****

### Workforce Development Board

**March 3, 2021 @ 4:00 p.m.**

**MEETING**

###### SUMMARY MINUTES

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

ROLL CALL: PRESENT – Stephen Avila, Lacy Barnes, Paul Bauer, Edgar Blunt, Alysia Bonner, Raine Bumatay, Brian Chambers, Jeff Hensley, Sherry Neil, Delfino Neira, Joe Olivares, Chuck Riojas, Elizabeth Rivinius, Michael Silveira, Vasili Sotiropulos, Shelly Tarver, Lydia Zabrycki, and Legal Counsel Ken Price.

ABSENT – Fely Guzman, Mike Karbassi, Scott Miller, Dennis Montalbano, Tommie Nellon, Sal Quintero, and Stuart VanHorn.

|  |  |
| --- | --- |
| COMMENTS BY FRWDB CHAIR AND/OR EXECUTIVE STAFF: | Chair Hensley introduced new Fresno Regional Workforce Development Board (FRWDB) Director, Stephen Avila, Operations Manager for Grundfos Pumps Corporation. Mr. Avila shared briefly about his educational and career background. |
| AGENDA CHANGES:  REMOVAL OF ITEMS OR  EMERGENCY ADDITIONS: | None. |
| ABSTENTIONS/ DISCLOSURES OF  POTENTIAL CONFLICTS  OF INTEREST/RECUSALS: | None. |
| PUBLIC COMMENTS: | None. |

|  |  |
| --- | --- |
| Item | Description/Action Taken |
| 6. | Grant Awards Overview |
|  | Blake Konczal, Executive Director, FRWDB, provided an overview of the grants the FRWDB recently had been awarded: 1) The FRWDB was awarded a $1.13 million High Road Construction Careers grant and will act as fiscal agent for a 14-county region. This grant is directly related to the multi-craft training provided in partnership with the Fresno-Madera-Kings-Tulare Building Trades Council. 2) The FRWDB, partnering with the State, received a grant from the US Department of Education to provide Vocational English as Second Language (VESL) and math classes for individuals desiring to go into pre-apprentice training. These classes would be held online. 3) Funding for up to the first quarter of 2024 was awarded for pre-apprentice construction training. Mr. Konczal indicated that the 32nd cohort of this training just graduated at the end of February. Director Riojas added that out of 20 training participants, 19 graduated, and commended Mr. Konczal and FRWDB staff for the vetting process they conduct, stating that it is really the foundation for the success of this training program. |
|  | Mr. Konczal reminded the FRWDB of the 2009 economic sector report that identified $20 billion in public infrastructure construction projects slated for 2010 through 2020, from Stockton to Bakersfield. He stated that the term “hidden sector” was coined for these projects. The agency who conducted the survey in 2009, Applied Development Economics, is now working on a second survey that will look at public infrastructure projects planned for years 2021 to 2030. The FRWDB will use information gathered through this survey to know which specific sectors to train local workers in so that they will be prepared for these jobs when they become available.  Mr. Konczal concluded his overview by reminding the FRWDB that during the COVID pandemic, workforce services and business services continued to be provided by utilizing virtual platforms such as Zoom and Facebook Live. Services provided virtually included resource fairs, Rapid Response orientations, Workforce Innovation and Opportunity Act orientations, recruiting, and training. Once normal services resume, Mr. Konczal anticipates that the FRWDB will continue some of its electronic presence, as it has worked so well. |
| 7. | Committee Reports |
|  | Adult Council: Director Riojas reported that the Adult Council (Council) met on January 28th via Zoom. He stated that the Council saw the Third Quarter Outstanding Achievement Award winner video and he encouraged FRWDB Directors to view the video and indicated that the YouTube video link was provided in their agenda packet. The Council reviewed the Adult Participant Training Report, which showed expenditures being below normal levels for this point in the program year, but this was due to the COVID situation and that all Workforce Boards across the state were having the same issue. He indicated that all the second quarter reports were reviewed and recommended for FRWDB approval, which included the Local Performance Results report, the Providers of Services Monitoring Report, Customer Complaint Report, the Customer Satisfaction Report. The Council also reviewed two (2) information item reports, the Demographics Report and the Americas Job Centers of California Usage reports.  Business and Industry Committee: Director Zabrycki reported that the Business and Industry Committee (B&I) met on February 3rd, at which time they received an update on the Rapid Response services provided during the second quarter of Program Year (PY) 2020-2021: Eight (8) companies were contacted who were either downsizing or closing and orientations provided for 38 business owners and dislocated workers. The Rapid Response team also hosted a virtual job fair in November in partnership with the City of Fresno and plans were underway for a virtual job fair later in March. Shawna Glazener, Business Services Coordinator, FRWDB, presented a report on current trends in manufacturing, highlighting new machinery and new processes in the industry. Incumbent Worker Trainings were completed during the second quarter with three (3) companies, upskilling 84 employees. Erik Cherkaski, Business Services Center Manager, FRWDB, provided the rural business update and explained the different efforts taking place in the rural east and west sides of Fresno County. The B&I were also presented with the third quarter Outstanding Business Achievement award winner videos as an information item.  Executive Committee: Chair Hensley reported that the Executive Committee (Committee) met via Zoom on January 20th, when they approved the release of the WIOA One-Stop Operator, Adult Services and Dislocated Worker Services Requests for Proposals. The Committee accepted the November 2020 financial report and had no concerns regarding the report. The Committee participated in a planning discussion, facilitated by consultant David Shinder, on the Regional and Local Plan Modification for the period 2021-2024. Mr. Shinder will be developing a draft modification plan from the input received from the Committee. Mr. Konczal provided his quarterly Director’s update that included updates on the 14-county rollout of the multi-craft pre-apprenticeship training and the forestry programs. |
|  | Youth Council: Director Bumatay reported that the Youth Council met on February 18th. She indicated that the highlights of the meeting included the video presentation of the third quarter Outstanding Achievement award winner. The Youth Council reviewed and recommended acceptance of the Local Performance Results Report, the Young Adult Satisfaction Report, the Providers of Services Monitoring Report, the Customer Complaint Report and the Youth Demographics Report. She noted that there was a discussion regarding the responses to the Youth Demographics Report around ethnicities.  This was an information item. |
| 8. | Approval of the December 2, 2020, Meeting Minutes |
|  | **OLIVARES/BUMATAY – APPROVED THE DECEMBER 2, 2020, MEETING MINUTES. VOTE: YES – 18; NO – 0 (UNANIMOUS)** |
| 9. | Approval of the January 20, 2021, Special Meeting Minutes |
|  | **BONNER/BARNES – APPROVED THE JANUARY 20, 2021, SPECIAL MEETING MINUTES. VOTE: YES – 18; NO - 0 (UNANIMOUS)** |
| 10. | January 2021 Financial Report |
|  | Mr. Konczal presented the January 2021, Financial Report for the FRWDB’s acceptance. He brought the FRWDB’s attention to the training expenditure rate and the fact that it has been affected by COVID, noting that the expenditure rate is lower than they have been in previous program years; however, FRWDB staff does believe that expenditures will be within the minimum rates by the end of the program year. He mentioned that the FRWDB had received extensions on two (2) grants. He spoke briefly about the new $750,000 Department of Health and Human Services Fatherhood FIRE grant the FRWDB received to help young fathers in a number of different areas. That grant award has an initial term that runs through 2021, but has an option to extend that for four (4) years with additional funding. Chair Hensley asked Mr. Konczal if the funds are not completely expended by the end of the year, would they carry over to the next program year. Mr. Konczal explained the state’s 80% expenditure rule, which would allow the FRWDB to roll over 20% to the next program year, but he noted that the FRWDB never has rolled over that high of a percentage and will not do so this year. He reminded the Board that in past years, FRWDB staff has recommended a five (5) to eight percent (8%) roll over. |
|  | **BLUNT/RIOJAS – ACCEPTED THE JANUARY 2021 FINANCIAL REPORT. VOTE: YES – 18; NO – 0 (UNANIMOUS)** |
| 11. | Consent Items (A1 through B5) |
|  | **OLIVARES/BAUER – APPROVED CONSENT ITEMS A1 THROUGH B5. VOTE: YES – 17; NO – 0 (UNANIMOUS)** |
| 12. | Fourth Quarter Community Events |
|  | Mr. Konczal stated that there were no community events to report for the fourth quarter of PY 2020-2021. This was an information item. |
| 13. | Information Sharing |
|  | Mr. Konczal shared that FRWDB Marketing and Communications Manager, Janis Parker, had retired and that Martha Espinosa, FRWDB Business Services/Rapid Response Coordinator, had taken over some of the duties previously handled by Ms. Parker. He invited Ms. Espinosa to share about some of the FRWDB’s recent marketing projects. Ms. Espinosa talked about the different radios stations the FRWDB has been working with, as well as how the FRWDB is using social media to promote its various training and employment programs. She noted a recent emphasis on promoting the Bridge to Construction program, which is the VESL program for individuals wanting to go into construction pre-apprentice training. She mentioned the Spring 2021 virtual job fair that the FRWDB will be hosting via the Premier Events virtual platform and that over 35 employers had already signed up to participate.  Chair Hensley stated that he hoped these marketing efforts would help the FRWDB gain visibility with the public.  This was an information item. |
| 14. | Agenda Items for June 2, 2021, Meeting |
|  | There were no items recommended for the June 2, 2021, FRWDB meeting agenda. |
| 15. | Meeting Feedback |
|  | Director Barnes asked Mr. Konczal about utilizing the voting feature on the Zoom platform. Mr. Konczal indicated that FRWDB staff would look into that. |

The meeting was adjourned at 4:50 p.m.