



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee Meeting
April 19, 2023 @ 3:00 p.m.

Workforce Connection
3170 W. Shaw Avenue
Fresno, CA 93711
Conference Rooms 105/106

Mission Statement: The Fresno Regional Workforce Development Board exists to oversee the optimal administration of Workforce Innovation and Opportunity Act funds in the Fresno region. In serving both the business community and the individual job seeker with the provision of human capital development services, we hope to foster the economic vitality of the Fresno region.

REMINDER: PLEASE TURN OFF CELL PHONE OR PUT IT ON VIBRATE

ROLL CALL

AGENDA CHANGES: REMOVAL OF ITEMS OR EMERGENCY ADDITIONS

ABSTENTIONS/RECUSALS/DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

COMMITTEE CHAIR/STAFF COMMENTS

PUBLIC COMMENTS

Item	Description	Presented By	Enclosure	Action	Page #
1.	January 18, 2023, Executive Committee Meeting Minutes	Konczal	Yes	Approve	4
2.	March 1, 2023, Executive Committee Special Meeting Minutes	Konczal	Yes	Approve	10
3.	February 2023 Financial Report	Beierschmitt	Yes	Accept	12
4.	February 2023 Agency Budget and Expenditures	Beierschmitt	Yes	Accept	19
5.	Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2023-2025	Stogbauer	Yes	Approve	21
6.	Prison to Employment 3.0 Grant Allocations	Stogbauer	Yes	Approve	34
7.	Assembly Bill Number 178 ValleyBuild Construction Training Allocations	Stogbauer	Yes	Approve	35
8.	Central Valley Forestry Corps Procurement Update	Stogbauer	Yes	Information	36
9.	Committee Update on Digital Literacy Workshop	Giles	Yes	Information	37

Item	Description	Presented By	Enclosure	Action	Page #
10.	Director's Quarterly Update	Konczal	Yes	Information	38
11.	Referral of Agenda Items to Other Committees	Montalbano	Yes	Direct	39
12.	Information Sharing	All	No	Discussion	--
13.	July 19, 2023, Agenda Items	Konczal	No	Discussion	--
14.	Meeting Feedback	Konczal	No	Discussion	--

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
2023 ATTENDANCE REPORT**

		Special			
	1/18/2023	3/1/2023	4/19/2023	7/19/2023	10/18/2023
Avila Trillium Flow Technologies	P	P			
Barnes State Center Federation of Teachers	P	P			
Bauer Sagaser, Watkins and Wieland, PC	P	P			
Blunt IMAGO	P	P			
Hensley Hensley Associates	P	P			
Karbassi Fresno City Council	P	P			
Montalbano German Auto Repair	P	A			
Quintero Fresno County Board of Supervisors	P	P			
Riojas Fresno, Madera, Tulare, Kings Building Trades Council	P	P			
Sotiropoulos Hyatt Real Estate	--	P			
Zabrycki CAPTRUST	P	P			

P = Present

A = Absent

-- = Not a Member at Time of Meeting



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
January 18, 2023

SUMMARY MINUTES

The meeting was called to order at 3:10 p.m.

ROLL CALL: PRESENT – Stephen Avila, Lacy Barnes, Paul Bauer, Edgar Blunt, Jeff Hensley, Mike Karbassi, Dennis Montalbano, Sal Quintero, Chuck Riojas, Lydia Zabrycki and Legal Counsel Ken Price

ABSENT – None

AGENDA CHANGES: None

ABSTENTIONS/RECUSALS/
DISCLOSURES OF
POTENTIAL CONFLICTS OF
INTEREST: Director Barnes, Item 5

COMMITTEE
CHAIR/STAFF
COMMENTS: None

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<p><u>October 19, 2022, Executive Committee Meeting Minutes</u></p> <p>Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB) presented the October 19, 2022, Executive Committee (Committee) meeting minutes for approval and/or correction and approval.</p> <p>BARNES/QUINTERO – APPROVED THE OCTOBER 19, 2022, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS)</p>
2.	<p><u>November 2022 Financial Report</u></p> <p>Cheryl Beierschmitt, Deputy Director Fiscal Services, FRWDB, presented the November 2022 Financial Report for the Committee's acceptance. She reviewed the expenditure progress on several of the grants and reported that the FRWDB received a 12-month extension for the September Wildfires grant to December 31, 2023. She also reported that the FRWDB submitted a request for a six (6)-month extension to September 30, 2023, for the High Roads Construction Careers California Climate Investments (HRCC CCI) grant. She noted that FRWDB staff had no concerns with any of the expenditures at that time.</p>

Director Barnes asked what the Pathway Home grant was. Phyllis Stogbauer, Senior Deputy Director, FRWDB, explained that this was a federal grant and that the FRWDB was in an agreement with GRID Alternatives to train individuals how to install solar so that the individual may find employment with either GRID Alternatives or another solar installer.

Director Zabrycki asked if there was an option to extend the HRCC CCI grant. Ms. Stogbauer stated that there was not an option to extend the grant, but that FRWDB staff was looking at ways to spend the remaining funds by the March 31, 2023, scheduled end date. Mr. Konczal added that the FRWDB was exploring conducting outreach to high school students throughout the valley.

There were no further questions about the November 2022 Financial Report.

**HENSLEY/ZABRYCKI – ACCEPTED THE NOVEMBER 2022 FINANCIAL REPORT.
(UNANIMOUS)**

3. November 2022 Agency Budget and Expenditures

Ms. Beierschmitt presented the November 2022 Agency Budget and Expenditures Report for the Committee's acceptance. Chair Montalbano asked why there was an almost \$61,000 variance in the Fringe Benefits line item. Ms. Beierschmitt explained that the variance reflected a savings in Fringe Benefits due to staff vacancies.

**KARBASSI/BLUNT – ACCEPTED THE NOVEMBER 2022 AGENCY BUDGET AND
EXPENDITURES. (UNANIMOUS)**

4. Onboarding Process for New Directors

Mr. Konczal reminded the Committee that the FRWDB recently adopted new Bylaws, which included a number of modifications. One of the modifications was that each FRWDB Director was required to choose a FRWDB Committee on which to serve, and that if the Director did not choose a Committee, the FRWDB Chair would assign the Director to a Committee. He noted that to keep the Committees in balance, each would have a membership of seven (7) Directors and one (1) would have eight (8). He added, too, that individuals who are not FRWDB Directors, such as industry experts, could also serve on some of the Committees. He indicated that letters from Chair Montalbano would be going out the next day to Directors who had not yet selected a Committee and that the Committees' membership rosters would be shared at the next FRWDB meeting. Director Quintero asked if there were any current vacancies on the FRWDB. Mr. Konczal indicated that there were a number of appointments pending at the Board of Supervisors and City Council, and that there were still some private sector seats vacant. Chair Montalbano asked what was the definition of a private sector. Mr. Konczal stated that it is a non-governmental and not a not-for-profit company/organization. Chair Montalbano asked if FRWDB Directors could be retired or did they need to be currently active in their position. Mr. Konczal indicated that they must be active.

Mr. Konczal explained that the onboarding process for new Directors included he and the Chair taking the new member to lunch and explaining the Workforce Innovation and Opportunity Act (WIOA) and reviewing the FRWDB's budget and reporting requirements. Director Hensley asked if the onboarding process for new FRWDB staff members could be adapted and used for new Director orientations. Mr. Konczal indicated that he would meet with the FRWDB's HR Consultant to determine if any part of the employee orientation could be transferrable for use with new FRWDB Directors.

This was an information item.

Ms. Stogbauer requested that Item 8 could be discussed before Item 5. Chair Montalbano approved moving the item.

8. 2021 – 2024 Two-Year Local Plan Modification

David Shinder, an independent consultant, joined the meeting via Zoom to review the six (6) priorities previously identified by the Executive Committee during the development of the FRWDB's four (4)-year Local Plan, which runs July 1, 2021, through June 30, 2025. The WIOA requires that Workforce Boards prepare a mid-point Plan Modification, to project out what might change over the final two (2) years of the Plan. Mr. Shinder reviewed each of the six (6) priorities embedded in the FRWDB's Local Plan. He asked the Committee if these priorities still felt relevant for the FRWDB and, if not fully relevant, what would they like to change. He also asked if there were other priorities the Committee would like to include in the plan, given changes in the labor market economy and the ebbing of the pandemic. Responding to a question posed by Director Hensley, Mr. Shinder indicated that the priorities were not listed in order of priority.

Director Blunt thanked Mr. Shinder for clearly and concisely reviewing the priorities and asked if they would now be implemented. Mr. Shinder explained that these priorities were in the Plan and the work being done by the FRWDB and its contractors was already being informed by these priorities. Director Blunt suggested there be a way to highlight, at a future meeting, the FRWDB's innovation in implementing these priorities. Director Barnes stated that all the priorities seemed very relevant and she offered kudos to the work done on the Plan, adding that it seemed to capture what was needed by individuals in their daily lives.

Mr. Konczal gave an example of how FRWDB staff has been creating ways to operationalize these priorities: Tim Giles, the FRWDB's Deputy Director of Information and General Services, was in the process of developing a digital literacy assessment tool. This came as a result of one of the priorities in the FRWDB's current Plan. Mr. Konczal indicated that FRWDB staff would bring an item to a future meeting, explaining how the FRWDB has used these priorities to guide its work.

Mr. Shinder concluded the discussion and said that he works with a lot of Workforce Boards and that there was a lot of good information in the FRWDB's Plan, and that it was a pleasure to work with the FRWDB and its staff.

This was a discussion item.

5. Quality Jobs, Equity, Strategy, Training – Disaster Recovery National Dislocated Worker Grant Allocations and Contract Awards

Ms. Stogbauer presented for the Committee's approval, the award allocations for the Quality Jobs, Equity, Strategy, Training (QUEST) Disaster Recovery National Dislocated Worker Grant in the amount of \$750,000, received through the California Workforce Development Board, and the contract awards to Central Labor Council - Partnership and Equus Workforce Solutions to provide direct participant services.

The funding period for this grant runs from January 2023, through September 2024. The purpose of this grant is to assist individuals impacted by the COVID-19 pandemic, by providing targeted outreach to 166 long-term unemployed and dislocated workers in Fresno County, and by

providing supportive services and training in construction, forestry, healthcare, and other industries to provide these individuals with skills to gain employment in career pathways and gain competitive wages.

BAUER/ZABRYCKI – APPROVED THE QUALITY JOBS, EQUITY, STRATEGY, TRAINING – DISASTER RECOVERY NATIONAL DISLOCATED WORKER GRANT ALLOCATIONS AND CONTRACT AWARDS. (UNANIMOUS, WITH ABSTENTION NOTED ABOVE)

6. CalFIRE Grant Allocations and Contract Awards

Ms. Stogbauer presented for the Committee's approval, the allocation of \$1,973,615 through CalFIRE for the period of February 1, 2023, through February 28, 2025, to fund the Central Valley Forestry Corps (CVFC). She indicated that the FRWDB was still in the process of finalizing all the grant exhibits for the contract with CalFIRE, and that funding would not be allocated or contracted until the contract between FRWDB and CalFIRE was finalized.

The CVFC is a best-practice model developed to recruit, train, provide work experience, and link local residents to quality, entry-level jobs in the forestry sector. In addition to the CVFC in the Fresno area, this grant would help expand this best-practice model into the Mother Lode region. The agenda item provided detail on the funding allocations.

Chair Montalbano asked if other Workforce Boards were included on this grant. Ms. Stogbauer indicated that the FRWDB would be working with the Mother Lode Workforce Development Board, as the program would be expanding to that region at Columbia College.

Director Hensley asked who owned the equipment being paid for under this grant. Ms. Stogbauer explained that the equipment purchased for Columbia College and Reedley College would remain at their locations, as long as the training was being provided. Director Avila asked who was responsible for the cost of maintaining the equipment and Ms. Stogbauer indicated that the colleges pay for maintenance and care of the equipment.

BAUER/BARNES – APPROVED THE CALFIRE GRANT ALLOCATIONS AND CONTRACT AWARDS (UNANIMOUS).

7. Equity and Special Populations Contract Award

Ms. Stogbauer presented for the Committee's approval, the allocation of \$89,776 of Equity and Special Populations (ESP) grant funds awarded through the California Workforce Development Board, to be awarded to Equus Workforce Solutions (Equus).

Ms. Stogbauer explained that the FRWDB was awarded \$750,000 to fund the ESP project, which supports projects that accelerate equity in employment and tailors re-employment strategies for under-represented and under-served populations. Through the ESP project, 120 participants from special populations would be identified, selected, and recruited for this program. The special populations included are 40 English Language Learners, 40 Justice-Involved, and 40 Veterans from Madera and Fresno counties. Initial awards under this project included an award to the Kings County Job Training Office (JTO) to serve 20 participants; however, since that award, the FRWDB was informed by the Kings County JTO that they were unable to provide services as initially planned. FRWDB is requesting approval of an award in the amount of \$89,776 to Equus to provide the services that were originally to be provided by the Kings County JTO.

Director Bauer asked if Equus was being awarded through a bidding process. Ms. Stogbauer explained that because Equus was the FRWDB's current subrecipient for Adult funds, the FRWDB was not required to perform a new procurement.

BARNES/AVILA – APPROVED THE EQUITY AND SPECIAL POPULATIONS CONTRACT AWARD (UNANIMOUS).

9. Director's Quarterly Update

Mr. Konczal provided a brief overview of the projects he focused on over the past quarter, October through December 2022, which included dealing with issues relating to the opening of the new America's Job Centers of California. A lot of time was also spent over the last quarter related to issues surrounding the planning and renovation of the new Dislocated Worker Center on East Shaw Avenue.

Mr. Konczal spent a great deal of time working with Legal Counsel on the revision of the FRWDB's Bylaws related to Directors' requirement to choose a committee on which to serve, and attendance at such committee meetings. There were some Human Resources issues with staff that had surfaced related to the job titles and salary range revisions that took effect in the past several months.

Mr. Konczal reported that during the quarter, a lot of time was spent working on grants. The FRWDB was awaiting the announcement of an \$8.9 million High Roads Construction Careers grant for construction that would run for three (3) years. There was also the Forestry Grant, on which the FRWDB received a preliminary note that it would be receiving an additional \$2.5 million through the High Road Training Partnership grant. These funds are in addition to the \$1.9 million CalFIRE grant the FRWDB received for forestry training.

This was an information item.

10.

Referral of Agenda Items to Other Committees

Mr. Konczal stated that FRWDB staff will be bringing before the different FRWDB Councils, how the FRWDB has used these priorities in its Local Plan to guide the FRWDB's work.

11. Information Sharing

Director Blunt shared that he enjoyed the Holiday Mixer in December, adding that it was good to be able to talk with other Board members and also appreciated that FRWDB staff was also in attendance.

12. April 19, 2023, Agenda Items

None.

13. **Meeting Feedback**

There was no feedback.

Meeting adjourned at 4:25 p.m.



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee

March 1, 2023

Special Meeting

SUMMARY MINUTES

The meeting was called to order at 3:00 p.m.

ROLL CALL: PRESENT – Stephen Avila (arrived at 3:07 p.m.), Lacy Barnes, Paul Bauer, Edgar Blunt, Jeff Hensley (arrived at 3:02 p.m.), Mike Karbassi (arrived at 3:07 p.m.), Sal Quintero, Chuck Riojas, Vasili Sotiropoulos, Lydia Zabrycki and Legal Counsel Ken Price

ABSENT – Dennis Montalbano

AGENDA CHANGES: None

ABSTENTIONS/RECUSALS/
DISCLOSURES OF
POTENTIAL CONFLICTS OF
INTEREST: None

Director Hensley arrived (3:02 p.m.)

COMMITTEE
CHAIR/STAFF
COMMENTS: None

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<p><u>Authorization of Executive Director to Approve Procurement Award</u></p> <p>Ka Xiong, Special Project Manager, Fresno Regional Workforce Development Board (FRWDB), presented an item seeking authorization for the FRWDB Executive Director to approve a procurement award of a Forestry Technician and Heavy Equipment training contract. The amount of the contract would not to exceed \$124,999. Ms. Xiong explained that due to a shortage of instructors, the designated trainer for the Central Valley Forestry Corps training program was not available for the upcoming Spring 2023 cohort. In order to have a training provider in place in time to start the cohort, FRWDB staff requested that the Executive Director be authorized to approve a procurement award for a training provider. Results from the procurement activities will be presented at the April 2023, Executive Committee meeting.</p> <p>BAUER/RIOJAS – AUTHORIZED THE EXECUTIVE DIRECTOR TO APPROVE A PROCUREMENT AWARD OF A FORESTRY TECHNICIAN AND HEAVY EQUIPMENT TRAINING CONTRACTOR, NOT TO EXCEED AN AMOUNT OF \$124,999.00. (UNANIMOUS)</p>

Directors Avila and Karbassi arrived (4:07 p.m.)

2. **Closed Session**

The Executive Committee entered a closed session under significant exposure to litigation, per California Government Code 54956.9D2, and the number of cases was one (1). Ken Price, Legal Counsel, asked if there were any public comments regarding the closed session, and there were none.

CLOSED SESSION

Closed session ended. Mr. Price indicated that there was no action to report out of the closed session at that time.

Meeting adjourned at 3:38 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	3
MEETING DATE:	April 19, 2023
ACTION:	ACCEPT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.frwdb.net

TO: Executive Committee
FROM: Cheryl Beierschmitt, Deputy Director of Fiscal Services
SUBJECT: February 2023 Financial Report

RECOMMENDATION:

Accept the Fresno Regional Workforce Development Board (FRWDB) February 2023 Financial Report.

REASON FOR RECOMMENDATION:

The attached summary financial report and charts display year-to-date financial information through February 28, 2023.

- High Roads Construction Careers (HRCC) California Climate Investments (CCI) - Low Carbon Economy Workforce Program: This grant had a slow start-up since June 1, 2021. It is 39.24% expended at \$468,636 with an unspent amount of \$725,764. This grant ends March 31, 2023.
- High Roads Construction Careers (HRCC) Reimagine Workforce Preparation Grant (RWPG): This grant also had a slow start-up since April 1, 2021. It is 29.71% expended at \$597,345 with an unspent amount of \$1,413,263. FRWDB received a six (6) month no cost extension to September 30, 2023.
- Staff has no concerns with other grant expenditures at this time.

ATTACHMENT:

February 2023 Financial Report

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
Summary Financial Report
February 2023

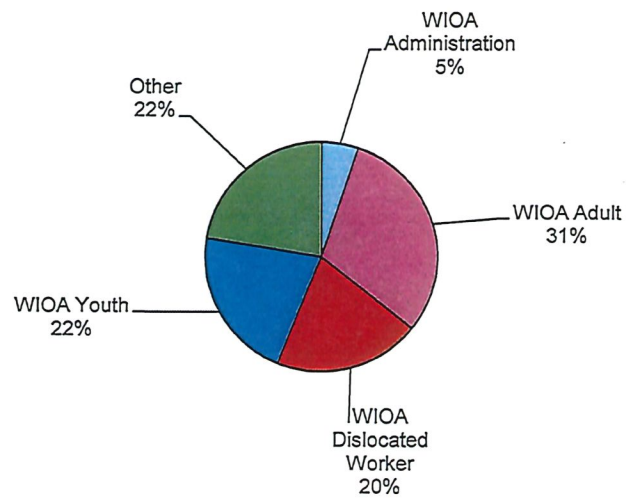
GRANT	TERM	Total Grant Amount	Prior Year(s) Expended	Current Year to Date Expenditures	Percent Expended	Unspent Committed Funds
WIOA ADMINISTRATION	07/01/2022 - 06/30/2023	1,703,998		781,595	45.87%	922,403
* WIOA ADULT	07/01/2022 - 06/30/2023	10,246,894		3,440,890	33.58%	6,806,003
* WIOA DISLOCATED WORKER	07/01/2022 - 06/30/2023	6,802,500		2,871,067	42.21%	3,931,434
* WIOA YOUTH	07/01/2022 - 06/30/2023	7,188,913		4,274,408	59.46%	2,914,505
*WIOA RAPID RESPONSE & Layoff Aversion	07/01/2022 - 06/30/2023	445,880		120,656	27.06%	325,224
TCC - Transformative Climate Communities	02/01/2020 - 03/31/2024	1,249,432	319,174	88,606	32.64%	841,652
CAL FIRE	03/01/2020 - 06/01/2023	1,675,200	1,309,570	121,671	85.44%	243,959
COVID-19 Employment Recovery NDWG	04/01/2020 - 03/31/2023	450,000	326,264	106,796	96.24%	16,940
High Road Construction Careers (HRCC): SB1 Valley Build	11/01/2020 - 02/28/2023	1,499,818	1,003,762	363,082	91.13%	132,975
Fatherhood - HHS	09/30/2022 - 09/29/2023	749,999	-	400,946	53.46%	349,053
HRCC: CCI: Low Carbon Economy Workforce Program	06/01/2021 - 03/31/2023	1,194,400	183,594	285,042	39.24%	725,764
2020 September Wildfires - 1st Increment	01/01/2021 - 12/31/2023	975,000	28,992	79,325	11.11%	866,683
Pathway Home Grant - GRID Alternatives	07/01/2020 - 12/31/2023	73,630	2,348	361	3.68%	70,921
HRCC: Reimagine Workforce Preparation Grant (RWPG)	04/01/2021 - 09/30/2023	2,010,608	419,035	178,310	29.71%	1,413,263
Equity & Special Populations (ESP)	02/01/2022 - 06/30/2023	750,000		183,418	24.46%	566,582
HRCC: Pathway Additional Education (Foundations)	02/02/2022 - 06/30/2023	258,500		158,270	61.23%	100,230
City of Fresno - One Youth Job Corps	08/10/2022 - 05/01/2024	281,550		39,025	13.86%	242,525
QUEST - Quality Jobs, Equity, Strategy and Training - (NDWG)	10/01/2022 - 09/30/2024	750,000		2,441	0.33%	747,559
TOTAL FUNDING		37,556,322	3,592,739	13,495,908	45.50%	20,470,116

* Total Grant Amount includes ACTUAL carryover from Prior Plan Year 21 - 22
Due to spreadsheet formula rounding calculations, totals may be off by \$1 or \$2

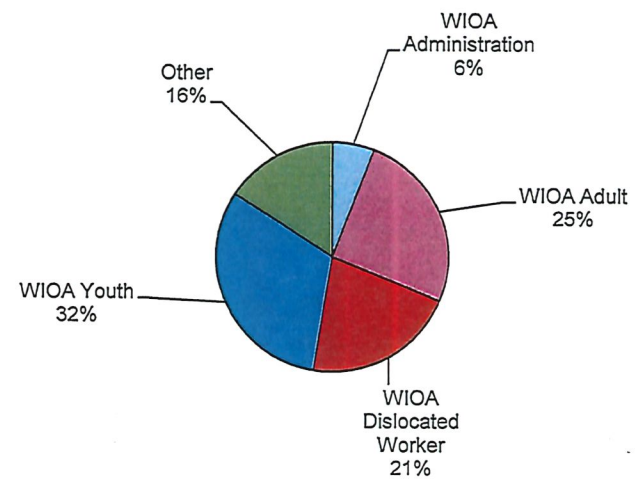
Prepared by: C. Beierschmitt

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
FINANCIAL REPORTS
February 2023

**FRWDB Committed Funds
Fiscal Year 2022-2023**

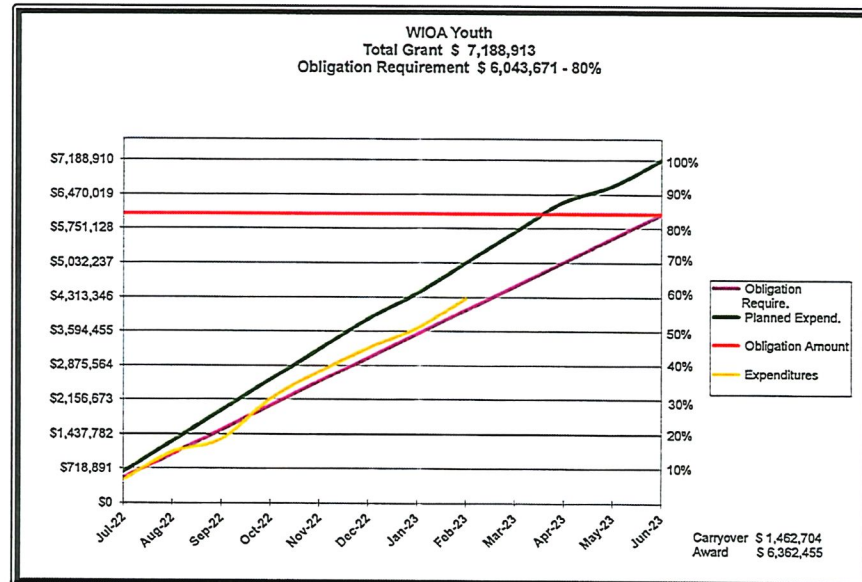
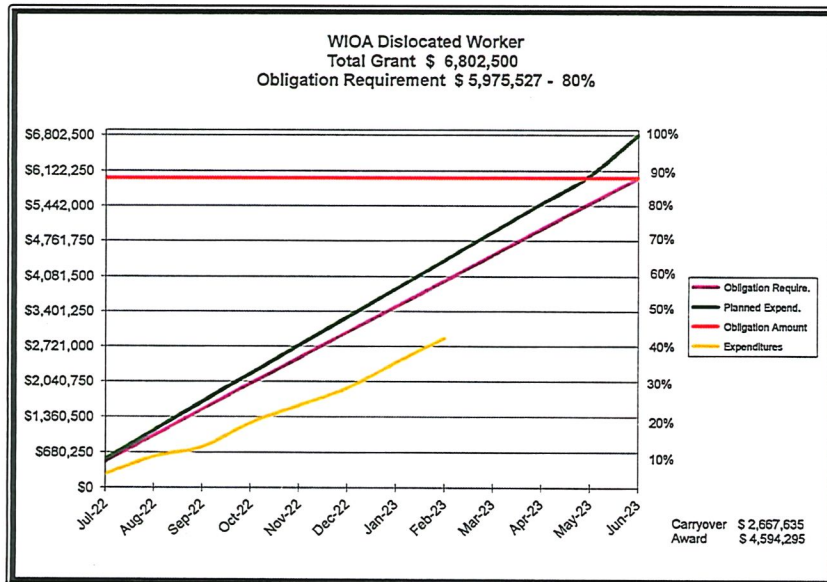
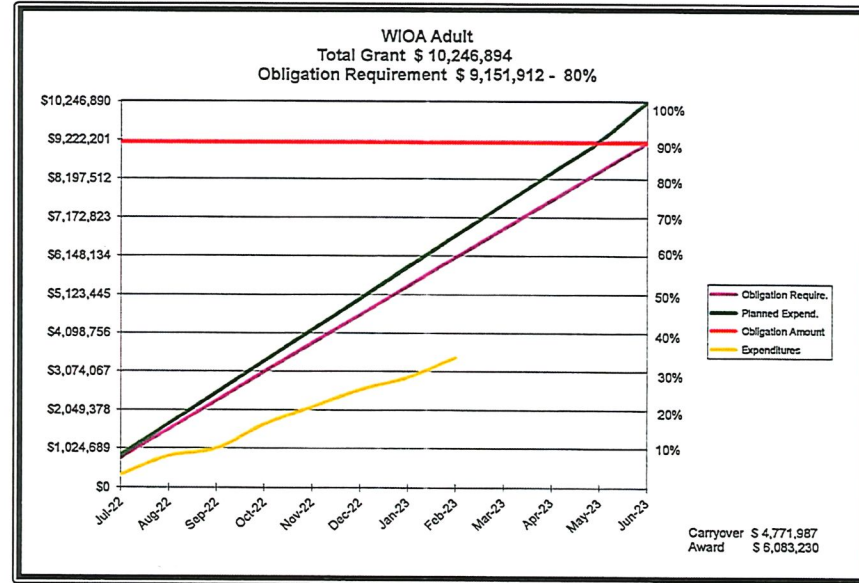
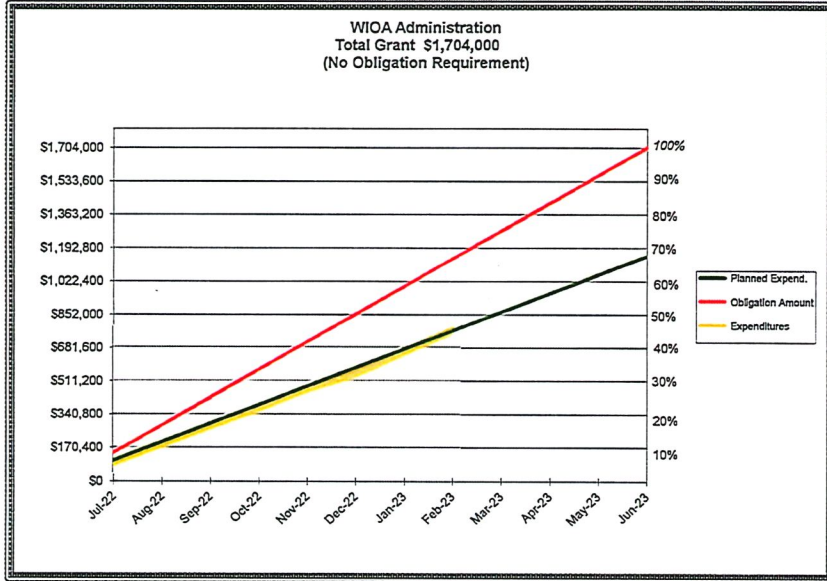


**FRWDB Expenditures
Fiscal Year 2022-2023**



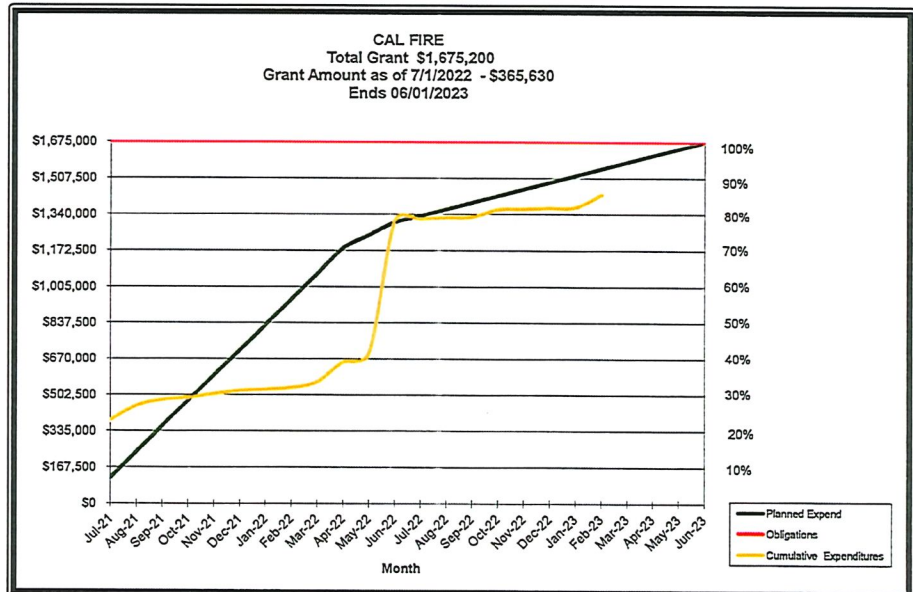
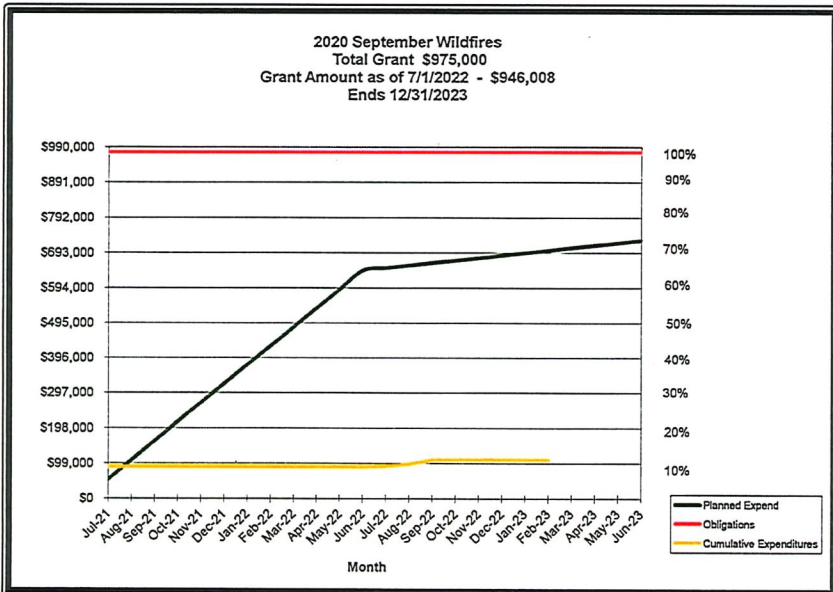
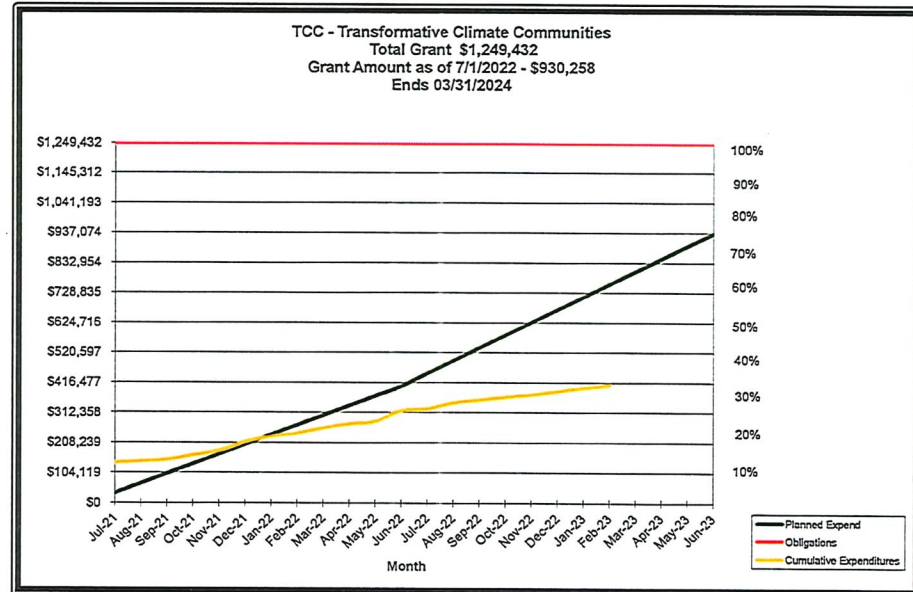
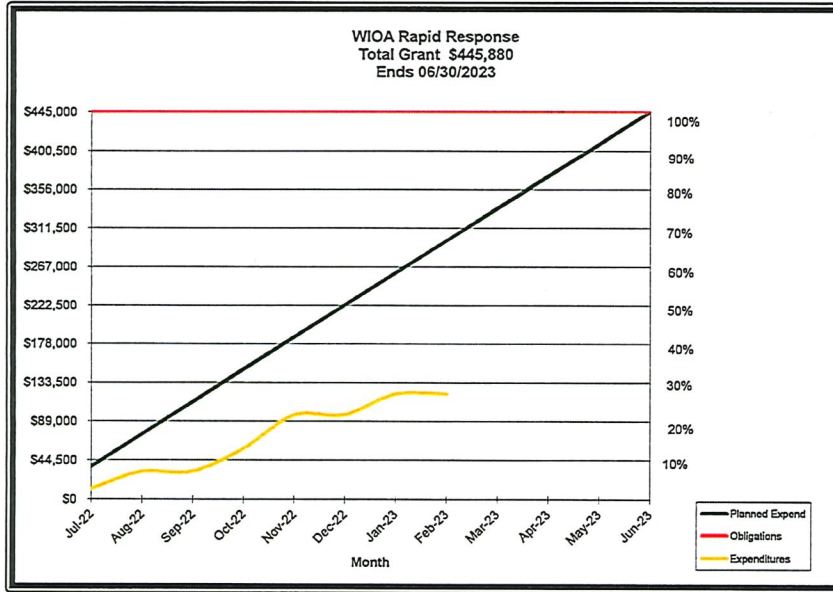
FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

February 2023



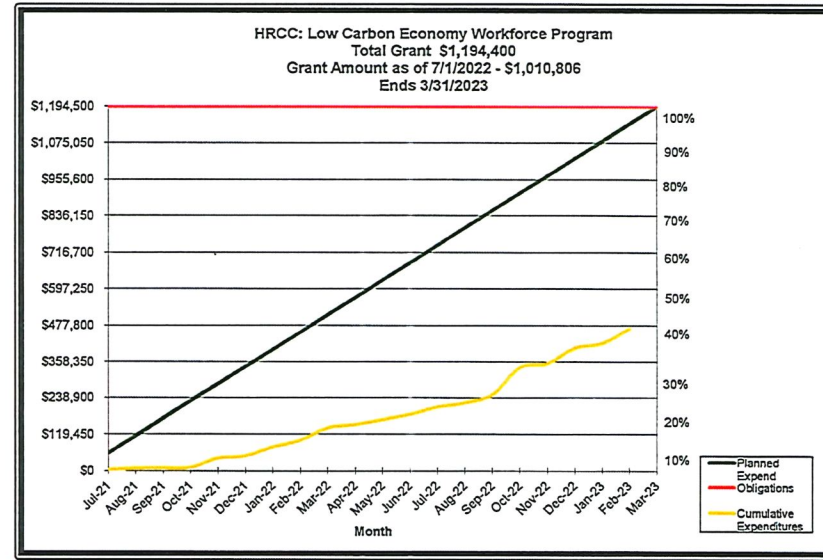
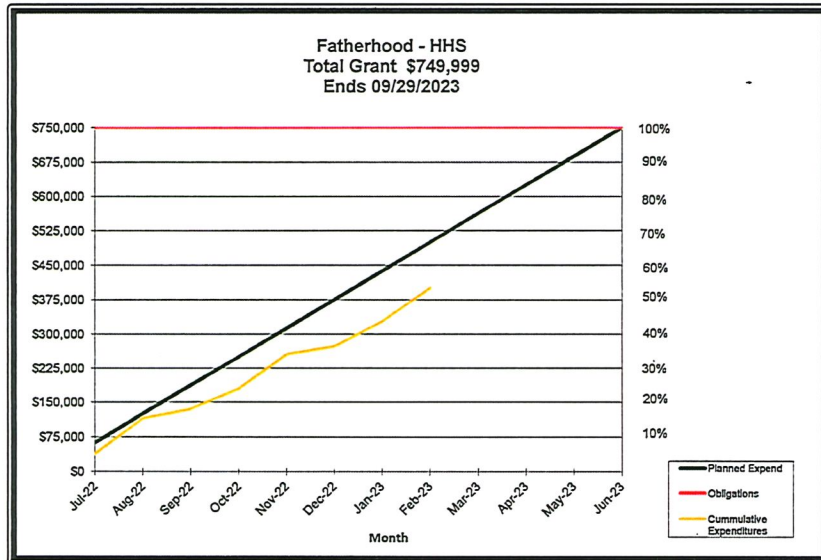
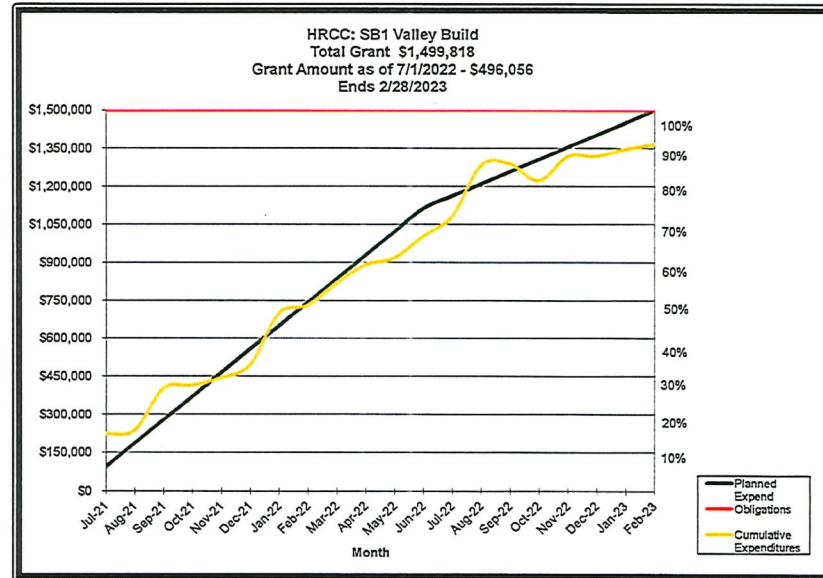
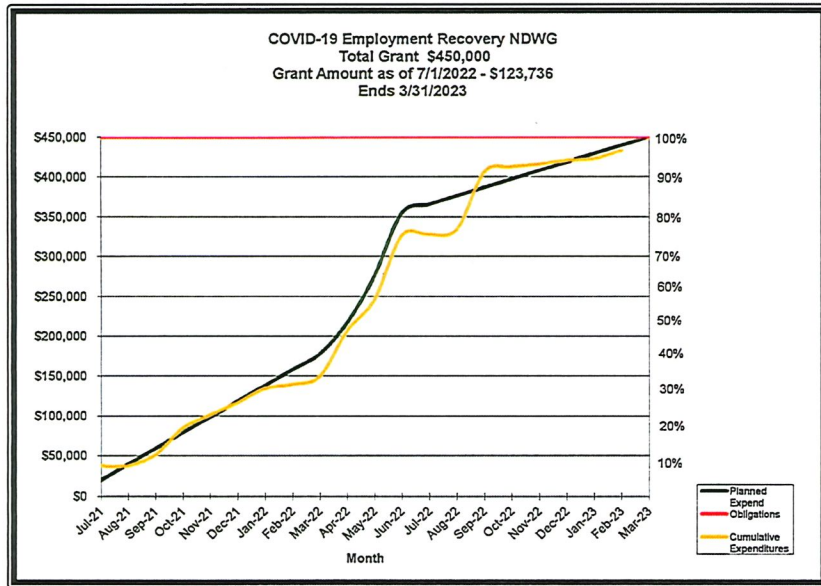
FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

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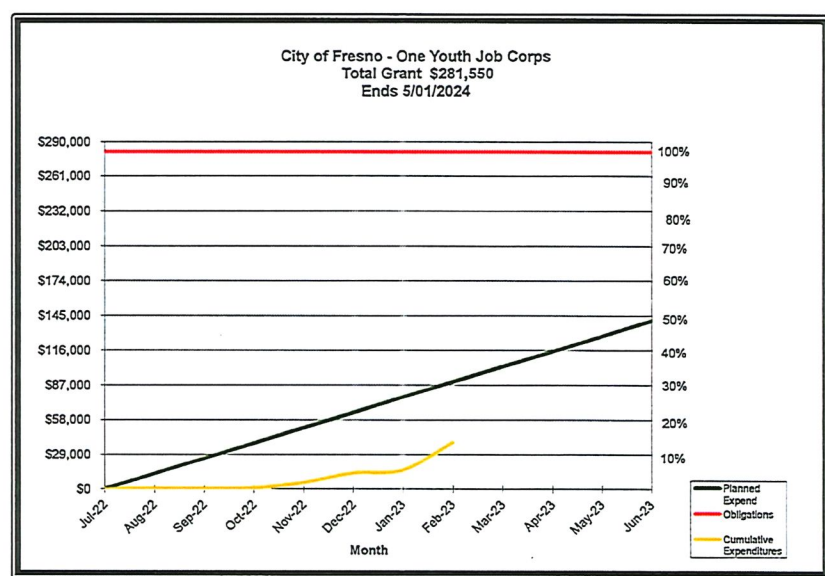
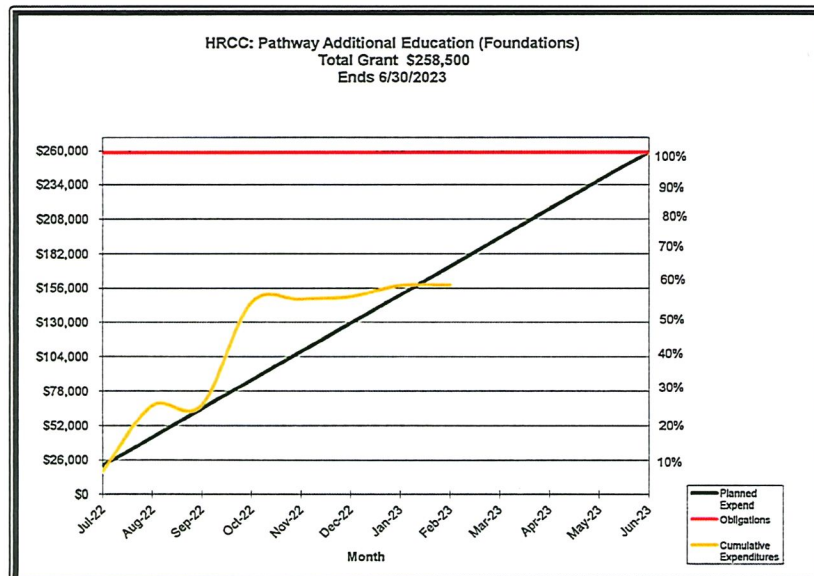
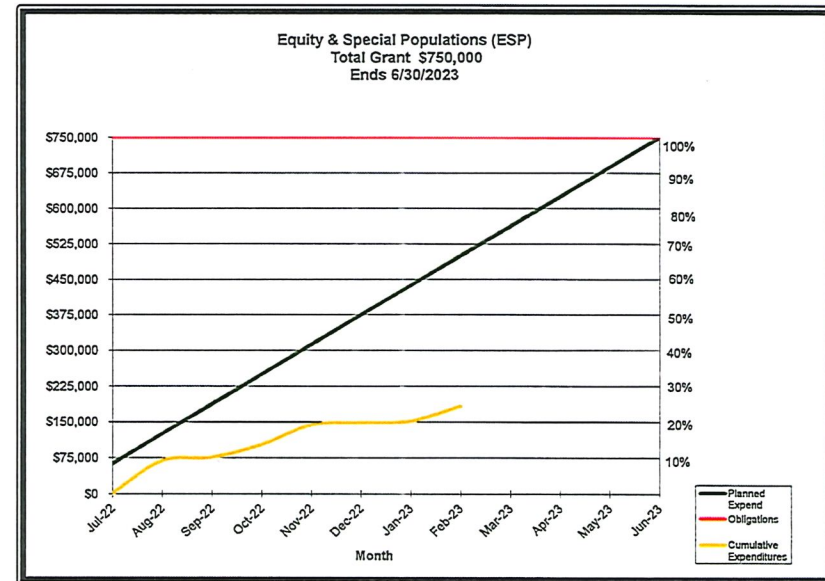
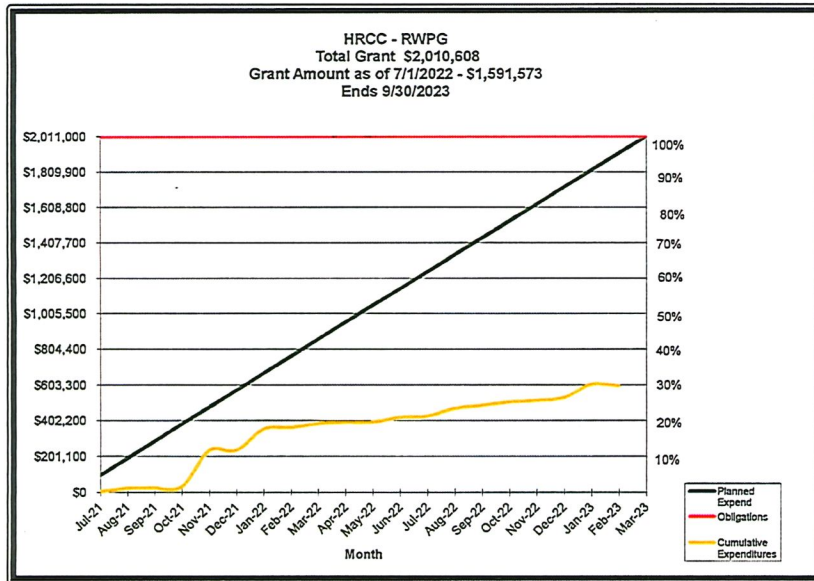
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FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

February 2023



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	4
MEETING DATE:	April 19, 2023
ACTION:	ACCEPT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.frwdb.net

TO: Executive Committee
FROM: Cheryl Beierschmitt, Deputy Director of Fiscal Services
SUBJECT: February 2023 Agency Budget and Expenditures

RECOMMENDATION:

Accept the attached Agency Budget and Expenditures report for February 2023 financials for Program Year 2022-2023.

REASON FOR RECOMMENDATION:

The attached table provides the status of the agency budget as of February 28, 2023.

- Year-to-Date (YTD) budget costs are straight-lined.
- Staff has no concerns with expenditures at this time.

ATTACHMENT:

FRWDB Agency Budget and Expenditures – February 2023

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
AGENCY BUDGET AND EXPENDITURES**

February 2023

	Budget by Line Item	Total Budget	YTD Budget	YTD Expenditures	Variance	Percent Variance
51	Salaries	\$ 2,592,360	\$ 1,728,240	\$ 1,391,583	336,657	19.48%
52	Payroll Taxes	235,870	157,247	123,437	33,810	21.50%
53	Fringe Benefits	788,356	525,571	426,825	98,746	18.79%
55	Staff/Board/Service Provider Development	72,500	48,333	31,812	16,521	34.18%
56	Local Mileage	26,000	17,333	12,023	5,311	30.64%
60	Communications	40,000	26,667	11,574	15,092	56.60%
61	Insurance	30,950	29,800	28,260	1,540	5.17%
62	Maintenance	86,840	57,893	32,964	24,929	43.06%
63	Memberships	50,000	33,333	18,222	15,111	45.33%
64	Miscellaneous	11,000	7,333	6,689	644	8.78%
65	Office Expense	24,600	16,400	17,313	(913)	-5.57%
66	Professional Services	225,800	150,533	56,879	93,655	62.22%
67	Advertising	35,000	23,333	5,406	17,928	76.83%
68	Rent & Leases	244,300	162,867	143,802	19,065	11.71%
69	Utilities	32,000	21,333	21,457	(124)	-0.58%
71	Furniture and Equipment	446,000	297,333	10,978	286,355	96.31%
	Total	\$ 4,941,576	\$ 3,303,551	\$ 2,339,224	964,326	29.19%

Due to spreadsheet formula rounding calculations, totals may be off by \$1 or \$2.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	5
MEETING DATE:	April 19, 2023
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.frwdb.net

TO: Executive Committee

FROM: Phyllis Stogbauer, Senior Deputy Director

SUBJECT: Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2023-2025

RECOMMENDATION:

Approve the Workforce Innovation and Opportunity Act (WIOA) Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2023-2025.

REASON FOR RECOMMENDATION:

The WIOA Section 106 and 107 provide criteria for the subsequent designations of Local Areas and recertification of Local Boards. Specifically, WIOA Section 106 requires the Governor to designate local areas within the state, while Section 107 requires the Governor to certify one (1) local board for each local area in the state.

The State of California Employment Development Department (EDD), acting under the authority of the Governor, released a draft directive on March 13, 2023, that established policies and procedures for the Subsequent Designation of the Local Area and Local Board Recertification. As outlined in the directive, the Fresno Regional Workforce Development Board must submit a completed application to request subsequent designation and Local Board recertification. A copy of the application has been attached for your review and approval.

To be approved, the Local Area must meet the following criteria:

1. Be in compliance with WIOA board membership requirements,
2. Has met 80 percent of negotiated performance goals in Program Year (PY) 2020-2021 or PY 2021-2022,
3. Has sustained fiscal integrity, and
4. Has participated in and contributed to regional planning, regional plan implementation, and regional performance negotiations.

Applications were due to the EDD by April 19, 2023. As allowed in the directive, the completed application was submitted to the state by the due date pending approval and required signatures, with the fully signed application due by June 30, 2023. The application is currently on the agenda for approval at the Fresno County Board of Supervisors and the City of Fresno. Upon final approval and signatures, the application will be submitted to the state prior to final submission deadline.

ATTACHMENT:

Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2023-2025

**Local Area Subsequent Designation and
Local Board Recertification Application
For Program Year 2023-25**

Local Workforce Development Area

Fresno

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted by 5 p.m. on Friday, April 14, 2023, to the CWDB at PolicyUnit@cwdb.ca.gov.

Fresno Regional Workforce Development Board

Name of Local Area

2125 Kern Street, Suite 208

Mailing Address

Fresno, CA 93721

City, State, ZIP

April 19, 2023

Date of Submission

Phyllis Stogbauer

Contact Person

559-490-7168

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members:

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board's business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
- Representatives of businesses, including small businesses or business organizations.
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board's business members and identify the chairperson by typing CHAIR after their name:

LOCAL BOARD BUSINESS MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Stephen Avila	Plant Manager	Trillium Flow Technologies	2/09/2021	11/01/2021
Paul Bauer	Attorney	Sagaser, Watkins & Wieland, PC	6/07/2022	11/01/2023
Edgar Blunt	CEO	IMAGO	3/01/2022	11/01/2023
Jeffrey Hensley	Owner	Hensley Associates	11/08/2022	11/01/2024
Terry Metters Jr.	Division Supervisor	PG&E	3/10/2022	11/01/2023
Scott Miller	Owner/CEO	Gazebo Gardens	3/10/2022	11/01/2023
Dennis Montalbano, CHAIR	Owner	German Auto Repair	8/09/2022	11/01/2023
Joe Olivares	Register Representative & Marketing Manager	TransAmerica	11/08/2022	11/01/2024
Alisha Morgan	HR Director	Kaiser Permanente	12/13/2022	11/01/2023
Vasili Sotiropulos	Realtor	Hyatt Real Estate	11/03/2020	11/01/2022
Sandra Vicente	Regional Manager, Director	MUFG Union Bank, N.A.	10/18/2022	11/01/2024
Lydia Zabrycki	VP, Client Engagement	CAPTRUST	2/28/2023	11/01/2024
Vacant				
Vacant				
Vacant				

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area’s workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.
- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board's labor members:

LOCAL BOARD LABOR MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Lenora Lacy Barnes	President	State Center Federation of Teachers	3/10/2022	11/01/2022
Alisha Bonner	Trustee	Central Labor Council/SEIU 521	3/10/2022	11/01/2023
Wyatt Meadows	District Representative	Operating Engineers Local 3	3/10/2022	11/01/2024
Chuck Riojas	Business Agent	Fresno Madera Tulare Kings Building Trades Council	3/10/2022	11/01/2023
Vacant				
Vacant				

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers; and
- Institutions of higher education providing workforce investment activities.

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

List the Local Board's education members:

LOCAL BOARD EDUCATION MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Carole Goldsmith	Chancellor	State Center Community College District	3/30/2023	11/01/2023
Vacant (Application pending at CLEOs)				

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state's employment service office under the *Wagner-Peyser Act*.
- Programs carried out under Title I of the federal *Rehabilitation Act*.

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

List the Local Board's economic and community development members:

LOCAL BOARD ECONOMIC AND COMMUNITY DEVELOPMENT MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Shayn Anderson	Regional Director	State of California Department of Rehabilitation	3/30/2023	11/01/2023
Mike Karbassi	Councilmember	Fresno City Council	2/13/2020	N/A
Sal Quintero	Supervisor	Fresno County Board of Supervisors	1/08/2019	N/A
Shelly Tarver	Deputy Division Chief	State of California Employment Development Department	4/06/2017	N/A
Chris Zeitz	Director of Special Projects	Fresno County Economic Development Corporation	3/30/2023	11/01/2023
Vacant				

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 OR PY 21-22, as described in Workforce Services Directive *Calculating Local Area Performance and Nonperformance* (WSD20-02) dated September 18, 2020, for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 20-21 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	90.7%	99.9%
Median Earnings 2 nd Quarter After Exit	97.0%	<u>100.3%</u>
PY 20-21 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	112.1%	
Median Earnings	135.8%	

PY 21-22 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	96.3%	91.4%
Median Earnings 2 nd Quarter After Exit	116.5%	<u>106.8%</u>
PY 21-22 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	129.9%	
Median Earnings	181.8%	

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation: ☒

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Through the Central California Workforce Consortium (CCWC) network, the FRWDB staff was actively involved in the regional planning process by reviewing State guidance, selecting consultants to assist in the process, providing resource documents, organizing regional forums, and meeting regularly with the consultants as a group and individually to share insights, make decisions, and establish priorities for regional coordination. The FRWDB staff also worked with the CCWC network in the development and the group meet with the state to negotiations of the final regional performance goals.

Local Area Assurances

Through PY 23-25, the Local Area assures the following:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (WSD19-05), dated December 4, 2019.
- All close out reports will comply with the policies and procedures listed in *WIOA Closeout Requirements* (WSD16-05), dated July 29, 2016.

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of the *CUIC Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The Local Area will select the America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).

- E. The Local Area will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.

- F. The Local Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, including the collection of necessary data.

- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL].10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Signature

Dennis Montalbano

Name

Chair

Title

Date

Application Signature Page (continued)

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Chief Elected Official

Local Chief Elected Official

Signature

Signature

Sal Quintero

Jerry Dyer

Name

Name

Chair, Fresno County Board of
Supervisors

Mayor, City of Fresno

Title

Title

Date

Date

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	6
MEETING DATE:	April 19, 2023
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.frwdb.net

TO: Executive Committee

FROM: Phyllis Stogbauer, Senior Deputy Director

SUBJECT: Prison to Employment 3.0 Grant Allocations and Contract Awards

RECOMMENDATION:

Approve the allocation of \$719,723 of Prison to Employment (P2E) grant funding as outlined below. P2E grant funding was awarded through the California Workforce Development Board for the period of April 2023 to December 2025.

REASON FOR RECOMMENDATION:

The San Joaquin County Workforce Development Board submitted a regional grant in partnership with Fresno Regional Workforce Development Board (FRWDB) and the Workforce Development Boards of Madera County; Tulare County; Kings County; Kern, Inyo and Mono Counties; Stanislaus County; and Merced County. \$3,064,983.89 was awarded to fund the P2E 3.0 grant in the San Joaquin Valley Region. The FRWDB was award \$719,723 in grant funds to provide services for the personal development, training, and employment needs of justice-involved and formerly-incarcerated populations in Fresno County.

FRWDB staff is requesting that the Executive Committee approve the following funding allocations and contract awards:

FRWDB Project Oversight	\$71,972
Outreach and Marketing	\$10,333
America Works of California, Inc.	\$341,000
Participant Work Experience Pools	\$194,400
Participant Supportive Services Pools	\$99,538
Participant Assessment Pools (Workkey	\$2,480
Total	\$719,723

FRWDB staff is currently working with the San Joaquin County Workforce Development Board, fiscal agent for this grant, to finalize the contract. Upon approval of this award, and finalizing a contract with San Joaquin Workforce Development Board, FRWDB staff will finalize a contract with America Works of California, Inc. to provider direct participant services to the target population under the P2E 3.0 grant.

FISCAL IMPACT:

Approval of this item will allocate \$719,723 of P2E funding as outlined above.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	7
MEETING DATE:	April 19, 2023
ACTION:	APPROVE

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.frwdb.net

TO: Executive Committee

FROM: Phyllis Stogbauer, Senior Deputy Director

SUBJECT: Assembly Bill No. 178 – Valley Build Construction Grant Allocations and Contract Awards

RECOMMENDATION:

Approve the allocation of \$3,000,000 of Valley Build Construction Grant funding awarded through Assembly Bill No. 178 for the period of April 1, 2023, to December 31, 2025.

REASON FOR RECOMMENDATION:

The Fresno Regional Workforce Development Board (FRWDB) was awarded \$3,000,000 to fund the Valley Build Construction training project. The funding will support the expansion of the Valley Build model to more effectively serve low-income women and under-represented groups through specialized pre-apprenticeship training that will prepare them for careers in the building and construction trades.

FRWDB staff is requesting that the Executive Committee approve the following funding allocations and contract awards:

FRWDB Project Oversight	\$300,000
Outreach, Marketing and Participant and Public Events	\$296,260
Tradeswomen Inc.: Provider outreach, mentoring services and workshops for women	\$200,000
Michael Bernick: Drafting local hiring provisions for public construction contracts	\$160,000
The Rios Company: Provide photography and videography services	\$44,800
Contractors (TBD): Assistance in filing legal document to address legal barriers to employment	\$40,000
Regional Workforce Development Boards (TBD): Provide case management and participant oversight	\$80,000
Participant Training Pools	\$409,600
Participant Work Experience Pools	\$704,000
Participant Supportive Services Pools	\$765,340
Total	\$3,000,000

FISCAL IMPACT:

Approval of this item will allocate \$3,000,000 of grant funding as outlined above.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	8
MEETING DATE:	April 19, 2023
ACTION:	INFORMATION

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TO: Executive Committee
FROM: Phyllis Stogbauer, Senior Deputy Director
SUBJECT: Central Valley Forestry Corps Procurement Update

INFORMATION:

At its March 1 2023, meeting, the Executive Committee (Committee) authorized the Fresno Regional Workforce Development Board (FRWDB) Executive Director to approve the procurement award of a Forestry Technician and Heavy Equipment training contractor, in an amount not to exceed \$124,999.00. The following information is to provide the Committee with the results of the procurement process.

As reported at the March meeting, FRWDB staff released the Request for Quotes (RFQ) on February 27, 2023, prior to the March meeting, to start the procurement process, with a submission deadline for quotes of March 10, 2023.

One (1) quote was received by the submission deadline. As detailed in the RFQ document, a competitive procurement requires a minimum of three (3) qualified quotes be received for the procurement. As such, this procurement was deemed a failed competition. In the event of a failed competition, the FRWDB has the option to re-compete the procurement, or enter into a sole-source procurement.

A rating team reviewed and scored the quote, which was submitted by the Valley Regional Occupational Program, and the quote received the minimum score of 70% required to be considered for funding. Therefore, the FRWDB Executive Director approved the sole-source award to the Valley Regional Occupational Program in the amount of \$124,999.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	9
MEETING DATE:	April 19, 2023
ACTION:	INFORMATION

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TO: Executive Committee

FROM: Tim Giles, Deputy Director of Information & General Services

SUBJECT: Committee Update on Digital Literacy Workshop

INFORMATION:

At the January 18, 2023, Executive Committee meeting, Fresno Regional Workforce Development Board (FRWDB) staff was asked to provide the Committee with information regarding the FRWDB's digital literacy assessment.

Many Workforce Connection customers lack basic skills to use technology to the extent necessary to successfully search and apply for employment. While there are quite a few specific training programs that teach technology skills, there is a noticeable absence of basic digital literacy skills development in this area.

FRWDB staff have reached out to some technology education vendors to determine the feasibility of developing a curriculum that will teach these kinds of skills. One vendor in particular, VRTS, has developed a curriculum with input from staff that results in the kind of workshop that may meet these needs.

Tim Giles will update the Committee on progress of this development.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	10
MEETING DATE:	April 19, 2023
ACTION:	INFORMATION

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.frwdb.net

TO: Executive Committee

FROM: Blake Konczal, Executive Director

SUBJECT: Director's Quarterly Update

INFORMATION:

Updates will be provided on various subjects.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	11
MEETING DATE:	April 19, 2023
ACTION:	DIRECT

2125 Kern Street, Suite 208 • Fresno, CA 93721 • (559) 490-7100 • Fax (559) 490-7199 • www.frwdb.net

TO: Executive Committee
FROM: Dennis Montalbano, Chair
SUBJECT: Referral of Agenda Items to Other Committees

RECOMMENDATION:

Discuss and direct staff regarding the referral of agenda items from this meeting to one or more of the other standing committees of the Fresno Regional Workforce Development Board.

REASON FOR RECOMMENDATION:

This item is intended to allow the Executive Committee to collectively decide which of the items you just discussed should be referred to another committee(s) and the reason they are being referred (information, action, etc.).