



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

SPECIAL MEETING
Executive Committee
August 9, 2017 @ 3:00 p.m.

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

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

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

ROLL CALL

AGENDA CHANGES: REMOVAL OF ITEMS OR EMERGENCY ADDITIONS

ABSTENTIONS/RECUSALS/DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

COMMITTEE CHAIR/STAFF COMMENTS

PUBLIC COMMENTS

| Item | Description | Presented By | Enclosure | Action | Page # |
|------|---|--------------|-----------|----------------------|--------|
| 1. | July 20, 2016, Executive Committee Meeting Minutes | Konczal | Yes | Approve | 4 |
| 2. | April 19, 2017, Executive Committee Meeting Minutes | Konczal | Yes | Approve | 10 |
| 3. | Items Referred by Other Committees | Konczal | Yes | Information | 14 |
| 4. | Agency Budget and Personnel Plan | Konczal | Yes | Recommend to Approve | 15 |
| 5. | May 2017 Agency Budget and Expenditures | Konczal | Yes | Accept | 19 |
| 6. | May 2017 Financial Report | Konczal | Yes | Accept | 21 |
| 7. | America's Job Center of California Phase II Memorandum of Understanding | Konczal | Yes | Approve | 28 |
| 8. | Workforce Innovation and Opportunity Act Local Plan | Konczal | Yes | Approve | 36 |
| 9. | Second Quarter Community Events | Konczal | Yes | Information | 74 |

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 | Presented By | Enclosure | Action | Page # |
|-------------|--|---------------------|------------------|---------------|---------------|
| 10. | Director's Quarterly Update | Konczal | Yes | Information | 75 |
| 11. | Referral of Agenda Items to Other Committees | Bauer | Yes | Direct | 76 |
| 12. | Information Sharing | All | No | Discussion | -- |
| 13. | October 18, 2017, Agenda Items | Konczal | No | Discussion | -- |
| 14. | Meeting Feedback | Konczal | No | Discussion | -- |

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
2017 ATTENDANCE REPORT**

| | Canceled | | Canceled | Special | |
|------------|------------------|------------------|------------------|-----------------|-------------------|
| | 1/18/2017 | 4/19/2017 | 7/19/2017 | 8/9/2017 | 10/18/2017 |
| Baines | XX | A | XX | | |
| Bauer | XX | P | XX | | |
| Borgeas | XX | P | XX | | |
| Montalbano | XX | P | XX | | |
| Olson | XX | -- | -- | | -- |
| Riojas | XX | P | XX | | |
| Zabrycki | XX | A | XX | | |

A = Absent

P = Present

-- = Not a Committee member at time of meeting

* = Special Meeting

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 1 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | APPROVE |

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: July 20, 2016, Executive Committee Meeting Minutes

RECOMMENDATION:

Approve the minutes of the July 20, 2016, Executive Committee meeting minutes.

REASON FOR RECOMMENDATION:

At the April 19, 2017, Executive Committee meeting, Director Chuck Riojas questioned the notation in the minutes of his motion for Item 7 of the July 20, 2016, meeting. Legal counsel directed Fresno Regional Workforce Development Board staff to review the recording from the July meeting to verify which Director made the motion for Item 7. Upon review, it was determined that Director Oliver Baines made the motion and the attached minutes have been revised accordingly.

ATTACHMENT:

July 20, 2016, Executive Committee Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
July 20, 2016

SUMMARY MINUTES

The meeting was called to order at 4:08 p.m.

ROLL CALL: PRESENT – Oliver Baines, Paul Bauer, Dennis Montalbano, Chuck Riojas, Lydia Zabrycki (arrived at 4:19 p.m.), and Legal Counsel Ken Price

ABSENT – Andreas Borgeas and Aric Olson

AGENDA CHANGES: None

ABSTENTIONS/RECUSALS/
DISCLOSURES OF
POTENTIAL CONFLICTS OF
INTEREST:

Oliver Baines, Item 1; Dennis Montalbano, Item 1; and Chuck Riojas, Item 7

COMMITTEE CHAIR/STAFF None
COMMENTS:

PUBLIC COMMENTS: City Manager Vince DiMaggio, Mayor Robert Silva, and Economic Development Director Matt Flood, from the City of Mendota, addressed the Executive Committee (Committee). They explained that with the implementation of the Workforce Innovation and Opportunity Act (WIOA), the State of California has prohibited single standing Employment Development Department (EDD) offices, which means that the EDD office located in Mendota will have to close. The gentlemen asked for the Committee's consideration to have a member of the Fresno Regional Workforce Development Board's (FRWDB's) partner staff co-locate at the Mendota EDD to prevent it from closing. Blake Konczal, Executive Director, FRWDB, stated that FRWDB staff had already been in conversations with EDD about the co-location of staff.

Mr. DiMaggio indicated that in order to stave off the Mendota office's closure, EDD would accept a letter from the FRWDB regarding its intent to co-locate staff at the Mendota office and Mr. Konczal stated that he will prepare such a letter by Friday.

Director Zabrycki arrived (4:19 p.m.)

| Item | Description/Action Taken |
|------|--------------------------|
|------|--------------------------|

| | |
|----|---|
| 1. | <u>June 1, 2016, Special Executive Committee Meeting Minutes</u> |
|----|---|

| | |
|--|--|
| | Blake Konczal, Executive Director, FRWDB, requested approval of the June 1, 2016, special meeting minutes. |
|--|--|

RIOJAS/ZABRYCKI – APPROVED THE JUNE 1, 2016, SPECIAL EXECUTIVE COMMITTEE MEETING MINUTES (UNANIMOUS, WITH THE ABSTENTIONS NOTED ABOVE).

2. **Items Referred by Other Committees**

There were no items referred by other Committees.

3. **May 2016 Agency Budget and Expenditures**

Mr. Konczal presented the May 2016 Agency Budget and Expenditures report for the Committee's acceptance. He indicated that all expenditures were on track and staff had no concerns. Director Montalbano asked about the large variance in the Communications line item. Tim Giles, Deputy Director Information Technology, FRWDB, explained that Communications encompasses telephones and data, and indicated that with the relocation of the FRWDB's data center, there had been some stopping and starting of services. He encouraged the Committee to watch this line item over the remainder of the year and that it will return to expected levels. Phyllis Stogbauer, Deputy Director Program Services, FRWDB, added that FRWDB staff cell phone stipends were previously on the Communication line item, but should have been part of the Salary line item. She indicated that this expense has been moved to the correct category, which resulted in a savings to Communications.

BAINES/RIOJAS – ACCEPTED THE MAY 2016 AGENCY BUDGET AND EXPENDITURES REPORT (UNANIMOUS).

4. **May 2016 Financial Report**

Mr. Konczal, referencing the May 2016 Financial Report, indicated that FRWDB staff has no concerns with expenditures. He reminded the Committee of the FRWDB's obligation to expend 80% of its funds to avoid recapture, and of the 20% allowable rollover from one program year to the next.

MONTALBANO/ZABRYCKI – ACCEPTED THE MAY 2016 FINANCIAL REPORT (UNANIMOUS).

5. **Workforce Innovation and Opportunity Act Title I One-Stop Operator/Adult and Dislocated Worker Request for Proposals Statement of Work for Program Year 2017-2018**

Mr. Konczal explained that the FRWDB had begun drafting the Request for Proposals (RFP) to procure for its One-Stop Operator, a procurement which must occur every four (4) years under the WIOA.

To ensure the procurement process is completed in a timely manner to have fully executed contracts in place by July 1, 2017, FRWDB staff requested that the Committee authorize FRWDB staff to release the draft Statement of Work for the One-Stop Operator/Adult and Dislocated Worker RFP. Once released, the draft will go out for public comment throughout Fresno County. With all comments aggregated, the final RFP will go to the Adult Council and then to the full FRWDB for their approval to release the final document.

RIOJAS/MONTALBANO – AUTHORIZED FRWDB STAFF TO RELEASE THE DRAFT WIOA ONE-STOP OPERATOR/ADULT AND DISLOCATED WORKER RFP STATEMENT OF WORK FOR PROGRAM YEAR 2017-2018 (UNANIMOUS).

6. Workforce Innovation and Opportunity Act Regional and Local Strategic Plan

Mr. Konczal explained that under the WIOA, the FRWDB not only has to submit its Local Strategic Plan to the state, but it now must also be part of a regional plan with the eight (8) Valley counties from San Joaquin to Kern. In order to ensure that the plans are submitted to the state by the deadline, FRWDB staff requested the Committee's authorization to release the draft plans for public comment.

RIOJAS/BAINES – AUTHORIZED FRWDB STAFF TO RELEASE THE WIOA REGIONAL AND LOCAL PLANS FOR PUBLIC COMMENT (UNANIMOUS).

7. Five County Craft Path Project Contract Award

Ms. Stogbauer presented for the Committee's approval, the allocation and award of additional funding in the amount of \$300,000 for the Five County Craft Path Project. Ms. Stogbauer explained that in Program Year (PY) 2014-2015, the FRWDB received a grant in the amount of \$550,000 to provide training to unemployed and underemployed clients across a five (5) county area. The state has awarded the FRWDB an additional \$300,000 to train an additional 66 participants in this program. Approval of this item would allocate \$184,800 to the Fresno Madera Tulare Kings Building Trades Council, \$56,800 to the Merced County Workforce Development Board, and the remaining \$58,400 for administration and supportive services.

Mr. Konczal added that at the suggestion of FRWDB Director LeeAnn Eager, FRWDB staff is in the process of creating a unified training calendar for Fresno that will cover construction training that is being funded by a number of sources. Various partnering agencies will have access to this master calendar that will cover an 18 month period.

BAINES/ZABRYCKI – APPROVED THE FIVE COUNTY CRAFT PATH PROJECT CONTRACT AWARD (UNANIMOUS, WITH RECUSAL NOTED ABOVE).

8. Renewal of Human Resources Hotline and Business Workshops Contract

Christine Nutting, Deputy Director Business Services, FRWDB, explained that in 2014, the FRWDB Business and Industry Committee approved a contract with Sierra HR Partners, a certified Human Resources (HR) consulting firm, to provide an HR Hotline and HR-related workshops for employers. These services have been very successful and well-used during the initial contract and first renewal periods. FRWDB staff requested that the Committee recommend that the FRWDB approve a contract for PY 2016-2017 to Sierra HR Partners to continue the HR hotline and workshop services.

Director Montalbano asked how the FRWDB gets the word out about these services and Janis Parker, Marketing and Communications Manager, FRWDB, indicated that the FRWDB maintains a database of over 3,200 businesses and that e-blasts are sent out to these businesses twice a week about the HR services and workshops, among other items, that are available.

Director Zabrycki, who chairs the Business and Industry Committee, indicated that the workshops are well attended.

RIOJAS/MONTALBANO – RECOMMENDED THAT THE FRWDB APPROVE THE RENEWAL OF HUMAN RESOURCES HOTLINE AND BUSINESS WORKSHOPS CONTRACT (UNANIMOUS).

9. Second Quarter Community Events

Mr. Konczal presented a list of events that FRWDB Directors and staff have the opportunity to attend during the months of October through December 2016. For the Second Quarter, there were two (2) events on the list: The Greater Fresno Area Chamber of Commerce's Eggs and Issues Breakfast in October and the Ag Awards Luncheon in November.

This was an information item.

10. Director's Quarterly Update

Mr. Konczal provided the Committee with an overview of his activities for the months of April through June 2016. He stated that the biggest project he has recently been involved with is the Department of Labor's America's Promise Grant, which is being funded by H1B Visa fees. This grant will provide for training 1,200 workers in the manufacturing sector. The FRWDB is assisting in writing an eight (8) county grant in which the FRWDB would act as fiscal agent for \$6,000,000 over four (4) years.

Mr. Konczal continued his update, stating that efforts continue to ensure that the multi-craft construction training taking place from San Joaquin to Kern county is being done in an expeditious way.

Mr. Konczal stated that he, along with other FRWDB staff and partners, have had a number of speaking proposals accepted for upcoming conferences. Groups will be presenting at the California Workforce Association's Meeting of the Minds conference in Monterey, and also at the National Community College conference taking place in Atlanta.

Mr. Konczal stated that he also continues to work on getting all FRWDB appointments completed through the Fresno County Board of Supervisors.

Mr. Konczal concluded his update by informing the Committee that lease negotiations for the Manchester Center comprehensive One-Stop location have been finalized. The negotiation involves moving some of the One-Stop facilities to another site on the first floor of the mall, and a reduction of approximately 10,000 square feet on the second floor, which will result in a savings for the FRWDB.

This was an information item.

11. Referral of Agenda Items to Other Committees

None.

12. Information Sharing

Director Baines shared with the Committee that in April, the Fresno City Council passed its version of the national targeted hiring policy. He stated that he wanted to publicly acknowledge the hard work of Mr. Konczal and Director Riojas on getting the policy passed at the state level for High Speed Rail. He indicated that the staff at the City of Fresno are very excited about this new local policy.

Director Zabrycki shared that while at a High Speed Rail meeting in Sacramento, the FRWDB was recognized for its work surrounding apprenticeship programs. She indicated that she was very proud of that recognition.

Mr. Konczal shared that as a direct result of the FRWDB's Valley Grow grant project, the owner of a small valley farm was able to obtain a loan from the United States Department of Agriculture for a new water system that cost \$48,000. Mr. Konczal indicated that this is the first of about a dozen small farms that have been assisted by the FRWDB's program to navigate the USDA system.

13. October 19, 2016, Agenda Items

None.

14. Meeting Feedback

None.

Meeting adjourned at 4:47 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 2 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | APPROVE |

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

TO: Executive Committee

FROM: Blake Konczal, Executive Director

SUBJECT: April 19, 2017, Executive Committee Meeting Minutes

RECOMMENDATION:

Approve the minutes of the April 19, 2017, Executive Committee meeting minutes.

ATTACHMENT:

April 19, 2017, Executive Committee Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
April 19, 2017

SUMMARY MINUTES

The meeting was called to order at 4:11 p.m.

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

ABSENT – Oliver Baines and Lydia Zabrycki

AGENDA CHANGES: None

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

COMMITTEE CHAIR/STAFF None
COMMENTS:

PUBLIC COMMENTS: None

| Item | Description/Action Taken |
|------|---|
| 1. | <p><u>July 20 2016, Executive Committee Meeting Minutes</u></p> <p>Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), requested approval of the July 20, 2016, meeting minutes. Director Riojas questioned the notation of his motion to approve Item 7. Legal Counsel Price asked FRWDB staff to review the recording from the July 20, 2016, meeting and indicated that the minutes would be continued to the next Executive Committee meeting in July.</p> |
| 2. | <p><u>October 19, 2016, Executive Committee Meeting Minutes</u></p> <p>Blake Konczal, Executive Director, FRWDB, requested approval of the October 19, 2016, meeting minutes.</p> <p>RIOJAS/MONTALBANO – APPROVED THE OCTOBER 19, 2016, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS)</p> |
| 3. | <p><u>Items Referred by Other Committees</u></p> <p>There were no items referred by other Committees.</p> |
| 4. | <p><u>February 2017 Agency Budget and Expenditures</u></p> <p>Mr. Konczal presented the February 2017 Agency Budget and Expenditures report for the Committee's acceptance. He indicated that there were some savings due to some staff positions not being filled within the first six (6) months of the Program Year and also because</p> |

staff had been able to bill their time to a number of large discretionary grants, as opposed to billing their time to the regular funding stream. The Committee had no questions about the report.

RIOJAS/MONTALBANO – ACCEPTED THE FEBRUARY 2017 AGENCY BUDGET AND EXPENDITURES REPORT (UNANIMOUS).

5. February 2017 Financial Report

Mr. Konczal presented the February 2017 Financial Report for the Committee's acceptance and indicated that FRWDB staff had no concerns. He reminded the Committee that the money the FRWDB receives must be spent within its shelf life or the state could recapture it. Over and above that, he indicated, is that the FRWDB is allowed to roll a maximum of 20% of its funding from one fiscal year to the next. He added that the ability to do this has helped lessen the severity of budget cuts the FRWDB has experienced in the past.

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

6. First Quarter Community Events

Mr. Konczal presented a list of events that FRWDB Directors and staff have the opportunity to attend during the months of July through September 2017. For the first quarter, there was one (1) event on the list: The Greater Fresno Area Chamber of Commerce's State of the County Breakfast in September.

This was an information item.

7. Director's Quarterly Update

Mr. Konczal provided the Committee with an overview of his activities for the months of January through March 2017. He highlighted four (4) projects on which he has been focusing.

Mr. Konczal reminded the Committee that the FRWDB is the fiscal agent on a ten (10)-county SlingShot grant that funds manufacturing training across that ten (10) county area. He stated that a lot of time has been spent by himself and FRWDB staff in helping the FRWDB's sister Workforce Development Boards (WDBs) in these ten (10) counties roll out the SlingShot training.

Another project Mr. Konczal indicated he had spent a lot of time on in the past quarter is the Central Valley Forestry Corps project. If approved, close to 1,000 young adults would be recruited, trained and deployed to remove the over 100 million dead trees in the Sierra Nevada mountains and then plant new trees. Funding for this project would be administered through the United States (US) Department of Labor, US Department of the Interior and US Department of Agriculture and would be \$10 million over five (5) years. Director Borgeas indicated that he would like to have Mr. Konczal present information about the Central Valley Forestry Corp project to the Fresno County Board of Supervisors at an upcoming meeting. Director Riojas stated that he advocated on behalf of this type of training on a recent trip to Washington, DC. Mr. Konczal added that the young adults trained in this program could eventually become employed by a private company, or go in to further training through the fire fighter program at Columbia College or the nationally certified forestry program at Reedley College.

Mr. Konczal shared that the FRWDB, as well as other WDBs in the state, continue their effort to dispute the State of California Employment Development Department's (EDD's) definition of "property" and its mandate that all WDBs in California use EDD's technology system to the exclusion of all others. A letter was sent to Mick Mulvaney, Director of the Office of Management and Budget by Congressmembers Costa, Valadao and Nunes, regarding this issue.

Mr. Konczal concluded his update with the list of items moving forward in the One Voice DC trip he will be participating in during the first week of May.

This was an information item.

8. Referral of Agenda Items to Other Committees

There were no items referred to other committees.

9. Executive Director Performance Review (Closed Session)

CLOSED SESSION

There was no reportable action in the closed session.

10. Information Sharing

None.

11. July 19, 2017, Agenda Items

None.

12. Meeting Feedback

None.

Meeting adjourned at 5:02 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 3 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | INFORMATION |

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

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

INFORMATION:

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

ITEMS REFERRED:

There were no items referred to the Executive Committee.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|-------------------------|
| AGENDA ITEM: | 4 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | RECOMMEND TO APPROVE |

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: Program Year 2017-2018 Agency Budget and Personnel Plan

RECOMMENDATION:

Recommend that the Fresno Regional Workforce Development Board (FRWDB) approve the Program Year (PY) 2017-2018 FRWDB Agency Budget and Agency Personnel Plan. Expenditures may exceed individual budget line items as long as total expenditures do not exceed the total budget.

REASON FOR RECOMMENDATION:

The Schedule of Funds, Attachment I, details the total funds, including carryover from PY 2016-2017 and estimated funds available for PY 2017-2018. Overall, it is estimated that funding will increase \$515,430. The net increase is partially due to the Workforce Innovation and Opportunity Act Formula Allocations for PY 2017-2018 received on June 27, 2017, from the Employment Development Department, Workforce Services Division, being higher than the released estimates received on February 8, 2017. Funding for the Rapid Response formula grant has not been received; therefore, the amount is estimated at the same amount that was allocated in PY 2016-2017, including carryover.

Attachment II, Staff Schedule, details staff positions for the agency. The cost for all FRWDB staff is included in the Agency Budget on Attachment III. These amounts include the cost for Administrative Services, Program Support, Information Technology Support, and One-Stop Site Support.

Attachment III details the proposed Agency Budget for PY 2017-2018 as compared to the prior year and year-to-date expenditures. The attached budget reflects an increase of 2.96% from the PY 2016-2017 budget. The budget includes the following: 1) adds three (3) Business and Workforce Consultant positions, 2) includes ten percent (10%) increase for Medical, 3) increases Professional Services, 4) decreases Advertising costs since part of marketing costs are absorbed by the One-Stops, 5) decreases Rent for Data Center costs since these costs will be absorbed by the One-Stops and 6) decreases Equipment costs.

FISCAL IMPACT:

\$3,504,006

ATTACHMENTS:

Attachment I - Schedule of Funds
Attachment II - Staff Schedule
Attachment III - Agency Budget

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
SCHEDULE OF FUNDS
FY 2017-2018

| GRANT | FUNDS AVAILABLE PY 2016-17 | ESTIMATED FUNDS AVAILABLE PY 2017-18 | INCREASE (DECREASE) |
|---|-------------------------------|--|------------------------|
| WIOA ADULT | 4,877,638 | 5,643,211 | 765,573 |
| WIOA DISLOCATED WORKER | 5,848,621 | 5,219,156 | (629,465) |
| WIOA YOUTH | 5,139,966 | 5,943,869 | 803,903 |
| WIOA RAPID RESPONSE (includes Lay off Aversion) | 293,129 | 343,226 | 50,097 |
| WIOA WORKFORCE ACCELERATOR | 150,000 | 65,163 | (84,837) |
| PROPOSITION 39 | 724,506 | 631,562 | (92,944) |
| SLINGSHOT | 957,562 | 357,518 | (600,044) |
| SLINGSHOT STATEWIDE CAPACITY BUILDING | | 309,906 | 309,906 |
| CALJOBS VOS ENHANCEMENT TOUCH SCREEN TECHNOLOGY | | 13,000 | 13,000 |
| EPA BROWNFIELDS | 186,903 | 167,144 | (19,759) |
| WIA INFRASTRUCTURE EMPLOYMENT PROJECT (ENDS 12/31/16) | 102,260 | - | - |
| WIA DISABILITY EMPLOYMENT ACCELERATOR | 58,262 | - | - |
| WIA VETERANS GRANT | 213,830 | - | - |
| RICO III - CAREER PATHWAYS | 188,643 | - | - |
| JOB DRIVEN NEG | 24,549 | - | - |
| TOTAL FUNDING | 18,765,869 | 18,693,755 | 515,430 |

Prepared by: C. Beierschmitt

| STAFF SCHEDULE | | | | |
|--|--------------------|--------------------|--------------------------|--------------------------|
| REGULAR POSITIONS | BUDGET FY 16-17 | BUDGET FY 17-18 | SALARY RANGE FY 16-17 | SALARY RANGE FY 17-18 |
| <u>Administrative Services:</u> | | | | |
| Executive Director | 1.00 | 1.00 | \$8,800 to \$12,000 | \$8,800 to \$12,000 |
| Deputy Director of Fiscal Services | 0.00 | 1.00 | - | 5,665 to 8,085 |
| Deputy Director of Information Systems | 0.60 | 0.60 | 5,665 to 8,085 | 5,665 to 8,085 |
| Deputy Director of HR/Business Services/Organizational Development | 0.25 | 0.25 | 5,665 to 8,085 | 5,665 to 8,085 |
| Deputy Director of Program Services | 0.30 | 0.30 | 4,982 to 6,360 | 4,982 to 6,360 |
| Senior Quality Systems Manager | 0.50 | 0.50 | 4,841 to 6,300 | 4,841 to 6,300 |
| Marketing Manager | 0.10 | 0.10 | 4,223 to 5,565 | 4,223 to 5,565 |
| Accounting Supervisor | 0.60 | 0.00 | 4,069 to 5,565 | 4,069 to 5,565 |
| Accountant | 1.00 | 1.00 | 3,871 to 4,899 | 3,871 to 4,899 |
| Auditor/Monitor | 2.00 | 2.00 | 3,871 to 4,666 | 3,871 to 4,666 |
| Senior Division Secretary | 1.00 | 1.00 | 3,550 to 5,292 | 3,550 to 5,292 |
| Senior Contract Administrator | 1.00 | 1.00 | 3,296 to 4,851 | 3,296 to 4,851 |
| Contract Administrator | 0.00 | 1.00 | - | 3,200 to 4,400 |
| Research Assistant Special Projects Program Coordinator | 1.00 | 1.00 | 3,193 to 4,200 | 3,193 to 4,200 |
| Division Secretary/Receptionist Office Administrator | 1.00 | 1.00 | 3,219 to 4,200 | 3,385 to 4,333 |
| Account Clerk I/II/III | 2.00 | 2.00 | 2,266 to 3,360 | 2,266 to 3,360 |
| Total Administration Positions | 12.35 | 13.75 | | |
| <u>Program Operations</u> | | | | |
| Deputy Director of Information Systems | 0.22 | 0.22 | \$ 5,665 to \$ 8,085 | \$ 5,665 to \$ 8,085 |
| Deputy Director of Program Services | 0.70 | 0.70 | 4,982 to 6,360 | 4,982 to 6,360 |
| Senior Quality Systems Manager | 0.50 | 0.50 | 4,841 to 6,300 | 4,841 to 6,300 |
| General Services/IT Support Manager | 1.00 | 1.00 | 4,223 to 5,565 | 4,841 to 6,300 |
| Program Manager Youth/Adult Program Manager | 1.00 | 1.00 | 4,223 to 5,565 | 4,223 to 5,565 |
| Program Analyst | 2.00 | 0.00 | 3,193 to 4,200 | 3,193 to 4,200 |
| Accounting Supervisor | 0.40 | 0.00 | 4,069 to 5,565 | 4,069 to 5,565 |
| Computer Programmer | 1.00 | 1.00 | 4,720 to 5,906 | 4,720 to 5,906 |
| Manufacturing Recruitment Specialist | 0.00 | 1.00 | - | 3,833 to 4,500 |
| Training Coordinator Career Technical Education Coordinator/Specialist | 1.00 | 1.50 | 3,871 to 4,899 | 3,871 to 4,899 |
| Facility Specialist II | 1.00 | 1.00 | 3,059 to 4,211 | 3,059 to 4,211 |
| Facility Specialist-I General Services Administrative Assistant | 1.00 | 1.00 | 2,578 to 3,504 | 2,578 to 3,504 |
| ITA/OJT/Supportive Serv. Payment Clerk | 1.00 | 1.00 | 2,266 to 3,360 | 2,266 to 3,360 |
| Receptionist | 1.00 | 1.00 | 2,678 to 3,780 | 2,678 to 3,780 |
| Total Operations Positions | 11.82 | 10.92 | | |
| <u>Business Services</u> | | | | |
| Deputy Director of HR/Business Services/Org. Develop. | 0.75 | 0.75 | \$ 5,665 to \$ 8,085 | \$ 5,665 to \$ 8,085 |
| Marketing Manager | 0.90 | 0.90 | 4,223 to 5,565 | 4,223 to 5,565 |
| Senior Outplacement Specialist Business Program Consultant | 1.00 | 1.00 | 3,193 to 4,358 | 3,917 to 4,899 |
| Business and Workforce Consultant | 0.00 | 3.00 | - | 3,833 to 4,500 |
| Total Business Services Positions | 2.65 | 5.65 | | |
| <u>IT Support</u> | | | | |
| Deputy Director of Information Systems | 0.18 | 0.18 | \$ 5,665 to \$ 8,085 | \$ 5,665 to \$ 8,085 |
| Network Administrator | 1.00 | 1.00 | 4,833 to 6,000 | 4,833 to 6,000 |
| Network Technician | 1.00 | 0.00 | 4,600 to 5,800 | 4,600 to 5,800 |
| Computer Technician | 1.00 | 1.00 | 2,970 to 4,010 | 2,970 to 4,010 |
| Total IT Support | 3.18 | 2.18 | | |
| TOTAL REGULAR POSITIONS | 30.00 | 32.50 | | |

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
AGENCY BUDGET**

PY 2017-2018

| | Budget by Line Item | 2016-2017 Budget | 2017-2018 Budget | Increase/ (Decreases) | Percent Change | Expended 5/31/2017 |
|----|--|-----------------------------|-----------------------------|----------------------------------|---------------------------|-------------------------------|
| 51 | Salaries | \$ 1,977,150 | \$ 2,060,045 | 82,895 | 4.19% | \$ 1,465,799 |
| 52 | Payroll Taxes | 180,307 | 192,163 | 11,856 | 6.58% | 137,058 |
| 53 | Fringe Benefits | 544,635 | 574,993 | 30,358 | 5.57% | 417,318 |
| 55 | Staff/Board/Service Provider Development | 44,250 | 44,250 | 0 | 0.00% | 35,436 |
| 56 | Local Mileage | 18,875 | 18,875 | 0 | 0.00% | 11,812 |
| 60 | Communications | 21,480 | 21,480 | 0 | 0.00% | 12,521 |
| 61 | Insurance | 27,000 | 27,000 | 0 | 0.00% | 22,351 |
| 62 | Maintenance | 67,550 | 67,550 | 0 | 0.00% | 44,866 |
| 63 | Memberships | 20,000 | 20,000 | 0 | 0.00% | 20,102 |
| 64 | Miscellaneous | 35,100 | 35,100 | 0 | 0.00% | 33,569 |
| 65 | Office Expense | 23,600 | 23,600 | 0 | 0.00% | 15,917 |
| 66 | Professional Services | 134,000 | 165,800 | 31,800 | 23.73% | 135,742 |
| 67 | Advertising | 48,220 | 23,250 | -24,970 | -51.78% | 9,238 |
| 68 | Rent and Leases | 211,800 | 188,600 | -23,200 | -10.95% | 223,375 |
| 69 | Utilities | 20,300 | 20,300 | 0 | 0.00% | 17,244 |
| 71 | Furniture and Equipment | 29,000 | 21,000 | -8,000 | -27.59% | 18,519 |
| | Total | \$ 3,403,267 | \$ 3,504,006 | \$ 100,739 | 2.96% | \$ 2,620,867 |

Due to spreadsheet formula rounding calculations, total(s) may be off by \$1 or \$2

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 5 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | ACCEPT |

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: May 2017 Agency Budget and Expenditures

RECOMMENDATION:

Accept the attached Agency Budget and Expenditures report for May 2017.

REASON FOR RECOMMENDATION:

The attached tables provide the status of the agency budget as of May 31, 2017. The first table displays the line item budget versus expenditures and the second table shows budget versus expenditures by function.

Staff costs are less than year-to-date budget due to the combination of three (3) staff positions that were not filled within the first six (6) months and staff direct time being allocated to other special grant funding, which created a reduction in current expenses. Another consideration to staff costs being lower is due to anticipated benefit costs rising during budget planning; however, these costs remained comparable.

Professional Services' year-to-date budget is lower than actual services provided, particularly for Human Resources and grant writing costs.

Rent and Leases' year-to-date budget is lower than year-to-date costs due to the Data Center Third Floor rent expenditures currently being absorbed by the agency. Expenditures can exceed individual budget line items as long as total expenditures do not exceed the total budget; therefore, staff has no concerns with expenditures at this time.

ATTACHMENT:

FRWDB Agency Budget and Expenditures – May 2017

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

May 2017

| | Budget by Line Item | Total Budget | YTD Budget | YTD Expenditures | Variance | Percent Variance |
|----|--|---------------------|---------------------|---------------------|------------------|------------------|
| 51 | Salaries | \$ 1,977,150 | 1,812,388 | \$ 1,465,799 | \$346,589 | 19.12% |
| 52 | Payroll Taxes | 180,307 | 165,281 | \$ 137,058 | \$28,223 | 17.08% |
| 53 | Fringe Benefits | 544,635 | 499,249 | \$ 417,318 | \$81,931 | 16.41% |
| 55 | Staff/Board/Service Provider Development | 44,250 | 40,563 | \$ 35,436 | \$5,126 | 12.64% |
| 56 | Local Mileage | 18,875 | 17,302 | \$ 11,812 | \$5,490 | 31.73% |
| 60 | Communications | 21,480 | 19,690 | \$ 12,521 | \$7,169 | 36.41% |
| 61 | Insurance | 27,000 | 26,493 | \$ 22,351 | \$4,142 | 15.63% |
| 62 | Maintenance | 67,550 | 63,488 | \$ 44,866 | \$18,622 | 29.33% |
| 63 | Memberships | 20,000 | 19,350 | \$ 20,102 | (\$752) | -3.89% |
| 64 | Miscellaneous | 35,100 | 32,175 | \$ 33,569 | (\$1,394) | -4.33% |
| 65 | Office Expense | 23,600 | 21,633 | \$ 15,917 | \$5,716 | 26.42% |
| 66 | Professional Services | 134,000 | 122,833 | \$ 135,742 | (\$12,908) | -10.51% |
| 67 | Advertising | 48,220 | 44,202 | \$ 9,238 | \$34,964 | 79.10% |
| 68 | Rent & Leases | 211,800 | 194,150 | \$ 223,375 | (\$29,225) | -15.05% |
| 69 | Utilities | 20,300 | 18,608 | \$ 17,244 | \$1,364 | 7.33% |
| 71 | Furniture and Equipment | 29,000 | 27,341 | \$ 18,519 | \$8,822 | 32.27% |
| | Total | \$ 3,403,267 | \$ 3,124,746 | \$ 2,620,867 | \$503,879 | 16.13% |

| | Summary by Budget | Total Budget | YTD Budget | YTD Expenditures | Variance | Percent Variance |
|--|---|---------------------|---------------------|---------------------|----------------|------------------|
| | Administrative Services/Program Support | \$ 2,868,888 | \$ 2,639,693 | \$ 2,256,483 | 383,210 | 14.52% |
| | Information Technology | 315,040 | 277,743 | 236,807 | 40,936 | 14.74% |
| | One-Stop Staff | 219,339 | 207,310 | 127,577 | 79,733 | 38.46% |
| | Total | \$ 3,403,267 | \$ 3,124,746 | \$ 2,620,867 | 503,879 | 16.13% |

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

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 6 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | ACCEPT |

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: May 2017 Financial Report

RECOMMENDATION:

Accept the Fresno Regional Workforce Development Board (FRWDB) May 2017 Financial Report.

REASON FOR RECOMMENDATION:

The attached charts display year-to-date financial information through May 31, 2017. 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.

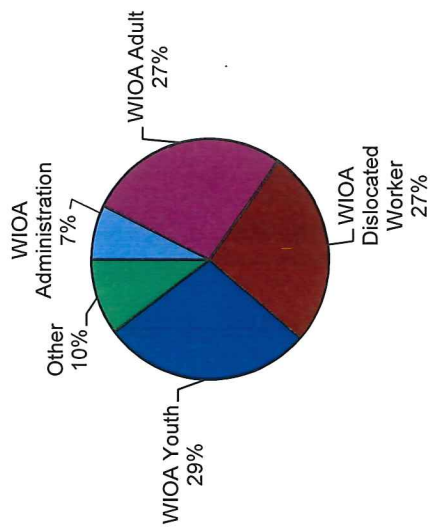
To maximize the resources available to Local Workforce Development Areas (Local Areas) to continue their Workforce Innovation and Opportunity Act (WIOA) transition work, the requirement for Local Areas to obligate at least 80 percent of their WIOA program dollars by the end of the Program Year (PY) 2015-2016 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:

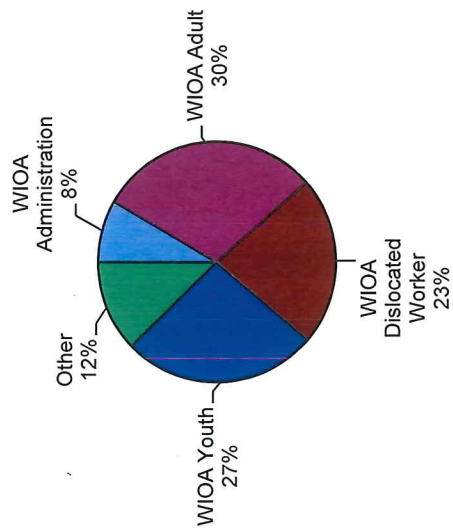
May 2017 Financial Report

May 2017

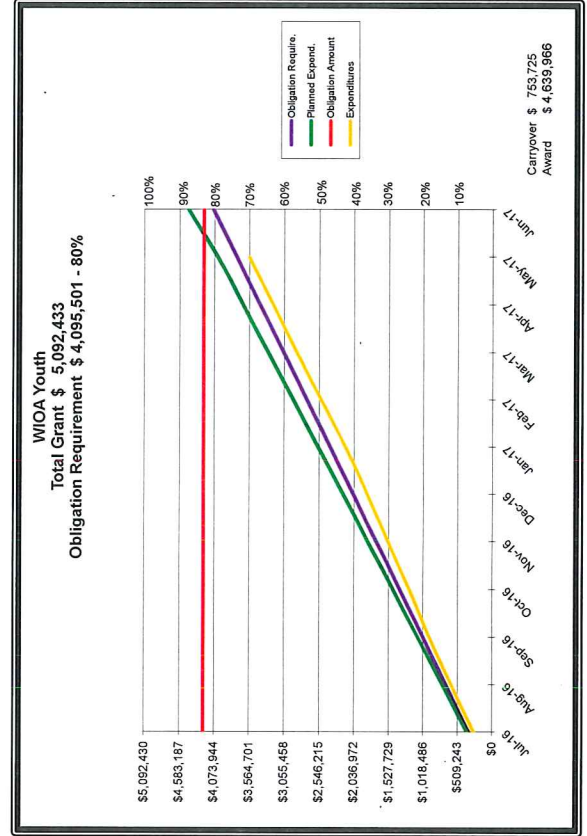
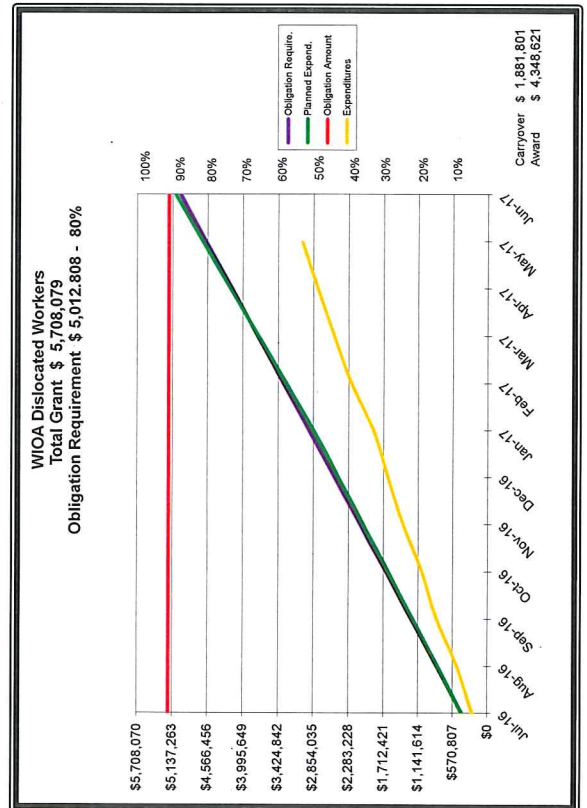
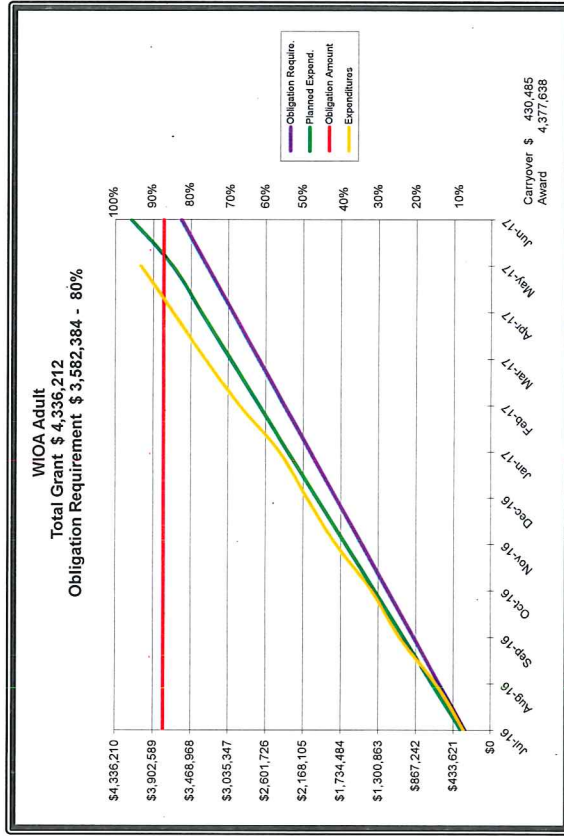
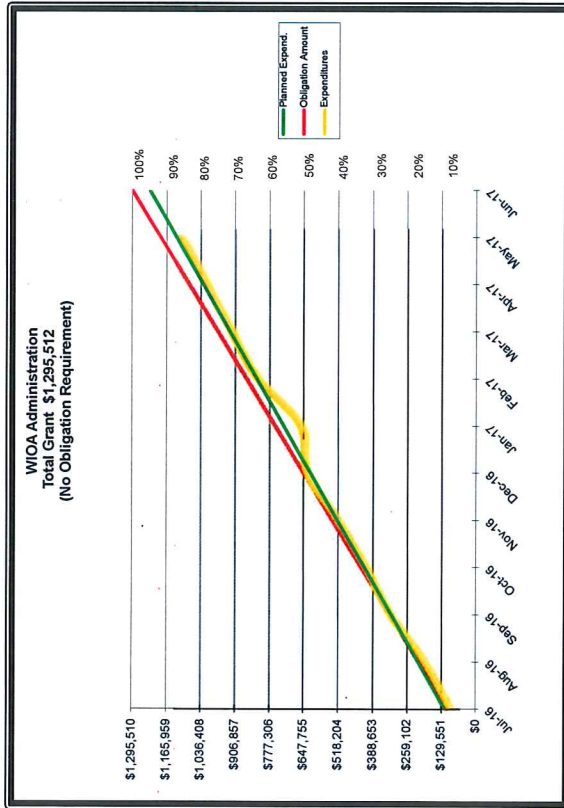
**FRWDB Committed Funds
Fiscal Year 2016-2017**



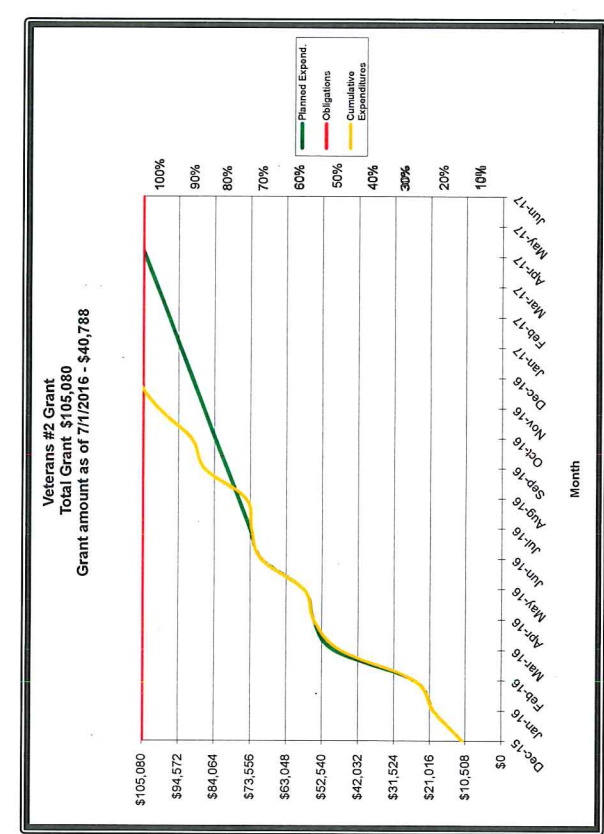
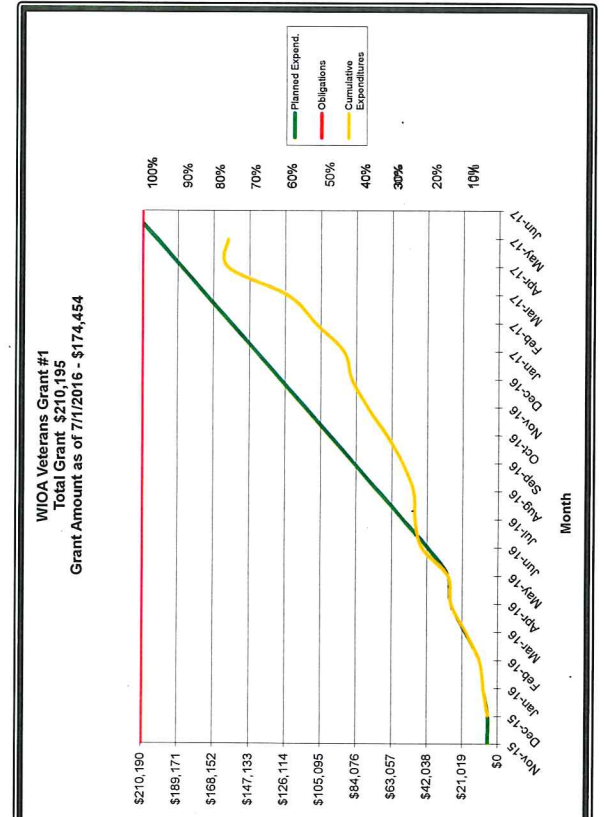
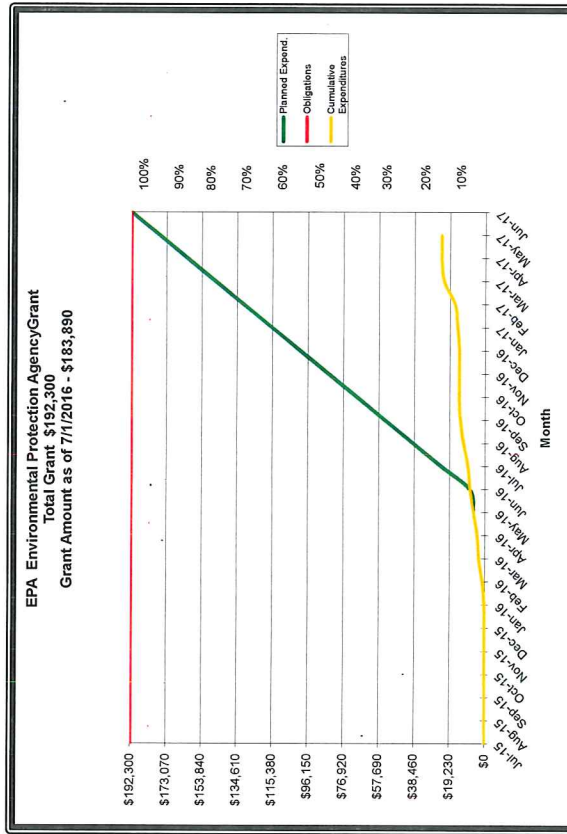
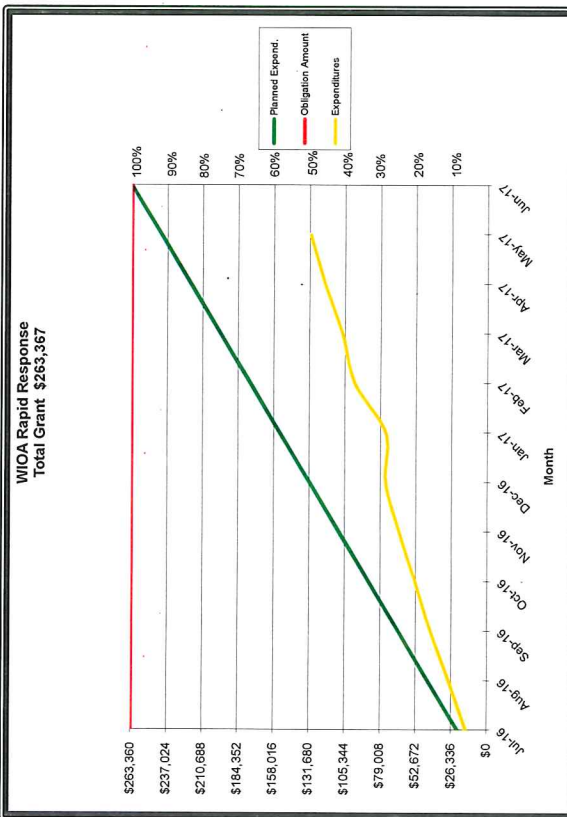
**FRWDB Expenditures
Fiscal Year 2016-2017**



May 2017

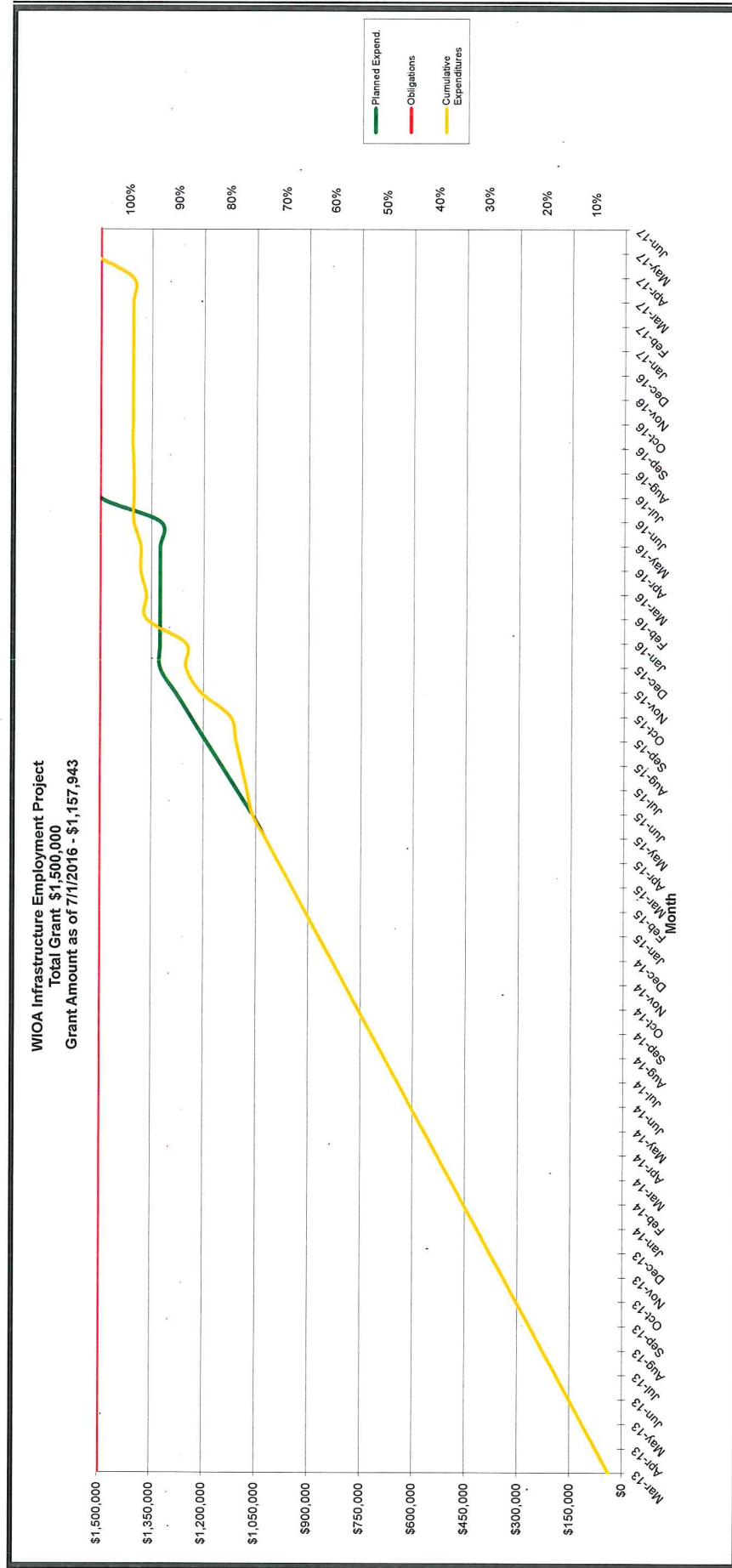


May 2017

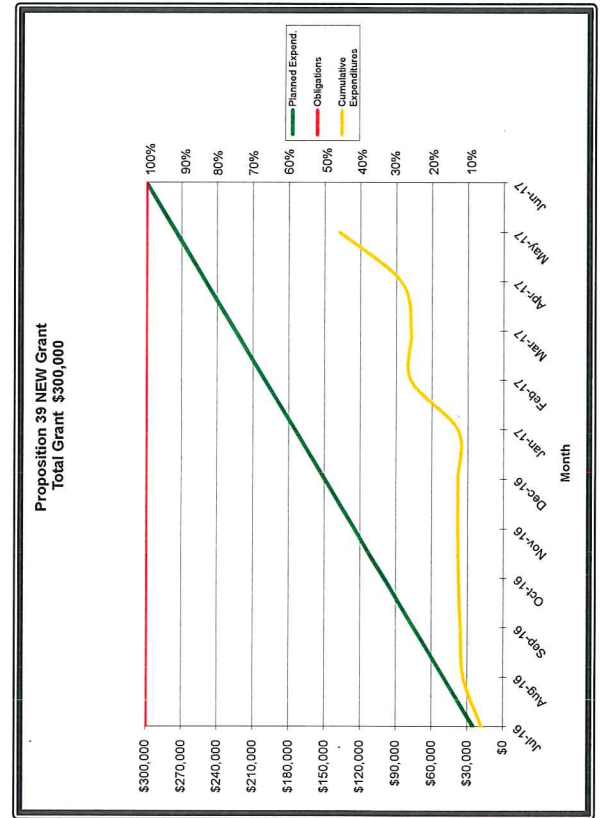
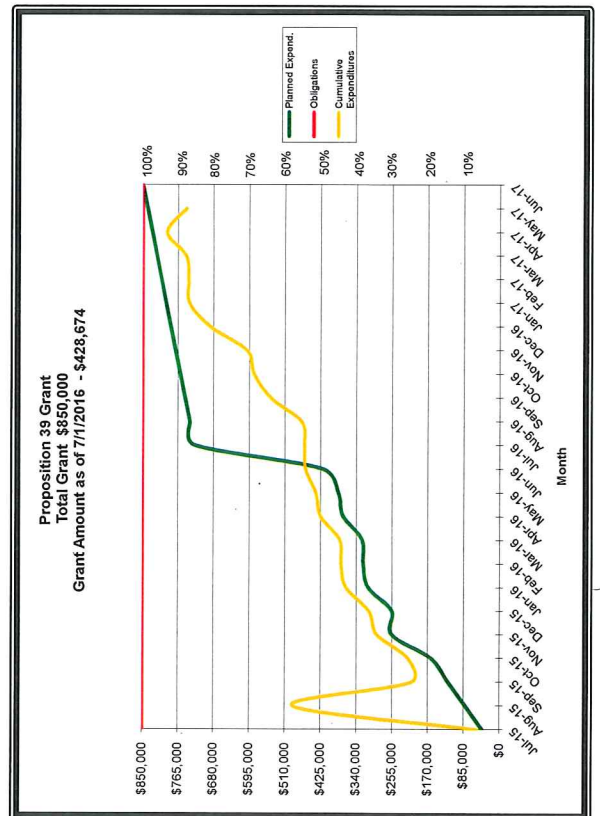
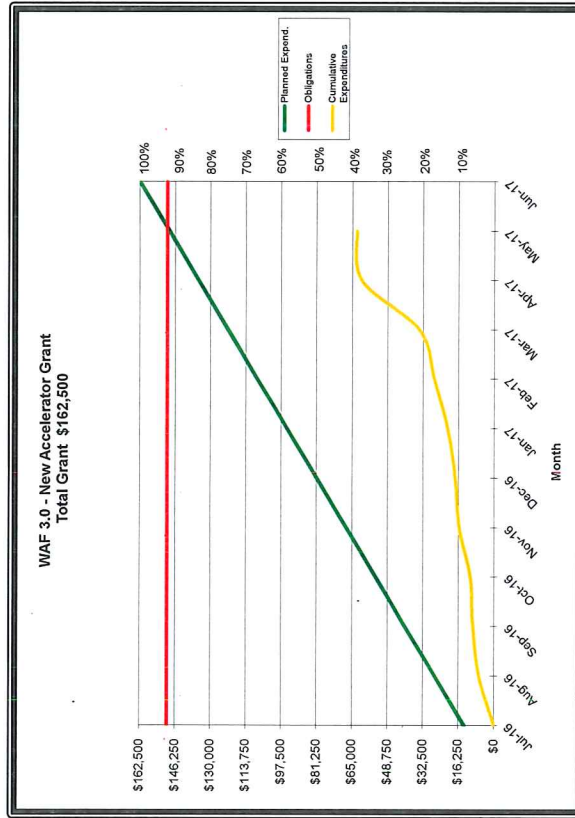
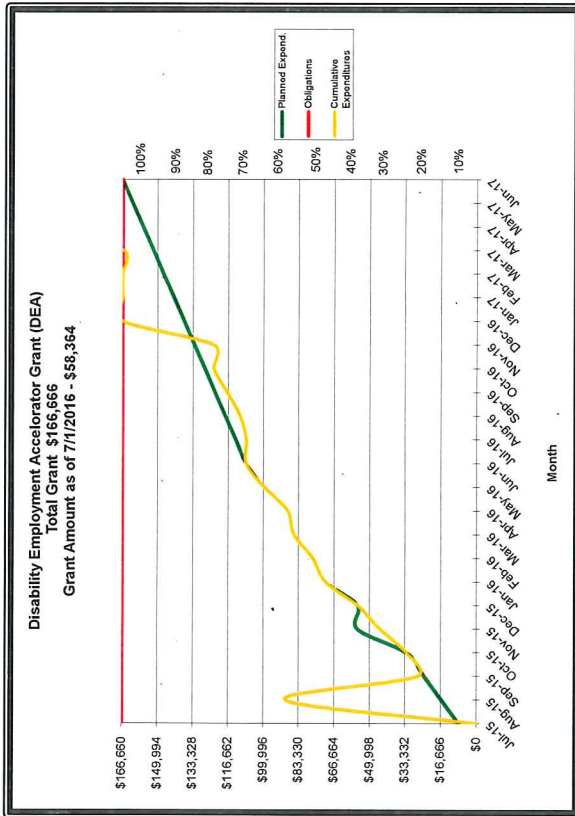


FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

May 2017

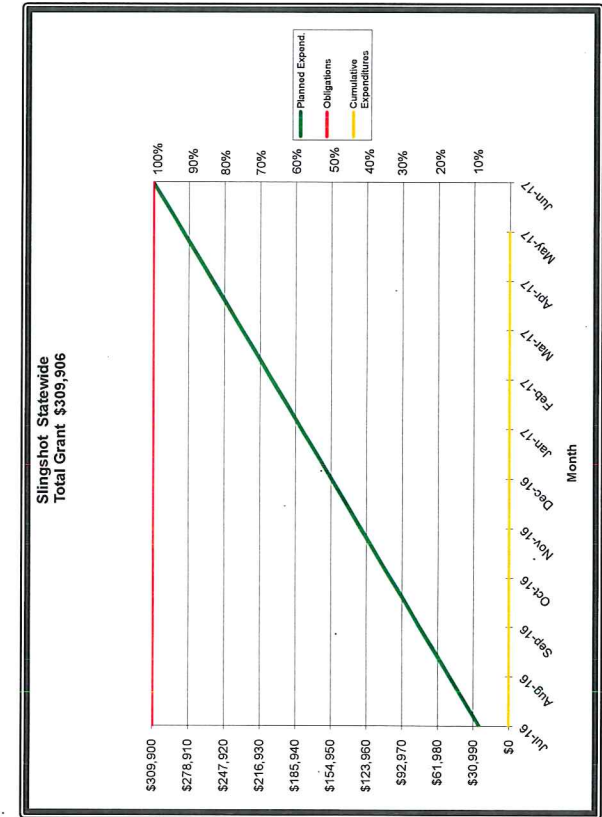
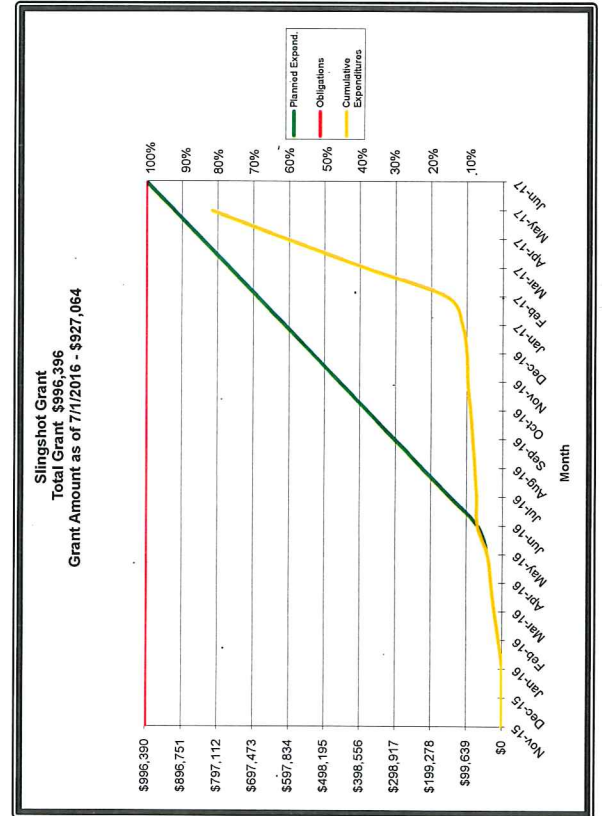
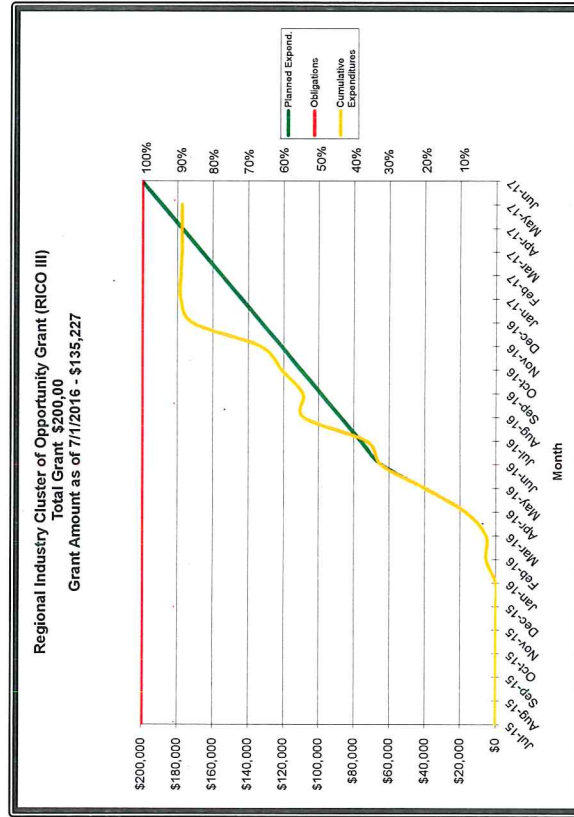
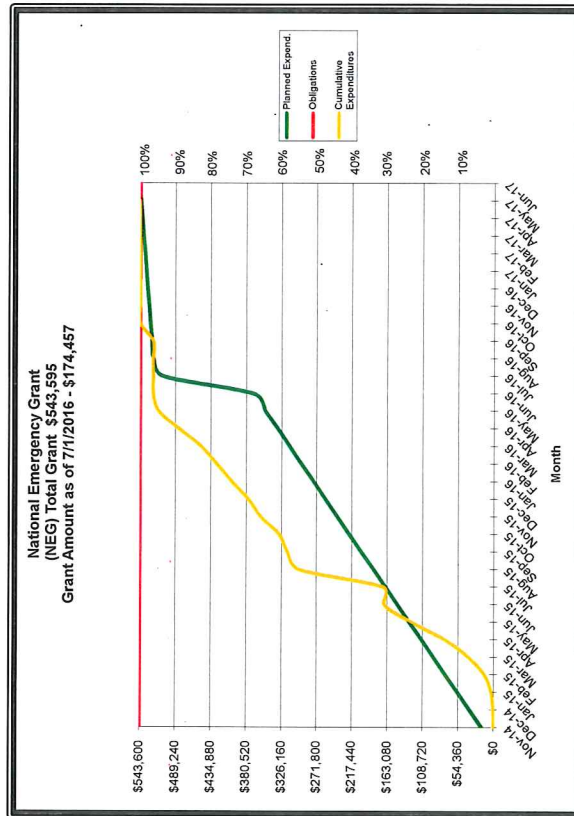


May 2017



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

May 2017



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 7 |
| MEETING DATE: | August 9, 2017 |
| 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: America's Job Center of California Phase II Memorandum of Understanding

RECOMMENDATION:

Approve the Fresno Regional Workforce Development Board (FRWDB) Workforce Innovation and Opportunity Act (WIOA) America's Job Center of California (AJCC) Phase II Memorandum of Understanding (MOU) boilerplate and proposed One-Stop Infrastructure Partner Allocation Plan.

REASON FOR RECOMMENDATION:

WIOA Section 121 requires that local boards enter into Partner MOUs with all mandated partners. The MOU process was split between Phase I and Phase II, where Phase I established the AJCC system, partnerships and shared services. Phase I MOUs are reviewed and renewed every three (3) years. The Phase I agreements were completed in July 2016.

Phase II establishes the Resource Sharing Agreements (RSAs) between the local board and the co-located partners. The purpose of the RSAs is to share equitably in the infrastructure cost of running the One-Stop System. These RSAs also document the total costs of Career Services provided to the community across all of the Partners. These RSAs are required to be reviewed, renegotiated and renewed every year.

The original guidance from the United States Department of Labor (DOL) and the State Employment Development Department (State) for the Phase II MOUs was outlined in Workforce Services Division directive WSD 16-09, released in October 2016. The due date for the Phase II MOUs was June 30, 2017.

In January, 2017, further guidance was received from DOL and the State that provided additional clarity and requirements. It also changed the due date for the Phase II MOUs to September 1, 2017.

Due to the lead time requirements for securing the partners' signatures, the timing of the FRWDB quarterly meeting, and the lead time for submitting the MOUs to the Chief Local Elected Officials for approval, the FRWDB, at its June 7, 2017, meeting, authorized the FRWDB Executive Committee to approve this item.

ATTACHMENTS:

ATTACHMENT I: AJCC Partner MOU Boilerplate
ATTACHMENT II: MOUs Attachments A and B

Workforce Innovation and Opportunity Act

Partner MOU - Amendment 1

COST/RESOURCE SHARING AGREEMENT

Program Year 2018

This Cost/Resource Sharing Agreement (RSA) is entered into between the Fresno Regional Workforce Development Board (FRWDB) and {PARTNER NAME} (Partner), an America's Job Center of California (AJCC) Partner in the Fresno County Local Workforce Development Area, effective as of the first day of the term hereof.

RECITALS

WHEREAS the Workforce Innovation and Opportunity Act (WIOA) provides that the FRWDB shall establish and operate a One-Stop System, also known as AJCC, to serve customers in Fresno County with the collaboration of the Partner; and

WHEREAS, the FRWDB has established Workforce Connection, located at 3302 Blackstone Avenue, Fresno, CA 93726, as the comprehensive AJCC; and

WHEREAS, the Partner is to share the cost and burden of the AJCC to the fullest extent allowable taking into account restrictions imposed by sources of funding relied upon by the Partner, which, if possible, shall contribute services or space, if prohibited from paying cash, to contribute its share of the in-kind expenses of the AJCC benefiting; and

WHEREAS, FRWDB has contracted with the Fresno Area Workforce Investment Corporation (FAWIC) to provide administrative services, including, without limitation, administering this Agreement on behalf of the FRWDB; and

WHEREAS, the FRWDB and Partner desire to enter into this Agreement in order to establish the methodology, terms and conditions under which they will provide resources or funds in sharing the costs of the AJCC.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto hereby agree as follows:

I. **Term.** The term of this Agreement shall commence on January 1, 2018, and terminate on December 31, 2018, unless otherwise terminated as hereinafter provided.

II. **AJCC Partners.** The following entities are partners in the operation of the AJCC. Each partner has executed a separate Phase I MOU with the FRWDB and the Chief Local Elected Officials (CLEO) and will execute this Phase II Resource Sharing Agreement (RSA) Amendment to their respective Phase I MOUs.

- a. The County of Fresno, The City of Fresno
- b. FRWDB
- c. Co-Located Partners (subject to comprehensive AJCC infrastructure cost sharing):
 - i. Employment Development Department

- ii. Fresno County Department of Social Services
 - iii. Department of Rehabilitation
 - iv. National Council on Aging
 - v. Job Corps
 - vi. State Center Adult Education Consortium
- d. Non Co-Located Partners (subject to other comprehensive AJCC services cost sharing and reporting):
 - i. Fresno Economic Opportunities Commission
 - ii. Proteus, Inc.
 - iii. West Hills Adult Education Consortium
 - iv. West Hills Community College District
 - v. California Indian Manpower Consortium

III. **Cost Allocation Methodology.** The FRWDB and Partner agree that the AJCC Budget and Allocation Plan set forth in Attachments A and B, respectfully, bears an equitable relationship to the benefits received by each at the comprehensive AJCC.

The Methodology will:

- a. Be consistent with federal laws authorizing each partner's program.
- b. Comply with federal cost principles in the Uniform Guidance.
- c. Include only costs that are allowable, reasonable, necessary, and allocable to each program partner.

Those partners who are co-located in the comprehensive AJCC, identified in Section II c, are mandated to share in the infrastructure costs of the comprehensive AJCC, to the extent allowed under their authorizing law.

Those partners not co-located in the comprehensive AJCC, as identified in Section II d, are not subject to sharing in the infrastructure costs until such time the State defines and communicates the process and methodology for assessing the benefit and or value to the non co-located partner.

The infrastructure costs shall be allocated as follows:

- a. Direct Charge: Costs that are incurred solely for the benefit of Partner shall be allocated to Partner.
- b. Square Footage Percentage at an AJCC Site: Partner shall be allocated the cost of providing and maintaining facilities at the site based upon the percentage of the number of square feet at the site Partner commits to use relative to the total space of the site.
- c. Communication Costs: The costs for telephone equipment maintenance, telephone lines and service, and internet lines and service will be based on the number of units used by Partner. The cost for the number of units in common areas, such as the customer resource room, will be allocated to Partner based on their square footage percent as determined in b., above. A usage fee for each telephone unit per month will be allocated to Partner for the County-wide telephone system that was purchased with WIOA funds. See Attachment B for usage fees.

Long distance will be allocated directly to Partner as a direct cost in accordance with a., above. Long distance that cannot be identified with a specific agency will be allocated to Partner based on their square footage as determined in b., above.

IV. **Partner-provided Career Services** For all partners (co-located and non co-located), other costs associated with providing Career Services to the AJCC system are described in Attachment C. Reporting of these services are further described in Section VI, Partner Resources.

V. **Other System Costs - Shared Costs.** FAWIC will pay to the appropriate vendors the shared non-infrastructure costs for the comprehensive AJCC. These payments will be considered the WIOA resources for payment of allocable costs to WIOA.

VI. **Partner Resources.** Partner agrees to provide the following resources in support of the AJCC system:

- a. For infrastructure costs, co-located partners will provide cash payment for the amount allocated to them as shown in Attachment B.
 - i. If a cash payment is required from the partner, FAWIC will invoice the partner monthly. The partner shall submit their payment to the Fresno Area Workforce Investment Corporation, 2125 Kern Street, Suite 208, Fresno, CA 93721. All cash payments must be received by FAWIC no later than 45 calendar days after receipt of the invoice unless an alternative arrangement is agreed to in writing by FAWIC and the partner. A partner's failure to pay within a timely manner will be reported to the FRWDB Adult Council and may be subsequently submitted for dispute resolution as provided for in Section VII.
- b. All partners (co-located and non-co-located) will provide estimated annual budgets that reflects their agency expenditures/contributions to provide Career Services to Fresno County residents. The Consolidated Career Services Budget is further described in Attachment C.
 - i. Partner agrees to submit monthly actual versus budget reports for Career Services Expenditures.
 - ii. Reviews of the consolidated report will be in accordance with Section VII.

VII. **Periodic Review of Costs, Allocations and Contributions.** The FAWIC will provide quarterly reports to the partners showing the actual costs, allocations and contributions versus budget and/or plan. After the close of the second calendar quarter, FAWIC will convene an AJCC Partner Review meeting to determine if adjustments to budget and or allocations need to be made based on actual expenditures. If a modification is deemed appropriate, then this RSA amendment will be modified as agreed to by all partners.

VIII. **Dispute Resolution.** Any dispute among or between the parties hereto shall be addressed by the FRWDB in accordance with WIOA and the appropriate Final Rules promulgated with respect thereto, as amended and applicable. Following a decision by FRWDB, the parties involved may appeal to the State of California following the applicable procedures. Pending final resolution of a dispute hereunder, the parties involved shall proceed diligently to perform their respective obligations under the Agreement in accordance with the FRWDB decision, unless the parties have given a notice of termination as provided for in Section XI.

XI. **Termination.** Use of funds identified in this RSA as being available to pay the costs, charges, and fees set forth herein are contingent upon receipt of those funds by Partner. Partner may withdraw from this Agreement in the event that funding is either eliminated or reduced such that Partner can no longer pay the costs set forth above. Such withdrawal shall

be effective with no less than a 30-day written notification to FAWIC that Partner lacks funding, or upon the vacating of the premises by Partner, if applicable, whichever is later.

The FRWDB and Partner executing this Cost/Resource Sharing Agreement agree to its terms and conditions:

{PARTNER NAME}

{SIGNATORY, TITLE}

Signature

Date _____

Fresno Regional Workforce Development Board

Paul Bauer, Chair

Signature

Date _____

ATTACHMENT A – MANCHESTER COMPREHENSIVE AJCC BUDGET

| Category | Description | Cost |
|------------------------|--------------------------------|-------------------|
| Telephone | Telephone service | \$ 19,000 |
| Data Lines | Communication Telephone - Data | \$ 18,000 |
| Long Distance | Long Distance phone service | \$ 3,600 |
| Insurance | General Liability | \$ 4,778 |
| Insurance | Property | \$ 4,477 |
| Facility Maintenance | facility | \$ 7,000 |
| Facility Maintenance | furniture | \$ 2,000 |
| Facility Maintenance | Janitorial supplies | \$ 48,000 |
| Facility Maintenance | Security (Alarm service) | \$ 3,700 |
| Facility Maintenance | Pest Control | \$ 2,000 |
| Equip. Maintenance | Copiers | \$ 19,900 |
| Equip. Maintenance | Printers, Servers, PCs, etc | \$ 1,000 |
| Office Expense | General | \$ 13,600 |
| Professional Services | Child Care | \$ 85,000 |
| Professional Services | Document Destruction | \$ 2,300 |
| Professional Services | Security guard service | \$ 37,000 |
| Facilities Leases | Manchester | \$ 430,000 |
| Equip. Leases | Copiers | \$ 12,400 |
| Facilities - Utilities | Manchester | \$ 85,000 |
| Telephone | Handset Usage Fee | \$ 13,382 |
| | Total | \$ 812,137 |

ATTACHMENT B – AJCC ONE-STOP INFRASTRUCTURE COSTS ALLOCATION METHODOLOGY AND PLAN

Allocation Methodology

The infrastructure costs shall be allocated as follows:

- Direct Charge: Costs that are incurred solely for the benefit of Partner shall be allocated to Partner.
- Square Footage Percentage at an AJCC Site: Partner shall be allocated the cost of providing and maintaining facilities at the site based upon the percentage of the number of square feet at the site Partner commits to use relative to the total space of the site.
- Communication Costs: The costs for telephone equipment maintenance, telephone lines and service, and internet lines and service will be based on the number of units used by Partner. The cost for the number of units in common areas, such as the customer resource room, will be allocated to Partner based on their square footage percent as determined in b., above. A usage fee for each telephone unit per month will be allocated to Partner for the County-wide telephone system that was purchased with WIOA funds. See Attachment B for usage fees.

Long distance will be allocated directly to Partner as a direct cost in accordance with a., above. Long distance that cannot be identified with a specific agency will be allocated to Partner based on their square footage as determined in b., above.

Allocated Square Footage Summary

| Agency | Total Direct Area | Common Space | Customer Area | Other Customer Area | Conference Rooms | Children's Room | Partner Total | Partner % |
|----------------|-------------------|--------------|---------------|---------------------|------------------|-----------------|---------------|-------------|
| WIOA | | 8,336 | 3,450 | 1,794 | 931 | 275 | 14,786 | |
| DOR | 10,990 | 5094 | 1,840 | 932 | 670 | 220 | 19,747 | 60% |
| DSS | 138 | 64 | 34 | 17 | 13 | - | 266 | 1% |
| EDD | 1,532 | 710 | 382 | 194 | 139 | 45 | 3,002 | 9% |
| SCAEC | 4,114 | 1,907 | 1,025 | 520 | - | - | 7,566 | 23% |
| NCOA | 148 | 69 | 37 | 19 | 13 | - | 286 | 1% |
| Ticket To Work | 530 | 246 | 132 | 67 | 48 | - | 1,022 | 3% |
| Job Corps | 177 | 82 | - | - | 16 | - | 274 | 1% |
| | 353 | 164 | - | 45 | 32 | 10 | 604 | 2% |
| | 17,982 | 8,336 | 3,450 | 1,794 | 931 | 275 | 32,768 | 100% |

Phone/FAX/PC Usage Schedule

| | Telephones | Fax | PC |
|------------------------------|------------|----------|------------|
| NCOA | 3 | | 3 |
| WIOA | 57 | 1 | 80 |
| DOR | 1 | | |
| DSS | 9 | | |
| EDD | 20 | 2 | |
| SCAEC | 1 | | |
| Ticket to Work | 1 | | |
| Job Corps | 2 | | |
| Direct | 94 | 3 | 83 |
| <u>Common Space</u> | | | |
| Reception Areas | 3 | | 6 |
| Child Care Room | 1 | | |
| Server Room | 1 | | |
| | 5 | 0 | 6 |
| <u>Customer Space</u> | | | |
| Adult Resource Room | 6 | | 57 |
| Conference Rooms 208 and 209 | 1 | | 1 |
| | 7 | 0 | 58 |
| TOTAL | 106 | 3 | 147 |

Allocation Plan Summary

| | DSS Amount | EDD Amount | SCAEC Amount | DOR Amount | NCOA Amount | Job Corps Amount | Other Agencies | WIOA Amount | Total Amount |
|----------------------|------------------|-------------------|-----------------|-----------------|------------------|---------------------|-------------------|-------------------|-------------------|
| Direct Charge | 54,812 | 124,917 | 5,387 | 5,026 | 19735 | 12,558 | 6,303 | 379,566 | 608,306 |
| Adult Resource Room | 8,766 | 23,520 | 849 | 780 | 3,029 | - | - | 41,687 | 78,630 |
| Children's Room | 14,888 | - | - | - | - | 3,308 | - | 72,325 | 90,521 |
| Other Customer Areas | 3,761 | 10,080 | 368 | 330 | 1,299 | 872 | - | 17,970 | 34,680 |
| Total | \$ 82,226 | \$ 158,518 | \$ 6,605 | \$ 6,135 | \$ 24,063 | \$ 16,739 | \$ 6,303 | \$ 511,548 | \$ 812,137 |

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 8 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | APPROVE |

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: Workforce Innovation and Opportunity Act Local Plan

RECOMMENDATION:

Approve the final Fresno Regional Workforce Development Board (FRWDB) Workforce Innovation and Opportunity Act (WIOA) Local Plan.

REASON FOR RECOMMENDATION:

WIOA Sections 106 and 107 and California UI Code Sections 14221-14222 require that local boards submit a comprehensive four (4) year regional and local plan (Plan) to the state board.

On July 1, 2016, the state released the draft Regional and Local Planning Guidance for 2017-2020 (WSDD-146), which provides guidance for the preparation and submission of both the local and regional workforce plans required by WIOA. As outlined in the draft directive, the final plan must be submitted to the state board no later than August 1, 2017.

On May 1, 2017, the FRWDB received notice from the California Workforce Development Board that its Local Plan has been conditionally approved, pending re-submission of plan sections requiring additional information by June 15, 2017.

Due to the timing of the FRWDB quarterly meeting, and the lead time requirements for submitting the plan to the Chief Local Elected Officials for approval, on June 6, 2017, the FRWDB authorized the FRWDB Executive Committee to approve the FRWDB Local Plan for submission to the state and CLEOs.

ATTACHMENT:

Fresno Regional Workforce Development Board Workforce Innovation and Opportunity Act 2017-2020 Local Plan (without attachments)



Fresno Regional
**Workforce
Development Board**

A proud partner of America's Job Center of CaliforniaSM network.

Workforce Innovation and Opportunity Act

4-Year Local Plan

Program Years 2017 – 2020

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**Fresno Regional Workforce Development Board
Workforce Innovation and Opportunity Act
4-Year Local Plan
Program Years 2017-2020**

A. Vision, goals, and strategy of the Local Board and its partners, including:

1. **A description of the Local Board's strategic vision to support regional economic growth and economic self-sufficiency. This must include goals for preparing an educated and skilled workforce (including youth and individuals with barriers to employment), and goals relating to the performance accountability measures based on WIOA performance indicators described in 20 Code of Federal Regulations Notice of Proposed Rulemaking 677.155(a)(1). Vision, goals, and strategy must be linked to the analytical background information.**

On May 19, 2009 the County of Fresno and the City of Fresno entered into a Joint Powers Agreement (JPA) to administer Workforce Innovation and Opportunity Act (WIOA) funds within Fresno County. The County and the City jointly charged the Fresno Regional Workforce Development Board (FRWDB) with implementing strategies and programs to meet the employment and training needs of Fresno businesses and job seekers. In compliance with this mandate, the FRWDB adopted the vision that "Business is our Primary Customer." In doing so, the FRWDB has acknowledged that the best way to serve our job seekers is to understand and support the needs of our businesses. To implement this FRWDB continuously scans the employment and training needs of business - not only in Fresno, but regionally across the San Joaquin Valley.

The private sector appointments to the FRWDB Board of Directors are representative of the high-demand growth industries within our region; including healthcare, construction/trades, and manufacturing. Other appointment categories to the FRWDB Board of Directors represent education, economic development, local government, state agencies, and organized labor. All FRWDB Directors must serve on a FRWDB Committee (Adult, Youth, Business and Industry, or FRWDB Executive). Our FRWDB Committees evaluate detailed One-Stop System data and continuously drive for systems improvement.

The FRWDB is at the forefront of community efforts to ascertain and respond to workforce issues in Fresno County. Deep experience in the field, extensive local and regional partnerships, and creative thought leadership all come together to positively position the FRWDB to respond to business needs as a community leader and convener.

The FRWDB's role as a convener and leader is reflected by its support of innovative workforce initiatives, ranging from programs that address specific needs of our diverse population to recognizing the demand for career technical education leading to stackable credentials. All meeting industry demand for a skilled workforce if we are doing our job right.

The FRWDB's drive for local excellence has led it to spearhead a number of valley-wide job training initiatives, specifically in the areas of manufacturing and public infrastructure construction. Utilizing funding from the State of California and the United States Department of Labor, and with FRWDB acting as fiscal and administrative agent, focused recruitment, assessment and training is taking place in those two (2) key industry sectors across the eight (8) valley counties stretching from San Joaquin in the North to Kern in the South.

2. Taking into account analyses described above, provide a strategy to work with the entities that carry out the core programs and other required partners to align resources available to the local area, to achieve the strategic vision of the local plan.

The FRWDB has a strong relationship with its WIOA partners within the One-Stop System and continues to strengthen its relationships with other community partners servicing Fresno County. The FRWDB is taking the following steps to align resources and services in the coming years:

- The vision and programmatic elements outlined in this Plan are being shared with partners and will be reviewed, revised, and jointly implemented by the FRWDB One-Stop System.
- Formula funds and special grant funds will be set aside to support the expanded our roster of services, including services to individuals with barriers to employment, incumbent workers, and English as a Second Language training programs within the One-Stop System.

B. Local program alignment to implement State Plan policy strategies.

1. Provide a description of the workforce development system in the local area that identifies programs included in the system.

The design of the One-Stop delivery system was developed by all of the required partners and is continually assessed for improvements. The participant flow within the One-Stop System starts with Basic Career Services, and proceeds through Individualized Career and Training Services based on the individual needs of each participant. All designed to assist these clients in achieving success and becoming self-sufficient.

As prescribed by the WIOA, the One-Stop delivery system in Fresno County is comprised of the mandatory One-Stop partners and services. Optional partners may be added to meet local needs. Partners are committed to the state's vision of a One-Stop that is participant focused, performance-based, accountable to each other, and that meets the local needs of participants and employers. The FRWDB's goal is to offer access to all services, high-quality job training, and workforce education programs through Fresno County's One-Stop System.

Throughout the county, we maintain six (6) One-Stop access locations to serve the entire urban and rural populations: One (1) comprehensive center in the city of Fresno, where the majority of our partners are co-located, and five (5) affiliate sites, located in the cities of Reedley, Selma, Coalinga, Mendota and Firebaugh.

Comprehensive Center

- Accessible to the general public during regular business hours.
- Physically and programmatically accessible to individuals with disabilities and individuals with little or no English proficiency.
- Basic and Individualized Career Services and Training Services.
- Access to programs and activities provided by WIOA mandated partners, including employment services authorized under the Wagner-Peyser.

Affiliate Locations

- Accessible to general public and physically and programmatically accessible to individuals with disabilities and individuals with little or no English proficiency.
- Basic and Individualized Career Services and Training Services.
- Representation of one (1) or more mandated WIOA partner, either physically or through direct linkage.

All partners are not physically in all locations due to manpower and resource constraints. However, all One-Stop locations utilize our partner referral and co-enrollment process that allows a virtual One-Stop delivery system. A list of all One-Stop locations in Fresno County is provided in Attachment II.

The 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 they will be able to easily access needed services. The FRWDB tracks all participants' usages and referrals through our I-Train common intake case management system. This is critical to ensure that the FRWDB can analyze and respond to additional resources that may be needed by our participants.

Self-service and informational activity accessed through Basic Career Services requires minimal registration and is universally available. Participants with a solid work history and no self-disclosed employment barriers will be referred to Basic Career Services that provide resource room services, activities, and assistance from the One-Stop Contract Coordinator specialist.

A "Self-Reliance Team", which is comprised of One-Stop staff and WIOA partner staff from at least one (1) of the partners (State of California Employment Development Department (EDD), Fresno County Department of Social Services, or the Department of Rehabilitation) is responsible for interviewing participants who have requested Individualized Career or Training services. The purpose of this interview is to review the current situation of the participant and provide the best possible referral(s) to assist them in upgrading their current position or obtaining employment.

Through the One-Stop, employers have a single point of contact to list job openings and provide information about current and future skills needed for their workforce. They will benefit from a single system for finding a qualified workforce that meets their needs.

Sector One-Stops

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, Trades, and Government. The first sector One-Stop is for the Government sector, which opened its doors to provide services in December 2015.

Sector-based orientations are provided at the comprehensive One-Stop location to provide information on the various occupations in demand sectors. Information 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 is provided at the orientations. 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.

2. ***Identify how the Local Board will support the seven policies identified in the State Plan and will work with the entities carrying out core programs and other workforce development programs, including programs of study authorized under the Carl D. Perkins Career and Technical Education Act of 2006 (20 U.S.C. 2301 et seq.) to support service alignment and implement the policy strategies emphasized in the State Plan (the seven strategies are sector strategies, career pathways, organizing regionally, earn and learn, supportive services, building cross system data capacity, integrating services and braiding resources).***

- i. **Sector Strategies (including regional)**

As stated above, the FRWDB has developed 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, Trades, and Government. The first sector One-Stop is for the Government sector, which opened its doors to provide services in December 2015 with additional sector One-Stops for Healthcare, Manufacturing and Trades to open in 2017 and 2018.

In addition, the FRWDBs Business and Workforce Consultants (BWC) will outreach to sector employers to strengthen business relationships, act as a clearinghouse of information on data and research, and solicit feedback to enhance quality services for the benefit of the business community and job seekers. The BWCs will work directly with their sector employers to gauge a broad range of employer needs including recruitment and placement services, On-the-Job Training (OJT) for new employees and incumbent worker training for their current workforce and referrals to

appropriate resource to assist them in business growth and employee retention.

ii. **Career Pathways (including regional)**

Building on the sector approach described in the Regional Plan, the FRWDB will identify career pathways associated with the identified priority sectors. As part of the career pathway development, the FRWDB will detail training and credentialing opportunities, broker co-enrollment possibilities, and work to identify financial resources and the support to allow WIOA program participants to pursue these pathways.

The FRWDB is committed to providing targeted access to our WIOA participants for employment in high-growth, high-wage employment. The FRWDB has adopted a local sector strategy targeting six (6) high-growth and/or high-wage industry sectors: Healthcare, Trades, Manufacturing/ Water Technology, Government, Logistics/Distribution and the cross sector occupation of Information Technology. Periodic employment surveys are conducted by the FRWDB to identify and evaluate the current hiring and skills needs within these industries. As business needs evolve, the FRWDB will continue to assist businesses with retaining and growing jobs in Fresno County.

In conjunction with the Regional Plan on-ramps, the FRWDB will utilize a career pathways training model that focuses on a mix of job readiness and the ability to attain industry-recognized certificates, education, or degrees needed for employer-vetted occupations in targeted industry priority/emerging clusters.

This mix will be vetted by employers and rely on a mix of tools with the goal of preparing the workforce to meet and exceed employers' requirements. Examples include:

- Stackable educational/training options
- Accelerated/integrated education and training
- Industry-recognized credentials
- Basic skills training
- Soft skills
- Job readiness
- Vocational English as a Second Language
- OJT, registered apprenticeships, internships, and other Earn and Learn models

The future strategy for outreach to our sectors will be to:

- Continually assess workforce needs to prepare and train participants to meet those needs
- Create or continue pilots within each sector to gain critical mass in sector penetration, as appropriate

- Develop sector career ladder and align these with the efforts of education partners, in conjunction with regional and local priorities
- Continually evaluate service to enhance service offering.

Through the Slingshot and Prop 39 grants, the FRWDB is working with Local Workforce Development Boards and community colleges in the Central Valley RPU, to develop employer driven curriculum and training programs for career pathways in the Manufacturing and Construction and Trades occupational sectors.

iii. Organizing Regionally

The Central Valley has a long history of regional partnerships beginning with the Private Industry Council, Fresno County has been an active member of the Central California Workforce Collaborative (CCWC), which is comprised of eight Local Workforce Development Areas, including San Joaquin, Stanislaus, Merced, Madera, Kings, Tulare, Kern/Inyo/Mono.

For more than 25 years Fresno County Workforce staff has actively participated in monthly meetings to share best practices, conduct regional procurements and compete and administer competitive regional grants, which included two (2) direct Governor Discretionary Grants to support the development of the regional workforce development. The CCWC also has a representative on the Board of Directors of the California Partnership for the San Joaquin Valley.

The FRWDB has managed multiple regional grants within the eight county regions, including the Slingshot and Prop 39 grant funded projects, which include working with the Fresno, Madera, Kings, Tulare Building Trades Council and various community colleges throughout the region to provide training in the Public Infrastructure and Manufacturing sectors

The FRWDB activity participates in planning sessions with local and regional community college districts and Adult Education consortiums for the development of service local and regional plans such as the Central/Mother Lode Regional Consortiums Strong Workforce plan.

iv. Earn and Learn

The FRWDB has developed "Earn and Learn" work-based learning strategies that are designed to assist individuals with barriers to employment to gain relevant skills to assist them in obtaining employment in high wage sector occupations. These strategies include a focus on the development of industry recognized post-secondary credentials, career pathways, and enhanced connections to registered apprenticeship. Work-Based Learning includes OJT, apprenticeship, and work experiences and internships that are linked to careers. Work-based learning services may also include job shadowing and career exploration to help customers

develop skills, experience and exposure to careers or industries based on their interests and competencies.

Work-based learning opportunities are marketed by FRWDB and One-Stop business service staff. Staff will pursue opportunities with employers and to development relationships with local business to identify work-based learning opportunities make appropriate referrals for work-ready participants.

Through a partnership with the San Joaquin Manufacturing Alliance, Fresno County Career Technical Education / ROP and local community colleges, the FRWDB developed the Manufacturing Internship Pilot Program. This program will build a workforce-ready talent pipeline by connecting youth to the Manufacturing Industry through career exploration, classroom training and paid internships.

Through the Manufacturing Internship Pilot Program youth will complete an in-depth screening process, which includes an interview with manufacturing employers, soft skills evaluation, drug-screening and background checks. Participants selected through the pre-screening process complete paid work experience with local employers, two (2) semesters of Manufacturing training and an externship upon completion of the classroom training. Upon completion of the training program, youth will be provided with employment opportunities in various occupations in the Manufacturing sector. The FRWDB plans to expand this model to other sector industries in 2017 and 2018.

In addition, the FRWDB has a long standing partnership with the local building trades' council providing pre-apprenticeship training creating a pathway to various union apprenticeship programs.

v. Supportive Services

Supportive Services are provided through a multitude of sources, including WIOA-funded Supportive Services, as well as WIOA partners and other community funded Supportive Services. Supportive Services are intended to enable an individual to participate in WIOA-funded programs and activities to secure and retain employment. Supportive Services include but are not limited to:

- Assistance with clothing, food, housing, uniforms and tools.
- Transportation assistance, such as bus passes, car repair, and mileage.
- Needs-related services payments.

The FRWDB works with One-Stop and partner staff to provide on-going training to increase knowledge regarding programs and resources

available through the One-Stop and its partner agencies, and other local community organizations.

vi. Building Cross System Data Capacity

The FRWDB staff utilizes a variety of sources for economic and labor market data including but not limited to, EDD LMI Data, EconoVue, EMSI and American Community Survey data and regional and local economic and skills gap analysis data collected through the Central Valley RPU regional employer survey. The FRWDB also utilizes employment data collected through periodic local employment surveys. In addition,

The FRWDB Staff will continue to work with partners in attempting to solve the problem of data sharing and reporting across partners. Additionally, staff is working with existing partners on a pilot program to build cross-system data capacity.

vii. Integrating Services and Braiding Resources

In response to both national and state calls for increased integrated service delivery within One-Stops over the past several years, the FRWDB has been pro-actively identifying needs and implementing processes to improve efficiency of the FRWDB's employment and training system, with a primary focus on meeting employer-driven demand.

The FRWDB has demonstrated a capacity to help create a competitive employment and training system designed to meet the needs of participants and the talent needs for employers. The demonstrated value of the FRWDB includes:

- A depth and diversity of partnerships.
- Experience and depth with industry sector initiatives.
- Diversity and depth of work with a variety of public and private training providers.
- Expertise and success with placement of diverse and hard-to-serve participants.
- High standards of grant management for both state and federal competitive funding.

The funding for the FRWDB's One-Stop system is provided through WIOA programs for adults, dislocated workers and youth. The system also includes numerous partners and programs that contribute both financially and through in-kind services to provide effective employment and training services to WIOA participants.

In order to improve customer-centered service delivery and braid partner resources, the FRWDB began working with WIOA partners for the development and implementation of an integrated service delivery model.

The key components will include:

- Organization of staff around functions and participant needs.
- Functional leadership and supervision to support functional teams.
- Co-enrollment of participants.
- Electronic referrals for partner services.
- Continuous quality improvement based on participant feedback.

For staff, this means:

- The participants' and employers' needs are at the forefront.
- Every participant is everyone's participant.
- Staff development and training opportunities to support transition to new roles under functional teams.
- Serving as navigators to ensure participants access services from various partners as needed.
- FRWDB staff will continually monitor and assess WIOA and partner initiatives to avoid duplication and to more effectively integrate services and braid resources.

Participants will experience:

- Value-added interaction during each visit.
- Seamless transition between staff, programs, and/or services.
- "No wrong door".

C. Specific Services and Service Delivery Strategies.

1. **Provide a description of the ways the Local Board will work with entities carrying out core programs to expand access to employment, training, education, and supportive services for eligible individuals, particularly eligible individuals with barriers to employment. Target populations include those listed in WIOA Section 23(a)-(m).**

Through the FRWDBs established MOUs with WIOA partner programs such as Department of Rehabilitation, Department of Health and Human Services and EDD Veteran Services Representative, the One Stop system provides a full range of basic career services, individualized career services and employment and training services that are accessible and meets the needs of individuals with barriers to employment.

The FRWDB provides priority of services for individuals with barriers to employment and has local policies clearly defining the priority of service requirements for all adult individuals who are recipients of public assistance, low income and basic skills deficient individuals, this also includes veterans and individuals with disabilities.

Access to all partner services are available either on-site at the One-Stop or via referral. The use of various technology platforms and methodologies will be used to facilitate the delivery of these services when and where appropriate and cost

effective. Customers are referred and meet with core partner staff such as Department of Rehab, Department of Social Services, EDD UI and Veterans Services and adult education partner staff, based on their individual needs.

The local system provides for the co-enrollment of individuals in multiple partner programs, as needed, to assist the individual in successfully addressing employment barriers, which will result in a successful outcome (sustained employment in a demand occupation, leading to self-sufficiency) for the individual participant.

All One-Stop and WIOA program staff are cross trained in the eligibility requirements for each partner's services in order to ensure appropriate referrals. Through on-going training, all partners will be aware of the services available under WIOA, including Basic Career Services, Individualized Career Services and Training Services. Associated with these will be the availability of Supportive Services to support job search and training activities. Individuals will be referred to appropriate partner(s) as needed. Where partners offer the same types of services as those available under WIOA, those services will be braided (without duplication) to ensure the best possible outcome for the individual, based on their specific needs.

All criteria and the processes to receive these services are described in the FRWDB's local Policies and Directives. These documents are available to partners, sub-recipients, and the public on our website, www.workforce-connection.com.

2. **Provide a description of the way the Local Board will facilitate the development of career pathways and co-enrollment, as appropriate, in core programs.**

Building on the sector approach described in the Regional Plan, the FRWDB will identify career pathways associated with the identified priority sectors. As part of the career pathway development, the FRWDB will detail training and credentialing opportunities, broker co-enrollment possibilities, and work to identify financial resources and the support to allow WIOA program participants to pursue these pathways.

The FRWDB is committed to providing targeted access to our WIOA participants for employment in high-growth, high-wage employment. The FRWDB has adopted a local sector strategy targeting six (6) high-growth and/or high-wage industry sectors: Healthcare, Trades, Manufacturing/ Water Technology, Government, Logistics/Distribution and the cross sector occupation of Information Technology. Periodic employment surveys are conducted by the FRWDB to identify and evaluate the current hiring and skills needs within these industries. As business needs evolve, the FRWDB will continue to assist businesses with retaining and growing jobs in Fresno County.

In conjunction with the Regional Plan on-ramps, the FRWDB will utilize a career pathways training model that focuses on a mix of job readiness and the ability to attain industry-recognized certificates, education, or degrees needed for employer-vetted occupations in targeted industry priority/emerging clusters.

This mix will be vetted by employers and rely on a mix of tools with the goal of preparing the workforce to meet and exceed employers' requirements. Examples include:

- Stackable educational/training options
- Accelerated/integrated education and training
- Industry-recognized credentials
- Basic skills training
- Soft skills
- Job readiness
- Vocational English as a Second Language
- On-the-Job Training (OJT), registered apprenticeships, internships, and other Earn and Learn models

The future strategy for outreach to our sectors will be to:

- Continually assess workforce needs to prepare and train participants to meet those needs
- Create or continue pilots within each sector to gain critical mass in sector penetration, as appropriate
- Develop sector career ladder and align these with the efforts of education partners, in conjunction with regional and local priorities
- Continually evaluate service to enhance service offering

3. **Provide a description of the way the Local Board will improve access to activities leading to a recognized post-secondary credential (including a credential that is an industry-recognized certificate or certification, portable, and stackable).**

The FRWDB utilizes formula funding and special grants to provide training opportunities for WIOA participants. The FRWDB has also dedicated training funds specifically for Incumbent Worker Training to meet employers' evolving needs. All training provided must be in a targeted sector or utilize current employment data to ensure the participant can obtain employment after training. The FRWDB maintains a local demand occupation list that is reviewed and updated periodically to ensure that training funds are only utilized for high-growth, high-demand industries.

One of the primary vehicles for driving these access strategies are our regional workforce partnerships that create sector-based career pathways and offer tuition-free training to meet the needs of WIOA participants, incumbent workers, and employers. Rather than working in silos, training providers, economic development, industry and employers, and the workforce system will collaborate to braid public and private resources. This will allow the system to respond to employer demand and to offer innovative, evidenced-based education and job training. WIOA participants are not mandated to receive any services such as Basic or Individualized Career Services prior to being referred to Training Services.

4. **Provide a description of the way Local Boards and their partners will facilitate engagement of employers in workforce development programs, including small employers and employers in in-demand industry sectors and occupations.**

The FRWDB local business plan vision is to continually implement a demand-driven system with business as our primary client. We will provide timely, holistic, and multi-faceted business and workplace solutions to bolster the regional prosperity of our community and, therefore, our workforce. This is accomplished by:

- Continually engaging multiple stakeholders, actively listening to their needs, and acting with agility and a business focus to implement solutions.
- Aligning our investment in the workforce and training resources to the needs of business now and with a future focus.
- Shifting from a recruitment strategy to a “grow your own” strategy for high priority sectors.
- Balancing the disparity between the skills level of the participants versus the needs of the employers.

The output of this demand-driven customer model is qualified participants who are prepared for success in the workforce.

Business Engagement Strategy

The FRWDB engages all businesses, sector and non-sector, small and large, on initiatives regarding strategic investments in the skills of its local workforce. The FRWDB conducts and publishes periodic surveys to identify job growth and labor needs across targeted industries and to get a pulse on businesses’ barriers and expansion. We frequently bring together, or participate with existing groups, on employer roundtables. This includes our clients, Slingshot stakeholders, education, economic development, cluster members, grant participants, and other intermediaries, with the purpose of workforce planning as it relates to identifying the targeted industries / occupations. Through facilitated dialogue with these multiple stakeholders, and with a targeted focus on employer feedback, we review surveys to identify targeted jobs and identify required skills (soft and technical), competencies, and education. This process enables us to:

- Develop sector-focused staff training.
- Identify and utilize specialized assessments.
- Develop career ladders.
- Allocate training resources.
- Identify qualified training providers.
- Work with sector employers to vet FRWDB screening, training policies and curriculum.

The FRWDB will connect to businesses through a variety of engagement strategies by leveraging relationships with a mix of internal and external stakeholders, and with a focus on the end result of preparing a qualified, job

ready workforce. This will be accomplished through the following resources and relationships:

FRWDB Business Services Staff: FRWDB Business Services staff creates high-level, long-term partnerships, collects proactive data on industry growth, and facilitates the connection between training needs and curriculum development.

Business Account Specialists: Our day-to-day business support activities are conducted by Business Account Specialists (BASs). They are responsible for engaging businesses to identify current and future workforce needs.

FRWDB Business and Industry Committee: The FRWDB has maintained a Business and Industry Committee (B&I) for over 17 years. The B&I adopted its strategic business plan to ensure that we have measurable, aggressive business services goals, which is reviewed annually.

Sector Driven Engagement

Adopting sector partnerships to enhance service delivery continues to be a critical part of the FRWDB's engagement strategy. This includes a focus on efforts and opportunities to support regional collaborative partnerships comprised of employers from priority and emerging industry sectors.

Sector Business Communications and Outreach Strategies: The FRWDB will utilize a variety of outreach resources and tools to connect to sector businesses:

EconoVue: To identify priority sectors in our region via labor market information and specifically focus on employers experiencing financial stress. Then outreach will be conducted to these companies utilizing sector specific marketing materials and messages via the internet, social media, TV, radio, one-on-one presentations and partner network connections.

Sector Business Account Specialists: Our BAS unit is split between general business BASs and sector BASs. Many BAS team members have targeted sector experience and readily understand the unique needs of the employers within that sector.

Sector One-Stop: 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. The first sector One-Stop is the Government sector, which opened its doors to provide services in December 2015. Sector-based orientations are provided at the comprehensive One-Stop location to provide labor market information on the various occupations in demand sectors.

Partners/Intermediary Engagement

As a prudent manager of resources and funds entrusted to us, we frequently scan out partners and intermediaries for opportunities to braid and leverage funding for workforce and training initiatives. As we convene multiple stakeholders, we understand that we provide a critical community leadership role

as well as a sounding board for partners whose goals overlap with ours. We will engage this diverse group of regional and local partners to link, align and leverage our collective assets on both short range projects and strategic planning for long-term initiatives with large community impact. These partners include:

- Education/CTE
- Secondary and Postsecondary Education.
- One-Stop Partners
- Local Government
- Sector Navigators – *Doing What Matters*
- Central California SHRM

5. **Provide a description of the way Local Boards and their partners will support a local workforce development system that meets the needs of businesses in the local area.**

The FRWDB has adopted the vision that “Business is our Primary Customer”. In doing so, the FRWDB has indicated the best way to serve participants is to understand and support the needs of businesses (workforce, economic development, etc.). This vision ensures that the FRWDB continues to scan employment and training needs not only in Fresno, but regionally across the San Joaquin Valley. The private sector FRWDB Directors are representative of our high-demand industries.

Business Services include, but are not limited to:

- Working with our business clients to develop customized solutions and connect them with our business servicing partners.
- Fresno4Biz - a business partner collaborative that works together to address businesses' needs.
- Standard business services, such as the Human Resource Hotline, tax credit referrals, layoff aversion, Rapid Response, etc.
- Workforce Development, such as job related assessments and employer driven curriculum.
- Earn and Learn programs.
- Training solutions.
- Customized business solutions.

6. **Provide a description of the way Local Boards and their partners will better coordinate workforce development programs and economic development.**

The FRWDB collaborates with economic development partners for opportunities to attract business and strengthen the local economy. This includes work on the following initiatives:

Partnership with the Fresno Economic Development Corporation (EDC): The FRWDB enjoys a strong partnership with the Fresno County Economic Development Corporation (EDC). This includes a variety of projects and shared goals. Some examples include:

- Comprehensive Economic Development Strategy (CEDS) Development – Monthly, the FRWDB staff with the EDC and other stakeholders meet to provide input into the CEDS being developed.

- Board Representation – Reciprocally, both agency Executive Directors sit on each other's board and provide advisory support on how we work together collectively.
- Business Services – The EDC partners with the FRWDB on Fresno4Biz. We frequently cross-refer businesses, who need specific support. Additionally, we work on business services projects, such as workshops, on obtaining small business certifications, Layoff Aversion services, and site selection committees for potential businesses looking to move to Fresno.

Provide Labor Market Information (LMI) Data to Attract and Retain Business: The FRWDB frequently acts as a clearing house of LMI and other pertinent workforce and business data for our partners to enhance their data driven strategies.

Written Into Other Local and Regional Plans: FRWDB staff sits on several interagency councils, such as the EDC and Department of Social Services, to provide input into their annual strategic planning. Informally, we work with all of our mandated partners to braid our goals together.

Fresno4Biz: The Fresno4Biz partners meet monthly. The agendas focus on referrals to each other from businesses needing targeted consulting services, opportunities to partner on business service activities, and trends we are seeing in the community that we can proactively address with solutions.

Rapid Response: The FRWDB, intermittently, educates economic development and workforce partners on Layoff Aversion and Rapid Response services. Through this discussion, we inform them on how to best work with Dislocated Workers, how to elevate business needs of services to us, and how we can incorporate them into our list of solutions to Dislocated Workers.

Work with the City of Fresno on Economic Development Initiatives: The City of Fresno includes the FRWDB, the EDC, and other partners in meetings with potential businesses looking to relocate to Fresno, so that we can present a unified plan to the potential business on the benefits of doing business in Fresno.

Work with Regional Partners: In addition to working with economic development agencies at the county level, the FRWDB connects to the California Central Valley Economic Development Corporation.

Convene Local Business Serving Partner Group: The FRWDB facilitates quarterly meetings of all business serving entities in Fresno County who provide free services. The purpose of this networking team is to:

- Learn about the services offered by other no-cost business serving organizations to holistically assist our business clients with their needs.
- Network with business-serving peers.
- Discuss trends, events, and regulatory impacts of which the Fresno community should be aware.
- Connect on initiatives.

7. **Provide a description of the way Local Boards and their partners will strengthen linkages between the One-Stop delivery system and unemployment insurance programs.**

EDD staff is currently co-located at the Fresno Comprehensive One-Stop site to provide Unemployment Insurance (UI) services as needed. These services include access either through the EDD UI website, via telephone (UI Call Center) or in person at the Comprehensive One-Stop. Additionally, FRWDB has a presence in all EDD offices located in Fresno County. As a partner, EDD participates in our referral process.

D. ***America's Job Centers of CaliforniaSM (AJCC)/ State Requirements for Local Plans:***

1. **Provide a description of the way the Local Board will ensure the continuous improvement of eligible providers of services through the system and that such providers will meet the employment needs of local employers, workers, and jobseekers.**

The FRWDB's Adult and Youth Councils develop goals and monitor the progress of the WIOA One-Stop System. Each quarter, the Councils review all performance metrics and evaluate opportunities for improving both participant and employer satisfaction. All Policies and Operational Directives are documented and provided to One-Stop staff and Youth Providers. FRWDB staff conducts on-going monitoring of local policy and processes and make modifications required to ensure continued quality outcomes.

FRWDB staff trains sub-recipients on new Policies and Operational Directives. The FRWDB is committed to ensuring that all processes, services, and outcomes are consistent regardless of which sub-recipients provide those services and at what location. FRWDB staff utilizes standard agendas and performance reports for all Council/Committee meetings to ensure that the FRWDB is addressing performance and continuous improvement needs.

2. **Provide a description of the way the Local Board will facilitate access to services provided through the AJCC delivery system, including in remote areas, through the use of technology and other means.**

As described in Section B1 on page 2, the FRWDB maintains six (6) One-Stop locations to serve urban and rural populations. All partners are not physically in all locations due to manpower and resource constraints. In the event partners are not physically located at one (1) of the One-Stop locations, staff will utilize technology for partner referrals and co-enrollment services to ensure participants have access to all services in the One-Stop delivery system. Technology includes I-Train common intake case management system, e-mail, cloud data repositories, etc.

3. **Provide a description of the way entities within the AJCC delivery system, including AJCC operators and the AJCC partners, will comply with WIOA Section 188, if applicable, and applicable provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) regarding the physical and**

programmatic accessibility of facilities, programs and services, technology, and materials for individuals with disabilities, including providing staff training and support for addressing the needs of individuals with disabilities.

FRWDB conducts biennial Program and Physical Assessments of the One-Stop system, following the methodology established by the EDD Workforce Services Division.

Additionally, training in disability awareness, etiquette and cultural diversity is mandated for all contractor staff with direct public contact and their management. The disability awareness training was developed in collaboration with the Pacific ADA Center. The cultural diversity training was developed in collaboration with the San Francisco Workforce Investment Board staff.

Department of Rehabilitation staff is available to provide technical assistance and training to One-Stop and partner staff in the areas of disability awareness and competitive integrated employment.

The FRWDB established local policy to facilitate the swift response in meeting the needs of disabled individuals. The FRWDB established local policy in order to address our multi-lingual population to identify translation service needs across a wide spectrum of languages.

Upon identification of specific disability, One-Stop staff will provide appropriate reasonable accommodations to ensure all services are accessible.

4. Provide a description of the roles and resource contributions of the AJCC partners.

Overall, the role of the partners is to maximize their impact by braiding their services, through referral and co-enrollment that result in easing access for participants who are in need of multiple agencies' services. Each partner has the ability to assess participants and determine what is needed so that they can be successful in securing gainful employment. In cases where it is not practical for a partner to be physically located at a One-Stop, technology will be used to facilitate the delivery of services.

Each partner will contribute resources to the local One-Stop system to support One-Stop operations, providing technical assistance to partner staff, and when possible, funding in support of needed system operational infrastructure.

The partner's areas of expertise are:

| Partner | Expertise |
|---|--|
| State of California Employment Development Department | Unemployment Insurance, Labor Market Information, Trade Adjustment Assistance, Veterans Services, Work Opportunity Tax Credit, California Training Benefits, Fidelity Bonding, Rapid Response, Employment Workshops. |
| Department of Rehabilitation | Services to the temporarily or permanently disabled in order to secure gainful employment; |

| | |
|--|--|
| | employment accessibility for the disabled. |
| Fresno County Department of Social Services * | Temporary Assistance for Needy Families, General Relief, CalFresh, Cal Works, MediCal, Job Fairs. |
| Fresno Economic Opportunities Commission | Low Income Energy Assistance and Women, Infants and Children (WIC); Youth Build, Other Community Service Block Grant Services. |
| State Center Adult Education Consortium | Adult Literacy Services, Vocational Training. |
| West Hills Adult Education Consortium | Adult Literacy Services, Vocational Training. |
| West Hills Community College District | Satellite One-Stop Facility, WIOA Adult and Youth Services. |
| American Association of Retired Persons Foundation – Senior Community Service and Employment Program | Employment workshops, assessments, group/individual counseling, short-term pre-vocational services and assistance for seniors. |
| Job Corps | Work Experience for youth and young adults. |
| Proteus, Inc. | Services to Migrant Seasonal Farmworkers. |
| Small Business Administration | Technical assistance, workshops and grants for small business. |
| Fresno Housing Authority | Low cost housing for highly-barriered, low income persons. |
| California Indian Manpower Consortium | Educational, employment and supportive services to highly-barriered Native Americans. |

Additional partners will be added as the needs are recognized.

5. **Include an appendix in each local plan of copies of executed MOUs or cooperative agreements which define how all local services providers, including additional providers, will carry out the requirements for integration of and access to the entire set of services available in the local AJCC system. This includes cooperative agreements (as defined in WIOA Section 107(d)(11)) between the Local Board or other local entities described in WIOA Section 101(a)(11)(B) of the Rehabilitation Act of 1973 (29 U.S.C. 721(a)(11)(B)) and the local office of a designated State agency or designated State unit administering programs carried out under Title I of such Act (29 U.S.C. 721(a)(11)) with respect to efforts that will enhance the provision of services to individuals with disabilities and to the other individuals, such as cross training of staff, technical assistance, use and sharing of information, cooperative efforts with employers, and other efforts at cooperation, collaboration, and coordination.**

- AARP Foundation – Senior Community Service Employment Program
- State of California Department of Rehabilitation
- Fresno County Department of Social Services
- State of California Employment Development Department
- Fresno Economic Opportunities Commission
- Job Corps
- Proteus, Inc.
- State Center Adult Education Consortium
- West Hills Adult Education Consortium

6. **Provide detail specifying how Local Boards will work with WIOA Section 166 grantees to include in the local plans their strategies to provide Indian and Native Americans equal access to AJCC services.**

The FRWDB works closely with the local California Indian Manpower Consortium (CIMC), a partner agency of the One-Stop system. WIOA program staff works closely with CIMC staff to provide referrals and co-enrollment opportunities to provide Indian and Native American access to all WIOA and partner services in the One-Stop.

7. **Provide detail specifying how Local Boards will work with WIOA Section 167 grantees to include in their local plans their strategies to provide eligible Migrant Seasonal Farmworkers equal access to AJCC services.**

The FRWDB works closely with the Migrant Seasonal Farmworker (MSFW) program partner agency in Fresno County to ensure services for MSFW programs services are available for eligible agricultural participants. MSFW staff is currently co-located in one (1) of the affiliate sites and the WIOA program staff works closely with MSFW staff to provide referrals and co-enrollment opportunities.

8. **Provide detail specifying how AJCCs will serve as an on-ramp for the regional Sector pathways emphasized in the corresponding regional plan.**

FRWDB and One-Stop service provider staff will provide information, including skill sets and qualifications, on regional sector career pathways. The staff will provide career coaching to assist participants in conducting market research into job and/or training opportunities in occupations that align with the regional sector pathways identified in the Regional Plan.

The FRWDB works with local community colleges and training providers at the local and regional level to identify and develop employer-driven training programs. These programs will provide eligible participants training services for occupations identified in the regional sector career pathways described in section 3, b on page 6.

E. Specific Programs, Populations, and Partners

1. **Describe how the Local Board will coordinate local workforce investment activities with regional economic development activities that are carried out in the local area and how the Local Board will promote entrepreneurial skills training and microenterprise services.**

Regional Economic Development

The FRWDB will work with Regional Economic Development Partners on, by not limited to, the following:

- Career Pathways Trust
- Central Region Consortium
- Central California Workforce Collaborative

- *Central California Economic Development Collaborative and local Comprehensive Economic Development Strategy / Economic Development Corporation*
- *Sector Navigators*
- *California Partnership for the San Joaquin Valley*
- *State Council of the Society for Human Resource Management*
- *State Government*
- *Council of Governments*
- *Small Business Administration/Small Business Development Center*
- *Go-Biz*
- *Training Providers*
- *California Manufacturing Technology Consulting*

At a local level, the FRWDB Business Services Center (BSC), a physical facility separate from our regular participant One-Stop, provides multiple resources for entrepreneurial, incubation, and micro-enterprise services. Services provided through the BSC include:

- Conference room accommodations and the use of electronic equipment.
- Human Resources (HR) / Workforce / Payroll Workshops, etc.
- Information Technology and turn-key office space.
- Fresno4Biz website, which includes an automated referral process to partners, online tools, event calendar, etc.
- HR Advisory Hotline.
- Small Business Certification assistance.

Services for entrepreneurial training and incubation and micro-enterprise services for business startup are provided through a referral process utilizing the following Fresno4Biz partners:

- Small Business Development Center
- Lyles Center for Entrepreneurship and Innovation
- Small Business Administration
- Water Energy Technology Center
- Community Development Financial Institute
- Service Core of Retired Executives
- Fresno Economic Development Corporation
- US Department of Commerce
- Fresno Area Hispanic Foundation
- Go-Biz

2. Provide a description and assessment of the type and availability of adult and dislocated worker employment and training activities in the local area.

Basic Career Services: The following Basic Career Services are made available to all individuals seeking services offered at all One-Stops, and include the following:

- Program Eligibility

- Outreach, Intake, and Orientation
- Sector Based Orientations
- Initial Assessment
- Partner Referrals
- Labor Market Information
- Training Provider Performance and Cost Information
- Local Performance
- Supportive Services Information
- Unemployment Insurance Information Assistance
- Financial Aid Information

Intake and Enrollment Activities:

- Intake
- Enrollment

Individualized Career Services: Individualized Career Services are subject to priority of service, and consist of the following:

- Comprehensive and specialized assessments of the skill levels and service needs of Adults and Dislocated Workers, which include the following:
- WorkKeys – Job Skills Assessments
- O*Net™ Career Exploration Tools
- Development of an Individual Employment Plan
- Group counseling
- Individual counseling
- Career coaching
- Job search assistance
- Short-term pre-vocational services
- Internships and work experiences linked to careers
- Workforce preparation activities
- Financial literacy services
- Out-of-area job search assistance and relocation assistance
- English language acquisition and integrated education and training programs
- Referrals to vocational training services
- Job search and placement assistance

Training Services: Upon completion of orientation and assessments, customers may be deemed appropriate for Training Services. Training Services are subject to priority of service, and consist of the following:

- Occupational skills training
- On-the-job training
- Incumbent worker training
- Programs that combine workplace training with related instruction, which may include cooperative education programs
- Training programs operated by the private sector
- Skill upgrading and retraining
- Entrepreneurial training
- Transitional jobs (work experience)

- Job readiness training provided in combination with another training service
- 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
- Customized training

3. **Provide a description of how the Local Board will coordinate Rapid Response activities carried out in the local area.**

Through the FRWDB BSC, our dedicated staff uses the following methodologies and resources to provide Layoff Aversion and Rapid Response activities to Fresno County employers and employees.

Layoff Aversion

Industry sectors whose strength will have the most significant impact on the future of the workforce area are the most appropriate targets for layoff aversion efforts. The FRWDB will take into consideration key factors for the following priority sectors:

- Industries that pay middle-class wages and benefits and offer job and training ladders for low-income populations
- Industries that create greater economic spin-off activity, i.e., the multiplier effect
- Industries that drive productivity gains in the economy and provide customers for advances in technology
- Industries that offer diversification of the economy
- Industries that provide a foundation for new industry clusters
- A combination of industries that provide the greatest positive impact for the region

Early Warning System: The Early Warning System (EWS) is a network that identifies and tracks vulnerable companies and industry sectors that might benefit from layoff aversion strategies. The EWS identifies companies at risk of closing or moving operations before actual decisions are made by the companies to shut down or move.

The FRWDB's EWS network includes a vast array of community partners such as, but not limited to, the following:

- Local, state, and federal agencies
- Chambers of commerce
- Industry groups
- Labor and management associations
- Telecommunications/media companies
- Community-based and community development organizations

Detecting early warning indicators is a strategy that complements other information gathered through the EWS network and aids in identifying and tracking companies in possible distress.

The FRWDB uses the following identifiers, such as, but not limited to:

- Worker Adjustment and Retraining Notification Act (WARN) notices, which is useful in analyzing layoff activity by industry sector and occupations being laid off
- Major trade journals, business journals, and local or regional newspapers
- Dun & Bradstreet or Experian. These companies provide information on companies and industries under stress. Relevant information can be found in the financial stress score and the commercial credit score.
- Direct referrals
- Changes in management behavior
- Removal of equipment
- Cash crunch/irrational cutbacks

Business Services: The BSC, utilizing staff and procured contractors, provide Layoff Aversion services in the following manner:

Pre-Feasibility Studies: Pre-feasibility studies provide objective evidence as to the likelihood of an employer remaining operational and, if so, under what conditions.

Typical prefeasibility studies assess the employer's business operations such as, but not limited to, the following areas:

- Organizational Structure
- Marketing
- Operations/Manufacturing
- Financial

Asset Mapping: Asset mapping identifies resources in the community and provides an inventory of key resources in local workforce development areas. Asset mapping includes entities such as, but not limited to, the following:

- Local, state, and federal agencies
- Chambers of commerce
- Industry groups
- Labor and management associations
- Telecommunications/media companies
- Community-Based Organizations

Business Turnaround Services: Business turnaround services are provided when it is determined that an employer needs intervention beyond the menu of services provided by the EWS network and community partners. Services will be provided through an outside entity with expertise in business turnarounds. Potential employers must be thoroughly assessed for intervention suitability based on early warning indicator data.

Specific business turnaround services include the following:

- Financial restructuring
- Operations and cost management
- New market and product development assistance
- Production of business plans, financial projections, and financing memorandums

- Developing labor management partnerships
- Assistance in acquiring new equipment;
- Assistance with training grants
- Assistance with loans and guarantees

Incumbent Worker Training: To assist in averting layoffs, Incumbent Worker Training (IWT) can be provided. Such training is an important strategy for meeting an employer's needs for qualified workers and can take place in or out of the workplace and during or after employees' work hours. Employer and worker assessments are conducted to determine whether the provision of IWT is appropriate.

Work Share Unemployment Compensation Program: The Work Share Unemployment Compensation Program (Work Share Program) offers an alternative to employers facing a reduction in force. Under the Work Share Program, an employer reduces the hours of work each week among a specific group of employees instead of laying off the employees. Wages lost to the employee due to reduced hours are offset by the receipt of UI benefits.

Rapid Response

The FRWDB coordinates the Rapid Response team for the delivery of WIOA Rapid Response services for Fresno County. The FRWDB does extensive outreach to employees affected by layoff or closures, to provide timely transitional re-employment services through the One-Stop system. The Rapid Response team includes:

- FRWDB
- EDD
- Fresno County Department of Social Services (public assistance)
- Covered California
- Community Housing Council
- Fresno4Biz (entrepreneurship)
- Other resources (i.e., PG&E, phone, and internet)

The FRWDB participates in the Regional Rapid Response Roundtables and is the Lead Rapid Response Coordinator for the Central Valley. The Roundtables focus on sharing best practices that are of value to businesses and employees.

Trade Adjustment Act Overview

When a company closure, downsizing, or relocation is caused by foreign competition, FRWDB and EDD partner to provide TAA and WIOA services to the affected employee(s) as needed.

4. **Provide a description and assessment of the type and availability of youth workforce development activities in the local area including activities for youth who are individuals with disabilities, which must include an identification of successful models of such activities.**

The FRWDB Youth Council has adopted the Academic Excellence Model (AEM). The AEM provides a comprehensive array of services that promote and ensure that all youth have the skills needed to enter and succeed in higher education

and future career opportunities of their choice. The goal of the AEM is to empower youth to achieve academic goals and prepare them to obtain employment in today's workforce.

The AEM is designed as a two (2)-tiered service delivery model that focuses on academic and career services ensuring that youth meet minimum academic requirements prior to being provided career services.

The FRWDB Youth Program ensures that all Youth, including Youth with disabilities and limited English skills, receive the same level of required services to ensure successful outcomes for these populations.

The following 14 mandated WIOA Youth elements are provided based on individual need through direct services or referrals to partner or community agencies:

- Tutoring and study skills
- Alternative secondary school services, or dropout recovery services, as appropriate
- Paid and unpaid work experiences
- Occupational skill training
- Education offered concurrently with and in the same context as workforce preparation activities and training for a specific occupation or occupational cluster
- Leadership development opportunities
- Supportive services
- Adult mentoring for duration of at least 12 months that may occur both during and after program participation
- Follow-up services, for at least 12 months after the completion of participation
- Comprehensive guidance and counseling, which may include drug and alcohol abuse counseling, as well as referrals to counseling, as appropriate to the needs of the individual Youth
- Financial literacy education
- Entrepreneurial skills training
- Services that provide labor market and employment information and in-demand industry sectors or occupations available in the local area, such as career awareness, career counseling, and career exploration services
- Activities that help Youth prepare for and transition to post-secondary education and training

The All Youth One System (AYOS) collaborates with various community organizations to provide referrals to provide additional family support as needed. The FRWDB collaborates with various educational institutions, such as Fresno County Superintendent of Schools Office and associated school districts and local higher education consortia to develop career pathways in high-demand occupations.

The AYOS will continue to work with Fresno County school districts, ROP/career technical education programs, and adult schools to assist with the dropout recovery rate and build a workforce ready talent pipeline towards post-secondary education, apprenticeship programs, advanced training, and employment.

Emphasis is placed on quality and effective year-round, wrap-around services that focus on academic excellence and career guidance by utilizing the elements of WIOA.

5. **Describe how the Local Board will coordinate relevant secondary and post-secondary education programs and activities with education and workforce development activities to coordinate strategies, enhance services, and avoid duplication of services.**

The FRWDB is working to deepen our partnerships with secondary and post-secondary education programs throughout Fresno County. While the local community colleges, adult schools and K-12 programs have historically been strong partners with the FRWDB, WIOA presents exciting opportunities to think creatively around ways to better serve Fresno County job seekers, including adults and youth. Some promising practices for collaboration are listed below:

- Career Exploration
- Co-location
- Shared Planning
- Industry Driven Curricula: Utilizing special grant funds, the FRWDB has convened community colleges in Fresno County and throughout the region for the purpose of:
 - Accelerating the curriculum approval process.
 - Analyzing Prior Learning Assessments.
 - Analyzing curricula through the “eye of industry”.
 - Creating Stackable Credentials.
 - Creating reciprocity with existing construction trade apprenticeships.
 - Creating new apprenticeships.
 - Incentivizing best practices.
 - Developing competency-based assessment and education.
 - Identifying Career Technical Education common course descriptors.
 - Identifying multi-sector skills.
 - Linking with soft skills training.
- Secondary Education: The FRWDB is working directly with K-12 districts that have implemented successful Career Pathways and have, or are, attempting to articulate coursework to the community colleges for local and regional high-demand occupations.

6. **Describe how the Local Board will coordinate WIOA Title I workforce development activities with the provision of transportation and other appropriate supportive services in the local area.**

WIOA provides program guidelines for supportive services for Adults and Dislocated Workers defined in WIOA Sections 3(59) and 134(d)(2) and (3). Youth are defined in WIOA Section 29(c)(2)(G).

Supportive Services include:

- Assistance with clothing, food, housing, tools, and union fees.
- Transportation assistance, such as bus passes, car repair, and mileage.

- Needs-related services payments.

Supportive Services are provided through a multitude of sources, including WIOA-funded Supportive Services and partner provided Supportive Services. Based on individual assessment and availability of funds, Supportive Services may be awarded to eligible participants. Supportive Services awards are intended to enable an individual to participate in WIOA-funded programs and activities to secure and retain employment.

The FRWDB will work with community based transportation providers to enhance transportation accessibility in under-served areas.

7. Provide any plans, assurances, and strategies for maximizing coordination, improving service delivery, and avoiding duplication of Wagner-Peyser Act (29 U.S.C. 49 et seq.) services and other services provided through the One-Stop delivery system.

FRWDB staff meets regularly with EDD Wagner-Peyser staff to discuss service delivery ideas and issues. EDD and FRWDB staff collaborates to deliver Rapid Response orientation to impacted workers. The FRWDB partners with EDD to jointly serve WIOA participants enrolled in the Trade Adjustment Assistance program and veteran services.

EDD staff is co-located at the Fresno One-Stop Comprehensive Center. FRWDB WIOA provider staff is also co-located at the EDD Mendota office. FRWDB staff is currently in working with EDD staff to co-locate WIOA staff at the Fresno EDD office. Provider staff attends EDD Reemployment and Eligibility Assessment orientations to provide information on available WIOA services. In addition, FRWDB and provider staff works with EDD staff to coordinate marketing and outreach to UI claimants, ensuring full access to all available WIOA services.

8. Describe how the Local Board will coordinate WIOA Title I activities with adult education and literacy activities under WIOA Title II. This description must include how the Local Board will carry out the review of local applications submitted under Title II consistent with WIOA Sections 107(d)(11)(A) and (B)(i) and WIOA Section 232. This description must also specify how the Local Board will carry out the review of Title II grant applications to determine whether such applications are consistent with the local plan, and how Local Boards will make recommendations to the eligible agency to promote alignment with the local plan, as described in WIOA secs. 107(d)(11)(A) and (B)(i) and WIOA sec. 232.

The FRWDB refers participants in need of basic education and literacy to local adult education providers. All participants receiving Individualized Career Services may access educational services provided by the various adult schools in Fresno County, which may include Adult Basic Education, General Equivalency Diploma, English as a Second Language, computer classes, etc. When the California Department of Education requests applications for Adult Education Title II Education and Literacy Activities, the FRWDB will disseminate those applications to experts on staff and from our Workforce Board for review. Readers will consider how the applications complement the Local Workforce

Development Plan. The FRWDB will make recommendations to the applying agency to promote alignment and concurrent enrollment, as appropriate. The FRWDB will also ensure that Title II program applicants have been given access to the Local Plan as they are developing their applications for funding.

9. **Local plans affecting services in the counties listed below must provide a description of the services that will be provided to limited English proficient individuals. These services should be specifically detailed in any sections of the local plan that deal with the provision of services to individuals with basic skills challenges. Local plans must specify how basic skills programs in the local area will serve individuals from these communities. Counties that trigger this requirement include Imperial, Monterey, San Benito, Los Angeles, Tulare, Merced, Santa Clara, Madera, Fresno, Orange, San Joaquin, San Mateo, Santa Barbara, Kern, Kings, Alameda, San Francisco, Napa, Stanislaus, San Bernardino, Ventura, Riverside, San Diego, Yolo, Sutter, Contra Costa, and Sacramento.**

The FRWDB currently has MOUs and/or referral process in place with Fresno County Adult Schools and to provide referrals for WIOA participants to English as a Second Language and/or Vocational English as a Second Language course provided through the Adult Schools. Developing the MOUs provides the opportunity to develop programs that provide English Language Learners, ESL and VESL classes, tutorial assistance and appropriate study materials to assist them in obtaining necessary English skills needed to obtain or retain employment. One-Stop staff also provides orientations to current ESL/VESL student to assist them in enrolling into WIOA services for additional vocational training and/or job placement services. All materials are provided in both English and Spanish and the One Stop also has bilingual staff to ensure ELL customers has access to all WIOA services provided through the One Stop system.

F. Grants and Grant Administration

1. **Identify the entity responsible for the disbursement of grant funds described in WIOA Section 107(d)(12)(B)(i)(III), as determined by the chief elected official or the Governor under WIOA Section 107(d)(12)(B)(i).**

The County of Fresno and the City of Fresno are designated as the chief elected official through a Joint Powers Agreement (JPA). Through the JPA, the FRWDB has been designated for the purpose of carrying out job training and employer programs. The FRWDB, as determined by the JPA, approves awards for WIOA grant funds.

2. **Describe the competitive process that will be used to award the sub-grants and contracts for WIOA Title I activities.**

The FRWDB utilizes a competitive procurement process, including Request for Proposals and Request for Quotes, to award all sub-grants and contracts for the selection of the One-Stop Operator and all WIOA Title I Adult, Dislocated Worker and Youth services.

The FRWDB conducts a competitive procurement process for the One-Stop Operator and Adult and Dislocated Worker services every four (4) years and every five (5) years for Youth services.

G. Performance Goals

1. **The Local Plan should describe the levels of performance negotiated with the Governor and chief elected official consistent with WIOA Section 116(c), to be used to measure the performance of the local area and to be used by the Local Board for measuring the performance of the local fiscal agent (where appropriate), eligible providers under WIOA Title I subtitle B, and the AJCC delivery system in the local area. Additional information from the State Board on performance negotiation will be forthcoming.**

The FRWDB, in conjunction with regional partners, has proposed local performance goals for the following federally mandated performance indicators for Adult, Dislocated Worker, and Youth participants:

- Second Quarter Employment
- Fourth Quarter Employment
- Median Earnings
- Credential Attainment

Participant data will be provided through CalJOBS for the purpose of establishing local area levels for the additional indicator of Measurable Skills Gains for Program Years (PY) 2016-2017 and 2017-2018.

The following tables provide goals that were negotiated with the State of California for the FRWDB's initial performance outcome levels.

Adult – PY 2016-2017

| Indicator | State Goal | Local Proposed Goal |
|------------------------------------|------------|---------------------|
| 2 nd Quarter Employment | 65.0% | 70.0% |
| 4 th Quarter Employment | 62.5% | 64.0% |
| Median Earnings | \$4,957 | \$6,380 |
| Credential Attainment | 52.9% | 60.5% |

Adult – PY 2017-2018

| Indicator | State Goal | Local Proposed Goal |
|------------------------------------|------------|---------------------|
| 2 nd Quarter Employment | 68.0% | 71.5% |
| 4 th Quarter Employment | 65.5% | 65.5% |
| Median Earnings | \$5,157 | \$6,500 |
| Credential Attainment | 55.9% | 62.0% |

Dislocated Worker – PY 2016-2017

| Indicator | State Goal | Local Proposed Goal |
|------------------------------------|------------|---------------------|
| 2 nd Quarter Employment | 68.0% | 73.0% |
| 4 th Quarter Employment | 66.5% | 67.0% |
| Median Earnings | \$7,308 | \$7,500 |
| Credential Attainment | 60.0% | 60.5% |

Dislocated Worker – PY 2017-2018

| Indicator | State Goal | Local Proposed Goal |
|------------------------------------|------------|---------------------|
| 2 nd Quarter Employment | 71.0% | 74.5% |
| 4 th Quarter Employment | 69.5% | 70.0% |
| Median Earnings | \$7,523 | \$7,725 |
| Credential Attainment | 63.0% | 63.0% |

Youth – PY 2016-2017

| Indicator | State Goal | Local Proposed Goal |
|-----------------------------------|------------|---------------------|
| 2 nd Quarter Placement | 62.4% | 55.0% |
| 4 th Quarter Placement | 64.2% | 53.0% |
| Median Earnings | Baseline | Baseline |
| Credential Attainment | 54.7% | 53.7% |

Youth – PY 2017-2018

| Indicator | State Goal | Local Proposed Goal |
|-----------------------------------|------------|---------------------|
| 2 nd Quarter Placement | 65.4% | 55.0% |
| 4 th Quarter Placement | 67.2% | 53.0% |
| Median Earnings | Baseline | Baseline |
| Credential Attainment | 57.7% | 55.7% |

H. Federal High Performance Board Efforts**1. Identify how the Local Board will comply with state-issued AJCC policies specified in the following policy directives:**

- **WSD15-14 – WIOA Adult Program Priority of Service**
- **WSD15-12 – WIOA Memorandum of Understanding**

FRWDB staff has developed and implemented a local policy that clearly defines and specifies the priority of service requirements as outlined in WSD 15-14.

FRWDB staff has developed a template Memorandum of Understanding (MOU) based on the guidance outlined in WSD15-12. The FRWDB will work with local partners to negotiate commitments of resources and cost allocations. Management from each partner will review the MOU prior to final signatures. All MOUs and Resource Sharing Agreements (RSAs) will be approved by the FRWDB and local chief local elected officials. MOUs and RSAs will be reviewed on an annual basis and updated as needed.

2. Provide a narrative description of the way the Local Board will assess the effectiveness of AJCCs in each of the foregoing areas.

- **An assessment of leadership, planning and collaboration (how well are core programs involved and aligned?)**

FRWDB staff will schedule quarterly meetings with all the core partners to monitor the system and implement continuous improvement plans in the following areas:

- Identification of areas where we can integrate services on an ongoing basis.
- Identification of gaps in service delivery.
- Improvement of service delivery based on continual feedback.

- ***An assessment of customer-focus and customer-centered design (do clients get the services they need?)***

FRWDB staff will work with WIOA, One-Stop, and partner staff to develop a participant-centered design process for implementation.

- ***An assessment of the manner in which the One-Stop will enable skills attainment leading to industry recognized credentials and degrees (does the One-Stop help move those with barriers to employment on a path to skills development?)***

The FRWDB has long-term established processes to enable participants to address barriers, if needed. The FRWDB identifies career paths based on assessments and assists participants in enrollment into qualified training programs to obtain industry recognized credentials and degrees in their chosen occupation.

- ***An assessment of the way the One-Stop will use data for continuous improvement (do One-Stop Operators utilize performance data to improve service delivery?)***

The FRWDB will use our existing data analysis and reporting tools (I-Train common intake management system). Staff will continue to work with partners in attempting to solve the problem of data sharing and reporting across partners. Additionally, staff is working with existing partners on a pilot program to build cross-system data capacity.

- ***An assessment of professional development and staff capacity building (are frontline staff trained on the requirements of WIOA, the policies required under the State Plan, and to provide high quality, customer-focused services?)***

Cross training is provided for WIOA partners and One-Stop provider staff. FRWDB staff provides technical assistance and training on federal, state, and local policies to One-Stop provider staff. FRWDB staff will work with One-Stop provider staff and WIOA partners to identify skills gaps in training and work with the WIOA Regional Training Coordinator to identify training opportunities to bridge those gaps.

- ***An assessment of employer engagement and focus on high growth sectors (is programming aligned with regional labor market dynamics?)***

The San Joaquin Valley Regional Planning Unit has completed the first regional employer survey. A copy of the survey is available for download at <http://www.workforce-connection.com>. They are working with employers and employer groups, such as the San Joaquin Valley Manufacturing Alliance, to continue to develop processes to engage employers under WIOA and special grants such as Slingshot.

- ***An assessment of physical and programmatic accessibility for individuals with disabilities.***

Currently, FRWDB staff performs biennial program and facilities assessments for accessibility for all individuals wherever WIOA services are provided. One-Stop staff identifies needs of the individual to provide appropriate services for accessibility, such as interpreters, resource guides, and special equipment.

I. Training Activities

1. ***The local plan should describe how training services outlined in WIOA Section 134 will be provided through the use of individual training accounts. If contracts for training services will be used, the local plan must include how the use of such contracts will be coordinated with the use of individual training accounts, and how the Local Board will ensure informed customer choice in the selection of training programs regardless of how the training services are to be provided.***

The FRWDB has written policy and procedures for awarding Individual Training Accounts (ITAs) to eligible Adults, Dislocated Workers and Youth, including dollar and/or duration limits. One-Stop staff assesses and guides participants to assist them in identifying appropriate career pathways based on their individual skills and goals. Training is prioritized for local industry sectors in high-demand occupations.

ITAs can include:

- Occupational skills training, including training for nontraditional employment.
- Programs that combine workplace training with related instruction.
- Training programs operated by the private sector.
- Skills upgrading and retraining.
- Entrepreneurial training.
- Pre-/registered apprenticeship training.

Other training includes:

- Work Based Learning such as OJT, paid work experience and internships.
- Incumbent Worker and/or Customized Training for employed workers.
- Cohorts and other apprenticeship-like models.
- Transitional jobs to establish job history.

J. Public Transparency, Accessibility and Inclusivity Information

1. ***The local plan should describe the process used by the Local Board, consistent with WIOA 108(d), to provide a 30-day public comment period prior to submission of the plan. Information should specify how Local Boards complied with physical and programmatic accessibility requirement for individuals with disabilities.***

The draft Local Plan was posted on the FRWDB website for a 30-day public comment period. The public and all local, state and federal agencies were invited to review the draft Plan and submit comments in writing, via email or fax. Additionally, public meetings were held in Fresno County that provided the general public, community organizations, and city and county representatives the opportunity to make comments.

All questions and comments generated during the public comment period are shared with the FRWDB Committees and Councils, and the FRWDB members. All comments receive a final review by the Fresno County Board of Supervisors and Fresno City Council when the Plan is submitted to their board/council for final approval.

There were no comments received during the Public Comment period that disagreed with the local plan.

K. Common Intake and Case Management Efforts

1. Describe how Local Boards currently handle intake and case management and whether their existing approach allows for the tracking of co-enrolled individuals across WIOA core programs and other programs party to the State Plan.

The FRWDB has been using the same common intake case management system since 2003. The software application, I-Train, has provided the FRWDB with significant flexibility to track participant data and to manage participants in our local area.

Within I-Train we track all the required data as documented by the State including the following:

- Eligibility
- Participation
- Service delivery
- Training and supportive service expenditures
- Outcomes
- Follow-up
- Individual plans
- Case notes

Intake for WIOA is currently performed in a four (4)-step process for adults:

- Registration in I-Train as an Adult Basic Career Service client
- Take basic skills assessments
- Attend a Self-Reliance Team interview to assess barriers and recommend referrals, including to WIOA
- Eligibility determination and creation of the WIOA full application

Youth intake is performed in a similar manner, as follows:

- Attend youth entrance interview

- Take basic skills assessments
- Recommend referrals, including to WIOA
- Eligibility determination and creation of the WIOA full application

The State data is uploaded to CalJOBS daily, as required. This ensures the data on CalJOBS is timely.

The flexibility we realize by using I-Train provides us with the ability to work closely with our WIOA partners locally to monitor co-enrollments across programs. Specifically, we intend to work with our partners to document the results of referrals to and from the One-Stop system. Utilizing technology to notify each other of referrals will allow us to anticipate participants' arrival and to have a direct contact to each other's case managers. Additionally, with web-based reporting we anticipate developing reports for partners to analyze the characteristics of their co-enrolled clients.

L. Other Miscellaneous Information Requirements

1. **Specify how Title II program applicants will be given access to local plans for purposes of reviewing the local plan and developing Title II applications for funding.**

The FRWDB Local Plan will be posted to the FRWDB website and will be available for download by Title II programs. Copies of the Plan will also be provided to Title II programs upon request.

2. **Describe how the Local Board will meet the priority of service requirements in WIOA Section 134(c)(3)(E).**

As stated in WIOA Section 134(c)(3)(E), priorities of services, regardless of funding levels, must be provided to recipients of public assistance, other low-income individuals, or individual who are basic skills deficient.

Priority of service status is established at the time of eligibility determination and does not change during the period of participation.

Veterans and eligible spouses continue to receive priority of service among all eligible adult participants; however, they must meet the WIOA Adult Program eligibility criteria and meet the criteria under WIOA Section 134(c)(3)(E).

As outlined in the guidance provide in the EDD Workforce Services Directive WSD 15-14, priority will be provided in the following order:

- Veterans and eligible spouses, who are also recipients of public assistance, are low income or are basic skills deficient.
- Adults who are recipients of public assistance, are low income, or are basic skills deficient.

3. **Identify the portions of the local plan that are being handled in the narrative content of the regional plan.**

The Regional Plan narrative includes the regional labor market, economic, and background analyses required in local planning efforts. It also includes a description of career pathways in the region and recommendations for further action on the pathways to meet regional industry needs.

M. Attachments:

Attachment I: FRWDB Local Board Assurances

Attachment II: List of Comprehensive One-Stops and AJCC Partners

Attachment III: AJCC Memorandums of Understanding

Attachment IV: Local Area Grant Recipient Listing.

Attachment V: FRWDB Bylaws

Attachment VI: Program Administration Designee and Plan Signatures

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 9 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | INFORMATION |

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: Second Quarter Community Events

INFORMATION:

The following event will occur in the second quarter of Program Year 2017-2018:

| | | | |
|----------|--|---|------------------------|
| October | Fresno Chamber of Commerce Eggs & Issues Breakfast | Two (2) tickets to event. | Included in membership |
| November | Fresno Chamber of Commerce Ag Awards Luncheon | Four (4) VIP tickets and recognition on promotional materials | Included in membership |

FISCAL IMPACT:

Funds have been budgeted in the Fresno Regional Workforce Development Board Agency Budget to attend this event.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

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|---------------|----------------|
| AGENDA ITEM: | 10 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | INFORMATION |

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

TO: Executive Committee

FROM: Blake Konczal, Executive Director

SUBJECT: Director's Quarterly Update

INFORMATION:

Updates will be provided on various subjects.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

| | |
|---------------|----------------|
| AGENDA ITEM: | 11 |
| MEETING DATE: | August 9, 2017 |
| ACTION: | DIRECT |

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

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

RECOMMENDATION:

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

REASON FOR RECOMMENDATION:

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