



# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

**Executive Committee**  
**April 18, 2018 @ 4:00 p.m.**

**Fresno Regional Workforce Development Board**  
**2125 Kern Street, Suite 207**  
**Fresno, California 93721**

**Mission Statement:** The Fresno Regional Workforce Development Board exists to oversee the optimal administration of Workforce Innovation and Opportunity Act funds in the Fresno region. In serving both the business community and the individual job seeker with the provision of human capital development services, we hope to foster the economic vitality of the Fresno region.

**REMINDER: PLEASE TURN OFF CELL PHONE OR PUT IT ON VIBRATE**

ROLL CALL

AGENDA CHANGES: REMOVAL OF ITEMS OR EMERGENCY ADDITIONS

ABSTENTIONS/RECUSALS/DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

COMMITTEE CHAIR/STAFF COMMENTS

PUBLIC COMMENTS

Item	Description	Presented By	Enclosure	Action	Page #
1.	January 17, 2018, Executive Committee Meeting Minutes	Konczal	Yes	Approve	4
2.	Items Referred by Other Committees	Konczal	Yes	Information	8
3.	February 2018 Agency Budget and Expenditures	Beierschmitt	Yes	Accept	9
4.	February 2018 Financial Report	Beierschmitt	Yes	Accept	11
5.	Handling and Protection of Personally Identifiable Information Policy	Giles	Yes	Recommend to Approve	16
6.	Workforce Accelerator Fund 6.0 Grant Award	Stogbauer	Yes	Approve	20
7.	Workforce Accelerator Fund Vendor Contract Award	Konczal	Yes	Approve	21
8.	Craft Path Project – Proposition 39 Funding Allocations	Konczal	Yes	Approve	22
9.	Director’s Quarterly Update	Konczal	Yes	Information	23

### ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

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<b>Item</b>	<b>Description</b>	<b>Presented By</b>	<b>Enclosure</b>	<b>Action</b>	<b>Page #</b>
10.	Referral of Agenda Items to Other Committees	Bauer	Yes	Direct	24
11.	Information Sharing	All	No	Discussion	--
12.	July 18, 2018, Agenda Items	Konczal	No	Discussion	
13.	Meeting Feedback	Konczal	No	Discussion	--

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE  
ATTENDANCE REPORT**

	Canceled		Special		
	4/19/2017	7/19/2017	8/9/2017	10/18/2017	1/17/2018
Bauer	P	XX	P	P	P
Borgeas	P	XX	A	A	P
Hensley	--	--	--	--	P
Montalbano	P	XX	P	P	P
Riojas	P	XX	P	P	P
Zabrycki	A	XX	P	P	P

P= Present

A = Absent

-- = Not a Committee member at time of meeting

**FRESNO REGIONAL  
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	1
MEETING DATE:	April 18, 2018
ACTION:	APPROVE

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**TO:** Executive Committee  
**FROM:** Blake Konczal, Executive Director  
**SUBJECT:** January 17, 2018, Executive Committee Meeting Minutes

**RECOMMENDATION:**

Approve the minutes of the January 17, 2018, Executive Committee meeting minutes.

**ATTACHMENT:**

January 17, 2018, Executive Committee Meeting Minutes



# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee  
January 17, 2018

## SUMMARY MINUTES

The meeting was called to order at 4:15 p.m.

ROLL CALL: PRESENT – Paul Bauer, Andreas Borgeas, Jeff Hensley, Dennis Montalbano, Chuck Riojas, Lydia Zabrycki, and Legal Counsel Ken Price

ABSENT – None

AGENDA CHANGES: None

ABSTENTIONS/RECUSALS/  
DISCLOSURES OF  
POTENTIAL CONFLICTS OF  
INTEREST: Andreas Borgeas – Item 1.

COMMITTEE CHAIR/STAFF  
COMMENTS: None

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<p><b><u>October 18, 2017, Executive Committee Meeting Minutes</u></b></p> <p>Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), requested approval of the October 18, 2017, meeting minutes.</p> <p><b>RIOJAS/MONTALBANO – APPROVED THE OCTOBER 18, 2017, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS, WITH ABSTENTION NOTED ABOVE)</b></p>
2.	<p><b><u>Items Referred by Other Committees</u></b></p> <p>There were no items referred by other Committees.</p>
3.	<p><b><u>November 2017 Agency Budget and Expenditures</u></b></p> <p>Mr. Konczal presented the November 2017 Agency Budget and Expenditures report for the Committee's acceptance. He indicated that there were some slight variances in Professional Services and Staff Costs, but nothing of concern. The Committee had no questions about the report.</p> <p><b>RIOJAS/MONTALBANO – ACCEPTED THE NOVEMBER 2017 AGENCY BUDGET AND EXPENDITURES REPORT. (UNANIMOUS)</b></p>

4. **November 2017 Financial Report**

Mr. Konczal presented the November 2017 Financial Report for the Committee's acceptance and indicated that FRWDB staff had no concerns with the report. The Committee had no questions about the report.

**RIOJAS/MONTALBANO – ACCEPTED THE NOVEMBER 2017 FINANCIAL REPORT.  
(UNANIMOUS)**

5. **Fourth Quarter Community Events**

Mr. Konczal presented a list of events that FRWDB Directors and staff have the opportunity to attend during the months of April through June 2018. For the fourth quarter, the FRWDB has four (4) tickets to the Fresno County Economic Development Corporation's Annual Real Estate Forecast in April. Mr. Konczal reminded Directors that if they know of events they think the FRWDB should be attending, to forward the information to him the quarter before the scheduled event date.

This was an information item.

6. **Director's Quarterly Update**

Mr. Konczal provided the Committee with an overview of his activities for the months of October through December 2017. He highlighted several items on which he has been focusing.

Mr. Konczal reminded the Committee that, for more than a year, the FRWDB has been working on the Central Valley Forestry Corps Project. Progress on the project seemed to have stopped moving forward until October 10, 2017, when President Trump issued a Declaration about the Lake County Fires, in which he stated that federal money could be used for "other hazard mitigation efforts statewide". Mr. Konczal explained that this means that federal money can be used to mitigate potential fires in other parts of the state. The FRWDB took that opportunity to connect with other valley Workforce Boards and with help from California Congressmen McCarthy, Valadao, and McClintock, the FRWDB was put in contact with the State Hazard Mitigation Officer at the Governor's Office of Emergency Services. Mr. Konczal explained that the Project would operate in cooperation with Local Conservation Corps, the U. S. Forestry Services, and the Forestry Program at Reedley College. Mr. Konczal indicated that he is hopeful that the FRWDB will have received notice of funding approval by the next Executive Committee meeting.

Mr. Konczal reported that the first phase of the SlingShot grant, the ten (10)-county grant to help the manufacturing sector, will be ending on March 31, 2018. He acknowledged FRWDB staff for their efforts and for working with the other counties on this grant. He indicated that the FRWDB received additional money under SlingShot to be used in the Mother Lode counties, so the grant was modified and the second phase of the SlingShot project is currently being rolled out. He added that the Mother Lode Workforce Development Board is a really good partner and they are eager to mimic the FRWDB's successful SlingShot program.

Mr. Konczal shared that the FRWDB has been doing a lot of work with the San Joaquin Valley Manufacturing Alliance for their manufacturing summit, indicating that the FRWDB assisted them in coordinating regional meetings in Kern County and in Modesto.

Mr. Konczal concluded his update by reminding the Committee that last year, the Governor signed Senate Bill 1 (SB1), to create a new fund for road maintenance and infrastructure projects. Now, through SB1, the state has associated a percentage of these funds for job training for individuals who will perform those infrastructure jobs. He explained that in order to apply for the SB1 maintenance money, jurisdictions must be able to certify that they have a relationship with a multi-craft pre-apprentice training program that can train individuals to fill those infrastructure and maintenance jobs. The state has asked the FRWDB to help design and establish the protocols for that training for the ten (10) valley counties. Mr. Konczal stated that there will be \$5 million per year in this budget, and that the state will begin distributing these funds in January 2019, at which time there will be \$10 million in the fund. Mr. Konczal expressed his thanks to Director Riojas for his help facilitating meetings with the State Building Trades Council. Director Zabrycki asked if the FRWDB anticipates receiving the full \$5 million and Mr. Konczal indicated that the FRWDB would receive a share of that money.

This was an information item.

7. **Referral of Agenda Items to Other Committees**

There were no items referred to other committees.

8. **Information Sharing**

None.

9. **April 18, 2018, Agenda Items**

None.

10. **Meeting Feedback**

None.

Meeting adjourned at 4:40 p.m.

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	2
MEETING DATE:	April 18, 2018
ACTION:	INFORMATION

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**TO:** Executive Committee  
**FROM:** Blake Konczal, Executive Director  
**SUBJECT:** Items Referred by Other Committees

## **INFORMATION:**

The Fresno Regional Workforce Development Board (FRWDB) Executive Committee requires all committees to have two standing agenda items, "Items Referred by Other Committees" and "Referral of Agenda Items to Other Committees", in order to increase all committees' members' awareness of FRWDB programs and activities.

## **ITEMS REFERRED:**

There were no items referred to the Executive Committee.



**FRESNO REGIONAL  
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	3
MEETING DATE:	April 18, 2018
ACTION:	ACCEPT

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**TO:** Executive Committee  
**FROM:** Cheryl Beierschmitt, Deputy Director of Fiscal Services  
**SUBJECT:** February 2018 Agency Budget and Expenditures

**RECOMMENDATION:**

Accept the attached Agency Budget and Expenditures report for February 2018 financials for Program Year 2017-2018.

**REASON FOR RECOMMENDATION:**

The attached table provides the status of the agency budget as of February 28, 2018.

- Staff has no concerns with expenditures at this time.
- Year-to-Date (YTD) budget costs are straight-lined.
- Staffing expenditures are less than YTD budget due to the combination of one (1) staff position vacancy and staff direct time being allocated to other special grant funding.
- Professional Service costs are lower than YTD budget; primarily for legal and human resource services expenditures running lower than the YTD straight-lined budgeted costs.
- Expenditures can exceed individual budget line items as long as total expenditures do not exceed the total budget.

**ATTACHMENT:**

FRWDB Agency Budget and Expenditures – February 2018

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD  
AGENCY BUDGET AND EXPENDITURES**

February 2018

Budget by Line Item	Total Budget	YTD Budget	YTD Expenditures	Variance	Percent Variance
51 Salaries	\$ 2,060,045	\$ 1,373,363	\$ 1,211,897	161,466	11.76%
52 Payroll Taxes	192,163	128,109	115,165	12,943	10.10%
53 Fringe Benefits	574,993	383,329	340,092	43,237	11.28%
55 Staff/Board/Service Provider Development	44,250	29,500	34,639	(5,139)	-17.42%
56 Local Mileage	18,875	12,583	9,650	2,933	23.31%
60 Communications	21,480	14,320	8,882	5,438	37.97%
61 Insurance	27,000	27,000	28,029	(1,029)	-3.81%
62 Maintenance	67,550	45,033	38,249	6,784	15.07%
63 Memberships	20,000	20,000	24,395	(4,395)	-21.97%
64 Miscellaneous	35,100	23,400	21,017	2,383	10.18%
65 Office Expense	23,600	15,733	10,569	5,164	32.82%
66 Professional Services	165,800	110,533	67,683	42,851	38.77%
67 Advertising	23,250	15,500	14,510	990	6.39%
68 Rent & Leases	188,600	125,733	119,902	5,832	4.64%
69 Utilities	20,300	13,533	15,026	(1,492)	-11.03%
71 Furniture and Equipment	21,000	14,000	7,044	6,956	49.68%
<b>Total</b>	<b>\$ 3,504,006</b>	<b>\$ 2,351,671</b>	<b>\$ 2,066,748</b>	<b>284,922</b>	<b>12.12%</b>

Due to spreadsheet formula rounding calculations, totals may be off by \$1 or \$2.

**FRESNO REGIONAL  
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	4
MEETING DATE:	April 18, 2018
ACTION:	ACCEPT

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**TO:** Executive Committee  
**FROM:** Cheryl Beierschmitt, Deputy Director of Fiscal Services  
**SUBJECT:** February 2018 Financial Report

**RECOMMENDATION:**

Accept the Fresno Regional Workforce Development Board (FRWDB) February 2018 Financial Report.

**REASON FOR RECOMMENDATION:**

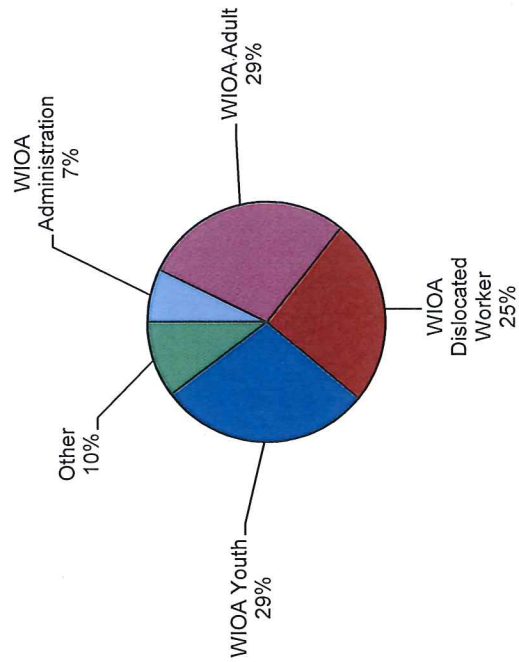
The attached charts display year-to-date financial information through February 28, 2018. Staff has no concerns with grant expenditures at this time.

**ATTACHMENT:**

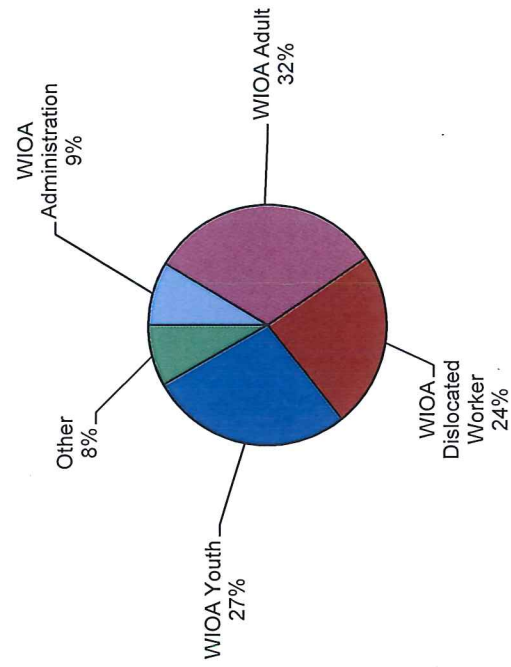
February 2018 Financial Report

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD  
FINANCIAL REPORTS  
February 2018

**FRWDB Committed Funds  
Fiscal Year 2017-2018**

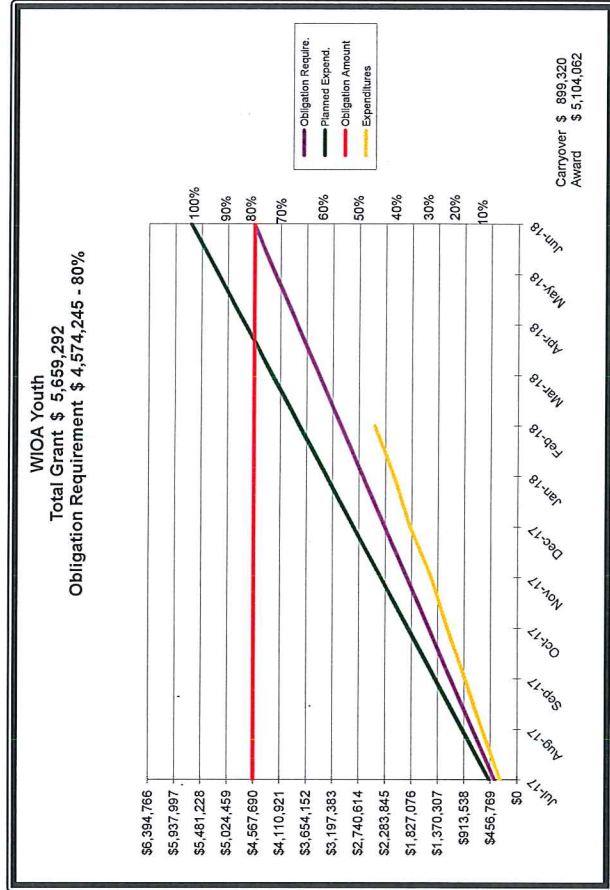
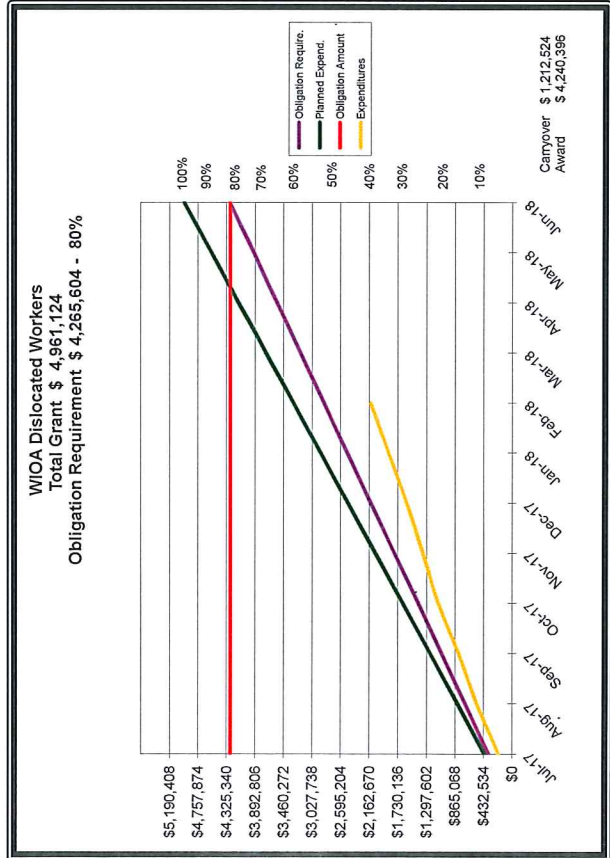
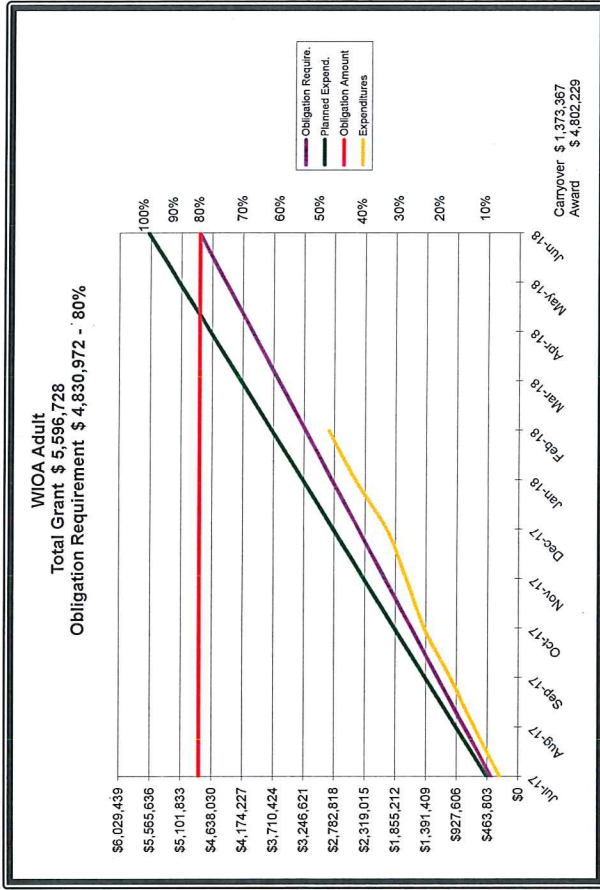
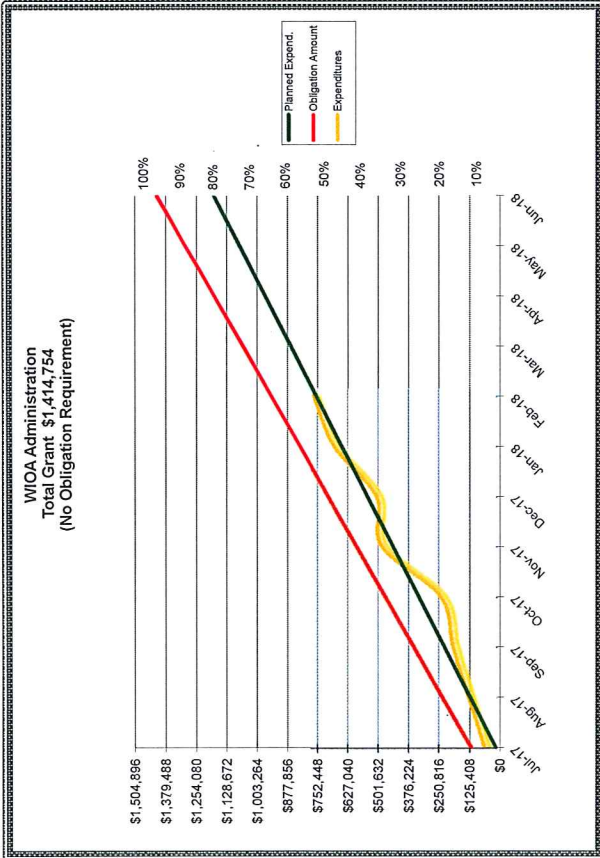


**FRWDB Expenditures  
Fiscal Year 2017-2018**



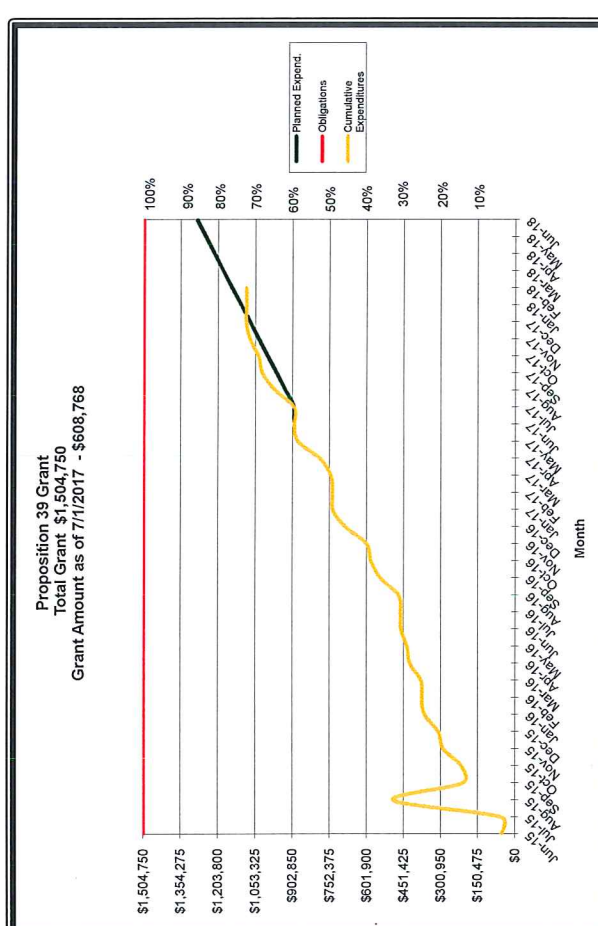
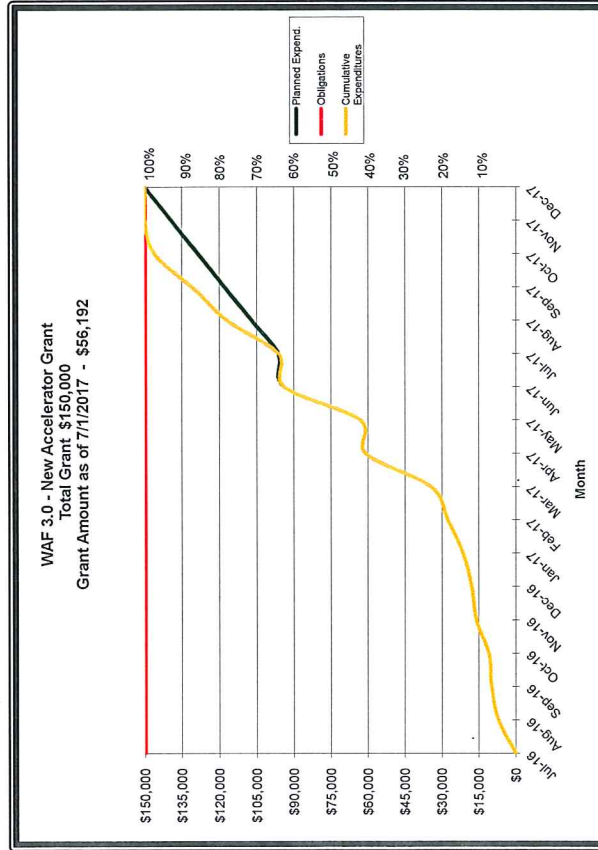
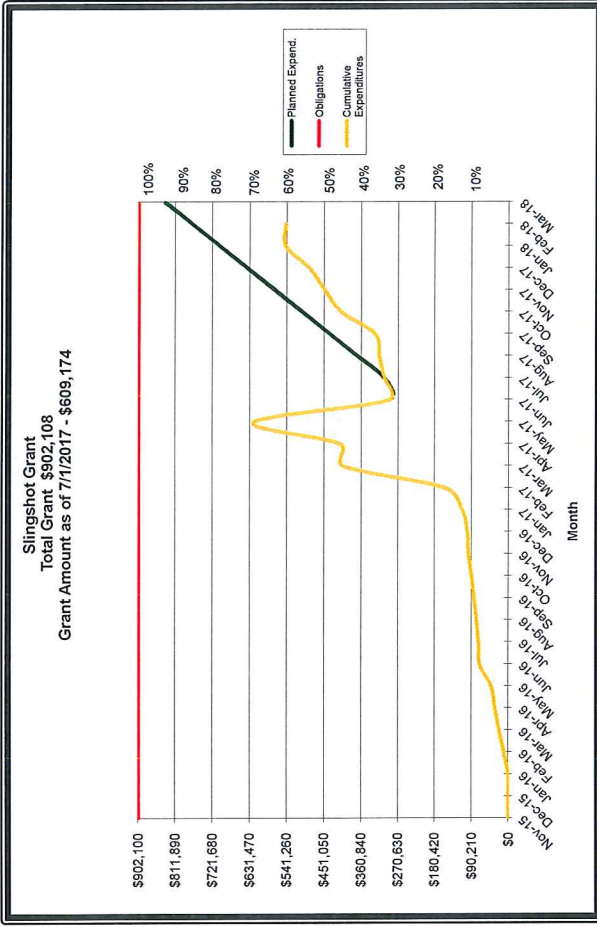
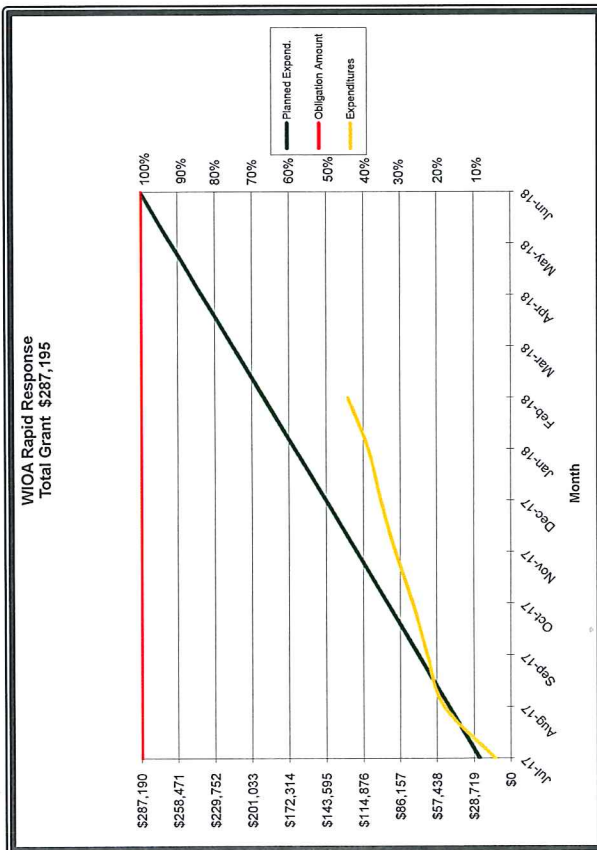
FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

February 2018



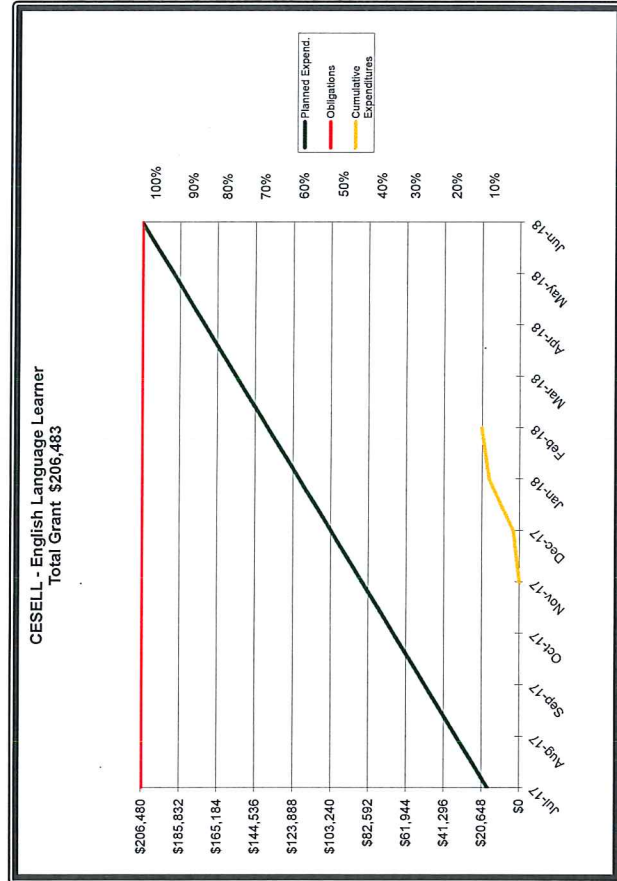
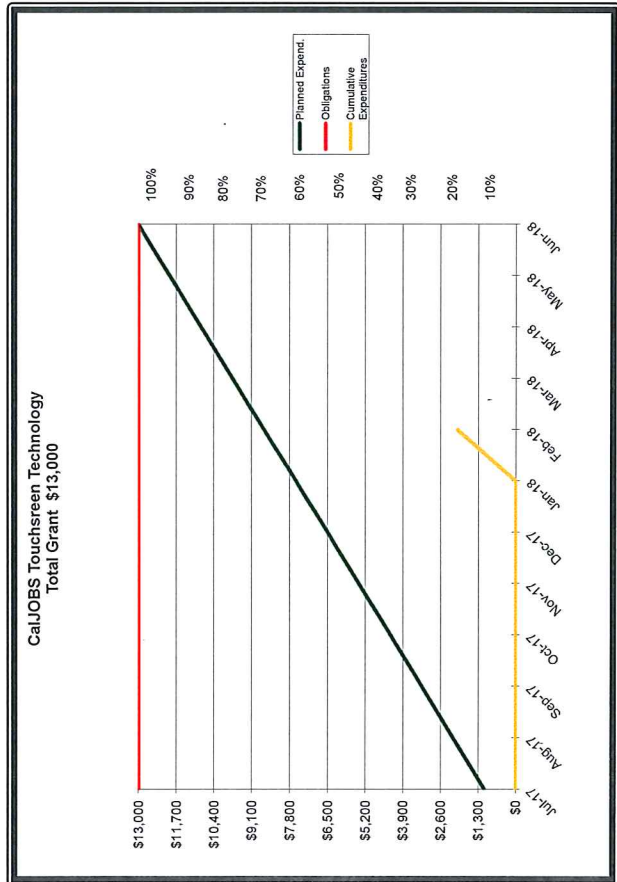
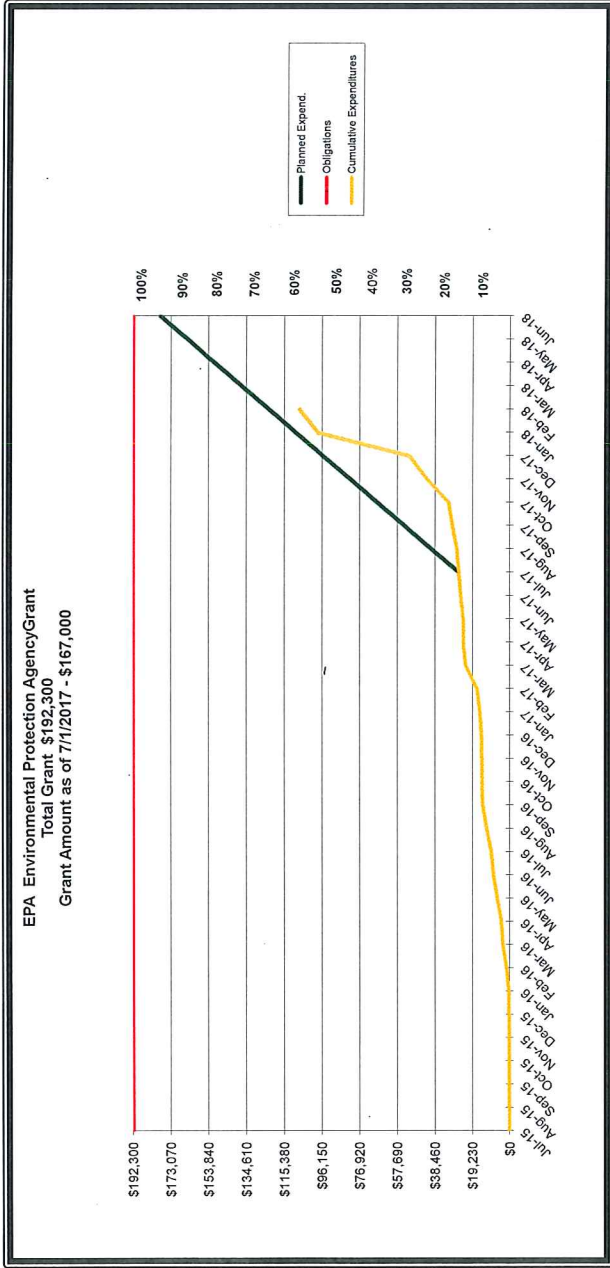
FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

February 2018



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

February 2018



**FRESNO REGIONAL  
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	5
MEETING DATE:	April 18, 2018
ACTION:	RECOMMEND TO APPROVE

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**TO:** Executive Committee  
**FROM:** Tim Giles, Deputy Director Information Systems  
**SUBJECT:** Handling and Protection of Personally Identifiable Information Policy

**RECOMMENDATION:**

Recommend that the Fresno Regional Workforce Development Board (FRWDB) approve and direct staff to implement the Handling and Protection of Personally Identifiable Information (PII) Policy.

**REASON FOR RECOMMENDATION:**

20 CFR 683.220, and TEGL 39-11 requires that all federal entities and their sub-recipients have policies, processes, and controls in place to safeguard PII, in hardcopy, electronic transmission and storage, and discussions between staff, including sub-contracted staff.

The FRWDB has always operated its data systems in compliance with standard, industry acceptable protocols for security. In recent years and with the enactment of the Workforce Innovation and Opportunity Act, the issue of PII security has been elevated. Additionally, the FRWDB has in place certain confidentiality requirements with all of its contractors and applicable vendors. Confidentiality requirements for FRWDB/Fresno Area Workforce Investment Corporation (FAWIC) staff are specified in the FAWIC Employee Handbook.

With the approval of this policy, FRWDB staff will be updating all of the applicable processes and procedures to be in compliance with this policy umbrella. It will also drive the creation of specific processes to deal with a PII security breach and to take additional steps to further secure personal information.

**FISCAL IMPACT:**

No added fiscal impact with the approval of this item.

**ATTACHMENT:**

Draft Policy Bulletin - Handling and Protection of Personally Identifiable Information Policy



# Fresno Regional Workforce Development Board

ATTACHMENT

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Blake Konczal, Executive Director

## POLICY BULLETIN

**FRWDB PB # xx-xx**

**Date Released: TBD**

**To: All Fresno Regional Workforce Development Board Providers of Services**

**From: Blake Konczal, Executive Director**

**Effective Date: TBD**

**Subject: Handling and Protection of Personally Identifiable Information Policy**

**Applicable Program: All**

**Revision History: Initial Release**

This Policy Bulletin (PB) references ETA TEGL 39-11, Handling and Protection of Personally Identifiable Information (PII), OMB Guidance 2 CFR 200 §200.79, Operational Directive (OD) 10-12, Record Retention and Storage; OD 6-18, Casefile Security.

Federal agencies are required to take aggressive measures to mitigate the risks associated with the collection, storage, and dissemination of sensitive data, including Personally Identifiable Information (PII) that is not otherwise publicly available. This includes sub-recipients and direct grantees of federal agencies.

As such, the Fresno Regional Workforce Development Board (FRWDB) staff has developed this policy that communicates the requirements and responsibilities to its sub-recipients pertaining to the acquisition, handling and transmission of PII.

### Definitions

PII means information that can be used to distinguish or trace an individual's identity, either alone or when combined with other personal or identifying information.

There are two levels of PII:

Protected PII: Information that, if disclosed, could result in harm to the individual whose name or identity is linked to that information.

Examples of Protected PII - Social Security Numbers (SSNs), credit card numbers, bank account numbers, home telephone numbers, ages, birthdates, marital status, spouse names, educational history, biometric identifiers (fingerprints, voiceprints, iris scans, etc.), medical history, financial information and computer passwords.

Non-sensitive PII: Information that, if disclosed by itself, could not reasonably be expected to result in personal harm. It is information that is not linked or closely associated with any protected or non-protected PII. However, depending on the circumstances, a combination of these items could potentially be categorized as protected PII.

Examples of Non-Sensitive PII: first and last names, physical address (in most cases), e-mail addresses, business addresses, business telephone numbers, general education credentials, gender, or race.

## Handling of PII

Protected PII and other sensitive information are required to be protected. Protected PII and Non-sensitive PII can be found in multiple formats, including but not limited to:

- Hardcopy (paper, files, original documents, printed documents, copies);
- Electronic information (email, electronic or computer-based files, electronic images, multi-media files (voicemails, video, photographs); or
- Verbal – when discussing an individual's PII in a non-private setting.

Each format introduces unique challenges and circumstances to insure that Protected PII is not transmitted to unauthorized persons.

### Hardcopy Protected PII

- Must be placed in an area that is physically safe from access by unauthorized persons at all times.
- Protected PII is not to be left unattended.
  - Must be stored in locked cabinets or areas when not in use.
- When utilizing a photocopier to scan or copy documents containing Protected PII, the equipment and documents are never to be left unattended.
  - Secure printing (ability to “print to hold” and/or “password protected”) shall be used whenever possible.
  - Where secure printing is not available, documents with Protected PII shall not be printed in an unsecure area.
- Clients and visitors must be accompanied by authorized staff at all times anywhere in non-public areas of the facility.
- Clients and visitors are not to be left alone in offices or cubicles where Protected PII is unsecure.
- Disposing of Protected PII documents.
- Shall be either shredded in a mechanical shredder or deposited into identified locked disposal receptacles.
- Archived Documents - All providers of services are required to insure all archived files are maintained in locked storage and disposed of in accordance with FRWDB OD 10-12, Record Retention and Storage.

### Electronic Protected PII

- Protected PII is not to be transmitted via email or stored on CDs, thumb drives, or other mobile storage devices.

- When electronic Protected PII must be transmitted between authorized personnel, a secure method must be used. Examples of secure file sharing methods are:
  - Secure File Transfer Protocol (SFTP),
  - FRWDB's Egnyte file sharing application,
  - Utilization of organization's shared network folders.
- Computers are to be locked when unattended.
  - Either user logged off or the computer access locked.
- All computer servers containing databases with Protected PII and network firewalls (software/hardware) must be in a physically secured location only accessible by authorized Technical and Facilities personnel.
- All Protected PII data collection interfaces and reporting tools, accessible via the Internet must have secure, encrypted protocols in place.
- Accessing, processing, and storing of Protected PII data on personally owned equipment, at off-site locations e.g., employee's home, personal email, Cloud services (such as iCloud) is strictly prohibited.

### Verbal PII

Conversations that include Protected PII or Non-sensitive PII should be done in a discrete manner so as not to disseminate any PII unintentionally to unauthorized persons.

Conversations include, but not limited to, discussions in open areas (i.e. breakrooms, hallways), telephone calls using speaker phone, video conferencing (Skype or webinars).

### **In Case of Breach**

Definition: A breach is when it is known or suspected, that Protected PII has been released as a result of any of the following incidents:

- Theft of hardcopy documents that contain Protected PII,
- Missing computer known to contain Protected PII,
- Missing storage device known to contain Protected PII,
- Evidence of non-authorized access of database(s) that contains Protected PII.

FRWDB staff will develop and implement Operational Directive(s) and internal FAWIC procedures that will provide specific direction to sub-recipients and FRWDB staff concerning what to do if a Breach of Protected PII is suspected. These documents will include:

- Who to notify at the FRWDB
- A Damage Assessment process
- Action Plan for:
  - notification:
    - Affected staff, partners, and/or participants,
    - State (if required),
    - Chief Local Elected Officials (if required).
  - To contain further loss,
  - To recover Protected PII, if possible.

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

<b>AGENDA ITEM:</b>	<b>6</b>
<b>MEETING DATE:</b>	<b>April 18, 2018</b>
<b>ACTION:</b>	<b>APPROVE</b>

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**TO:** Executive Committee

**FROM:** Phyllis Stogbauer, Deputy Director of Program Services

**SUBJECT:** Workforce Accelerator Fund 6.0 Grant Award

**RECOMMENDATION:**

Approve the allocation of \$160,000 in Workforce Accelerator Fund 6.0 (WAF) grant funds as outlined in this item.

**REASON FOR RECOMMENDATION:**

The Fresno Regional Workforce Development Board (FRWDB) was awarded a WAF grant in the amount of \$250,000 through the California Workforce Investment Board (CWIB). As the fiscal agent for the grant, the FRWDB will partner with the Madera, Kern, Inyo, Mono, and Merced Workforce Development Boards (WDBs) to develop new implementation strategies for On-line job placement and retention/Follow-up services for WIOA participants.

FRWDB staff is requesting that the Executive Committee approve the following funding allocations, as approved in the grant:

FRWDB Administrative Services	\$50,000
Central Labor Council Partnership	10,000
Madera County WDB	15,000
Kern, Inyo, Mono WDB	15,000
Merced County WDB	15,000
Michael Bernick	22,500
California Workforce Association	22,500
Manpower Demonstration Research Corporation	10,000
<b>Total</b>	<b><u>\$160,000</u></b>

The remaining \$90,000 will be awarded through the FRWDB procurement process for on-line job placement and follow-up and retention services. The recommended contract approval for these funds is provided in agenda item 7.

**FISCAL IMPACT:**

Approval of this item will allocate \$160,000 of the \$250,000 WAF 6.0 grant funds.

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	7
MEETING DATE:	April 18, 2018
ACTION:	APPROVE

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**TO:** Executive Committee  
**FROM:** Blake Konczal, Executive Director  
**SUBJECT:** Workforce Accelerator Fund Vendor Contract Award

## **RECOMMENDATION:**

Approve a sole source agreement between the Fresno Regional Workforce Development Board (FRWDB) and Mentored, LLC for On-Line Job Placement and Retention/Follow-up Services.

## **REASON FOR RECOMMENDATION:**

In January, 2018, the FRWDB was awarded a WAF grant from the California Workforce Development Board in the amount of \$250,000 to provide On-Line Job Placement and Retention/Follow-up Services across four (4) Workforce Development Areas (Fresno, Madera, Merced and Kern). The grant allocated \$90,000 for the contracted services, which requires a competitive procurement be followed to select a vendor for the project.

FRWDB staff released a Request for Proposals (RFP) on February 20, 2018. Two (2) proposals were received by the submission deadline of March 16, 2018. As detailed in the RFP document, a competitive procurement requires a minimum of three (3) qualified proposals be received. As such, this procurement was deemed a failed competition. In the event of a failed competition, the FRWDB has the option to re-compete the procurement or enter into a sole-source procurement.

Mentored, LLC was the vendor that was procured to provide on-line job placement services in the recently completed WAF project for which they exceeded performance requirements. Therefore based on Mentored's performance under that previous agreement FRWDB is recommending the approval of a sole-source agreement with Mentored, LLC in the amount of \$90,000.

## **FISCAL IMPACT:**

Approval of this item will award a contract to Mentored, LLC for \$90,000 of WAF funds to provide on-line job placement and follow-up/retention services across four (4) Workforce Development Areas.

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	8
MEETING DATE:	April 18, 2018
ACTION:	APPROVE

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**TO:** Executive Committee

**FROM:** Blake Konczal, Executive Director

**SUBJECT:** Craft Path Project – Proposition 39 Funding Allocations

**RECOMMENDATIONS:**

Approve the Craft Path Project (CPP) contract award allocations as recommended in this item.

**REASON FOR RECOMMENDATION:**

In partnership with eight (8) counties, the Fresno Regional Workforce Development Board (FRWDB) was awarded a grant through the California Workforce Investment Board (CWIB) in 2014, funded through the Proposition 39 Clean Energy Job Creation funds, in the amount of \$1,504,750. The purpose of the grant is to provide training to unemployed and underemployed clients (focusing on at risk youth, veterans, disadvantaged job seekers, and the long-term unemployed) across the eight (8) county area. Partnering on this project are all eight (8) local Workforce Development Boards (WDBs), i.e., the FRWDB, Kings County Job Training Office, and the Madera, Merced, Stanislaus, San Joaquin, Kern/Inyo/Mono and Tulare County WDBs.

Additionally, the Fresno Madera Tulare Kings Building Trades Council, the Stanislaus Merced Tuolumne and Mariposa Building Trades Council, Kern Inyo Mono Building Trades Council, West Hills Community College District, Community Services and Employment Training, and Fresno Economic Opportunities Commission are also partners on this (8) county project..

The project identifies existing green energy and solar projects in the Central Valley and offers a different model for their recruitment of qualified “temporary” workers. Unemployed and underemployed individuals have been provided with multi-craft pre-apprentice training, in partnership with building trades unions.

The FRWDB has awarded contracts for \$1,150,000 of the initial \$1,504,750. Since 2014, in partnership with the building trades unions, 152 unemployed and underemployed individuals have completed the multi-craft pre-apprenticeship training.

In 2007, the state awarded the FRWDB an additional \$354,750 to train an additional 60 participants. FRWDB staff is requesting that the Executive Committee award \$115,000 of the additional \$354,750 to the following partner agencies to provide multi-craft pre-apprenticeship training, case management and job placement services:

Fresno Madera Tulare Kings Building Trades Council	\$90,000
Central Labor Council Partnership	\$25,000
	<hr style="width: 100px; margin-left: auto; margin-right: 0;"/>
	Total \$115,000

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	9
MEETING DATE:	April 18, 2018
ACTION:	INFORMATION

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**TO:** Executive Committee  
**FROM:** Blake Konczal, Executive Director  
**SUBJECT:** Director's Quarterly Update

**INFORMATION:**

Updates will be provided on various subjects.

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	10
MEETING DATE:	April 18, 2018
ACTION:	DIRECT

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**TO:** Executive Committee  
**FROM:** Paul Bauer, Chair  
**SUBJECT:** Referral of Agenda Items to Other Committees

**RECOMMENDATION:**

Discuss and direct staff regarding the referral of agenda items from this meeting to one or more of the other standing committees of the Fresno Regional Workforce Development Board.

**REASON FOR RECOMMENDATION:**

This item is intended to allow the Executive Committee to collectively decide which of the items you just discussed should be referred to another committee(s) and the reason they are being referred (information, action, etc.).