

DATE: November 19, 2025
TO: Youth Committee
FROM: Noramah Burch, Youth Program Manager
RE: **Revised Work Experience Policy (Proposed)**

RECOMMENDATION

1. That the Youth Committee approve the Revised Work Experience Policy
Or
2. That the Youth Committee identify specific revisions and approve pending the incorporation of the edits

BACKGROUND AND CURRENT SITUATION

The Workforce Innovation and Opportunity Act (WIOA) required Local Boards to develop work experience policies that (at minimum) addressed:

- the types and duration of work experiences
- appropriate incentives and stipends and/or wages (if any)

While the existing policy meets WIOA requirements, draft updates:

1. specify that a work experience may be virtual/remote
2. remove additional Work Experience Subsidy requirements for private sector host worksites
3. adds a reference to Internal Revenue Service (IRS) requirements
4. outlines types of compensation and their most appropriate use
5. clarifies the distinction between programmatic policy requirements and work-experience expenditure reporting

ATTACHMENTS

- A2a** WPB #01-16 (current)
A2b Revised Youth Work Experience Policy (proposed)
A2c Comparison Wex Policy (content changes identified)

For any questions, please contact Noramah Burch, Youth Program Manager at nburch@ehsd.cccounty.us