



MEMORANDUM

TO: Workforce Development Board Executive Committee

FROM: Christopher Donnelly

SUBJECT: Consider and Approve Revised Policy

DATE: April 16, 2026

RECOMMENDATION:

It is recommended that the Monterey County Workforce Development Board (MCWDB) Executive Committee consider and approve the following revised policy:

Revised Policy:

Draft #2026-03: Individual Training Account (ITA) Policy

Applicable to: MCWDB staff and service provider staff.

Purpose: This policy provides guidelines for implementing Individual Training Accounts that set the maximum duration and training dollar amount for individuals funded through WIOA and non-WIOA programs provided by the MCWDB.

Attachment:

- Draft #2026-03: Individual Training Account (ITA) Policy