



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
SPECIAL MEETING
June 7, 2023

SUMMARY MINUTES

The meeting was called to order at 2:56 p.m.

ROLL CALL: PRESENT – Stephen Avila, Paul Bauer, Jeff Hensley, Dennis Montalbano, Chuck Riojas, Vasili Sotiropulos, and Legal Counsel Ken Price

ABSENT – Lacy Barnes, Edgar Blunt, Mike Karbassi, Sal Quintero, and Lydia Zabrycki

AGENDA CHANGES: None

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

COMMITTEE
CHAIR/STAFF
COMMENTS: None

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<p><u>April 19, 2023, Executive Committee Meeting Minutes</u></p> <p>Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB) presented the April 19, 2023, Executive Committee (Committee) meeting minutes for approval and/or correction and approval.</p> <p>AVILA/BAUER – APPROVED THE APRIL 19, 2023, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS)</p>
2	<p><u>Workforce Innovation and Opportunity Act Adult and Dislocated Worker Funding Recommendations for Program Year 2023-2024</u></p> <p>Mr. Konczal presented the Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker funding recommendations for Program Year (PY) 2023-2024 for the Committee's recommendation to the FRWDB.</p> <p>Mr. Konczal explained that at their meeting on May 17, 2023, the Adult Council reviewed and recommended for approval estimated funding recommendations for PY 2023-2024. Estimates, based on prior year funding and projected carryover amounts, were used because the Employment Development Department (EDD) had not released the actual funding allocations in time for the publishing of the Adult Council agenda.</p>

On May 18, 2023, EDD released actual funding allocations, which were lower than the FRWDB staff estimates the Adult Council reviewed and recommended on May 17th. Mr. Konczal stated that the item recommended by the Adult Council would be pulled from the June 7, 2023, FRWDB consent agenda and would be replaced with this item.

For PY 2023-2024, FRWDB received \$9,631,108 in Adult and Dislocated Worker funds, a decrease of 9.80% compared to last year's allocation. A detail of the recommended funding allocations, including increases and decreases to various budget line items, was included in the agenda item. Director Bauer asked if the line items that were decreased all had the same percentage of decrease. Cheryl Beierschmitt, Deputy Director of Fiscal Services, FRWDB, explained that the decreases were calculated based on cost allocation and that youth funding was also taken into consideration. Phyllis Stogbauer, Senior Deputy Director, FRWDB, noted that as much as possible, the decreases in the budget were made in areas that would not affect provider services.

Director Hensley asked if the recommendation being presented was very different from what the Adult Council recommended in May. Ms. Beierschmitt stated that all allocation amounts that were different from what the Adult Council saw were shown in red on the agenda item.

BAUER/RIOJAS – RECOMMENDED THAT THE FRWDB APPROVE THE WIOA ADULT AND DISLOCATED WORKER FUNDING RECOMMENDATIONS FOR PY 2023-2024. (UNANIMOUS)

3. **Workforce Innovation and Opportunity Act Youth Funding Recommendations for Program Year 2023-2024**

Mr. Konczal presented the WIOA Youth funding recommendations for PY 2023-2024 for the Committee's recommendation to the FRWDB.

Mr. Konczal explained that at their meeting on May 18, 2023, the Youth Council was presented with estimated funding recommendations for PY 2023-2024. Estimates, based on prior year funding and projected carryover amounts, were used because the EDD had not released the actual funding allocations until the day of the Youth Council meeting. FRWDB staff pulled the item from the Youth Council agenda prior to a vote, so that it could be revised to reflect actual allocations.

For PY 2023-2024, FRWDB received \$5,912,242 of Youth funds, a decrease of 7.08% compared to last year's allocation. A detail of the recommended funding allocations, including increases and decreases to various budget line items, was included in the agenda item.

Ms. Stogbauer pointed out that the decrease to the Providers' budgets was because facilities costs were being moved out of their budgets as provider staff would be moving into existing Workforce Connection locations, and would not affect services provided.

BAUER/AVILA – RECOMMENDED THAT THE FRWDB APPROVE THE WIOA YOUTH FUNDING RECOMMENDATIONS FOR PY 2023-2024. (UNANIMOUS)

4. **Assembly Bill No. 178 – ValleyBuild NOW Construction Grant Allocations and Contract Awards**

Ka Xiong, Special Projects Manager, FRWDB, presented for the Committee's approval, the ValleyBuild NOW Construction Grant funding allocations and contract awards. At their meeting of April 19, 2023, the Executive Committee approved initial funding allocations and contract

awards under this grant. Ms. Xiong explained that, since the allocations were originally approved in April 2023, FRWDB staff identified additional funding allocations and contract awards, totaling \$1,755,590. Funds originally allocated for training and participant support services under this grant have been redistributed to various contractors and training providers, as outlined in the agenda item.

Mr. Konczal noted a correction to the agenda item. He stated that the line allocating \$75,000 to Kenneth Price to draft local hire provisions for public construction contracts should be corrected to say “Baker, Manock and Jensen”, rather than Kenneth Price.

Director Riojas clarified that the line showing IBEW 100: Staffing for Program Coordination should be Joint Apprenticeships Training Committee (JATC), not the IBEW Local 100. He noted that these are separate entities.

HENSLEY/RIOJAS – APPROVED THE ASSEMBLY BILL NO. 178 – VALLEYBUILD NOW CONSTRUCTION GRANT ALLOCATIONS AND CONTRACT AWARDS, WITH CORRECTIONS NOTED ABOVE. (UNANIMOUS)

5. April 2023 Agency Budget and Expenditures

Cheryl Beierschmitt, Deputy Director of Fiscal Services, FRWDB, presented the April 2023 Agency Budget and Expenditures Report for the Committee’s acceptance. She noted that the variance of \$1.1 million was mostly due to savings in Salaries, Payroll Taxes and Fringe Benefits because of staff vacancies, and due to savings in Furniture, as that budgeted item had been moved into Program Year 2023-2024.

BAUER/HENSLEY – ACCEPTED THE APRIL 2023 AGENCY BUDGET AND EXPENDITURES. (UNANIMOUS)

6. Program Year 2023-2024 Agency Budget and Personnel Plan

Mr. Konczal presented for the Committee’s recommendation to the FRWDB, the PY 2023-2024 Agency Budget and Personnel Plan, and noted that the largest increase in the budget was in the Salaries line item. He reminded the Committee that last year, the FRWDB went through an involved process of creating new job titles and classifications across the organization. In order to make the FRWDB more competitive in attracting and retaining staff, the salary tiers had been adjusted and were included in the budget being presented for approval. Director Avila asked was there a particular industry FRWDB benchmarked against for the new salary tiers. Ms. Beierschmitt stated that a salary survey was done with other Workforce Development Boards.

Director Hensley asked if there was a process in place to ensure the FRWDB would not fall behind in salary ranges in the future. Mr. Konczal indicated that the FRWDB would regularly review the staff salary structure to ensure the FRWDB is competitive with the marketplace.

Mr. Konczal noted that with the new salary tiers, when FRWDB goes through the annual staff evaluation process, it would be possible for staff to receive a salary adjustment.

BAUER/RIOJAS – RECOMMENDED THAT THE FRWDB APPROVE THE PY 2023-2024 AGENCY BUDGET AND PERSONNEL PLAN. (UNANIMOUS)

Mr. Konczal requested Chair Montalbano’s approval to discuss Item 8 prior to Item 7.

8. Terms for Non-Fresno Regional Workforce Development Board Council Members

Mr. Konczal explained that the FRWDB's Adult, Youth, and Skills Development Councils are allowed to have members who are not FRWDB Directors. Those Council members who are not FRWDB Directors have no term for serving on the Council(s). Mr. Konczal requested that the Committee approve FRWDB staff to craft a policy addressing Council members' terms on the Councils, making them staggered two (2) year terms.

RIOJAS/AVILA – APPROVED TERMS FOR NON-FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD COUNCIL MEMBERS. (UNANIMOUS)

7. Closed Session: Executive Director Performance Evaluation

There was no action to report out from the Closed Session.

9. Referral of Agenda Items to Other Committees

There were no agenda items referred to other committees.

10. Information Sharing

None.

11. July 19, 2023, Agenda Items

None.

12. Meeting Feedback

There was no feedback.

Meeting adjourned at 3:54 p.m.