

# Fresno Regional Workforce Development Board

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Blake Konczal, Executive Director

## OPERATIONAL DIRECTIVE

**FRWDB OD # 16-20 Revision C**

**Date Released: September 16, 2021**

**To: All Fresno Regional Workforce Development Board Providers of Services**

**From: Blake Konczal, Executive Director**

**Effective Date: September 16, 2021**

**Subject: Healthy Forest Special Project Process**

**Applicable Program: Central Valley Forestry Corps**

**Revision History: Initial Release – 10/6/20; Rev B – 3/17/21**

This Revision C updates guidance to add concurrent training codes for HAZWOPER 40 and Integrated Fuels Management, HAZWOPER 40 training, supportive services for Phase III, process changes for mileage reimbursement, and guidance related to tuition and non-tuition costs.

This Operational Directive (OD) describes the critical requirements and processes to be followed when working on this special project.

The project will train the next generation of forestry workers to address the natural disasters occurring within our forests.

This training consists of three phases:

- Phase I - Three weeks of Introduction to Forestry Technician Workshop conducted by Fresno EOC Local Conservation Corps (LCC), 1 week of HAZWOPER 40 Training conducted by the Laborers Community Service & Training Foundation
- Phase II – Eight to nine weeks of Integrated Fuels Management Training conducted by Reedley College
- Phase III - Eight weeks of Transitional Jobs/Work Experience with Fresno LCC as Employer of Record

### **Population(s) to be Served:**

- Adult
- Dislocated Worker
- Older Youth (18-24)

### **Eligibility Criteria:**

- 18 years of age or older
- Have a high school diploma or equivalent
- Drug-free
- Physically fit for the job
- Unemployed, underemployed, or recently laid off

**Assessment Requirements:**

- WorkKeys®: Must be assessed and achieve levels of Applied Math – 3, Workplace Documents – 3 and Graphic Literacy – 4.
- O\*Net Code: Must use 45-4021.00, Fallers.
- CASAS: as required for eligibility.

**Grant Codes to Be Used for Eligibility:**

- Cal Fire (Forestry Corps) – 196 and
  - Select Local Funded Grant eligibility on the application and add grant 196
- Adult – 201 or
- Dislocated Worker – 501 or
- Youth – 301.

**WIOA Services (Service Provider Data Entry under WIOA):**

- Enter service codes under grant codes: 201, 501, or 301
  - Assessments
  - Individual Employment Plan
  - Case Management
  - Mandated Workshops
  - Job Search
  - Job Placement
  - Supportive Services

**Forestry Corps Services (Service Provider Data Entry under Cal Fire Grant Code 196):**

- Phase I
  - Introduction to Forestry Technician Workshop
    - Open a 134 at start of workshop and close with appropriate completion (Follow the Job Readiness Workshop (OD 05-17) for service code direction)
      - Under General Information tab, select:
        - FCEOC Local Conservation Corps (646) – agency code
      - Under the service provider tab, select:
        - FCEOC Local Conservation Corps – Provider
    - HAZWOPER 40 Training
      - Open a 328 at start of training and close at completion
        - Under the service provider tab, select:
          - Laborers Community Service & Training Foundation – Provider
            - Occupational Training Code: Select 47404100 - Hazardous Materials Removal Workers
  - Phase II
    - Integrated Fuels Management Training
      - Open a 328 and close at completion
      - Under the service provider tab, select:
        - State Center Community College – Provider
          - Integrated Fuels Management – Program
          - Reedley College – Provider Location
        - Enrollment Costs:
          - Tuition cost: \$0.00.
          - Non-Tuition Costs/Third Party Expenses:
            - White's Wildland Firefighting Boots Hathorn
            - Leather Gloves
            - Uniform-Pants (Moss-Colored)

- Gym Membership
  - Health Fee
- Phase III
  - Transitional Jobs/Work Experience
    - Open a 321 at start of Transitional Jobs/Work Experience and close at completion.
    - Under General Information tab, select:
      - FCEOC Local Conservation Corps (646) – agency code
    - Under the service provider tab, select:
      - FCEOC Local Conservation Corps – Provider
    - Enrollment costs will be provided by Project Coordinator – Forestry
  - Supportive Services to be processed for Uniform-Shirts

**Cal Fire (Forestry Corps) Enrolled Only:**

- FRWDB will enter all data on CalJOBS for Cal Fire (Forestry Corps) enrolled only participants

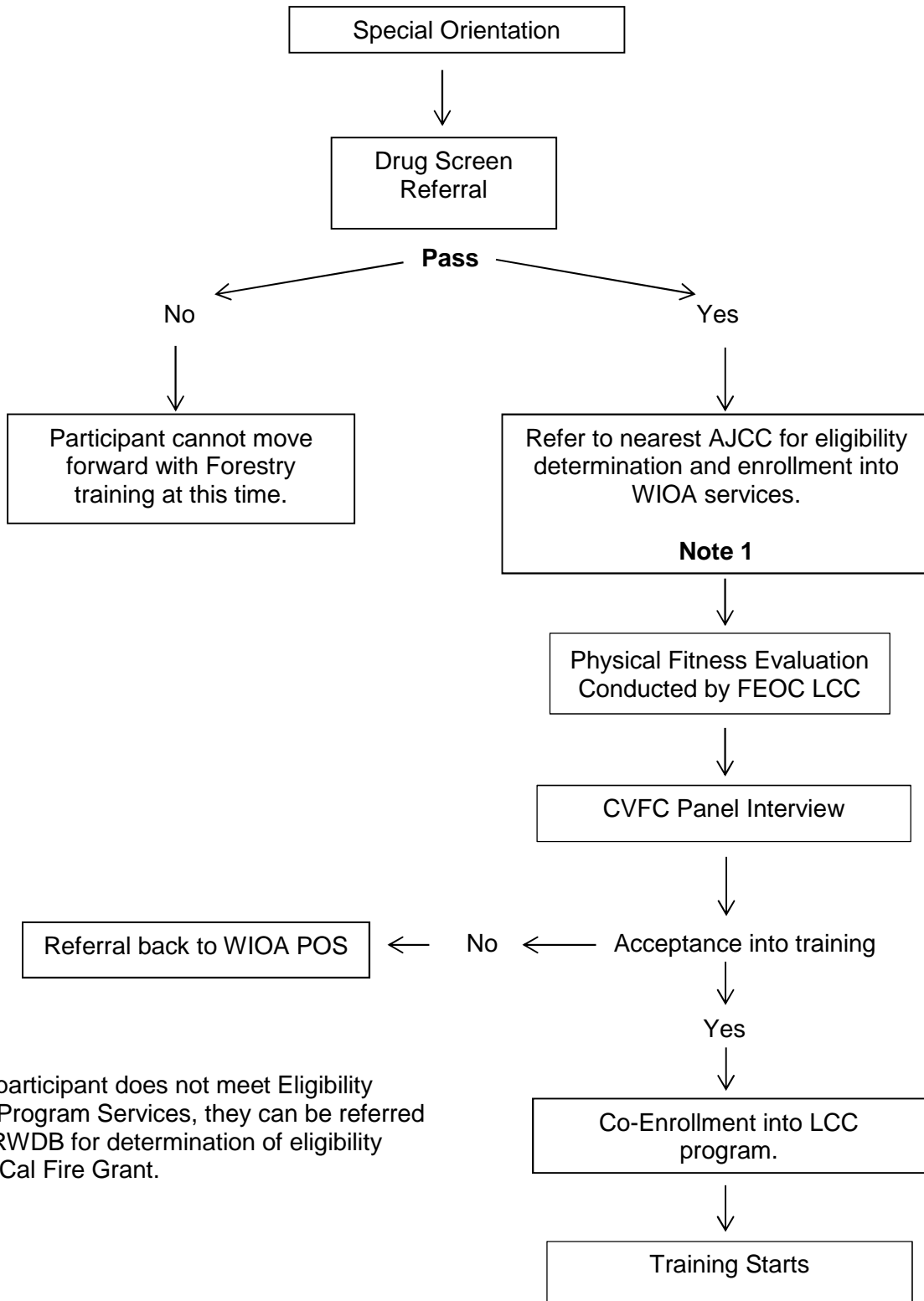
**Fresno County Process Changes:** (See Process Flow on Page 4)

The following processes are waived for this project:

- School Visits
- Scholarship Process (OD 25-18)
- Supportive service cap for mileage reimbursement maximum cost increased to \$350 in a four-week calendar period due to the nature of the Healthy Forest training program. No waiver is required.
- FRWDB staff may authorize additional process waivers on a case-by-case basis based on individual need. Follow OD 27-09, Waiver Request Process.

If you have any questions, contact the FRWDB Project Coordinator – Forestry.

Central Valley Forestry Corps Training Flow



Note 1: If participant does not meet Eligibility for WIOA Program Services, they can be referred back to FRWDB for determination of eligibility under the Cal Fire Grant.