**Executive Committee**

**October 19, 2022**

###### SUMMARY MINUTES

The meeting was called to order at 3:02 p.m.

ROLL CALL: PRESENT – Jeff Hensley, Mike Karbassi, Dennis Montalbano, Chuck Riojas, and Legal Counsel Ken Price

ABSENT – Edgar Blunt, Sal Quintero, and Lydia Zabrycki

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) commented that he was happy that the Executive Committee meeting was being held at the new Comprehensive site at the Winepress Center. |

PUBLIC COMMENTS: None

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| Item | Description/Action Taken |
| 1. | July 20, 2022, Executive Committee Meeting Minutes |
|  | Mr. Konczal presented the July 20, 2022, Executive Committee (Committee) meeting minutes for approval and/or correction and approval. **RIOJAS/KARBASSI – APPROVED THE JULY 20, 2022, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS)** |
| 2. | **August 2022 Financial Report** |
|  | Cheryl Beierschmitt, Deputy Director Fiscal Services, FRWDB, presented the August 2022 Financial Report for the Committee’s acceptance. She noted that the September Wildfires grant had a slow start, but that the FRWDB received a one (1) year extension and were starting to do more Work Experiences under that grant. She noted that the Fatherhood grant was showing 86.31% expended, but pointed out that there was still one (1) more month to expend on that grant. She also reported that the FRWDB had been approved for a third year for the Fatherhood grant. The Committee had no questions or comments about the August 2022 Financial Report.  **RIOJAS/MONTALBANO – ACCEPTED THE AUGUST 2022 FINANCIAL REPORT. (UNANIMOUS)** |
| 3. | **August 2022 Agency Budget and Expenditures** |
|  | Ms. Beierschmitt presented the May 2022 Agency Budget and Expenditures Report for the Committee’s acceptance. She indicated that the Furniture and Equipment line item expenditures were running a little higher than the straight-lined year-to-date budget costs due to a one (1)-time purchase of a Canon copier and a new postage machine. She stated that staff had no concerns with expenditures. The Committee had no questions regarding the report.  **RIOJAS/KARBASSI – ACCEPTED THE AUGUST 2022 AGENCY BUDGET AND EXPENDITURES. (UNANIMOUS)** |
| 4. | **Fatherhood Funding Award** |
|  | Phyllis Stogbauer, Senior Deputy Director, FRWDB, presented for the Committee’s approval, award allocations totaling $749,999 for the Department of Health and Human Service’s Fatherhood grant. This was the third year of funding the FRWDB had received under this grant and would cover the period of September 30, 2022, through September 29, 2023. A breakdown of the proposed allocations was included in the agenda item and the Committee had no questions.  **RIOJAS/MONTALBANO – APPROVED THE FATHERHOOD FUNDING AWARD. (UNANIMOUS)** |
| 5. | **City of Fresno, One Fresno Youth Job Corps Program Funding Award** |
|  | Ms. Stogbauer presented for the Committee’s approval, the award allocations for the City of Fresno grant to provide wrap-around services for 40 young adult participants through the City’s internship program. The grant award was in the amount of $281,550. Chair Hensley asked what types of jobs the interns/participants would do. Ms. Stogbauer stated that the internships could be for various jobs within various departments within the City of Fresno. She added that the internships could be for two (2) or three (3) years, with the goal of the City actually hiring the interning participant. Ms. Stogbauer also indicated that the agreement between the FRWDB and the City of Fresno was that for some participants who do not meet the requirements to be hired at the end of their internship, the FRWDB would co-enroll them and assist those participants with finding job placements.  **RIOJAS/KARBASSI – APPROVED THE CITY OF FRESNO, ONE FRESNO YOUTH JOB CORPS PROGRAM FUNDING AWARD. (UNANIMOUS)** |
| 6. | **Creation of New Committee** |
|  | Mr. Konczal stated that at the last FRWDB meeting, a revision to the FRWDB Bylaws was approved, and that one (1) of the revisions to the Bylaws was a requirement that all Directors must choose a Committee on which to serve, and then attend those Committee meetings. He reminded the Committee that the FRWDB currently had three (3) Committees on which Directors may choose to serve: Adult Council, Youth Council, and Business and Industry Committee. It is important to FRWDB executive staff that each Committee of the FRWDB has a clear mandate, and that each Committee oversees a portion of the FRWDB’s budget. Mr. Konczal noted, also, that the reports that go before the FRWDB on the Consent Calendar for approval are all reviewed in detail at the Committee level prior to being forwarded to the FRWDB. |
|  | The Business and Industry Committee was currently the only Committee that did not oversee a portion of the budget. FRWDB staff will be recommending that the Chair create a new Committee, possibly by morphing the current Business and Industry Committee into a new Committee, called the Skills Development Council. The Skills Development Council would have a focus on aligning education or training opportunities to meet employer needs and would receive performance reports on the schools providing training to FRWDB clients. Mr. Konczal stated that all Directors would still have a choice of three (3) Committees on which to serve: Adult Council, Youth Council and Skills Development Council.  Chair Hensley stated that the structure of the FRWDB is dependent upon the Committee’s doing their work and making recommendations for the FRWDB to approve or accept.  Vice Chair Montalbano stated that he hoped the Skills Development Council would have a mix of individuals from both the education and business sectors as its members. Mr. Konczal agreed and added that there could be members from education on the new Council who are not FRWDB Directors. Legal Counsel Price noted, however, that the majority of Committee/Council membership must be made up from FRWDB Directors.  Mr. Konczal stated that he would bring this item before the full FRWDB at its December 7, 2022, meeting.  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, July through September 2022, which included the preparation of the High Road Training Partnership grant application and a revision of the CalFire grant application, both to fund an expansion of the Forestry Tech training program to Columbia College in Sonora. He visited Yosemite Adult School as part of identifying new Forestry partners in Madera County. He also explored the possibility of expanding the Forestry program into Mono County in partnership with Mammoth Resorts.  Mr. Konczal reported that during the quarter, he coordinated the logistics for acceptance of $3,000,000 earmark for ValleyBuild Construction Training through Assembly Member Joaquin Arambula’s office. He spent time identifying training and employment opportunities in the area of Peer Counseling, resulting from revised Medi-Cal payment options. He spent a good deal of time around the opening of the new Comprehensive site at the Winepress Shopping Center. He worked on the design and further preparations for the new Dislocated Worker Job Center in Fresno, which was slated to open in February 2023. He continued the review and revision of staff pay ranges and overall naming of FAWIC job titles.  Mr. Konczal also shared that he worked on the FRWDB’s Scope of Work for a four (4) year High Roads Construction Careers grant in the amount of $8.7 million for construction training. He shared that Director Riojas, along with an attorney the FRWDB is working with, have been doing presentations in rural parts of Fresno County on the value of local targeted hiring agreements and project labor agreements for poor communities. He reminded the Executive Committee of the National Targeted Hiring policy that the Rail Authority adopted a number of years ago. He noted that when infrastructure funds are being spent in the Fresno area, that local residents should have the opportunity to be trained and be hired for those jobs. Mr. Konczal also mentioned PG&E’s plans to bury 50,000 miles of cable and this was another example of an infrastructure project that local residents should have an opportunity to work on, rather than importing individuals from other states to do the work.  This was an information item. |
| 8. | **CLOSED SESSION**  There was nothing to report from the Closed Session. |
| 9. | **Referral of Agenda Items to Other Committees** |
|  | There were no items referred to other committees. |
| 10. | **Information Sharing** |
|  | Director Riojas shared that he was the current President of The Big Fresno Fair and that the 2022 Fair had record-breaking attendance. He stated that he was impressed at how supportive the Fresno community is of the fair every year.  Chair Hensley shared that the ValleyBuild graduate presentation at the October 5, 2022, FRWDB special meeting was amazing and he enjoyed hearing from the six (6) graduations who shared at the meeting and how they were so positively affected by the program.  Mr. Konczal shared that at the December 7, 2022, FRWDB meeting, there will be some type of reception after the meeting that will be held at the Comprehensive Center. |
| 11. | **January 18, 2023, Agenda Items** |
|  | Chair Hensley recommended that Mr. Konczal share with the Executive Committee the process of onboarding new Directors to the FRWDB and how they will be informed about their requirement to serve on a Committee. |
| 12. | **Meeting Feedback** |
|  | There was no feedback. |

Meeting adjourned at 4:13 p.m.