



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Workforce Development Board
December 7, 2016 @ 4:00 p.m.
Council of Fresno County Governments
2035 Tulare Street – 2nd Floor
Sequoia Room
Fresno, CA 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 PHONES OR PUT ON VIBRATE

1. ROLL CALL
2. COMMENTS BY FRWDB CHAIR AND/OR EXECUTIVE STAFF
3. AGENDA CHANGES: REMOVAL OF ITEMS OR EMERGENCY ADDITIONS
4. ABSTENTIONS/RECUSALS/DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST
5. PUBLIC COMMENT

Item #	Description	Presenter	Enclosure	Action	Page #
6.	Quarterly Award Winners	Konczal	No	Information	--
7.	Committee Reports Executive Committee – Paul Bauer Business & Industry Committee – Frank Gornick		No	Information	--
8.	Approval of the September 14, 2016, Special Meeting Minutes	Konczal	Yes	Approve	4
9.	October 2016 Financial Report	Konczal	Yes	Accept	9

CONSENT ITEMS

10. Approve Consent Items (A1 through A11). *Items pulled from consent will be handled with the other regular items at the end of the agenda, including any information items that are pulled.* Approve

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

Disabled individuals who need special assistance to attend or participate in this meeting may request assistance by contacting the Fresno Regional Workforce Development Board, at 2125 Kern Street, Suite 208, Fresno, California, or by calling (559) 490-7100. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials available in alternative formats. Requests for assistance should be made at least two (2) working days in advance of the meeting.

Item #	Description	Presenter	Enclosure	Action	Page #
<u>CONSENT ITEMS SUBMITTED BY EXECUTIVE COMMITTEE</u>					
A1	Fresno Regional Workforce Development Board Conflict of Interest Code	Konczal	Yes	Approve	17
A2	Final Draft Workforce Innovation and Opportunity Act Title I One-Stop Operator, Adult and Dislocated Worker Request for Proposals Scope of Work for Program Year 2017-2018	Konczal	Yes	Approve	22
A3	Workforce Innovation and Opportunity Act Adult Carryover Funding Recommendations for Program Year 2016 – 2017	Stogbauer	Yes	Approve	44
A4	Workforce Innovation and Opportunity Act Youth Carryover Funding Recommendations for Program Year 2016 – 2017	Stogbauer	Yes	Approve	45
A5	Transfer of Dislocated Worker Program Funds to the Adult Program	Stogbauer	Yes	Approve	46
A6	Allocation of Workforce Innovation and Opportunity Act Rapid Response Funds for Program Year 2016-2017	Stogbauer	Yes	Approve	47
A7	First Quarter Local Performance Results Report for Program Year 2016-2017	Stogbauer	Yes	Accept	48
A8	First Quarter Youth Satisfaction Reports for Program Year 2016-2017	DeWitt	Yes	Accept	54
A9	First Quarter Providers of Services Monitoring Report for Program Year 2016-2017	DeWitt	Yes	Accept	56
A10	First Quarter Youth Customer Complaint Report for Program Year 2016-2017	DeWitt	Yes	Accept	58
A11	Fourth Quarter Youth Federal Mandated Performance Results Report for Program Year 2015-2016	Giles	Yes	Accept	59
NON-CONSENT ITEMS					
11.	Ten-Year Analysis of Psychiatric Technician Program	Gornick	Yes	Information	64
12.	Grant Writing Workshop Update	Nutting	Yes	Information	65
13.	Third Quarter Community Events	Konczal	Yes	Information	66
14.	Information Sharing	WIB Members	No	Discussion	--
15.	Agenda Items for March 1, 2017, Meeting	Konczal	No	Discussion	--
16.	Meeting Feedback	Konczal	No	Discussion	--

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
2016 ATTENDANCE RECORD**

Directors	1/20/16*	3/2/2016 Canceled	6/1/2016	9/7/2016 Canceled	Special 9/14/16	12/7/2016
Tom Abshere	P	XX	P	XX	P	
Robert Alcazar	P	XX	--	--	--	--
Richard Alves	P	XX	--	--	--	--
Oliver Baines	A	XX	A	XX	P	
Lenora Lacy Barnes	P	XX	P	XX	P	
Paul Bauer	P	XX	P	XX	P	
Andreas Borgeas	P	XX	P	XX	P	
Raine Bumatay	--	XX	--	XX	--	
Tony Canales	P	XX	P	XX	P	
Lee Ann Eager	A	XX	P	XX	P	
Frank Gornick	P	XX	P	XX	A	
Fely Guzman	P	XX	A	XX	P	
Tracewell Hanrahan	A	XX	--	--	--	--
Jeff Hensley	P	XX	--	--	--	--
Araceli Holland	--	XX	P	XX	P	
Ron Hicks	A	XX	--	--	P	
Richard Keyes	A	XX	A	XX	P	
Adriana Kuhnle	P	XX	P	--	--	--
Keith Lovgren	P	XX	--	--	--	--
Kurt Madden	A	XX	--	--	--	--
David Mercer	P	XX	P	XX	P	
Scott Miller	P	XX	P	XX	P	
Dennis Montalbano	P	XX	--	XX	P	
Delfino Neira	P	XX	P	XX	P	
Tommie Nellon	P	XX	P	XX	P	
Sam Norman	P	XX	--	--	--	--
Joe Olivares	P	XX	--	--	--	--
Aric Olson	A	XX	P	XX	P	
Brian Pacheco	P	XX	--	--	--	--
Andre Pecina	P	XX	A	--	--	--
Jose Plascencia	P	XX	--	--	--	--
Tom Richards	P	XX	P	XX	A	
Chuck Riojas	P	XX	P	XX	A	
Smita Rouillard	--	--	--	--	P	
Bret Slusser	A	XX	A	XX	A	
Al Smith	A	XX	--	--	--	--
Renena Smith	P	XX	--	--	--	--
Lydia Zabrycki	P	XX	P	XX	A	
Ken Price (Counsel)	P	XX	P	P	XX	

P = Present
A = Absent

* = Special Meeting
-- = Not a Member at Time of Meeting

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	8
MEETING DATE:	December 7, 2016
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Blake Konczal, Executive Director
SUBJECT: Approval of the September 14, 2016, Special Meeting Minutes

RECOMMENDATION:

Approve the minutes of the September 14, 2016, special meeting of the Fresno Regional Workforce Development Board.

ATTACHMENT:

September 14, 2016, Special Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Workforce Development Board
September 14, 2016 @ 4:00 p.m.

SPECIAL MEETING

SUMMARY MINUTES

The meeting was called to order at 4:01 p.m.

ROLL CALL: PRESENT – Tom Abshere, Oliver Baines (arrived at 4:06 p.m.), Lacy Barnes, Paul Bauer, Andreas Borgeas, Tony Canales, Lee Ann Eager, Fely Guzman (arrived at 4:04 p.m.), Ron Hicks, Araceli Holland, Richard Keyes, David Mercer (arrived at 4:15 p.m.), Scott Miller, Dennis Montalbano, Delfino Neira, Tommie Nellon, Aric Olson, Smita Rouillard, and Legal Counsel Ken Price.

ABSENT – Frank Gornick, Tom Richards, Chuck Riojas, Bret Slusser, and Lydia Zabrycki.

COMMENTS BY FRWDB CHAIR AND/OR EXECUTIVE STAFF: Chair Bauer introduced and welcomed new Fresno Regional Workforce Development Board (FRWDB) Directors Ron Hicks and Smita Rouillard. Mr. Hicks is the owner of Soltek Pacific Construction and Dr. Rouillard is Physician-in-Chief at Kaiser Permanente.

AGENDA CHANGES: None.

Director Guzman arrived (4:04 p.m.)

ABSTENTIONS/
DISCLOSURES OF
POTENTIAL CONFLICTS
OF INTEREST/
RECUSALS: None.

PUBLIC COMMENTS: None.

Item	Description/Action Taken
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6.	<u>Slingshot Update</u>
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Blake Konczal, Executive Director, FRWDB, explained that the FRWDB, acting as fiscal agent for the Workforce Development Boards (WDBs) and their partners throughout the eight (8) county region from San Joaquin to Kern, was awarded a \$1 million grant from the Governor's office to facilitate better workforce training in the manufacturing sector.

Director Baines arrived (4:06 p.m.)

Under the leadership of West Hills Community College District, a survey was conducted of the community colleges across the eight (8) county area to determine what manufacturing training was being offered and the colleges' best practices for those training programs. As a result of that survey, training cohorts at seven (7) of the community college districts in those counties will be implemented in the area of manufacturing starting in January.

Mr. Konczal added that currently, this group of WDBs are exploring ways to better refer youth program participants into manufacturing internships for employment exposure under this grant.

This was an information item.

7. **Quarterly Award Winners**

Mr. Konczal stated that the FRWDB is in the midst of re-implementing the quarterly Outstanding Achievement awards for its Adult and Youth clients, as well as for the businesses that work with the FRWDB in serving Adult and Youth clients. He invited FRWDB Youth Program Manager, Nuvia Varela, to introduce a video presentation of the Third Quarter Youth Employer award recipient, German Auto Repair.

Director Mercer arrived (4:15 p.m.)

Director Montalbano, Owner of German Auto Repair, shared about his experience employing youth participants through the FRWDB's Work Experience program and stated that it is a learning experience for the employers as well as the youth. He added that while the youth do learn skills to perform a job, the focus of many of the Work Experiences is to teach the youth "soft skills", such as getting to work on time, not be on their cell phone during work, and working until their scheduled end time.

Ms. Varela indicated that if an employer is interested in becoming a Work Experience employer, they can sign up online at www.fresnoyouth.com, and noted that the youth provider is the employer of record and covers all employer taxes and Worker's Compensation insurance.

Mr. Konczal indicated that FRWDB staff would continue to bring videos of quarterly award winners to the FRWDB and that eventually, the FRWDB would create some type of event to recognize an annual winner selected from the quarterly award winners. He also indicated that the videos of the quarterly award winners would be presented to the Fresno County Board of Supervisors and the Fresno City Council in the near future.

This was an information item.

8. **Committee Reports**

Executive Committee: Director Bauer reported that the Executive Committee (Committee) met on July 20th and that during the public comment period of the meeting, officials from the City of Mendota asked for the FRWDB's help in keeping the Mendota Employment Development Department (EDD) office open by co-locating staff there. They explained that the State of California prohibits standalone EDD offices and the absence of an EDD office in Mendota would negatively affect their community. Mr. Konczal agreed to assist by sending a letter to the state EDD office, indicating the FRWDB's intent to co-locate staff there. The Committee reviewed and accepted the May 2016 Agency Budget and Financial Reports and indicated that everything is on track and staff had no concerns. The Committee took action on several other items: Authorized FRWDB staff to release the draft One-Stop Operator Adult and Dislocated Worker Request for Proposals Statement of Work for public comment; approved the Five County Craft Path Project

contract award in the amount of \$300,000 to train 66 unemployed or underemployed individuals across a five (5) county area; and recommended that the FRWDB approve the renewal of the Human Resources Hotline and Business Workshops contract.

Mr. Konczal provided the Committee with his Director's Quarterly Update, which included information about the FRWDB, in partnership with WDBs, Community College Districts, Community Action Agencies and manufacturing employers across the eight (8) county region from San Joaquin to Kern, applying for a \$6 million grant called the America's Promise Job Driven Grant. This grant will be funded by H1B Visas and if awarded, would potentially fund training in the manufacturing sector for approximately 1,200 workers. This is a four (4) year grant for which the FRWDB would act as fiscal agent.

Mr. Konczal concluded the Executive Committee Report by sharing with the Directors that the FRWDB hosted a free grant writing workshop for Community Based Organizations in which 30 individuals from 11 different agencies were present. He indicated that this was a good way to not only provide this service for the community, but also to identify possible future grant partners. Chair Bauer asked that a recap of the workshop be presented at the next FRWDB meeting.

Youth Council: Director Montalbano stated that the Youth Council (Council) met on August 18th, at which time they had a video presentation of the Third Quarter Outstanding Achievement Award winner for the Youth Program. The Council received an update on the Manufacturing Internship Pilot Program, to which 15 students were referred. Five (5) students successfully completed a paid work experience at either ADCO Manufacturing or Betts Spring Company while attending Reedley College, which earned them one (1) credit toward their Certificate of Achievement in Manufacturing. The Council recommended the FRWDB's acceptance of the standard quarterly reports. Director Keyes asked about the Youth Mandated Performance Results Report and why it appeared that a lot of youth were being closed out of the program without being placed into employment or enrolled into post-secondary education. Phyllis Stogbauer, Deputy Director Program Services, FRWDB, stated that he was correct in his observation and that staff has been working with Youth Providers to identify ways to recruit youth that are motivated and ready to make a commitment to the complete the program, and that staff and Providers are looking to find ways to keep youth more engaged during the program to ensure more successful outcomes. Mr. Konczal asked FRWDB staff to make changes to the report to provide more clarification on successful versus non- successful outcomes. At the conclusion of the meeting, the Council toured the ResCare Workforce Services offices at Manchester Mall, and the Council agreed to hold the next Youth Council meeting at the Fresno Economic Opportunities Commission office.

9. **Approval of the June 1, 2016, Meeting Minutes**

ABSHERE/NEIRA – APPROVED THE JUNE 1, 2016, MEETING MINUTES (UNANIMOUS).

10. **July 2016 Financial Report**

Mr. Konczal presented the July 2016 Financial Report for acceptance. He stated that all expenditures were on track.

ABSHERE/NEIRA – ACCEPTED THE JULY 2016 FINANCIAL REPORT (UNANIMOUS).

11. **Approval of Consent Items (A1 through B5)**

EAGER/ABSHERE – APPROVED CONSENT ITEMS A1 – B5 (UNANIMOUS).

12. **Grants Update**

Mr. Konczal stated that the information on the grants update was provided during discussion in previous items.

This was an information item.

13. **Second Quarter Community Events**

Mr. Konczal stated that the FRWDB would be attending the Chamber of Commerce Eggs and Issues Breakfast in October and the Chamber's Ag Award Luncheon in November. He noted that tickets for these events were included in the FRWDB's membership with the Fresno Chamber of Commerce.

This was an information item.

14. **Information Sharing**

None.

15. **Agenda Items for December 7, 2016, Meeting**

Director Guzman requested an update on the FRWDB's training of workers for the High Speed Rail project.

15. **Meeting Feedback**

There was no meeting feedback.

The meeting was adjourned at 4:57 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	9
MEETING DATE:	December 7, 2016
ACTION:	ACCEPT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Blake Konczal, Executive Director
SUBJECT: October 2016 Financial Report

RECOMMENDATION:

Accept the attached Fresno Regional Workforce Development Board (FRWDB) October 2016 Financial Report.

REASON FOR RECOMMENDATION

The attached charts display year-to-date financial information through October 31, 2016. Staff has no concerns with grant expenditures at this time.

Obligation Requirements: The Workforce Investment Act allows Local Workforce Investment Areas two (2) years to expend the Adult, Dislocated Worker and Youth allocations, provided that 80 percent of the allocation is obligated at the end of the first year. Under Sections 128 (c) and 133 (c) of WIA, the Governor may recapture funds from the Local Workforce Investment Areas that fail to obligate at least 80 percent of their Title I allocations by the end of the first program year.

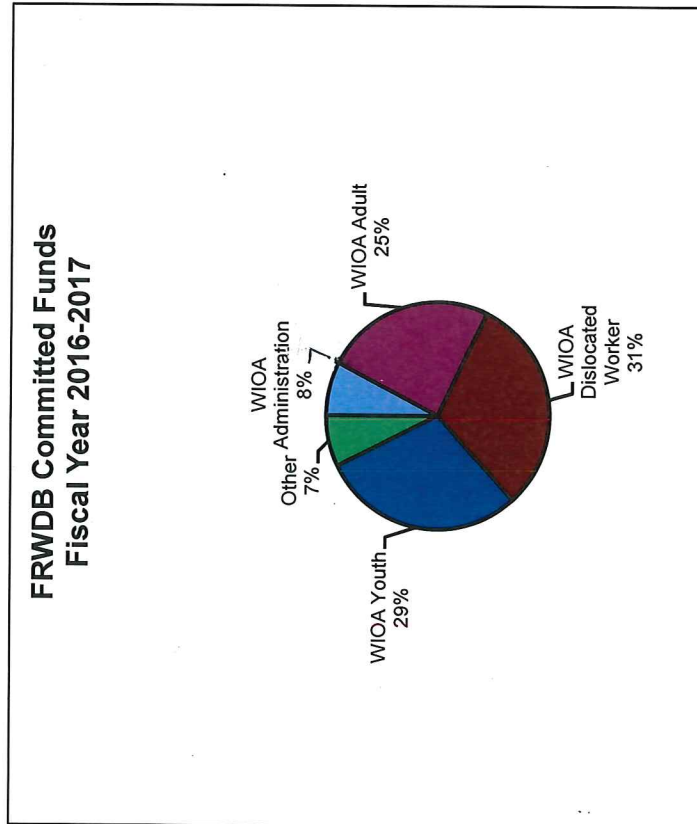
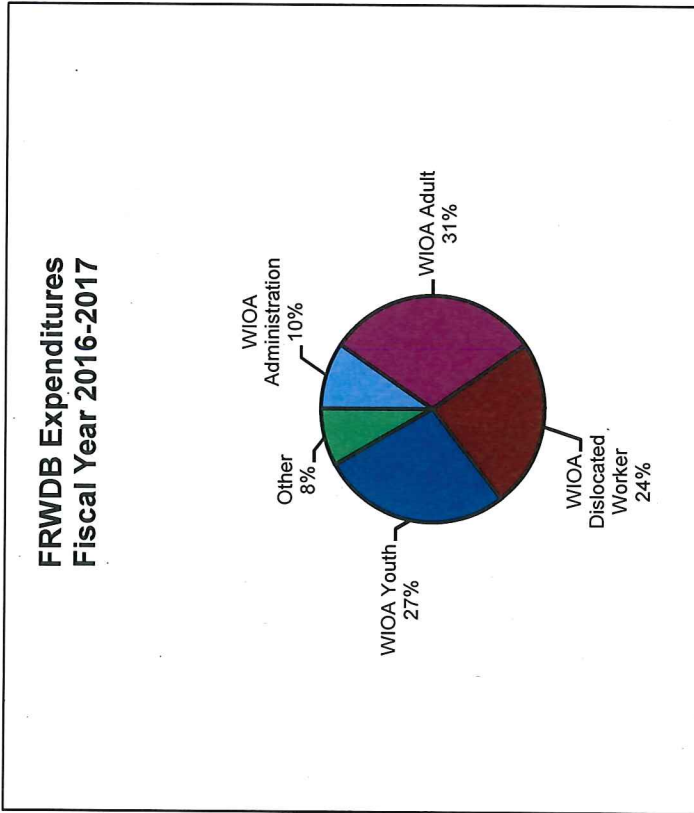
To maximize the resources available to Local Workforce Development Areas (Local Areas) to continue their Workforce Innovation and Opportunity Act (WIOA) transition work, the requirement for Local Areas to obligate at least 80 percent of their WIOA program dollars by the end of the Program Year (PY) 2015-2016 is being waived. This waiver only applies to PY 2015-2016 funds, which must be fully expended by June 30, 2017, to avoid recapture; policy guidance on funds utilization requirements was issued in Directive WSD15-08 dated November 18, 2015.

ATTACHMENT:

October 2016 Financial Report

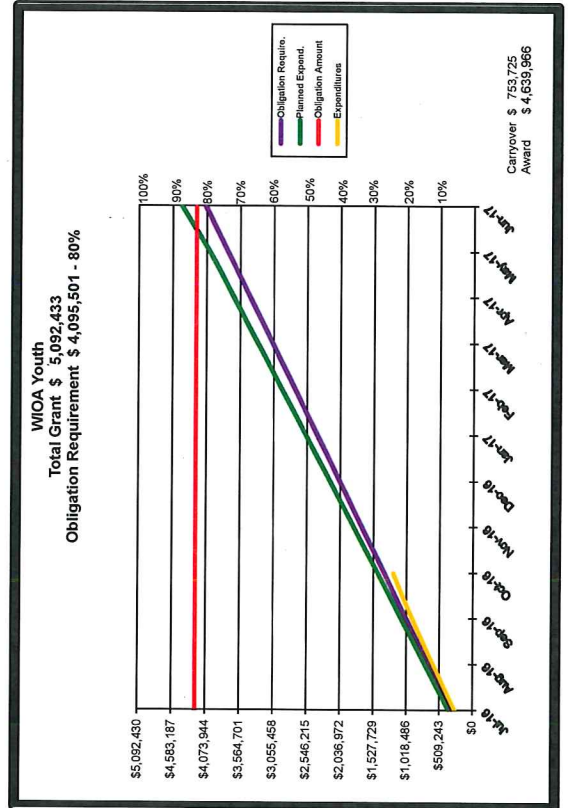
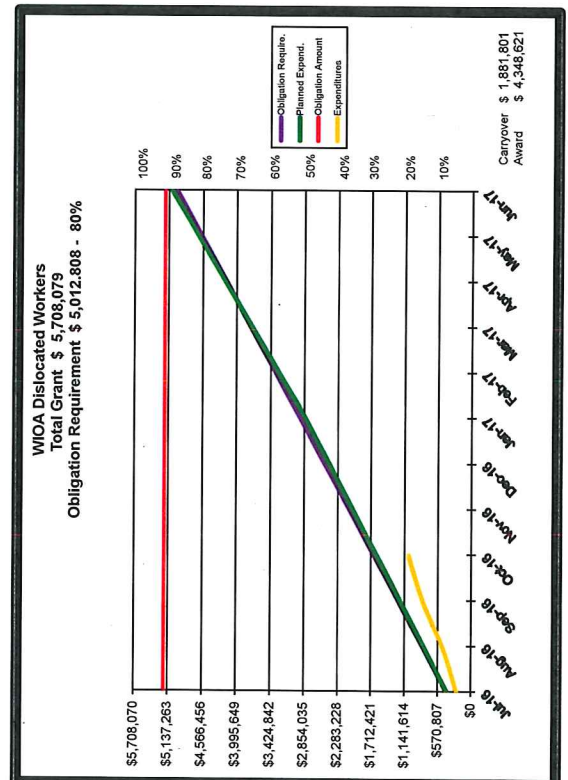
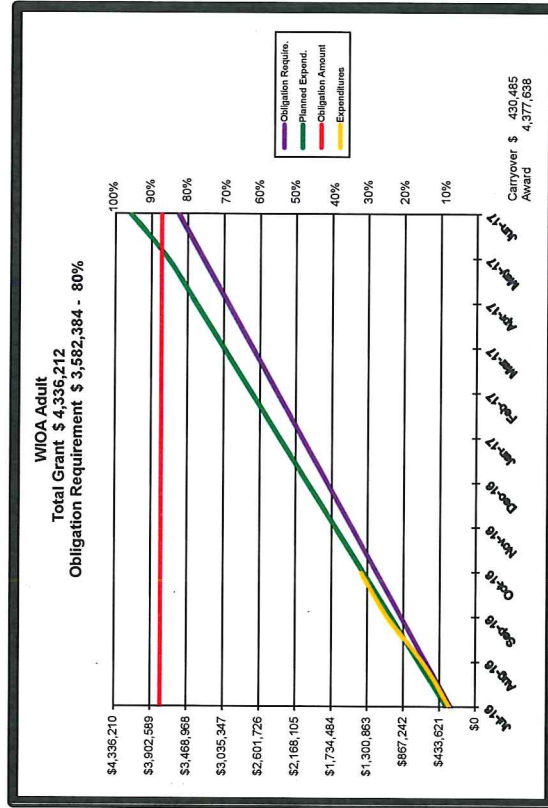
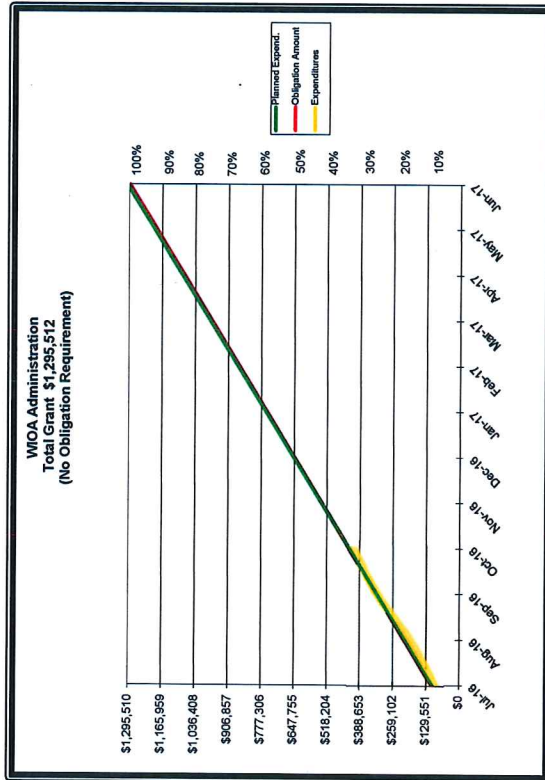
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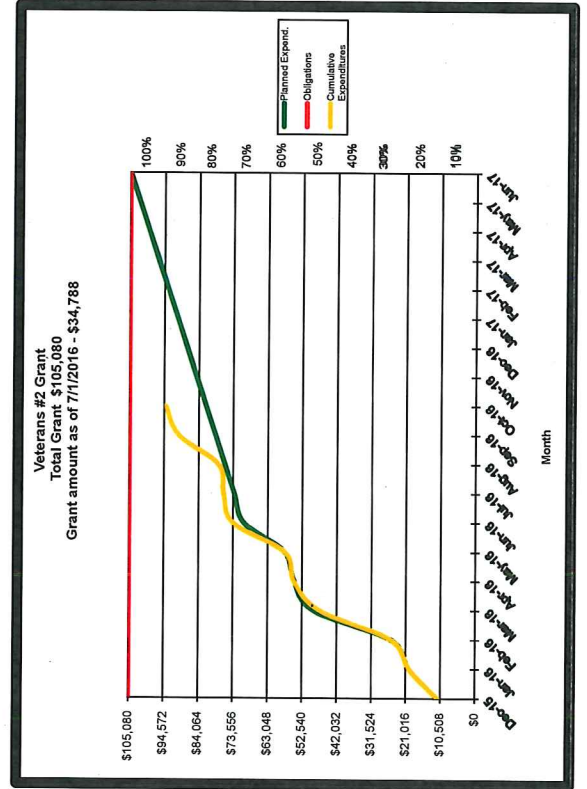
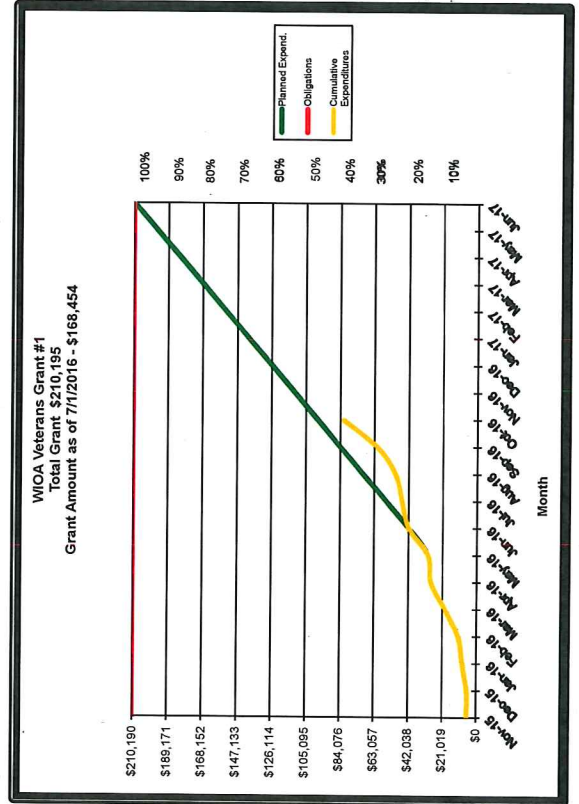
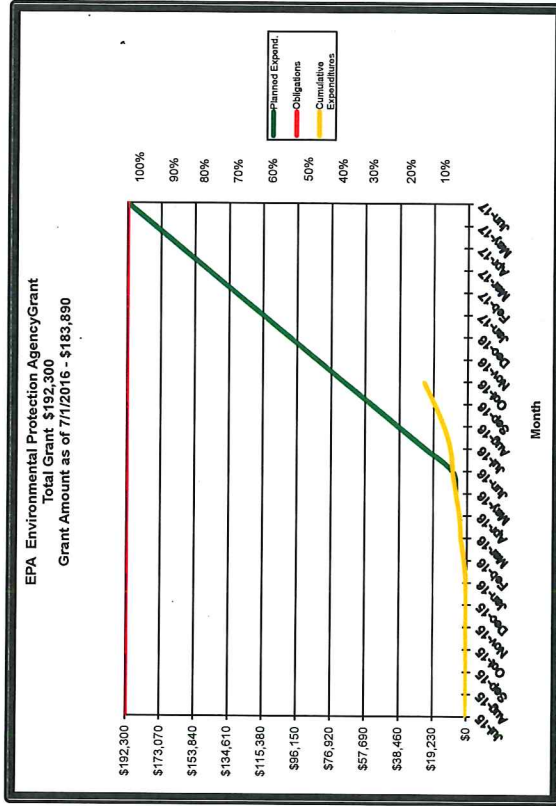
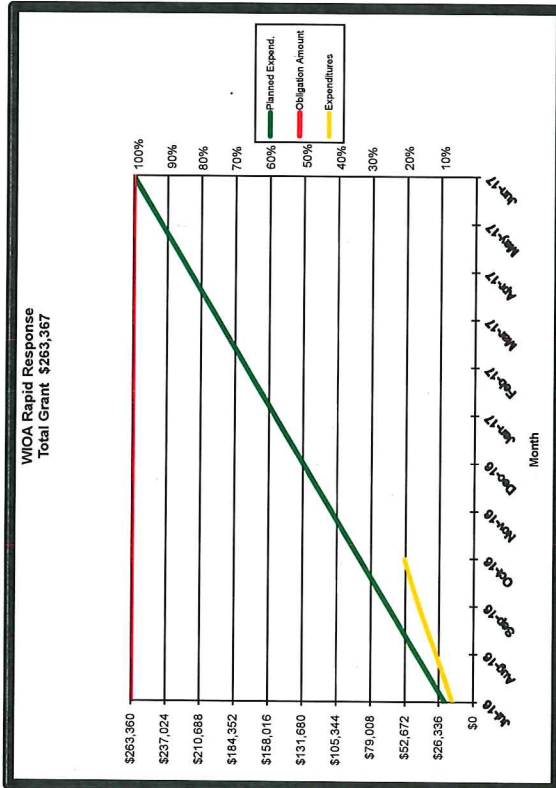


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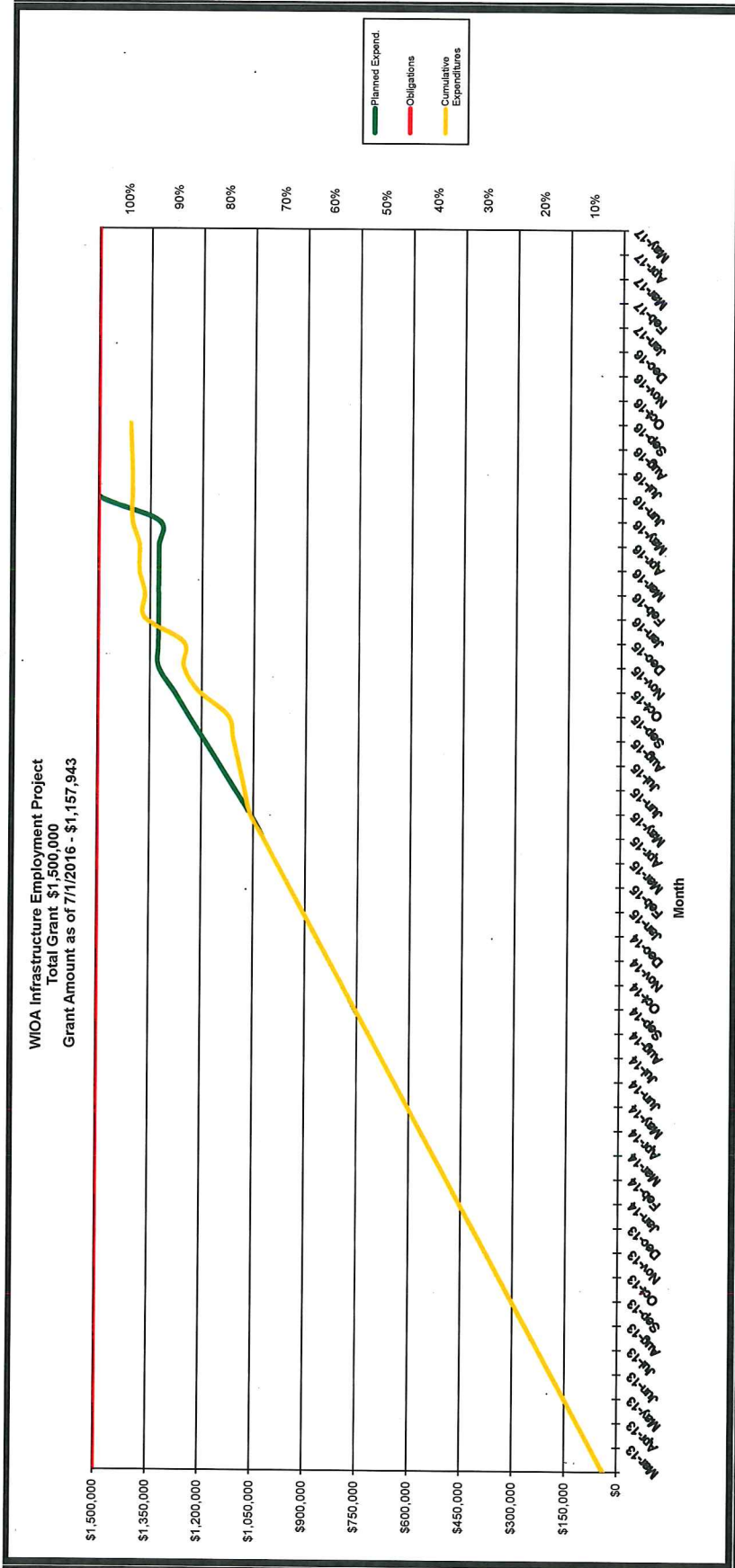


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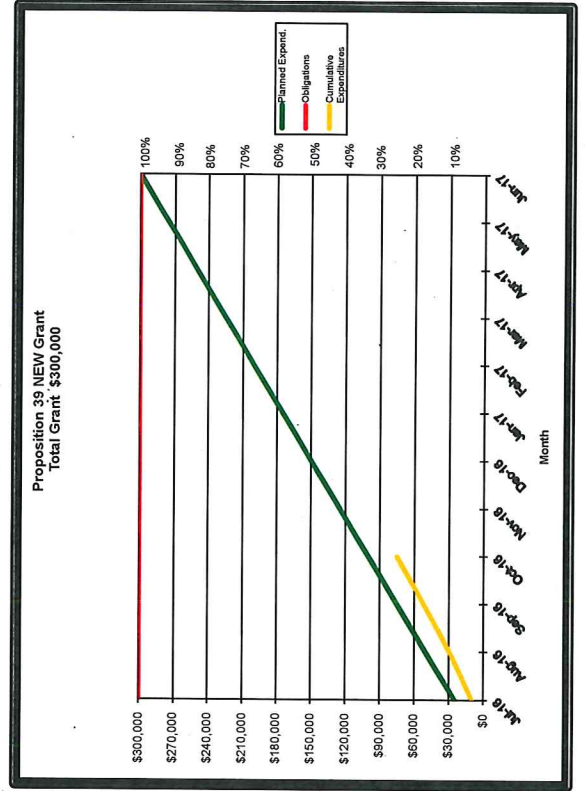
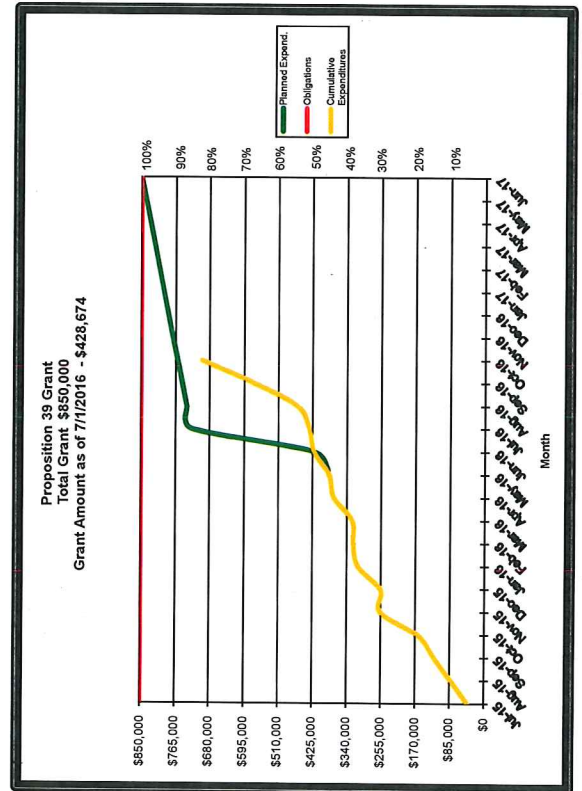
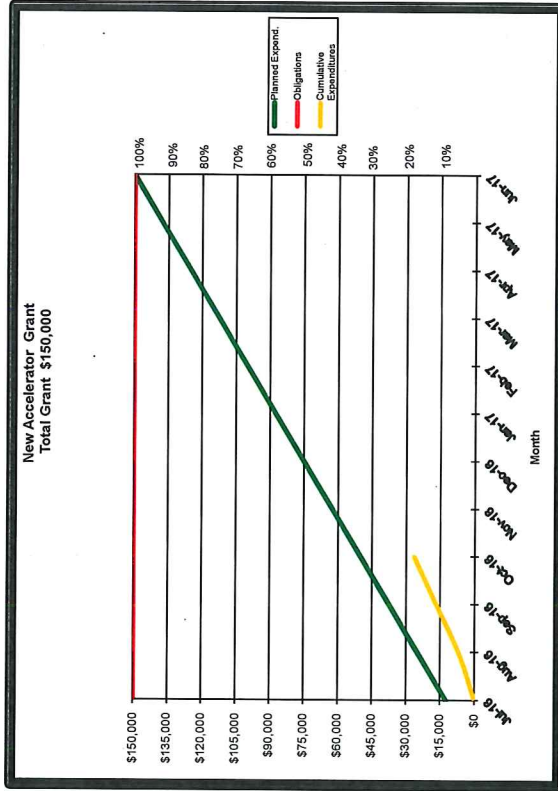
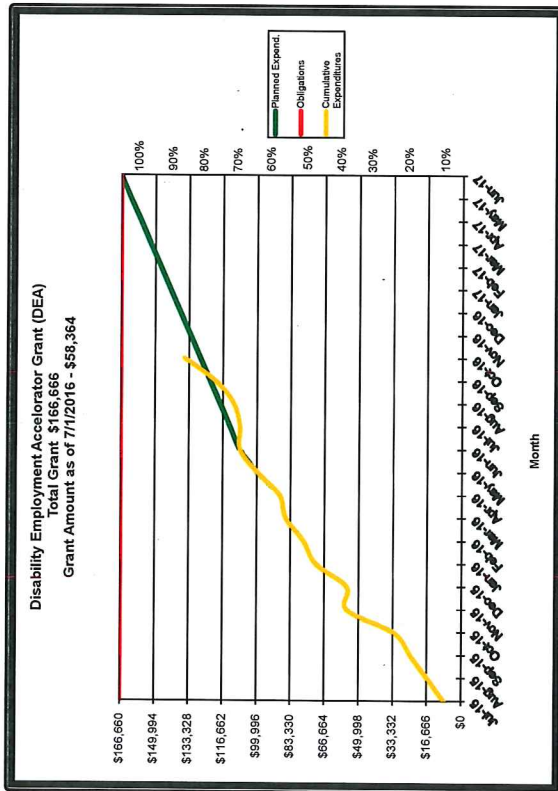
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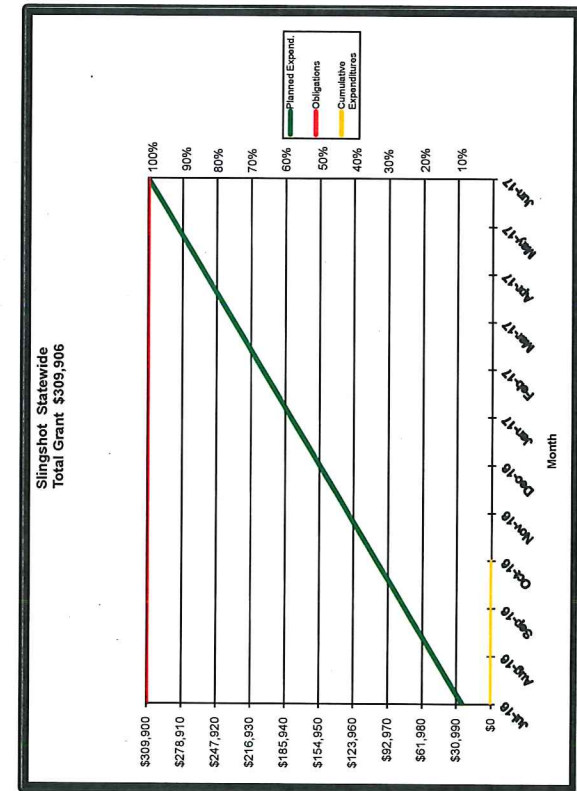
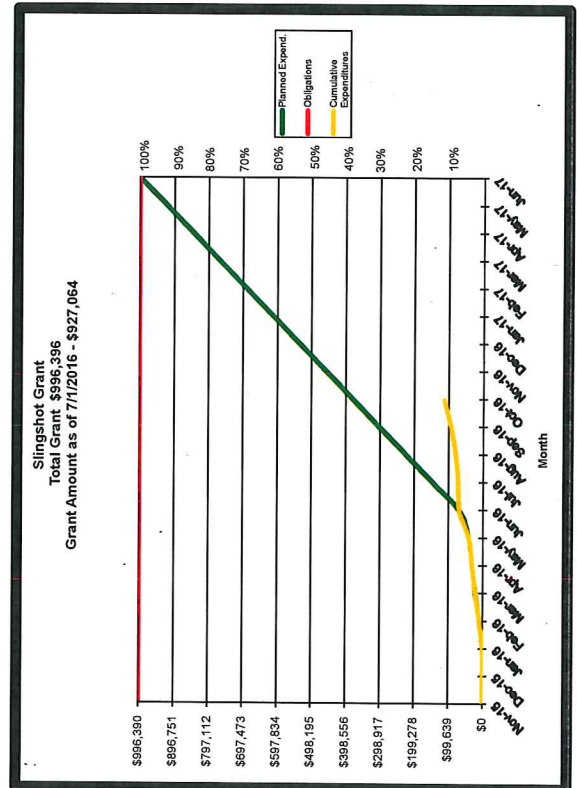
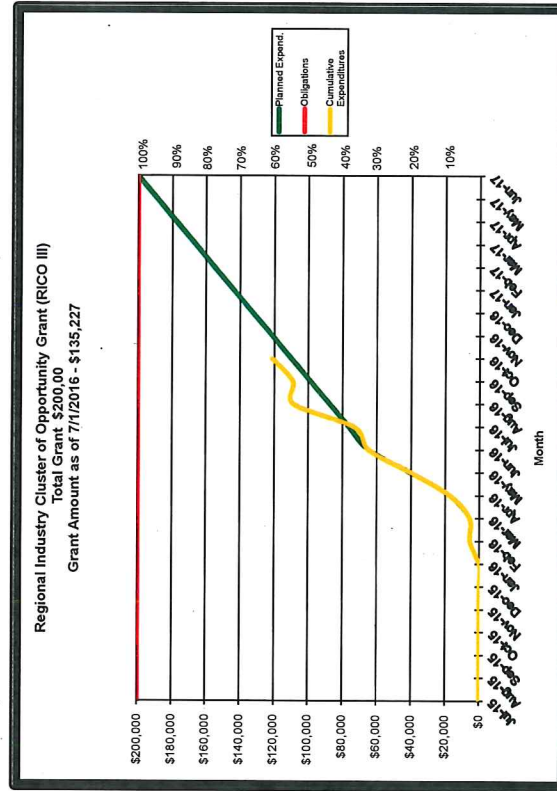
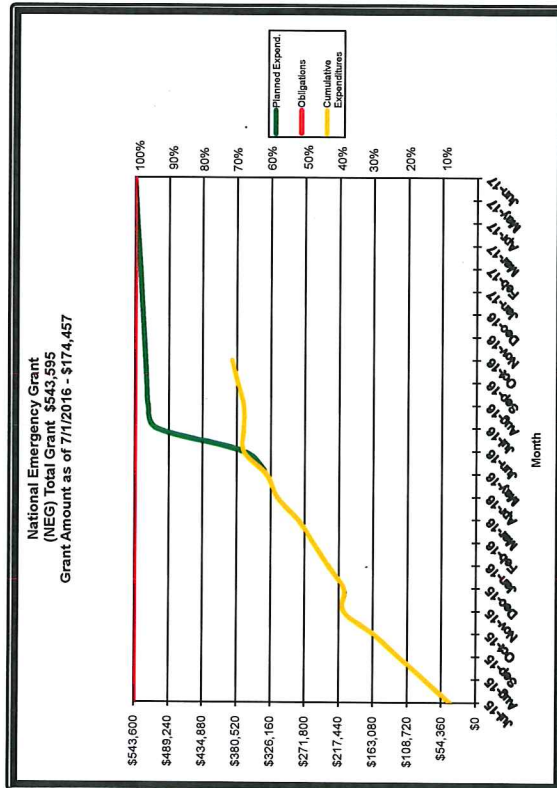
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FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

October 2016



**Consent Items
Submitted by the**

**Executive
Committee**

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A1
MEETING DATE:	December 7, 2016
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board

FROM: Executive Committee

SUBJECT: Conflict of Interest Code

RECOMMENDATION:

Approve the Fresno Regional Workforce Development Board's (FRWDB's) modified Conflict of Interest Code.

The Executive Committee approved this recommendation on October 19, 2016.

BACKGROUND:

At the October 19, 2016, FRWDB Executive Committee meeting, Legal Counsel Price indicated that the FRWDB's Conflict of Interest Code must be modified to reflect the agency's name change from Fresno Regional Workforce Investment Board to Fresno Regional Workforce Development Board. Attached are the revisions to the Conflict of Interest Code.

ATTACHMENT:

FRWDB Conflict of Interest Code

CONFLICT OF INTEREST CODE FOR

FRESNO REGIONAL WORKFORCE INVESTMENT-DEVELOPMENT BOARD

The Political Reform Act (Government Code Section 81000, et seq.) requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. Section 18730) that contains the terms of a standard Conflict of Interest Code and may be incorporated by reference in an agency's Conflict of Interest Code. After public notice and hearing, the standard Conflict of Interest Code may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference. This regulation and the attached Appendices designating positions and establishing disclosure requirements shall constitute the Conflict of Interest Code of the **Fresno Regional Workforce Investment-Development Board (FRWDIB)**.

Individuals holding designated positions shall file their statements with the **FRWDIB**, which will retain the statements and make the statements available for public inspection and reproduction. (Gov. Code Section 81008.) Upon receipt of the statements for the FRWDIB Board Members, Executive Director, and other designated senior staff (see Appendix A), the **FRWDIB** shall make and retain a copy and forward the original of these statements to the Clerk to the County Board of Supervisors. The **FRWDIB** shall retain all other original statements at its office.

The provisions of all Conflict of Interest Codes and amendments thereto previously adopted by the Agency are hereby superseded.

APPENDIX A
DESIGNATED POSITIONS

<u>Designated Positions</u>	<u>Disclosure Categories</u>
• FRWDIB Board Members	1
• FRWDIB Executive Director	1
• FRWDIB Assistant Director	1
• Deputy Director of Information Systems	1
• Deputy Director of Business Services, Human Resources and Organizational Development	1
• Quality Systems Manager	1
• Marketing Manager	1
• Program, Procurement and Contracting Manager	1
• General Services Manager	1
• Legal Counsel	1
• Consultants*	1

* Consultants shall be included in the list of designated positions and shall disclose pursuant to the disclosure requirements in this Code subject to the following limitation:

The Executive Director may determine in writing that a particular consultant, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to comply fully with the disclosure requirements in this section. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Sec. 81008.)

APPENDIX B

DISCLOSURE CATEGORIES

Individuals holding designated positions must report their interests according to their assigned disclosure category(ies).

Disclosure Category 1

Interests in real property located within the jurisdiction or within two (2) miles of the boundaries of the jurisdiction or within two (2) miles of any land owned or used by the agency; and investments and business positions in business entities, and income, including loans, gifts, and travel payments, from all sources.

Disclosure Category 2

Interests in real property located within the jurisdiction or within two (2) miles of the boundaries of the jurisdiction or within two (2) miles of any land owned or used by the agency.

Disclosure Category 3

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the agency.

Disclosure Category 4

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that provide services, supplies, materials, machinery, or equipment of the type utilized by the designated position's division or department.

Disclosure Category 5

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources, that filed a claim against the agency during the previous two (2) years, or have a claim pending.

Disclosure Category 6

Investments and business positions in business entities, and income, including loans, gifts, and travel payments, from sources of the type to request an entitlement to use agency property or facilities, including, but not limited to:

- a license
- utility permit
- station vendor permit.

Public Officials Who Manage Public Investments

It has been determined that positions listed below manage public investments and will file a statement of economic interests pursuant to Government Code Section 87200. These positions are listed for informational purposes only:

- Board Members
- Alternate Board Members
- Executive Director
- Consultants involved in the investment of public funds

An individual holding one (1) of the above-listed positions may contact the Fair Political Practices Commission for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered by Government Code Section 87200.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A2
MEETING DATE:	December 7, 2016
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Executive Committee
SUBJECT: Final Draft Workforce Innovation and Opportunity Act Title I One-Stop Operator, Adult and Dislocated Worker Request for Proposals Scope of Work for Program Year 2017-2018

RECOMMENDATION:

Approve the final draft of the Workforce Innovation and Opportunity Act (WIOA) Title I One-Stop Operator, Adult and Dislocated Worker Scope of Work (SOW) and authorize the FRWDB staff to release the Request for Proposals (RFP) in January 2017.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

The WIOA states that per Public Law 113-128, Section 121(d)(2)(A):

- (A) The local board with the agreement of the Chief Elected Official for the local area: (i) shall designate or certify One-Stop Operators. The local Workforce Development Board must select the One-Stop operator through a competitive process at least once every four (4) years.
- (B) The local board shall identify eligible providers of WIOA career services in the local area by awarding contracts.

The contracts for the current Adult and Dislocated Worker One-Stop Operators stipulate a maximum five (5) year contract period, which ends June 30, 2018. The WIOA, however, mandates that the One-Stop Operator(s) be procured every four (4) years. Based on this mandate, FRWDB staff has begun the procurement process to select the One-Stop Operator(s) and provider of Adult and Dislocated career services.

At the July 20, 2016, meeting, your committee approved the draft SOW and authorized FRWDB staff to release the draft for public comment to allow members of the public an opportunity to provide input. Accordingly, FRWDB staff released the draft for a 30-day public comment period from October 26, 2016, to November 25, 2016.

FRWDB staff coordinated community-based meetings in Fresno, Reedley, Coalinga, and Mendota to solicit comments. In addition to the meetings, individuals had the opportunity to submit written comments via email. Based on the feedback received during the public comment period, there were no significant changes made to the SOW.

Upon FRWDB approval, FRWDB staff will finalize the RFP and prepare for final release in January 2017.

ATTACHMENT:

- ATTACHMENT I: FRWDB WIOA One-Stop Operator / Adult and Dislocated Worker Draft Procurement Schedule
- ATTACHMENT II: 2016-2017 WIOA OSO, Adult and Dislocated Worker Final Draft RFP SOW
- ATTACHMENT III: 2016-2017 WIOA OSO, Adult and Dislocated Worker Draft RFP SOW Public Comments

FRWDB WIOA One-Stop Operator / Adult and Dislocated Worker Draft Procurement Schedule	
ACTIVITIES	ESTIMATED DATES
1. Develop Initial RFP	7/1/16 to 8/1/16
2. Route Initial Draft for Internal Approval	8/2/16 to 8/19/16
3. Public Comment Period	10/26/16 to 11/25/16
4. Finalize Draft and Comments	11/28/16
5. Route Final Draft for Internal Approval	11/28/16
6. Special Executive Committee Meeting	12/7/16
7. FRWDB Approval of Final Draft	12/7/16
8. Release RFP	1/16/17
9. Submission of Proposals	2/15/17
10. Panel Review For Responsiveness and Quality	3/15/17
11. Post Initial Award Announcement	4/3/17
12. Adult Council Approves Award Recommendation	4/27/17
13. FRWDB Approves Contract Award	6/7/17

**WORKFORCE INNOVATION AND OPPORTUNITY ACT TITLE I
ONE-STOP OPERATOR
ADULT and DISLOCATED WORKER PROGRAMS
REQUEST FOR PROPOSALS
DRAFT SCOPE OF WORK**

A. Workforce Innovation and Opportunity Act Overview

The Workforce Innovation and Opportunity Act (WIOA) seeks to deliver a broad array of integrated services to customers of the public workforce system, which include both individuals seeking jobs and skills training and employers seeking skilled workers.

The law improves the public workforce system by more closely aligning it with regional economies providing participant access to a seamless system of high-quality services through coordination of programs, services, and governance structures.

The WIOA builds closer ties among key workforce partners—business leaders, State and Local Workforce Development Boards (WDBs), labor unions, community colleges, non-profit organizations, youth-serving organizations, and state and local officials—in striving for a more job-driven approach to training and skills development.

B. Program Goals

The WIOA will help participants and workers access employment, education, training, and support services to succeed in the labor market and match employers with the skilled workers they need to compete in the global economy. The purposes of WIOA described in the statute include:

- Increasing access to and opportunities for the employment, education, training, and support services that individuals need, particularly those with barriers to employment.
- Supporting the alignment of workforce investment, education, and economic development systems, in support of a comprehensive, accessible, and high-quality workforce development system.
- Improving the quality and labor market relevance of workforce investment, education, and economic development efforts.
- Promoting improvement in the structure and delivery of services.
- Increasing the prosperity of workers and employers.

- Providing workforce development activities that increase employment, retention, and earnings of participants; that increase postsecondary credential attainment and, as a result, improve the quality of the workforce; reduce welfare dependency; increase economic self-sufficiency; meet skill requirements of employers; and enhance productivity and the competitiveness of our nation.

C. Eligible Applicants

Qualified bidders will have a minimum of two (2) years documented, successful experience within the last five (5) years in providing employment and training services to adults. Eligible organizations may fall within any of the following categories:

1. Established Community-Based Organizations
2. Public Agencies
3. Private For-Profit Businesses
4. Private Non-Profit Organizations
5. Educational Entities
6. Faith-Based Organizations

The eligibility requirements cited above apply to the bidder, whether applying individually, or as a lead agency for a consortium. The “bidder” is defined as the organization submitting the proposal requesting a direct contract with the Fresno Regional Workforce Development Board (FRWDB). The bidder will be responsible for ensuring compliance with all terms and conditions of the contract, for the administration and fiscal management of the contract, and will be held accountable for program results.

D. Geographic Area

For purposes of this proposal, the Fresno County Local Workforce Investment Area has been subdivided into three (3) Service Delivery Areas (SDA) as follows:

- Urban – Fresno One-Stop Comprehensive Site: The urban SDA includes all areas within the Fresno and Clovis city limits including unincorporated areas.
- East – Reedley One-Stop Satellite: The East SDA includes all areas outside the Fresno and Clovis city limits and east of the 41 highway.
- West – Coalinga One-Stop Satellite: The West SDA includes all areas outside the Fresno and Clovis city limits and west of the 41 highway.

The contractor will be required to provide Basic Career Services, Individualized Career Services and Training Services in at least one (1) physical location within their SDA.

In addition to providing services at the main One-Stop location in the SDA, bidders must demonstrate how they will utilize non-traditional service delivery models, such as low cost or no cost co-location(s) at community sites and facilities or mobile services, to provide a comprehensive array of services to universal and registered participants throughout the SDA they are proposing to serve.

The bidder must identify in their proposal the location of each proposed satellite office(s) in the SDA where they will provide WIOA services.

Bidders must demonstrate how staff will work effectively with local communities, Community Based Organizations and/or local educational facilities to ensure better utilization of WIOA resources, leveraging non-WIOA resources, and service deliverables throughout Fresno County.

E. One-Stop Delivery System

The One-Stop delivery system provides universal access to career services to meet the diverse needs of adults and dislocated workers.

Career and training services, tailored to the individual needs of participants, form the backbone of the One-Stop delivery system. While some participants may only need self-service or other Basic Career Services like job listings, labor market information, labor exchange services or information about other services, some participants will need services that are more comprehensive and tailored to their individual career needs. These services may include comprehensive skills assessments, career planning, and development of an individual employment plan that outlines the needs and goals of successful employment.

Under the Workforce Investment Act, career services were identified as core and intensive services and participants generally would follow through each level of service to eventually receive training. WIOA provides an individual receiving services in One-Stop centers the opportunity to receive the service needed to help him/her meet his/her employment and career goals. WIOA clarifies that an individual does not need to follow a fixed sequence of services that may not be necessary to meet his or her needs. Under WIOA, career services are classified into two (2) categories: Basic and Individualized Career Services. This grouping is not designed to create barriers to training, but rather identifies the importance that these two (2) types of career services can have in helping individuals obtain employment.

The WIOA delivery system is based on the “One-Stop” concept, where information about and access to a wide array of job training, education, and employment services is available for participants at a single location where participants will be able to easily:

1. Receive a preliminary assessment of their skill levels, aptitudes, abilities, and supportive service needs.
2. Obtain information on a full array of employment-related services, including information about local education and training providers of services.
3. Receive help filing claims for Unemployment Insurance (UI) and evaluating eligibility for job training and education programs or student financial aid.
4. Obtain job search and placement assistance and receive career counseling.
5. Have access to local job banks for participants and employers.
6. Have access to up-to-date labor market information that identifies job vacancies, skills necessary for local high-demand, high-growth occupations, and provides information about local, regional, and national employment trends.

To create innovative workforce development strategies for participants, the FRWDB is developing an innovative “sector focus” strategy based on the following high-demand industries within Fresno County of:

- Healthcare
- Construction/Trades
- Manufacturing / Water Technology
- Government
- Logistics / Distribution
- Information Technology cross industry occupations

This “sector focus” incorporates the following concrete steps:

- Develop sector focused staff training;
- Identify and utilize specialized assessments;
- Allocate training resources;
- Identify qualified training providers;
- Work with sector employers to vet FRWDB screening and training policies; and
- Identify potential office locations dedicated to specific sectors.

As part of this model, the FRWDB is developing innovative strategies by revising its provision of One-Stop services to include specialized sector One-Stops for locally-identified demand sectors. Under the initial implementation of this model,

the FRWDB will focus on Healthcare, Manufacturing, Construction/Trades, and Government.

These sector One-Stops will be staffed with specially trained dedicated staff who are experts in the sector, knowledgeable in labor market information, and understand the minimum qualifications, training opportunities, application process, and interview process for a particular sector.

The first sector One-Stop was the Government sector, located at the FRWDB administrative office.

F. Target Populations

Adults and Dislocated Workers 18 years and older.

G. Adult and Dislocated Workers Eligibility Criteria

1. Eligibility for Title I WIOA Adult Program:

Adults must meet the following eligibility criteria for WIOA Individualized Career and Training Services:

- a. Fresno County resident, or employed by a Fresno County employer,
- b. Age 18 or older,
- c. U.S. citizen or otherwise legally entitled to work in the U.S., and
- d. Selective Service Registration (males 18 or older and born on or after January, 1960.
- e. **Meet one (1) or more Priority of Service criteria listed in Section H.**

2. Eligibility for Title I WIOA Dislocated Worker Program:

- a. Fresno County resident or was dislocated from employment within Fresno County,
- b. Age 18 and older, and:
- c. Has been terminated or laid off, or has received a notice of termination or layoff from employment, is eligible for or has exhausted entitlement to unemployment compensation, and is unlikely to return to a previous industry or occupation;

- d. Has been terminated or laid off, or has received notice of termination or layoff from employment as a result of any permanent closure of, or significant layoff at a plant, facility, or enterprise; or
- e. Is employed at a facility at which the employer has made a general announcement that such facility will close in 180 days; or
- f. Was self-employed; or
- g. Is a displaced homemaker; or
- h. Is the spouse of a member of the Armed Forces on active duty (as defined in Section 101(d)(1) of title 10, United States Code), and who has experienced a loss of employment as a direct result of relocation to accommodate a permanent change in duty station of such member; or is the spouse of a member of the Armed Forces on active duty and who meets the criteria of the displaced homemaker definition; or
- i. Is a dislocated member of the Armed Forces (service members who are transitioning to the civilian workforce, are within 12 months of separating or 24 months of retirement, expect to be discharged with other than a dishonorable discharge, and are unlikely to return to a previous industry or occupation) as defined in TEGl 22-04: "Serving Military Service Members. For this category the DD214 or separation orders may document both the layoff and UI eligible; or
- j. Recently separated veterans who are within 48 months of discharge (other than dishonorable) or release from active military, naval, or air service. For this category, the DD214 may document both the layoff and UI eligible.

The contractor is required to have a FRWDB approved procedure that ensures that all prospective WIOA participants are first screened for Dislocated Worker eligibility and enrolled accordingly, prior to being enrolled as an Adult.

H. Priority of Service

WIOA mandates priority of services for individualize career and training services for adult participants must be given to: (OD#11-15, Rev C1)

1. Public assistance recipients,
2. Low-income individuals, and
3. Individuals who are basic skills deficient (reading or math grade level below 9th grade)

Veterans and eligible spouses that meet the WIOA eligibility criteria must receive priority for services provided in compliance with the Jobs for Veterans Act (Public Law 107-288)/(20 Code of Federal Regulations (CFR) 1010).

I. Allowable Activities

Services being solicited under this Request for Proposals (RFP) are Basic and Individualized Career Services (Joint WIOA Final Rule 20 CFR §678.430), Training, and follow-up services intended to prepare low-skilled adults and/or Dislocated Workers to successfully enter and complete post-secondary education and/or a career in an approved cluster/sector, and improve long-term employment outcomes for individuals accessing services.

Bidders seeking funds under this RFP must demonstrate that the proposed Basic and Individualized Career Services, and/or Training, and follow-up services will align, coordinate, integrate and support the FRWDB One-Stop delivery system. Proposed services must support skills development, the attainment of industry-recognized and stackable credentials and must prioritize career pathways in high-demand sectors.

Bidders must demonstrate their ability to recruit and identify low-skilled participants and at-risk vulnerable population, and provide them with services necessary for entry into career pathways in high-demand or high-growth industry sectors in Fresno County. In addition, bidders must demonstrate their ability to provide follow-up services for 12 months after a participant's entry into unsubsidized employment, which is critical to ensuring long term employment success.

J. One-Stop Contract Coordinator Roles and Responsibilities

20 CFR §678.600 requires Local Boards to enter into an agreement with a One-Stop Operator (referred to in this RFP as One-Stop Contract Coordinator (OSCC)) that specifies the operator's locally defined role.

Each Bidder will be required to submit proposals that clearly define their role as the OSCC. The first and primary responsibility of the OSCC is to ensure performance of the WIOA Adult and Dislocated Worker programs. In doing so, they concomitantly ensure that the FRWDB, County of Fresno and the City of Fresno will be in compliance with their contract with the State of California.

Under this RFP, the OSCC is required to have a dual role (as OSCC and Provider of Services) therefore; bidders must clearly define their roles as OSCC and provider of service, and must show that a clear separation of duties between the OSCC and the Career Services Staff exists. The firewalls must conform to the specifications in Title 20 CFR section 679.430.

The following defines the locally required activities and responsibilities of the OSCC.

1. Provide functional supervision of the One-Stop Career Center required services, including all services provided by One-Stop partners and other entities that have entered into Memorandums of Understanding (in accordance with WIOA).
2. Manage the resource room and provide and/or manage Basic Career Services outlined in section J, throughout their SDA.
3. Ensure that One-Stop partners follow all policies of the One-Stop.
4. Manage the One-Stop site councils and work in collaboration with FRWDB staff and One-Stop partners to facilitate site council meetings. The existing network of site councils is to be maintained at each One-Stop site. Membership is open to all One-Stop partners co-located or providing service at a given location.
5. Conduct outreach and recruitment to adequately inform individuals, community groups and partners of the services available through the One-Stop system. Outreach and recruitment shall also be conducted in order to attract a sufficient number of individuals who are in need of the services provided and who meet the requirements to receive such services that allow the Contractor to meet the contract's performance deliverables.
 - a. Participate, in cooperation with FRWDB, in targeted outreach efforts to recruit qualified candidates for local employers in need of workers. The OSCC will institute a targeted outreach strategy and process to identify participants who may be viable candidates for internal (preferred) job postings who are not current customers and may or may not be registered in WIOA.
 - b. Collaborate with educational institutions to recruit recent graduates and students nearing completion of approved training programs for job placement service.
 - c. Outreach and recruitment methods may include formal advertising, use of reciprocal agreements with other agencies, flyers, brochures, word-of-mouth or other methods of program information dissemination. The Contractor must ensure that the outreach and recruitment is conducted within communities where potentially eligible customers reside and through on-going coordinated efforts with other community-based organizations.

Note: All marketing activities, materials, and publications must be approved by FRWDB.

6. Oversee and document the referral of participants from Basic Career Services into WIOA registered services shall be maintained. The first duty of each is to ensure that a given One-Stop site will meet its WIOA contractual performance numbers as they pertain to enrollments, placements, wage at placement, and retention.
7. Manage the Self-Reliance Teams (SRT) (OD #38-08) to conduct program eligibility. The SRT is a consortium of the OSCC and One-Stop partners, which will meet with universal participants in need of additional services and determine whether WIOA is the most appropriate service for the interested individual. It may be that WIOA services are not compatible with the individual's needs and, therefore, not the appropriate option. The SRT will review the skill levels and supportive service needs and will make the most appropriate One-Stop System referral. All direct referrals will be made and documented by the SRT.

K. Basic Career Services

The OSCC must ensure that the following Basic Career Services be made available to all individuals seeking services offered by the one-stop delivery system, and include the following:

1. **Program Eligibility** - Determinations of whether the individual is eligible to receive assistance from the adult or dislocated worker programs.
2. **Outreach, Intake, and Orientation** - Orientations to provide information on the services available through the One-Stop delivery system.
3. **Sector Based Orientations** – Sector based orientations provided at the comprehensive One-Stop location to provide information on the various occupations in demand sectors, such as wages, minimum hiring requirements, the application process, and how to access services at the specialized sector One-Stops based on their career goal.
4. **Initial Assessment** - The assessment of skill levels (including literacy, numeracy, and English language proficiency), and supportive service needs.
5. **Partner Referrals** - Referrals to, and coordination of activities with, other programs and services, including programs and services within the One-Stop delivery system and other workforce development programs.
6. **Labor Market Information** - Workforce and labor market employment statistics information, including information relating to local, regional, and national labor market areas, including the following:
 - a. Job vacancy listings and the job skills necessary to obtain them.

- b. Information on local in demand occupations and the earnings, skill requirements, and opportunities for advancement that accompany them.
- 7. **Training Provider Performance and Cost Information** - Information on performance and program cost of eligible providers of training services, youth workforce investment activities, adult education, career and technical education activities at the postsecondary level, career and technical education activities available to school dropouts, and vocational rehabilitation services.
- 8. **Local Performance** - Information regarding how the local area is performing on the local performance accountability measures and any additional performance information with respect to the one-stop delivery system in the local area.
- 9. **Supportive Services Information** - Information on, and referral to, supportive services or assistance, including the following:
 - a. Child care, child support, medical or child health assistance under title XIX or XXI of the Social Security Act.
 - b. Benefits under the supplemental nutrition assistance program established under the Food and Nutrition Act of 2008.
 - c. Assistance through the earned income tax credit under section 32 of the Internal Revenue Code of 1986.
 - d. Assistance under a state program for temporary assistance for needy families funded under part A of title IV of the Social Security Act, and
 - e. Other supportive services and transportation available in the local area.
- 10. **Unemployment Insurance Information Assistance** - Information and assistance regarding filing claims for unemployment compensation.
- 11. **Financial Aid Information** - Assistance in establishing eligibility for programs of financial aid assistance for training and education programs that are not funded under WIOA.

L. Intake and Enrollment Activities

- 1. **Intake** - Eligibility documentation gathering and certification of eligibility. It is the Provider of Services' responsibility to ensure that all documents needed to substantiate WIOA eligibility are gathered (OD #23-07). It is at this point that the applicant is registered. Enrollment cannot occur until the applicant has met the WIOA eligibility criteria, and has been officially certified as WIOA eligible.
- 2. **Enrollment** - If it has been determined that a participant is WIOA eligible and would benefit from Individualize Career and/or Training Services, the participant should be enrolled into the WIOA system. The participant becomes enrolled into the FRWDB WIOA programs at the time he or she is

determined eligible. At this point the participant becomes a registered participant.

ENROLLMENT INTO THE PROGRAM BEGINS AT INTAKE. THE REGISTERED PARTICIPANT WILL BE SUBJECT TO PERFORMANCE CRITERIA.

M. Individualized Career Services

In addition to One-Stop Operator responsibilities, the Provider of Services will be responsible for providing staff to manage and oversee the WIOA services delivery process including the following provision of Individualized Career Services, and Training Services in accordance with the regulations and requirements of WIOA, state and local policies and directives. Copies of all applicable policies and directives are available on the FRWDB website at http://www.workforce-connection.com/fcwib/index.cfm?pg=policy_bulletins.

Individualized Career Services (enrolled services) as outlined in the local WIOA Adult Service Flow outlined in OD#12-15. These services are subject to priority of service, and consist of the following:

1. Comprehensive and specialized assessments of the skill levels and service needs of Adults and Dislocated Workers, which include the following:
 - WorkKeys – Job Skills Assessments
 - Applied Math
 - Locating Information
 - Reading for Information
 - O*Net™ Career Exploration Tools
 - Ability Profiler
 - Interest Profiler
 - Work Importance Locator / Profiler
2. Development of an Individual Employment Plan: an in-depth interview and evaluation to identify the employment goals, appropriate achievement objectives, and appropriate combination of services for the participant to achieve the employment goals, includes providing information on eligible providers of training services and career pathways to attain career objectives.
3. Group counseling.
4. Individual counseling.
5. Career coaching. The expectation is that all participants will have the opportunity to make an informed career choice. Staff must follow the direction outline in OD 18-12 Rev C, to assist the participant in conducting in-depth career exploration.
6. Job search assistance.

7. Short-term pre-vocational services, including development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills, and professional conduct, to prepare individuals for unsubsidized employment or training.
8. Internships and work experiences linked to careers.
9. Workforce preparation activities.
10. Financial literacy services.
11. Out-of-area job search assistance and relocation assistance.
12. English language acquisition and integrated education and training programs.
13. Referrals to vocational training services

Bidders must identify their strategy for a wide variety of registered participants with various levels of employment experience, educational backgrounds, and other individual needs.

N. Training Services

Upon completion of orientation and assessments, customers may be deemed appropriate for Training Services if the customer is unlikely to obtain or retain self-sufficient employment (Training Services are open to those persons who meet the eligibility requirements for WIOA and successfully complete any locally-defined prerequisites). Movement to Training Services must be documented and justified in case notes, detailing the method(s) used to determine the need for Training Services. Training Services are subject to priority of service, and consist of the following:

1. Occupational skills training, including training for non-traditional employment.
2. On-the-job training (OJT).
3. Incumbent worker training.
4. Programs that combine workplace training with related instruction, which may include cooperative education programs.
5. Training programs operated by the private sector.
6. Skill upgrading and retraining.
7. Entrepreneurial training.
8. Transitional jobs (Work Experience (WEX)).
9. Job readiness training provided in combination with another training service.
10. Adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, provided concurrently or in combination with another training service.
11. Customized training conducted with a commitment by an employer or group of employers to employ an individual upon successful completion of the training.

The State of California mandates the FRWDB allocate and expend a minimum of 30% of Adult and Dislocated Worker funding to provide Training Services to eligible participants. The bidder must outline training programs that they intend to offer will ensure that participants are enrolled in appropriate occupations skills and work-based training services in order to ensure the FRWDB meets the state mandated training expenditure rate.

Training programs must focus on in-demand industry sectors or occupations in demand in Fresno County. All types of occupational skills training programs will be provided through Individual Training Accounts from an approved FRWDB Eligible Training Provider. The list of approved training providers is available at <https://www.it-frs.net/v2/pub/JobSeeker/ProviderList.aspx>.

O. Job Search Assistance:

The Providers of Services will be responsible for providing qualified staff to provide the following job search and placement assistance to all eligible participants:

1. Conduct job readiness interviews with the Employment Readiness Specialist to verify that the participant is job ready and meets the work readiness requirements and expectations for their chosen occupation path.
2. Work directly with each of their assigned participants to verify and understand the participant's skills and career goals prepare them for interviews and provide appropriate job referrals.
3. Conduct specific employer outreach to identify employment opportunities for job ready participants. All employer and employment information must be entered into the I-Train Employer Profile.
4. Locate appropriate jobs for all job ready participants to ensure job placement.
5. Work directly with their assigned participants and employers, to identify and develop appropriate OJT, Limited Internships, Transitional Jobs and/or WEX opportunities for high-demand jobs in locally defined industry sectors.

P. Post Closure Process

Post closure begins once all activities have been closed and a closure form has been completed. Provider staff must maintain contact with the participant for 90 days after the date of the closure form to ensure the participant does not need any additional WIOA services. The Post Closure Process is defined in OD #04-15.

Q. Follow-up Process

Closely tracking follow-up services can contribute to more successful long-term outcomes for WIOA registered participants and allow for the ongoing data collection that is required to measure performance for the Adult and Dislocated Worker program.

The provider will be responsible for conducting follow-up on all participants for 90 days from the date of closure during the 90 day closure period (OD #04-15). and must complete post exit follow-up for a period of 12 months from the date of exit as outline in OD #05-15.

Identification of multiple family/friend contact information, and frequent contact with registered participants is required to increase access to these individuals during the twelve (12) month follow-up period. (OD #05-15)

R. Performance and Accountability

Bidders must exhibit desired qualifications, including the experience, demonstrated track record, and current capacity to:

- Align service models with FRWDB goals and strategies;
- Deliver workforce services for Adult and Dislocated Workers that lead to credential attainment and employment;
- Deliver high quality services resulting in high customer satisfaction;
- Work effectively with participants and business in their SDA, and in particular with the priority population identified in this RFP;
- Work effectively with WIOA mandated partners and other entities key to addressing the workforce needs of Fresno County;
- Manage contacts to achieve objectives and meet or exceed WIOA and local performance standards;
- Conduct self-monitoring for contract performance and regulatory compliance;
- Proactively manage contract performance and develop action plans to address any issues that could affect program outcomes during the performance of the contract.
- Maintain appropriate and auditable records;
- In the case of a collaborative proposal, manage and demonstrate results as the lead in a collaborative service delivery model;

In addition, the performance of successful responders to this RFP will be measured against the goals, objectives and performance standards attached to the Adult and Dislocated Worker funding streams that support participant services and activities that they will deliver under the contract if awarded.

Below are the performance outcomes for WIOA Adult and Dislocated Worker:

1. Entered Employment Rate Second Quarter – The number of participants who are employed in the Second quarter after exit.

2. Entered Employment Rate Fourth Quarter – The number of participants who are employed in the Fourth quarter after exit.
3. Median Earnings Second quarter after exit.
4. Credential Attainment within four (4) quarters after exit.

The percentage rates for each of the outcomes are established by the state and the FRWDB's Board of Directors. Specific levels of outcomes and performance that will be deemed as successful will be identified and discussed during the contract negotiations that precede the final contract awards.

Each bidder must be able to demonstrate its ability to monitor these outcomes by utilizing FRWDB reporting and analysis tools and services. Contractors will be expected to meet or exceed negotiated levels of performance.

S. Fiscal Compliance

Organizations submitting proposals must be able to provide the fiscal services necessary to support the delivery of WIOA services. Contractors shall be responsible for implementing procedures and internal financial controls governing the management and utilization of contracted funds. The procedures and financial controls must be established in accordance with Generally Accepted Accounting Principles.

Contractors must maintain separate accounting records for all funds expended under the contract to ensure compliance with all federal and state laws and to ensure that the funds have not been unlawfully spent. All expenditures must be allowable, allocable, necessary and reasonable for proper and efficient operation of the program under the appropriate funding source.

Contractors must be able to respond effectively to changes in fund availability and ensure that all accounting records are available upon request for examination, audit and determination of compliance.

General Responsibilities

The bidder must:

1. Concomitantly ensure that the FRWDB, the County of Fresno and the City of Fresno will be in compliance with their contract with the State of California.
2. Contract with the FRWDB and comply with all terms and conditions of that agreement for the delivery of services.
3. Work under the direction of, and in cooperation with, FRWDB staff.

4. Educate the larger One-Stop partner group as to the primacy of the FRWDB in all policy-making decisions for WIOA funded activities in Fresno County.
5. Assist in the integration of One-Stop governance structures under the FRWDB umbrella.
6. Under the direction of FRWDB staff, assist in the development and implementation of the local adult workforce development system.
7. Ensure the One-Stop System addresses all cultural and language differences.
8. Under the direction of FRWDB staff, ensure that the services provided are readily accessible to the individuals to be served.
9. Under the direction of FRWDB staff, ensure that the program is fully staffed with qualified individuals.
10. Develop and maintain training plans for all management and front-line positions, which includes specific competencies and training resources.
11. Under the direction of FRWDB staff, collaborate with organizations identified in the proposal and those mandated by the FRWDB and/or state, including:
 - a. One-Stop centers and system;
 - b. Local education agencies;
 - c. Social service agencies, public housing agencies, Probation Department, CalWORKs/TANF, foster care, and other related programs; and/or
 - d. Business and industry.
12. Review and ensure the accuracy of all Management Information System (MIS) documentation to the FRWDB.
13. Under the direction of FRWDB staff, coordinate with partners in program design, implementation, and capacity building/staff development.
14. Ensure full accountability and responsibility for all outcomes of WIOA state and local performance measures.

T. Proposal Mandates

Bidders must submit proposals for the OSCC and both Adult and Dislocated Worker programs in the SDA(s) for which they are applying. The proposal must define their role as the OSCC and must show sufficient firewalls and conflict of interest policy to show clear separation of roles as OSCC and/or Adult and Dislocated Worker service provider.

Bidders must demonstrate how they will ensure that an appropriate management staff to direct line staff ratio is maintained. This ratio is to be maintained to ensure the maximum number of direct line staff is available to provide appropriate services to WIOA registered participants and meet WIOA performance goals. A copy of the bidder's organizational chart with job titles must be included with their proposal.

1. Bidders must demonstrate how they will ensure that they have qualified staff that is knowledgeable in the delivery of quality career guidance/counseling and job search services and in high-growth, high-demand occupations and industries to registered participants.
2. Bidders must describe how their internal processes will ensure compliance with all local policies and procedures.

Requested program services and their minimum requirements have been defined in the preceding sections. These outlined programs are the only services being requested at this time. Should unsolicited activities be received, they will be rejected at the discretion of the FRWDB.

Contract performance will be evaluated monthly by FRWDB staff, and reported to the Adult Council and FRWDB each quarter. **Providers of Services will be required to meet minimum performance goals outlined in OD #17-13 in order to be considered in contract compliance.**

Providers of Services must ensure that all required program and/or financial reports are submitted to the FRWDB by the due date.

The FRWDB will require collaborations and linkages for the following reasons:

1. WIOA mandates a One-Stop service delivery system. This system incorporates a site where all WIOA services, mandated partners, and mandated non-duplication of services are available.
2. Collaboration and linkages will enhance communication and cooperation among the various agencies that provide overlapping and/or complimentary services. These partnerships encourage personnel from various organizations to work together to provide expanded opportunities for our participants.

3. Each organization is unique and excels in certain aspects of service provision. Combining the strengths of all partners will ultimately lead to better overall programs.
4. Collaborations and linkages can help minimize the effects of decreased funding availability and generate the possibility of greater sustainability in program services.
5. For purposes of this RFP the following definitions apply:
 - a. Collaboration means a temporary alliance of groups or organizations that come together to work jointly on a specific endeavor. Collaboration is strengthened by a formal written agreement, which delineates the responsibilities of each group, organization, or entity.
 - b. Linkage means any mechanism that connects or ties services together. This linkage enhances overall services to the participant.

WIOA OSO Adult and Dislocated Worker
Draft RFP Scope of Work
Public Comments

Comment 1	It appears that low income is not included in the Adult and Dislocated Workers Eligibility Criteria.
FRWDB Response/Action	Staff revised Scope of Work Section G, Item 1 (page 5)

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A3
MEETING DATE:	December 7, 2016
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board

FROM: Executive Committee

SUBJECT: Workforce Innovation and Opportunity Act Adult and Dislocated Worker Carryover Funding Recommendations for Program Year 2016-2017

RECOMMENDATION:

Approve the allocation of additional Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker unobligated carryover funding in the amount of \$312,286, as outlined below.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

Expenditures for Program Year 2015-2016 have been finalized and the WIOA Adult and Dislocated Worker programs have \$312,286 of unobligated funds.

As of July 1, 2016, the State of California mandates a minimum of 30% of the total funding allocations for Adult and Dislocated Worker be expended on training services; however, we have been seeing a decrease in the number of individuals that are interested in training services. In addition, over the last few years we have seen a decrease in the number of Dislocated Workers enrolling into the program. In an effort to address these issues, FRWDB staff has been conducting more aggressive marketing campaigns to recruit Dislocated Workers and other individuals who are interested in receiving training services. To assist in these efforts, FRWDB staff is recommending additional funding for marketing to expand the recruitment efforts for Dislocated Worker and other special priority populations, such as veterans, and conduct special marketing campaigns for training opportunities in the local high demand sector occupations.

With the relocation of the Manchester first floor resource room, FRWDB staff is recommending allocation of funding to the One-Stop budget to cover any unforeseen moving costs that may be incurred.

FRWDB staff is recommending that the remaining carryover funds be set aside for special projects, to be identified at a later date.

The following table provides an overview of the current allocations and the recommended allocations:

Allocation	Original 2016-2017 Allocation	Program Year 2015-2016 Carryover	Revised 2016-2017 Allocation
Marketing	\$25,000	\$20,000	\$45,000
One-Stop Facility Moving Cost	\$0	\$150,000	\$150,000
Special Projects	\$0	\$142,286	\$142,286

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A4
MEETING DATE:	December 7, 2016
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board

FROM: Executive Committee

SUBJECT: Workforce Innovation and Opportunity Act Youth Carryover Funding Recommendations for Program Year 2016-2017

RECOMMENDATION:

Approve the allocation of additional Workforce Innovation and Opportunity Act (WIOA) Youth program unobligated carryover funding in the amount of \$253,725, as outlined below.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

Expenditures for Program Year 2015-2016 have been finalized and the WIOA Youth program has \$253,725 of unobligated funds. With the 20% set aside for Work Experience mandated under WIOA, the Youth Customer Pools for supportive services and vocational training have been reduced over the last couple of years. However, with the age limit being expanded up to age 24, the program is seeing an increase in the number of older youth in need of soft skills and vocational training in order to become employable. Therefore, to meet these needs, FRWDB staff is recommending that the carryover funds be allocated to the Customer Pools to provide additional funding for these services. In addition, FRWDB staff is recommending additional funding be allocated to marketing to conduct outreach and recruitment for this older population.

The following table provides an overview of the current allocations and the recommended allocations:

Allocation	Original 2016-2017 Allocations	Program Year 2015-2016 Carryover	Revised 2016-2017 Allocations
Vocational Training	\$100,000	\$145,000	\$245,000
Supportive Services	\$75,000	\$83,725	\$158,725
Soft Skills Training	\$0	\$10,000	\$10,000
Marketing/Outreach	\$10,000	\$15,000	\$25,000

FISCAL IMPACT:

Approval of this item will allocate \$253,725 of WIOA Youth funds to the Youth Customer Pools.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A5
MEETING DATE:	December 7, 2016
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Executive Committee
SUBJECT: Transfer of Dislocated Worker Program Funds to the Adult Program

RECOMMENDATION:

Approve the transfer of \$980,000 of Dislocated Worker program funds to the Adult program.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

Section 133(b)(4) of the Workforce Innovation and Opportunity Act (WIOA) states that up to and including 100 percent of the funds allocated to the Title I Adult and Dislocated Worker programs may be transferred between these two (2) funding streams. The Employment Development Department (EDD), Workforce Services Division (WSD), has been given the authority to approve transfers on behalf of the Governor.

FRWDB staff has reviewed grant amounts and obligations between the Adult and Dislocated Worker funding streams for Program Year 2015-2016. At the present time, the One-Stop system is serving a higher ratio of Adult than Dislocated Worker customers, resulting in increased obligations in the Adult program. Therefore, FRWDB staff is recommending that \$980,000 of Dislocated Worker funds be transferred to the Adult program.

Upon approval of this item by the FRWDB, a transfer request will be sent to the California EDD-WSD.

FISCAL IMPACT

Approval of this item will increase available Adult program funds by \$980,000 and decrease Dislocated Worker program funds by the same amount.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A6
MEETING DATE:	December 7, 2016
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Executive Committee
SUBJECT: Allocation of Workforce Innovation and Opportunity Act Rapid Response Carryover Funds and Program Year 2016-2017 Funding Allocations

RECOMMENDATION:

Approve the allocation of Workforce Innovation and Opportunity Act (WIOA) Rapid Response Funds for Program Year (PY) 2016-2017 and carryover funds from PY 2015-2016, as outlined in this item.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

The FRWDB has received \$263,109 of WIOA Rapid Response and Layoff Aversion funds for PY 2016-2017. This is a decrease of approximately 24.67% from PY 2015-2016. FRWDB staff has also completed closeout for PY 2015-2016, and the WIOA Rapid Response program has \$92,000 of unobligated funds. With the unobligated funds, total funding to be allocated is \$355,109.

Under the previous program design, local Rapid Response funds were allocated to providers to provide reactive services only. The state now mandates that the majority of the funds be expended for proactive and layoff aversion business services. Based on this mandate, staff is recommending that the available funds be allocated to provide administrative and programmatic oversight and proactive business services as follows:

- | | |
|---|-----------|
| a. California Manufacturing Technology Consulting | \$50,000 |
| b. Special Projects | \$22,927 |
| c. FRWDB Admin/Program Oversight | \$282,182 |

FISCAL IMPACT

\$263,109 of PY 2016-2017 and \$92,000 of carryover funds from PY 2015-2016 will be allocated to layoff aversion business services and to the FRWDB Administrative, Program Support budget.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A7
MEETING DATE:	December 7, 2016
ACTION:	ACCEPT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Executive Committee
SUBJECT: First Quarter Local Performance Results Report for Program Year 2016-2017

RECOMMENDATION:

Accept the attached Youth Program Providers of Services Local Performance Results Report for the First Quarter of Program Year (PY) 2016-2017.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

The FRWDB Joint Powers Agreement states, in part, that FRWDB staff shall fulfill administrative responsibilities as set forth in the Workforce Innovation and Opportunity Act (WIOA), including the administering of programs as described in the WIOA, as well as developing budgets and administrative plans. Additional administrative responsibilities and authorities shall include assessing the performance and evaluating the benefit, productivity, and impact of all programs funded under the WIOA, as amended or superseded, and submitting progress reports. FRWDB staff will submit both upon request, but not less often than every quarter.

Staff comments on performance issues for each provider are provided below:

Youth Served:

FEOC: No concerns.

ResCare: No concerns.

Proteus, Inc.: No concerns.

WHCCD: Provider is in the process of submitting a contract modification for the Performance Management Plan (PMP) to correct Plan Enrollment caused by unforeseen retro-active system closures. Provider had anticipated a higher number of carryovers. Provider expects to be in line with the updated plan by the second quarter.

Youth Offender Services: No concerns.

Youth Expenditures:

FEOC: Staff has no concerns; expenditures are below plan caused by unforeseen staff savings due to hiring process. Provider is in the process of submitting a budget modification to correct under expenditures. Provider expects to be in line with the updated plan by the second quarter.

ResCare: Staff has no concerns; expenditures are below plan caused by unanticipated staff savings due to a staff member on a Leave of Absence. Provider expects to be in line with plan by the second quarter.

Proteus, Inc.: Staff has no concerns; expenditures are below due to staff saving caused by staffing allocations. Provider will be adjusting staffing allocations to correct under expenditures and expect to be aligned by second quarter.

WHCCD: No Concerns.

Youth Offender Services: Staff has no concerns; low expenditures are due to subcontractor not invoicing provider in a timely manner, plus staff savings due to a staff member being on a Leave of Absence. Provider will be adjusting staffing allocations to correct under expenditures and expect to be aligned by the second quarter.

Youth Placement / Certificate of Attainment:

FEOC: No concerns.

ResCare: No concerns.

Proteus, Inc.: No concerns.

WHCCD: No concerns.

Youth Offender Services: No concerns.

Youth Literacy Attainment:

FEOC: Provider has achieved a 71% of the planned Reading Literacy goal, and 75% of the planned Math Literacy goal under the In School Youth (ISY) category was caused due to unanticipated retro-active system closures. Provider anticipates to be aligned by the second quarter.

ResCare: No concerns.

Proteus, Inc.: No concerns.

WHCCD: ISY and OYS Reading and Math attainments are below goal due to youth that were closed out of the program without obtaining literacy goals. Provider is working diligently with youth to ensure that the youth increase the required grade levels in timely manner. Provider anticipates being in compliance by the second quarter.

Youth Offender Services: No concerns.

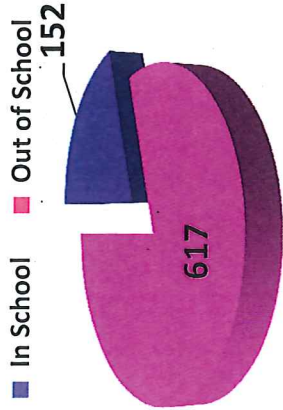
ATTACHMENT:

All Youth One System Providers of Services Local Performance Results Report for the First Quarter of Program Year 2016-2017

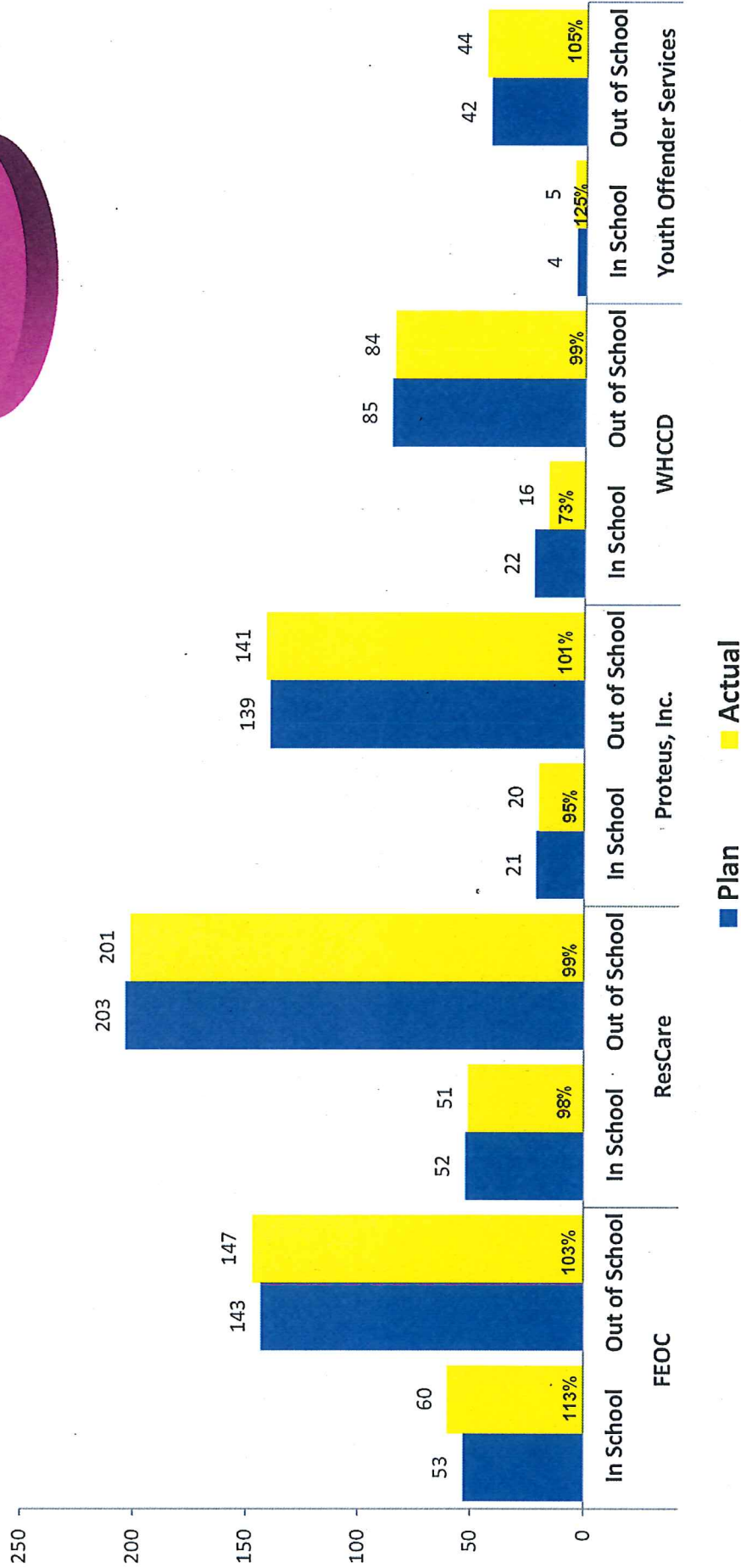


Youth Served

Total Served- 769



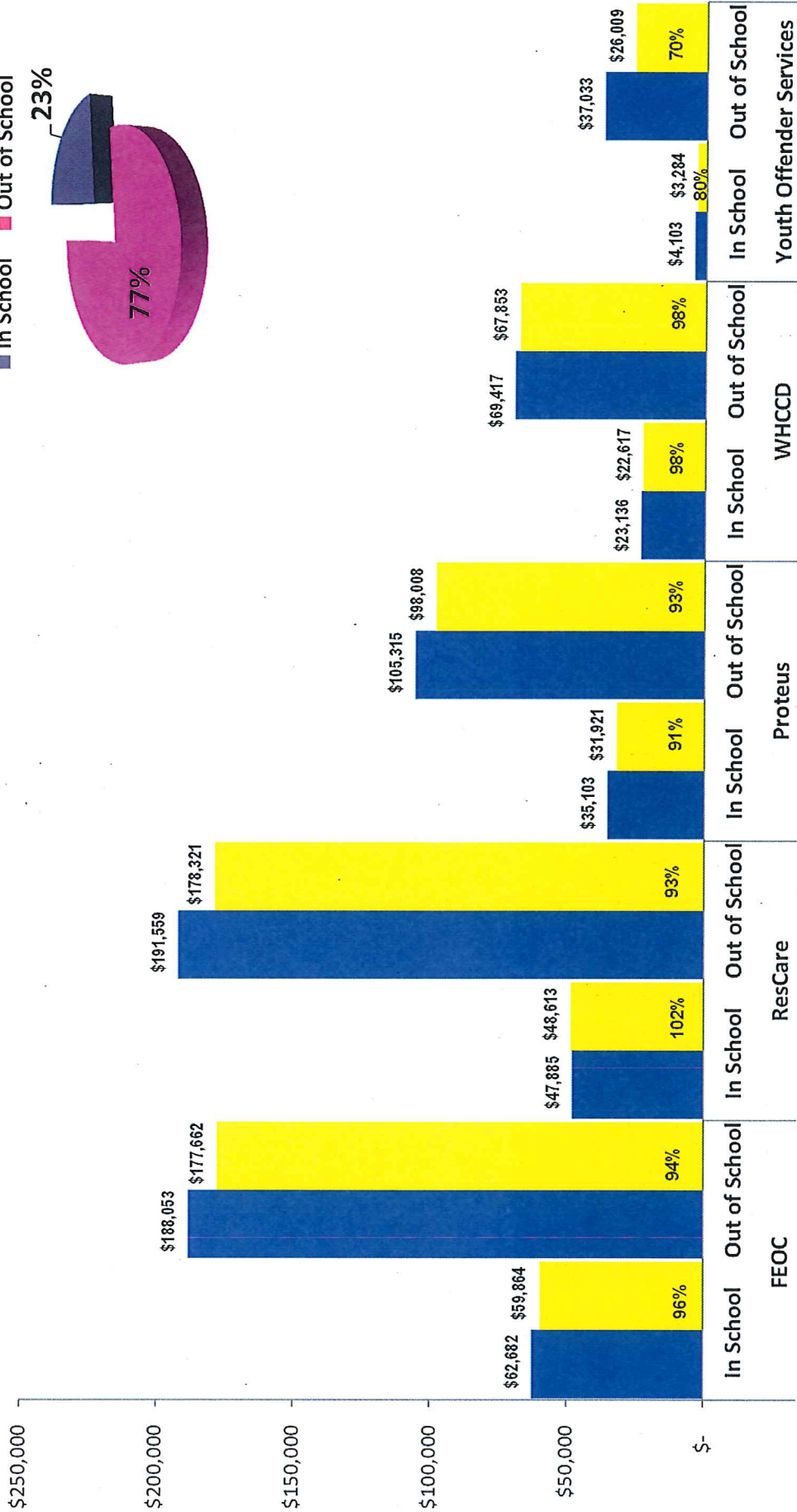
- FEOC - Fresno Economic Opportunities Commission
- ResCare - ResCare Workforce Services
- Proteus - Proteus, Inc.
- WHCCD - West Hills Community College District





Youth Expenditures

Total Expenditures



Note: WIOA mandates a minimum of 75% Out-of-School Expenditures and a maximum of 25% In-school Expenditures.

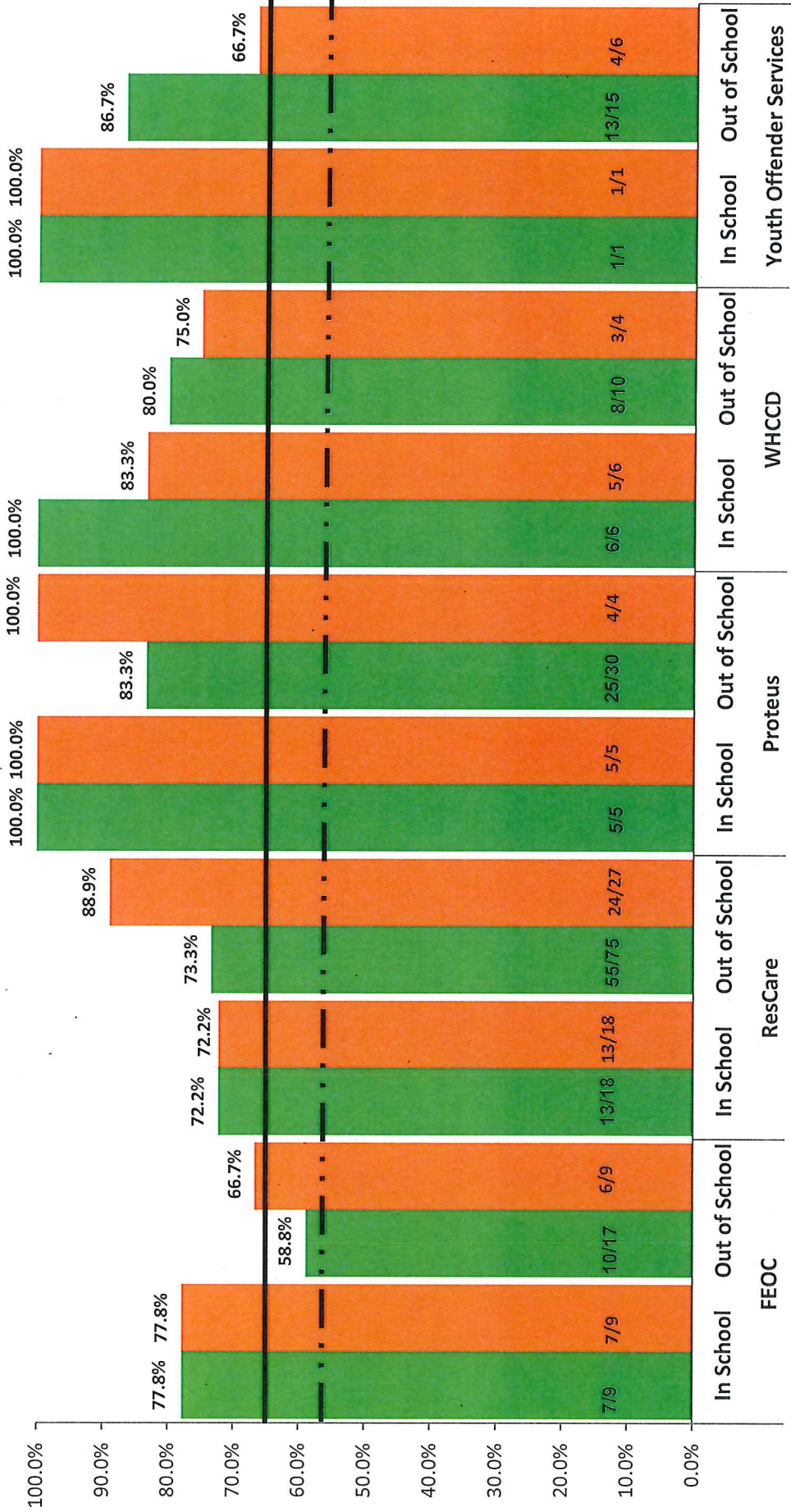


Goals

Placement 65%

Certificate of Attainment 57%

Youth Placement/ Certificate of Attainment



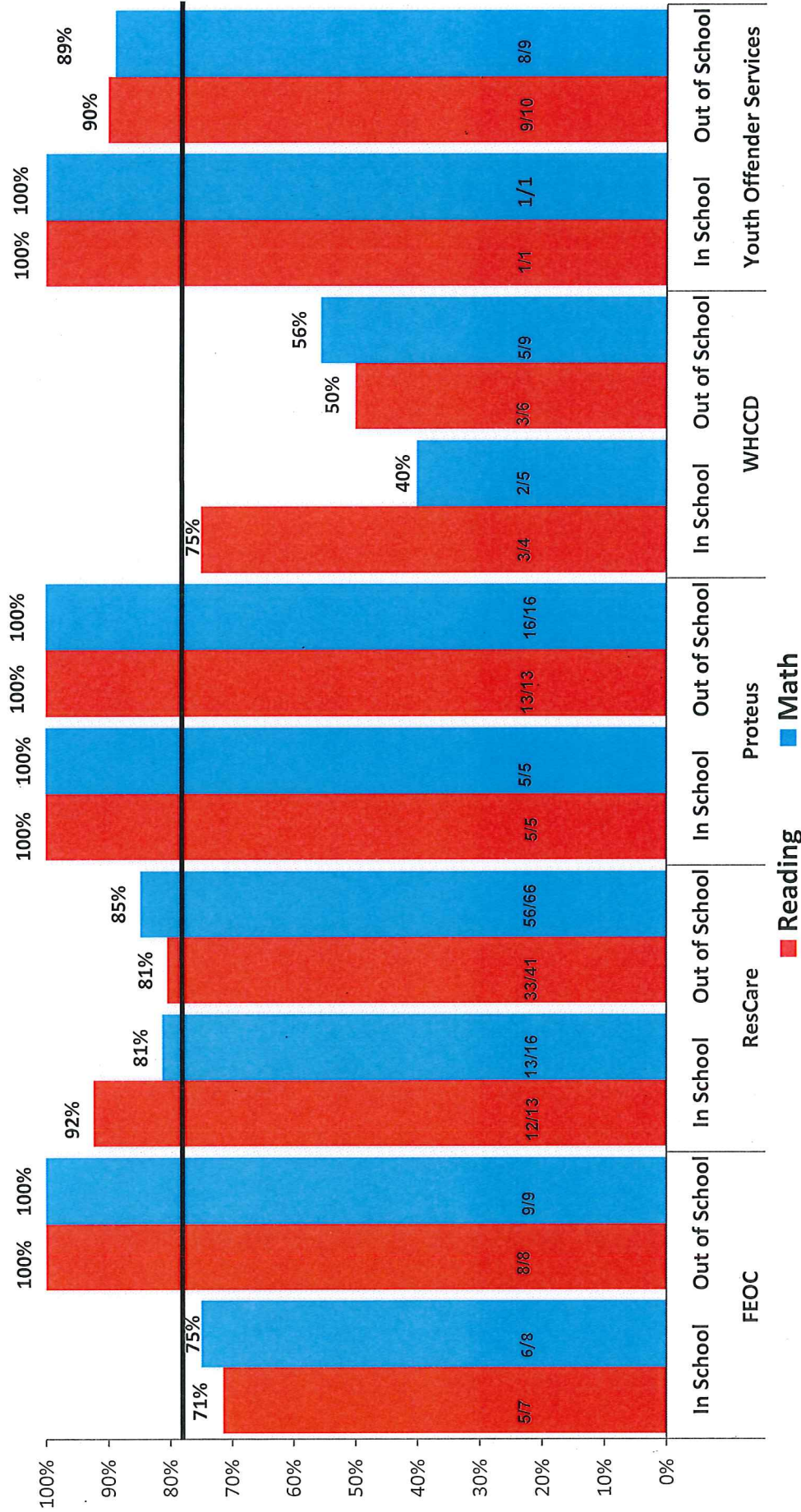
■ Placement ■ Certificate Of Attainment



Youth Literacy Attainment

Goal

Literacy Attainment 78%



Note: Literacy Attainment is successful attainment of a second grade level increase or reaching tenth grade in either math or reading, in whichever subject(s) they are deficient.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A8
MEETING DATE:	December 7, 2016
ACTION:	ACCEPT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Executive Committee
SUBJECT: First Quarter Youth Satisfaction Reports for Program Year 2016-2017

RECOMMENDATION:

Accept the Youth Customer Satisfaction Report for the First Quarter of Program Year (PY) 2016-2017.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

In the Five Year Plan, approved by the FRWDB at its meeting on June 5, 2013, the Youth Council had included the action that the FRWDB would develop and implement the measurement and reporting of our youth participants' satisfaction beginning in PY 2013-2014.

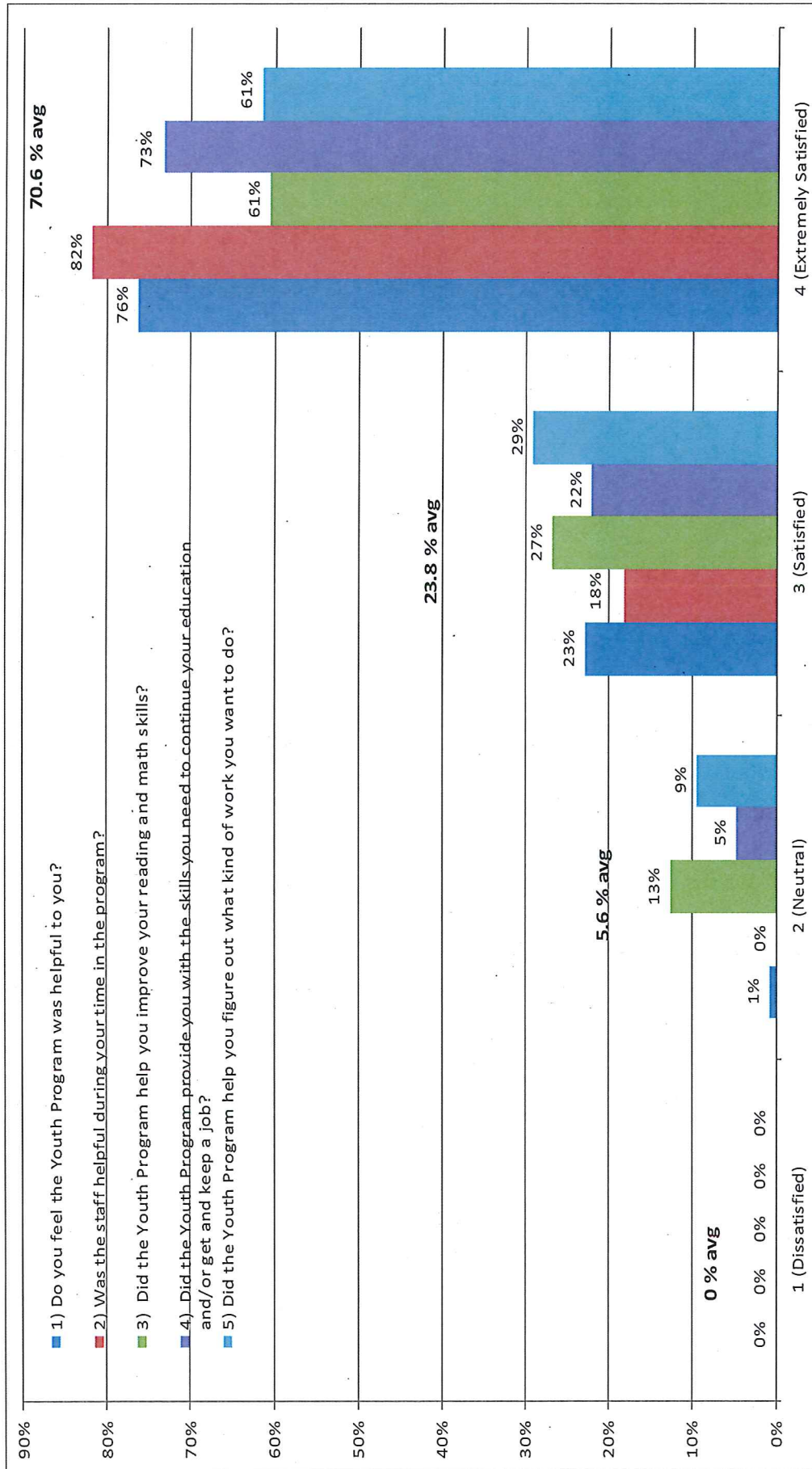
The data collected is intended to provide additional insight into possible improvements to the All Youth One System program, as perceived by our participants.

In collaboration with the sub-contracted Youth Service Providers, FRWDB staff designed the tools and process that would be used. Since that time, the process, tools and reports have been updated to reflect input from the Youth Council and FRWDB.

ATTACHMENT:

First Quarter Youth Customer Satisfaction Report for Program Year 2016 - 2017

First Quarter Youth Customer Satisfaction Report for Program Year 2016 – 2017



Surveys Received	127
Participants Closed	189
Survey Response Rate	67.2%

Participant Comments:

Great program and glad to be a part of it; program has helped me get my life back on track, I am no longer homeless; staff assisted me with career choice and to continue my education; program impacted my life in a good way; motivated me to move outside my comfort zone; my life has changed for the better as a result of this program; the process was a bit too long; there should be snacks because I get hungry when I'm working; should have a driver's training program; more work experience hours.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A9
MEETING DATE:	December 7, 2016
ACTION:	ACCEPT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Executive Committee
SUBJECT: First Quarter Providers of Services Monitoring Report for Program Year 2016-2017

RECOMMENDATION:

Accept the following Providers of Services Monitoring Report for the First Quarter of Program Year 2016-2017.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

FRWDB staff conducts programmatic and fiscal monitoring of all contracts to ensure compliance with federal, state and local regulations and/or policies. The attached is an overview of the Youth contracts that were monitored during the period of July 1, 2016, through September 30, 2016.

ATTACHMENT:

Youth Providers of Services Monitoring Report First Quarter, Program Year 2016-2017

**Youth Providers of Services Monitoring Report
First Quarter, Program Year 2016-2017**

Program Monitoring:

Program monitoring of the following providers was completed: NONE

Program monitoring of the following providers are in process at the end of the first quarter: NONE

Fiscal Monitoring:

Fiscal monitoring of the following providers was completed:

Service Provider	Contract #(s)	Results
Arbor Employment & Training, LLC (dba Rescare Workforce Services) Program Year 2015-2016 Fiscal Closeout	320,324	No Findings

Fiscal monitoring of the following providers is in process at the end of the first quarter:

Service Provider	Contract # (s)
Proteus, Inc.	333
West Hills Community College District	390

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A10
MEETING DATE:	December 7, 2016
ACTION:	ACCEPT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Executive Committee
SUBJECT: First Quarter Youth Customer Complaint Report for Program Year 2016-2017

RECOMMENDATION:

Accept the following Youth Customer Complaint Report for the First Quarter of Program Year (PY) 2016-2017.

This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

REASON FOR RECOMMENDATION:

Under the FRWDB Joint Powers Agreement, the FRWDB develops and manages systems to hear and resolve grievances brought by participants, vendors, or other interested parties, and to provide quarterly reports to the FRWDB regarding such grievances.

No Youth program complaints were received during the First Quarter of PY 2016-2017.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	A11
MEETING DATE:	December 7, 2016
ACTION:	ACCEPT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Executive Committee
SUBJECT: Fourth Quarter Youth Federal Mandated Performance Results Report for Program Year 2015-2016

RECOMMENDATION:

Accept the attached Workforce Innovation and Opportunity Act (WIOA), All Youth One System – Fourth Quarter Federal Mandated Performance Results Report for Program Year 2015-2016.

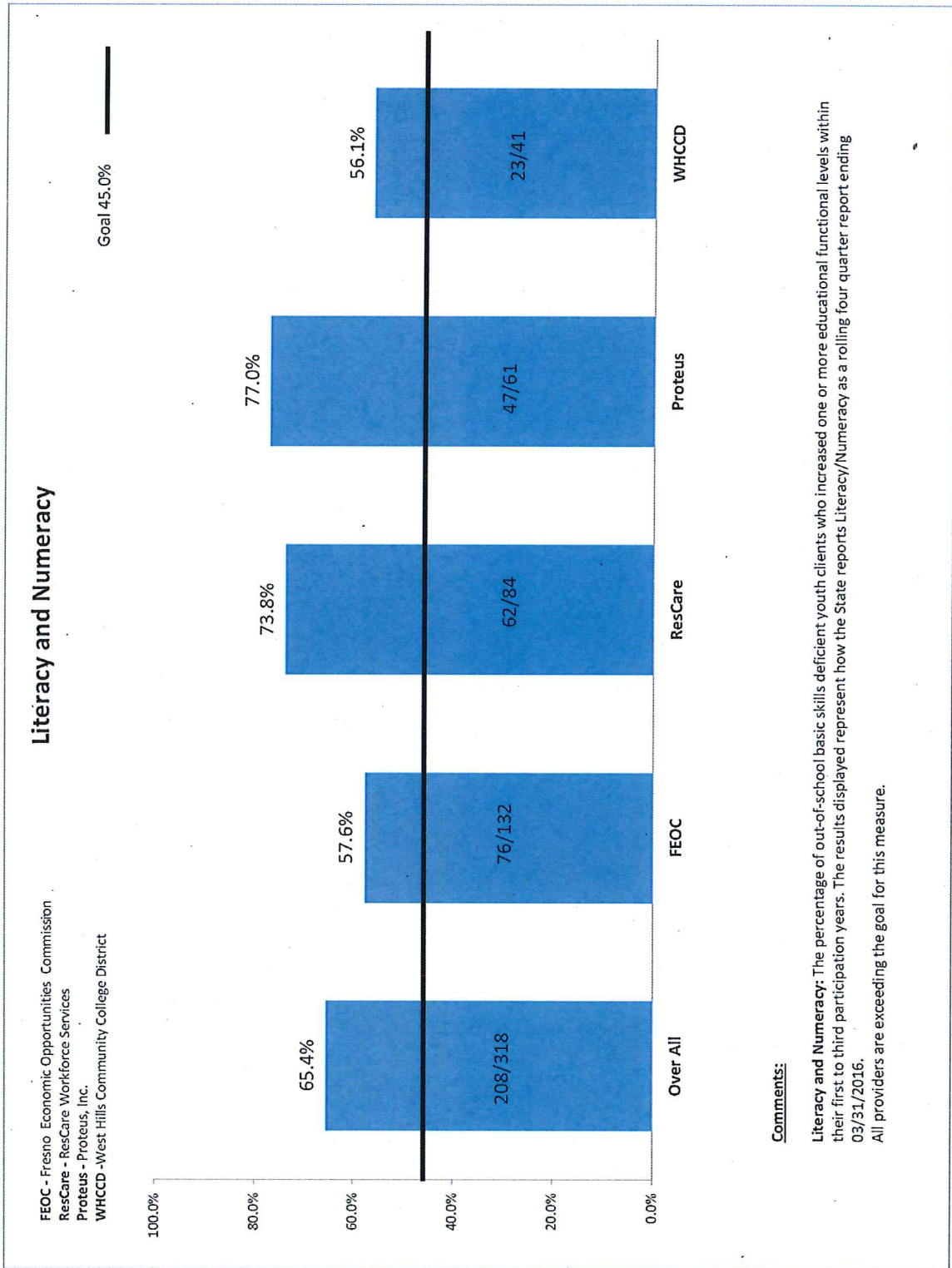
This item will be submitted to the Executive Committee on December 7, 2016, and the results of the Executive Committee meeting will be reported at the Fresno Regional Workforce Development Board's (FRWDB's) December 7, 2016, meeting.

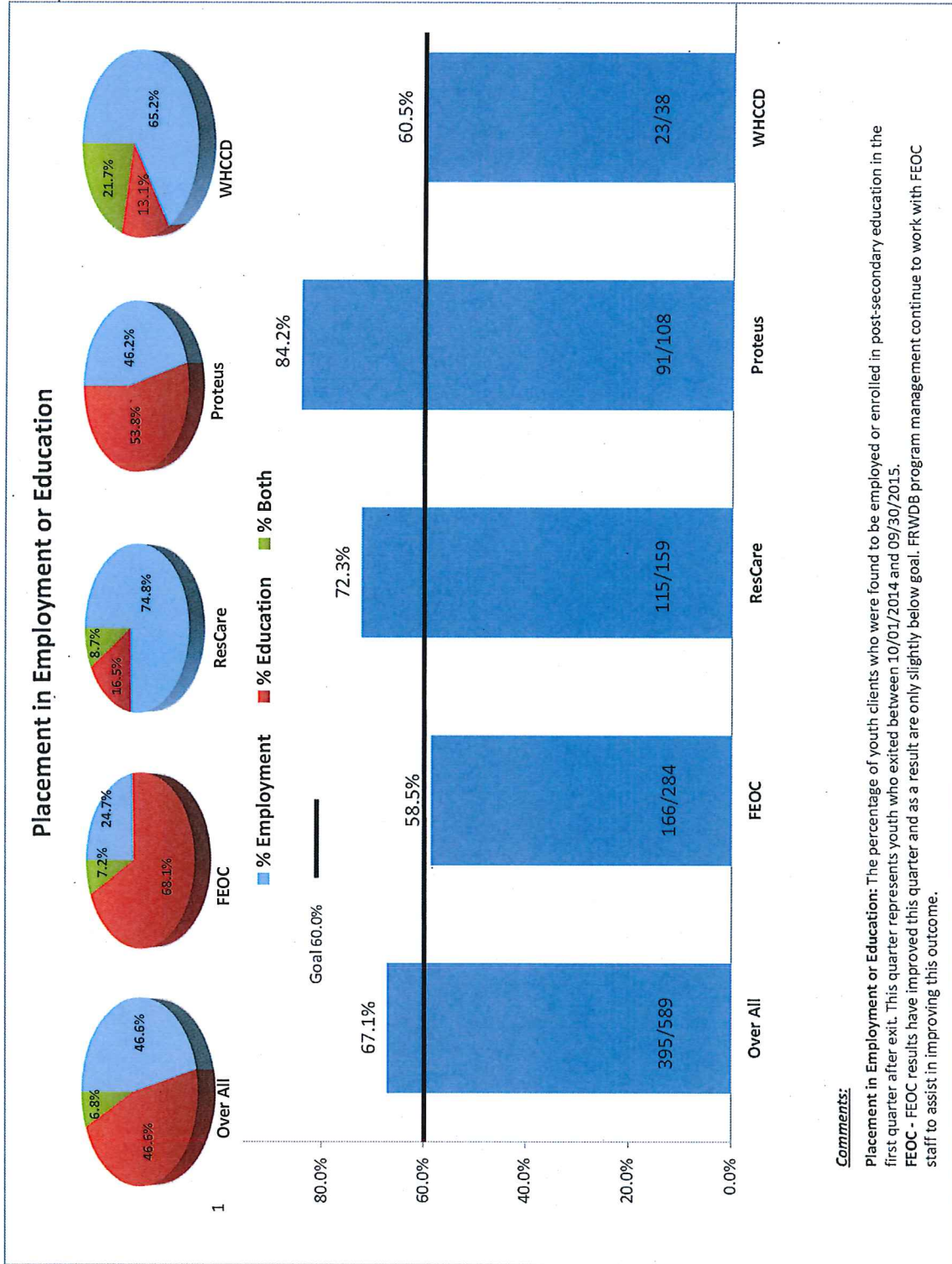
REASON FOR RECOMMENDATION:

The FRWDB Joint Powers Agreement states, in part, that FRWDB staff shall fulfill administrative responsibilities as set forth in the WIOA, including the administering of programs as described in the WIOA, as well as developing budgets and administrative plans. Additional administrative responsibilities and authorities shall include assessing the performance and evaluating the benefit, productivity, and impact of all programs funded under the WIOA, as amended or superseded, and submitting progress reports. The FRWDB staff will submit both upon request, but not less often than every quarter.

ATTACHMENT:

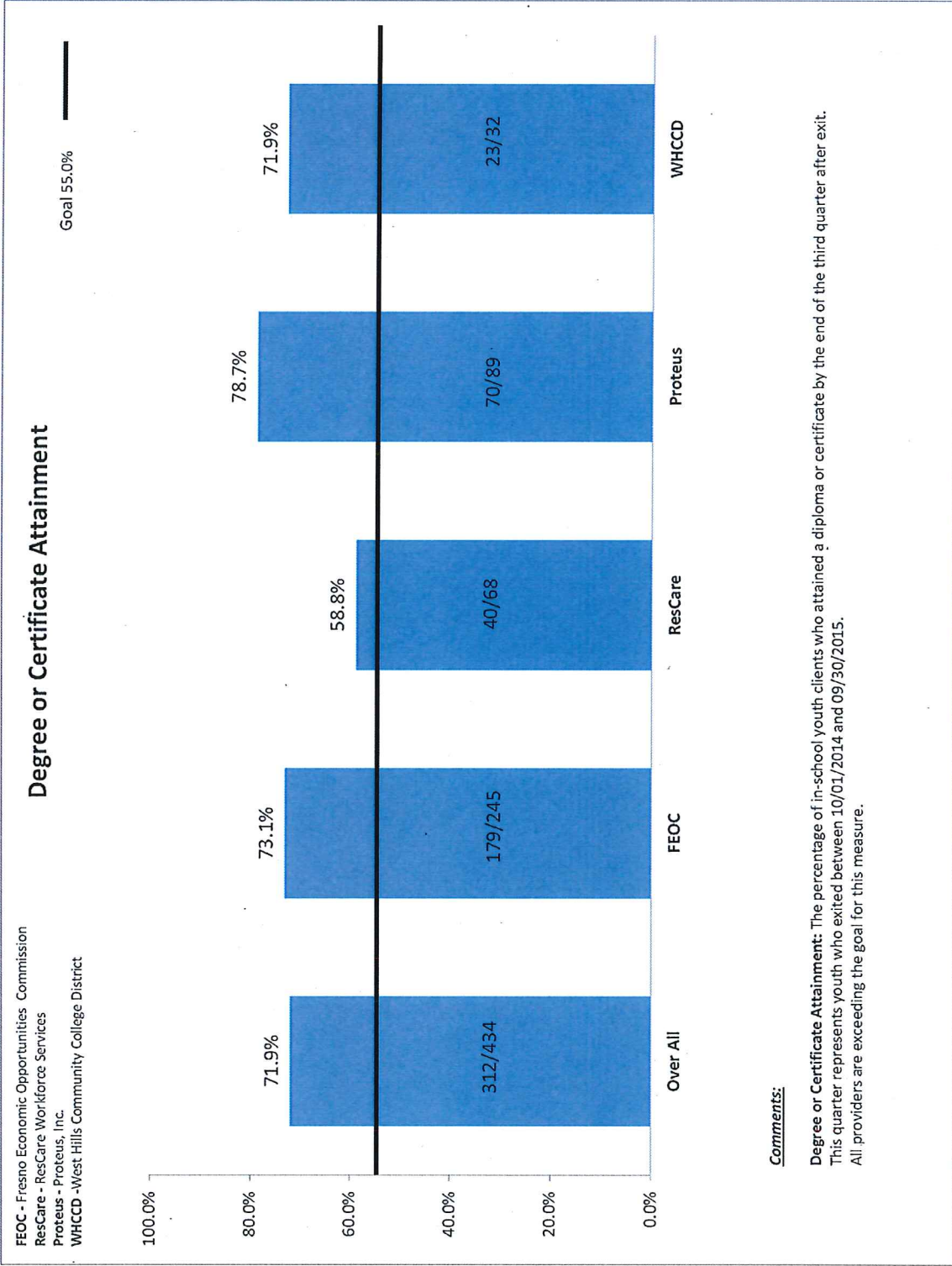
Federal Mandated Performance Results – Youth Program, Program Year 2015-2016 Fourth Quarter





Comments:

Placement in Employment or Education: The percentage of youth clients who were found to be employed or enrolled in post-secondary education in the first quarter after exit. This quarter represents youth who exited between 10/01/2014 and 09/30/2015.
FEOC - FEOC results have improved this quarter and as a result are only slightly below goal. FRWDB program management continue to work with FEOC staff to assist in improving this outcome.



Comments:

Degree or Certificate Attainment: The percentage of in-school youth clients who attained a diploma or certificate by the end of the third quarter after exit. This quarter represents youth who exited between 10/01/2014 and 09/30/2015. All providers are exceeding the goal for this measure.

Non-Consent

Agenda Items

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	11
MEETING DATE:	December 7, 2016
ACTION:	INFORMATION

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Fresno Regional Workforce Investment Board Director Frank Gornick
SUBJECT: Ten-Year Analysis of Psychiatric Technician Program

INFORMATION:

Fresno Regional Workforce Develop Board (FRWDB) Director and West Hills Community College Chancellor, Frank Gornick, will provide the FRWDB with a ten (10)-year analysis of the West Hills Community College's Psychiatric Technician program.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	12
MEETING DATE:	December 07, 2016
ACTION:	INFORMATION

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Christine Nutting, Deputy Director of Business Services
SUBJECT: Grant Writing Workshop Update

INFORMATION:

At the September 14, 2016, Fresno Regional Workforce Development Board (FRWDB) meeting, a request was made to bring back information on the Grant Writing Workshop held at the Business Services Center on the same day. As grant collaboration with stakeholders has become increasingly important to the FRWDB, we are implementing strategies to better educate them in the overall grant writing and implementation process. This "Grow Your Own" strategy will provide us a forward leaning strategy as we pursue funding in the future.

California Consulting conducted the workshop and there were 29 attendees from various local organizations. The organizations that were represented included:

- Better Business Bureau
- Downtown Business Hub
- Downtown Fresno Partnership
- Every Neighborhood Partnership
- Fresno Center for New Americans
- Fresno Regional Workforce Development Board
- Fresno State International Center for Water Technology
- Fresno State Office of Community and Economic Development
- Madera County Public Health Department
- Reading and Beyond
- Reedley College
- Small Business Administration
- State Center Community College District
- United Way Fresno and Madera Counties
- VA Hospital
- West African Vocational Schools
- West Hills College

Topics that were covered were: Identification of funding needs and focus, how to find grant funding for the use of private/state/federal databases, use of grant search engine tools, developing general grant proposals and budgets, style, application organization, application modification and revision, grant submission process and systems, post submission and award process and grant administration and reporting.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	13
MEETING DATE:	December 7, 2016
ACTION:	INFORMATION

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.workforce-connection.com

TO: Fresno Regional Workforce Development Board
FROM: Blake Konczal, Executive Director
SUBJECT: Third Quarter Community Events

INFORMATION:

The following events will occur in the third quarter of Program Year 2016-2017.

Month	Event	Description	Cost
February	Greater Fresno Area Chamber of Commerce – Annual Installation Event	Four (4) VIP tickets and recognition on the Chamber's website.	Included in Chairman's Circle Membership
February	Greater Fresno Area Chamber of Commerce – Eggs and Issues Breakfast	Two (2) tickets to the event.	Included in Chairman's Circle Membership

FISCAL IMPACT:

Funds have been budgeted in the FRWIB Agency Budget to attend this event.