



Electronic Meeting Instructions

The Fresno Regional Workforce Development Board and its Councils and Committees use Zoom as the tool to facilitate electronic meetings. Our desire is to ensure orderly Zoom meetings and to help attendees have confidence in how the meeting will be facilitated and that all members and public will be effectively heard. The following instructions provide consistent methods that will lead us to realizing that desire.

- We highly recommend use of the Zoom client app, as this tool greatly enhances the attendee's experience and provides readily accessible controls.
- Remain muted until speaking and mute again when finished speaking.
- Ensure your name shows on your connection.
- Votes will be facilitated with a roll call.
- When connecting to Zoom, if using the phone is preferred over computer audio, we request you connect to the Zoom meeting first and then choose Phone for the preferred audio connection. Input the meeting and participant IDs to relate your phone audio to your Zoom connection.
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- If connecting via phone only, *6 will toggle mute/unmute.
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FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee Meeting
July 15, 2020 @ 3:00 p.m.

Per Executive Order N-29-20, which allows local and state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, this regularly scheduled meeting will be held via conference call and can be accessed as follows:

Use the information below to join this meeting:

Join Zoom Meeting

<https://us02web.zoom.us/j/84589172427?pwd=eFZlcXRLY0VXOEtUYlhiMTdONkUxZz09>

or Call In: 1-669-900-6833

Meeting ID: 845 8917 2427

Password: 567797

The public may participate in the meeting as otherwise permitted under the Brown Act by calling into the number above.

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.

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 15, 2020, Executive Committee Meeting Minutes	Konczal	Yes	Approve	4
2.	Items Referred by Other Committees	Konczal	Yes	Information	8
3.	SB1 Award Recommendations	Konczal	Yes	Approve	9
4.	May 2020 Financial Report	Beierschmitt	Yes	Accept	11
5.	May 2020 Agency Budget and Expenditures	Beierschmitt	Yes	Accept	16
6.	Program Year 2020-2021 Agency Budget and Personnel Plan	Konczal	Yes	Recommend to Approve	18
7.	2020 COVID-19 Employment Recovery National Dislocated Worker Grant	Phyllis	Yes	Approve	22

Item	Description	Presented By	Enclosure	Action	Page #
8.	Director's Quarterly Update	Konczal	Yes	Information	23
9.	Referral of Agenda Items to Other Committees	Hensley	Yes	Direct	24
10.	Information Sharing	All	No	Discussion	--
11.	October 21, 2020, Agenda Items	Konczal	No	Discussion	--
12.	Meeting Feedback	Konczal	No	Discussion	--

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
2020 ATTENDANCE REPORT**

	Canceled	Special			
	1/15/2020	1/29/2020	4/15/2020	7/15/2020	10/21/2020
Bauer	XX	A	P	--	--
Blunt	--	--	--		
Hensley	XX	P	P		
Karbassi	--	--	A		
Miller	XX	A	P	--	--
Montalbano	XX	P	P		
Quintero	XX	P	A		
Riojas	XX	P	P		
Silveira	--	--	--		
Zabrycki	XX	P	A		

P= Present

A = Absent

-- = Not a Committee member at time of meeting

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	1
MEETING DATE:	July 15, 2020
ACTION:	APPROVE

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: April 15, 2020, Executive Committee Meeting Minutes

RECOMMENDATION:

Approve the minutes of the April 15, 2020, Executive Committee meeting.

ATTACHMENT:

April 15, 2020, Executive Committee Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
April 15, 2020

SUMMARY MINUTES

The meeting was called to order at 3:01 p.m. and was held telephonically.

ROLL CALL: PRESENT – Paul Bauer, Jeff Hensley, Scott Miller, Dennis Montalbano, Chuck Riojas, and Legal Counsel Ken Price

ABSENT – Mike Karbassi, Sal Quintero, 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>January 29, 2020, Special Executive Committee Meeting Minutes</u></p> <p>Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB) requested approval of the January 29, 2020, special Executive Committee meeting minutes.</p> <p>RIOJAS/MILLER – APPROVED THE JANUARY 29, 2020, SPECIAL EXECUTIVE COMMITTEE MEETING MINUTES. VOTE: YES – 5, NO – 0 (UNANIMOUS)</p>
2.	<p><u>COVID-19 Response Update</u></p> <p>Mr. Konczal provided an update on the FRWDB's response to the social distancing requirements surrounding the COVID-19. He reported that operations and services provided at the FRWDB's three (3) America's Job Centers of California (AJCC) locations (Fresno, Coalinga and Reedley) vary from each other. He explained that the Fresno site at Manchester Center is not open to off the street traffic, but have scheduled usage of the AJCC facility to be in compliance with distancing regulations. Individuals can make appointments to utilize the various facilities and services available, but only ten (10) slots maximum are available per hour. Because the Coalinga site is staffed by West Hills Community College staff, and West Hills' staff is working from home, the Coalinga site is closed. The Reedley AJCC staff is assisting clients over the telephone, as they are co-located with the county welfare department and the county office is closed.</p> <p>Mr. Konczal stated that the FRWDB Business Services Center (BSC) staff has been extremely busy in dealing with the numerous lay off and furlough notices they have received from businesses throughout Fresno County. The BSC staff have been conducting weekly Zoom meetings and seminars for businesses and have had good response to those events.</p>

Mr. Konczal also noted that the forestry training program at Reedley College has been progressing online and will complete that portion of the training in the next few weeks. FRWDB staff has been working with its partners at the Local Conservation Corps, run by the Fresno Economic Opportunities Commission, on how they will implement the field training on tools and equipment, while remaining in compliance with the distancing orders.

Director Hensley asked about the co-located agencies at the Fresno AJCC, specifically, the state's Employment Development Department (EDD) staff and how they are operating at this time. Mr. Konczal stated that EDD staff have been pulled out of the AJCC and are not seeing clients. The Manchester AJCC is being staffed 100% by FRWDB contractor staff from the Central Labor Council Partnership. Mr. Konczal stated that the EDD is assisting people via call centers only during this time.

This was an information item.

3. **Emergency Authorization in Response to the COVID-19 State and City Emergency Orders**

Mr. Konczal requested that the Executive Committee delegate authority to him to conduct a procurement and approve the purchase of required technology and consulting services due to the unusual circumstances associated with the response to the COVID-19 situation. The FRWDB has applied for a grant from the state for these purchases, but due to the timing of the Executive Committee meeting and the state's response, authorization is needed now to ensure the ability of FRWDB staff to implement the critical services in a timely manner. The technology and consulting services the FRWDB would purchase would be used for broadcasting live seminars and meetings online, among other uses.

Chair Bauer asked what the anticipated range of cost was for these purchases. Phyllis Stogbauer, Deputy Director of Program Services, FRWDB, stated it is approximately \$400,000.

Director Hensley asked what FRWDB staff intends to do if the state denied the grant request, or if the amount granted was less than the \$400,000 that was requested. Mr. Konczal stated that FRWDB staff would adjust the purchases to meet the amount approved by the state. Director Hensley made a motion to authorize the FRWDB to acquire the technology and related services and equipment, not to exceed the amount of the state grant.

HENSLEY/RIOJAS – AUTHORIZED THE FRWDB EXECUTIVE DIRECTOR TO CONDUCT PROCUREMENT AND APPROVE THE PURCHASE OF THE REQUIRED TECHNOLOGY, AND APPROPRIATE HARD TECHNOLOGY CONSULTING SERVICES NOT TO EXCEED THE AMOUNT OF THE STATE GRANT. VOTE: YES – 5, NO – 0 (UNANIMOUS)

4. **Purchase of Training Vehicle**

Stephen DeWitt, Quality Systems Manager, FRWDB, requested that the Executive Committee authorize the FRWDB Executive Director to approve the procurement award and the purchase of a low emission commercial truck, to be used as a training vehicle, up to a dollar value of \$200,000. Mr. DeWitt stated that FRWDB staff made this recommendation due to the lead time needed to purchase a vehicle and to move forward with training for the City of Fresno's California Strategic Growth Council's Transformative Climate Communities program.

Director Montalbano asked for clarification of why the FRWDB needed to purchase a vehicle. Mr. Konczal indicated that it was to train 200 individuals to drive a low emission vehicle. Director Montalbano asked if FRWDB staff had inquired of commercial truck manufacturers about donating a truck that has been deemed a "lemon" for the students to train on, adding

that high schools and community colleges receive donated “lemon” vehicles regularly for training purposes. Ms. Stogbauer stated that the vehicle the FRWDB was seeking to purchase must be a registered vehicle, as it would be used to train individuals to operate/drive the vehicle, and not work on it, mechanically.

Director Montalbano asked several other valid questions regarding the vehicles maintenance, garage location, ownership and registration, and insurance requirements and Mr. Konczal asked Director Montalbano if he would be willing to review the Memorandum of Understanding concerning the vehicle once it is purchased, to be sure it is specific enough.

MILLER/HENSLEY – AUTHORIZED THE FRWDB EXECUTIVE DIRECTOR TO APPROVE THE PROCUREMENT AWARD AND THE PURCHASE OF A LOW EMISSION COMMERCIAL TRUCK UP TO A DOLLAR VALUE OF \$200,000, TO BE USED AS A TRAINING VEHICLE. VOTE: YES – 5, NO – 0 (UNANIMOUS)

5. February 2020 Financial Report

Cheryl Beierschmitt, Deputy Director of Fiscal Services, FRWDB, presented the February 2020 Financial Report for the Committee’s acceptance. She stated that staff had no concerns with the report. The Committee had no questions.

RIOJAS/MONTALBANO – ACCEPTED THE FEBRUARY 2020 FINANCIAL REPORT. VOTE: YES – 5, NO – 0 (UNANIMOUS)

6. February 2020 Agency Budget and Expenditures Report

Ms. Beierschmitt presented the February 2020 Agency Budget and Expenditures Report for the Committee’s acceptance. She reminded the Executive Committee that the year-to-date expenditures variance is based on a straight line method and that FRWDB staff had no concerns with the report. The Committee had no questions.

RIOJAS/MILLER – ACCEPTED THE FEBRUARY 2020 FINANCIAL REPORT. VOTE: YES – 5, NO – 0 (UNANIMOUS)

7. July 15, 2020, Agenda Items

None.

Meeting adjourned at 3:32 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	2
MEETING DATE:	July 15, 2020
ACTION:	INFORMATION

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

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 (2) 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 15, 2020
ACTION:	APPROVE

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

TO: Executive Committee

FROM: Blake Konczal, Executive Director

SUBJECT: SB1 High Roads Construction Career Grant Allocations

RECOMMENDATION:

Approve the allocation of \$1,499,818 of SB1 High Road Construction Careers (HRCC) awarded through the California Workforce Development Board (CWDB) for the period of September 1, 2020, through August 31, 2022. Approve the allocation of Workforce Innovation and Opportunity Act (WIOA) Adult/Dislocated Worker funding in the amount not to exceed \$50,000 to Applied Development Economics (ADE) for the development of a construction sector employment analysis.

REASON FOR RECOMMENDATION:

The CWDB awarded \$1,499,818 to the Fresno Regional Workforce Development Board (FRWDB) to fund the Valley Build HRCC project, which supports the development of regionally-based pre-apprenticeship training programs and partnerships that systematically connect disadvantaged Californians to long-term middle-class careers in the construction industry.

The project will provide Multi-Craft Core Curriculum pre-apprenticeship training and union referrals for 275 participants. Services will be implemented in four (4) project areas that mirror the boundaries of the region's four (4) Building Trades Council (BTCs), which, along with the FRWDB, are core conveners in the project. Project areas include: Fresno, Madera, Kings and Tulare counties; Kern, Inyo, and Mono counties; San Joaquin, Calaveras and Alpine counties; and Stanislaus, Merced, Mariposa and Tuolumne counties. FRWDB staff is requesting that the Executive Committee approve the following funding allocations of SB1 HRCC funds as outlined in the approved grant:

FRWDB Administrative Services	\$100,000
Fresno Madera, Kings, Tulare BTC	260,000
Stanislaus, Merced, Tuolumne Mariposa BTC	166,680
San Joaquin Calaveras Amador Alpine BTC	70,000
Kern, Inyo, Mono BTC	270,000
Merced County Office of Education	58,500
San Francisco Public Utility Commission - Tuolumne Community Collaborative	100,000
California Human Development	180,000
San Joaquin County Workforce Development Board - Case Management	27,356
Merced County Workforce Development Board - Case Management	19,282
Kern Inyo Mono County Workforce Development Board - Case Manager	24,000
Rios Company – Regional Outreach/Marketing	130,000
Community On-Ramps - Various CBOs TBD	36,400
Participant Pool: Physical Fitness Training/Drug Testing	57,600
Total	\$1,499,818

In addition, FRWDB staff is requesting the Executive Committee approve a contract to ADE, in an amount not to exceed \$50,000 to conduct employment analysis in the construction sector, which will emphasize employment projections by project area and the types of construction jobs most likely to be in demand. This analysis will supplement the employment information from transportation, public works and other agencies managing infrastructure and major construction projects in the region.

FISCAL IMPACT:

Approval of this item will allocate \$1,499,818 of SB1 HRCC funding as outlined in the table above and \$50,000 of WIOA Adult/Dislocated Worker funding for the employment analysis.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	4
MEETING DATE:	July 15, 2020
ACTION:	ACCEPT

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

TO: Executive Committee
FROM: Cheryl Beierschmitt, Deputy Director of Fiscal Services
SUBJECT: May 2020 Financial Report

RECOMMENDATION:

Accept the Fresno Regional Workforce Development Board (FRWDB) May 2020 Financial Report.

REASON FOR RECOMMENDATION:

The attached charts display year-to-date financial information through May 31, 2020.

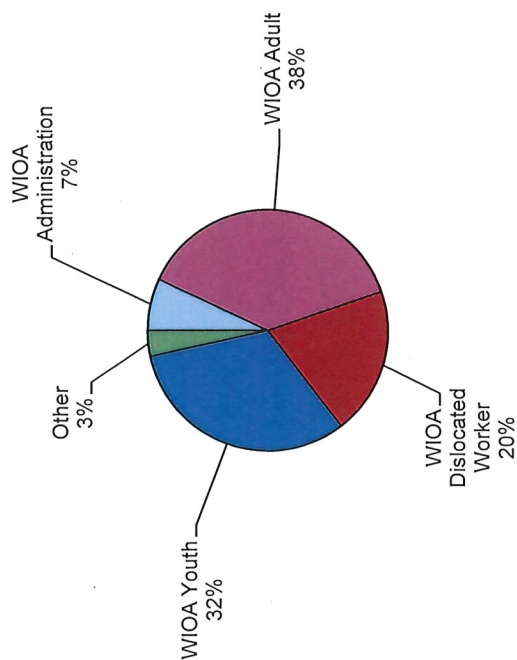
- Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker: Expenditures are running lower than anticipated, primarily due to the unexpended training funds for Program Year (PY) 2019-2020. These training funds are to be expended by June 30, 2021. FRWDB staff continues to work with Providers to meet the 30% mandated training requirement;
- WIOA Rapid Response: As of May 2020, these funds are 85% expended at \$270,524 of the \$318,935. On March 27, 2020, FRWDB received a one (1) year extension of Rapid Response Funds for Program Year 2019-2020. They now have until June 30, 2021, to be spent and FRWDB staff anticipates a carryover of approximately \$15,000 to PY 2020-2021.
- Slingshot - Construction Pre-Apprenticeship Pipeline: This grant ended March 31, 2020. It was 86% expended at \$215,971 of the \$250,000;
- Workforce Accelerator Fund 7.0: The grant period is May 1, 2019, through September 30, 2020. It is 82% expended at \$122,601 of the \$150,000. FRWDB staff requested a six (6) month extension due to COVID-19 causing a delay in training cohorts;
- STEPS – Foundation for California Community Colleges: This grant started May 10, 2019, and received a 60-day no cost extension to April 30, 2020. In March of 2020 the extension was rescinded to March 2020. It was 95% expended at \$171,600 of the \$180,800;
- Regional Career Ladders/ETPL Projects: This grant began February 1, 2019, and ended December 31, 2019. It was 100% expended;
- Staff has no concerns with grant expenditures at this time

ATTACHMENT:

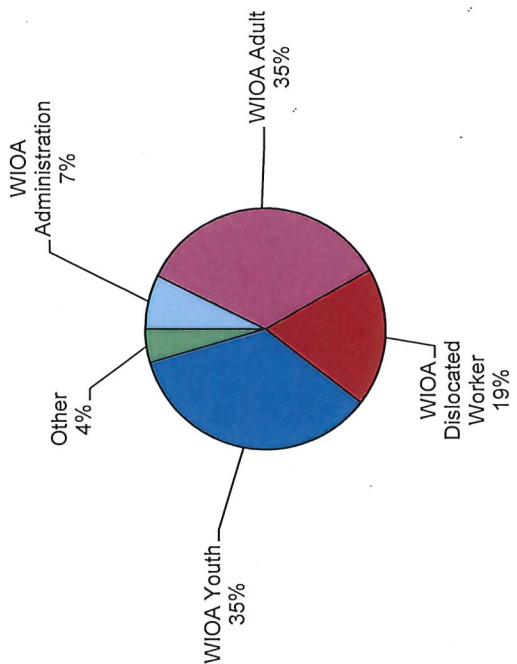
May 2020 Financial Report

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
 FINANCIAL REPORTS
 May 2020

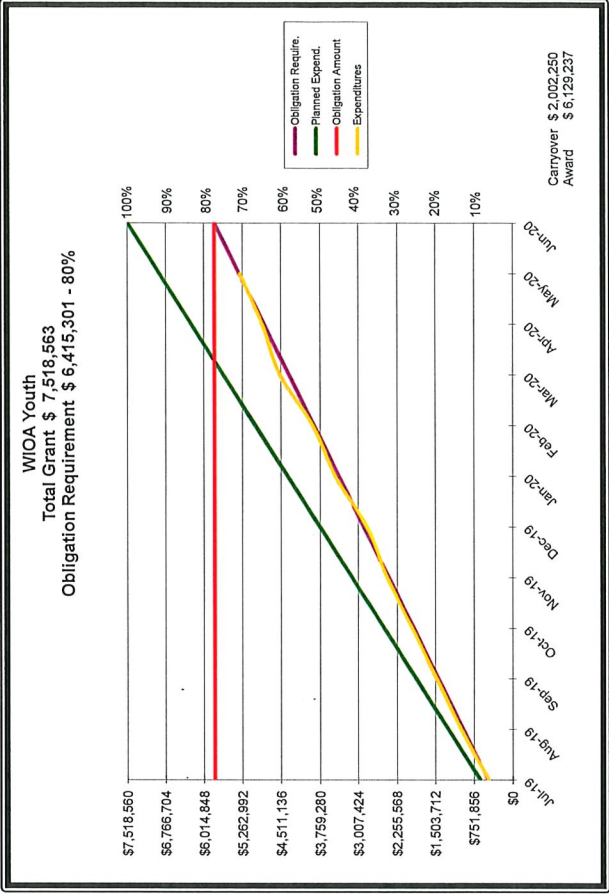
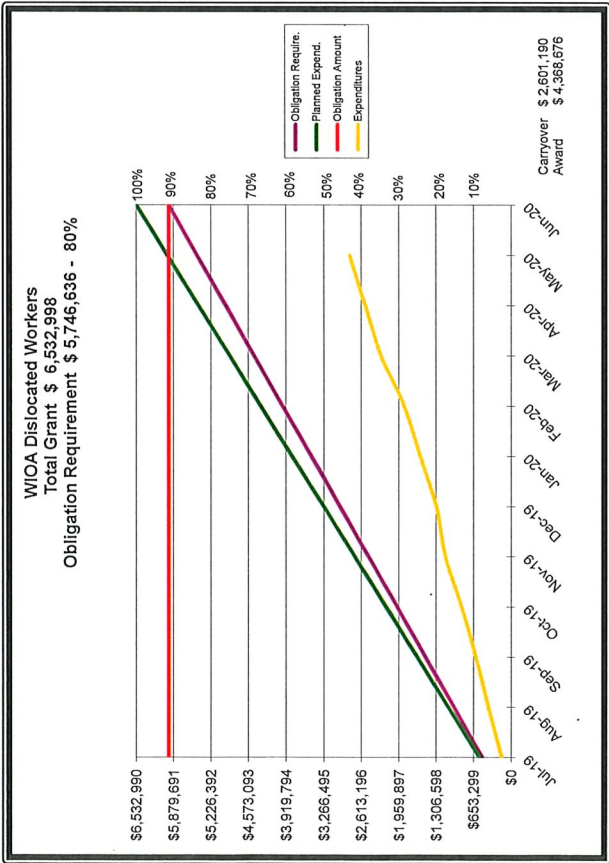
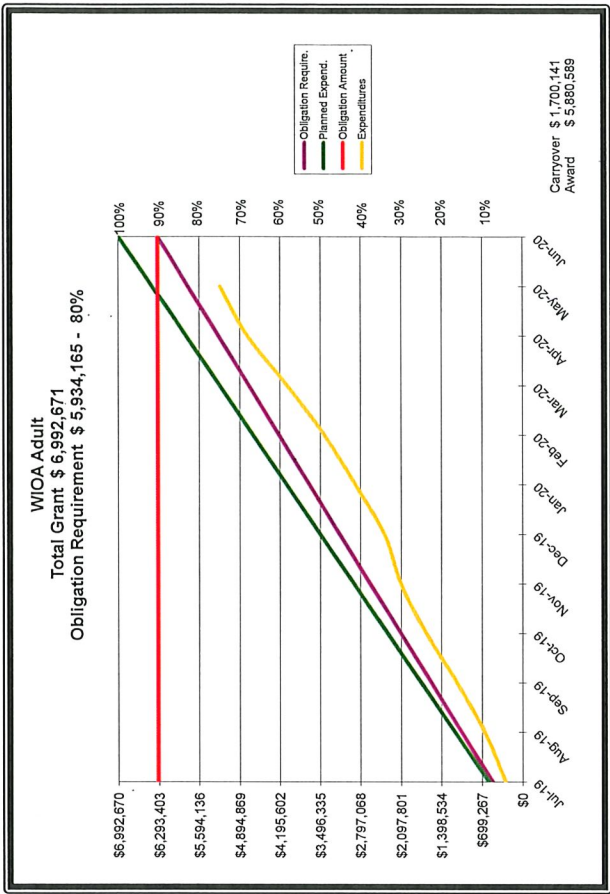
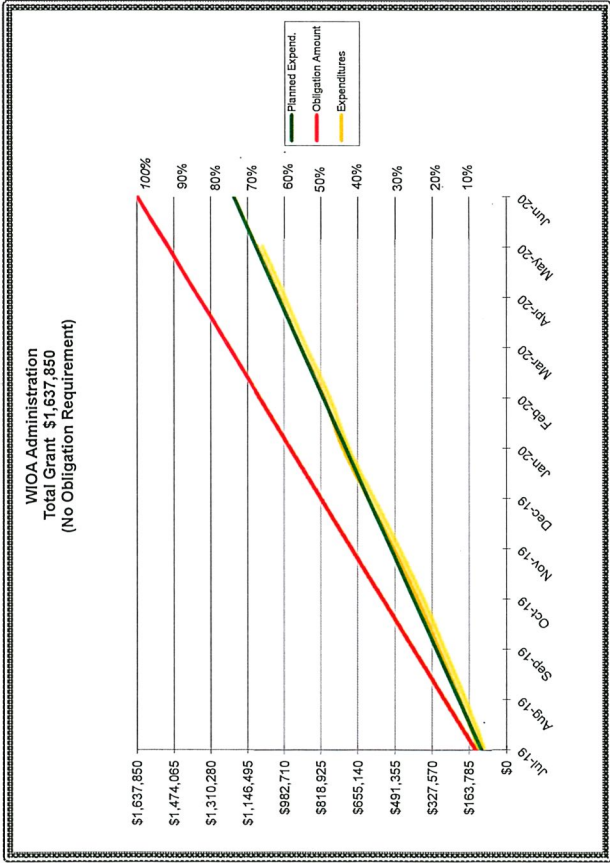
**FRWDB Committed Funds
 Fiscal Year 2019-2020**



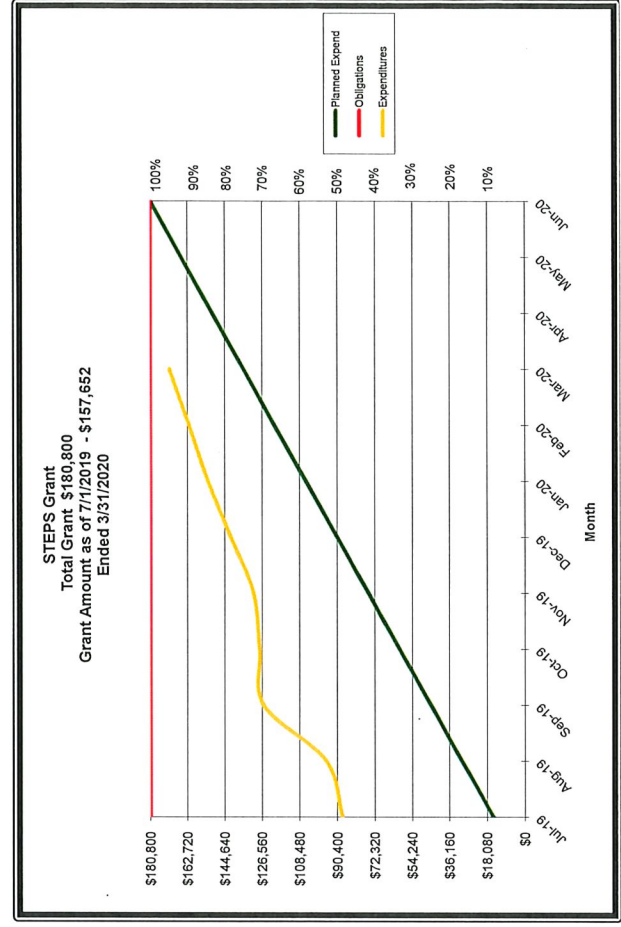
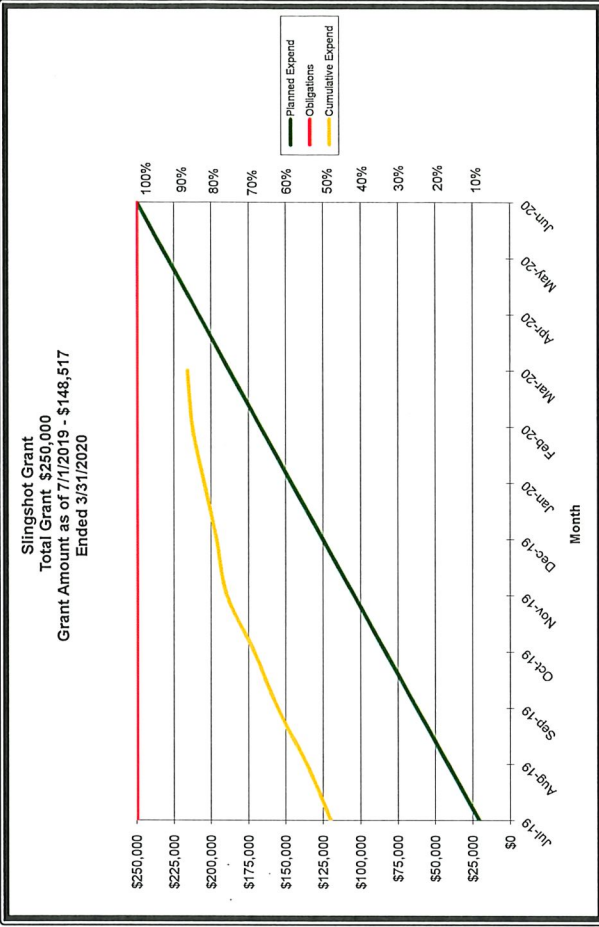
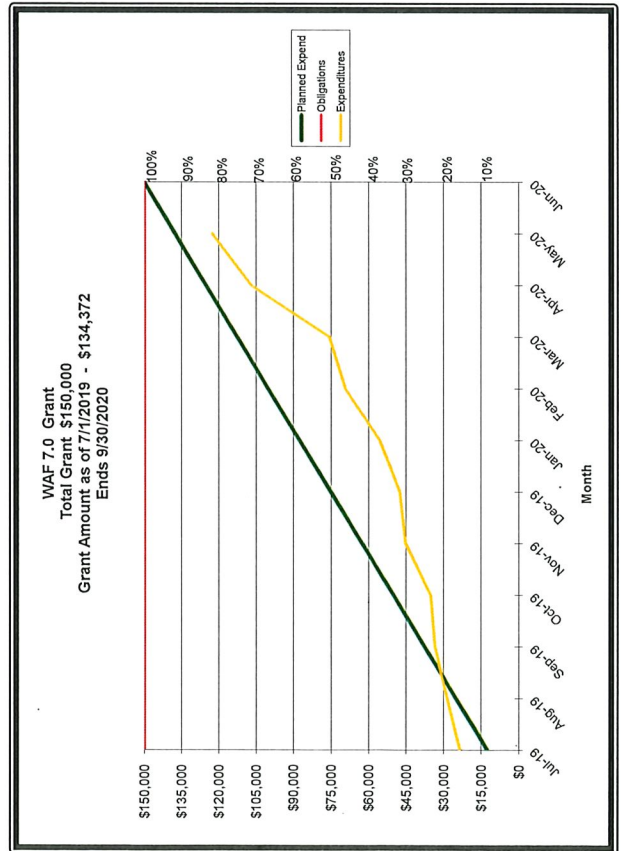
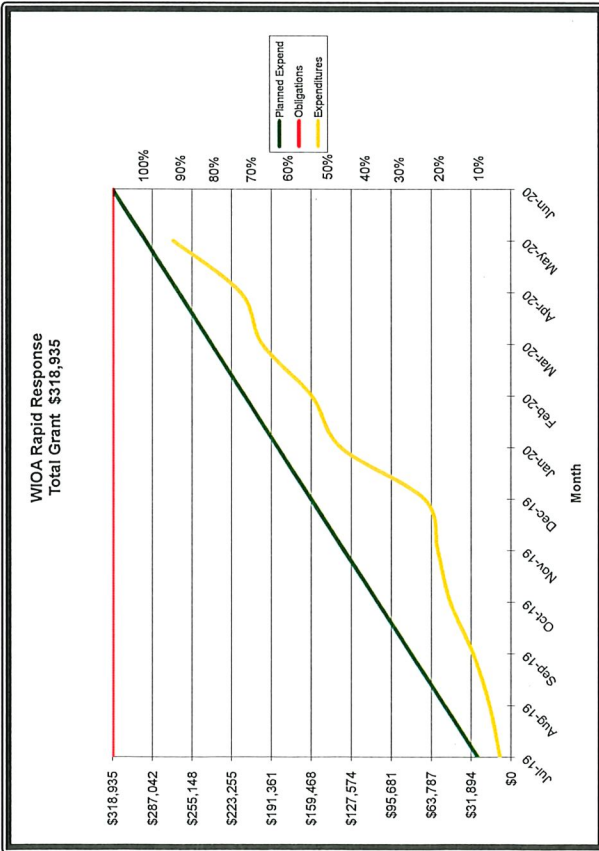
**FRWDB Expenditures
 Fiscal Year 2019-2020**



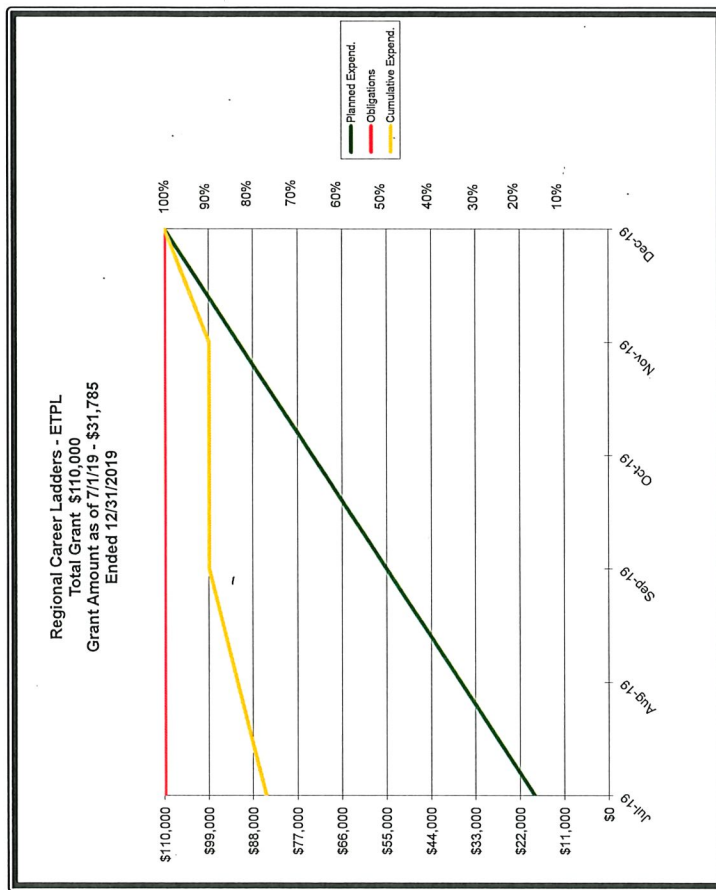
May 2020



May 2020



May 2020



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	5
MEETING DATE:	July 15, 2020
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: Cheryl Beierschmitt, Deputy Director of Fiscal Services

SUBJECT: May 2020 Agency Budget and Expenditures

RECOMMENDATION:

Accept the attached Agency Budget and Expenditures report for May 2020 financials for Program Year 2019-2020.

REASON FOR RECOMMENDATION:

The attached table provides the status of the agency budget as of May 31, 2020.

- Year-to-Date (YTD) budget costs are straight-lined.
- Personnel costs are running lower than anticipated due to a delay in hiring vacant positions for the months of March, April and May due to COVID-19.
- Staff development expenditures are lower than estimated due to the COVID-19 shelter in place for the months of March, April and May. Staff is currently attending virtual trainings which have decreased our travel and staff development costs.
- Rent is running higher than anticipated due to the closure of the Government One Stop located at the Kern Street administrative offices, causing an increase in the agency's rent expenditures.

ATTACHMENT:

FRWDB Agency Budget and Expenditures – May 2020

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

May 2020

Budget by Line Item	Total Budget	YTD Budget	YTD Expenditures	Variance	Percent Variance
51 Salaries	\$ 2,280,057	\$ 2,090,052	\$ 1,794,095	295,957	14.16%
52 Payroll Taxes	207,586	190,287	158,827	31,460	16.53%
53 Fringe Benefits	697,944	639,782	524,777	115,005	17.98%
55 Staff/Board/Service Provider Development	100,000	91,667	42,053	49,614	54.12%
56 Local Mileage	26,000	23,833	16,863	6,971	29.25%
60 Communications	26,480	24,273	21,605	2,668	10.99%
61 Insurance	29,800	29,000	27,482	1,518	5.23%
62 Maintenance	67,550	61,921	31,317	30,604	49.42%
63 Memberships	62,000	56,833	27,583	29,250	51.47%
64 Miscellaneous	11,000	10,083	7,533	2,550	25.29%
65 Office Expense	24,600	22,550	21,005	1,545	6.85%
66 Professional Services	195,800	179,483	83,030	96,453	53.74%
67 Advertising	35,000	32,083	19,376	12,707	39.61%
68 Rent & Leases	198,600	182,050	189,796	(7,746)	-4.25%
69 Utilities	26,000	23,833	20,533	3,301	13.85%
71 Furniture and Equipment	15,000	13,750	7,805	5,945	43.24%
Total	\$ 4,003,417	\$ 3,671,482	\$ 2,993,679	677,803	18.46%

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

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	6
MEETING DATE:	July 15, 2020
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 2020-2021 Agency Budget and Personnel Plan

RECOMMENDATION:

Recommend that the Fresno Regional Workforce Development Board (FRWDB) approve the Program Year (PY) 2020-2021 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 2019-2020, and funds available for PY 2020-2021. Overall, it is estimated that funding will increase \$6,835,201. The net increase is a combination of \$3,016,052 in Workforce Innovation and Opportunity Act Formula Allocations for PY 2020-21, from the Employment Development Department Workforce Services Division, including estimated carryover funds from PY 2019-2020 and \$3,819,149 in Special Grant funding.

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 2020-2021, as compared to the prior year and year-to-date expenditures. The attached budget reflects:

- Decrease in staff development expenditures by \$27,500 due to COVID-19 causing a decline in travel and attendance to scheduled conferences, currently being conducted through a virtual platform.
- Increase in rent expenditures by \$27,500 due to the allocated space for the former Government One-Stop now being absorbed by the Agency Budget.
- The assumption that all other line items remain the same as last PY 2019-20.

FISCAL IMPACT:

\$4,003,417

ATTACHMENTS:

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

ATTACHMENT I

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
SCHEDULE OF FUNDS
FY 2020-2021

GRANT	FUNDS AVAILABLE PY 2019-20	ESTIMATED FUNDS AVAILABLE PY 2020-21	INCREASE (DECREASE)
WIOA ADULT	10,410,734	10,505,094	94,360
WIOA DISLOCATED WORKER	4,892,849	6,243,149	1,350,300
WIOA YOUTH	7,087,036	8,726,047	1,639,011
WIOA RAPID RESPONSE (includes Lay Off Aversion)	318,935	251,316	(67,619)
SLINGSHOT 2.0	178,000	-	(178,000)
WAF 7.0	145,000	25,000	(120,000)
WAF 6.0	20,000	-	(20,000)
FOUNDATIONS - STEPS	130,000	-	(130,000)
REGIONAL CAREER LADDERS/ETPL - MERCED COUNTY	35,000	-	(35,000)
P2E PLANNING - MERCED COUNTY	19,000	-	(19,000)
COVID-19 1187	-	303,300	303,300
COVID-19 1194 - NDWG	-	450,000	450,000
CAL FIRE	-	1,660,000	1,660,000
TCC	-	1,222,000	1,222,000
SJV IDS	-	246,447	246,447
SJV SSEL	-	439,402	439,402
TOTAL FUNDING	23,236,554	30,071,755	6,835,201

Prepared by: C. Beierschmitt

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

ATTACHMENT II

STAFF SCHEDULE

REGULAR POSITIONS	BUDGET FY 19-20	BUDGET FY 20-21	SALARY RANGE FY 19-20	SALARY RANGE FY 20-21
<u>Administrative Services:</u>				
Executive Director	1.00	1.00	\$8,800 to \$12,420	\$8,800 to \$12,420
Senior Deputy Director		0.30		7,625 to 10,400
Deputy Director of Fiscal Services	1.00	1.00	5,665 to 8,368	5,665 to 8,368
Deputy Director of Information Systems	0.40	0.40	5,665 to 8,368	5,665 to 8,368
Deputy Director of HR/Business Services/Org. Develop.	0.00	0.00	5,665 to 8,368	5,665 to 8,368
Deputy Director of Program Services	0.30	0.00	5,665 to 8,368	5,665 to 8,368
Quality Systems Manager	0.50	0.50	4,841 to 6,521	4,841 to 6,521
General Services/IT Support Manager	1.00	1.00	4,841 to 6,521	4,841 to 6,521
Network Administrator	1.00	1.00	4,833 to 6,210	4,833 to 6,210
General Services Administrative Assistant	1.00	1.00	2,578 to 3,627	2,578 to 3,627
Marketing & Communications Manager	0.10	0.10	4,223 to 5,760	4,223 to 5,760
Accounting Supervisor	1.00	1.00	4,069 to 5,760	4,069 to 5,760
Accountant	1.00	1.00	3,871 to 5,070	3,871 to 5,070
Auditor/Monitor	1.00	1.00	3,871 to 5,070	3,871 to 5,070
Senior Division Secretary	0.00	0.00	3,550 to 5,477	3,550 to 5,477
Administrative Supervisor	1.00	1.00	3,550 to 5,477	3,550 to 5,477
Account Clerk I/II	2.00	2.00	2,266 to 3,478	2,266 to 3,478
Administrative Assistant	1.00	1.00	2,678 to 3,912	2,678 to 3,912
Total Administration Positions	13.30	13.30		
<u>Program Operations</u>				
Senior Deputy Director		0.70		\$ 7,625 to \$ 10,400
Deputy Director of Information Systems	0.60	0.60	5,665 to 8,368	5,665 to 8,368
Deputy Director of Program Services	0.70	0.00	5,665 to 8,368	5,665 to 8,368
Deputy Director of HR/Business Services/Org. Develop.	0.00	0.00	5,665 to 8,368	5,665 to 8,368
Business Services Manager	1.00	1.00	4,223 to 5,760	4,223 to 5,760
Business Program Consultant	0.00	0.00	3,917 to 5,070	3,917 to 5,070
Business Services Coordinator	6.00	6.00	3,833 to 4,658	3,833 to 4,658
Workforce Services Navigator	0.00	0.00	3,833 to 4,658	3,833 to 4,658
Quality Systems Manager	0.50	0.50	4,841 to 6,521	4,841 to 6,521
Marketing & Communications Manager	0.90	0.90	4,223 to 5,760	4,223 to 5,760
Youth/Adult Program Manager	1.00	1.00	4,223 to 5,760	4,223 to 5,760
Youth Program Coordinator	1.00	1.00	3,871 to 5,070	3,871 to 5,070
Program Analyst	0.00	0.00	3,193 to 4,347	3,193 to 4,347
Auditor/Monitor	1.00	1.00	3,871 to 5,070	3,871 to 5,070
Senior Contract Administrator	1.00	1.00	3,296 to 5,021	3,296 to 5,021
Contract Administrator	1.00	1.00	3,200 to 4,554	3,200 to 4,554
Special Projects Program Coordinator	1.00	1.00	3,871 to 5,070	3,871 to 5,070
Computer Programmer	1.00	1.00	4,720 to 6,113	4,720 to 6,113
Network Technician	1.00	1.00	4,100 to 5,486	4,100 to 5,486
Computer Technician	0.00	0.00	2,970 to 4,150	2,970 to 4,150
Government Sector Workforce Coordinator	1.00	1.00	3,833 to 4,658	3,833 to 4,658
Career Technical Education Coordinator/Specialist	2.50	2.50	3,871 to 5,070	3,871 to 5,070
Facility Specialist II	0.00	0.00	3,059 to 4,358	3,059 to 4,358
Senior Division Secretary	0.00	0.00	3,550 to 5,477	3,550 to 5,477
Office Administrator	0.00	0.00	3,385 to 4,485	3,385 to 4,485
Receptionist	1.00	1.00	2,678 to 3,912	2,678 to 3,912
Special Projects Program Assistant	1.00	1.00	3,385 to 4,485	3,385 to 4,485
Total Operations Positions	23.20	23.20		
TOTAL REGULAR POSITIONS	36.50	36.50		

Prepared by: C. Beierschmitt
July 7, 2020

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
AGENCY BUDGET**

PROGRAM YEAR 2020-2021

Budget by Line Item	2019-2020 Budget	2020-2021 Budget	Increase/ (Decreases)	Percent Change
51 Salaries	\$ 2,280,057	\$ 2,280,057	0	0.00%
52 Payroll Taxes	207,586	207,586	0	0.00%
53 Fringe Benefits/Staff Parking	707,944	707,944	0	0.00%
55 Staff/Board/Service Provider Development	100,000	72,500	(27,500)	-27.50%
56 Local Mileage	26,000	26,000	0	0.00%
60 Communications	26,480	26,480	0	0.00%
61 Insurance	29,800	29,800	0	0.00%
62 Maintenance	67,550	67,550	0	0.00%
63 Memberships	62,000	62,000	0	0.00%
64 Miscellaneous	11,000	11,000	0	0.00%
65 Office Expense	24,600	24,600	0	0.00%
66 Professional Services - incl. Legal/Audit	195,800	195,800	0	0.00%
67 Advertising	35,000	35,000	0	0.00%
68 Rent and Leases	188,600	216,100	27,500	14.58%
69 Utilities	26,000	26,000	0	0.00%
71 Furniture and Equipment	15,000	15,000	0	0.00%
Total	\$ 4,003,417	\$ 4,003,417	\$ -	0.00%

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

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	7
MEETING DATE:	July 15, 2020
ACTION:	APPROVE

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

TO: Executive Committee
FROM: Phyllis Stogbauer, Senior Deputy Director
SUBJECT: COVID-19 National Dislocated Worker Grant Allocations

RECOMMENDATION:

Approve the allocation of \$450,000 of COVID-19 National Dislocated Worker Grant (NDWG) awarded through the California Employment Development Department for the period of September 1, 2020, through August 31, 2022.

REASON FOR RECOMMENDATION:

The impact of COVID-19 on Fresno County has created an unprecedented number of layoffs. Between March 13, 2020, and May 27, 2020, the Fresno Regional Workforce Development Board's (FRWDB's) Rapid Response program assisted more than 161 businesses reporting 6,797 temporary and permanent layoffs as a result of the COVID-19 impact and Shelter in Place order.

To address the layoffs resulting from COVID-19, the FRWDB was awarded a \$450,000 grant through the Employment Development Department NDWG, to provide Custodial Training to 100 unemployed individuals in Fresno County.

The Custodial Training Program consists of two (2) courses, which are: Custodial Tech Basic - Infectious Disease and Custodial Tech - Infectious Disease Upgrades Only. The Custodial Tech - Infectious Disease Upgrades Only course is intended for individuals with prior experience in the industry, but who lack the appropriate certification(s) in infectious disease cleaning and disinfecting protocols. Imago will work with Fresno Adult School to convert current face-to-face course material to an online model to allow training to be provided while social distancing protocols are in place. FRWDB staff is requesting that the Executive Committee approve the following funding allocations of COVID NDWG funds as outlined in the approved grant:

FRWDB Administrative Services	\$45,000
Fresno Adult School	229,550
Imago	75,000
Participant Pool: Supportive Services	100,450
Total	<u>\$450,000</u>

In addition to the grant funding, the FRWDB will utilize Workforce Innovation and Opportunity Act Dislocated Worker training funding to provide Work Experience opportunities for clean-up and disinfection at government and private sites for the 100 participants at the completion of their training.

FISCAL IMPACT:

Approval of this item will allocate \$450,000 of COVID-19 NDWG funding as outlined in the table above.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	8
MEETING DATE:	July 15, 2020
ACTION:	INFORMATION

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

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 15, 2020
ACTION:	DIRECT

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

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.).