW	300	300	500	500	0	\$ 1,600
Total:	65,800		\$ 13,100	\$ 13,100	\$ 29,100	\$ 10,500	\$ -	\$ 65,800

WIOA Contracts

Fiscal Year 2023-2024

Vendor	Description	FY23/24 Budget	Funding Source for budget	Adult	DLW	Youth	RR	RR L/A	
Eckerd Conects	AJCC Adult/DW/Biz Services & One-Stop System Operation	600,000	A/DW	300,000	300,000				\$ 600,000
Eckerd Conects	WIOA Youth Services	600,000	Youth			600,000			\$ 600,000
Total Contracts:		\$ 1,200,000		\$ 300,000	\$ 300,000	\$ 600,000	\$ -	\$ -	\$ 1,200,000

WIOA Services & Systems Purchase Orders

Fiscal Year 2023-2024

Vendor	Description	FY23/24 Budget	Funding Source for budget	Adult	DLW	Youth	RR	RR/LA	CalWORKS		WIOA TOTAL
									ESE	TANF	
County Property Services	AJCC Facility Rent	95,000	A/DW/Y	29,452	29,453	10,938			14,219	10,938	\$69,843
AJCC Utilities	AJCC Facility (phone, internet, gas & electric)	18,000	A/DW/Y	5,287	5,288	2,250			2,925	2,250	\$12,825
AJCC Janitorial	AJCC Facility	10,000	A/DW/Y	3,452	3,453	938			1,219	938	\$7,843
LinkedIn/Carahsoft	Talent Insights & Recruiter tools	17,370	RR/LA				17,370	-			\$17,370
CEA	HR Hotline	22,980	RR/LA				22,980	-			\$22,980
TBD	Youth Career Fairs/Community Engagement	100,000				100,000					\$100,000
TBD	Digital Outreach/Recruitment	75,000	A/DW/Y/ RR/LA	5,000	5,000	26,005	38,995				\$75,000
Atascadero Chamber	Layoff Aversion/Business Retention Services	100,000	RR/LA				58,644	41,356			\$100,000
Tammy Aguilera	WIOA Youth Staff Technical Assistance	45,000	Youth			45,000					\$45,000
16th District Ag Assn	Mid State Fair Career Fair	5,000	A/DW/Y	1,250	1,250	2,500					5,000
T.Aguilera/D.Shinder/ K.Marcove	WIOA Youth Staff Development Training	40,000	Youth			40,000					40,000
Total Services & Systems P.O.s:		\$ 495,861		\$ 44,441	\$ 44,444	\$ 227,631	\$ 137,989	\$ 41,356	\$ 18,363	\$ 14,126	\$495,861

WIOA WDB Set-Aside

Fiscal Year 2023-2024

Description	FY23/24 Budget	Funding Source for budget	Funding				LA	
			Adult	DLW	Youth	RR		
CWA Conferences (WDB Member Travel)	3,000	A/DW/Y	1000	1000	1,000			\$ 3,000
Membership Renewals/Sponsorships (Chambers/HR/CWA/NAWB)	5,750	A/DW/Y/RR	1,250	1,250	1,250	2,000		\$ 5,750
WDB Member Recognition	600	A/DW/Y	200	200	200			\$ 600
								\$ -
								\$ -
Total WDB Set-Aside Budget:	\$ 9,350		\$ 2,450	\$ 2,450	\$ 2,450	\$ 2,000	\$ -	\$ 9,350



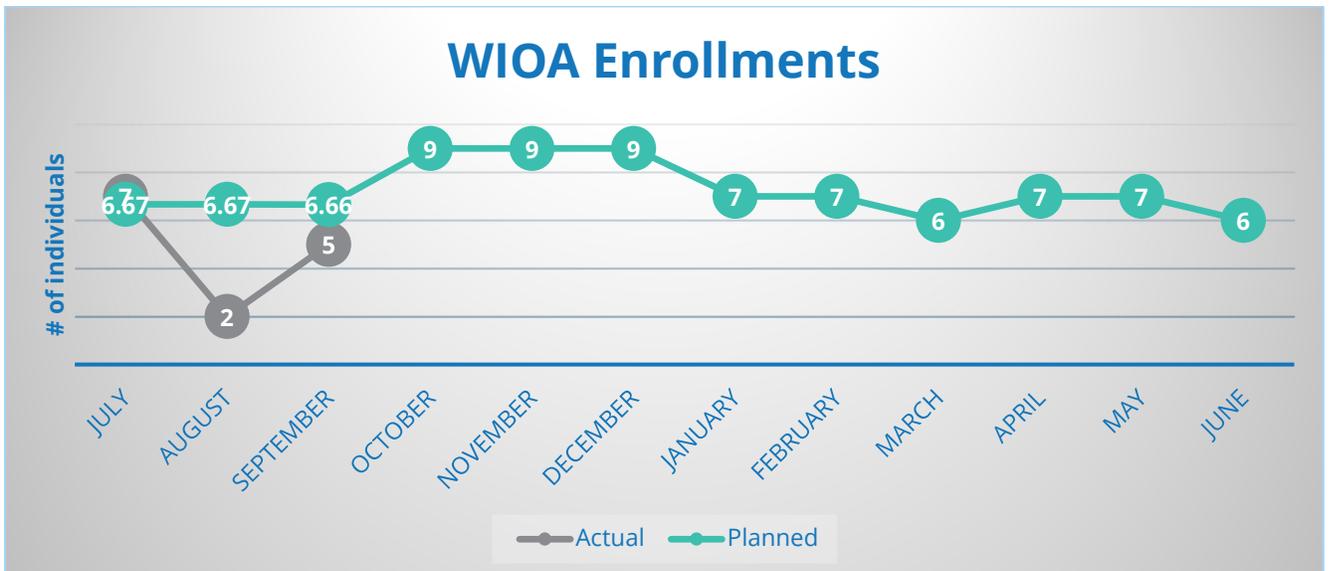
COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF SOCIAL SERVICES
WORKFORCE DEVELOPMENT BOARD
Devin Drake *Department of Social Services Director*
Dawn Boulanger *Workforce Development Board Director*

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

In-person customer visits to SLOCal Careers Center



WIOA Enrollments

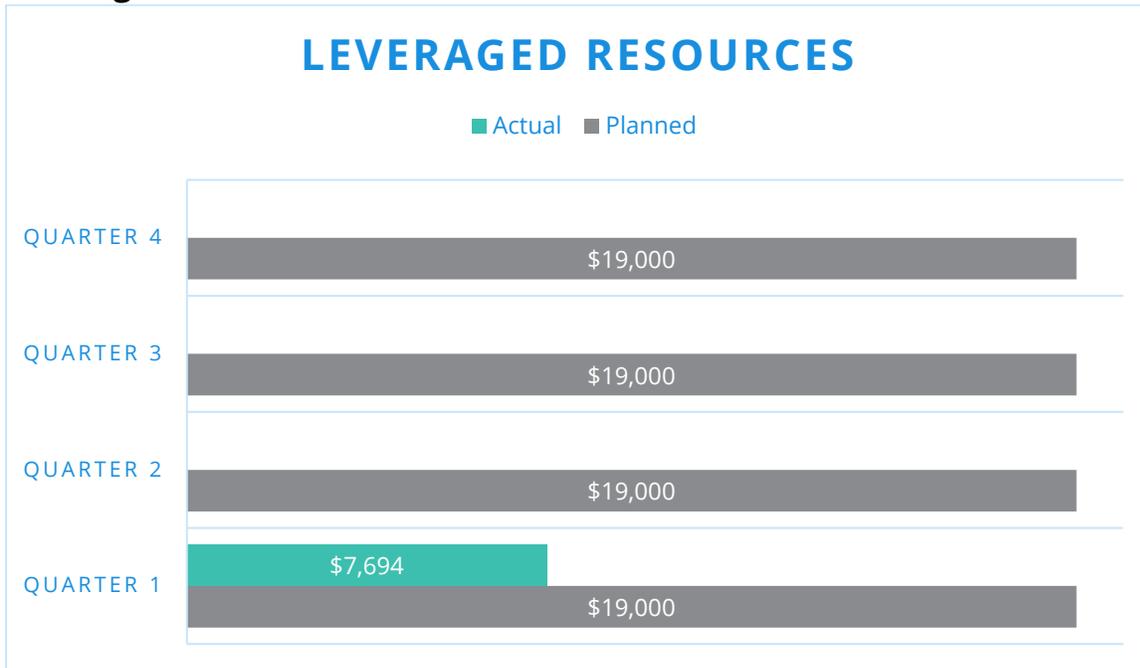


A total contract goal of 80 new career service enrollments was planned for PY 2023-24.

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Leveraged Resources



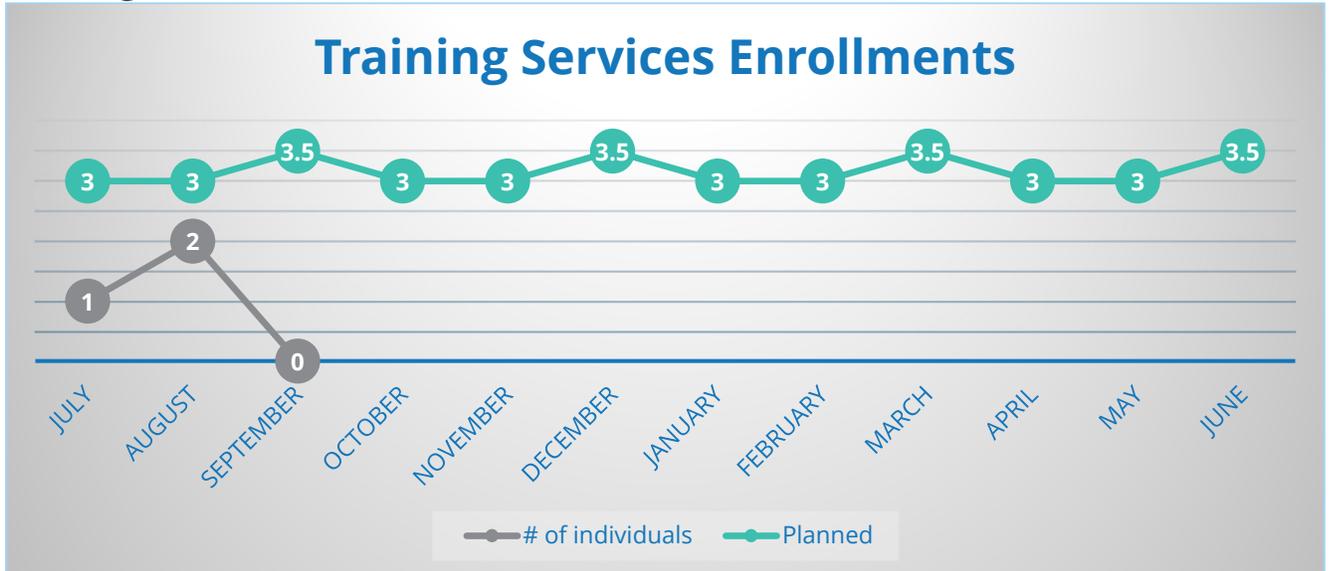
PY 2023-24 leveraged resources contract goal is \$76,000.

Training Expenditures



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

Training Services Enrollments



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

First Quarter Individual Training Agreements (ITA's)

Training Provider	Program	Cost
The League XS Apprenticeship Academy of Cosmetology and Barbering	Barbering	\$7,500
Truck Driver Institute	Truck Driver Class A	\$7,475
Designs School of Cosmetology	Skin Care/Esthetics	\$9,930

SLOCal Careers Center Outreach -

SLOCal Careers Center Outreach - Participant and Business

During Q1 Eckerd staff participated in a variety of community events and meetings including Post Release Offenders Meetings (PROM) and Parole and Community Team (PACT) meetings targeting justice-involved individuals, monthly visits to the libraries to share information about SLOCal Careers program services, and wrap-around services agency meetings. These meetings and events have led to several referrals. The team also participated in the Mid-State Fair by hosting a booth at the career fair on-site, where they provided attendees with valuable information about local WIOA services. Eckerd hosted three hiring events during this period, assisting local employers in their search for suitable candidates. The Business Services team continued to attend various SLO County Chamber events, job developer meetings, Employer Advisory Council meetings, and Human Resources Association of the Central Coast events where they engaged with employers to discuss partnerships and share information about on-the-job training opportunities and other services and resources available through SLOCal Careers.

SARA'S SUCCESS STORY



POWERED BY



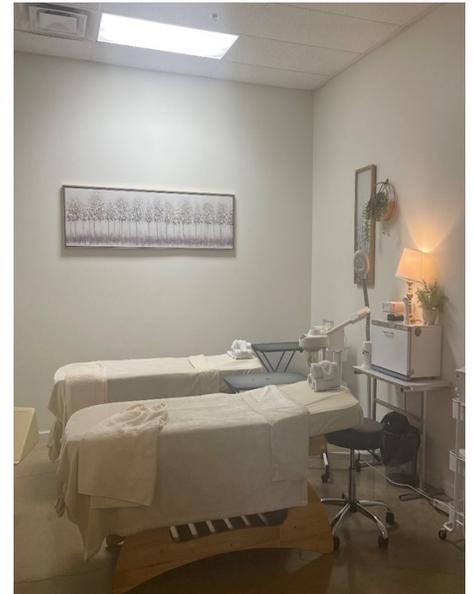
Sara came to the SLO Cal Career Center and enrolled in the Workforce Innovation and Opportunity Act (WIOA) Dislocated Worker Program with the goal of advancing her career. Sara was previously working in entry level positions and wanted to attend a training so that she could better support herself financially.

Sara was motivated and had a great energy and presence every time that she came to the Center and when she worked with her Career Coach. She was grateful to have the assistance of the staff and thanked them often. She worked hard to complete all of the goals and objectives that she along with her Career Coach implemented in her Individual Employment Plan (IEP.)

She attended and actively participated in workshops, and quickly worked through her training request packet completing interviews with both licensed Estheticians and an instructor at the School in which she is currently attending. She reviewed Labor Market Information in hopes to learn about the current availability of jobs in her industry of interest in our local vicinity and wrote a letter to convey the impact that this training opportunity will have on her life as she advances in her career.

Sara was interested in attending school as an Esthetician training in Skin Care and worked quickly and efficiently to get into school. Sara reports that she is scoring near the top of her class, is really enjoying games played in class and is out-performing students with many more hours of training than her. Sara loves what she is doing and cannot wait to get to class each day. Sara is grateful for the opportunity that the WIOA program has provided her.

We are proud to be able to work with Sara as she progresses in her goals and as she makes strides to advance in her career.



Services
provided by:



Workforce Development

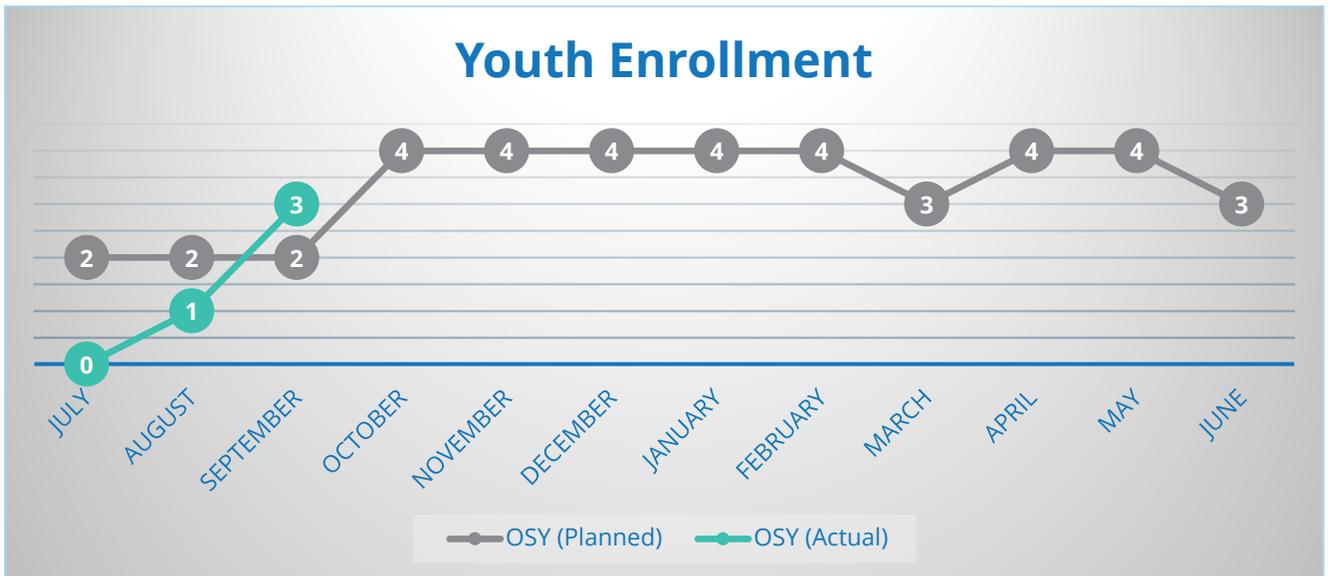
THIS WIOA TITLE I FINANCIALLY ASSISTED PROGRAM OR ACTIVITY IS AN EQUAL OPPORTUNITY EMPLOYER/PROGRAM. AUXILIARY AIDS AND SERVICES ARE AVAILABLE UPON REQUEST TO INDIVIDUALS WITH DISABILITIES. CALIFORNIA RELAY SERVICE (CRS) 711 OR 1-800-735-2922 (ENGLISH) OR 1-800-855-3000 (SPANISH).



COUNTY OF SAN LUIS OBISPO
DEPARTMENT OF SOCIAL SERVICES
WORKFORCE DEVELOPMENT BOARD
Devin Drake *Department of Social Services Director*
Dawn Boulanger *Workforce Development Board Director*

Program Year 2023-2024, First Quarter WIOA Youth Contract Performance Report

Youth Enrollment



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

Youth Outreach

Youth Outreach - Participant

In the first quarter, Eckerd staff conducted outreach to several youth-serving community agencies to provide information about the WIOA Youth program. Outreach efforts included presentations, flyers, and attendance in meetings. Eckerd worked on creating community awareness of WIOA Youth services and continued to evaluate the return on investment for their outreach efforts.

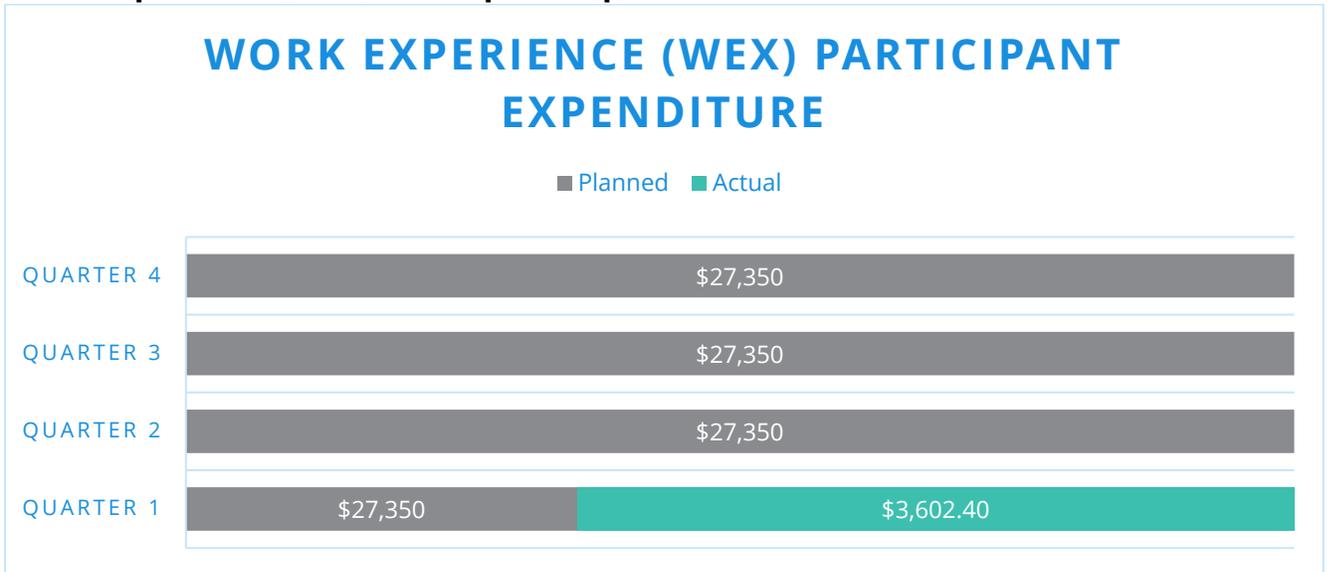
Youth Outreach - Business

The Eckerd Business Services team attended various community meetings, chamber events, Human Resources Association of the Central Coast events, Employer Advisory Council meetings, and job developer meetings during Q1 to discuss and share information about their business services. They highlighted the potential for work experience (WEX) opportunities with WIOA Youth participants. The Business Services team connected with individual businesses and community agencies to discuss the types of support needed and to find ways to partner.

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Work Experience (WEX) Participant Expenditure



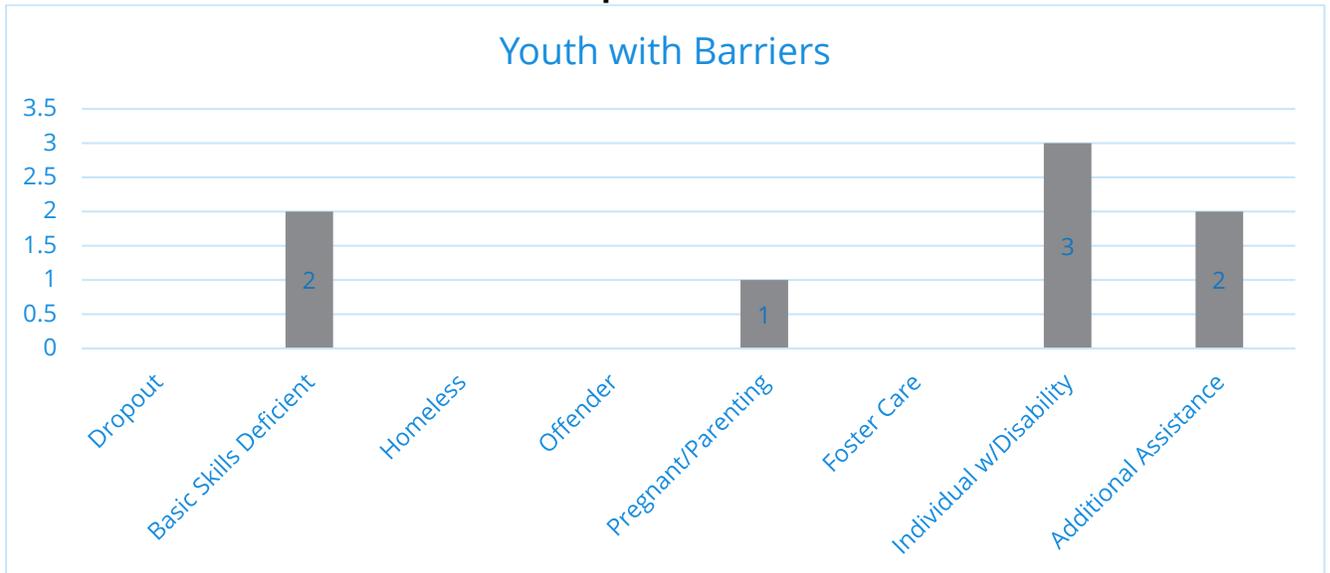
Total WEX includes staff and participant costs. The WEX expenditure goal was to meet a minimum of \$109,400 for PY 2023-24.

First Quarter Work Experience Placements

Employers	Occupation	Hourly Rate

No new WEX placements occurred during the first quarter.

PY 2023-24 Enrolled Youth Barriers Report



As of the close of the first quarter of PY 2023-24, 8 barriers were reported for youth enrolled in the program. The majority fall under Individual with a Disability, followed by Basic Skills Deficient, Pregnant/Parenting, and lastly, youth requiring Additional Assistance to enter or complete an educational program or to secure or hold employment.

MARGARET'S SUCCESS STORY



POWERED BY



Margaret enrolled in WIOA Youth Services in September 2023 as a referral from a community partner. She was a previous enrolled client in 2021, however it was identified that she would benefit from additional individualized services and referrals to community partner agencies. Her goal is career exploration and gaining skills that will connect her to full time job with a higher pay wage. Margaret is dedicated to her success and is working hard with her Career Coach to overcome her barriers to self-sufficiency. She has received referrals to various community agencies for housing as well as connecting her to other resources that have been identified as barriers.

Margaret has completed assessments in SLOEdge and is working on modules to better prepare her for a successful transition to full time employment. She is currently also working on securing permanent housing and self care.

Margaret meets with the Career Coach weekly to review her progress toward her goals and overcoming her barriers. Margaret has expressed that she is excited be working with Eckerd Connects to identify a plan for success.



Services
provided by:



Workforce Development

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WIOA FY23/24 Budget
Fiscal Year 2023-2024 Expenditures

YTD Expense through 09/30/23

3 month(s) elapsed

		See TABs for details			
	Budget Narrative	Budget*	YTD Actuals	Percent Expended	Balance
DSS Salary & Benefits	<p>DSS Administrative and Fiscal cost</p> <p>These expenses are for DSS salaries and actual time spent on the WIOA Program. This includes WDB support, administrative support, program monitoring, data management, and fiscal management support. The DSS staff includes the WDB Director, Program Manager, Fiscal Manager, and two Program Specialist staff.</p>	\$ 495,806	\$ 123,166.46	24.84%	\$ 372,640
DSS Operating	<p>DSS Operating Expenses</p> <p>Operating expenses include travel, registration, memberships, legal notices, auditing and office supplies. Also included are labor market data subscriptions, outreach, business services contracts and other WIOA system-wide projects approved by the WDB. SLOCal Career Center facility rent is also included here.</p>	\$ 561,661	\$ 43,109	7.68%	\$ 518,552
Eckerd WIOA Youth	<p><i>WIOA Youth Employment and Training Services.</i></p> <p>WIOA Title I Youth services, staffing, operations and facility costs.</p>	\$ 600,000	\$ 71,264	11.88%	\$ 528,736
Eckerd SLOCal Careers	<p><i>WIOA Adult, Dislocated Worker & Business Services</i></p> <p>WIOA Title I Adult & Dislocated Worker services, staffing and operations costs.</p>	\$ 600,000	\$ 175,479	29.25%	\$ 424,521
WDB Set-Aside	<p>WDB Set-Aside Expenses</p> <p>These expenses are costs associated directly with the WDB. This includes WDB initiative costs, conference registration and travel expenses, membership renewals, and recognition costs.</p>	\$ 9,350	\$ 819	8.76%	\$ 8,531
TOTAL:		\$ 2,266,817	\$ 413,838	18.26%	\$ 1,852,979
		<i>Target thru</i>	<i>09/30/23</i>	<i>0.00%</i>	<i>3 month(s) elapsed</i>

Operating Expenditure Budget

Fiscal Year 2023-2024 Expenditures

	MONTHLY EXPENDITURES															
	Budget	YTD Actuals	Remaining	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
Travel - (AE staff only)	\$ 27,000	\$ 2,268	\$ 24,731.77	\$ 93.01	\$ 423.98	\$ 1,751.24										
Registrations for conferences, workshops, seminars (AE Staff only)	\$ 9,000	\$ 11,063	\$ (2,063.00)	\$ 2,555.00	\$ 7,689.00	\$ 819.00										
Auditing (County Auditor)	\$ 22,200	\$ -	\$ 22,200.00													
Office Supplies	\$ 6,000	\$ -	\$ 6,000.00													
Publication and Legal Notices	\$ 1,600	\$ 752	\$ 847.54			\$ 752.46										
Total:	\$ 65,800	\$ 14,084	\$ 51,716.31	\$ 2,648.01	\$ 8,112.98	\$ 3,322.70	\$ -									

Services & Systems Purchase Orders	MONTHLY EXPENDITURES															
	Budget	YTD Actuals	Remaining	July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
County Property Services (Career Center Facility Rent)	\$ 69,843	\$ 17,766	\$ 52,077.23		\$ 11,917.03	\$ 5,848.74										
Career Center Utilities (phone, internet, gas & electric)	\$ 12,825	\$ 2,147	\$ 10,678.50		\$ 1,055.28	\$ 1,091.22										
AJCC Janitorial	\$ 7,843	\$ 1,211	\$ 6,631.53		\$ 699.86	\$ 511.61										
Business Retention/Layoff Aversion Contract - Atascadero Chamber	\$ 100,000	\$ 4,902	\$ 95,098.19			\$ 4,901.81										
WIOA Youth - Technical Assistance Contract	\$ 45,000	\$ 3,000	\$ 42,000.00			\$ 3,000.00										
Linked In - Business Services Tools (Talent Insights & Recruiter)	\$ 17,370															
HR Hotline - CA Employers Association	\$ 22,980															
Mid-State Fair - Construction Trades Career Fair	\$ 5,000															
WIOA Staff Development Training	\$ 40,000															
Youth Career Fairs/Community Engagement	\$ 100,000															
Digital Outreach Recruitment	\$ 75,000															
Total:	\$ 495,861	\$ 29,026	\$ 466,835.45	\$ -	\$ 13,672.17	\$ 15,353.38	\$ -									

DSS Operating Expense Grand Total	\$ 561,661	\$ 43,109.24	\$ 518,551.76	\$ 2,648.01	\$ 21,785.15	\$ 18,676.08	\$ -								
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*Salary and Benefits included on Summary Tab

Eckerd - WIOA Youth Services
Fiscal Year 2023-2024 Expenditures

				MONTHLY EXPENDITURES											
IN AND OUT OF SCHOOL	Budget	YTD Actuals	Remaining	July	August	Jun, July & Aug Invoice		November	December	January	February	March	April	May	June
						September	October								
Salaries & Benefits	\$ 323,523.40	\$ 50,672	\$ 272,851.41			\$ 50,671.99									
Operations	\$ 61,091.00	\$ 9,661	\$ 51,430.17			\$ 9,660.83									
Participant Costs	\$ 148,482.00	\$ 2,400	\$ 146,082.19			\$ 2,399.81									
Admin/Indirect	\$ 66,903.60	\$ 8,532	\$ 58,371.97			\$ 8,531.63									
Total:	\$ 600,000.00	\$ 71,264	\$ 528,735.74			\$ 71,264.26	\$ -								
<i>Work Experience (included in total)*</i>		\$ 2,604.03													

Eckerd - SLOCal Careers WIOA Adult, Dislocated Worker, Business Services & One-Stop Operator
Fiscal Year 2023-2024 Expenditures

Adult

	MONTHLY EXPENDITURES																
	Budget	YTD Actuals	Remaining	June Invoice	August	July & Aug Invoice		October	November	December	January	February	March	April	May	June	Final June
				July		September											
Salaries & Benefits	\$ 173,109.15	\$ 36,601.85	\$ 136,507.30	\$ 8,620.97		\$ 27,980.88											
Operations	\$ 18,501.00	\$ 15,819.83	\$ 2,681.17	\$ 13,105.45		\$ 2,714.38											
Participant Training	\$ 76,000.00	\$ 32,704.10	\$ 43,295.90	\$ 23,209.05		\$ 9,495.05											
Participant Supportive Services	\$ 2,358.50	\$ 433.68	\$ 1,924.82	\$ 433.68													
Indirect	\$ 30,031.35	\$ 8,313.45	\$ 21,717.90	\$ 3,806.95		\$ 4,506.50											
Total:	\$ 300,000.00	\$ 93,872.91	\$ 206,127.09	\$ 49,176.10	\$ -	\$ 44,696.81	\$ -										
	N/A	\$ -															

DW

	MONTHLY EXPENDITURES																
	Budget	YTD Actuals	Remaining	June Invoice	August	July & Aug Invoice		October	November	December	January	February	March	April	May	June	Final June
				July		September											
Salaries & Benefits	\$ 173,109.15	\$ 44,438.01	\$ 128,671.14	\$ 21,906.73		\$ 22,531.28											
Operations	\$ 18,501.00	\$ 14,405.04	\$ 4,095.96	\$ 12,366.31		\$ 2,038.73											
Participant Training	\$ 76,000.00	\$ 13,131.00	\$ 62,869.00	\$ 7,506.00		\$ 5,625.00											
Participant Supportive Services	\$ 2,358.50	\$ 1,933.68	\$ 424.82	\$ 1,933.68													
Indirect	\$ 30,031.35	\$ 7,698.27	\$ 22,333.08	\$ 4,408.53		\$ 3,289.74											
Total:	\$ 300,000.00	\$ 81,606.00	\$ 218,394.00	\$ 48,121.25	\$ -	\$ 33,484.75	\$ -										

TOTAL SLOCal Careers	Budget	YTD Actuals	Remaining																
Adult	\$ 300,000.00	\$ 93,872.91	\$ 206,127.09	\$	49,176.10	\$	-	\$	44,696.81	\$	-	\$	-	\$	-	\$	-	\$	-
DW	\$ 300,000.00	\$ 81,606.00	\$ 218,394.00	\$	48,121.25	\$	-	\$	33,484.75	\$	-	\$	-	\$	-	\$	-	\$	-
Total:	\$ 600,000.00	\$ 175,478.91	\$ 424,521.09	\$	97,297.35	\$	-	\$	78,181.56	\$	-								

WIOA WDB Set-Aside

Fiscal Year 2023-2024 Expenditures

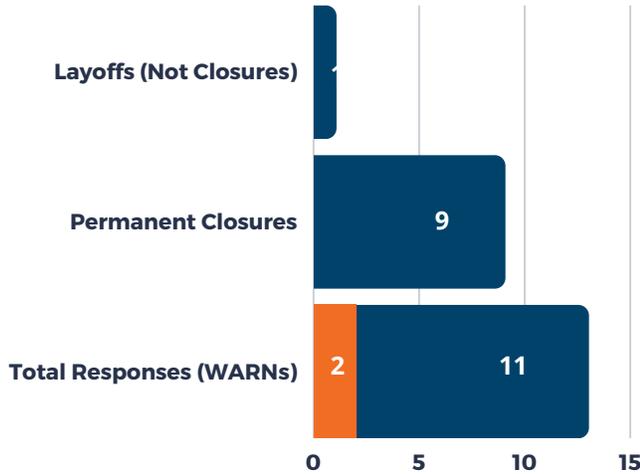
	Budget	YTD Actuals	Remaining	MONTHLY EXPENDITURES												
				July	August	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	
CWA (Youth/Spring/Fall) Conference (WDB Board)	\$ 3,000	819	\$ 2,181			\$ 819.00										
Membership Renewals/Sponsorships <i>Chambers/CWA</i>	\$ 5,750	0	\$ 5,750													
WDB Member Recognition	\$ 600	0	\$ 600													
Total:	\$ 9,350	\$ 819	\$ 8,531	0.00	0.00	819.00	0.00									

Rapid Response

PROGRAM YEAR 2023-2024



Item 8.2



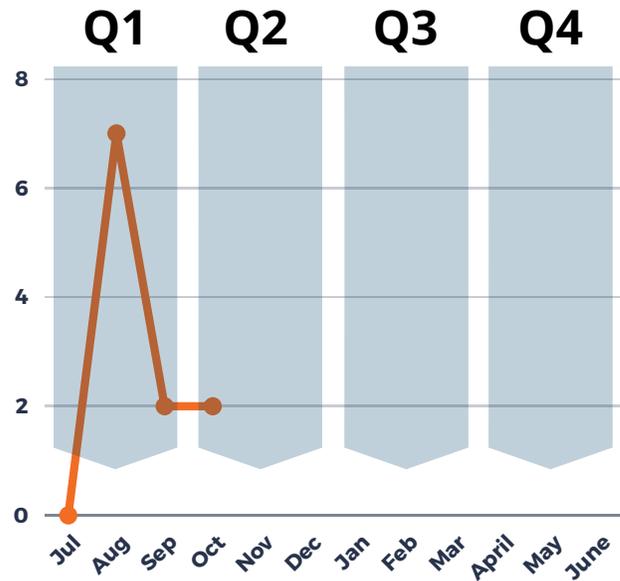
PROGRAM YEAR 2023-24 RAPID RESPONSE SUMMARY

In the current program year of 2023-24 there have been a total of eleven Rapid Responses conducted throughout San Luis Obispo County. Ten of the Rapid Responses conducted resulted in layoffs or closures. Nine were received via staff sources and one was reported via media. Two of the responses were received via WARN notices.

RAPID RESPONSES BY QUARTER

During the 1st Quarter of the 2023-24 Program Year there were a total of nine Rapid Responses conducted throughout San Luis Obispo County. In the current Q2 (Oct-Dec), there have been two responses.

Of the 11 rapid responses conducted during 2023-24 year so far ten have resulted in employee layoffs or business closures. One business had been reported as closing was actually just in the process of moving to a new location



5,000K

Unemployed civilians in San Luis Obispo County in September 2023

3.6%

Latest Unemployment Rate in San Luis Obispo County

#8

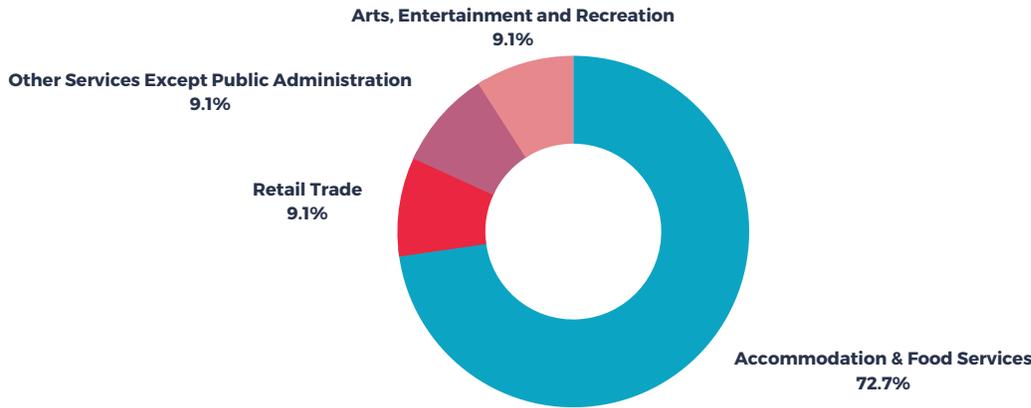
San Luis Obispo County current rank for lowest unemployment rate in CA

Rapid Response

PROGRAM YEAR 2023-2024

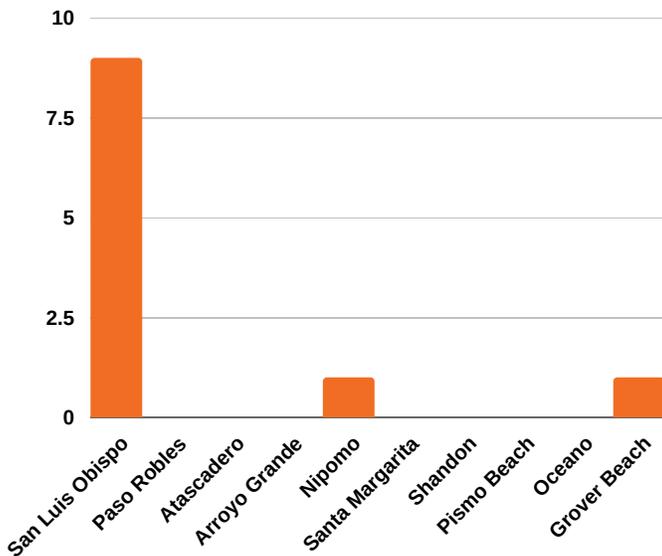


Item 8.2



RAPID RESPONSE DATA BY INDUSTRY

The Rapid Response data recorded shows that the *Accommodation & Food Services* industry is currently the most affected industry of the 2022-23 program year. This sector accounts for 72.7% or 8 of the 11 Rapid Responses conducted in San Luis Obispo County. The *Retail Trade* industry accounted for 9.1% of the Rapid Responses, with one response conducted. The *Other Services Except Public Administration* industry accounted for 9.1% of the total percentage, with one response. The *Arts, Entertainment and Recreation* industry tallied 9.1% of the total percentage, with one Rapid Response.



RAPID RESPONSE DATA BY LOCATION

Most of the Rapid Responses that have been conducted during the 2023-24 program year so far are for businesses located in the city of SLO. There were a total of eight responses that took place in SLO. One response was for a business located in Grover Beach. There was also one response conducted in the neighboring town of Nipomo.

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