**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

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| COMMITTEE CHAIR/STAFF COMMENTS: | None |

PUBLIC COMMENTS: None

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| 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.