**Adult Council**

**January 28, 2021**

**SUMMARY MINUTES**

The meeting was called to order at 4:00 p.m. and was held via Zoom.

ROLL CALL: PRESENT - Joe Olivares, Chuck Riojas, Stuart Van Horn, and Sherri Watkins

ABSENT - David Daniel and Elizabeth Rivinius

AGENDA CHANGES: None

ABSTENTIONS/RECUSALS/

DISCLOSURES OF

POTENTIAL CONFLICTS OF

INTEREST: None

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| COMMITTEE CHAIR/STAFF  COMMENTS: | Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB) was not able to attend the meeting. Phyllis Stogbauer, Senior Deputy Director, FRWDB, presented Mr. Konczal’s agenda items to the Adult Council. |

PUBLIC COMMENTS: None

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| **Item** | **Description/Action Taken** |
| **1.** | **October 22, 2020, Adult Council Meeting Minutes** |
|  | Ms. Stogbauer presented the October 22, 2020, Adult Council (Council) meeting minutes for the Council’s approval.OLIVARES/VAN HORN – APPROVED THE OCTOBER 22, 2020, ADULT COUNCIL MEETING MINUTES. VOTE: YES – 4, NO – 0 (UNANIMOUS) |
| **2.** | **Fresno Regional Workforce Development Board Outstanding Achievement Awards** |
|  | Nuvia Varela, Adult/Youth Program Manager, FRWDB, reported that the FRWDB Outstanding Achievement Award for the Third Quarter had been awarded to Adeel Haider, who has obtained employment as a Licensed Vocational Nurse. Ms. Varela showed a video presentation highlighting Mr. Haider’s journey of training to employment through Workforce Connection and indicated that a link to the video presentation was available on YouTube, and that a link to that video could be found on the agenda item.This was an information item. |
| **3.** | **First Quarter Workforce Innovation and Opportunity Act Adult Participant Training Report for Program Year 2020-2021** |
|  | Ms. Stogbauer presented for the Council’s review and recommendation to the FRWDB, the Program Year (PY) 2020-2021 First Quarter Workforce Innovation and Opportunity Act (WIOA) Adult Participant Training Report. She reminded the Council that these funds have a two (2)-year shelf life and are mandated to be expended by June 30, 2021. She noted that training expenditures were far below what they normally would be by the end of the first quarter, and stated that this was due to COVID-19. She indicated that FRWDB staff continues to watch the expenditure rate, and that they are looking to the state for some type of relief in meeting the mandate. She stated that all Workforce Boards in the state have been similarly affected.OLIVARES/WATKINS – RECOMMENDED THAT THE FRWDB ACCEPT THE FIRST QUARTER WIOA ADULT PARTICIPANT TRAINING REPORT FOR PY 2020-2021. VOTE: YES – 4, NO – 0 (UNANIMOUS) |
| **4.** | Second Quarter Local Performance Results Report for Program Year 2020-2021 |
|  | Ms. Stogbauer presented the Second Quarter Local Performance Results Report for PY 2020-2021, for the Council’s recommendation to the FRWDB. Ms. Stogbauer reviewed the reports, which reflected numbers of individuals served, expenditures, placement and credential rates, and median wage earnings at placement for Adult and Dislocated Worker clients, by Provider. Ms. Stogbauer reviewed each report and spoke to each of the Providers’ results versus goals for the second quarter. The Council had no questions about the reports. **OLIVARES/WATKINS – RECOMMENDED THAT THE FRWDB ACCEPT THE SECOND QUARTER LOCAL PERFORMANCE RESULTS REPORT FOR PY 2020-2021. VOTE: YES – 4, NO – 0 (UNANIMOUS)** |
| **5.** | Second Quarter Providers of Services’ Monitoring Report for Program Year 2020-2021 |
|  | Stephen DeWitt, Quality Systems Manager, FRWDB, presented the Second Quarter Providers of Services’ Monitoring Report for PY 2020-2021 for recommendation to the FRWDB. Mr. DeWitt reviewed the status of the quarter’s programmatic monitoring for the different Service Providers. He also reported that the FRWDB was currently in the process of conducting the fiscal closeout, noting that it has taken a bit longer than normal to conduct due to the COVID pandemic. **OLIVARES/WATKINS – RECOMMENDED THAT THE FRWDB ACCEPT THE SECOND QUARTER PROVIDERS OF SERVICES’ MONITORING REPORT FOR PY 2020-2021. VOTE: YES – 4, NO – 0 (UNANIMOUS)** |
| **6.** | Second Quarter Providers of Services’ Customer Complaint Report for Program Year 2020-2021 |
|  | Mr. DeWitt presented for the Council’s recommendation to the FRWDB, the Second Quarter Providers of Services’ Customer Complaint Report for PY 2020-2021, which reflected no complaints. **WATKINS/RIOJAS – RECOMMENDED THAT THE FRWDB ACCEPT THE SECOND QUARTER PROVIDERS OF SERVICES’ CUSTOMER COMPLAINT REPORT FOR PY 2020-2021. VOTE: YES – 4, NO – 0 (UNANIMOUS)** |
| **7.** | Second Quarter Job Seeker Customer Satisfaction Report for Program Year 2020-2021 |
|  | Mr. DeWitt presented the Job Seeker Customer Satisfaction Report for the Second Quarter of PY 2020-2021 for the Council’s recommendation to the FRWDB. Mr. DeWitt noted that there were two (2) parts to the Report: Basic Career Services, which measures customers’ satisfaction with Resource Room services; and Enrolled Services, which has two (2) areas of measurement: 1) Individualized Career Services (job search) and 2) Training Services. He reported that there was a 94.2% satisfaction rate for Non-Training Related Placements and 91.4% for Training Related Placements. He added that due to the COVID pandemic, the number of responses were lower than normal. **OLIVARES/RIOJAS – RECOMMENDED THAT THE FRWDB ACCEPT THE SECOND QUARTER JOB SEEKER CUSTOMER SATISFACTION REPORT FOR PY 2020-2021. VOTE: YES – 4, NO – 0 (UNANIMOUS)** |
| **8.** | Second Quarter Adult and Dislocated Worker Demographics Report for Program Year 2020-2021 |
|  | Tim Giles, Deputy Director of Information Systems, FRWDB, presented the Second Quarter cumulative Adult and Dislocated Worker Demographics Report for the Council’s review. Mr. Giles went over each of the components of the report and the Council had no comments or questions. This was an information item. |
| **9.** | America’s Job Centers of California Usage Report |
|  | Mr. Giles presented the America’s Job Centers of California (AJCC) Usage Report, which is a 13-month trend report that shows the client usage at the AJCC, broken out by unique clients receiving AJCC services and then the number of client visits to the AJCC by month. He noted that as the Report cycles out of the current 13-month period, he anticipated seeing low numbers, as the entire report will be reflective of the period in the COVID pandemic. The Council had no questions or comments regarding the AJCC Usage Report.  This was an information item. |
| **10.** | April 22, 2021, Agenda Items |
|  | There were no items recommended for the April 22, 2021, Adult Council meeting agenda. |
| **11.** | Meeting Feedback |
|  | Councilmember Watkins shared that she enjoys seeing the videos of participants’ success stories and thanked Ms. Varela for the presentation. |

The meeting adjourned at 4:34 p.m.