**Executive Committee**

**July 21, 2021**

###### SUMMARY MINUTES

The meeting was called to order at 3:04 p.m.

ROLL CALL: PRESENT – Raine Bumatay, Jeff Hensley, Dennis Montalbano, Sal Quintero, Michael Silveira, Lydia Zabrycki, and Legal Counsel Ken Price

ABSENT – Edgar Blunt, Mike Karbassi, and Chuck Riojas

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. | April 21, 2021, Executive Committee Meeting Minutes |
|  | Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), requested approval of the April 21, 2021, Executive Committee (Committee) meeting minutes. **SILVEIRA/MONTALBANO – APPROVED THE APRIL 21, 2021, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS)** |
| 2. | **Items Referred by Other Committees** |
|  | There were no items referred by other committees. |
| 3. | **Fresno Regional Workforce Development Board One-Stop Operator Application** |
|  | Mr. Konczal presented for approval an application for the FRWDB to act as its own One-Stop Operator. He explained that all Local Workforce Development Boards must select their America’s Job Centers of California (AJCC) Operator through a competitive process at least once every four (4) years. The FRWDB released a procurement for AJCC Operator in February, but no proposals were received by the submission deadline. The Workforce Innovation and |
|  | Opportunity Act allows Local Boards to act as the AJCC Operator with the approval of the state. He explained that the FRWDB has a strict firewall in place that would allow the FRWDB to act as the Fresno area’s AJCC Operator. Director Silveira asked about the firewall and Mr. Konczal explained that the contractors who provide client services for the Fresno area are not direct employees of the FRWDB. This is the firewall that would allow the FRWDB to act as AJCC Operator.  Director Montalbano asked will this application process for the FRWDB to be the AJCC Operator have to be repeated every four (4) years. Phyllis Stogbauer, Senior Deputy Director, FRWDB, indicated that there would be a recertification process, but she was not aware of the timeline for that.  **SILVEIRA/MONTALBANO – APPROVED THE FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD ONE-STOP OPERATOR APPLICATION. (UNANIMOUS)** |
| 4. | **Wildifre Grant Award** |
|  | Ms. Stogbauer presented for the Committee’s approval, the funding allocation for the Wildfires National Dislocated Worker Grant in the amount of $975,000. She explained that this grant was awarded to the FRWDB through the State of California, Employment Development Department and was specifically to provide Work Experience opportunities for individuals affected by the Creek Fire. The grant will provide 40 hours of Hazwoper training for 50 participants and paid Work Experience for 75 individuals. The Fresno Economic Opportunities Commission Local Conservation Corps would be the employer of record for the Work Experiences. Funding allocations were outlined in the agenda item.  **MONTALBANO/SILVEIRA – APPROVED THE WILDFIRE GRANT AWARD. (UNANIMOUS)** |
| 5. | **High Roads Construction Careers – California Climate Investments Grant Award** |
|  | Mr. Konczal presented for the Committee’s approval, the funding allocation for the High Roads Construction Careers – California Climate Investments grant in the amount of $1,194,400. He explained that this grant project will build off the current SB1 grant and will expand the ValleyBuild Multi-Craft pre-apprentice construction training program to other areas in the valley through Building Trades Councils and the Mother Lode Workforce Development Board. The agenda item outlined the allocations, which included $35,000 to Michael Bernick. Director Silveira asked who was Michael Bernick and Mr. Konczal explained that Mr. Bernick is a consultant the FRWDB has contracted with who has a good understanding of the Workforce system and has been extremely helpful to the FRWDB on previous projects.  Chair Hensley asked what is the difference between apprenticeship training and the pre-apprenticeship training. Mr. Konczal explained that construction unions have training programs for apprentices. The pre-apprentice training prepares individuals to apply for the apprenticeship training programs.  **SILVEIRA/MONTALBANO – APPROVED THE HIGH ROADS CONSTRUCTION CAREERS – CALIFORNIA CLIMATE INVESTMENTS GRANT AWARD. (UNANIMOUS)** |
| 6. | **May 2021 Financial Report** |
|  | Cheryl Beierschmitt, Deputy Director Fiscal Services, FRWDB, presented the May 2021 Financial Report for the Committee’s acceptance. She reviewed the breakdown of expenditures as presented on the agenda item and indicated that FRWDB staff had no concerns with the expenditures. Mr. Konczal noted that the Fatherhood Fire grant was not a forestry training |
|  | program, but was a grant received through the Department of Health and Human Services to assist young fathers in dealing with various issues. He noted that the grant was a highly competitive national grant and that executing the program well could open doors for the FRWDB for other grants in the future. There were no questions from the Committee.  **MONTALBANO/SILVEIRA – ACCEPTED THE MAY 2021 FINANCIAL REPORT. (UNANIMOUS)** |
| 7. | **May 2021 Agency Budget and Expenditures Report** |
|  | Ms. Beierschmitt presented the May 2021 Agency Budget and Expenditures Report for the Committee’s acceptance. She indicated that staffing costs were running lower than anticipated due to some staff vacancies that were currently in the process of being filled. She stated that staff had no concerns with the report. The Committee had no questions.  **SILVEIRA/MONTALBANO – ACCEPTED THE MAY 2021 AGENCY BUDGET AND EXPENDITURES REPORT. (UNANIMOUS)** |
| 8. | **Program Year 2021-2022 Agency Budget and Personnel Plan** |
|  | Mr. Konczal presented for the Committee’s recommendation to the FRWDB, the Agency Budget and Personnel Plan for Program Year 2021-2022, which combines estimated carryover amounts from the previous Program Year with the formula funding that the FRWDB received from the State. He indicated that, overall, there would be an increase of funding in the amount of $362,000 and that the funding breakdown was as follows: $15.8 million from formula funding, approximately $10 million in estimated carryover, and $9.07 million in grant funding. He reviewed the minor changes compared to the prior Program Year and the Committee had no questions about the Agency Budget and Personnel Plan.    **QUINTERO/BUMATAY – RECOMMENDED THAT THE FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD APPROVE THE PROGRAM YEAR 2021-2022 AGENCY BUDGET AND PERSONNEL PLAN. (UNANIMOUS).** |
| 9. | **Director’s Quarterly Update** |
|  | Mr. Konczal provided a brief overview of the projects he focused on over the past quarter, April through June 2021, which included: the continued roll out of the SB1 multi-craft pre-apprentice construction training grant; response to questions on a pending Central Valley Forestry Corps application at Cal Fire for the expansion of the Forestry Corps program to Columbia College in Sonora; drafting of earmark requests for the State of California to add a Work Experience component to the Measure C Reauthorization Multi-craft training programs and to expand the Forestry Corps program to community college campuses in Oakhurst and Mono; completed FRWDB staff annual evaluations; hiring and training of new Marketing and Grants Manager for the FRWDB, the award of new Dislocated Worker and Adult Services Provider contracts; continued negotiations and planning for the AJCC move from Manchester to Winepress Center; identification of new One-Stop locations for the east side and west side of Fresno County; continued response to COVID and post-COVID work environment; review and creation of a new unified job title model for FRWDB staff and organizational redesign. |
|  | Mr. Konczal indicated that he would share the organizational redesign at the next Executive Committee meeting. Director Montalbano asked if there would be a presentation on the Columbia College expansion for the Forestry Corps program and Mr. Konczal indicated that if the application is successful and the grant is received, then there would be a presentation on that at a future meeting. |
|  | Chair Hensley asked about the FRWDB’s relationship with the new City of Fresno administration. Mr. Konczal stated that individuals from the new administration had contacted him and that they had a lengthy discussion about what the FRWDB wanted to see in individuals that the City would nominate for FRWDB membership. He added that for three (3) years, the FRWDB has had an offer to the City of Fresno to fund a youth summer internship program at the City of Fresno that had, unfortunately, not been addressed. Mayor Dyer’s administration has been interested and active in helping actualize this program. He felt the relationship with the City’s new administration was good.  Director Montalbano asked about the projected timeline for the move of the AJCC. Mr. Konczal indicated that the move will take place over a weekend, with no interruption of services, and the target move in date is the first Monday of October, 2021.  This was an information item. |
| 10. | **Referral of Agenda Items to Other Committees** |
|  | There were no items referred to other committees. |
| 11. | **Executive Director Performance Review – Closed Session** |
|  | There was no action to report from the Closed Session. |
| 12. | **Information Sharing** |
|  | There were no items of information shared by the Committee. |
| 13. | **October 20, 2021, Agenda Items** |
|  | There were no items recommended for the October 20, 2021, Executive Committee meeting agenda. Mr. Konczal indicated that the October 20, 2021, Executive Committee meeting would be held at the new AJCC. |
| 14. | **Meeting Feedback** |
|  | There was no feedback. |

Meeting adjourned at 4:20 p.m.