



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Skills Development Council Meeting
May 1, 2024 @ 4:00 p.m.

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

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

COUNCIL CHAIR/STAFF COMMENTS

PUBLIC COMMENTS

Item	Description	Presented By	Enclosure	Action	Page #
1.	February 7, 2024, Skills Development Council Meeting Minutes	Konczal	Yes	Approve	3
2.	Eligible Training Provider List Training Provider Policy	Giles	Yes	Recommend to Approve	7
3.	Individual Training Account Overview	Giles	Yes	Information	20
4.	Special Grants Training Overview	Matthews	Yes	Information	21
5.	Discretionary Grants Report	Xiong	Yes	Information	25
6.	Overview of Staff Trainings	J. Espinoza	Yes	Information	27
7.	Information Sharing	All	No	Discussion	--
8.	August 7, 2024, Agenda Items	Konczal	No	Discussion	--
9.	Meeting Feedback	Konczal	No	Discussion	--

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**Fresno Regional Workforce Development Board
Skills Development Council
2024 Attendance Roster**

	11/1/2023	2/7/2024	5/1/2024	8/7/2024	11/6/2024
Avila Grundfos Pumps	P	A			
Dart Dart Realty	--	P			
Hensley Hensley Associates	--	A			
Miller Gazebo Gardens	P	A			
Morgan Kaiser Permanente	--	P			
Olivares TransAmerica	P	P			
Vicente US Bank	--	P			
Zabrycki* CAPTRUST	P	P			
Zeit Fresno County Economic Development Corporation	--	A			

* = Chairperson
P = Present
A = Absent
-- = Not a Ratified Member at Time of Meeting
XX = Meeting Cancelled

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	1
MEETING DATE:	May 1, 2024
ACTION:	APPROVE

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

TO: Skills Development Council
FROM: Blake Konczal, Executive Director
SUBJECT: February 7, 2024, Skills Development Council Meeting Minutes

RECOMMENDATION:

Approve the minutes of the February 7, 2024, Skills Development Council Meeting.

ATTACHMENT:

February 7, 2024, Skills Development Council Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Skills Development Council
February 7, 2024

SUMMARY MINUTES

The meeting was called to order at 4:08 p.m.

ROLL CALL: PRESENT – Douglas Dart, Alisha Morgan, Joe Olivares, Sandra Vicente, and Lydia Zabrycki

ABSENT – Stephen Avila, Jeff Hensley, Scott Miller, and Chris Zeitz

AGENDA CHANGES: None

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

COUNCIL CHAIR/ STAFF
COMMENTS: None

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<p><u>November 1, 2023, Skills Development Council Meeting Minutes</u></p> <p>Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), presented the November 1, 2023, Skills Development Council (Council) meeting minutes for the Council's approval, or correction and approval.</p> <p>OLIVARES/VICENTE – APPROVED THE NOVEMBER 1, 2023, SKILLS DEVELOPMENT COUNCIL MEETING MINUTES. (UNANIMOUS)</p>
2.	<p><u>Participant Training and Expenditure Report</u></p> <p>Tim Giles, Deputy Director Information and General Services, FRWDB, gave the Council an overview of the FRWDB's cumulative participant training activities and expenditures through the Second Quarter of Program Year (PY) 2023-2024. Mr. Giles went over total allocations by formula grant, the industries in which participants were trained, the total number of individuals enrolled, how many participants completed these training programs, and how many were still actively training.</p> <p>Mr. Konczal reminded the Council that because the FRWDB's PY started in July, Second Quarter PY would be October, 2023, through December, 2023. He asked if the Training and Expenditure Report would be generated on a quarterly basis. Mr. Giles replied that it would, and that the report would be cumulative for each quarter of the PY.</p>

Director Olivares asked if the trainings included both Adult and Dislocated Worker participants and if FRWDB staff would break down the report to show where funds were being allocated geographically, and by gender. Mr. Giles clarified that the trainings were for all sectors (Youth, Adult, and Dislocated Worker) and indicated that the report would be broken down to show geographic and gender information, as requested.

Director Olivares offered to request permission from Dr. Michele Cantwell-Copher, Superintendent of Fresno County Superintendent of Schools, to use their mailing system to disseminate information about available trainings.

This was an information item.

3. **Special Grants Report**

Beatriz Lopez, Project Coordinator, FRWDB, gave an overview on the special grants training for the Council's review. Ms. Lopez spoke about the ValleyBuild Apprenticeship Readiness Program, the Greater Sierra Forestry Corps, and the multiple grants that fund these projects, as well as the demographics the grants target.

Director Vicente shared that at a competition held by the Fresno Area Hispanic Foundation, an app was presented that translated construction lingo and instruction for workers who did not want to go into English as a Second Language training. Mr. Konczal asked if Director Vicente would provide Mr. Giles with contact information for this person. Director Vicente agreed to provide Mr. Giles with this information.

This was an information item.

4. **Discretionary Grants Report**

Ka Xiong, Program Manager, FRWDB, gave an overview on the discretionary grant funding for the Council's review. Ms. Xiong discussed the Fresno Fatherhood Grant, the Equity and Special Populations (ESP) Grant, and the Quality Jobs, Equity, Strategy, and Training (QUEST) Grant. In her overview, Ms. Xiong stated each grant's purpose, target population and/or industry, and period of performance. She also gave details about new grants that were in process. These grants included: Prison to Employment (P2E), Regional Equity and Recovery Partnership (RERP), English Language Learner Integrated Education and Training (ELL-IET), and Student Training and Employment Program (STEP).

Director Zabrycki asked in what way individuals were attracted to participate in these programs. Phyllis Stogbauer, Senior Deputy Director, FRWDB, replied that provider staff are contracted to work with different organizations. She also stated that other agencies that work with the FRWDB refer individuals, and that word of mouth from past participants also helped. Ms. Xiong added that, for the Fresno Fatherhood Grant, a process was devised to compensate participants for their goals. Ms. Espinosa added that radio advertisements, events, and community outreach also assisted with these efforts.

This was an information item.

5. **Overview of Staff Trainings**

Jose Espinoza, Training Manager, FRWDB, presented an overview of staff trainings scheduled for the Third Quarter of PY 2023-2024.

Mr. Espinoza informed the Council that the Conversational Spanish Training information requested at the last meeting was emailed to the Council on January 25, 2024. He also stated that anyone interested in this training was welcome to attend.

Mr. Konczal shared that the thought behind the Conversational Spanish Training was so that every staff person would be able to speak rudimentary Spanish to anyone who walked into a FRWB facility and assist them.

This was an information item.

6. **Information Sharing**

Director Olivares asked if Ms. Espinosa would provide further information concerning the billboard advertisements, and whether they would be advertising on billboards throughout the county of Fresno.

Ms. Espinosa replied that FRWDB was working to place billboards for ValleyBuild in Modesto and Bakersfield, and currently there were billboards in English and Spanish in place in Parlier, Sanger, Kerman and Firebaugh.

This was an information item.

7. **May 1, 2024, Agenda Items**

There were no items for the May 1, 2024, agenda.

8. **Meeting Feedback**

There was no feedback.

Meeting adjourned at 5:09 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	2
MEETING DATE:	May 1, 2024
ACTION:	RECOMMEND TO APPROVE

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

TO: Skills Development Council
FROM: Tim Giles, Deputy Director Information and General Services
SUBJECT: Eligible Training Provider List Training Provider Policy

RECOMMENDATION:

Recommend that the Fresno Regional Workforce Development Board (FRWDB) approve the attached policy for Local Eligible Training Provider Requirements.

REASON FOR RECOMMENDATION:

State Directive WSD21-03, Eligible Training Provider List (ETPL) Policy and Procedures, mandates local areas develop an explicit policy that applies to their local area and incorporates specific, mandated, elements. This policy is for the purposes of meeting this mandate and to update our local ETPL requirements in one (1) cohesive document. There are no new requirements being introduced in this policy.

The attached local policy includes state requirements for training providers to be considered for inclusion on the state ETPL, and as a result, to be considered for local ETPL inclusion. Current local requirements have been included in the policy.

ATTACHMENT:

Draft Policy Bulletin PB 01-23, Local Eligible Training Provider Requirements

Fresno Regional Workforce Development Board

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Blake Konczal, Executive Director

POLICY BULLETIN

FRWDB PB # 01-23	Date Released: XXX,XX 2023
To: All Fresno Regional Workforce Development Board Local Training Providers	
From: Blake Konczal, Executive Director	
Effective Date: Upon Release	
Subject: Local Eligible Training Provider Requirements	
Applicable Program: All WIOA Funded Programs	
Revision History: Initial Release	

On November 10, 2021, the California Employment Development Department (EDD) released Directive WSD21-03, ETPL Policy and Procedures. This Policy:

- Provides direction for review and approval of State Eligible Training Providers (ETP) and programs.
- Updates the Fresno Regional Workforce Development Board's (FRWDB) requirements for training providers to be listed on the local Fresno Workforce Area Eligible Training Provider List (ETPL).
- Incorporates pertinent State requirements and additional local requirements as adopted by the FRWDB.

Additional Policies or operational documents that pertain to the subject of this policy are listed in Attachment II, Applicable Policies and Operational Documents.

A. Allowable Types of Training Services

The following are the allowable types of training for the Workforce Innovation and Opportunity Act (WIOA) Title I program:

- a. Occupational skills training, including nontraditional employment.
- b. On-the-Job Training (OJT).
- c. Incumbent Worker Training (IWT).
- d. Programs that combine workplace training with related instruction, which may include cooperative education programs.
- e. Training programs operated by the private sector.
- f. Skill upgrading and retraining.
- g. Entrepreneurial training.
- h. Job readiness training provided in combination with the training services described in (a) through (g) above.
- i. Adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, provided concurrently or in combination with services provided with the training services described in (a) through (g) above.

- j. Customized training conducted with a commitment by an employer, or group of employers, to employ an individual upon successful completion of the training.

While all of the above are allowable training services under WIOA, service types b, c, and j are not required to be on the ETPL.

B. State and Local ETPLs

Local Boards are to work with EDD to review and approve programs on the state ETPL and are required to maintain a local list of training providers and programs. Local Boards may add additional requirements for providers and/or programs (except for apprenticeship programs) to be eligible on the local ETPL. As a result of additional local requirements, some providers/programs may appear on the CA ETPL but not on the local ETPL. However, no provider/program may appear on the local ETPL that is not on the CA ETPL.

When reviewing CA ETPL providers and/or programs, local staff must conduct state eligibility first, and then determine eligibility for inclusion on the local ETPL. The state eligibility review must only include state requirements and not local requirements. Subsequent review for inclusion on the local ETPL, may proceed after provider and/or program approval for the CA ETPL.

C. Provider Categories and Reviewer Responsibilities

There are three (3) types of Providers

1. In-State Training Provider
 - a. All training providers that have a training site(s) in CA and wish to be listed on the CA ETPL.
 - b. Local areas must review and nominate a provider headquartered in their Local Area for the CA ETPL.
 - c. **The provider is required to be registered on CaJOBS and must upload the CA ETP Assurances Form into the documents section of the Provider Profile.**
2. Distance Education Training Provider
 - a. The State ETPL Coordinator will determine if a Distance Education training provider is eligible to be on the CA ETPL. If the Local ETPL Coordinator is contacted by a Distance Education training provider, the provider should be referred to wsbetpl@edd.ca.gov for assistance.
3. Out-of-State Training Provider
 - a. All training providers, other than Distance Education training providers, that have training sites located only outside of CA must have an ETPL Reciprocal Agreement with EDD before being considered for inclusion on the CA ETPL.
 - b. The FRWDB does not use reciprocal agreements to allow participants the ability to attend training out of state.

D. CA ETPL Initial Eligibility

Training Provider Initial Eligibility

Initial eligibility applies to providers previously not listed on the CA ETPL under the WIOA or the *Workforce Investment Act of 1998* (WIA). The initial eligibility period is one year (365 days). The Local ETPL Coordinator is responsible for reviewing the training provider's initial eligibility prior to nominating for inclusion on the CA ETPL.

The following institution types are eligible for inclusion on the CA ETPL:

1. Adult education secondary schools, as long as the activities are provided in combination with occupational skills training.
 - a. Training provider must be an eligible provider of adult education and literacy activities under Title II of WIOA.

2. Pre-apprenticeship and apprenticeship providers.

a. *Pre-apprenticeship Provider*

Training providers must have a letter of commitment from a DOL registered or DIR DAS approved apprenticeship program. To be listed on the CA ETPL, the pre-apprenticeship program must award an industry-recognized credential or certificate. The state will not enter information on pre-apprenticeship training programs; this information will be entered by Local Boards, if necessary.

Pre-apprenticeship programs are considered Individualized Career Services under WIOA, and thus are not required to be on the ETPL. Pre-apprenticeship programs that do not result in an industry-recognized credential or certificate cannot be listed on the ETPL; however, those pre-apprenticeship programs that do provide an industry-recognized certificate or credential can be listed on the ETPL and used in conjunction with an ITA. The California Workforce Development Board (State Board) and each Local Board must ensure that federal WIOA funds awarded for pre-apprenticeship training in the building and construction trades fund programs and services that follow the Multi-Craft Core Curriculum (MC3) implemented by the CDE and that develop a plan to help increase the representation of women in those trades. WIOA prohibits Title I funds from being used for "construction, purchase of facilities or buildings, or other capital expenditures for improvements to land or buildings except with prior approval."

b. *DOL Registered Apprenticeships and DIR DAS Approved Apprenticeships*

DOL registered apprenticeships and DIR DAS approved apprenticeships are automatically eligible to be listed on the CA ETPL and do not have any eligibility requirements. The state will reach out to new apprenticeship programs to inform them of the opportunity to join the CA ETPL. If the provider opts into the ETPL, the apprenticeship program will be placed on the ETPL by the state. The State Board and Local Boards shall, to the maximum extent feasible, coordinate their pre-apprenticeship and apprenticeship training programs with one or more DIR DAS approved apprenticeship for the occupation and geographic area.

3. Private postsecondary institutions (for-profit or non-profit)

Training providers must be accredited by the Accrediting Commission for Schools (ACS) Western Association of Schools and Colleges (WASC); the WASC Senior College and University Commission (SCUC); have current BPPE Approval to Operate; current Verification of Exemption by BPPE; or are deemed exempt per California Education Code (CEC) Section 94874.

Providers that fall under BPPE exemptions (a), (d), (f), or (h) of CEC section 94874 are not eligible for the ETPL

4. Public postsecondary institutions.

a. *Public Postsecondary Community Colleges*

Training providers must be accredited by the WASC Accrediting Commission for Community and Junior Colleges (ACCJC).

For public postsecondary community colleges not WASC ACCJC accredited, but are currently in the initial accreditation process, the Local Board can nominate the training provider, and the State Board and the EDD will determine whether the community college meets the training provider initial eligibility criteria.

a. *CA State University (CSU) and University of CA (UC)*

Training providers must be accredited by the WASC SCUC.

In addition to the above requirements, all training providers (with the exception of apprenticeship programs) must meet the following:

- All training providers are subject to the Equal Opportunity and Nondiscrimination requirements found in Section 188 of WIOA. All Local Boards must ensure a training provider is complying prior to nominating the training provider to be on the CA ETPL. Equal Opportunity and Non-Discrimination procedures should be posted at the AJCC and approved training providers' facilities, and provided to each participant upon enrollment in a CA ETPL training program. It is critical for Local Boards to utilize EDD-provided monitoring tools to evaluate the providers, and to upload appropriate documents to the documents section of the Provider Profile in CalJOBS. It is also important to note that all site locations for a provider must comply with WIOA Section 188. For more information, refer to Nondiscrimination and Equal Opportunity Procedures (WSD17-01).
- Provide information supporting the provider's partnership with business. This may include information about the quality and quantity of employer partnerships.
- Enter program(s) of training services into CalJOBS. The training provider should only enter the program(s) desired to be on the CA ETPL. If the program is offered with multiple modes of delivery, curriculum, or course lengths, the program must be entered separately for each variation.
- A signed copy of the CA ETP Assurances Form is uploaded to the documents section of the Provider Profile in CalJOBS.

FRWDB Additional Provider initial eligibility criteria for inclusion on the Local ETPL.

- The Training Provider must:
 - Pass a site inspection to ensure compliance to ETPL Compliance Monitoring Guide (Physical Locations in Fresno County Only).
 - Provide required documents per Attachment I (Provider Required Documents).
 - Complete required fields in, agree to, and sign, the Local ETPL agreement.
- FRWDB will perform a biennial review of the training provider and the physical campus location to ensure continue compliance.

CA ETPL Training Program Initial Eligibility Criteria

Initial eligibility applies to a program previously not listed on the CA ETPL under the WIOA or the WIA. The initial eligibility period is one year (365 days). Each individual training program must meet the following requirements to be listed on the CA ETPL:

- The training program must be for occupations in in-demand industry sectors identified by the state, region, or Local Board. In-demand or priority industry sector information must be verified with the State Board and/or Local Board.
- The training program provides training services that lead to an industry-recognized credential, national or state certificate, or degree, including all industry appropriate competencies, licensing and/or certification requirements, or employment in a specific occupation after receiving measurable technical skills. Please note the training program does not have to issue the credential, but the training program should prepare the individual to obtain the credential.
- The cost in the Cost Details tab in CalJOBS should be the same cost as the general public enrolling in the program without assistance from WIOA. This information should be available in the provider's brochure or website. If the Provider offers lower costs to our local area, the costs shall be documented on the local list only.
- The mode of instruction, and class schedule(s) are consistent with the provider's advertised brochure/website. If a program is offered with multiple modes of instruction (e.g. online and in-person) or durations, the program needs to be entered separately for each variation.
- For providers with a BPPE Approval to Operate, the training program and its location are BPPE approved.
- For providers with WASC SCUC accreditation, the training program, its location, and mode of delivery are WASC SCUC accredited.

CA ETPL Initial Program Performance Metrics

- For each program, the ETP must provide and meet the following performance metrics based on aggregate data for all students in the program to ensure the program supports the ability for the individual to obtain an industry-recognized postsecondary credential, and/or employment upon completion of the program. The ETP must provide performance data for the prior complete program year (July 1 – June 30).
 - Public Postsecondary Community Colleges, CSUs, UCs, and Adult Education Secondary Schools are required to provide performance information for consideration of placement on the CA ETPL, but due to heavy state oversight, investment, and the inability to capture true program outcome data, these institution types are not required to meet a specific performance threshold to be listed on the CA ETPL. However, the following performance data must be provided and listed in CalJOBS:
 - Of individuals that exited the program, the percentage who successfully completed the training program (did not withdraw or transfer out of the program).
 - Of individuals that successfully completed the training program, the percentage who are employed within six months of graduating from the training program. For occupations for which the state requires passing an examination, the six-month period begins after the announcement of the examination results for the first examination available after a student completes the program.
 - Private Postsecondary Institutions are required to meet and provide the following performance data in CalJOBS:
 - Of individuals who exited the program, 50% successfully completed the training program (did not withdraw or transfer out of the program).
 - Of individuals who successfully completed the training program, 50% are employed within six months of graduating from the training program. For occupations for which the state requires passing an examination, the six-month period begins after the announcement of the examination results for the first examination available after a student completes the program.
- Once the training provider enters the program into CalJOBS, the Local ETPL Coordinator is responsible for reviewing the program information and either denying their inclusion on the CA ETPL, or nominating them for review by the State ETPL Coordinator through the CalJOBS approval process. The Local ETPL Coordinator must review and nominate, or deny a training program within 30 days of the completed application date.

FRWDB Additional Training Program Initial Eligibility Requirements

- **A Training Program must:**
 - **support occupations in the local area's demand sectors or**
 - **support demand occupations in non-demand sectors**
 - **result in employment in regular and full-time employment (PB 01-06)**

E. CA ETPL Continued Eligibility Criteria

Training Provider Continued Eligibility Criteria

Continued eligibility applies to all training providers listed on the CA ETPL at any time under the WIOA or WIA, and whose initial eligibility has expired. A training provider's initial and continued eligibility is valid for 365 days after the provider is approved for the ETPL. To determine continued eligibility, the local ETPL Coordinator must verify that the training provider continues to meet the requirements outlined in the *Training Provider Initial Eligibility Criteria* section of this Directive.

In addition, providers on the CA ETPL for two full program years (July 1 – June 30) must have at least one Title I, subtitle B enrollment during the previous two program years. If removed due to enrollment requirements, a provider must wait six (6) months from removal to submit their ETPL application for reinstatement and will not be held to the enrollment requirement when determining continued eligibility for placement back onto the list.

FRWDB Additional Provider continued eligibility criteria for inclusion on the Local ETPL.

- The Training Provider must:
 - Provide updated required documents per Attachment I (Provider Required Documents).

Training Program Continued Eligibility Criteria

Continued eligibility applies to all training programs listed on the CA ETPL at any time under the WIOA or WIA and whose initial eligibility has expired. A training program's initial and continued eligibility is valid for 365 days after the program is approved for the ETPL. Since programs can be reviewed year-round, all active training programs on the CA ETPL will be evaluated annually by the Local Board no earlier than 60 days, and no later than 30 days prior to the program's eligibility expiration date to ensure they continue to meet eligibility to be retained on the CA ETPL.

Training providers must reapply for WIOA program certification using CalJOBS. All applications for continued eligibility of training programs will be evaluated as they are received, by the Local Board and EDD, to ensure they continue to meet eligibility to be retained on the CA ETPL. The Local Board where the program is located is responsible for evaluating the program.

Program Continued Eligibility Performance Metrics

- For continued eligibility, CA ETPL training programs (with the exception of apprenticeship programs, Adult Education programs, Community Colleges, UCs and CSUs) must meet or exceed the performance metrics required in initial eligibility, as well as the negotiated state-level Title I Adult performance goals. The EDD will publish the state-level negotiated performance goals in a Workforce Services Information Notice located on the EDD website. The continued eligibility performance calculations for each program is based on WIOA participant performance, and is verified using the federal ETP Report published annually by the state. Providers are required to collect and submit aggregate performance data for all students to EDD. The following outlines the performance metrics for continued eligibility:
 - The program must meet the following performance metric for all students for the most recent complete program year (July 1 – June 30):
 - Of individuals who exited the program, 50% successfully completed (did not withdraw or transfer) the program.
 - The program must meet the following performance metrics for WIOA participants for the most recent complete program year (July 1 – June 30)¹:
 - Employment Rate 2nd Quarter after Exit meets the state's negotiated goal for the Title I Adult program.
 - Employment Rate 4th Quarter after Exit meets the state's negotiated goal for the Title I Adult program.
 - Median Earnings meet the state's negotiated goal for the Title I Adult program.
 - Credential Attainment meets the state's negotiated goal for the Title I Adult program (if applicable).
 - Measurable Skill Gains meets the state's negotiated goal for the Title I Adult program.

FRWDB Additional Training Program Initial Eligibility Requirements

- **A Training Program must:**
 - **remain in support of occupations in the local area's demand sectors or**
 - **continues to support demand occupations in non-demand sectors**

- continue to result in employment in regular and full-time employment (PB 01-06)
- Meet the following local performance requirements as set forth in OD-09-23, Local Eligible Training Provider List (ETPL) Program Performance Requirements.

F. Approval and Denial of Training Provider/Program

Approval of Training Provider/Program

After reviewing to ensure the provider/program meets the eligibility criteria above, the Local Board can nominate the training provider/program to the state for review.

Denial of a Training Provider/Program

After review, if a Local Board determines the training provider/program does not meet the requirements to be listed on the either the CA ETPL and/or the Local ETPL, the Local Board must inform the training provider in writing with the reason(s) for the denial from the respective list, and provide information on the Local Board appeal process within 30 days of receipt of the application. A copy of the written notification provided to the provider must be uploaded to the documents section of the Provider Profile in CalJOBS within 10 business days of issuance.

If the Local Board nominates a provider/program to the state for review, but upon review, the State ETPL Coordinator denies the training provider/program listing on the CA ETPL, the EDD must inform the Local Board of the denial and the reason(s) for the denial within 30 days of receipt of the nomination. The Local Board must in turn inform the training provider in writing with the reason(s) for the denial, and information on the Local Board appeal process within 30 days of receipt of the EDD's decision. A copy of the written notification provided to the provider must be uploaded to the document section of the Provider Profile in CalJOBS within 10 business days of issuance.

G. Delisting Training Providers/Programs

If a training provider/program is removed from the CA ETPL, the EDD must inform the Local Board of the denial and the reason(s) for the delisting within 30 days of the removal. The Local Board must in turn inform the training provider in writing with the reason(s) for the delisting, and provide information on the Local Board appeal process within 30 days of receipt of the EDD's decision. A copy of the written notification provided to the provider must be uploaded to the document section of the Provider Profile in CalJOBS within 10 business days of issuance.

All training provider/programs removed from the CA ETPL must be removed from the local ETPL immediately upon notification from the EDD, as any new enrollments into a training program not eligible to be on the CA ETPL will result in disallowed costs.

H. Grievance & Complaint Procedures

Participants

At WIOA eligibility, participants are provided an overview of the FRWDB complaint process. Should a participant have a circumstance where they feel they would like to submit a complaint, they are to follow the procedures that they were provided. OD 06-12, WIOA Title I Program Complaint Procedure, provides the information necessary for a participant to submit a complaint.

ETPL Providers

ETPL providers may submit a complaint using the same procedure found in OD 06-12. ETPL providers may also submit an appeal to the local ETPL Coordinator's decisions by following the FRWDB ETPL Appeals Process.

FRWDB ETPL Appeals Process

The appeals process is provided in Attachment III.

If the local process has been exhausted and a remedy has not been agreed upon, the training provider may appeal to EDD per the State's ETPL Policy and Procedures.

I. Recovery of WIOA Training Funds

Recovery of training funds will be accomplished per the current Skills Training Process.

J. Overview of Local ETPL Coordinator Responsibilities

Provide support and assistance to the local training providers to assist them in meeting state and local requirements to add, maintain, and retain programs on the State and Local ETPL.

Review submissions for eligibility (initial and subsequent) per the given timelines as required by state or local policies.

Monitor subsequent review dates and expiration dates of locally required documents to ensure timely renewal of programs and receipt of renewed required documents.

Update local agreements as needed and obtain required signatures for renewals or acknowledgements for substantive changes.

Facilitate processes involved in maintaining the Local ETPL and guiding training providers through complaint or appeals processes.

Required Provider Documents

Training Providers must provide to the Local ETPL Coordinator the following documents to be considered and retained as an Eligible Training Provider on the FRWDB Local ETPL.

1. For Private Postsecondary Institutions - Bureau for Private Postsecondary Education current approval letter, documentation that renewal is in process, or appropriate exemption letter.
2. For Public Postsecondary Institutions and other public postsecondary vocational providers – current WASC or another appropriate accreditation.
3. Current insurance certificates per Exhibit B, item ii of the local ETPL agreement – updated annually.
4. CA ETP Assurances Form – annual resubmission.
5. Employer support narrative or letter(s).
6. Current Business License, if required, for jurisdiction of local campus location(s) – updated as required.
7. Completed WIOA Section 188 review questionnaire.
8. Most recent school catalog or link to online version – updated as necessary.

Policy Bulletins:

- PB 04-10 (current revision), Revised ITA Amount and Duration
 - Defines the maximum amounts for training
 - Amounts differ for trainings for occupations in demand sector or demand occupations in non-demand sectors and truck/bus driver training.
- PB 06-01 (current revision), Training Credential and Evidence of Competency
 - Defines what constitutes a training credential or competency
- PB 01-06 (current revision), Definitions of Regular and Full Time Employment

Operational Directives:

- OD 25-18 (current revision), CalJOBS Skills Training Process
 - Defines the entire local area Skills Training Process, includes participant, service provider and eligible training provider direction.
- OD 09-23 (current revision), Local Eligible Training Provider List (ETPL) Program Performance Requirements,
 - Defines required performance for locally WIOA enrolled participant performance for training programs and the methods used to calculate this performance.



Eligible Training Provider Appeals Process

The Fresno Regional Workforce Development Board (FRWDB) is responsible for managing Fresno County programs on the California Eligible Training Provider List (ETPL). The ETPL Coordinator assists training providers with following the state processes required for inclusion on the state ETPL.

The ETPL Coordinator must review program initial and continuing eligibility by reviewing requirements as provided in the State of California's ETPL Directive, WSD21-03. Based on this review, or due to other reasons as outlined in the Directive, a training provider or program may be delisted, or denied for inclusion, from the ETPL.

When a training provider or program is delisted or denied inclusion on the ETPL, the training provider may appeal the decision.

The training provider must appeal to the FRWDB, in writing (e-mail is acceptable), within 30 days of the issuance of the denial or delisting notice. Send appeals to:

Fresno Regional Workforce Development Board
Attention: ETPL Coordinator
2125 Kern St. Suite 208
Fresno, CA 93721

Via e-mail to etpl@workforce-connection.com

If e-mail is used, the FRWDB will not be held responsible for failed delivery or blocked messages. Ensure that the message was received by contacting the ETPL Coordinator by calling 559-490-7130.

The appeal must include:

- A statement of the desire to appeal.
- Specification of the training program(s) in question.
- The reason(s) for the appeal (i.e., grounds).
- Documentation supporting the grounds for the appeal
- The signature of the appropriate training provider official.

An initial informal meeting between the training provider and the FRWDB Senior Deputy Director of Operations will occur to determine if a simple remedy may be arrived at. If a simple remedy is not found, the training provider will have an opportunity for a hearing.

The Executive Director of the FRWDB will serve as the hearing officer. The hearing officer shall provide written notice to the concerned parties of the date, time, and place of the hearing at least ten calendar days in advance of the scheduled hearing. Both parties shall have the opportunity to present oral and written testimony under oath, to call and question witnesses, request documents relevant to the proceedings, and have legal representation.

The hearing officer's final decisions must be made within 60 days of receipt of the appeal, and the training provider and the Local Board (or appropriate committee) must be notified in writing of the final decision.

A copy of the final decision must be emailed to the State ETPL Coordinator (wsbetpl@edd.ca.gov), and the Local ETPL Coordinator must upload the final decision to the Provider Profile section of CalJOBS.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM: 3
MEETING DATE: May 1, 2024
ACTION: INFORMATION

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

TO: Skills Development Council

FROM: Tim Giles, Deputy Director Information and General Services

SUBJECT: Individual Training Account Overview

INFORMATION:

Below are cumulative participant training activities and expenditures through the Third Quarter of Program Year 2023-2024 (July 1, 2023 – June 30, 2024), which includes the requested special counts of individuals.

Industry	Enrolled	Completed	Active	Total Individual Training Account Expenditures
Accommodation and Food Services	8	3	5	\$42,862.77
Accounting, Tax Preparation, Bookkeeping, and Payroll	37	17	20	\$188,304.23
Administrative and Support Services	20	18	2	\$123,883.64
Agriculture, Forestry, Fishing and Hunting	13	13	0*	\$7,057.00
Automotive Services	1	1	0*	\$0.00#
Construction	65	48	17	\$333,859.07
Energy	13	13	0*	\$41,230.00
Health Care and Social Assistance	259	107	152	\$1,324,160.62
Information Service	44	18	26	\$145,900.81
Manufacturing	25	13	12	\$199,119.25
Transportation and Warehousing	90	76	14	\$295,115.25
	575	327	248	\$2,701,492.64

Special Counts of Enrolled in Training (unique counts of individuals)

Urban	Rural	Male	Female
522	12	237	285

* No participants are currently active.

No funds were expended for this activity, the participant stopped attending.

Enrolled: Training activities that were open at some point during the period, regardless of the begin date of the activity.

Completed: Training activities that ended during the period.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	4
MEETING DATE:	May 1, 2024
ACTION:	INFORMATION

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

TO: Skills Development Council
FROM: Ashley Matthews, Special Projects Manager
SUBJECT: Special Grants Training Overview

INFORMATION:

Competitive grant funding opportunities enable the Fresno Regional Workforce Development Board (FRWDB) to bring special workforce development projects to Fresno and surrounding counties. Through various funding sources, these projects aim to establish pathways to employment in Forestry and Construction and support the development of a resilient workforce.

ValleyBuild

To provide skilled training to unemployed, underemployed and barriered individuals in the in-demand construction sector in partnership with 14 counties.

The ValleyBuild Apprenticeship Readiness Program consists of an intensive six (6)-week, full time, Multi-Craft Core Curriculum (MC3) certified training in partnership with local Building Trade Councils providing hands-on skills training. Participants receive industry recognized certificates such as OSHA 10, CPR/First Aid, Forklift, and Hazardous Waste Awareness. Wrap-around job services such as physical training, resume development, mock interviewing and supportive services are provided to ensure a high rate of employment for students upon graduation. Enhanced services include a three (3) to four (4)-week preparatory "Bootcamp" and eight (8) week paid work experience post MC3.

ValleyBuild currently operates under five (5) active grants:

High Roads Construction Careers (HRCC) - High Road Recovery Partnership (HRRP) Round Two (Regional) \$185,000.00

Purpose: FRWDB was awarded a \$185,000 contract under the Foundation for California Community College's HRRP Phase Two grant to conduct an Apprenticeship Readiness Program Equity Study, and to work with the Yosemite Community College District to evaluate the FRWDB ValleyBuild MC3 program for college credits.

Target Population: N/A

Period of Performance: 12/13/2023 - 6/30/2025

High Road Construction Careers: Resilient Workforce Fund (Regional) \$8,825,127.00

Purpose: The grant aims to advance careers in the building and construction trades as a reliable pathway to the middle class for disadvantaged Californians via multi-craft pre-apprenticeship training and promotes adoption of local hiring provisions in public construction contracts.

Target Population: Women, English Language Learners, Justice Involved, Youth, and under-resourced individuals.

Period of Performance: 06/01/2023 - 03/31/2026

ValleyBuild NOW State Earmark (Regional) \$3,000,000.00

Purpose: The grant will support the expansion of the ValleyBuild NOW (Non-Traditional Occupations for Women) program 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 by:

- Increasing opportunities for women and under-represented groups in the building and construction trades
- Adopting strategies that make participation in training possible for low-income women
- Supporting, encouraging, and coaching women throughout the apprenticeship phase of their new careers in construction

Target Population: Women and other underrepresented populations in the construction sector.

Period of Performance: 04/01/2023 - 12/31/2025

Additional Deliverables:

- Hold two (2) annual conferences focusing on women in non-traditional work
- Create "Respectful Workplace" training for construction sector employer use

Good Jobs Challenge (Local) \$1,807,382.48

Purpose: The Fresno County Economic Development Corporation (EDC) was awarded funding in partnership with the Fresno K-16 Collaborative, San Joaquin Valley Manufacturing Alliance, Generation USA, Madera Workforce Development Board, and FRWDB under the Economic Development Administration's American Rescue Plan Good Jobs Challenge. \$23,015,216 was awarded to Fresno County EDC to fund the project in the Central Valley. Serving as the construction backbone of the project, the FRWDB was awarded \$1,807,382.48 in grant funds to expand career opportunities for Americans to reach their full potential and secure good-paying jobs. Specifically, this funding will support the expansion of the ValleyBuild program and will prepare jobseekers for careers in the building and construction trades.

Target Population: All

Period of Performance: 06/01/2023 - 09/30/2027

Equal Representation in Construction Apprenticeship (ERiCA) (Regional) \$2,000,000.00

Purpose: This grant seeks to improve access to training and employment opportunities for underserved populations in construction trades across all communities throughout the state, by providing supportive resources for childcare, along with outreach to and community building among underserved populations.

Target Populations:

- a. Pre-apprenticeship: This funding will go to California Division of Apprenticeship Standards (DAS) registered construction pre-apprenticeship programs that are providing direct support for parents/legal guardians who are pre-apprentices in construction careers. The amount awarded will be calculated as follows:
 - \$5,000 per eligible participant served within the grant period in a DAS registered pre-apprenticeship program.

- b. Apprenticeship: This funding will go to DAS registered construction apprenticeship programs hiring apprentices that are parents/legal guardians. The amount would be calculated as follows:
- \$10,000 per eligible participant served per year in a DAS registered construction apprenticeship program in which the apprentice was active within the grant period.

Eligible participants are those apprentices or pre-apprentices that are parents/legal guardians to children under the age of 18.

Period of Performance: 08/29/2023 - 06/30/2025

Greater Sierra Forestry Corps

Greater Sierra Forestry Corps (GSFC) is a partnership of private industry, workforce agencies, community colleges, organized labor, and environmental organizations committed to bringing additional resources to train new workers to deal with the ever-growing problem of dead and dying trees in the Greater Sierra. Partners include Mother Lode Job Training, Columbia College, Sierra Resource Management, Yosemite Adult School, CalFIRE Local 2881, National Federation of Federal Employees: Forest Service Council 2995, Associated California Loggers, Sierra Pacific Industries, TuCare, Tuolumne River Trust, Yosemite Stanislaus Solutions, Sierra Resource Conservation District.

The program consists of an intensive three (3)-phase (22 week), full time training in partnership with local Conservation Corps and Adult Education providers delivering hands-on skills training. Participants receive industry recognized certificates listed below. Wrap around job services such as physical training, resume development, mock interviewing and supportive services are provided to ensure a high rate of employment for students upon graduation. Training time includes an eight (8)-week paid work experience.

Certifications:

NWCG-S-212, Wildland Fire Chainsaws
HAZWOPER-40
OSHA-10
First Aid/CPR

NWCG Certifications:

S-212
L-180
S-190
S-130
FEMA-ICS-100
FEMA-ICS-200
FEMA-ICS-700
FEMA-ICS-800

The GSFC currently operates under two (2) active grants:

Calfire Round 2 (Regional) \$1,973,614.60

Purpose: This funding will expand the GSFC model to provide valuable forestry training to 85 residents in Fresno County and the Mother Lode region, including but not limited to Amador, Calaveras, Mariposa, and Tuolumne counties.

Target Population: Adult, Dislocated Workers, and Youth

Period of Performance: 03/22/2023 - 03/31/2026

High Road Training Partnership- Resilient Workforce Fund (Regional) \$2,500,000.00

Purpose: The grant will support the development of a skilled workforce necessary to mitigate or adapt to climate disruption and environmental threat. Specifically, this funding will support the expansion of the GSFC program, a best practice model developed to recruit, train, provide work experience, and link local residents to quality entry-level jobs in the forestry sector.

Target Population: Adult, Dislocated Workers, and Youth

Period of Performance: 06/01/2023 - 03/31/2026

Upcoming Events:

- November 17th - ValleyBuild Cohort 39 Graduation
- November 17th - National Apprenticeship Week Event-Trades Expo: Fresno Fair Grounds 10am-11am
- December 8th- Greater Sierra Forestry Corps Graduation: Fresno Breakfast House 9am-11am

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	5
MEETING DATE:	May 1, 2024
ACTION:	INFORMATION

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

TO: Skills Development Council
FROM: Ka Xiong, Program Manager
SUBJECT: Discretionary Grants Report

INFORMATION:

Competitive grant funding opportunities enable the Fresno Regional Workforce Development Board (FRWDB) to bring additional workforce development resources to Fresno and surrounding counties. Through various funding sources, these projects aim to establish pathways to employment in a variety of sectors and support the development of a resilient workforce.

Fresno Fatherhood Grant - \$749,999.00

Purpose: Provides a broad array of services to promote or sustain healthy marriage and relationships, strengthen positive father-child engagement, and improve employment and economic stability opportunities for adult fathers in Fresno County.

Target Population: Community fathers who have children ages 24 and younger

Period of Performance: Year 4: 9/30/2023 – 9/29/2024

Updates through 04/15/2024:

	Proposed Total	Actual To Date	Percentage
Enrollment	125	73	58%
Completed 90% or More of Fatherhood Workshops	100	73	73%
Completed Economic Stability Workshops	100	73	73%

Prison to Employment (P2E) – \$719,723.00

Purpose: Provides services to support personal development, training, and the employment needs of justice-involved and formerly-incarcerated individuals in Fresno County.

Target Population: Justice-involved and formerly-incarcerated

Period of Performance: 7/11/2023 – 12/31/2025

Updates through 03/31/2024:

	Proposed Total	Actual To Date	Percentage
Enrollment	61	18	30%

Quality Jobs, Equity, Strategy, and Training (QUEST) Grant - \$750,000.00

Purpose: Provides targeted outreach to long-term unemployed and dislocated workers in Fresno County. The initiative supports employment equity and individual, community, and industry resilience as the nation prioritizes economic and employment recovery from the COVID-19 pandemic.

Target Population: Long-Term Unemployed and Dislocated Workers

Period of Performance: 10/01/2022 – 09/30/2024

Updates through 03/31/2024:

	Proposed Total	Actual To Date	Percentage
Enrollment	166	150	90%

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	6
MEETING DATE:	May 1, 2024
ACTION:	INFORMATION

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

TO: Skills Development Council
FROM: Jose Espinoza, Training Manager
SUBJECT: Overview of Staff Trainings

INFORMATION:

The list below shows trainings that are currently scheduled for the third quarter of Program Year 2023-2024. These trainings are made available for Fresno Regional Workforce Development Board staff, Provider staff, and partner staff.

1. April 25th and 26th – Conversational Spanish Classes
2. April 25th- San Joaquin Valley and Associated Counties Regional Planning Unit: Trauma Informed Approach to Community Engagement
3. May 22nd – All Staff Conference

The following trainings will be held in this quarter. Dates are currently being finalized.

1. Trauma Informed Communication for Front Desk Staff
2. Utilizing Motivational Interviewing with Unemployed or Underemployed Clients
3. Imposter Syndrome for Staff and Managers
4. Stress Management to Avoid Burnout
5. Transformational Leadership Development from a Trauma-Informed Perspective