



CONTRA COSTA COUNTY

AGENDA

Workforce Development Board

Wednesday, August 13, 2025

3:00 PM

4071 Port Chicago Hwy., #250
Conference Room A, Concord
Zoom Meeting ID: 813 3440 1999
Passcode: 249186

Zoom:
[https://us06web.zoom.us/j/81334401999?](https://us06web.zoom.us/j/81334401999?pwd=jq7aSHc7iFFVlCu8KbW8EZA5W)
[pwd=jq7aSHc7iFFVlCu8KbW8EZA5W](https://us06web.zoom.us/j/81334401999?pwd=jq7aSHc7iFFVlCu8KbW8EZA5W)
EMDp3.1

Executive Committee

3:00 WELCOME AND CALL TO ORDER
REMINDER OF POTENTIAL CONFLICT OF INTEREST
PUBLIC COMMENT

3:10 EXECUTIVE DIRECTOR REPORT
CHAIR'S REPORT
COMMITTEE CHAIR REPORTS

3:20 CONSENT AGENDA

C1 - APPROVE Minutes from April 9, 2025 Executive Committee **25-3286**

Attachments: C1 - 04.09.2025 Executive Committee Minutes

3:25 ACTION ITEMS

A1 - APPROVE FY 2025/26 WDB Revised Budget **25-3290**

Attachments: A1 - Approval of FY 2025-26 WDB Revised Budget

A2 - APPROVE Selection of WIOA Youth Services Provider **25-3301**

Attachments: A2 - UPDATED DRAFT Funding Recommendation(IRC) WIOA
RFP1218

A3 - APPROVE Updated Memorandum of Understanding with AJCC Mandated Partners 25-3300

Attachments: A3 - Approval of Updated AJCC MOU Mandated Partners

A4 - APPROVE Board Applications 25-3293

Attachments: A4 - Appointment to the Board

A5 - APPROVAL Allocation to create and register a Pre-Apprenticeship Program 25-3294

Attachments: A5 Approval of Pre-Apprenticeship Program

4:25 INFORMATIONAL

I.1 WIOA Adult Programs Year End Report 25-3295

Attachments: I1 - WIOA Adult Programs Year End Report

I.2 Measure X Year End Performance Status Report 25-3296

Attachments: I2- Measure X Performance Status Report

1.3 Business Services Annual Report FY 2024-2025 25-3297

Attachments: I3 - Business Services Annual Report

1.4 CCWorks Annual Report FY 2024-2025 25-3298

Attachments: I4 - CCWORKS Annual Performance Status Report

1.5 Health Initiative Annual Report FY 2024-2025 25-3299

Attachments: I5 - Health Initiative Annual Report

4:45 NEXT AGENDA ITEM(S)

5:00 ADJOURN

UPCOMING COMMITTEE MEETINGS:

Subject to change if needed

Youth Committee Meeting: Wednesday, August 20, 2025

Executive Committee Meeting: Wednesday, October 8, 2025

Full Board: Tuesday, November 4, 2025

BED Committee Meeting: TBD

Any appropriate public records related to an open session item on a regular meeting agenda and distributed by the Workforce Development Board and any of its committees to a majority of members of the Workforce Development and/or its committees, less than 72 hours prior to that meeting are available and for public inspection at 4071 Port Chicago Highway, Suite 250, Concord, CA during normal business hours.

The Workforce Development Board will provide reasonable accommodations for individuals with disabilities planning to attend Board meetings. Arrangements can be made by contacting the Workforce Development Board at 925-655-3800.



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3286

Agenda Date: 8/13/2025

Agenda #:



EXECUTIVE COMMITTEE MINUTES

Wednesday, April 9, 2025

The Executive Committee met on Wednesday, April 9, 2025 at 4071 Port Chicago Highway, Conference Room A and via a ZOOM meeting. Co-Chair Terry Curley called the meeting to order at 3:05 pm and reminded everyone of potential conflict of interest.

ATTENDANCE

MEMBERS PRESENT: Michael McGill, Terry Curley, Nichol Carranza, Joshua Anijar

MEMBERS ABSENT: Thomas Hansen

OTHERS PRESENT: Natasha Paddock (Board Member), Dawn King, Patience Ofodu, Michael Katz

WDB STAFF PRESENT: Tamia Brown, Iyadunni Adeyemi, Verneda Clapp, LaTosha Stockholm, Patricia Conley, Ken Austin, Serena Moore, Veronica Ramos, Jon Rodriguez, Davon King, Anisa Smith, Marco Patitucci

PUBLIC COMMENT

None

EXECUTIVE DIRECTOR REPORT

STAFFING:

- Davon King – Experience Level Clerk
- Out for recruitment the Administrator & Program & Project Coordinator staffing
- Waiting for candidate acceptance Administrative Aide

CONFERENCE:

Staff and Board Members attended the following:

- California Workforce Association Day at the Capitol @ Sacramento, CA
- NAWB FORUM & Workforce Advocacy Day (visit at the Capitol @ Washington, DC)

COUNTY BUDGET

- Budget hearing at the Board of Supervisors scheduled for April 28th and 29th, 2025

CHAIR REPORT

None

COMMITTEE CHAIR REPORT

None

CONSENT AGENDA

C1 Approve Minutes from January 15, 2025 Meeting Minutes

Motion /Second Joshua Anijar/Nichol Carranza

Motion Passed

ACTION ITEMS

A1 Approve Local Area Designation and Local Board Recertification for PY 25-27

That the Executive Committee authorize the WDB Chair to sign the "Application for Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2025-27 Local Workforce Investment Area" and submit these documents to the Contra Costa County Board of Supervisors for approval and signature.

Motion /Second Motion **Joshua Anijar/Nichol Carranza**
Passed

AYES: Michael McGill, Terry Curley, Joshua Anijar, Nichol Carranza

NAYS: None

ABSENT: Thomas Hansen

ABSTAIN: None

A2 Approve Regional Plan

That the Executive Committee approve the Draft 2025-2028 Regional Plan as presented and authorize any potential minor changes resulting from a 30-day public comment period (March 19 through April 19, 2025), and direct staff to submit the Final Regional Plan to the State Workforce Board by April 27, 2025.

Motion/Second Motion **Joshua Anijar/Terry Curley**
Passed

AYES: Michael McGill, Terry Curley, Joshua Anijar, Nichol Carranza

NAYS: None

ABSENT: Thomas Hansen

ABSTAIN: None

A3 Approve Board Applications

That the Executive Committee recommend for appointment to the Workforce Development Board of Contra Costa County:

Patience Ofodu appointment to fill Business Seat # 12

Dawn King appointment to fill Business Seat #13

Motion/Second Motion **Terry Curley/Michael McGill**
Passed

AYES: Michael McGill, Terry Curley, Joshua Anijar, Nichol Carranza

NAYS: None

ABSENT: Thomas Hansen

ABSTAIN: None

THE MEETING ADJOURNED AT 4:05 PM

Respectfully Submitted,
Rochelle Martin-Soriano, Board Secretary

/rms



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-3290

Agenda Date: 8/13/2025

Agenda #:

DATE: August 13, 2025
TO: Executive Committee
FROM: Ken Austin, Fiscal Analyst
RE: **Approve FY 2025/26 WDB Revised Budget**

RECOMMENDATION

That the Executive Committee approves the FY 2025/26 WDB Revised Budget.

FISCAL IMPACT

Approval of this budget is imperative to the operation and integrity of local boards to ensure compliance and continued funding under WIOA.

BACKGROUND

In May 2025 a \$1,000,000 transfer of funds from WIOA Dislocated Worker to WIOA Adult was completed. The expenditures in the Fiscal Year 2024/25 Expenditures handout reflect the updated amounts after the transfer. The June expenditures are estimated in the FY 24/25 handout.

The estimated administrative expenses for FY 25/26 are \$67,000. These expenses include, but are not limited to: County Council services, Accounts Payable, Human Resources, etc.

The WDBCCC annually approves the Fiscal Year (FY) budget for the activities and services implemented in the Local Workforce Development Area (Local Area). The budget includes the actual Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, Rapid Response, and Youth funding allocated to the Local Area. The budget also includes discretionary revenues and the most recent proposed Measure X budget. The 25/26 WIOA formula allocations were released May 28, 2025, and this revised budget reflects the following updates.

The rebalanced budget will be done with the county in September. Staff will bring back a mid-year budget to balance revenues (and specific funding sources) with expenditures, as well as account for changes in our funding sources and/or amounts. Staff continue to work with EHSD Fiscal to balance and monitor expenditures for the budget.

There were several funding sources that are now closed with information about them below:

- **RPI 5.0** –The Regional Plan Implementation 5.0 grant was designed to support California’s workforce development system by advancing regional collaboration and aligning workforce strategies with economic and community needs. The close out was March 31, 2025. The total award was \$200,00. This grant was fully expended as of January 2025.
- **Workforce Accelerator Fund (WAF 11)** –Focused on training individuals in marine trades, a sector that includes ship repair, boat building, and related maritime industries. The close out

was March 31, 2025. The total award was \$500,000. This grant was fully expended as of March 2025.

- **California for All (Cal4All)** – The purpose of this initiative was to increase youth employment, develop youth interest in and experience towards a career, and to strengthen city/county capacity to address key areas of climate, and food insecurity. The close out was September 2024. The total award was \$2,423,457. The expenditure for this grant were \$1,374,821. This grant was not fully expended.
- **Department of Apprenticeships Standards (DAS)** – This program focused on design, development, and implementation of projects that supported and accelerated the creation of new or the expansion of existing Registered Apprenticeship Programs (RAPs) for women, veterans, justice-involved, youth, people with disabilities, and communities of color. The total award was \$240,000. The closeout was done in June 2025, and the grant was fully expended as of June 2025.

There are a couple of new funding sources for FY 25/26 and information about them is below:

- **AB109 County Pathways** – WDB was awarded \$2,000,000 for this project that focuses on reducing countywide vacancy rates by facilitating career upscaling and successful access to employment opportunities to county classification career. The 25/26 allocation for this program is \$953,258.
- **Measure X Food Security** – This program will implement and manage services targeting food security needs with a focus on access, impact, and sustainability. Services will be delivered through a coordinated network of food pantries, food distribution sites, mobile units, and emerging models such as refrigerated food lockers. A total of \$3,675,753 has been received and is the result of multiple years allocations not being expended. This program has an ongoing allocation amount of \$800,000.

Measure X Spending Highlights

- In September 2024, \$5,000,000 was granted to the Community Youth Center (CYC) for renovation and expanded services for youth.
- The Board approved in November 2024 a \$2,000,000 land purchase investment for the Brentwood Youth Center.
- As of June 2025, \$7,126,556 was invested in the community through the Early Childhood, Care and Education, Children with Disabilities, and Additional Childcare Providers programs.

ATTACHMENTS

- A1a** Fiscal Year 2024/2025 Expenditures (Handout)
- A1b** Fiscal Year 2025/2026 WDB Revised Budget (Handout)
- A1c** Fiscal Year 2025/2026 WDB Unobligated WIOA Funds (Handout)
- A1d** Fiscal Year 2025/2026 WDB Suggested WIOA Percentages (Handout)

For any questions, please contact Ken Austin, Fiscal Analyst at 925-655-3812 or email at kaustin@ehsd.cccounty.us



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3301

Agenda Date: 8/13/2025

Agenda #:

DATE: August 13, 2025
TO: Executive Committee
FROM: Noramah Burch, Youth Program Manager
RE: **Approve Selection of Workforce Innovation & Opportunity Act (WIOA) Youth Services Provider**

RECOMMENDATION

That the Executive Committee approve:

- 1) The selection of an additional Workforce Innovation & Opportunity Act (WIOA) Youth Service Provider
- 2) Issuance of award letters to the International Rescue Committee (IRC)
- 3) The Workforce Development Board of Contra Costa County (WDBCCC) to enter contract negotiations with the awarded organization in a cumulative amount not to exceed \$199,000.

BACKGROUND

Competitive selection of WIOA service providers is required every four years. In accordance with regulations and on the recommendation of the Youth Committee, the Workforce Development Board of Contra Costa County approved the release of a Request for Proposals (RFP) for WIOA Youth Services. In addition to the 14 Youth Elements required by WIOA, the RFP addressed local priorities recommended and approved by the Board, including expanded work experience and continued investments in services for In-School Youth.

Under WIOA, there are two categories of youth: Out-of-School Youth and In-School Youth. WIOA requires that a minimum of 75% of the Youth allocation be spent on Out-of-School youth. WDBCCC and its Youth Committee recognize the value of dropout prevention and have elected to continue making WIOA funding available to both youth populations. To align with the A Stronger Workforce for America Act (WIOA reauthorization), the RFP also stipulated that 40% of the allocated funds must be spent on Work Experience.

WDBCCC recognizes three distinct regions of Contra Costa County, each with its own set of characteristics, needs, and assets: East/Far East, Central, and West. The RFP stipulated that bidders could serve any or all geographic sub-regions.

CURRENT SITUATION

Due to a significant increase in the WIOA allotment for the 25-26 Program Year, the budget will support contracting with an additional service provider. Contracts with the Contra Costa County Office of Education and Mt Diablo Unified School District have already been executed. As the following highest scoring proposal with an average score of 87, the International Rescue Committee is uniquely positioned to provide WIOA Youth services to out-of-school youth with a focus on helping individuals

affected by conflict and disaster to survive, recover, and gain control of their future. Founded in 1933, IRC is a recognized 501(c)(3) organization addressing humanitarian needs. Operating in 30 U.S communities, including Oakland and five other California locations, IRC has a strong reputation for effective workforce development and youth programming.

In initial conversations, the International Rescue Committee intends to provide WIOA services throughout the county and serve a minimum of 23 Out-of-School Youth.

FISCAL IMPACT

\$199,000 of WIOA Youth funding for the provision of WIOA Youth Services.

For any questions, please contact Noramah Burch, Youth Program Manager, at 925-655-3811 or email at nburch@ehsd.cccounty.us.



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3300

Agenda Date: 8/13/2025

Agenda #:



DATE: August 13, 2025
TO: Executive Committee
FROM: Maureen Nelson, Administrator, AJCC
RE: **Approve Updated Memorandum of Understanding with AJCC Mandated Partners**

RECOMMENDATION

That the Executive Committee approve and authorize the Workforce Board Chair, or designee, to execute a Memorandum of Understanding with all mandated partners of the American Job Center of America (AJCC) pending final changes to the embedded Infrastructure Funding Agreement.

BACKGROUND

The Workforce Innovation and Opportunity Act (WIOA) requires development of Memorandums of Understanding (MOUs) with all required AJCC partners in order to outline how agencies a) will coordinate and collaborate to deliver career services, and b) fairly share the cost of delivering those services. Additionally, the MOU process captures the investment that all partners make in the public workforce system. The MOU is another opportunity for the WDB, AJCC and its partners to reiterate their commitment to equity, inclusion and diversity. All parties agree to review and update the MOU every three years and the contained Infrastructure Funding Agreement (IFA) annually.

CURRENT SITUATION

On April 15, 2025, and June 17, 2025, WDB staff convened MOU partners to review and update the MOU. While there is no change to the agreed-upon cost methodology based on full-time space allocations, rent has increased and there are updated infrastructure costs. Currently, the EDD is the only entity that meets the criteria of co-located partner. The completed MOU has been sent to partners for signatures; more than half the signatures have been received. Some Adult Education partners will be sending their signatures after their board meetings later in August.

FISCAL IMPACT

The WDB, under the umbrella of the Employment and Human Services Dept. (EHSD), carries the lease and operational obligation of the Concord AJCC. Under the cost sharing methodology agreed upon in this MOU, co-located partners will share in these operating costs resulting in cost savings to the WDB and EHSD.

SCHEDULE

The WDB submitted its draft MOU by the State's deadline of June 30, 2025 and was granted an extension until September 30, 2025 for gathering partner signatures. Subsequent to the Chair signing, the MOU will go before the Board of Supervisors for the signature of the Chief Local Elected Official.

D. ATTACHMENTS

A3a [AJCC Partner Memorandum of Understanding](#)

A3b EDD Directive **WSD 18-12 WIOA Memorandums of Understanding**
[Workforce Services Directives \(ca.gov\)](#)

For any questions, please contact Maureen Nelson, Administrator at 925-655-3810 or email at mnelson@ehsd.cccounty.us.



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3293

Agenda Date: 8/13/2025

Agenda #:

DATE: August 13, 2025
TO: Executive Committee
FROM: Tamia Brown, Executive Director
RE: **Recommend Appointment to the Workforce Development Board**

RECOMMENDATION

That the Executive Committee recommend for appointment to the Workforce Development Board of Contra Costa County:

Tim Sbranti appointment to fill Labor Seat # 3
Doug Jones appointment to fill Labor Seat # 4

BACKGROUND AND DISCUSSION

Local board structure and size:

The Workforce Innovation and Opportunity Act (WIOA) of 2014 requires a business and industry majority and ensuring representation from labor and employment and training organizations. The WDB approved a Board of twenty-five (25) members. This option meets the WIOA requirements for the composition of the local board in the following enumerated categories:

- 1) Category – Representatives of Business (WIOA Section 107(b)(2)(A))
 - (52%) representatives
- 2) Category – Representatives of Workforce (WIOA Section 107(b)(2)(A))
 - (20%) representatives
- 3) Category – Representatives of Education and Training (WIOA Section 107(b)(2)(C))
 - One (1) Adult Education/Literacy Representative (WIOA title II)
 - One (1) Higher Education Representative
 - One (1) Economic and Community Development Representative
 - One (1) Wagner-Peyser Representative
 - One (1) Vocational Rehabilitation Representative

CURRENT SITUATION

With three Business seats, two Labor seats and one Education and Training Vocational Rehabilitation seat vacant, the Workforce Development Board of Contra Costa County staff and board members will continue to strategically recruit key leaders to fill the positions.

SCHEDULE

Action on this item will result in the applicant's approval and final appointment by the Board of Supervisors.

ATTACHMENTS

- A4a [WDBCCC BYLAWS](#)
- A4b [Tim Sbranti](#) application form
- A4c [Doug Jones](#) application form
- A4d [WDBCCC Board Members Roster 08.2025](#)

For any questions, please contact Tamia Brown, Executive Director at 925-655-3808 or email at tbrown1@ehsd.cccounty.us



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 25-3294

Agenda Date: 8/13/2025

Agenda #:

DATE: August 13, 2025
TO: Executive Committee
FROM: Serena Moore, Program & Project Coordinator
RE: **Approval allocation to create and register a Pre-Apprenticeship Program**

RECOMMENDATION

That the Executive Committee approves the allocation of \$200,000 in Workforce Innovation and Opportunity Act (WIOA) Adult/Dislocated Worker funding to establish and register a pre-apprenticeship program. This program will serve as a pathway for participants in the EMT program to transition into the Paramedics 4 Equity (P4E) apprenticeship. Additionally, amend and extend the existing contract with the Contra Costa Economic Partnership (CCEP) for Health Initiative Program Management by adding \$200,000 in funding. The revised contract term will be from October 1, 2025, through September 30, 2026.

BACKGROUND

The Workforce Development Board of Contra Costa County (WDBCCC) successfully registered the Paramedics 4 Equity (P4E) apprenticeship program with the U.S. Department of Labor (DOL) in October 2023, receiving additional recognition from the California Division of Apprenticeship Standards (DAS) in September 2024. Following DOL's annual review in July 2025, the program was granted permanent status.

P4E provides a structured pathway for diverse Emergency Medical Technicians (EMTs), particularly those employed by American Medical Response (AMR), to advance to Paramedic careers—promoting both economic mobility and health equity within the region.

Currently, WDBCCC operates the P4E apprenticeship without a formal pre-apprenticeship model. Data and best practices indicate that pre-apprenticeship programs significantly improve success rates for underrepresented populations entering apprenticeship tracks. CCEP has identified local EMT training providers capable of delivering pre-apprenticeship services but lacking experience with DOL and DAS registration processes.

CCEP played a pivotal role in achieving P4E's apprenticeship registration and is uniquely positioned to assist with identifying and registering a suitable EMT pre-apprenticeship program with both DOL and DAS.

SCHEDULE

If approved, staff will initiate the contract amendment process immediately, with the goal of launching pre-apprenticeship development activities by October 1, 2025.

ATTACHMENTS

A5a [P4E Apprenticeship Approval Letter - DAS](#)

A5b [P4E Findings Letter - DOL](#)

For further questions, please contact Serena Moore, Project & Program Coordinator, at (925) 655-3817 or smoore@ehsd.cccounty.us



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3295

Agenda Date: 8/13/2025

Agenda #:



DATE: August 13, 2025
TO: Executive Committee
FROM: Verneda Clapp, Adult/Dislocated Worker Program Manager
RE: **WIOA Adult Programs Program Year -End Report**

BACKGROUND AND OVERVIEW

The intent of the Workforce Innovation and Opportunity Act (WIOA) legislation is to equip workers with the skills necessary to meet business needs and to provide businesses with access to the talent pool needed to compete in their local, regional and global economies. This is achieved by providing jobseekers with education, job-driven training and support services and by improving services to businesses by enhancing program coordination by streamlining service delivery, utilizing new technology, increasing the flexibility of governance also, by aligning programs and services across common goals.

SUMMARY

WIOA activities consist of various training elements such as basic skills diploma/GED prep training, on-the-job training as well as individualized training accounts (ITA) and cohort training. Recruitment, outreach, job readiness and search, career counseling and development, job placement and follow-up services are available through the America Job Center of California (AJCC) system. WDBCCC works closely with local providers to administer these services which include but isn't limited to local Community Based Organizations (CBOs), Adult Education Providers, other Local Workforce Development Board's (LWDBs) as well as the Community College system. Adults, Dislocated Workers (A/DW) and businesses have access to the AJCC system across Contra Costa County to obtain and utilize these services.

Partners involved in administering services through the AJCC include CBO, Rubicon Programs and the Contra Costa Workforce Collaborative (CCWC); Parole and Community Team (PACT); Community Corrections Partnership (CCP), Contra Costa Probation Department and Employment Development Department (EDD). WDBCCC, Rubicon Programs along with the co-located partner, EDD and the other partners developed and implemented a service delivery strategy that provide services for local and State defined priority populations such as veterans, low-income, basic-skill deficient, English language learners, disabled, justice-involved and formerly incarcerated individuals. These services include a broad array of coordinated services to help participants achieve stability and self-sufficiency in Contra Costa County with access to training, job readiness and career preparation. Specific service elements include but not limited to eligibility and enrollment into the program, individualized career services, training services and a full array of wrap around support services.

FUNDING

WIOA A/DW PY24/25 allocation of \$3,667,710 with a \$1,100,313 minimum training spending requirement. WIOA funds contribute to the operation of the AJCC in Contra Costa County and the services provided through the AJCC system. Funds obligated to our providers for career services and training were administered through contracts, ITAs, stipends and supportive services with co-enrollment with various grant initiatives such as Regional Equity and Recovery Partnership (RERP), California Employment Training Panel (ETP) and High Road Training Partnership (H RTP).

Providers	WIOA	Obligated to Contracts/Expenditures	
	\$		# served
Rubicon Programs	\$1,400,000	Contract- Career Services	492 new enrollments
Rubicon Programs		Contract- AJCC Operation	1074 served actively
Pittsburg Power	\$300,000	Contract- Pre-apprenticeship	40
Rubicon P2E	\$33,200	Contract- Truck Driving	11
Programs	WIOA Expenditures	Individual Training Accts; On-the-Job Trainings; Supportive Services	# served
ITA	\$647,000	Individual	240
OJT	\$9,000	Individual	5
Supportive Services	\$9,258	Individual	15
Grants	Leveraged WIOA dollars for Training	Regional Equity and Recovery Partnership; Employment Training Panel; High Road Training Partnership	# served
RERP	\$119,000	Individual- Regional Initiative- EMT	78
ETP	\$38,000	Cohort- Health Initiative- Paramedic	16
H RTP	\$38,000	Cohort- Health Initiative- Paramedic	16

AJCC CAREER SERVICES ACTIVITY

Total Enrollments		Total Exits	
Adults	420	With Employment	112
DW	72	Other reasons	131

AJCC IN-PERSON VISIT ACTIVITY

AJCC Workshops	763	EDD UI Assistance	6303
AJCC/EDD JOB FAIR	403	EDD Veterans Assistance	269
AJCC CAREER COACH APPT	511	EDD CAREER COACHING	314
AJCC RESOURCE ROOM	5900	EDD WORKSHOP	826
CCWC RESOURCE ROOM	5682	SBDC BUSINESS EMPLOYER SERVICES	112

PAROLE and COMMUNITY TEAM MEETING (PACT) 12

METRIX ONLINE TRAINING PLATFORM

Free flexible online training platform offering industry recognized certifications and job-skill enhancements. Metrix eLearning portal is designed to strengthen job and career skills to promote career pathways that drive economic prosperity.

	QTR 1 -7/24-9/24	QTR 2- 10/24-12/24	QTR 3- 1/25-3/25	QTR 4- 4/25-6/25
Accounts Registered	93	148	128	163
Total Completions	358	650	971	813
SkillSoft Completions	355	628	946	732

For any questions, please contact Verneda Clapp, Workforce Services Specialist Adult Program Manager at 925-655-3807 or email at vclapp@ehsd.cccounty.us



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3296

Agenda Date: 8/13/2025

Agenda #:



DATE: August 13, 2025
TO: Executive Committee
FROM: Serena Moore, Project and Program Coordinator
RE: **Measure X Year End Performance Status Report**

BACKGROUND

In 2023, the Measure X Early Childhood Education (MX ECE) initiative was launched to strengthen child care services across Contra Costa County. Administered by the Workforce Development Board (WDB) of Contra Costa County, the initiative supports workforce retention, the inclusion of children with disabilities and developmental needs, and equitable access to quality care for families.

In FY 2024–2025, the MX ECE initiative funded three core programs, each targeting a key area of system transformation:

1. **First 5 Contra Costa** – Inclusion in Early Learning Project
2. **CocoKids** – Stipends Program for Early Educators
3. **CocoKids** – Vouchers Program for Low-Income Families

PROGRAM HIGHLIGHTS

1. First 5 Contra Costa: Inclusion in Early Learning Project

Objective: Strengthen inclusive practices in early learning environments by building provider capacity through targeted training, individualized technical assistance, and the distribution of inclusive materials—equipping educators to better support children with disabilities and developmental needs.

Context: This project was shaped by input from families, providers, and local stakeholders who emphasized the urgent need for trauma-informed training, mental health consultation, and culturally relevant inclusion resources. Many participating providers serve children with diverse needs and limited access to early intervention support.

Accomplishments:

- Delivered 30+ inclusive practice workshops, including 4 trainings in Q4 reaching 86 providers.
- 34 providers participated in peer-based Inclusion Learning Communities.
- Onboarded 18 providers not previously participating in the county’s Quality Matters system into a new four-part inclusion workshop series—expanding inclusive training access to a broader network of educators.
- Distributed 140 total shopping passes, including \$600 passes to 53 providers in Q4, for inclusion-related materials.
- Assembled and distributed 200 inclusion toolkits in Quarter 4.
- Launched the Ages & Stages Questionnaire (ASQ) pilot, a developmental screening TA program at 7 sites, with 17 hours delivered.
- Contracted with 5 CBOs to reach 2,058 Spanish- and Mam-speaking parents with developmental milestone outreach.

- Rolled out a new Early Childhood Mental Health Consultation program, supporting 15 child care sites with trauma-informed strategies.

2. CocoKids: Stipend (Boost) Program for Early Educators

Objective: Support the recruitment and retention of early educators by offering reliable monthly stipends to qualifying providers, with priority given to high-need zip codes. The program aims to reduce workforce attrition, ease financial strain, and support quality improvements through reinvestment in classrooms and professional development.

Context: CocoKids, in partnership with the Workforce Development Board of Contra Costa County, implemented this county-funded initiative as part of Measure X Early Childhood Education investments. The program began with targeted outreach in early 2025 and continued through Q4, offering stipends and technical assistance to selected providers.

Accomplishments:

- Hosted 2 information sessions in January with 252 attendees.
- Received 381 applications (FCC: 328 | CCC: 53), with 280 from priority zip codes.
- Selected 122 providers via lottery:
 - FCC: 38 sites / 58 individuals
 - CCC: 6 sites / 64 individuals
- Distributed the first round of stipends on March 21 totaling \$132,576.
- Monthly stipends ranged from \$1,000 to \$1,167 depending on role and hours worked.
- Participants reported using stipends for classroom improvements, professional development, and family expenses.
- Maintained monthly stipends across Q4 for all 122 selected educators.
- Providers consistently expressed improved morale, stronger peer engagement, and a greater sense of economic security.

3. CocoKids: Vouchers Program for Low-Income Families

Objective: Increase access to affordable, stable child care for low-income families by offering flexible vouchers that allow parents to select care options that best meet their needs. The program also strengthens the local provider network by ensuring timely reimbursements and continuity of care.

Context: This Measure X-funded initiative was implemented to address long-standing affordability and accessibility barriers to child care in Contra Costa County. CocoKids, in partnership with WDBCCC, provides ongoing bilingual case management and voucher administration to families throughout the region.

Accomplishments:

- Across the fiscal year, 241 children were enrolled from 194 families—serving infants, toddlers, preschoolers, and school-age children with younger siblings.
- Partnered with 101 licensed providers: 50 centers, 27 large family homes, and 24 small family homes.
- Designated Enrollment Specialists in Antioch, Concord, and Richmond offered flexible, in-language intake support.
- Families received referrals for housing, health, and additional supportive services.
- Providers were reimbursed based on verified attendance, with payments processed 2–3 times monthly.

- Family narratives underscore program impact—such as a single mother returning to full-time work after separation, a medical worker accessing child care after years on a waitlist, and a family overcoming enrollment barriers with help from program staff. (Printed stories available as attachments.)

Conclusion And Next Steps

These collective efforts reflect a coordinated, community-informed approach to building a more inclusive, stable, and accessible early care and education system across Contra Costa County. Throughout FY 2024–25, the Measure X ECE initiative made measurable strides in stabilizing the childcare workforce, increasing provider capacity to support children with disabilities, and expanding access to childcare for low-income families.

The initiative’s impact includes embedding trauma-informed, inclusive practices into early learning environments; distributing over \$130,000 in educator stipends to improve retention and reduce burnout; and enrolling over 240 children in quality childcare—many of whom would not have otherwise had access.

As the program moves forward into FY 2025–26, partner agencies will continue to deepen and refine this work:

- **First 5 Contra Costa** will advance professional development through ongoing learning communities and host a convening focused on neurodivergence in early childhood—addressing developmental differences such as autism, ADHD, and sensory processing challenges. Mental and emotional wellness will remain a core focus through trauma-informed consultations. The agency will also distribute 200 inclusion toolkits and release multilingual developmental screening videos and tools in collaboration with trusted CBOs.
- **CocoKids (Stipend Program)** will continue monthly educator stipends while monitoring workforce outcomes, retention, and professional growth as part of a long-term workforce stabilization strategy.
- **CocoKids (Vouchers Program)** will maintain and expand enrollment, uphold timely provider reimbursements, and ensure families continue receiving referrals for essential services such as housing and healthcare.

For further questions, please contact Serena Moore, Project & Program Coordinator, at (925) 655-3817 or smoore@ehsd.cccounty.us



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3297

Agenda Date: 8/13/2025

Agenda #:

DATE: August 13, 2025
TO: Executive Committee
FROM: Patricia Conley, Workforce Services Specialist
RE: **Business Services Annual Report FY 2024 - 2025**

Advancing Economic Opportunity

The Workforce Development Board of Contra Costa County (WDBCCC) supports businesses in Contra Costa County and the greater East Bay to help them be competitive. We provide resources and access to our pipeline of diverse workforce talent. For more information about our [Business Services](https://www.wdbccc.com) visit our [wdbccc.com](https://www.wdbccc.com) website. Highlights of Business Services from our Fiscal Year of July 2024 to June 2025 are provided below.

Business and Economic Development Committee Meetings

The objective of the Business and Economic Development (BED) Committee is to meet the workforce needs of high demand sectors of the local and regional economies. A presentation from SCORE (Service Corps of Retired Executives) support for small businesses was provided at the [3/12/25 BED Committee meeting](#).

Employer Training Webinars California Employers Association (CEA) Presentations

Webinars on human resource compliance solutions, training, and recruiting services were provided to **98 Contra Costa County employees and staff** to support and help them navigate through the challenges they face. Businesses learned how to protect themselves and their employees.

9/24/24	Workplace Violence Prevention Plans	24
12/11/24	2025 Labor Law Update	30
4/22/25	Conflict Management – Fierce & Crucial Conversations	32
6/17/25	How to Be a Coach, Not a Boss	12
TOTAL		98

Human Resources Hotline CEA Hosted

CEA staff provide complimentary resources and expertise to help avoid liabilities through the **888-599-7645 hotline** for employers and their staff. Risk guidance is provided on: hiring/firing processes, paid sick leave laws/FMLA, breaks/lunches/overtime, harassment prevention, remote work, employee handbooks, and more.

Over **450** businesses were contacted directly to use our services, resulting in **275** employer responses: **62 Hotline** Phone Calls and **213 Webinar** Registrations.

Integrated Business Employment Services Team (i-BEST)

Staff from WDBCCC, Rubicon Programs, and the Employment Development Department (EDD) Workforce Services Branch make up i-BEST based at the America's Job Center of California (AJCC) in Concord. This team delivers workforce development services to Contra Costa County employers, including on-site recruitments, employer spotlights, and career fairs. i-BEST actively promotes job openings, offers employment resources, and facilitates events to connect job seekers with employers. In the past year, the i-Best cohosted four career fairs and supported additional recruitment activities.

i-BEST Career Fairs	Date	Employers /Resource s	Job Seekers
East County Career Fair – Pittsburg Marine Community Center	8/28/24	43	153
Central County Career Fair – Mount Diablo Adult Education Center	10/24/24	39	337
West County Career Fair – Hercules Community Center	2/29/25	42	248
West County Career Fair – San Pablo City Hall	6/12/25	18	165
Additional Recruitment Activities			
Office of Youth & Young Adult Career Fair	9/21/24	NA	NA
Antioch Business Expo & Career Fair	9/26/24	NA	NA
Richmond Workforce Development Board Career Fair	11/21/24	NA	NA
BART Concord Career Fair	3/6/25	NA	NA
Diablo Valley College Spring Career Fair	3/12/25	NA	NA
Contra Costa College Career & Internship Fair	4/9/25	NA	NA
Solano County WDB Northern California Career Fair	4/10/25	NA	NA
Northern Cal Laborers' Union Women in Construction Resource Fair	6/21/25	NA	NA

Rapid Response Outplacement Services

Rapid Response Outplacement Services provides no-cost employment and training services and resources to dislocated workers before their last day of employment. These services help individuals prepare for the transition by offering access to training programs while they receive Unemployment Insurance. The training enables workers to upgrade their skills or pursue new career paths, improving their chances of re-employment in today's job market. Certain employers notify workers and local government officials before a mass layoff per the California Worker Adjustment and Retraining Notification (WARN) Act.

- WARNS Received **47** Businesses
- Dislocated Workers **1981**

Re-entry Workforce Services

Assembly Bill (AB) 109 (Prison Realignment), Prison to Employment (P2E), and Office of Reentry and Justice (ORJ) collectively helps justice-involved job seekers secure job interviews, resources, and employment, which in turn reduces recidivism. They receive connections to fair chance employers. There were **39** Additional Fair Chance Employers; New Total **635** Fair Chance Employers.

Re-entry Career Fairs	Date	Employer s/Resourc es	Job Seekers
Re-entry Success Centers Career Fair Richmond	7/26/24	NA	NA
Re-entry Catholic Charities Conference & Career Fair San Francisco	9/13/24	NA	NA
Antioch Re-entry Job and Resource Expo (of Job Seekers 57 Rubicon)	5/21/24	43	170

Social Media Analysis - Full Capacity Marketing

Full Capacity Marketing increased brand awareness of the Workforce Development Board of Contra Costa County to promote a workforce development system that meets the needs of businesses, job seekers, and workers to ensure a strong, vibrant economy in Contra Costa County.

Impressions – Post Seen on Social Media Feed

Facebook – 26,800	LinkedIn – 16,000	Instagram – 920	Twitter – 5,100	Total: ~48,820
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Engagements – Viewer Clicked On, Commented, Shared, Liked a Post, or Retweeted

Facebook – 1,400	LinkedIn – 1,200	Instagram – 106	Twitter – 162	Total: ~2,868
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Post Link Clicks – Viewer Clicks to WDBCCC Website or External Link

Facebook – 785	LinkedIn – 718	Instagram – 4	Twitter/X – 29	Total: ~1536
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Post Shares – Viewer Re-shared/Retweeted Post to Their Followers

Facebook – 166	LinkedIn – 140	Instagram – 20	Twitter/X – 46	Total: ~372
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Audience Growth – Increase in Followers

Facebook – 58	LinkedIn – 92	Instagram – 30	Twitter/X – NA*	Total: ~180
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* Twitter Analytics now requires a premium account; this data is unavailable.

WDBCCC Representation, Sponsored or Hosted Events

- East Bay Economic Development Alliance (EDA) Leadership Series - **4 Events**
- East Bay Leadership Council (EBLC) Series - **2 Events**
- State of the County Address - Candace Andersen, CCC Board of Supervisors Chair
- **Chambers State of the City Addresses:** Antioch, Bay Front (Pinole, Rodeo, Hercules), Martinez, Pleasant Hill, Walnut Creek
- San Ramon Chamber U.S. Economy Presentation
- **Mega Mixers:** Lafayette Chamber
San Pablo Economic Development Corporation (EDC)
AM Bay Area, Bay Front Chamber
East Bay EDA Economic Outlook Networking Event
- **Installation & Awards Events:** East Bay Leadership Council
Concord Chamber 87th Board Installation & Awards
Solano County WDB Workforce Awards Event

San Ramon Chamber Awards Event
East Bay EDA Leadership Innovation Awards

- **Summits & Forums:** Association of Manufacturers (AM) Bay Area San Jose
East Bay Manufacturing Summit
City of San Pablo Economic Development
AM Bay Area Summit
- East Bay EDA Roof and Realm Modular Homes Tour
- Pittsburg Chamber Antioch Sutter Delta Tour
- Concord Chamber Business Insight Bus Tour

For any questions, please contact Patricia Conley, Workforce Services Specialist, at 925-655-3818 or email at pconley@ehsd.cccounty.us.



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3298

Agenda Date: 8/13/2025

Agenda #:



DATE: August 13, 2025
TO: Executive Committee
FROM: LaTosha Stockholm, Workforce Services Specialist & CCWORKS Program Manager
RE: **CCWORKS Annual Report, July 2024-June 2025**

BACKGROUND

The CCWORKS subsidized employment program is administered by the Workforce Development Board of Contra Costa County (WDBCCC), in partnership with the Workforce Service Bureau. The CCWORKS program provides employment placement services to CalWORKS and Welfare-to-Work (WTW) participants of Contra Costa County. The CCWORKS Program provides participating employers with a subsidy of \$16.00 to \$21.00 per hour, to employ participants for up to six months, with the possibility of a six-month extension, so that they may gain the skills and work experience necessary to enter permanent unsubsidized employment as a result. Employment Counselors work with employers and participants to job match with skill sets.

PERFORMANCE

- 53 Clients Served
- 16 CCWORKS (Subsidized Employment) Work Experience (WEX) Placements
- 21 Unsubsidized Employment Placements (Non-CCWORKS)

CHALLENGES

- Wages not competitive/livable wage

For any questions, please contact LaTosha Stockholm, Program Manager at 925-655-3816 or email at lstockholm@ehsd.cccounty.us



CONTRA COSTA COUNTY

Staff Report

1025 ESCOBAR STREET
MARTINEZ, CA 94553

File #: 25-3299

Agenda Date: 8/13/2025

Agenda #:



DATE: August 13, 2025
TO: Executive Committee
FROM: Jed Silver, Program Manager
RE: **Health Initiative – Annual Report FY 2024-2025**

BACKGROUND

In partnership with the Bay Area Health Workforce Partnership (BAHWP), WDBCCC's Health Initiative models how targeted recruiting, enhanced academic and financial supports, as well as direct job placement helps vulnerable populations gain access to and achieve income mobility in allied health careers. Together, BAHWP and WDBCCC have developed and implemented innovative programming that qualifies and prepares local workforce to reflect the vibrant diversity of the communities they serve.

While it is simple to say every program should have tutoring, stipends and completion bonuses, the Health Initiative has secured and responsibly deployed the ETP, WIOA formula funds and specialty grants like WAF 10, DAS and H RTP to make it all sustainable. The result is expanding the EMT program to include (3) cohorts at (2) different sites, where people of color from underserved communities are graduating, passing national certification exams, and being placed directly into jobs with local ambulance companies.

From there, EMT's are offered enrollment into our apprenticeship that WDBCCC has registered with DOL and DAS to help participants advance to Paramedic. Currently we are expanding and replicating this model regionally to include other healthcare providers, community clinics, and local fire departments. This proof of concept has been used for the Health Initiative to expand to other in-demand healthcare occupations. This Initiative also models how workforce boards, community colleges, adult schools, labor organizations and community-based organizations can work together to providing realistic pathways for target populations with no experience and just a high school diploma to achieve high-paying careers.

EMT

- (3) 20-25 person cohorts including both night and day offerings
- (2) different sites (Mt. Diablo / CCC) running cohorts bi-annually
- 111 participants (86% completion rate)
- Over \$210,000 stipends paid out
- \$1.2m grant secured to replicate EMS Corps model funding: Increased training / life coaching / electronic mannequins / ambulance for driving practice / \$7,500 stipends per person

PARAMEDIC

- Approved DAS/DOL apprenticeship passed probation to become permanent
- DAS grant closed out fully spent with all performance measures exceeded
- H RTP grant exceeding 50 person goal - 77 apprentices with 3-month retention
- ETP Core contract currently funded over 13,000 hours of didactic and preceptor training

OTHER OCCUPATIONS

- H RTP grant engaged (8) community clinics in workforce development planning
- Initiating new Medical Assistant upskilling program with Lifelong Medical Services
- Contra Costa Labor Council, AFSCME and SEIU agreed to assist
- New H RTP proposals submitted to expand existing apprenticeship with AMR to include Licensed Vocational Nursing (LVN) / (Licensed Clinical Social Worker (LCSW) / Registered Nurse (RN)

For more information, please contact Jed Silver, Program Manager (jsilver@ehsd.cccounty.us)