



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee Meeting
April 21, 2021 @ 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/85001363479?pwd=ZEFxaFQ2VWFPY2lVZWZlF3U2MzbTdOdz09>

or Call In: 1-669-900-6833

Meeting ID: 850 0136 3479

Password: 530014

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.	January 20, 2021, Executive Committee Meeting Minutes	Konczal	Yes	Approve	4
2.	Items Referred by Other Committees	Konczal	Yes	Information	8
3.	High Roads Construction Careers - Reimaging Workforce Preparation Grant Awards	Konczal	Yes	Approve	9
4.	Workforce Innovation and Opportunity Act Contract Recapture of Funds for Program Year 2020-2021	Stogbauer	Yes	Approve	11

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

Disabled individuals and individuals who are limited English proficient who need special assistance to attend or participate in this meeting may request assistance by contacting the Fresno Regional Workforce Development Board, at 2125 Kern Street, Suite 208, Fresno, California, or by calling (559) 490-7100. Every effort will be made to reasonably accommodate individuals with disabilities or who are limited English proficient by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance of the meeting.

Item	Description	Presented By	Enclosure	Action	Page #
5.	Fresno Regional Workforce Development Board 2021-2023 Local Board Recertification	Stogbauer	Yes	Approve	12
6.	February 2021 Financial Report	Beierschmitt	Yes	Accept	24
7.	February 2021 Agency Budget and Expenditures	Beierschmitt	Yes	Accept	31
8.	New Site Related Procurement Authorization	Konczal	Yes	Authorize	33
9.	Notification of Intent to Procure Furniture – One-Stop Locations	Konczal	Yes	Information	34
10.	Workforce Innovation and Opportunity Act Adult and Dislocated Worker Services 2021-2022 Contract Award Recommendations	Stogbauer	Yes	Information	36
11.	Director's Quarterly Update	Konczal	Yes	Information	40
12.	Referral of Agenda Items to Other Committees	Hensley	Yes	Direct	41
13.	Information Sharing	All	No	Discussion	--
14.	July 21, 2021, Agenda Items	Konczal	No	Discussion	--
15.	Meeting Feedback	Konczal	No	Discussion	--

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
2021 ATTENDANCE REPORT**

	1/20/2021	4/21/2021	7/21/2021	10/20/2021
Blunt	P			
Bumatay	P			
Hensley	P			
Karbassi	P			
Montalbano	P			
Quintero	P			
Riojas	P			
Silveria	P			
Zabrycki	P			

**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	1
MEETING DATE:	April 21, 2021
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: January 20, 2021, Executive Committee Meeting Minutes

RECOMMENDATION:

Approve the minutes of the January 20, 2021, Executive Committee meeting.

ATTACHMENT:

January 20, 2021, Executive Committee Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
January 20, 2021

SUMMARY MINUTES

The meeting was called to order at 3:00 p.m. and was held via Zoom.

ROLL CALL: PRESENT – Edgar Blunt, Raine Bumatay, Jeff Hensley, Mike Karbassi, Dennis Montalbano, Sal Quintero, Chuck Riojas, Michael Silveira, Lydia Zabrycki and Legal Counsel Ken Price

ABSENT – None

AGENDA CHANGES: None

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

COMMITTEE
CHAIR/STAFF
COMMENTS: None

PUBLIC COMMENTS: None

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

1. **October 21, 2020, Executive Committee Meeting Minutes**

Mr. Konczal requested approval of the October 21, 2020, Executive Committee (Committee) meeting minutes.

KARBASSI/QUINTERO – APPROVED THE OCTOBER 21, 2020, EXECUTIVE COMMITTEE MEETING MINUTES. VOTE: YES – 9, NO – 0 (UNANIMOUS)

2. **Items Referred by Other Committees**

There were no items referred by other committees.

3. **Workforce Innovation and Opportunity Act One-Stop Operator, Adult Services, and Dislocated Worker Services Request for Proposals for Program Year 2021-2022**

Phyllis Stogbauer, Senior Deputy Director, FRWDB, presented for the Executive Committee's approval, the final Statements of Work (SOWs) for the Workforce Innovation and Opportunity Act (WIOA) One-Stop Operator Services, Adult Career Services and Dislocated Worker Career Services Request for Proposals (RFPs). Ms. Stogbauer explained that FRWDB staff revised the Adult and Dislocated Worker SOWs based on comments received during the 30-day public comment period, noting that there were no substantial changes. There were no changes to the One-Stop Operator Services SOW.

Based upon the Committee's approval of the SOWs, FRWDB staff will finalize and release the Adult Career Services, Dislocated Worker Career Services, and One-Stop Operator Services RFPs in February.

QUINTERO/ZABRYCKI – APPROVED THE STATEMENTS OF WORK FOR THE WIOA ONE-STOP OPERATOR, ADULT CAREER SERVICES AND DISLOCATED WORKER CAREER SERVICES REQUEST FOR PROPOSALS. VOTE: YES – 9, NO – 0 (UNANIMOUS)

4. November 2020 Financial Report

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

SILVEIRA/BLUNT – ACCEPTED THE NOVEMBER 2020 FINANCIAL REPORT. VOTE: YES – 8, NO – 0 (UNANIMOUS)

5. November 2020 Agency Budget and Expenditures Report

Ms. Beierschmitt presented the November 2020 Agency Budget and Expenditures Report for the Committee's acceptance. She stated that FRWDB staff had no concerns with the report. The Committee had no questions.

RIOJAS/ZABRYCKI – ACCEPTED THE AUGUST 2020 AGENCY BUDGET AND EXPENDITURES REPORT. VOTE: YES – 7, NO – 0 (UNANIMOUS)

6. Local Plan – Vision and Development

Ms. Stogbauer introduced David Shinder, Consultant, who facilitated a discussion with the Executive Committee to assist in the drafting of the FRWDB's 2021-2024 Regional and Local Plan Modification. Mr. Shinder is working with FRWDB staff to draft the Plan Modification that is due to the state April 30, 2021. Mr. Shinder received input and suggestions from the Committee on topics such as the FRWDB's vision to support economic growth and self-sufficiency; strategies to better align economic development and workforce development in Fresno County; and how the FRWDB might provide more equitability to provide all customers access to resource that will enable them to prepare for careers that pay middle class wages. Mr. Shinder will incorporate some of the suggestions and comments from the Committee into the FRWDB's draft Plan.

This was an information item.

7. Director's Quarterly Update

Mr. Konczal provided a brief overview of the projects he focused on over the past quarter, October through December, 2020, including the continuing roll out of the SB1 multi-craft pre-apprentice construction training grant for a 14-county area and the rollout of the forestry program. He reminded the Committee that during the COVID pandemic, the FRWDB had to make some changes, but that the One-Stop did not close, but continued to provide services to individuals.

This was an information item.

8. **Referral of Agenda Items to Other Committees**

There were no items referred to other committees.

9. **Information Sharing**

No information was shared by Committee members.

10. **April 21, 2021, Agenda Items**

There were no items recommended for the April 21, 2021, Executive Committee meeting agenda.

11. **Meeting Feedback**

There was no feedback.

Meeting adjourned at 3:50 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	2
MEETING DATE:	April 21, 2021
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:	April 21, 2021
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: High Roads Construction Careers - Reimagining Workforce Preparation Grant Awards

RECOMMENDATION:

Approve the funding allocation for the High Roads Construction Careers - Reimagining Workforce Preparation grant (HRCC-RWP) in the amount of \$2,010,607.81, awarded through the California Workforce Development Board (CWDB).

REASON FOR RECOMMENDATION:

The Fresno Regional Workforce Development Board, in partnership with the Fresno, Madera, Kings and Tulare County Building Trades Councils, was awarded a grant through the CWDB in the amount of \$2,010,607.81. The project is funded for 24 months and will serve Youth over the age of 18, Adults and Dislocated Workers that are interested in pursuing a career in the construction industry. The program focuses on those who face barriers to employment in the industry and in general, such as those who have been justice involved, are at-risk youth, women, and underrepresented minorities.

The first year of the project will provide services to participants residing in Fresno, Madera, Kings or Tulare Counties. During years two and three, additional trainings will be offered in the areas served by three (3) additional Building Trades Councils: San Joaquin, Calaveras, and Alpine counties; Stanislaus, Tuolumne, Mariposa, Merced Counties; and Kern, Inyo and Mono counties with training provided in the cities of Stockton, Modesto, and Bakersfield.

The project model includes six (6)-week State MC3 certified training for 225 participants, provided by the Building Trades Councils, and Construction Vocational English as a Second Language (VESL) and Construction Math for 300 participants to create a pathway to the six (6)-week training for individuals that do not yet meet math and reading standards for union employment. Participants will be co-enrolled into Workforce Innovation and Opportunity Act for job ready preparation, paid work experience, and job placement services. FRWDB staff is requesting that the Executive Committee approve the following funding allocations as outlined in the approved grant:

FRWDB – Program Oversight	\$286,663.61
Fresno City College – Remote online Construction VESL and Math	\$126,000.00
Community Colleges (TBD) – Remote online Construction VESL and Math	\$180,000.00
Imago – Online education platform development and site support	\$300,000.00
Rios Company – Targeted outreach	\$120,000.00
Fresno Madera, Kings, Tulare Building Trades Council – MC3 Training	\$120,000.00
Participant Pools – Work Experience Wages/Supportive Services	\$596,200.00
Total	<u><u>\$1,728,863.61</u></u>

In addition to the allocations listed above, \$10,000.00 will be allocated for marketing and \$271,744.20 will be allocated to purchase laptops and hotspots to provide access to the remote online training.

FISCAL IMPACT:

Approval of this item will allocate \$2,010,607.81 of HRCC-RWP funding as outlined above.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	4
MEETING DATE:	April 21, 2021
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: Phyllis Stogbauer, Senior Deputy Director

SUBJECT: Workforce Innovation and Opportunity Act Contract Recapture of Funds for Program Year 2020 - 2021

RECOMMENDATION:

Recommend that the Fresno Regional Workforce Development Board (FRWDB) approve the recapture of a portion of Providers' Workforce Innovation and Opportunity Act (WIOA) Adult and Youth Program Year (PY) 2020-2021 contracted funds for carryover into PY 2021-2022.

REASON FOR RECOMMENDATION:

The WIOA Adult and Youth Programs Providers' contractual expenditures are running lower than planned expenditures as of February 2021. Due to the reduction of expenditures and in an effort to allow carryover into PY 2021-2022, FRWDB staff recommends the following reductions to Providers' PY 2020-2021 contracts in the amount of \$499,000 as follows:

Provider	Adult	Dislocated Worker	Total
Central Labor Council Partnership	\$0	\$58,000	\$58,000
Proteus Inc.	\$18,000	\$11,500	\$29,500
West Hills Community College	\$72,200	\$34,600	\$106,800
Total	\$90,200	\$104,100	\$194,300

Provider	In-School	Out of School	Total
Arbor - EQUUS	\$11,500	\$46,300	\$57,800
Arbor - EQUUS Youth Offender	\$2,500	\$14,500	\$17,000
Fresno Economic Opportunities Commission	\$11,500	\$46,300	\$57,800
Proteus Inc.	\$12,900	\$51,900	\$64,800
West Hills Community College	\$26,800	\$80,500	\$107,300
Total	\$65,200	\$239,500	\$304,700

The decrease in contractual expenditures is due to the combination of the COVID-19 pandemic, under performance of planned expenditure goals, and an estimated forecast of costs for the months of March 2021 through June 2021.

FISCAL IMPACT:

None

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	5
MEETING DATE:	April 21, 2021
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: Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2021-2023.

RECOMMENDATION:

Approve the Workforce Innovation and Opportunity Act (WIOA) Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2021-2023.

REASON FOR RECOMMENDATION:

The WIOA Section 106 and 107 provide criteria for the subsequent designations of Local areas and recertification of local boards. Specifically, WIOA Section 106 requires the Governor to designate local areas within the state, while Section 107 requires the Governor to certify one (1) local board for each local area in the state.

The State of California Employment Development Department (EDD), acting under the authority of the Governor, released a directive on February 22, 2021, that established policies and procedures for the Subsequent Designation of the local area and Local Board Recertification. As outlined in the directive, the board must submit a completed application to request subsequent designation and local board recertification. A copy of the application has been attached for your review and approval.

To be approved the local area must meet the following criteria:

1. Be in compliance with WIOA board membership requirements,
2. Has met 80 percent of negotiated performance goals in Program Year 2018-2019 or PY 2019-2020,
3. Has sustained fiscal integrity, and
4. Has participated in and contributed to regional planning, regional plan implementation, and regional performance negotiations.

Applications were due to the EDD by March 31, 2021. As allowed in the directive, the completed application was submitted to the state by the due date pending required signatures, with the fully signed application due by June 30, 2021. The application is currently on the agenda for approval at the Fresno County Board of Supervisors and the City of Fresno. Upon final approval and signatures, the application will be submitted to the state prior to final submission deadline.

ATTACHMENT:

Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2021-23

**Local Area Subsequent Designation and
Local Board Recertification
Application for Program Year 2021-23**

Local Workforce Development Area

Fresno

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category. The WIOA Section 107(b)(2)(A) requires that business members constitute a majority of the Local Board. The chairperson shall be a business representative, per WIOA Section 107(b)(3).

The local Chief Elected Official (CEO) is required to provide the names of the individuals appointed for each category listed on the following pages, and attach a roster of the current Local Board which identifies each member's respective membership category.

Business – A majority of the members must be representatives of businesses in the Local Area who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority; (ii) represent businesses, including small businesses, or organizations; and (iii) are appointed from among individuals nominated by local business organizations and business trade association (WIOA Section 107[b][2][A]).

Please identify the Local Board chairperson by typing CHAIR after their name.

Name	Title	Entity	Appointment Date	Term End Date
Stephen Avila	Operations Manager	Grundfos Pumps Corporation	2/09/2021	11/01/2021
Paul Bauer	Attorney	Sagaser, Watkins & Wieland, PC	1/16/2020	11/01/2021
Edgar Blunt	CEO	IMAGO	11/14/2019	11/01/2021
Fely Guzman	VP & CFO	LifeBridge International	12/10/2020	11/01/2022
Jeffrey Hensley, CHAIR	Owner	Hensley Associates	11/03/2020	11/01/2022
Scott Miller	Owner/CEO	Gazebo Gardens	2/13/2020	11/01/2021
Dennis Montalbano	Owner	German Auto Repair	1/21/2020	11/01/2021
Tommie Nellon	Owner	Kool Breeze Solar Hat	3/31/2016	11/01/2017
Joe Olivares	Marketing Director	TransAmerica	1/12/2020	11/01/2022
Michael Silveira	HR Leader	Kaiser Permanente	12/15/2020	11/01/2022
Vasili Sotiropoulos	Realtor	Hyatt Real Estate	11/03/2020	11/01/2022
Lydia Zabrycki	Director	Pensionmark	12/10/2020	11/01/2022
Vacant				
Vacant				
Vacant				

Labor – Not less than 20 percent of the members must be representatives of workforce within the Local Area who must include (i) representatives of labor organizations who have been nominated by state labor federations; (ii) a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area; and may include (iii) representatives of community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and (iv) representatives of organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth (WIOA Section 107[b][2][B]).

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a local area in which no employees are represented by such organizations, other representatives of employees shall be appointed to the board, but any local board that appoints representatives of employees that are not nominated by local labor federations shall demonstrate that no employees are represented by such organizations in the local area.

Name	Title	Entity	Appointment Date	Term End Date
1. Lenora Lacy Barnes	President	State Center Federation of Teachers	4/11/2019	11/01/2021
2. Alysia Bonner	Trustee	Central Labor Council/SEIU 521	6/13/2019	11/01/2021
3. Chuck Riojas	Business Agent	IBEW Local 100	12/05/2019	11/01/2021
4. Elizabeth Rivinius	District Union Representative	United Food & Commercial Workers Local 8	4/23/2019	11/01/2020
5. Vacant (Application Pending at CLEOs)				
6. Vacant (Application Pending at CLEOs)				

Education – Each Local Board shall include representatives of entities administering education and training activities in the Local Area who must include (i) a representative of eligible providers administering WIOA Title II adult education and literacy activities; (ii) a representative of institutions of higher education providing workforce investment activities; and may include (iii) representatives of local educational agencies, and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment (WIOA Section 107[b][2][C]).

Name	Title	Entity	Appointment Date	Term End Date
1. Raine Bumatay	Principal	Fresno Adult School, Cesar E. Chavez Adult Education Center.	2/12/2019	11/01/2020
2. Stuart VanHorn	Chancellor	West Hills Community College District	1/21/2020	11/01/2021

Economic and Community Development – Each Local Board shall include representatives of governmental, economic, and community development entities serving the Local Area who must include (i) a representative of economic and community development entities; (ii) a representative from the state employment service office under the *Wagner-Peyser Act*; (iii) a representative of the Vocational Rehabilitation program; and may include (iv) representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; (v) Representatives of philanthropic organizations serving the Local Area; and (E) individuals or representatives of entities as the local CEO in the Local Area may determine to be appropriate (WIOA Section 107[b][2][D] and [E]).

Name	Title	Entity	Appointment Date	Term End Date
1. Brian Chambers	Staff Services Manager I	State of California Department of Rehabilitation	4/11/2019	11/01/2019
2. Mike Karbassi	Councilmember	Fresno City Council	2/12/2020	N/A
3. Sherry Neil	Chief Operating Officer	Fresno Economic Development Corporation	10/22/2020	11/01/2021
4. Delfino Neira	Director	Fresno County Department of Social Services	12/11/2018	11/01/2020
5. Sal Quintero	Supervisor	Fresno County Board of Supervisors	1/08/2019	N/A
6. Shelly Tarver	Deputy Division Chief	State of California Employment Development Department	6/06/2017	11/1/2020

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having met 80 percent of their negotiated performance goals in PY 2018-19 or PY 2019-20 for the following indicators:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 2018 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	72.6%	76.0%	61.0%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$4,900	\$6,400	BASELINE	Median Earnings

PY 2019 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	73.7%	77.5%	63.0%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,200	\$6,600	BASELINE	Median Earnings

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 18-19 or PY 19-20:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or mis-expended funds due to the willful disregard or failure to comply with any WIOA requirement.

- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Through the Central California Workforce Consortium (CCWC) network, the FRWDB staff was actively involved in the regional planning process by reviewing State guidance, selecting consultants to assist in the process, providing resource documents, organizing regional forums, and meeting regularly with the consultants as a group and individually to share insights, make decisions, and establish priorities for regional coordination. The FRWDB staff also worked with the CCWC network in the development and the group meet with the state to negotiations of the final regional performance goals.

Local Area Assurances

Through PY 21-23, the Local Area assures:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and State regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive WSD19-05, *Monthly and Quarterly Financial Reporting Requirements*, (December 4, 2019).
- All closeout reports will comply with the policies and procedures listed in WSD16-05, *WIOA Closeout Requirement*, (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold. (Title 2 CFR Section 200.338)

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of the *California Unemployment Insurance Code Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The Local Board will select the America's Job Center of CaliforniaSM operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The Local Board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. It will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board chair must sign and date this form. Electronic signatures are permitted for the PY 21-23 application.

By signing the application below, the local CEO and Local Board chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Signature

Jeffrey Hensley

Name

Chair

Title

Date

Application Signature Page (continued)

Instructions – The local CEO and Local Board chair must sign and date this form. Electronic signatures are permitted for the PY 21-23 application.

By signing the application below, the local CEO and Local Board chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Chief Elected Official

Local Chief Elected Official

Signature

Signature

Steve Brandau

Jerry Dyer

Name

Name

Chair, Fresno County Board of
Supervisors

Mayor, City of Fresno

Title

Title

Date

Date

**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	6
MEETING DATE:	April 21, 2021
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: February 2021 Financial Report

RECOMMENDATION:

Accept the Fresno Regional Workforce Development Board (FRWDB) February 2021 Financial Report.

REASON FOR RECOMMENDATION:

The attached summary financial report and charts display year-to-date financial information through February 28, 2021.

- 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 (PY) 2019–2020. These reserved training funds are to be expended by June 30, 2021. FRWDB staff is working with Providers to meet the 30% mandated training requirement. Staff is also working with Providers whose contracts are currently less than 60% expended, as of February 2021, to recapture a portion of their PY 2020-2021 contracted funds;
- Workforce Accelerator Fund 7.0: This grant received a six (6) month extension due to COVID-19 causing a delay in cohort training. The grant period is now May 1, 2019, through March 31, 2021. As of February 2021, it is 83% expended at \$123,820 of the \$150,000. FRWDB staff anticipates this contract to be 100% expended;
- COVID-19 Impacted Individuals: On December 18, 2020, the grant received a six (6) month extension to June 30, 2021, and an increase of \$21,000, bringing the total grant funding amount to \$336,000;
- High Road Construction Careers (HRCC) - SB1 Valley Build: This grant started in November 2020, with an amount of \$1,499,818 and a contract term of November 1, 2020 through August 31, 2022;
- Fatherhood Fire - HHS: This grant started September 30, 2020, with an original amount of \$749,999 and a contract term of September 30, 2020 through September 29, 2021, with a possible four (4) year option to 2025;
- Staff has no concerns with grant expenditures at this time

ATTACHMENT:

February 2021 Financial Report

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
Summary Financial Report
February 2021

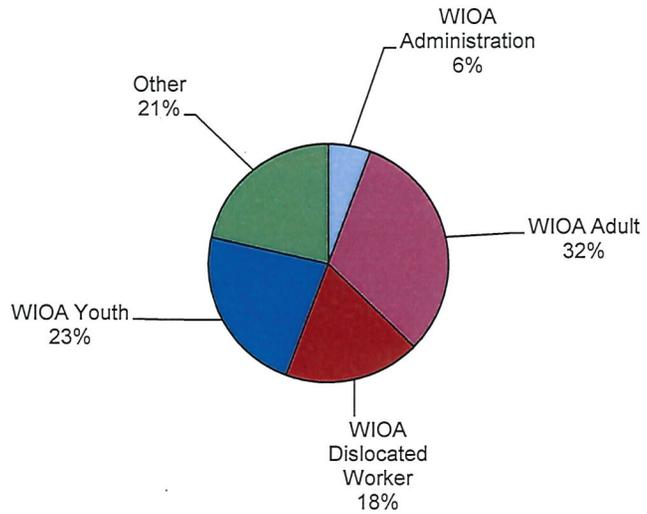
GRANT	TERM	Total Grant Amount	Prior Year(s) Expended	Current Year to Date Expenditures	Percent Expended	Unspent Committed Funds
WIOA ADMINISTRATION	07/01/2020 - 06/30/2021	1,824,473		835,080	45.77%	989,393
* WIOA ADULT	07/01/2020 - 06/30/2021	10,111,170		3,227,506	31.92%	6,883,664
* WIOA DISLOCATED WORKER	07/01/2020 - 06/30/2021	5,894,887		1,892,457	32.10%	4,002,430
* WIOA YOUTH	07/01/2020 - 06/30/2021	7,294,136		3,609,540	49.49%	3,684,596
WIOA RAPID RESPONSE & Layoff Aversion	07/01/2020 - 06/30/2021	236,316		143,178	60.59%	93,138
TCC - Transformative Climate Communities	02/01/2020 - 03/31/2024	1,249,432	28,367	41,311	5.58%	1,179,754
WAF 7.0	05/01/2019 - 03/31/2021	150,000	90,044	33,776	82.55%	26,180
CAL FIRE	03/01/2020 - 06/01/2022	1,675,200	16,925	64,165	4.84%	1,594,110
P2E - SJC IDS/SSEL	09/01/2019 - 03/31/2022	685,849		36,784	5.36%	649,065
COVID-19 Impacted Individuals	03/01/2020 - 06/30/2021	336,000	26,954	292,191	94.98%	16,856
COVID-19 Employment Recovery NDWG	04/01/2020 - 03/31/2022	450,000		6,230	1.38%	443,770
High Road Construction Careers (HRCC): SB1 Valley Build	11/01/2020 - 08/31/2022	1,499,818		29,387	1.96%	1,470,431
Fatherhood Fire - HHS	09/30/2020 - 09/29/2021	749,999		64,471	8.60%	685,528
HRCC: Low Carbon Economy Workforce Program	Awarded 03/04/2021	1,194,400		-	0.00%	1,194,400
2020 September Wildfires - 1st Increment	01/01/2021 - 12/30/2022	975,000		-	0.00%	975,000
Pathway Home Grant - GRID Alternatives	07/01/2020 - 12/31/2023	73,630		-	0.00%	73,630
TOTAL FUNDING		34,400,310	162,290	10,276,074	30.34%	23,961,946

* Total Grant Amount includes FINAL carryover from Prior Plan Year 19 - 20
Due to spreadsheet formula rounding calculations, totals may be off by \$1 or \$2

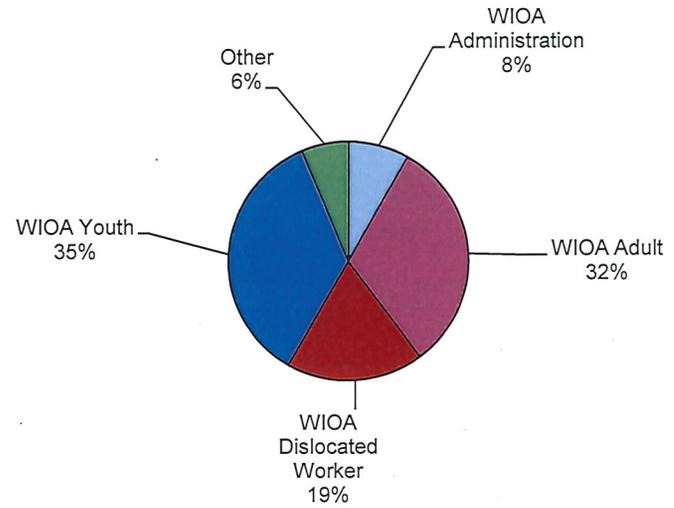
Prepared by: C. Beierschmitt

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
FINANCIAL REPORTS
February 2021

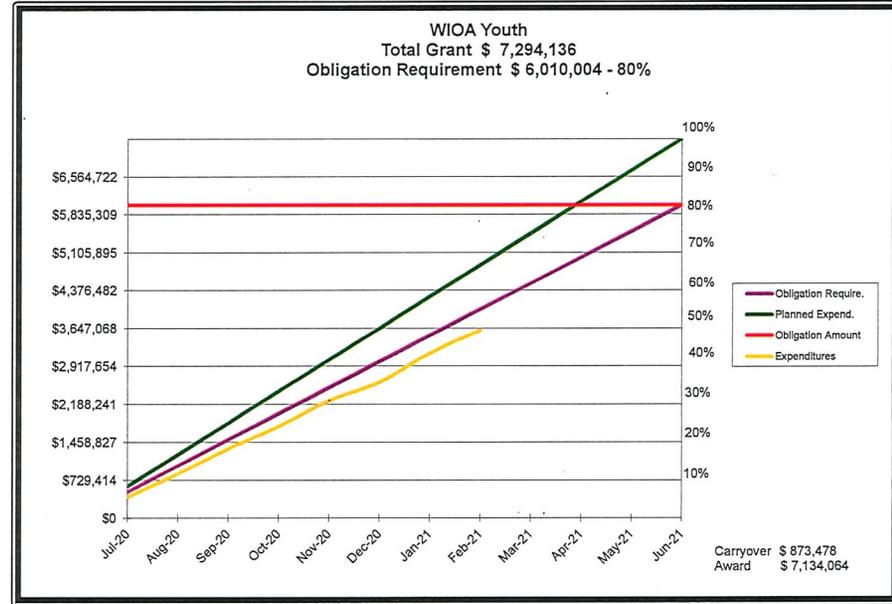
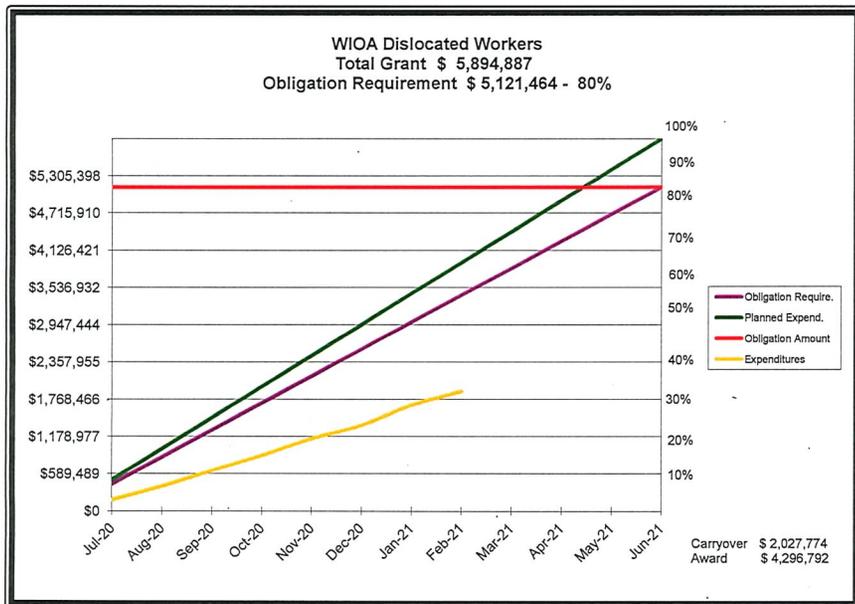
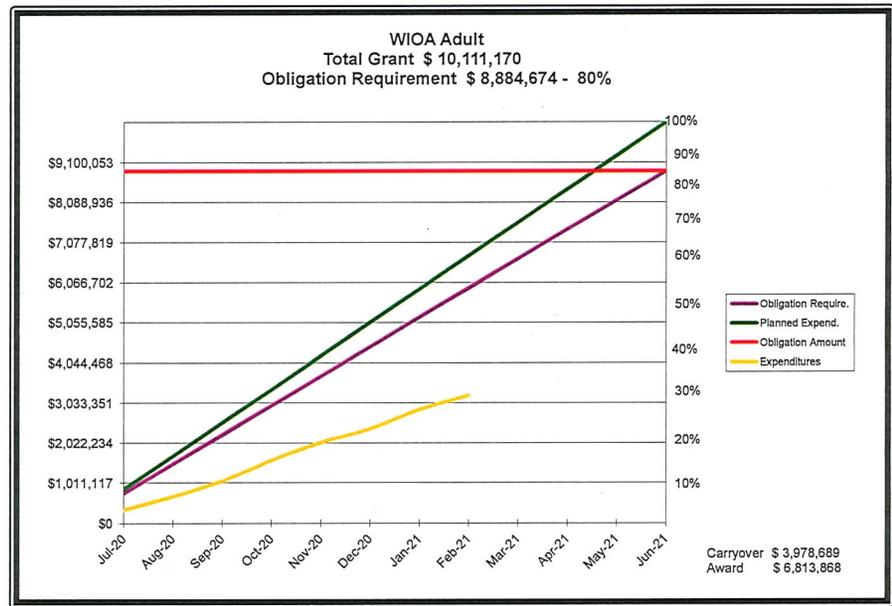
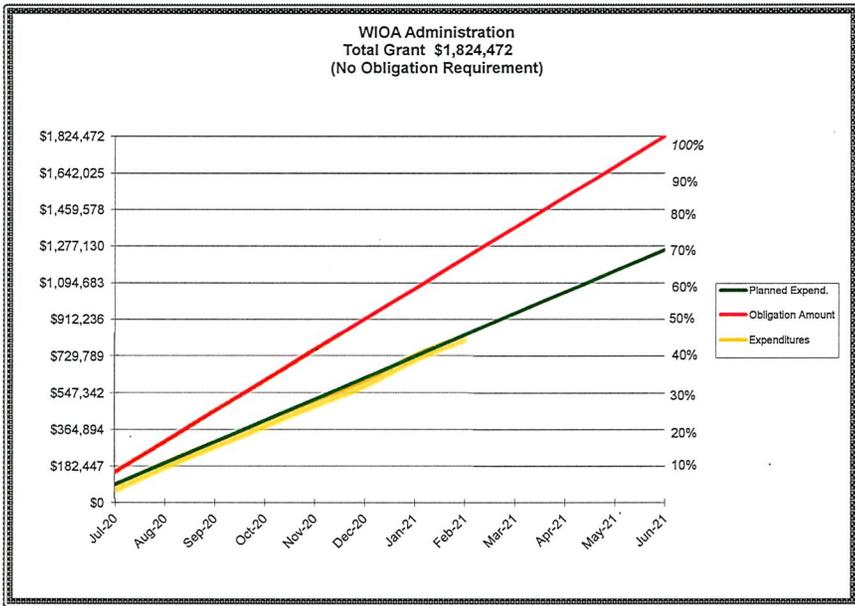
**FRWDB Committed Funds
Fiscal Year 2020-2021**



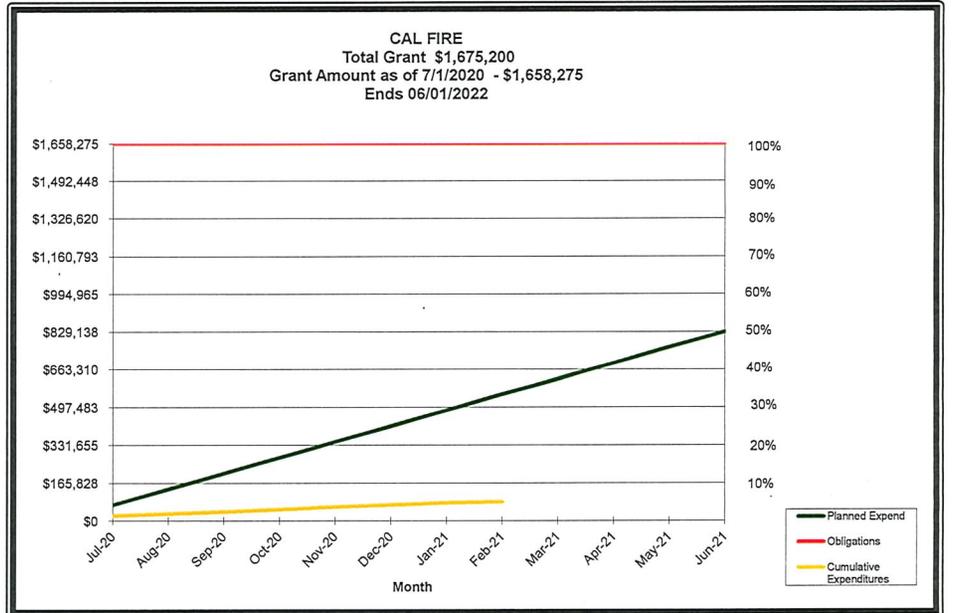
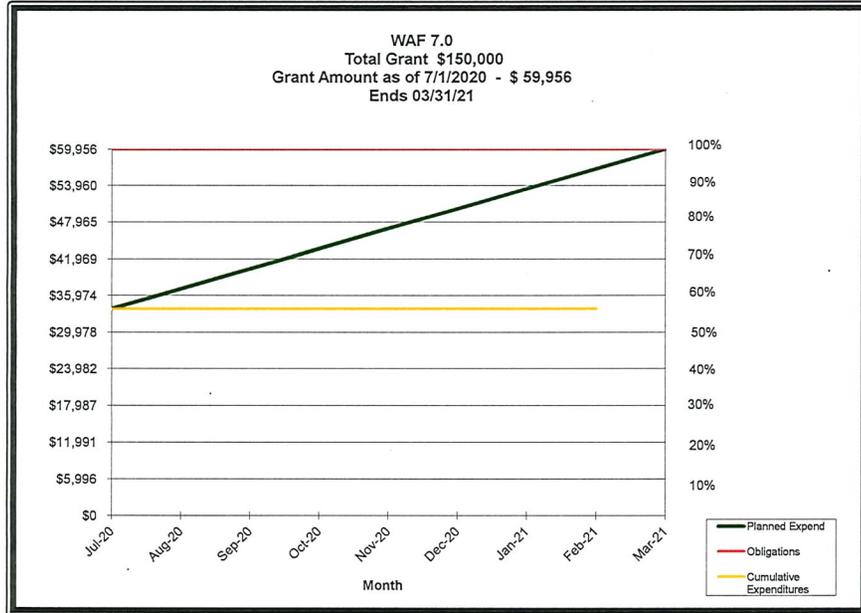
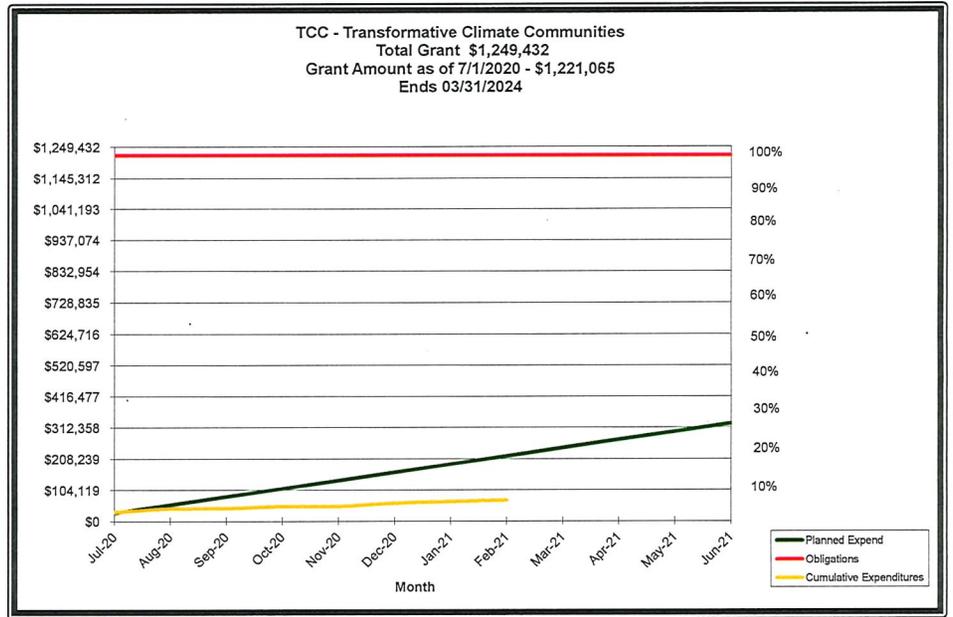
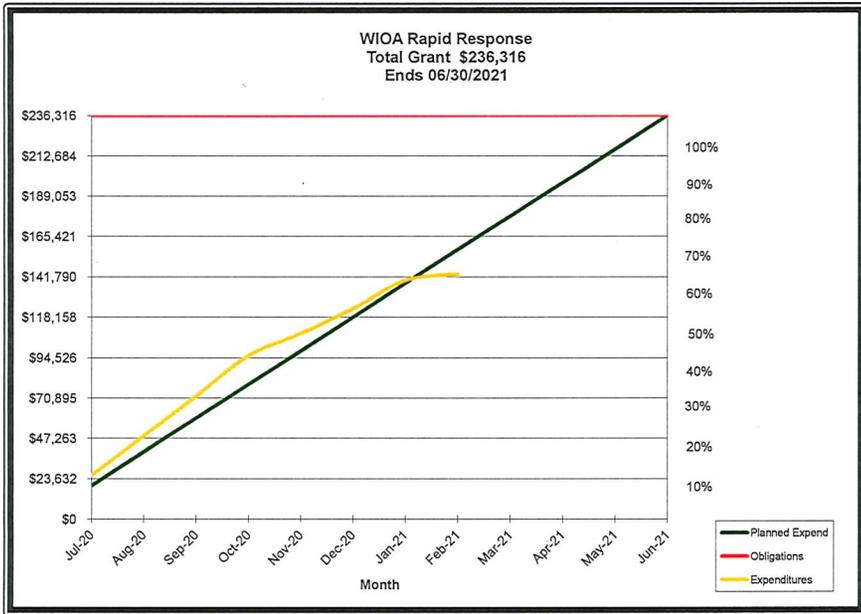
**FRWDB Expenditures
Fiscal Year 2020-2021**



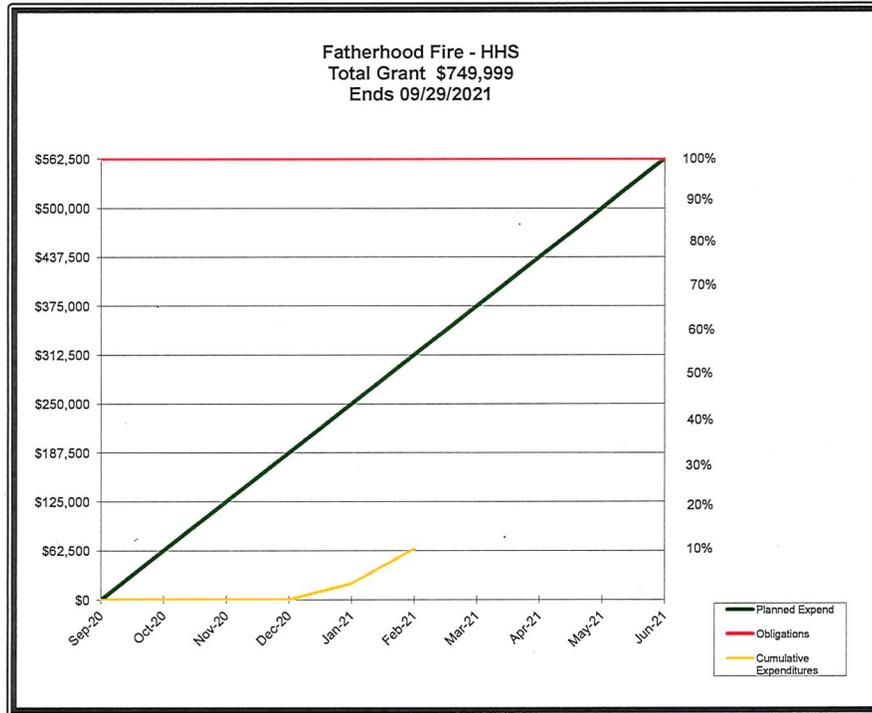
February 2021



February 2021



February 2021



**FRESNO REGIONAL
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	7
MEETING DATE:	April 21, 2021
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: February 2021 Agency Budget and Expenditures

RECOMMENDATION:

Accept the attached Agency Budget and Expenditures report for February 2021 financials for Program Year 2020-2021.

REASON FOR RECOMMENDATION:

The attached table provides the status of the agency budget as of February 28, 2021.

- Year-to-Date budget costs are straight-lined, with the exception of the insurance line item, as these costs are often expensed within the first quarter of the plan year.
- Staff has no concerns with expenditures at this time.

ATTACHMENT:

FRWDB Agency Budget and Expenditures – February 2021

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

February 2021

	Budget by Line Item	Total Budget	YTD Budget	YTD Expenditures	Variance	Percent Variance
51	Salaries	\$ 2,280,057	\$ 1,520,038	\$ 1,339,982	180,056	11.85%
52	Payroll Taxes	207,586	138,391	121,857	16,534	11.95%
53	Fringe Benefits	707,944	471,963	398,684	73,279	15.53%
55	Staff/Board/Service Provider Development	72,500	48,333	2,947	45,386	93.90%
56	Local Mileage	26,000	17,333	1,382	15,952	92.03%
60	Communications	26,480	17,603	17,876	(273)	-1.55%
61	Insurance	29,800	29,800	26,813	2,987	10.02%
62	Maintenance	67,550	45,033	29,586	15,447	34.30%
63	Memberships	62,000	41,333	33,177	8,157	19.73%
64	Miscellaneous	11,000	7,333	966	6,368	86.83%
65	Office Expense	24,600	16,400	12,574	3,826	23.33%
66	Professional Services	195,800	130,533	66,064	64,470	49.39%
67	Advertising	35,000	23,333	15,937	7,397	31.70%
68	Rent & Leases	216,100	144,067	132,537	11,530	8.00%
69	Utilities	26,000	17,333	16,539	794	4.58%
71	Furniture and Equipment	15,000	10,000	7,860	2,140	21.40%
	Total	\$ 4,003,417	\$ 2,678,827	\$ 2,224,778	454,049	16.95%

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

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	8
MEETING DATE:	April 21, 2021
ACTION:	AUTHORIZE

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: New Site Related Procurement Authorization

RECOMMENDATION:

- 1) Authorize the Executive Director to award the Winepress One-Stop Data Cabling Installation contract to the bidder recommended by the Rating Panel, based on most responsive and lowest cost. The total cost is not expected to exceed \$350,000.
- 2) Authorize any standing committee of the Fresno Regional Workforce Development Board (FRWDB), at a regular or special meeting, to review and approve any purchases greater than \$50,000 related to the relocation of the Winepress One-Stop facility.

REASON FOR RECOMMENDATION:

Currently, the Executive Director may approve any purchases up to \$50,000. Any purchases over that amount are required to be approved by the FRWDB.

The new Urban One-Stop location build-out and occupancy schedule is rapidly moving forward. The timeline and specifications are extremely fluid and as such may require quick turn-around on provision of furniture and equipment requiring installation. Many items have long lead times and will require quick review and approval.

In order to avoid multiple special Board or Executive Committee meetings over the next four (4) to six (6) months, and to be able to move rapidly to ensure occupancy of the new facility at the earliest possible date, FRWDB staff feel it is prudent to make this recommendation.

In the event the Data Cabling Installation bids exceed \$350,000, FRWDB staff will arrange for a special meeting to approve this contract.

FRWDB staff will report to the full Board, at a future regularly scheduled meeting, all approved procurements/contracts related to this relocation.

FISCAL IMPACT:

1. One-time increase of \$300,000 above the Executive Director's current approval limit, to \$350,000.
2. Any standing or ad-hoc committee to approve purchases over \$50,000 for relocation expenditures.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	9
MEETING DATE:	April 21, 2021
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: Notification of Intent to Procure Furniture – One-Stop Relocations

INFORMATION:

With the impending build-out and relocation of the Urban Comprehensive One-Stop to the Winepress Center, the need to procure all new furniture is required. This relocation is tentatively expected to be completed in the September/October, 2021 timeframe.

Additionally, the Fresno Regional Workforce Development Board (FRWDB) is also looking at new Satellite One-Stop facilities in both eastern and western Fresno County service areas, in addition to the Business Service Center (BSC) over the next 12-36 months.

Due to the need for furniture to be interchangeable across the system and for One-Stops to look the same as to furniture types, construction and trim levels, the intent is to issue one (1) Request for Proposals (RFP) that will cover the initial need for the comprehensive One-Stop, and to allow for additional contracts to the approved contractor to provide the same furniture types at the Satellite One-Stops and the BSC.

FRWDB staff estimates that the cost of this RFP will be over \$3,000,000, with \$1,900,000 for the Urban Comprehensive One-Stop. The estimated budget summary by site is attached.

The new Urban One-Stop location build-out and occupancy schedule is rapidly moving forward. The timeline and specifications are extremely fluid and as such may require quick turn-around on provision of furniture and equipment requiring installation. Many items have long lead times and will require quick review and approval.

When the RFP process is completed, FRWDB staff will call for a special meeting of either the full Board or the Executive Committee to review the Bid Rating Panel's recommendation for contract award.

ATTACHMENT:

Draft Relocation Budget

<u>Category</u>	<u>Description</u>	<u>AJCC - Winepress</u>	<u>Eastside</u>	<u>Westside</u>	<u>Total</u>
Infrastructure Expenses	Data and Telephony Cabling, Alarms, Security Systems, etc.	\$ 420,000	\$ 116,000	\$ 106,000	\$ 642,000
Office Supplies Expenses	Chairmats, Cleaning Supplies, etc.	\$ 30,000	\$ 6,000	\$ 6,000	\$ 42,000
Professional Services	Movers, Document Disposal, etc.	\$ 92,000	\$ 26,000	\$ 11,000	\$ 129,000
Furnishings Expenses	Furniture, Whiteboards, Interior Dispalys and Signage, etc.	\$ 1,972,000	\$ 760,500	\$ 510,500	\$ 3,243,000
Office Equipment Expenses	Audio and Video Equipment and other Misc. Equipment	\$ 65,000	\$ 2,000	\$ 2,000	\$ 69,000
Technology Equipment Expenses	Phones, PC's, Projectors, Network Equipment, etc.	\$ 200,000	\$ 49,500	\$ 53,500	\$ 303,000
	Totals	\$ 2,779,000	\$ 960,000	\$ 689,000	\$ 4,428,000

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	10
MEETING DATE:	April 21, 2021
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: Proposed Recommendation for Award – Program Year 2021-2022 Adult and Dislocated Worker Contracts

INFORMATION:

At its meeting on December 2, 2020, the Fresno Regional Workforce Development Board (FRWDB) approved the Scopes of Work for the Adult and Dislocated Worker Services Requests for Proposals (RFP). These RFPs outline changes to the current service delivery model, which included a standalone contract for the Title I One-Stop Operator and the award of a single contractor to provide Title I Adult career services and a single contractor to provide Dislocated Worker career services at the Urban, Rural East and West One-Stop locations in Fresno County.

FRWDB staff released two (2) separate RFPs for Adult and Dislocated Worker services on February 5, 2021. A mandated bidder's conference was held on February 10, 2021, and proposals were due on March 5, 2021. A total of three (3) proposals were submitted for each RFP by the mandated deadline. The proposals received for each RFP were submitted by the same three (3) organizations: Central Labor Council Partnership, Equus Workforce Services, and Proteus Inc.

All proposals met the criteria established for the Phase I review and were forwarded to the appropriate Rating Panel members. The Panels met on March 23, 2021, for the Adult proposals and March 24, 2021, for the Dislocated Worker proposals. The Rating Panels were facilitated by FRWDB staff, who also provided technical assistance to the raters.

All proposals met the minimum 70 points rating requirement for Phase II. As such, both procurement activities were deemed valid and competitive.

The Proposals Summary Rating Worksheets (attached) detailing scores awarded for each of the Adult and Dislocated Worker proposals were posted on the FRWDB website on March 26, 2021. The ranking for both the Adult and Dislocated Worker proposals were as follows: 1. Equus Workforce Services, 2. Central Labor Council Partnership and 3. Proteus, Inc.

In consultation with both proposal rating teams, FRWDB staff will be making the following award recommendations to the Adult Council at their next meeting on May 19, 2021:

- Adult Services – Equus Workforce Services
- Dislocated Worker Services – Central Labor Council Partnership

Upon approval of the Adult Council, the final award recommendations will be presented to the FRWDB for approval at the June 2, 2021, FRWDB meeting.

ATTACHMENTS:

ATTACHMENT I: WIOA Adult Services Score Summary

ATTACHMENT II: WIOA Dislocated Worker Services Score Summary

**Fresno Regional Workforce Development Board
WIOA Adult Program Services - PY 2021-2022
Score Summary**

Name of Bidder: Equus Workforce Solutions
Quote No.: 415592

Evaluation Criteria	Possible Points	Points Awarded
Mandated Program Components	35	34.00
Program Management	40	38.90
Cost Reasonableness	25	24.67
Total	100	97.57

Name of Bidder: Proteus, Inc.
Quote No.: 415594

Evaluation Criteria	Possible Points	Points Awarded
Mandated Program Components	35	29.70
Program Management	40	36.37
Cost Reasonableness	25	21.13
Total	100	87.20

Name of Bidder: Central Labor Council Partnership
Quote No.: 415597

Evaluation Criteria	Possible Points	Points Awarded
Mandated Program Components	35	32.77
Program Management	40	39.73
Cost Reasonableness	25	24.97
Total	100	97.47

NOTE: PER THE RFP, NO SINGLE BIDDER WILL BE AWARDED CONTRACTS TO PROVIDE BOTH ADULT AND DISLOCATED WORKER SERVICES.

**Fresno Regional Workforce Development Board
WIOA Dislocated Worker Program Services - PY 2021-2022
Score Summary**

Name of Bidder: Equus Workforce Solutions
Quote No.: 415593

Evaluation Criteria	Possible Points	Points Awarded
Mandated Program Components	35	34.367
Program Management	40	39.033
Cost Reasonableness	25	24.600
Total	100	98.00

Name of Bidder: Proteus, Inc.
Quote No.: 415595

Evaluation Criteria	Possible Points	Points Awarded
Mandated Program Components	35	30.133
Program Management	40	34.733
Cost Reasonableness	25	22.033
Total	100	86.90

Name of Bidder: Central Labor Council Partnership
Quote No.: 415596

Evaluation Criteria	Possible Points	Points Awarded
Mandated Program Components	35	32.500
Program Management	40	36.500
Cost Reasonableness	25	23.800
Total	100	92.80

NOTE: PER THE RFP, NO SINGLE BIDDER WILL BE AWARDED CONTRACTS TO PROVIDE BOTH ADULT AND DISLOCATED WORKER SERVICES.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	11
MEETING DATE:	April 21, 2021
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:	12
MEETING DATE:	January 20, 2021
ACTION:	DIRECT

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

TO: Executive Committee
FROM: Jeff Hensley, 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.).