



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

POLICY ADDENDUM

Date: July 17, 2020

Number: 2018-07, Addendum 1

ON THE JOB TRAINING POLICY

COVID-19 ADDENDUM 1

INTRODUCTION

This policy addendum adds exceptions and changes to the WIOA On-the-Job Training Policy for enrolled Workforce Innovation and Opportunity Act (WIOA) participants under the Adult and Dislocated Worker grants during the period of the novel-coronavirus 2019 (COVID-19). This policy change will be in effect until the policy change has been rescinded.

QUESTIONS

Questions relating to this addendum should be directed to Marion Aiken, Workforce Services Director, at maiken@solanowdb.org or at (707) 863-3594.

POLICY CHANGES

COVID-19 has created a stronger need for supports for businesses due to the economic hardship created for our local small businesses as a result of the Shelter in Place Orders and social distancing requirements. The unique nature of the virus and the country's response necessitates changes to the Workforce Development Board (WDB) of Solano County's business service delivery model.

Policy changes are made to the contract parameters section and the allowability of reimbursement to businesses up to 75%. All other stipulations of the On-the-Job Training Policy not addressed in this Policy Change shall remain in effect.

CONTRACT PARAMETERS

During the COVID-19 pandemic and lasting economic impact to the community, ***contract reimbursement rates may be increased to 75% if employers with less than 50 employees and who can show COVID-19 has had a negative impact on their business operations are reemploying previously furloughed employees or hiring new employees.*** All ***other*** contracts proposed at 75% reimbursement must be approved by the Planning and Oversight Committee of the Workforce Development Board. Factors used when increasing the wage reimbursement level from 50% to 75% must be documented by staff and included in the contract file.

Documentation must include a case note stating the size of the employer and how COVID-19 has negatively impacted their business.

DISCLAIMER

This addendum is based on the current conditions relating to the COVID-19 virus and will remain in effect until further notice and will be reviewed and updated based on any additional federal or state guidance.

REFERENCES

Law

- [Workforce Innovation and Opportunity Act of 2014](#) (WIOA), Title 1, Section 170

Federal Guidance

- Training and Employment Guidance Letter WIOA (TEGL) 19-16 – [Guidance on Services provided through the Adult and Dislocated Worker Programs under WIOA](#)

Approved by

Workforce Development Board of Solano County