

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY  
AND RECORD OF ACTION**

April 21, 2026

**FROM**

**LEONARDO GONZALEZ, Director, Human Resources Department**

**SUBJECT**

San Bernardino County's Participation in the Workforce Innovation Opportunity Act Youth Forward Program

**RECOMMENDATION(S)**

Approve San Bernardino County being a work experience site for the Workforce Development Department's Workforce Innovation Opportunity Act Youth Forward Program for the period of April 21, 2026, through June 30, 2029.

(Presenter: Leonardo Gonzalez, Director, 387-5570)

**COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES**

**Promote and Fulfill the Countywide Vision.**

**Create, Maintain and Grow Employment Opportunities and Economic Value in the County.**

**Foster Sustainable Development Through Strategic Partnerships.**

**Provide for the Safety, Health and Social Service Needs of County Residents.**

**FINANCIAL IMPACT**

Participation in the Workforce Innovation Opportunity Act Youth Forward Program will not result in the use of Discretionary General Funding (Net County Cost).

**BACKGROUND INFORMATION**

San Bernardino County's participation in the Workforce Innovation Opportunity Act (WIOA) Youth Forward Program (Program) with the Workforce Development Department (WDD) will enhance the County's ability to support job-readiness and career-development initiatives for Program participants. The County's Human Resources Department will coordinate with more than 40 County departments to identify and offer meaningful work-experience placements for eligible individuals referred through this Program.

The County's departments represent a diverse range of industry sectors, including but not limited to public safety, health and human services, environmental services, administrative and fiscal services, information technology, public works and infrastructure, transportation, parks and recreation, community development, and regulatory services. Through the County's participation in the Program, participants will have access to hands-on experience across these varied operational areas, allowing them to explore career pathways that align with their skills and interests.

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Providing these work-based learning opportunities strengthens the County's role as both an employer and a community partner. Participants can develop practical, transferable workplace skills, build professional networks, and gain exposure to industry-specific practices. These experiences can support their transition into employment with local industry partners or position them for future career opportunities within the County workforce.

This opportunity, to become an employer worksite partner, was made available on September 10, 2024 (Item No. 65), when the Board of Supervisors approved Contract No. 24-876 with LevelUp HR, Inc. to provide employer of record services for WDD. Contract No. 24-876, allows WDD to refer participants to LevelUp for employer of record services, in an effort to support workforce development in delivering paid work experiences for adult and young adult job seekers who may be as young as 16 years old. This Program is designed to place participants that have zero to minimal work experience with employers, through a worksite agreement, to develop and improve workplace skills. WDD provides funding to cover the hourly wage of the participants and they are considered temporary, non-exempt hourly employees. The participants may complete anywhere from 120 to 360 hours of paid work experience through this Program.

This worksite agreement will allow the County, as an employer, to become one of many other community partner worksites to also provide opportunities for these participants to develop and improve their workplace skills and experience.

As part of County's participation in the Program, the Director of Human Resources and the Director or the Assistant Director of WDD will complete and sign the template worksite agreement that was approved by the Board on September 10, 2024. Because the worksite agreement will be between two County departments it will not be legally enforceable agreement and will only serve as an interdepartmental understanding. Therefore, Board delegation of authority to the Director of Human Resources to execute the agreement for the County is not required.

**PROCUREMENT**

Not applicable.

**REVIEW BY OTHERS**

This item has been reviewed by County Counsel (Scott Runyan, Principal Assistant County Counsel, 387-5455) on April 13, 2026; Risk Management (Rebecca Suarez, Director, 386-8723) on April 7, 2026; and County Finance and Administration (Garrett Baker, Administrative Analyst, 387-3077) on April 2, 2026.

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Record of Action of the Board of Supervisors  
San Bernardino County

**APPROVED (CONSENT CALENDAR)**

Moved: Joe Baca, Jr. Seconded: Curt Hagman  
Ayes: Col. Paul Cook (Ret.), Jesse Armendarez, Dawn Rowe, Curt Hagman, Joe Baca, Jr.

Lynna Monell, CLERK OF THE BOARD

BY   
DATED: April 21, 2026



cc: File - Human Resources w/general  
MBA 04/23/2026