

Comprehensive AJCC Baseline Certification Matrix

The baseline criteria to certify an America's Job Center of CaliforniaSM (AJCC) are intended to ensure that every comprehensive AJCC is in compliance with key *Workforce Innovation and Opportunity Act* (WIOA) statutory and regulatory requirements.

Local Workforce Development Boards (Local Board) must submit a completed matrix to their Regional Advisor for each comprehensive AJCC by **November 1, 2024**.

Name of Local Board Tulare County Workforce Invest Board

Name of AJCC Employment Connection - Porterville

| Implements the signed Memorandums of Understanding (MOU) | Yes | No |
|---|-------------------------------------|--------------------------|
| An MOU (meeting the requirements in Workforce Services Directive WSD18-12) has been signed by all the required AJCC partners. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The signed MOU identifies the AJCC as a comprehensive. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The AJCC is implementing the MOU specifications applicable to comprehensive centers. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Implements the Local Board defined roles and responsibilities of the AJCC Operator and Career Services Provider | Yes | No |
|---|-------------------------------------|--------------------------|
| The AJCC Operator selected is in compliance with WSD22-13, <i>Selection of AJCC Operators and Career Services Providers</i> . | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The roles and responsibilities of the AJCC Operator are clearly identified. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The Career Services Provider selected is in compliance with WSD22-13. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The roles and responsibilities of the AJCC Career Services Provider are clearly identified. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Meets all regulatory requirements to be a comprehensive AJCC (WIOA Joint Final Rule Section 678.305) | Yes | No |
|--|-------------------------------------|--------------------------|
| The AJCC has at least one Title I staff person physically present. (Note: Consideration may be given to remote/virtual services implemented due to the COVID-19 pandemic.) | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The AJCC provides access to all basic and individualized career services identified in WIOA Joint Final Rule Section 678.430 . | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The AJCC provides access to training services for adult and dislocated workers identified in WIOA Joint Final Rule Section 680.200 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The AJCC provides access to any employment and training activities carried out under WIOA Section 134(d). | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The AJCC provides access to programs, services, and activities of all required AJCC partners by having partner staff physically co-located at the AJCC, having a staff person at the AJCC who has been cross trained to provide information about partner programs, or having direct linkage through technology to staff who can provide meaningful information or services. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The AJCC provides workforce and labor market information. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| The AJCC provides customers with access to programs, services, and activities during regular business hours. | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Ensures Equal Opportunity for Individuals With Disabilities | Yes | No |
|---|-------------------------------------|--------------------------|
| <p>The AJCC is physically and programmatically accessible to individuals with disabilities, as described in WIOA Section 188 and Title 29 <i>Code of Federal Regulations</i> Part 38.</p> <p>The <i>Americans with Disabilities Act</i> (ADA) Title V provides that state requirements may supersede the ADA when state requirements provide greater or equal protection for the rights of individuals with disabilities. Therefore, the AJCC must also be in compliance with the following California guidance related to equal access for individuals with disabilities:</p> <ul style="list-style-type: none"> • <i>Fair Employment and Housing Act</i> (California Government Code Section 12900-12996) • <i>Unruh Civil Rights Act</i> (California Civil Code Section 51) • <i>Disabled Persons Act</i> (California Civil Code Section 54) • <i>California Building Code</i> Title 24 Chapter 11B • <i>California Government Code</i> 7405 • <i>California Government Code</i> 11135-11139 | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

| Ensures Equal Opportunity for Individuals With Disabilities | Yes | No |
|---|--|-------------------------------------|
| <p>Such requirements include, but are limited to, the following:</p> <ul style="list-style-type: none"> • Providing reasonable accommodations for individuals with disabilities. • Making reasonable modifications to policies, practices, and procedures where necessary to avoid discrimination against persons with disabilities. • Allow service animals to be permitted, even if there is a “no pets” policy. • Administering programs in the most integrated setting appropriate. • Communicating with persons with disabilities as effectively as with others. • Providing appropriate auxiliary aids and services, including assistive technology devices and services, where necessary to afford individuals with disabilities an equal opportunity to participate in and enjoy the benefits of the program or activity. • Providing physical accessibility of the AJCC to individuals with disabilities. | | |
| Was WIOA Section 188 compliance monitoring completed for PY 2021-22? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| Did the AJCCs have any findings when WIOA Section 188 compliance monitoring was completed? If yes, briefly describe the findings. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Was a corrective action plan submitted? --- Not Applicable | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is the status of the findings open? --- Not Applicable | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| Is the status of the finding closed? --- Not Applicable If closed, as of what date? Click here to enter text. | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| The AJCC meets all Baseline Criteria for Baseline AJCC Certification | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |

The Local Board Chair must attest to the Local Board's certification decision by signing below.



Signature

Colby Wells

Name

Board Chair

Title

September 11, 2024

Date

APPROVED BY
WORKFORCE INVESTMENT BOARD
MINUTES OF 09-11-2024