



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
July 17, 2019 @ 4:00 p.m.

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

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

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

ROLL CALL

AGENDA CHANGES: REMOVAL OF ITEMS OR EMERGENCY ADDITIONS

ABSTENTIONS/RECUSALS/DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

COMMITTEE CHAIR/STAFF COMMENTS

PUBLIC COMMENTS

Item	Description	Presented By	Enclosure	Action	Page #
1.	April 17, 2019, Executive Committee Meeting Minutes	Konczal	Yes	Approve	4
2.	Items Referred by Other Committees	Konczal	Yes	Information	8
3.	Workforce Innovation and Opportunity Act Regional and Local Plans, Program Years 2017-2021, Two (2) Year Modifications	Stogbauer	Yes	Accept	9
4.	May 2019 Financial Report	Beierschmitt	Yes	Accept	14
5.	May 2019 Agency Budget and Expenditures	Beierschmitt	Yes	Accept	19
6.	Program Year 2019-2020 Agency Budget and Personnel Plan	Konczal	Yes	Recommend to Approve	21
7.	Fresno Regional Workforce Development Board Quarterly Meeting Time	Konczal	Yes	Discussion	26
8.	Director's Quarterly Update	Konczal	Yes	Information	27
9.	Referral of Agenda Items to Other Committees	Bauer	Yes	Direct	28

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

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Item	Description	Presented By	Enclosure	Action	Page #
10.	Second Quarter Community Events	Konczal	Yes	Information	29
11.	Information Sharing	All	No	Discussion	--
12.	October 16, 2019, Agenda Items	Konczal	No	Discussion	--
13.	Meeting Feedback	Konczal	No	Discussion	--

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
2019 ATTENDANCE REPORT**

Canceled

	1/16/2019	4/17/2019	7/17/2019	10/16/2019
Bauer	XX	A		
Hensley	XX	P		
Miller	XX	P		
Montalbano	XX	P		
Quintero	XX	P		
Riojas	XX	P		
Soria	XX	P		
Zabrycki	XX	A		

P= Present

A = Absent

-- = Not a Committee member at time of meeting

**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	1
MEETING DATE:	July 17, 2019
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 17, 2019, Executive Committee Meeting Minutes

RECOMMENDATION:

Approve the minutes of the April 17, 2019, Executive Committee meeting minutes.

ATTACHMENT:

April 17, 2019, Executive Committee Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
April 17, 2019

SUMMARY MINUTES

The meeting was called to order at 4:00 p.m.

ROLL CALL: PRESENT – Jeff Hensley, Scott Miller, Dennis Montalbano, Sal Quintero, Chuck Riojas, Esmeralda Soria (arrived at 4:11 p.m.), and Legal Counsel Ken Price

ABSENT – Paul Bauer and Lydia Zabrycki

AGENDA CHANGES: None

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

COMMITTEE CHAIR/STAFF
COMMENTS: None

PUBLIC COMMENTS: None

Item	Description/Action Taken
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1. **October 17, 2018, Executive Committee Meeting Minutes**

Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB) requested approval of the October 17, 2018, meeting minutes.

RIOJAS/MILLER – APPROVED THE OCTOBER 17, 2018, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS)

2. **Items Referred by Other Committees**

There were no items referred by other Committees.

3. **America's Job Center of California Memorandum of Understanding**

Mr. Konczal reminded the Executive Committee (Committee) that at its March 6, 2019, meeting, the FRWDB authorized the Executive Committee to review and approve the use of the Memorandum of Understanding (MOU) template for the America's Job Center of California (AJCC) partners, and to authorize the FRWDB Chair to sign the specific MOUs for each mandated partner. This authorization was made in order to allow the FRWDB to complete the signatory process with the Chief Local Elected Officials and submit the MOUs to the state in a timely manner. The Committee had no questions or concerns with the template.

RIOJAS/MILLER – APPROVED THE USE OF THE AJCC MOU TEMPLATE AND AUTHORIZED THE FRWDB CHAIR TO SIGN THE MOUS FOR EACH MANDATED PARTNER.

4. **February 2019 Financial Report**

Cheryl Beierschmitt, Deputy Director of Fiscal Services, FRWDB, presented the February 2019 Financial Report for the Committee's acceptance. She highlighted a few items from the report. One of those items was the de-obligation of almost \$50,000 under the Proposition 39 grant. Mr. Konczal explained that the FRWDB acted as fiscal agent on a project called Fresno Gladiators, where \$100,000 was allocated to train construction workers. Due to no training or placements taking place through the project, the FRWDB cancelled the project half-way through expending the funds. He noted that this was the only time the FRWDB has returned money for any project in the 17 years he has been with the FRWDB.

RIOJAS/QUINTERO – ACCEPTED THE FEBRUARY 2019 FINANCIAL REPORT. (UNANIMOUS)

5. **February 2019 Agency Budget and Expenditures Report**

Ms. Beierschmitt presented the February 2019 Agency Budget and Expenditures Report for the Committee's acceptance and indicated that FRWDB staff had no concerns with the report. The Committee had no questions.

Director Soria arrived (4:11 p.m.)

MONTALBANO/RIOJAS – ACCEPTED THE FEBRUARY 2019 AGENCY BUDGET AND EXPENDITURES REPORT. (UNANIMOUS)

6. **Director's Quarterly Update**

Mr. Konczal provided the Committee with an overview of the projects he focused on over the past quarter.

SB1 – Mr. Konczal shared that he has continued to spend a lot of time working in partnership with the four (4) valley Building and Construction Trades Councils (BTCs) on the SB1 application. He reminded the Committee that SB1 is a state transportation fund directly associated with infrastructure and provides funding for pre-apprenticeship training programs. Currently, there are two (2) years' worth of money that is available, totalling \$10 million. It is anticipated that a Request for Proposals for these funds will be issued sometime in May. Director Soria asked what local municipalities could do, should the FRWDB be awarded SB1 funds, to work with the FRWDB to get the most out of the money to help the Community. Mr. Konczal stated that one thing they could do is put language into their bid or contractual documents. Mr. Konczal indicated that he would share information with Director Soria he has received and also information regarding an upcoming webinar on the subject.

Family Centered Employment – Mr. Konczal reported that the Kellogg Foundation, through the National Association of Workforce Boards, is doing a project called Family Centered Employment (FCE). The FRWDB was selected as part of this national project to look at how clients are being assisted with family issues that are not identified when the client enrolls for services - family issues such as childcare, transportation, and stable housing. Mr. Konczal noted that there is also a supportive service fund bill currently in the State Assembly (Assemblymember Grayson), that will help fund childcare and transportation costs for people

who are in approved training through Workforce Boards, County welfare offices, and Community Colleges. Mr. Konczal has contacted a lobbyist in Sacramento to find out if this legislation is related to the FCE project.

Director Soria asked if the FRWDB generally takes positions on legislation. Mr. Konczal answered that they do not and are not allowed to, but the FRWDB's state association, the California Workforce Association, does. Director Soria asked for more information on this bill as she is interested in possibly providing support from the City of Fresno.

Employer Focus Training Breakfast – The FRWDB held its first Employer Focus Training Breakfast and almost 200 people were in attendance. The purpose of the breakfast was to gather information from employers regarding gaps in the skillsets of their current workforce and training that is available for those workers, as well as the employers' hiring needs. Nearly every employer shared that the communication skills of their employees was a big problem they faced. There will be another Employer Focus Training Breakfast later this year.

FRWDB Marketing – Mr. Konczal stated that FRWDB staff is working with Hensley and Associates to develop a new FRWDB repositioning marketing and action plan that will be brought before the Executive Committee for discussion at a later date.

This was an information item.

7. Referral of Agenda Items to Other Committees

There were no items referred to other committees.

8. Third Quarter Community Events

Mr. Konczal presented the list of events the FRWDB Directors and staff have the opportunity to attend during the months of October through December 2019. During this period, the FRWDB has eight (8) tickets to the Economic Development Corporation's Annual Investor Luncheon taking place in October.

9. Information Sharing

None.

10. July 17, 2019, Agenda Items

None.

11. Meeting Feedback

None.

Meeting adjourned at 4:30 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	2
MEETING DATE:	July 17, 2019
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:	3
MEETING DATE:	July 17, 2019
ACTION:	ACCEPT

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TO: Executive Committee
FROM: Phyllis Stogbauer, Deputy Director of Program Services
SUBJECT: Workforce Innovation and Opportunity Act Regional and Local Plans, Program Years 2017-2021, Two (2) Year Modifications

RECOMMENDATION:

Accept the Workforce Innovation and Opportunity Act (WIOA) Regional and Local Plans, Program Years 2017-2021, Two (2) Year Modifications

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 to the state board. Under WIOA, a biennial update of regional and local plans is required in order to ensure plans remain current and account for "changes in labor market and economic conditions or in other factors affecting the implementation of the local plan" (29 U.S. Code § 3123). The California Workforce Development Board (State Board) has also made changes to the State Plan, which requires that the Local Boards update their plans to keep them consistent with the policy direction of the State Plan for the following areas:

The State Board's Strategic Workforce Development Plan for California has a broad vision and outlines ambitious goals for how the public workforce system can work with its partners to shape and support economic prosperity across the state and its regions. Under WIOA, the state has established 14 Regional Planning Units (RPUs) within the State of California that align workforce development activities and resources within the context of a larger regional economy and to develop and deploy available resources to provide coordinated and efficient services to job seekers and employers. Each RPU is required to develop a regional strategic plan. The FRWDB is one (1) of eight (8) Workforce Development Boards in the designated San Joaquin Valley and Associated Counties RPU. The other local boards include Kern-Inyo-Mono, Kings, Madera, Merced, San Joaquin, Stanislaus, and Tulare.

On July 27, 2018, the state released the Regional and Local Plan Modification Guidance for 2017-2021 (WSD-18-01), which provides guidance for the preparation and submission of both the local and regional workforce plans required by WIOA.

The RPUs are required to submit updated Modifications required to align the Regional Plan with the state plan include the following areas:

- 1) Coordinate and integrate reentry and workforce services to the formerly incarcerated and other justice-involved individuals,
- 2) Multi-Craft Core Curriculum (MC3) pre-apprenticeship partnerships, and
- 3) Regional self-assessments using Indicators of Regional Coordination and Alignment.

Modifications required to align the Local Plan with the state plan include the following areas:

- 1) Department of Social Services CalFresh programs;
- 2) Local Child Support Agencies to provide workforce services to unemployed, underemployed, and payment-delinquent non-custodial parents;
- 3) Programs that serve individuals with disabilities, including detail on strategies to implement Competitive Integrated Employment;
- 4) Requirements pertaining to services for English Language Learners, the Foreign Born, and Refugees; and
- 5) Other changes to regional and local plans made pursuant to changes in labor market and economic conditions or in other factors affecting the implementation of local or regional plans are submitted as modifications to the regional or local plan they propose to modify.

The directive mandates that each local broad hold public meetings for stakeholders to ensure opportunities to participate in, and provide feedback on, the local and regional plans as part of the initial development of the plan modifications. These meetings were held in October and November 2018, and attendees included the following:

- 1) Organizations providing services to the re-entry population;
- 2) English learners, as well as adult education partners, refugee resettlement agencies, and immigration services providers;
- 3) Human Service program leads and providers;
- 4) Community college and other education partners; and
- 5) Disability organizations associated with the Department of Rehabilitation.

WIOA mandates that the draft plan be released for a 30 day public comment period. To meet this requirement, FRWDB staff released the draft plans for a 30-day public comment period on February 1, 2019. Comments were due no later than March 4, 2019. There were no comments in disagreement with the draft plans received during the public comment period, and there were no comments received that resulted in significant changes to the initial draft plan.

As outlined in the state directive, the deadline for the submission for the Regional and Local Plans was March 15, 2019, with the fully signed plans due to the state board no later than August 1, 2019.

The Regional Plan modification was approved by the State Board on April 30, 2019 (Attachment I), and the FRWDB received approval notification from the State Board for the Local Plan on June 7, 2019 (Attachment II).

ATTACHMENTS:

ATTACHMENT I: Regional Plan Approval Notification Letter

ATTACHMENT II: FRWDB Local Plan Approval Notification Letter



Michael Rossi, Chair ■ Tim Rainey, Executive Director ■ Gavin Newsom, Governor

April 30, 2019

Dear Mr. David Mirrione,

The Regional Plan Modifications submitted on behalf of the San Joaquin Valley Regional Planning Unit (RPU) have been reviewed and evaluated for compliance with the regional planning requirements outlined in [Workforce Services Directive WSD18-01](#).

On behalf of the California Workforce Development Board (CWDB), your Regional Plan Modification has been approved. I want to thank you for your efforts to meet the goals outlined in the California Workforce Development Strategic Plan by facilitating a planning process that supports the Governor's vision of an effective and aligned regional workforce system. The plan submitted by your RPU demonstrates that you and your partners are involved in developing solutions to workforce challenges in your region.

If you have any questions, please contact Marissa Clark at Marissa.Clark@cwdb.ca.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tim Rainey'.

Tim Rainey, Executive Director



Michael Rossi, Chair ▪ Tim Rainey, Executive Director ▪ Gavin Newsom, Governor

6/7/2019

EMAIL TO: bkonzal@workforce-connection.com

RE: Local Plan Modification

Dear Blake Konczal:

The Local Plan Modifications submitted on behalf of the Fresno Local Board have been reviewed and evaluated for compliance with the Regional and Local Plan Two-Year Modification requirements outlined in [Workforce Services Directive WSD18-01](#).

On behalf of the California Workforce Development Board (CWDB), your Local Plan Modification has been approved. I want to thank you for your efforts to meet the goals outlined in the California Workforce Development Strategic Plan by facilitating a planning process that ensures greater coordination and collaboration with our strategic partners.

We also wanted to note areas in which reviewers noted that your plan exceeded the minimum requirements:

CalFresh E&T Partnership:

- Engaging and working with the county Human Service agencies and other CalFresh E&T partners to serve their local CalFresh population.
- Assessing the types of workforce services needed to help people receiving CalFresh succeed in the regional and local labor market, including those services that are eligible for 50% federal reimbursement from CalFresh E&T.
- Describing how local/regional partners will braid resources and coordinate service delivery to people receiving CalFresh, including by leveraging 50% federal reimbursement from CalFresh E&T for workforce services, sector pathway programs, supportive services, and retention efforts.
- Describing the way in which local/regional partners will work together to provide supportive services to this population and facilitate program completion.

Department of Child Support Services Partnership:

- Providing an overview of the size of the Child Support Program population in the local area.

Competitive Integrated Employment Partnership:

- Describing the ways AJCC staff have gained knowledge or training about serving individuals with intellectual/development disabilities (ID/DD) and the additional programs and resources available in the area.

If you have any questions, please contact Kiana Martinez at kiana.martinez@cwdb.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Rainey', written in a cursive style.

Tim Rainey, Executive Director

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	4
MEETING DATE:	July 17, 2019
ACTION:	ACCEPT

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TO: Executive Committee
FROM: Cheryl Beierschmitt, Deputy Director of Fiscal Services
SUBJECT: May 2019 Financial Report

RECOMMENDATION:

Accept the Fresno Regional Workforce Development Board (FRWDB) May 2019 Financial Report.

REASON FOR RECOMMENDATION:

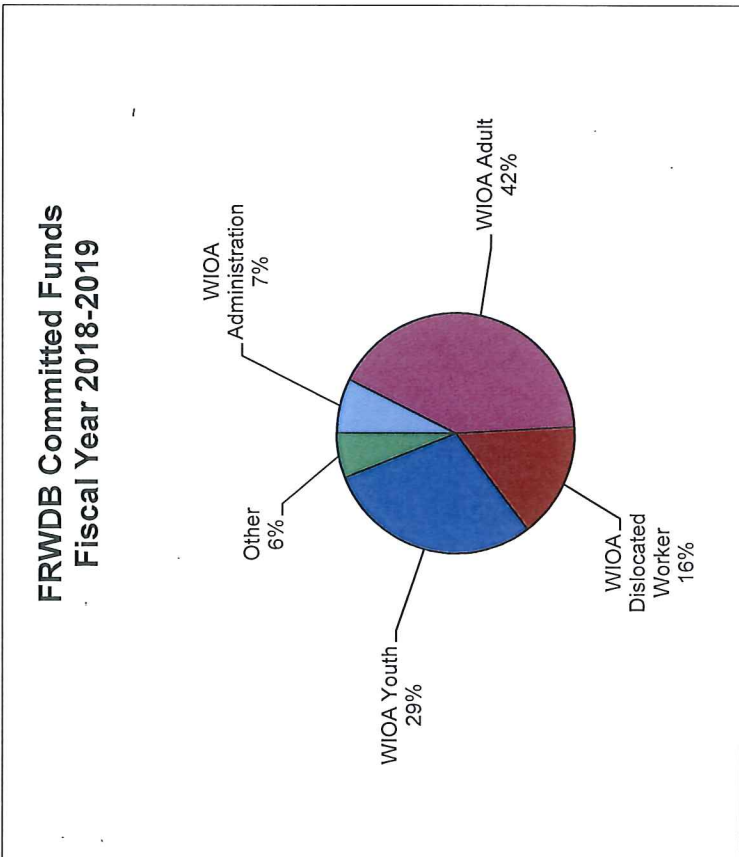
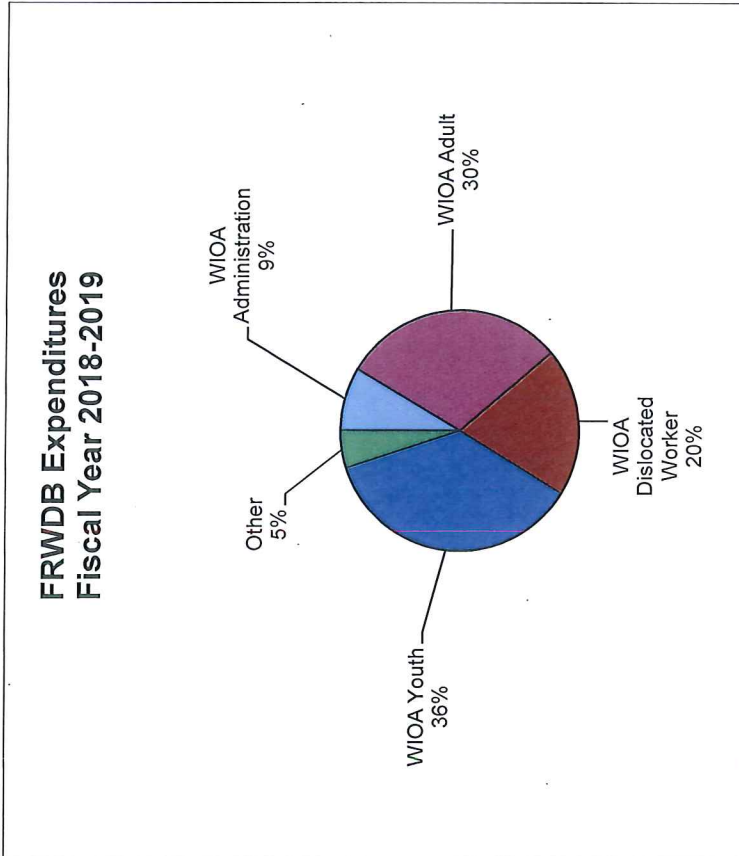
The attached charts display year-to-date financial information through May 31, 2019.

- Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker: Expenditures are running lower than anticipated, primarily due to the unexpended reserved training funds for Program Year 2017–2018. These reserved training funds are to be expended by June 30, 2019. FRWDB staff is working with Providers to meet the 30% mandated training requirement; however, based on forecast, we are anticipating meeting 25.22%, leaving \$436,723 unexpended. This amount will then be spent on other allowable WIOA activities.
- Rapid Response: Expenditures are running lower than anticipated. Based on forecast, we anticipate \$20,000 of unspent funds by June 30, 2019.
- Slingshot: Expenditures are running lower than anticipated due to a slow start-up. This is an 18 month grant that does not end until December 31, 2019. FRWDB staff anticipates the remaining seven (7) month expenditures to increase due to training cohorts being scheduled during the months of May 2019 through December 2019.
- Proposition 39: On January 29, 2019, a budget modification was fully executed to decrease the dollar amount of the agreement by \$49,750.08 and to extend the term by six (6) months to June 30, 2019.
- CESELL – English Language Learner grant ended December 31, 2018. It was 94.58% expended at \$178,056.

ATTACHMENT:

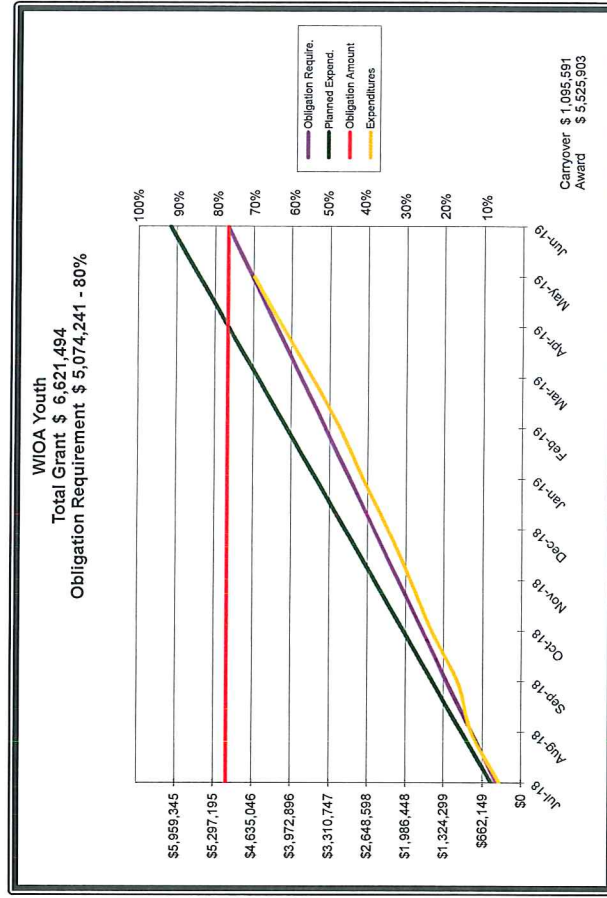
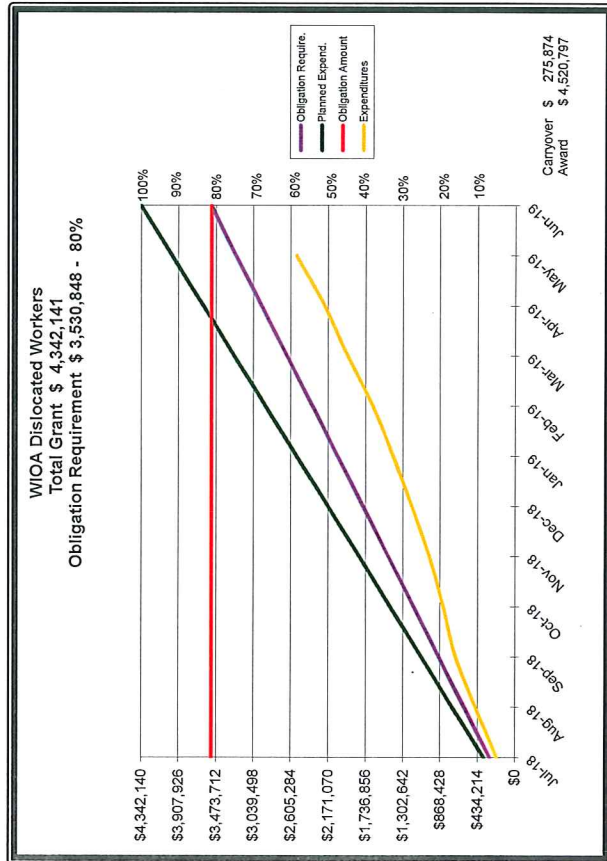
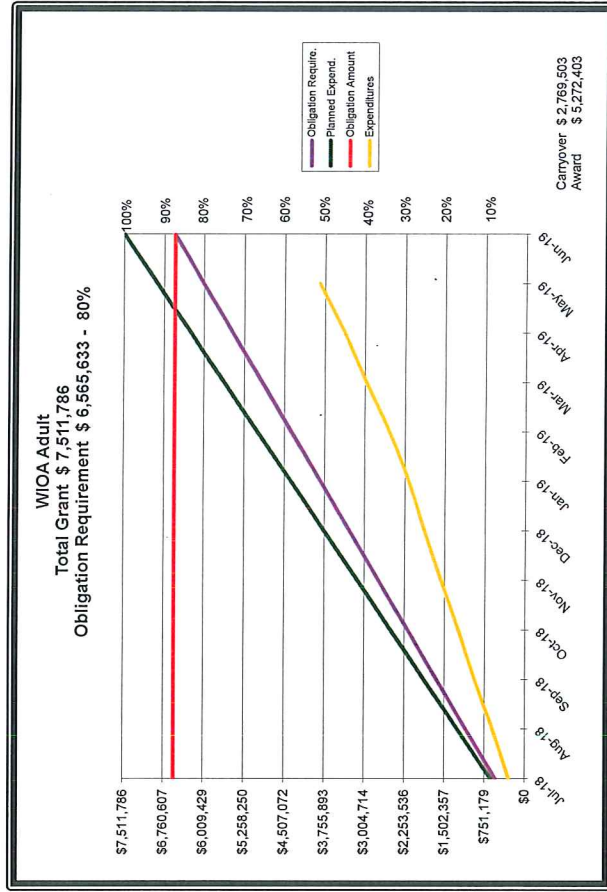
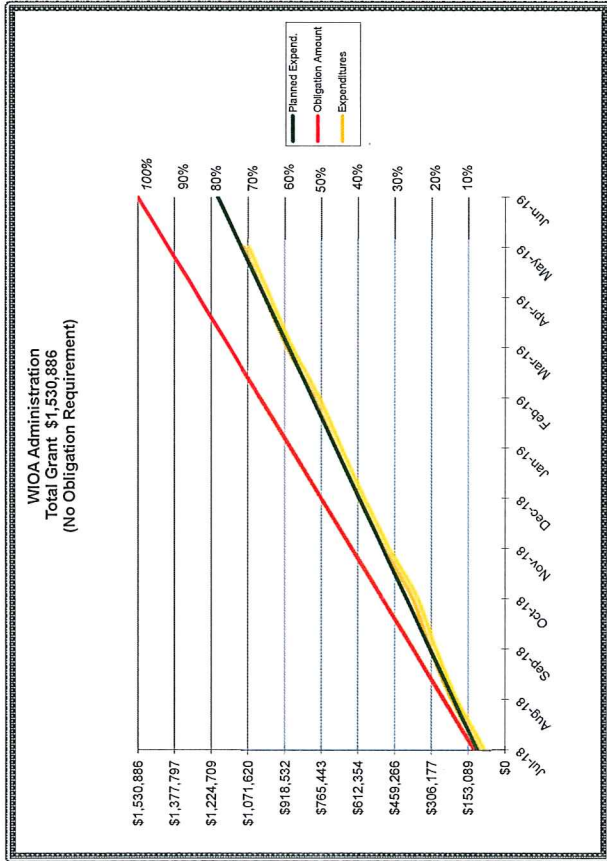
May 2019 Financial Report

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
 FINANCIAL REPORTS
 May 2019

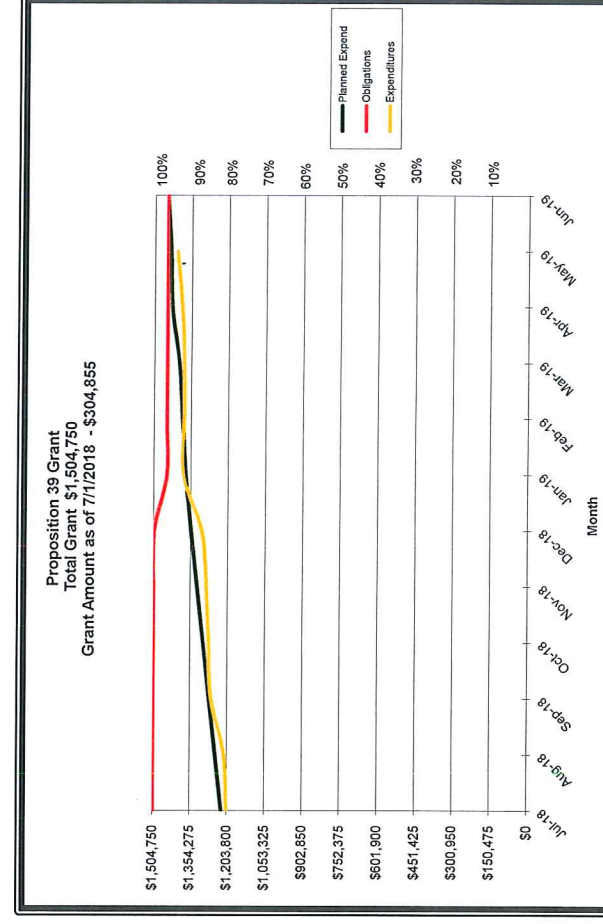
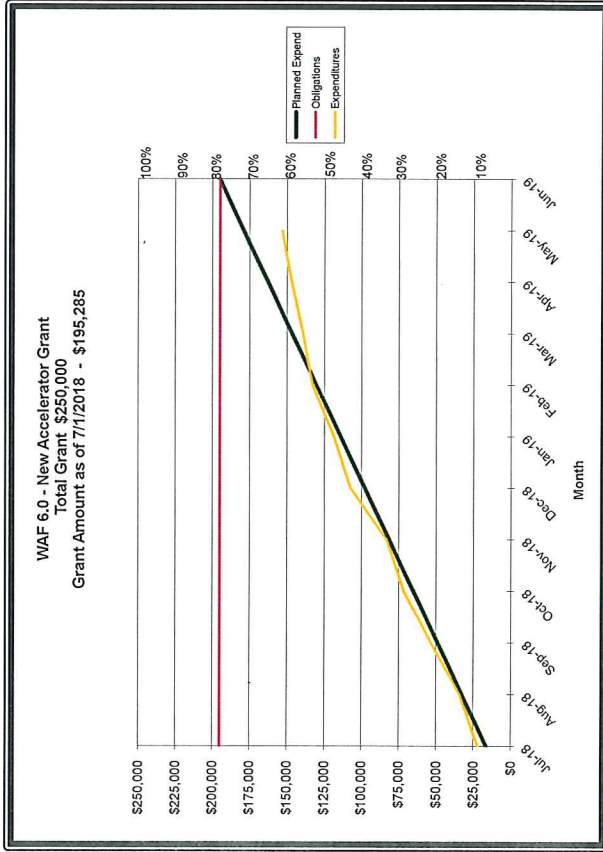
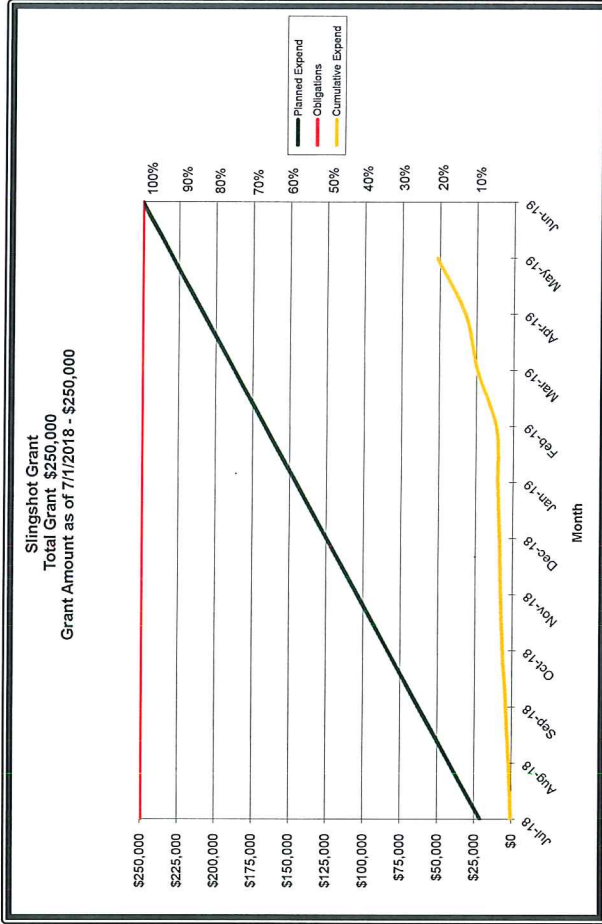
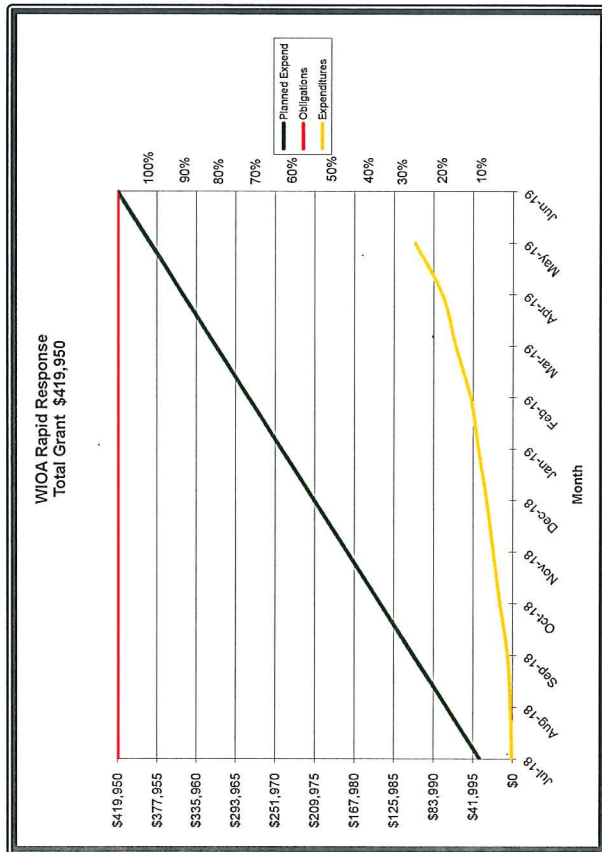


FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

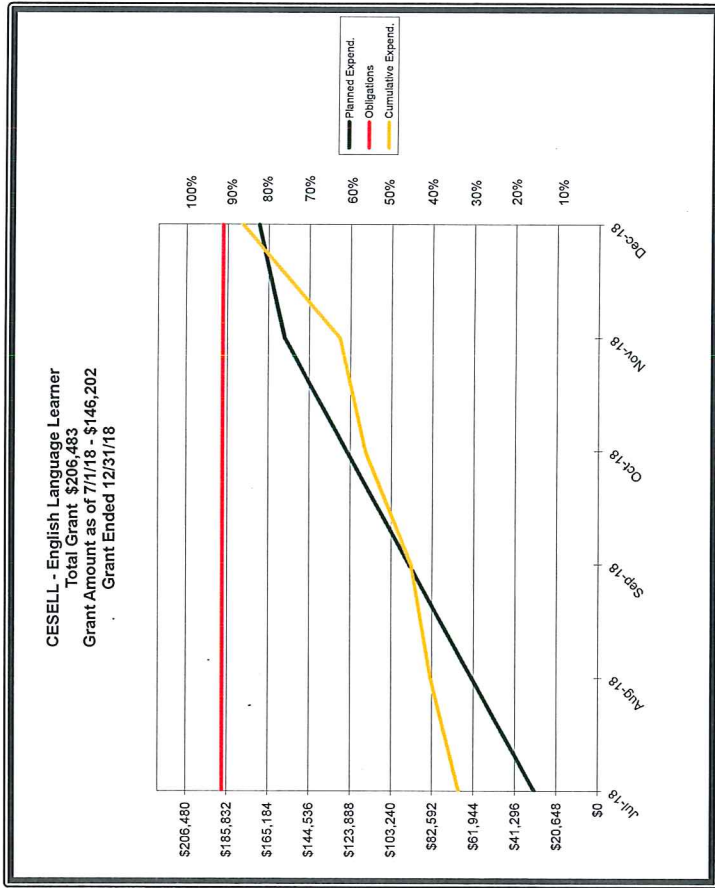
May 2019



May 2019



May 2019



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	5
MEETING DATE:	July 17, 2019
ACTION:	ACCEPT

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TO: Executive Committee
FROM: Cheryl Beierschmitt, Deputy Director of Fiscal Services
SUBJECT: May 2019 Agency Budget and Expenditures

RECOMMENDATION:

Accept the attached Agency Budget and Expenditures report for May 2019 financials for Program Year 2018-2019.

REASON FOR RECOMMENDATION:

The attached table provides the status of the agency budget as of May 31, 2019.

- Year-to-Date (YTD) budget costs are straight-lined.
- Staff development/training expenditures are higher than estimated due to staff presentation invites to various conferences, such as National Association of Workforce Boards in Washington, DC and WorkCon in Anaheim, California this year.
- Memberships' expenditures ran higher than estimated; however, expenditures can exceed individual budget line items as long as total expenditures do not exceed the total budget.
- Although there are negative line item variances, there is a total dollar amount variance of \$430,907 and a 13.19% remaining variance.
- Staff is forecasting approximately \$3,300,000 in YTD expenditures at June 30, 2019, and a percent variance of 7.32%

ATTACHMENT:

FRWDB Agency Budget and Expenditures – May 2019

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

May 2019

Budget by Line Item	Total Budget	YTD Budget	YTD Expenditures	Variance	Percent Variance
51 Salaries	\$ 2,060,045	\$ 1,888,375	\$ 1,685,362	203,012	10.75%
52 Payroll Taxes	192,163	176,149	149,525	26,625	15.11%
53 Fringe Benefits	601,093	551,002	499,360	51,642	9.37%
55 Staff/Board/Service Provider Development	44,250	40,563	49,127	(8,564)	-21.11%
56 Local Mileage	20,875	19,135	14,816	4,320	22.57%
60 Communications	21,480	19,690	18,696	994	5.05%
61 Insurance	29,000	29,000	27,628	1,372	4.73%
62 Maintenance	67,550	61,921	35,763	26,158	42.24%
63 Memberships	20,000	20,000	29,331	(9,331)	-46.65%
64 Miscellaneous	9,000	8,250	8,368	(118)	-1.43%
65 Office Expense	23,600	21,633	13,703	7,931	36.66%
66 Professional Services	165,800	151,983	73,723	78,260	51.49%
67 Advertising	23,250	21,313	13,252	8,061	37.82%
68 Rent & Leases	188,600	172,883	159,778	13,106	7.58%
69 Utilities	23,000	21,083	20,126	957	4.54%
71 Furniture and Equipment	71,000	65,083	38,600	26,483	40.69%
Total	\$ 3,560,706	\$ 3,268,064	\$ 2,837,157	430,907	13.19%

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

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	6
MEETING DATE:	July 17, 2019
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 2019-2020 Agency Budget and Personnel Plan

RECOMMENDATION:

Recommend that the Fresno Regional Workforce Development Board (FRWDB) approve the Program Year (PY) 2019-2020 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 estimated carryover from PY 2018-2019, and funds available for PY 2019-2020. Overall, it is estimated that funding will increase \$1,913,883. The net increase is partially due to the Workforce Innovation and Opportunity Act Formula Allocations for PY 2019-2020 received on April 24, 2019, from the Employment Development Department Workforce Services Division, and estimated carryover funds from PY 2018-2019.

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 2019-2020, as compared to the prior year and year-to-date expenditures. The attached budget reflects an increase of 12.43% in the amount of \$442,711 from the prior PY 2018-2019 budget. The budget includes increases to the following line items:

- Staffing Costs by \$342,286 for six (6) full time staff
- Staff Development by \$55,750 – based on staff presentations/invites
- Local Mileage by \$5,125 – due to staffing increase
- Communications by \$5,000 – due to both staffing increase and prior PY expenditures
- Insurance by \$800
- Memberships by \$42,000 – based on prior year expenditures
- Office and Miscellaneous Expense by \$3,000
- Professional Services by \$30,000 – increasing need for outside consultants
- Advertising by \$11,750 – increasing need for next PY
- Utilities by \$3,000

FISCAL IMPACT:

\$4,003,417

ATTACHMENTS:

ATTACHMENT I - Schedule of Funds

ATTACHMENT II - Staff Schedule

ATTACHMENT III - Agency Budget

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
SCHEDULE OF FUNDS
FY 2019-2020

GRANT	FUNDS AVAILABLE PY 2018-19	ESTIMATED FUNDS AVAILABLE PY 2019-20	INCREASE (DECREASE)
WIOA ADULT	9,166,905	10,410,734	1,243,829
WIOA DISLOCATED WORKER	3,671,672	4,892,849	1,221,177
WIOA YOUTH	6,621,494	7,087,036	465,542
WIOA RAPID RESPONSE (includes Lay Off Aversion)	419,950	318,935	(101,015)
WAF 6.0	195,285	20,000	(175,285)
PROPOSITION 39	255,105	-	(255,105)
SLINGSHOT 2.0	250,000	178,000	(72,000)
WAF 7.0	150,000	145,000	(5,000)
FOUNDATIONS - STEPPS	180,000	130,000	(50,000)
REGIONAL CAREER LADDERS/ETPL - MERCED COUNTY	109,000	35,000	(74,000)
P2E PLANNING - MERCED COUNTY	-	19,000	19,000
CESELL - English Language Learner	127,975	-	(127,975)
WAF 6.0 EX OFFENDER	195,285	20,000	(175,285)
TOTAL FUNDING	21,342,671	23,256,554	1,913,883

Prepared by: C. Beierschmitt

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

STAFF SCHEDULE				
REGULAR POSITIONS	BUDGET FY 18-19	BUDGET FY 19-20	SALARY RANGE FY 18-19	SALARY RANGE FY 19-20
<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	1.00	1.00	5,665 to 8,085	5,665 to 8,085
Deputy Director of Information Systems	0.40	0.40	5,665 to 8,085	5,665 to 8,085
Deputy Director of HR/Business Services/Org. Develop.	0.00	0.00	5,665 to 8,085	5,665 to 8,085
Deputy Director of Program Services	0.30	0.30	5,665 to 8,085	5,665 to 8,085
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	4,841 to 6,300	4,841 to 6,300
Network Administrator	1.00	1.00	4,833 to 6,000	4,833 to 6,000
General Services Administrative Assistant	1.00	1.00	2,578 to 3,504	2,578 to 3,504
Marketing & Communications Manager	0.10	0.10	4,223 to 5,565	4,223 to 5,565
Accounting Supervisor	0.00	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	1.00	1.00	3,871 to 4,899	3,871 to 4,899
Senior Division Secretary	1.00	0.20	3,550 to 5,292	3,550 to 5,292
Account Clerk I/II/III	3.00	3.00	2,266 to 3,360	2,266 to 3,360
Total Administration Positions	12.30	11.50		
<u>Program Operations</u>				
Deputy Director of Information Systems	0.60	0.60	\$ 5,665 to \$ 8,085	\$ 5,665 to \$ 8,085
Deputy Director of Program Services	0.70	0.70	5,665 to 8,085	5,665 to 8,085
Deputy Director of HR/Business Services/Org. Develop.	0.00	0.00	5,665 to 8,085	5,665 to 8,085
Business Services Manager	1.00	1.00	4,223 to 5,565	4,223 to 5,565
Business Program Consultant	0.00	0.00	3,917 to 4,899	3,917 to 4,899
Business Services Coordinator	2.00	6.00	3,833 to 4,500	3,833 to 4,500
Workforce Services Navigator	1.00	1.00	3,833 to 4,500	3,833 to 4,500
Quality Systems Manager	0.50	0.50	4,841 to 6,300	4,841 to 6,300
Marketing & Communications Manager	0.90	0.90	4,223 to 5,565	4,223 to 5,565
Youth/Adult Program Manager	1.00	1.00	4,223 to 5,565	4,223 to 5,565
Youth Program Coordinator	0.00	1.00		3,871 to 4,899
Program Analyst	0.00	0.00	3,193 to 4,200	3,193 to 4,200
Auditor/Monitor	1.00	1.00	3,871 to 4,899	3,871 to 4,899
Senior Contract Administrator	1.00	1.00	3,296 to 4,851	3,296 to 4,851
Contract Administrator	1.00	1.00	3,200 to 4,400	3,200 to 4,400
Special Projects Program Coordinator	1.00	1.00	3,871 to 4,899	3,871 to 4,899
Computer Programmer	1.00	1.00	4,720 to 5,906	4,720 to 5,906
Network Technician	1.00	1.00	4,100 to 5,300	4,100 to 5,300
Computer Technician	0.00	0.00	2,970 to 4,010	2,970 to 4,010
Government Sector Workforce Coordinator	1.00	1.00	3,833 to 4,500	3,833 to 4,500
Career Technical Education Coordinator/Specialist	1.50	2.50	3,871 to 4,899	3,871 to 4,899
Facility Specialist II	0.00	0.00	3,059 to 4,211	3,059 to 4,211
Senior Division Secretary	0.00	0.80	3,550 to 5,292	3,550 to 5,292
Office Administrator	1.00	1.00	3,385 to 4,333	3,385 to 4,333
Receptionist	1.00	1.00	2,678 to 3,780	2,678 to 3,780
Total Operations Positions	18.20	25.00		
TOTAL REGULAR POSITIONS	30.50	36.50		

Prepared by: C. Beierschmitt

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
AGENCY BUDGET**

PY 2019-2020

Budget by Line Item	2018-2019 Budget	2019-2020 Budget	Increase/ (Decreases)	Percent Change
51 Salaries	\$ 2,060,045	\$ 2,280,057	220,012	10.68%
52 Payroll Taxes	192,163	207,586	15,423	8.03%
53 Fringe Benefits/Staff Parking	601,093	707,944	106,851	17.78%
55 Staff/Board/Service Provider Development	44,250	100,000	55,750	125.99%
56 Local Mileage	20,875	26,000	5,125	24.55%
60 Communications	21,480	26,480	5,000	23.28%
61 Insurance	29,000	29,800	800	2.76%
62 Maintenance	67,550	67,550	0	0.00%
63 Memberships	20,000	62,000	42,000	210.00%
64 Miscellaneous	9,000	11,000	2,000	22.22%
65 Office Expense	23,600	24,600	1,000	4.24%
66 Professional Services - incl. Legal/Audit	165,800	195,800	30,000	18.09%
67 Advertising	23,250	35,000	11,750	50.54%
68 Rent and Leases	188,600	188,600	0	0.00%
69 Utilities	23,000	26,000	3,000	13.04%
71 Furniture and Equipment	71,000	15,000	(56,000)	-78.87%
Total	\$ 3,560,706	\$ 4,003,417	\$ 442,711	12.43%

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

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	7
MEETING DATE:	July 17, 2019
ACTION:	DISCUSSION

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: Fresno Regional Workforce Development Board Quarterly Meeting Time

DISCUSSION:

At the June 5, 2019, Fresno Regional Workforce Development Board (FRWDB) meeting, Director Shelly Tarver asked if the FRWDB quarterly meeting time could be moved to earlier in the day.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	8
MEETING DATE:	July 17, 2019
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:	9
MEETING DATE:	July 17, 2019
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.).

**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	10
MEETING DATE:	July 17, 2019
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 2019-2020:

Month	Event	Description	Cost
October	EDC Annual Investors Lunch Meeting	Table of eight (8) and recognition at the event.	Included in Membership

FISCAL IMPACT:

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