



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.