



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Special Executive Committee Meeting
January 29, 2020 @ 1:00 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.	October 16, 2019, Executive Committee Meeting Minutes	Konczal	Yes	Approve	4
2.	Items Referred by Other Committees	Konczal	Yes	Information	8
3.	City of Fresno California Strategic Growth Council's Transformative Climate Communities Funding	Stogbauer	Yes	Approve	9
4.	Security Services Contract Award	DeWitt	Yes	Recommend to Approve	11
5.	Revised Program Year 2019-2020 Agency Personnel Plan	Konczal	Yes	Recommend to Approve	13
6.	November 2019 Financial Report	Beierschmitt	Yes	Accept	15
7.	November 2019 Agency Budget and Expenditures	Beierschmitt	Yes	Accept	20
8.	Director's Quarterly Update	Konczal	Yes	Information	22
9.	Referral of Agenda Items to Other Committees	Bauer	Yes	Direct	23

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

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Item	Description	Presented By	Enclosure	Action	Page #
10.	Fourth Quarter Community Events	Konczal	Yes	Information	24
11.	Information Sharing	All	No	Discussion	--
12.	April 15, 2020, 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	A	A
Hensley	XX	P	P	P
Miller	XX	P	A	P
Montalbano	XX	P	P	P
Quintero	XX	P	P	P
Riojas	XX	P	P	P
Soria	XX	P	A	--
Zabrycki	XX	A	P	A

P= Present

A = Absent

-- = Not a Committee member at time of meeting

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	1
MEETING DATE:	January 29, 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: October 16, 2019, Executive Committee Meeting Minutes

RECOMMENDATION:

Approve the minutes of the October 16, 2019, Executive Committee meeting.

ATTACHMENT:

October 16, 2019, Executive Committee Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
October 16, 2019

SUMMARY MINUTES

The meeting was called to order at 3:00 p.m.

ROLL CALL: PRESENT – Jeff Hensley, Scott Miller, Dennis Montalbano, Sal Quintero (arrived at 3:04 p.m.), Chuck Riojas, 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: Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB) announced that Councilwoman Soria has resigned from the Executive Board due to time constraints.

PUBLIC COMMENTS: None

Item	Description/Action Taken
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1. **July 17, 2019, Executive Committee Meeting Minutes**

Mr. Konczal requested approval of the July 17, 2019, meeting minutes.

HENSLEY/RIOJAS – APPROVED THE JULY 17, 2019, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS)

2. **Items Referred by Other Committees**

There were no items referred by other Committees.

3. **Identification of New America's Job Center of California Site in the Fresno Metropolitan Area**

Director Quintero arrived (3:04 p.m.)

Mr. Konczal explained that the FRWDB's existing lease for the Manchester America's Job Center of California (AJCC) site will expire in August 2021. In an effort to identify possible alternative locations for the AJCC, FRWDB staff requested authorization to consult with Grubb & Ellis.

RIOJAS/MILLER – AUTHORIZED FRWDB STAFF TO CONSULT WITH GRUBB & ELLIS TO IDENTIFY LOCATIONS FOR THE FRESNO METROPOLITAN AREA AJCC. (UNANIMOUS)

4. **Workforce Accelerator Funding Allocation**

Ka Xiong, Special Projects Program Coordinator, FRWDB, presented this item in Phyllis Stogbauer's absence.

Ms. Xiong reminded the Committee that the FRWDB was awarded \$150,000 in Workforce Accelerator Funds (WAF) to be used for the Fresno County Forestry Corps Project to recruit, train and deploy 25 individuals to cut down dying trees and then plant new ones. Approval of this item would allocate the \$150,000 in WAF funding and \$228,920 of leveraged Workforce Innovation and Opportunity Act funds as outlined in the item.

Director Montalbano mentioned that the funds for this project seem expensive for the number of individuals who will be trained. Mr. Konczal explained that these funds would cover not only the students' training, but they would also receive a Type 2 Red Tag License at the end of training and a two (2) month paid Work Experience, that would, hopefully, result in being hired by CalFire or the US Forest Service. Director Montalbano also asked how much of the forest these students would be responsible for. Mr. Konczal indicated that he did not know, but that he could get an idea of what that amount would be.

Director Hensley asked Mr. Konczal how this program relates to the dead tree grant the FRWDB had previously been involved with. Mr. Konczal indicated that in January 2020, Cal Fire will be making \$1.65 million available for funding for the dead tree removal, adding that the announcement for this grant is anticipated in early December.

RIOJAS/MILLER – APPROVED THE WORKFORCE ACCELERATOR FUNDING ALLOCATION. (UNANIMOUS)

5. **August 2019 Financial Report**

Cheryl Beierschmitt, Deputy Director of Fiscal Services, FRWDB, presented the August 2019 Financial Report for the Committee's acceptance. She highlighted a few Adult/Dislocated Worker projects and their expended funds.

MONTALBANO/RIOJAS – ACCEPTED THE AUGUST 2019 FINANCIAL REPORT. (UNANIMOUS)

6. **August 2019 Agency Budget and Expenditures Report**

Ms. Beierschmitt presented the August 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.

MILLER/QUINTERO – ACCEPTED THE AUGUST 2019 AGENCY BUDGET AND EXPENDITURES REPORT. (UNANIMOUS)

7. **Director's Quarterly Update**

Mr. Konczal provided the Committee with an overview of the projects he focused on over the past quarter, and noted three (3) items in particular:

SB1 – Mr. Konczal shared that he has continued to work with Director Riojas in preparing for the regional application for the SB1 statewide Request For Proposals for construction training that will be released in November.

Fresno DRIVE (Developing the Region's Inclusive Vibrant Economy) Committee - Under the direction of former Mayor Swearingin at the Regional Foundation, this Committee continues to discuss regional or cohesive planning at the Fresno level that will put the Fresno community in a better position to obtain funding

Cal Fire/Forestry Corps Project – Mr. Konczal noted that he had already touched on this subject earlier in the meeting.

Mr. Konczal indicated that in addition to the three (3) main projects he had been focusing on, he and FRWDB staff have done a couple of presentations at conferences on the subject of the problem of under-employment in the community. Defined as a person who has to work multiple part-time jobs in order to receive the same salary that they would like to receive through one (1) full-time job, under-employed individuals are part of the GIG Economy. Mr. Konczal noted that this topic will likely be discussed at the next FRWDB meeting.

Another project he has been involved in over the past quarter included the initial planning for a specialized training in the healthcare sector for positions not requiring special licenses or training, such as security guard or custodial workers. Mr. Konczal also reported that FRWDB staff received training on the concept called "emotional intelligence", which includes better communication between managers and employees.

Mr. Konczal concluded his update by informing the Committee about two (2) new Business Services outreach staff members at the FRWDB who will cover the East and West sides of Fresno County.

This was an information item.

8. Referral of Agenda Items to Other Committees

None.

9. Third Quarter Community Events

Mr. Konczal indicated that the FRWDB has six (6) tickets to the Economic Development Corporation's Business Expansion and Retention (BEAR) Breakfast taking place in March 2020.

10. Information Sharing

Director Riojas recommended that the Committee meeting start time be moved from 4:00 p.m. to 3:00 p.m.. Because there was a quorum and all present members agreed to the new time proposal, the Committee meeting time was changed to 3:00 p.m.

11. January 15, 2020, Agenda Items

None.

12. Meeting Feedback

None.

Meeting adjourned at 3:35 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	2
MEETING DATE:	January 29, 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 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:	January 29, 2020
ACTION:	APPROVE

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TO: Executive Committee

FROM: Phyllis Stogbauer, Deputy Director of Program Services

SUBJECT: City of Fresno California Strategic Growth Council's Transformative Climate Communities Funding

RECOMMENDATION:

Approve the allocation of \$1,249,432 of the City of Fresno California Strategic Growth Council's (SGC) Transformative Climate Communities (TCC) funding for the period of February 1, 2020, through March 31, 2024. Approval is contingent upon approval of the final agreement by the Fresno City Council.

REASON FOR RECOMMENDATION:

In January 2018, the SGC approved \$70 million in funding to the City of Fresno for projects in Southwest Fresno, Downtown Fresno and Fresno's Chinatown through the Transformation Climate Communities Program.

The Fresno Regional Workforce Development Board (FRWDB) was awarded TCC grant funding in the amount of \$1,249,432 through the City of Fresno. The City of Fresno is in the process of finalizing the agreement with the FRWDB and expects to have final approval by the Fresno City Council at their meeting on January 30, 2020. As the fiscal agent for the grant, the FRWDB will enter into a sub-agreement with the West Fresno Advanced Transportation Technology Training (WFATT) to provide direct program services as outlined below.

The WFATT project will train 200 qualified Fresno residents to obtain their California Class A license. A minimum of 80% of the trainees will be residents from the 93706 and 93721 zip code areas. The project will include job readiness, supportive services and job placement services. FRWDB and WFATT will also conduct heightened outreach to additional local employers that currently use or are interested in using low/zero emission vehicles to increase awareness on the availability and benefits of zero emission vehicles for the trucking industry.

FRWDB staff is requesting that the Executive Committee approve the following funding allocations, pending final approval by the Fresno City Council:

FRWDB Administrative Services	\$62,474
West Fresno Advanced Transportation	234,976
Vocational Training Pool	585,000
Job Readiness / Supportive Services Pools	173,755
Community Engagement Marketing/Outreach	50,000
Equipment Purchase	143,227
Total	<u>\$1,249,432</u>

No funding will be contracted prior to the approval of the SCG TCC agreement by the Fresno City Council.

FISCAL IMPACT:

Approval of this item will allocate \$1,249,432 of SCG TCC funding as outlined in the table above.

**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	4
MEETING DATE:	January 23, 2020
ACTION:	RECOMMEND TO APPROVE

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TO: Executive Committee
FROM: Stephen DeWitt, Quality Systems and Procurement Manager
SUBJECT: Security Services Contract Award

RECOMMENDATION:

Recommend that the Fresno Regional Workforce Development Board (FRWDB) approve the award of a contract in an amount not to exceed \$17,472 to Fresno County Private Security for One-Stop Security Guard services for the Fresno Manchester Workforce Connection location for the term of April 1, 2020, through June 30, 2020, with the option for four (4) annual renewals in the amount of \$69,888, based on reviews of performance and costs.

REASON FOR RECOMMENDATION:

The contract for the Security Guard services ends on March 31, 2020. In anticipation of this, and to ensure the continuation of Security Guard services for Program Year 2019-2020, FRWDB staff released a Request for Quotes (RFQ) on November 15, 2019, to solicit quotes for the Fresno Manchester Workforce Connection location. An optional bidders' conference was held on November 25, 2020, and quotes were due on December 13, 2019. The FRWDB received three (3) qualified quotes by the submission due date.

A rating team met on December 19, 2019, to review and score the three (3) quotes based on the criteria in the RFQ. All three (3) quotes met all the minimum requirements of the RFQ and received scores in excess of the minimum of 70 points, and the procurement was deemed competitive. Based on the final scores, the rating team is recommending the contract be awarded to Fresno County Private Security.

A quote rating summary sheet with the overall score for each quote is attached. A detailed rating sheet is available upon request.

FISCAL IMPACT

The award of this contract will allocate Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Administrative funds in the amount of \$17,472 for PY 2019-2020 for Security Guard services at the Fresno Manchester Workforce Connection location.

ATTACHMENT:

Security Services RFQ Rating Results

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
REQUEST FOR QUOTES - PY 2019-2020
SECURITY SERVICES
PRELIMINARY QUOTE RATING SUMMARY**

Name of Bidder: Alltech Industries, Inc
Quote No.: 815579

Evaluation Criteria	Possible Points	Points Awarded
References, Experience, Background	40.0	31.2
Scope of Services	10.0	8.7
Cost of Services	50.0	40.3
Total Points	<u>100.0</u>	<u>80.2</u>

Name of Bidder: Fresno County Private Security
Quote No.: 415580

Evaluation Criteria	Possible Points	Points Awarded
References, Experience, Background	40.0	34.7
Scope of Services	10.0	9.2
Cost of Services	50.0	41.2
Total Points	<u>100.0</u>	<u>85.0</u>

Name of Bidder: McHenry Protective Services
Quote No.: 415582

Evaluation Criteria	Possible Points	Points Awarded
References, Experience, Background	40.0	31.7
Scope of Services	10.0	7.5
Cost of Services	50.0	38.8
Total Points	<u>100.0</u>	<u>78.0</u>

Total scores may be off by up to 1 point due to computer rounding.

**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	5
MEETING DATE:	January 29, 2020
ACTION:	RECOMMEND TO APPROVE

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TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: Revised Program Year 2019-2020 Agency Personnel Plan

RECOMMENDATION:

Recommend that the Fresno Regional Workforce Development Board (FRWDB) approve the revised Program Year (PY) 2019-2020 FRWDB Agency Personnel Plan.

REASON FOR RECOMMENDATION:

The attached schedule details staff positions for the agency. The cost for all FRWDB staff is included in the PY 19-20 Agency Budget. These amounts include the cost for Administrative Services, Program Support, Information Technology Support, and One-Stop Site Support.

The Staff Schedule for PY 19-20 includes the following revisions:

- Due to a restructure of the Fiscal Dept., the Accounting Supervisor position has been filled and there has been a decrease in the Account Clerk positions by one (1).
- There has been a title change for the Senior Division Secretary to an Administrative Supervisor
- There has been a title change from the Office Administrator to an Administrative Assistant
- Total Administration positions have increased by one (1) to 13.30 full-time equivalents (FTEs)
- Filled the Youth Program Coordinator position.
- Added a Special Projects Program Assistant.
- Total Operation positions have decreased by one (1) to 23.20 FTEs
- Total Regular positions for FY 19-20 remains at 36.50 FTEs
- Expanded salary range by 3.5% due to lack of salary increases over three (3) years and to adjust for market and talent retention. (for clarification, we are not requesting salary increases across the board, just expanding the top of the range for each position by 3.5%)

FISCAL IMPACT:

Approval of this item will have no fiscal impact. The salary line item of the Agency budget will remain at \$2,280,057.

ATTACHMENTS:

Staff Schedule

STAFF SCHEDULE							
REGULAR POSITIONS	BUDGET FY 18-19	BUDGET FY 19-20	SALARY RANGE FY 18-19		SALARY RANGE FY 19-20		PROPOSED
Administrative Services:							
Executive Director	1.00	1.00	\$8,800	to \$12,000	\$8,800	to \$12,000	\$12,420
Deputy Director of Fiscal Services	1.00	1.00	5,665	to 8,085	5,665	to 8,085	\$8,368
Deputy Director of Information Systems	0.40	0.40	5,665	to 8,085	5,665	to 8,085	\$8,368
Deputy Director of HR/Business Services/Org. Develop.	0.00	0.00	5,665	to 8,085	5,665	to 8,085	\$8,368
Deputy Director of Program Services	0.30	0.30	5,665	to 8,085	5,665	to 8,085	\$8,368
Quality Systems Manager	0.50	0.50	4,841	to 6,300	4,841	to 6,300	\$6,521
General Services/IT Support Manager	1.00	1.00	4,841	to 6,300	4,841	to 6,300	\$6,521
Network Administrator	1.00	1.00	4,833	to 6,000	4,833	to 6,000	\$6,210
General Services Administrative Assistant	1.00	1.00	2,578	to 3,504	2,578	to 3,504	\$3,627
Marketing & Communications Manager	0.10	0.10	4,223	to 5,565	4,223	to 5,565	\$5,760
Accounting Supervisor	0.00	1.00	4,069	to 5,565	4,069	to 5,565	\$5,760
Accountant	1.00	1.00	3,871	to 4,899	3,871	to 4,899	\$5,070
Auditor/Monitor	1.00	1.00	3,871	to 4,899	3,871	to 4,899	\$5,070
Senior Division Secretary	1.00	0.00	3,550	to 5,292	3,550	to 5,292	\$5,477
Administrative Supervisor	0.00	1.00			3,550	to 5,292	\$5,477
Account Clerk I/II	3.00	2.00	2,266	to 3,360	2,266	to 3,360	\$3,478
Administrative Assistant	0.00	1.00			2,678	to 3,780	\$3,912
Total Administration Positions	12.30	13.30					
Program Operations							
Deputy Director of Information Systems	0.60	0.60	\$ 5,665	to \$ 8,085	\$ 5,665	to \$ 8,085	\$8,368
Deputy Director of Program Services	0.70	0.70	5,665	to 8,085	5,665	to 8,085	\$8,368
Deputy Director of HR/Business Services/Org. Develop.	0.00	0.00	5,665	to 8,085	5,665	to 8,085	\$8,368
Business Services Manager	1.00	1.00	4,223	to 5,565	4,223	to 5,565	\$5,760
Business Program Consultant	0.00	0.00	3,917	to 4,899	3,917	to 4,899	\$5,070
Business Services Coordinator	2.00	6.00	3,833	to 4,500	3,833	to 4,500	\$4,658
Workforce Services Navigator	1.00	0.00	3,833	to 4,500	3,833	to 4,500	\$4,658
Quality Systems Manager	0.50	0.50	4,841	to 6,300	4,841	to 6,300	\$6,521
Marketing & Communications Manager	0.90	0.90	4,223	to 5,565	4,223	to 5,565	\$5,760
Youth/Adult Program Manager	1.00	1.00	4,223	to 5,565	4,223	to 5,565	\$5,760
Youth Program Coordinator	0.00	1.00			3,871	to 4,899	\$5,070
Program Analyst	0.00	0.00	3,193	to 4,200	3,193	to 4,200	\$4,347
Auditor/Monitor	1.00	1.00	3,871	to 4,899	3,871	to 4,899	\$5,070
Senior Contract Administrator	1.00	1.00	3,296	to 4,851	3,296	to 4,851	\$5,021
Contract Administrator	1.00	1.00	3,200	to 4,400	3,200	to 4,400	\$4,554
Special Projects Program Coordinator	1.00	1.00	3,871	to 4,899	3,871	to 4,899	\$5,070
Computer Programmer	1.00	1.00	4,720	to 5,906	4,720	to 5,906	\$6,113
Network Technician	1.00	1.00	4,100	to 5,300	4,100	to 5,300	\$5,486
Computer Technician	0.00	0.00	2,970	to 4,010	2,970	to 4,010	\$4,150
Government Sector Workforce Coordinator	1.00	1.00	3,833	to 4,500	3,833	to 4,500	\$4,658
Career Technical Education Coordinator/Specialist	1.50	2.50	3,871	to 4,899	3,871	to 4,899	\$5,070
Facility Specialist II	0.00	0.00	3,059	to 4,211	3,059	to 4,211	\$4,358
Senior Division Secretary	0.00	0.00	3,550	to 5,292	3,550	to 5,292	\$5,477
Office Administrator	1.00	0.00	3,385	to 4,333	3,385	to 4,333	\$4,485
Receptionist	1.00	1.00	2,678	to 3,780	2,678	to 3,780	\$3,912
Special Projects Program Assistant	0.00	1.00			3,385	to 4,333	\$4,485
Total Operations Positions	18.20	23.20					
TOTAL REGULAR POSITIONS	30.50	36.50					

Prepared by: C. Beierschmitt
January 20, 2020

**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	6
MEETING DATE:	January 29, 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: November 2019 Financial Report

RECOMMENDATION:

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

REASON FOR RECOMMENDATION:

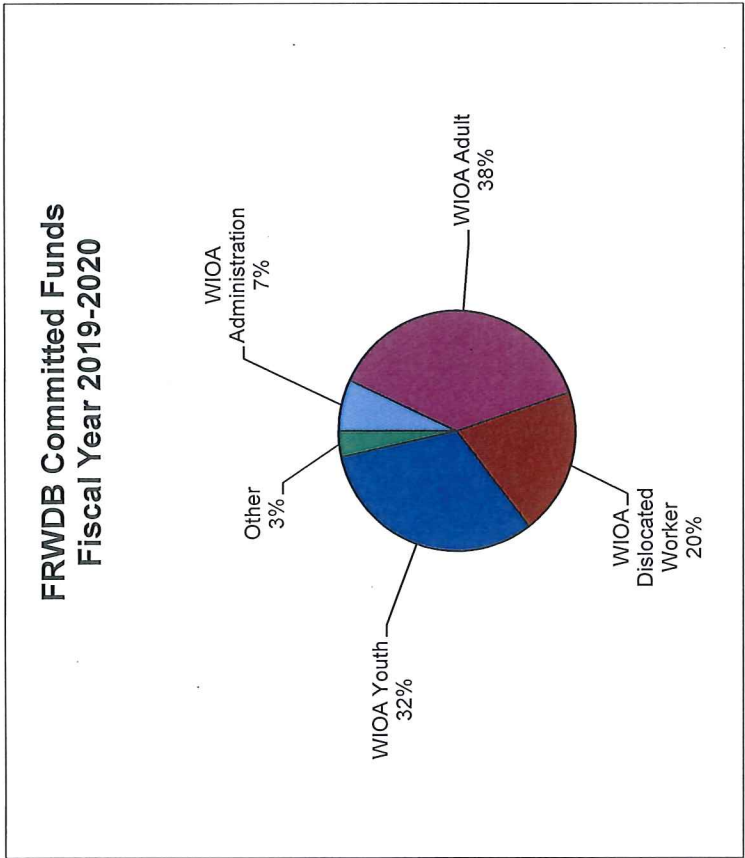
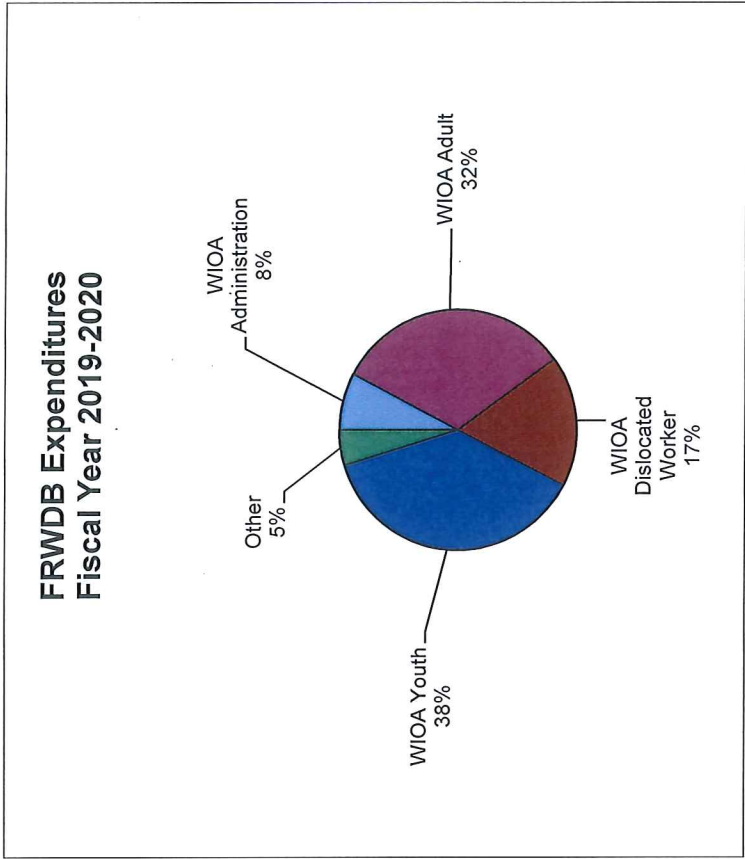
The attached charts display year-to-date financial information through November 30, 2019.

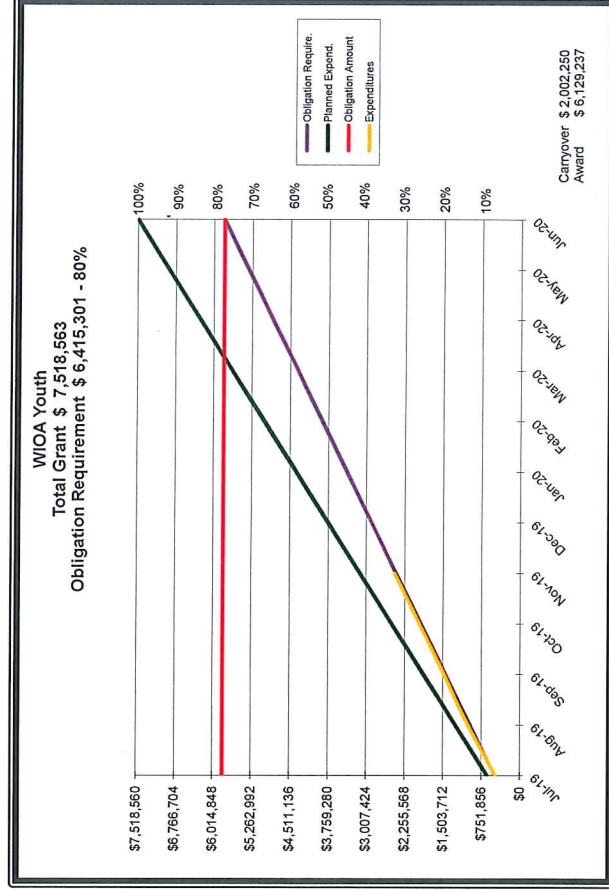
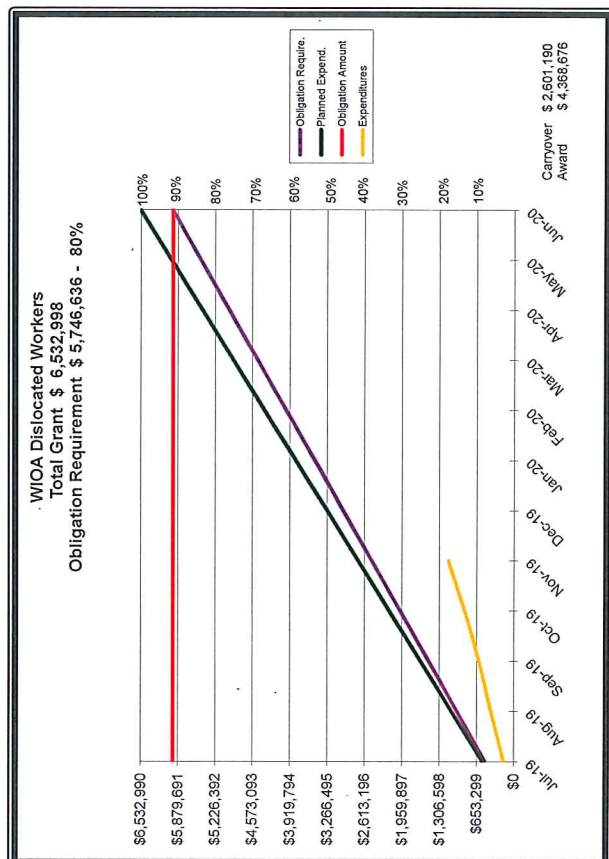
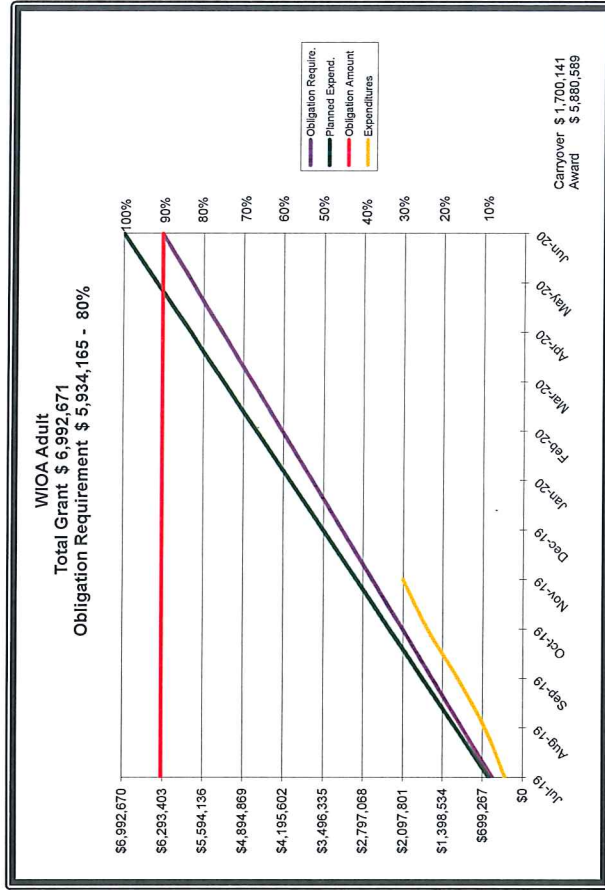
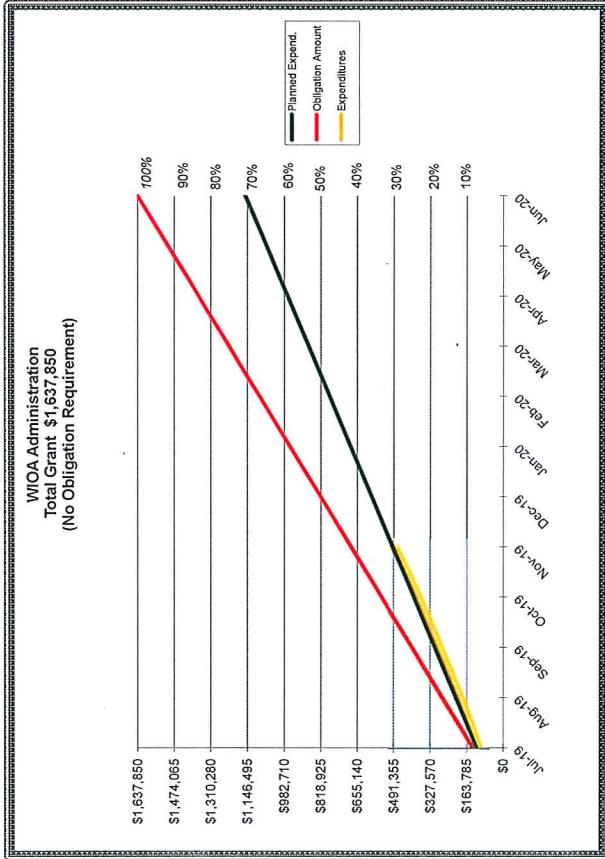
- Slingshot – Construction Pre-Apprenticeship Pipeline: This was an 18 month grant that has been extended to March 31, 2020. As of November 2019, it is 76% expended at \$189,433 of the \$250,000.
- WAF 7.0: The grant period is May 1, 2019 – September 30, 2020. It is currently 30% expended at \$45,268 of the \$150,000.
- STEPS – Foundation for California Community Colleges: Grant period is May 10, 2019 - February 28, 2020. It is 72% expended at \$130,880 of the \$180,800.
- Regional Career Ladders/ETPL Projects: This grant began February 1, 2019, and ended December 31, 2019. As of November 2019, it was 90% expended at \$99,001 of the \$110,000. We anticipate this grant will be 100% expended.
- Staff has no concerns with grant expenditures at this time.

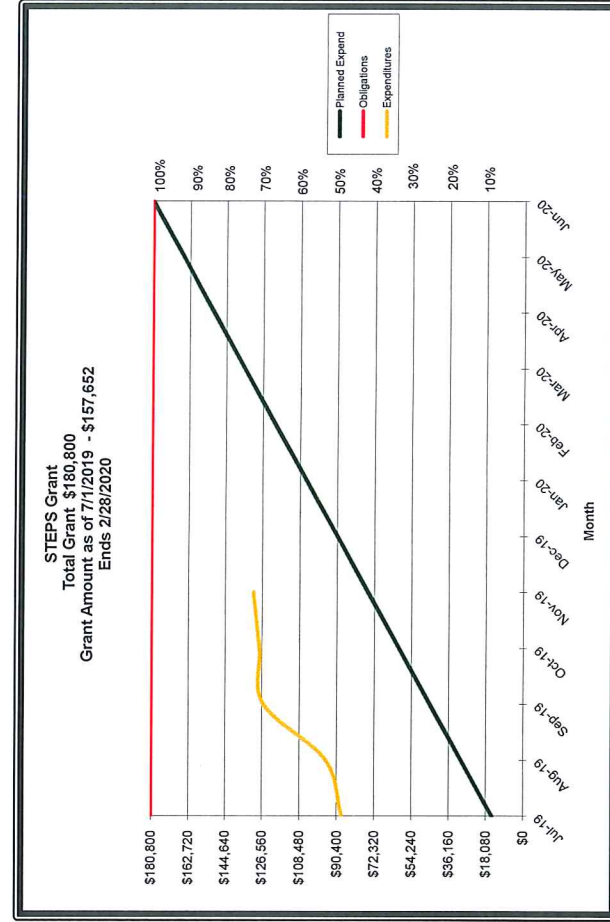
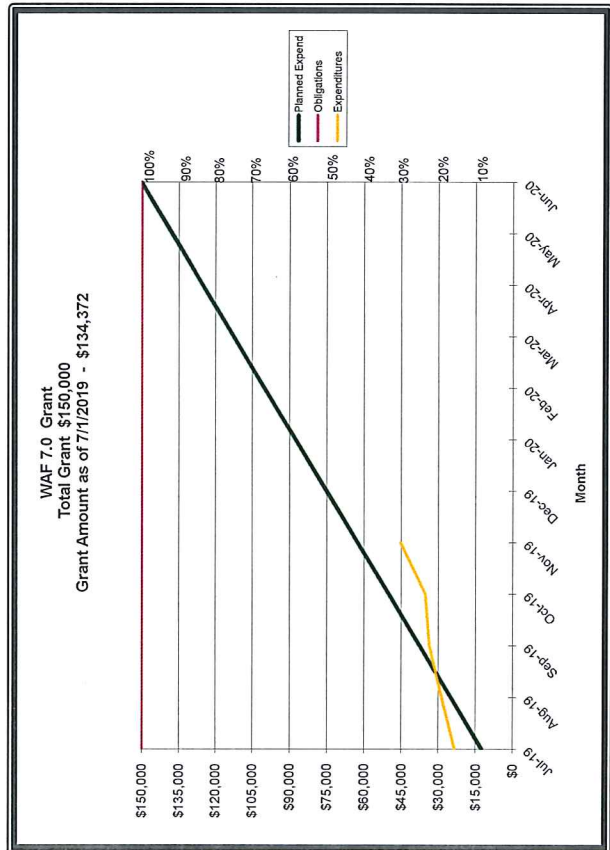
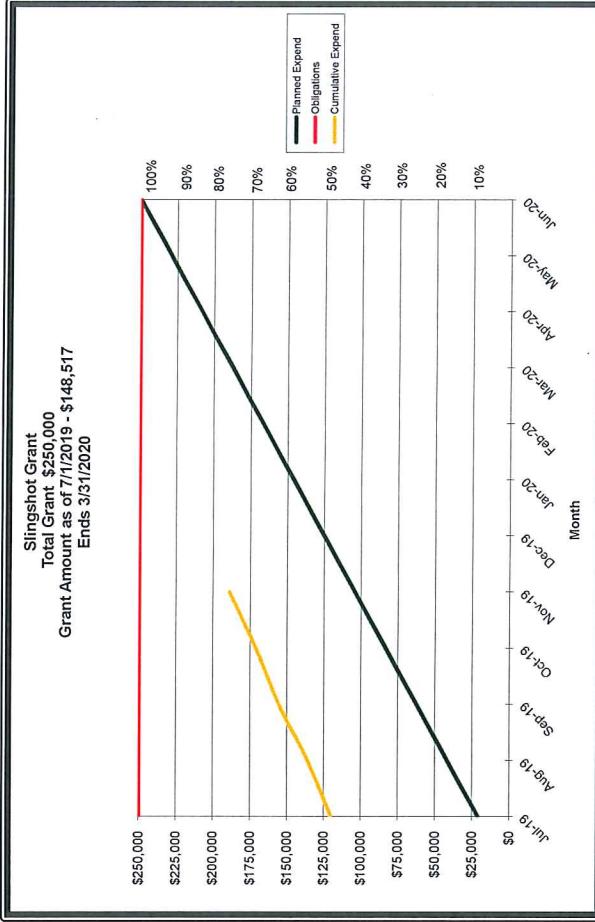
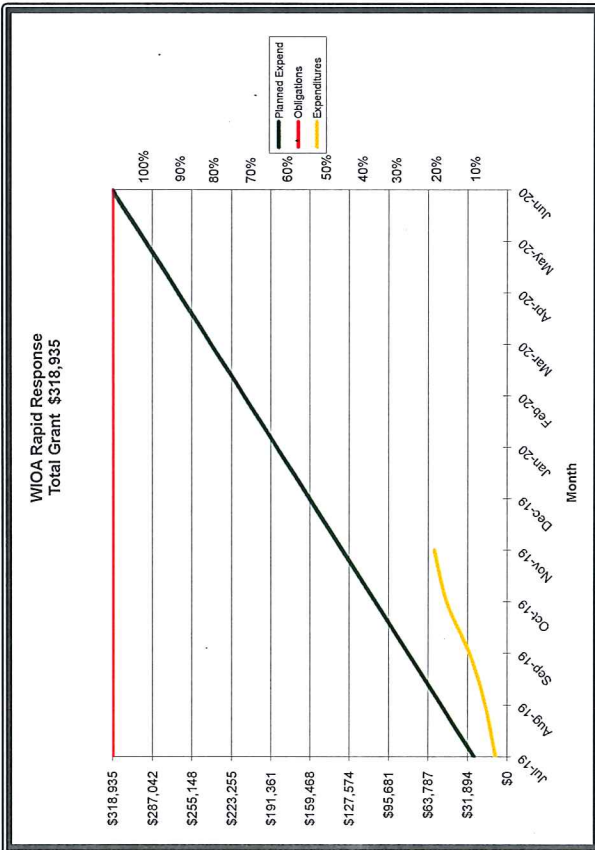
ATTACHMENT:

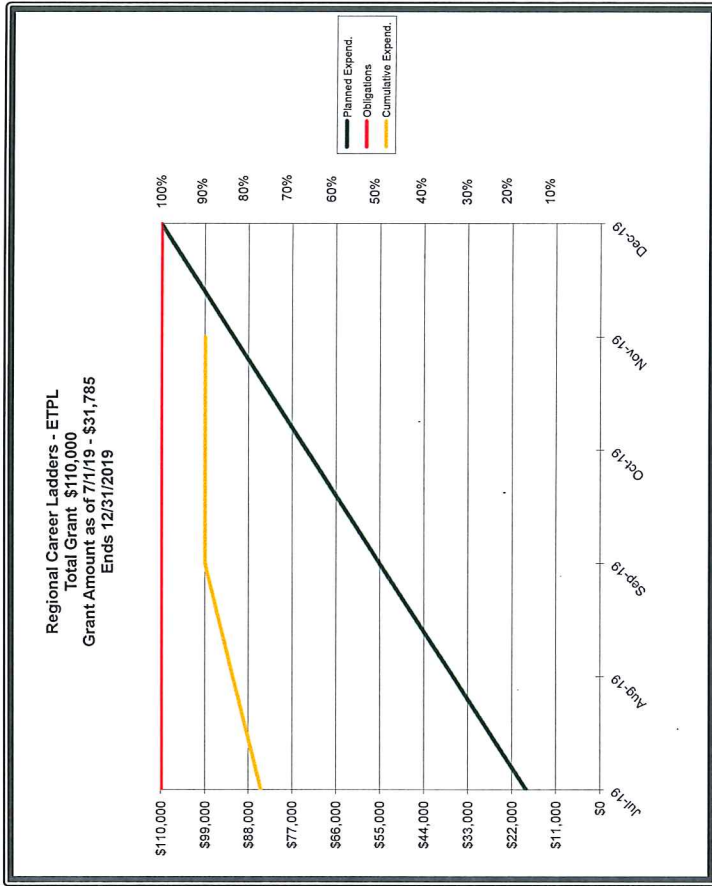
November 2019 Financial Report

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
 FINANCIAL REPORTS
 November 2019









FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	7
MEETING DATE:	January 29, 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: November 2019 Agency Budget and Expenditures

RECOMMENDATION:

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

REASON FOR RECOMMENDATION:

The attached table provides the status of the agency budget as of November 30, 2019.

- Year-to-Date budget costs are straight-lined.
- Staff has no concerns with expenditures at this time.

ATTACHMENT:

FRWDB Agency Budget and Expenditures – November 2019

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

November 2019

Budget by Line Item	Total Budget	YTD Budget	YTD Expenditures	Variance	Percent Variance
51 Salaries	\$ 2,280,057	\$ 950,024	\$ 799,901	150,123	15.80%
52 Payroll Taxes	207,586	86,494	65,961	20,533	23.74%
53 Fringe Benefits	697,944	290,810	240,802	50,008	17.20%
55 Staff/Board/Service Provider Development	100,000	41,667	30,490	11,176	26.82%
56 Local Mileage	26,000	10,833	9,702	1,131	10.44%
60 Communications	26,480	11,033	9,484	1,550	14.04%
61 Insurance	29,800	29,000	27,482	1,518	5.23%
62 Maintenance	67,550	28,146	20,481	7,664	27.23%
63 Memberships	62,000	25,833	21,460	4,374	16.93%
64 Miscellaneous	11,000	4,583	3,280	1,304	28.44%
65 Office Expense	24,600	10,250	9,870	380	3.70%
66 Professional Services	195,800	81,583	16,245	65,338	80.09%
67 Advertising	35,000	14,583	15,136	(553)	-3.79%
68 Rent & Leases	198,600	82,750	81,012	1,738	2.10%
69 Utilities	26,000	10,833	10,556	277	2.56%
71 Furniture and Equipment	15,000	6,250	6,792	(542)	-8.67%
Total	\$ 4,003,417	\$ 1,684,674	\$ 1,368,654	316,020	18.76%

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

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	8
MEETING DATE:	January 29, 2020
ACTION:	INFORMATION

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

INFORMATION:

Updates will be provided on various subjects.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	9
MEETING DATE:	January 29, 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.).

**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	10
MEETING DATE:	January 29, 2020
ACTION:	INFORMATION

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

INFORMATION:

The following event will occur in the fourth quarter of Program Year 2019-2020:

April	Fresno Economic Development Corporation's 2020 Real Estate Forecast	Eight (8) tickets to event.	Included in Membership
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FISCAL IMPACT:

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