



# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

**Executive Committee Meeting  
January 17, 2024 @ 3:00 p.m.**

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

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**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.

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**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.	October 18, 2023, Executive Committee Meeting Minutes	Konczal	Yes	Approve	4
2.	November 2023 Financial Report	Beierschmitt	Yes	Accept	11
3.	November 2023 Agency Budget and Expenditures	Beierschmitt	Yes	Accept	17
4.	Microsoft Office 365 Services Contract Award	Giles	Yes	Approve	19
5.	Student Training and Employment Program Contract Award	Stogbauer	Yes	Approve	20
6.	Director's Quarterly Update	Konczal	Yes	Information	21
7.	Referral of Agenda Items to Other Committees	Montalbano	Yes	Direct	22
8.	Information Sharing	All	No	Discussion	--
9.	April 17, 2024, Agenda Items	Konczal	No	Discussion	--

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<b>Item</b>	<b>Description</b>	<b>Presented By</b>	<b>Enclosure</b>	<b>Action</b>	<b>Page #</b>
10.	Meeting Feedback	Konczal	No	Discussion	--

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

		Special 1/18/2023	Special 3/1/2023	Special 4/19/2023	Special 6/7/2023	Canceled 7/19/2023	10/18/2023
Avila Trillium Flow Technologies	P	P	P	P	P	XX	P
Barnes State Center Federation of Teachers	P	P	P	P	A	XX	P
Bauer Sagaser, Watkins and Wieland, PC	P	P	P	P	P	XX	A
Blunt IMAGO	P	P	A	A	A	XX	P
Hensley Hensley Associates	P	P	P	P	P	XX	A
Karbassi Fresno City Council	P	P	P	P	A	XX	P
Montalbano German Auto Repair	P	A	P	P	P	XX	P
Quintero Fresno County Board of Supervisors	P	P	P	P	A	XX	A
Riojas Fresno, Madera, Tulare, Kings Building Trades Council	P	P	P	P	P	XX	A
Sotiropoulos Hyatt Real Estate	--	P	P	P	P	XX	P
Zabrycki CAPTRUST	P	P	P	P	A	XX	A

P = Present

A = Absent

-- = Not a Member at Time of Meeting

**FRESNO REGIONAL  
WORKFORCE DEVELOPMENT BOARD**

AGENDA ITEM:	1
MEETING DATE:	January 17, 2024
ACTION:	APPROVE

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**TO:** Executive Committee  
**FROM:** Blake Konczal, Executive Director  
**SUBJECT:** October 18, 2023, Executive Committee Meeting Minutes

**RECOMMENDATION:**

Approve the minutes of the October 18, 2023, Executive Committee meeting.

**ATTACHMENT:**

October 18, 2023, Executive Committee Meeting Minutes



# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee  
October 18, 2023

## SUMMARY MINUTES

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

ROLL CALL: PRESENT – Stephen Avila, Lacy Barnes, Edgar Blunt, Mike Karbassi, Dennis Montalbano, Vasili Sotiropulos, and Legal Counsel Doug Jensen

ABSENT – Paul Bauer, Jeff Hensley, Sal Quintero, Chuck Riojas, and Lydia Zabrycki

AGENDA CHANGES: Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB) presented an item as an emergency addition to the agenda. He stated that the matter came up after the agenda was posted and that it must be addressed at this meeting for approval.

**BARNES/BLUNT – APPROVED THE EMERGENCY ADDITION OF ITEM 7B TO THE AGENDA. (UNANIMOUS)**

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

COMMITTEE  
CHAIR/STAFF  
COMMENTS: None

PUBLIC COMMENTS: None

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Item	Description/Action Taken
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**1. June 7, 2023, Executive Committee Special Meeting Minutes**

Mr. Konczal presented the June 7, 2023, Executive Committee (Committee) special meeting minutes for approval, with a correction. Director Sal Quintero was shown as both present and absent on the minutes presented. The minutes were corrected to show that he was absent at the June 7, 2023, meeting.

**BARNES/BLUNT – APPROVED THE JUNE 7, 2023, EXECUTIVE COMMITTEE SPECIAL MEETING MINUTES, AS CORRECTED. (UNANIMOUS)**

**2. August 2023 Financial Report**

Cheryl Beierschmitt, Deputy Director of Fiscal Services, FRWDB, presented the August 2023 Financial Report for the Committee's acceptance. She reviewed the agenda item's bullet points with the Committee. Mr. Konczal noted that regarding the High Roads Construction Careers

Reimagine Workforce Preparation Grant (HRCC RWPG) that was only 41.18% expended, FRWDB staff contacted the state to request a change in the contract. The requested change would allow the FRWBD to use grant funds for clients, but in a way different than was outlined in the contract. The grant currently included a nine (9)-week Vocational English as a Second Language (VESL) and math class. The State informed staff that because the grant was from both the Employment Development Department and the Department of Education, the contract changes could not be made in time to meet with the shelf life of the money. Mr. Konczal also called the state and was given the same answer.

**BARNES/BLUNT – ACCEPTED THE AUGUST 2023 FINANCIAL REPORT. (UNANIMOUS)**

3. **August 2023 Agency Budget and Expenditures**

Ms. Beierschmitt presented the August 2023 Agency Budget and Expenditures report for the Committee's acceptance. She explained that the year-to-date budget was straight-lined and that two (2) lines were showing a negative variance. The variances were due to expenses for the year being paid upfront, at the start of the fiscal year. FRWDB staff had no concerns with expenditures.

**BARNES/BLUNT – ACCEPTED THE AUGUST 2023 AGENCY BUDGET AND EXPENDITURES REPORT (UNANIMOUS).**

4. **Department of Health and Human Services – Administration for Children and Families Fatherhood Grant Funding Allocation**

Ka Xiong, Program Manager, FRWDB, presented for the Committee's approval, the Department of Health and Human Services – Administration for Children and Families Fatherhood Grant funding allocation in the amount of \$749,999. Ms. Xiong explained that in partnership with Equus Workforce Solutions, Marjaree Mason Center, the Fresno Council on Child Abuse, and Midwest Evaluation and Research, the FRWDB was awarded funding for the fourth (4<sup>th</sup>) year of the Fatherhood program, for the period September 30, 2023, to September 29, 2024. Ms. Xiong reminded the Committee that the goal of the Fatherhood program was to provide educational workshops and Workforce Development services for the purposes of promoting responsible fatherhood and economic stability activities to fathers in the community.

Director Karbassi asked why the amount being allocated to Marjaree Mason Center (Center) was so small. Ms. Xiong explained that the amount allocated to the Center was to provide two (2) trainings for FRWDB staff during the year.

**BARNES/KARBASSI – APPROVED THE DEPARTMENT OF HEALTH AND HUMAN SERVICES – ADMINISTRATION FOR CHILDREN AND FAMILIES FATHERHOOD GRANT FUNDING ALLOCATION. (UNANIMOUS)**

5. **English Language Learner Integrated Education and Training Fund Funding Allocation**

Ms. Xiong presented for the Committee's approval the English Language Learner Integrated Education and Training Fund funding allocation in the amount of \$3,300,000. She explained that the FRWDB received this grant in partnership with Madera County Workforce Investment Corporation, Valley Regional Occupational Program, and Centro La Familia Advocacy Services for the purpose of serving 210 English Language Learners going into the construction, forestry or the healthcare sectors. The term of this grant is October 5, 2023, through December 31, 2026.

Mr. Konczal explained that some of the course work offered by FRWDB partners in organized labor and construction unions was being translated to Spanish in order to bring individuals into the system for training, with the hope of these individuals then being open to receive ESL training.

**BLUNT/BARNES – APPROVED THE ENGLISH LANGUAGE LEARNER INTEGRATED EDUCATION AND TRAINING FUND FUNDING ALLOCATION. (UNANIMOUS)**

**6. Regional Equity and Recovery Partnerships**

Ms. Xiong presented for the Committee's approval, the California Workforce Development Board's Regional Equity and Recovery Partnerships award allocations, totaling \$1,050,729. She explained that the purpose of the grant was to enhance collaboration between Workforce Development Boards and Community College partners to improve access to quality jobs. The period of the grant is December 1, 2022, to September 30, 2025, to serve 124 individuals in the construction and manufacturing industry sectors.

**BLUNT/KARBASSI – APPROVED THE REGIONAL EQUITY AND RECOVERY PARTNERSHIPS FUNDING ALLOCATIONS. (UNANIMOUS)**

**7. Equal Representation in Construction Apprenticeships Grant Allocations and Contract Awards**

Ashley Matthews, Special Projects Manager, FRWDB, presented for the Committee's approval, the allocation of \$1,800,000 of the Equal Representation in Construction Apprenticeships (ERiCA) grant award. Funding under this grant would be for the period of October 19, 2023, to June 30, 2025, and would enact a 14-county outreach initiative to women, nonbinary individuals, and other under-served populations in the building and construction trades. Funding would provide pre-apprentices and apprentices with supportive resources for childcare. Chair Montalbano asked how would participants become aware that there was support for childcare services. Ms. Matthews explained that the Building Trades Councils and their affiliates would refer apprentices who need assistance with childcare, directly to a Childcare Navigator.

Director Karbassi asked if the funds were sent directly to the families and was there any verification to ensure that the funds were being used for childcare and verification that the participant completed the program. Ms. Matthews explained that the money would go directly to the participant on a monthly basis, and that the Apprenticeship Training Director would sign off to verify that the apprentice or pre-apprentice had completed their hours for that month.

**KARBASSI/AVILA – APPROVED THE EQUAL REPRESENTATION IN CONSTRUCTION APPRENTICESHIPS GRANT ALLOCATIONS AND CONTRACT AWARDS. (UNANIMOUS).**

**7B. Bitwise Rapid Response Additional Assistance Grant**

Phyllis Stogbauer, Senior Deputy Director, FRWDB, presented for the Committee's approval, the State of California Employment Development Department's Additional Assistance grant award allocations, totaling \$2,300,000. The purpose of the grant was to provide Rapid Response and employment and training services and apprenticeship opportunities for individuals who were laid off due to the closure of Bitwise Industries in Fresno. The grant was awarded on September 5, 2023, and would go through July 31, 2025. Ms. Stogbauer reviewed the details of the project's goals, as well as the breakdown of the award allocation, as outlined in the agenda item.

Director Barnes asked what was the total number of individuals laid off and how many individuals did the FRWDB anticipate serving through this grant. Ms. Stogbauer stated that 300 individuals were laid off in Fresno, and that the goal was to serve 147 of those individuals.

Chair Montalbano asked what services State Center Community College District (SCCCD) would be providing. Mr. Konczal stated that Bitwise had a state-approved apprenticeship program and when Bitwise employees lost their jobs, the apprentice trainees lost their apprenticeship slots. SCCCDC has agreed to take over those apprenticeship slots.

**SOTIROPULOS/BARNES – APPROVED THE BITWISE RAPID RESPONSE ADDITIONAL ASSISTANCE GRANT FUNDING ALLOCATIONS (UNANIMOUS).**

**8. Business Services**

Mr. Konczal explained to the Committee that at one time, Business Services used to be housed with contractors. Then after a number of years, the FRWDB decided to bring Business Services in-house. Recently, the FRWDB has had a number of job openings for its Business Services unit, but has had a difficult time finding employees for those positions. It has been decided that FRWDB Business Services would go out for a procurement to find a contractor to provide Business Services. He noted that the FRWDB's existing contractors would be precluded from bidding for the contract.

Ms. Stogbauer stated that the plan was to release a procurement before the end of the year, with an evaluation of proposals taking place in January 2024.

Director Barnes asked what specific things are under Business Services. Mr. Konczal explained that Rapid Response services is a part of Business Services, as well as offerings of free workshops to employers. Ms. Stogbauer added that Incumbent Worker Training, Layoff Aversion services, as well as an HR Hotline, where small businesses who do not have their own HR professional on staff can receive free answers and referrals to legal counsel, if needed, were also part of Business Services.

Mr. Konczal indicated that FRWDB staff would bring the procurement before the FRWDB as the process proceeds, but wanted to inform the Committee about it as soon as possible.

This was a discussion item.

**9. Executive Committee Retreat Synopsis**

Mr. Konczal reported that the Committee had a very successful retreat in September 2023, when the Committee had an opportunity to look at broad challenges the FRWDB was facing and to discuss policy direction. Notes from the retreat were in the process of being prepared and would soon be shared with the Committee. He shared that Director Blunt and Kurt Madden did a presentation on the challenges of AI coming into the economy. There was also a presentation about digital connectivity in the Valley and how that is a big issue. Mr. Konczal stated that he was excited about the discussion at the retreat when the community was identified as the FRWDB's client, when usually, businesses or unemployed and underemployed individuals are identified as the FRWDB's clients.

This was an information item.



10. **Director's Quarterly Update**

FRWDB staff distributed a summary of the Executive Director's activities for the period of July through September 2023.

He spoke briefly about the items on which he spent the most time during the reporting period: Opening the East Shaw Dislocated Worker site/Business Services Center; a job fair at Fresno City Hall for former Bitwise employees; a press event to announce the Additional Assistance Grant to assist former Bitwise employees; hosting the first mixer on the Hotel Virginia patio for FRWDB board members; and preparation work for submission of the Recompete grant application to the United States Department of Commerce. Mr. Konczal noted that the Recompete application was the largest application ever submitted by the FRWDB, and he believed it would be a competitive application among the 560 applications submitted. Fresno State partnered with the FRWDB on the grant to create a think tank in the Jordan School of Agriculture focused on the effects of climate change and would be called the Center for Climate Solutions at Fresno State.

This was an information item.

11. **Referral of Agenda Items to Other Committees**

There were no agenda items referred to other committees.

12. **Information Sharing**

Director Karbassi shared that the City of Fresno was awarded a \$22 million grant from the State of California to build 96 units of permanent housing for foster youth who have aged out. Valley Teen Ranch is the sponsor of the project, which will be located at Sierra and Polk Avenues in northwest Fresno.

Director Sotiropulos shared that the Greek Festival was a great success, with almost 25,000 attendees...the most ever for the Greek Festival.

Director Blunt shared that the IMAGO offices will be moving from downtown to a location on West Shaw Avenue.

Director Barnes shared that she was part of a task force that is looking into the low level of representation in educational opportunities for indigenous peoples.

Director Avila shared that Trillium Flow was appearing to have had a record shipment month for the month of October, but that it looked like a slowdown in business would be coming in about six (6) months.

Mr. Konczal shared that every five (5) years, the City of Fresno has to file its Comprehensive Economic Development Strategy (CEDS) with the United States Department of Commerce. He serves on the City's CEDS Committee and at a recent meeting, the Committee received a report showing that employment numbers had come back to pre-Covid levels and that over the next 12-18 months, the effects of the current middle-Eastern crises would be felt through the world's economy. He said that it was a very interesting presentation.

This was an information item.

11. **January 17, 2024, Agenda Items**

None.

12. **Meeting Feedback**

There was no feedback.

Meeting adjourned at 4:06 p.m.

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	2
MEETING DATE:	January 17, 2024
ACTION:	ACCEPT

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

**RECOMMENDATION:**

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

**REASON FOR RECOMMENDATION:**

The attached summary financial report and chart display year-to-date financial information through November 20, 2023.

- Transformative Climate Communities (TCC): This grant ends March 31, 2024; it is 41.32% expended at \$516,322 with an unspent amount of \$733,110. FRWDB staff is working with the City of Fresno to request a one (1) year no-cost extension to March 31, 2025.
- 2020 September Wildfires: This grant ends December 31, 2023; it is 66.58% expended at \$199,749 with an unspent amount of \$100,251; the final cohort has been scheduled during the last three (3) months of the grant (October 2023 – December 2023).
- Equity and Special Populations (ESP): FRWDB was granted a three (3) month no-cost extension to March 31, 2024. It is 60.73% expended at \$455,467 with an unspent amount of \$294,533.
- Pathway Home Grant – GRID Alternatives: This grant ends on December 31, 2023; it is 6.92% expended at \$5,097 with an unspent amount of \$68,533. FRWDB staff does not anticipate fully expending this grant because the Fiscal Agent (GRID Alternatives) has not had the participant referrals as initially intended.
- Staff has no concerns with other grant expenditures at this time.

**ATTACHMENT:**

November 2023 Financial Report

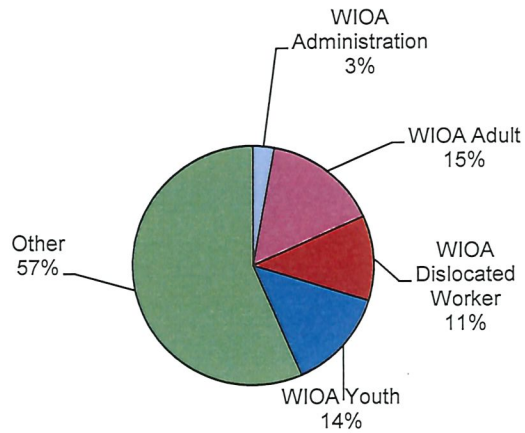
**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD**  
**Summary Financial Report**  
**November 2023**

GRANT	TERM	Total Grant Amount	Prior Year(s) Expended	Current Year to Date Expenditures	Percent Expended	Unspent Committed Funds
WIOA ADMINISTRATION	07/01/2023 - 06/30/2024	1,554,335		661,603	42.57%	892,732
* WIOA ADULT	07/01/2023 - 06/30/2024	8,479,616		2,267,533	26.74%	6,212,083
* WIOA DISLOCATED WORKER	07/01/2023 - 06/30/2024	6,232,870		2,115,872	33.95%	4,116,999
* WIOA YOUTH	07/01/2023 - 06/30/2024	7,459,916		1,877,798	25.17%	5,582,117
*WIOA RAPID RESPONSE & Layoff Aversion	07/01/2023 - 06/30/2024	316,392		94,020	29.72%	222,372
TCC - Transformative Climate Communities	02/01/2020 - 03/31/2024	1,249,432	485,296	31,026	41.32%	733,110
2020 September Wildfires - 1st Increment	01/01/2021 - 12/31/2023	300,000	162,359	37,390	66.58%	100,251
CAL FIRE	03/01/2020 - 03/01/2025	1,675,200	1,575,631	81,421	98.92%	18,148
Fatherhood - HHS	09/30/2023 - 09/29/2024	749,999	-	205,296	27.37%	544,703
Equity & Special Populations (ESP)	02/01/2022 - 03/31/2024	750,000	335,615	119,852	60.73%	294,533
City of Fresno - One Youth Job Corps	08/10/2022 - 05/01/2024	648,680	152,168	182,736	51.63%	313,776
QUEST - Quality Jobs-Equity-Strategy-Training-(NDWG)	10/01/2022 - 09/30/2024	750,000	106,949	127,241	31.23%	515,810
Pathway Home Grant - GRID Alternatives	07/01/2020 - 12/31/2023	73,630	4,450	647	6.92%	68,533
Valley Build Earmark - Assembly Bill No. 178	04/01/2023 - 12/31/2025	3,000,000	92,614	254,781	11.58%	2,652,605
CAL FIRE - Round 2	03/24/2023 - 03/31/2026	1,973,615	17,337	196,379	10.83%	1,759,899
HRCC: Resilient Workforce (RWF)	06/01/2023 - 03/31/2026	8,825,127	43	444,266	5.03%	8,380,818
Good Jobs Challenge - American Rescue Plan	06/01/2023 - 01/31/2028	1,807,383		6,523	0.36%	1,800,860
Regional Equity and Recovery Partnership (RERP)	12/01/2022 - 09/30/2025	1,050,729		-	0.00%	1,050,729
Prison to Employment (P2E) 3.0	07/11/2023 - 12/31/2025	719,723	-	10,325	1.43%	709,398
ERiCA-Equal Representation in Construction Apprenticeships	05/01/2023 - 06/30/2025	1,800,000		1,534	0.09%	1,798,466
Bitwise AA Project	06/01/2023 - 04/30/2025	2,300,000		19,663	0.85%	2,280,337
High Road Training Partnerships (H RTP - RWF)	05/15/2023 - 03/31/2026	2,500,000	-	5,693	0.23%	2,494,307
ELL Integrated Education and Training	10/01/2023 - 12/31/2026	3,330,000		-		3,330,000
<b>TOTAL FUNDING</b>		<b>57,546,647</b>	<b>2,932,462</b>	<b>8,741,599</b>	<b>20.29%</b>	<b>45,872,586</b>

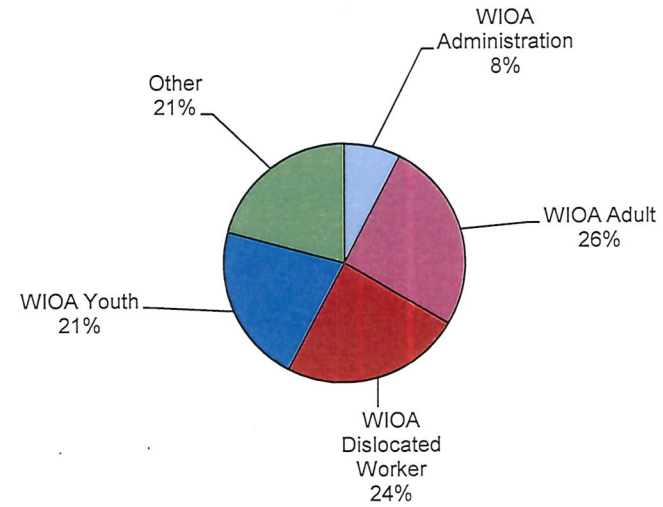
\* Total Grant Amount includes ACTUAL carryover from Prior Plan Year 22 - 23  
Due to spreadsheet formula rounding calculations, totals may be off by \$1 or \$2

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD  
FINANCIAL REPORTS  
November 2023

**FRWDB Committed Funds  
Fiscal Year 2023-2024**

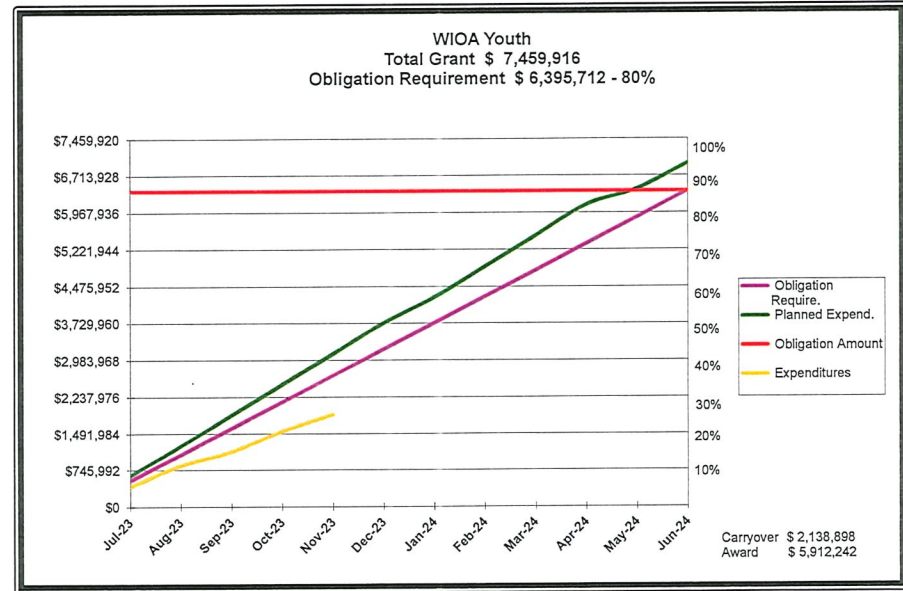
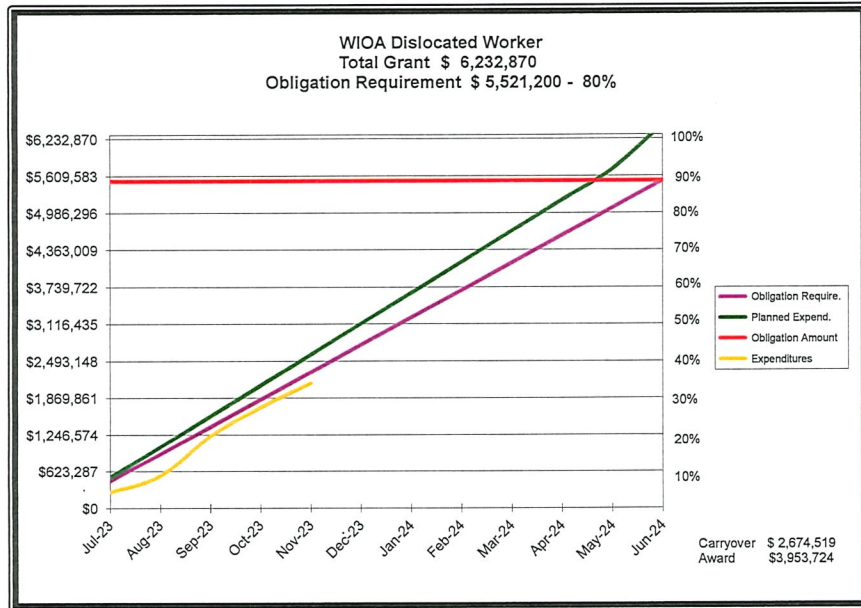
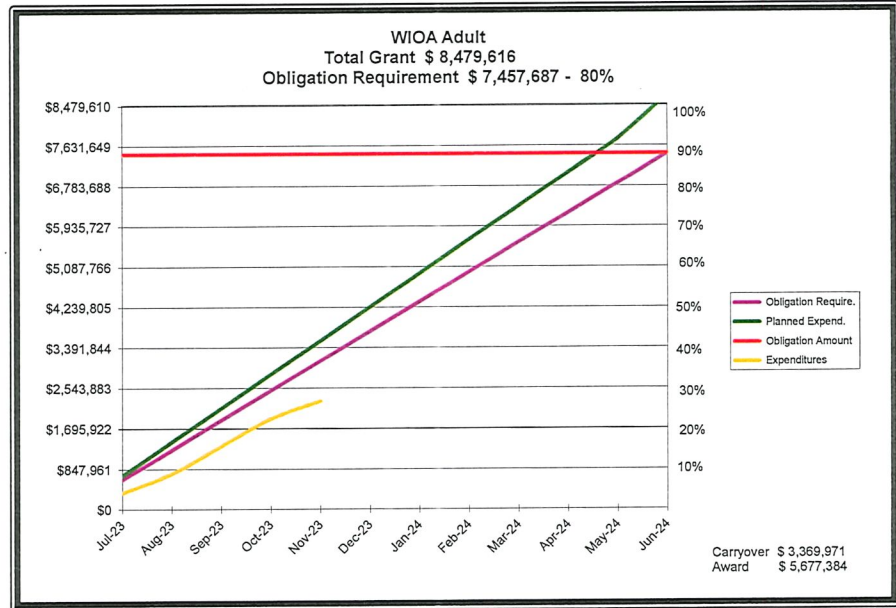
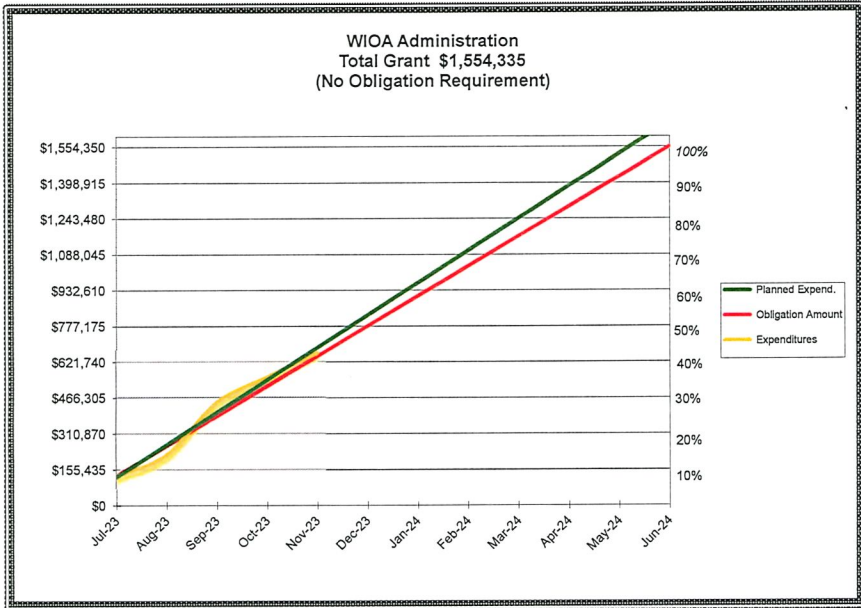


**FRWDB Expenditures  
Fiscal Year 2023-2024**



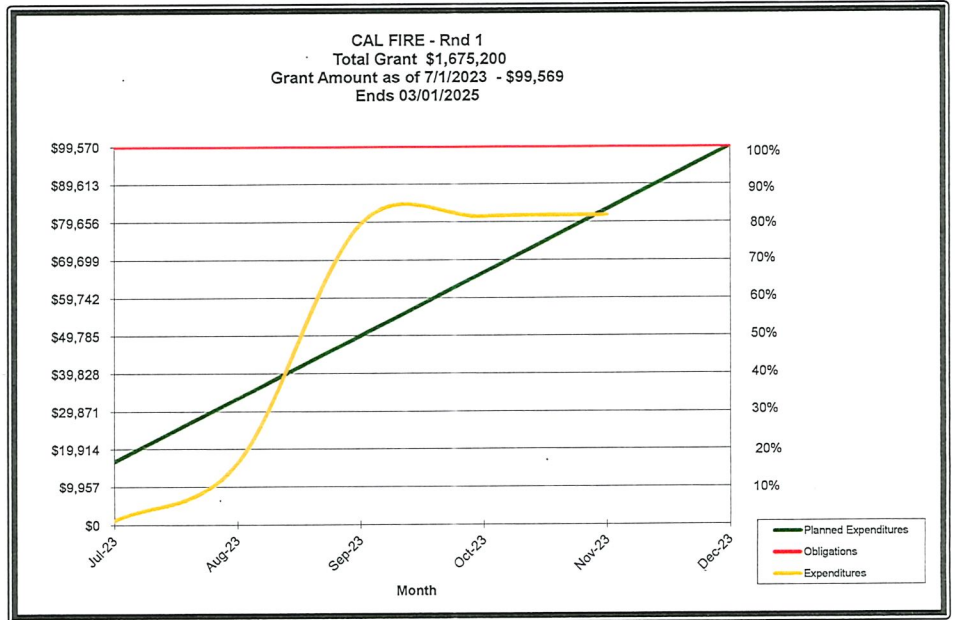
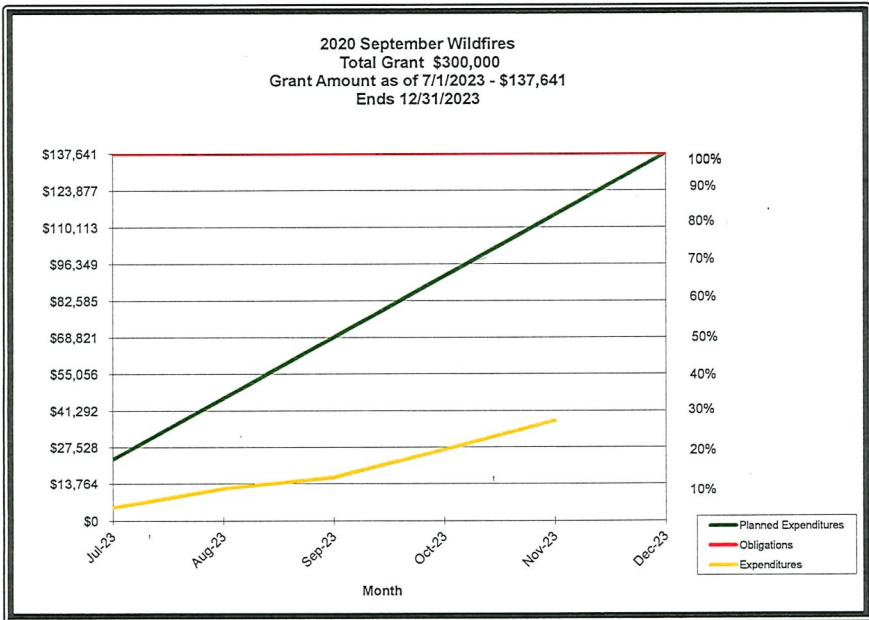
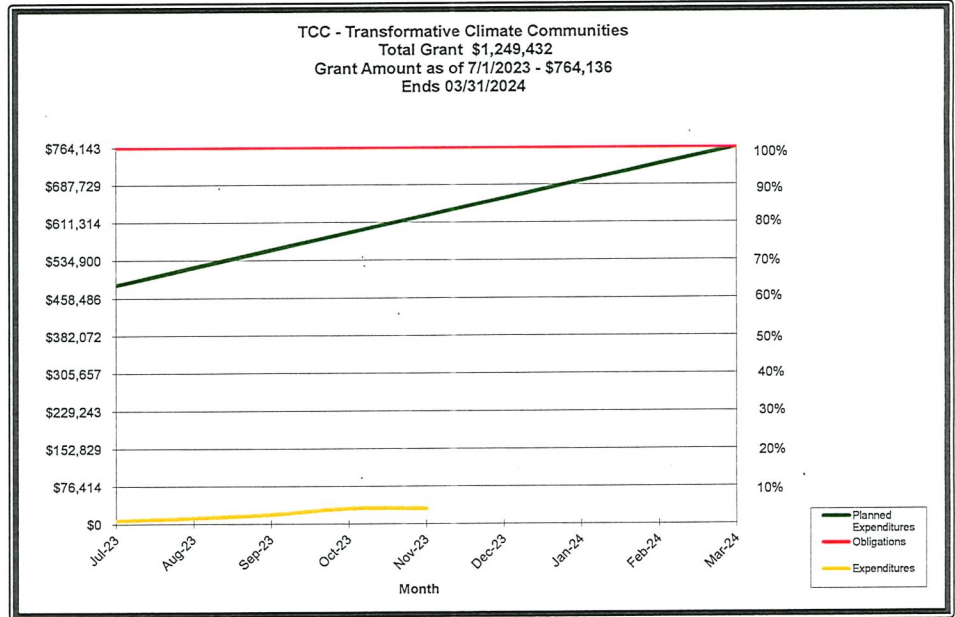
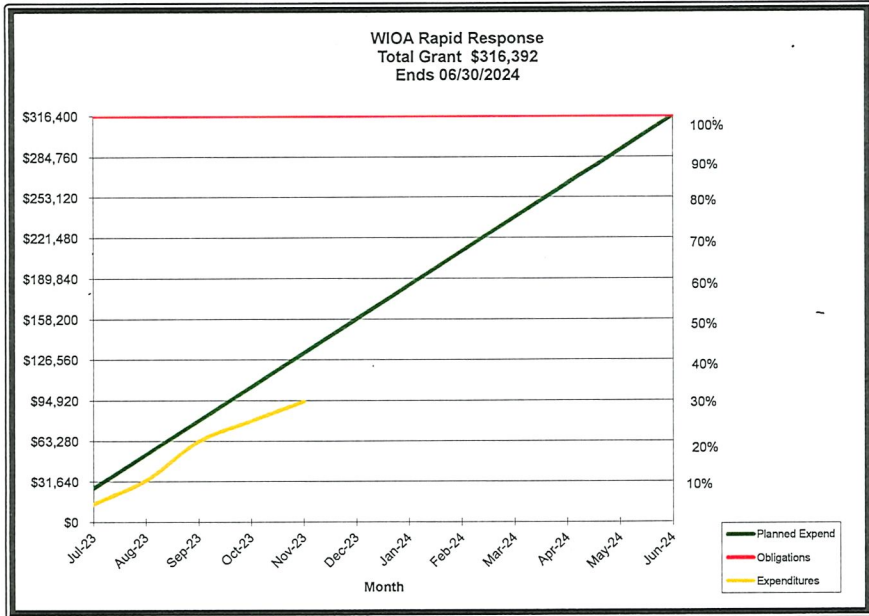
FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

November 2023



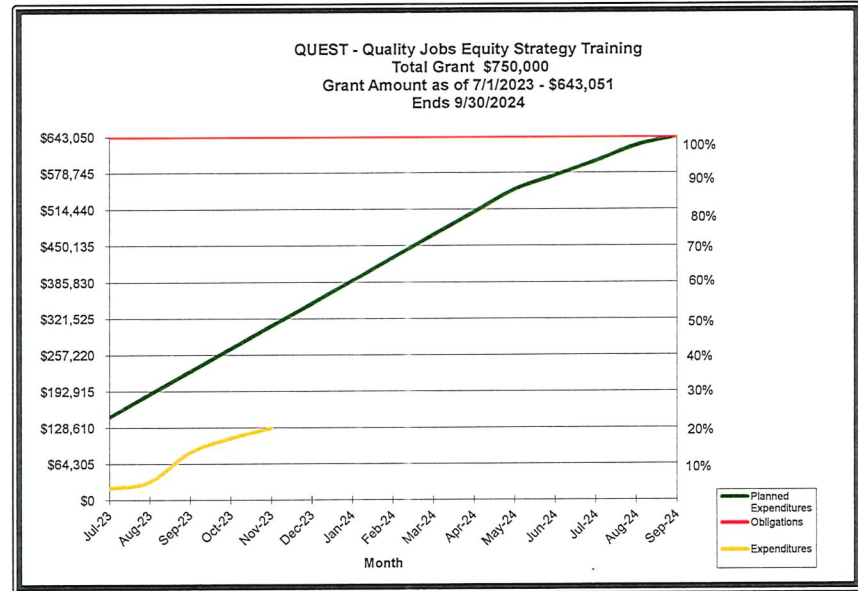
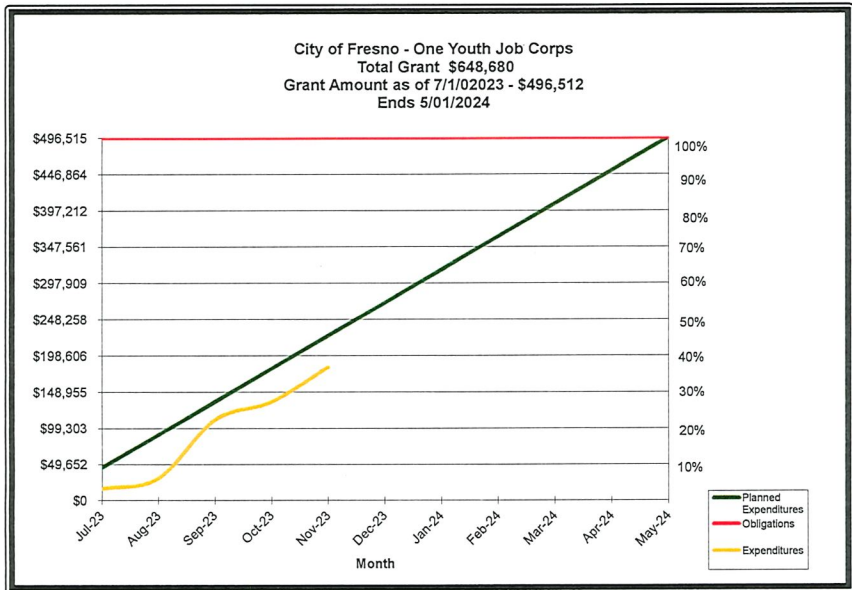
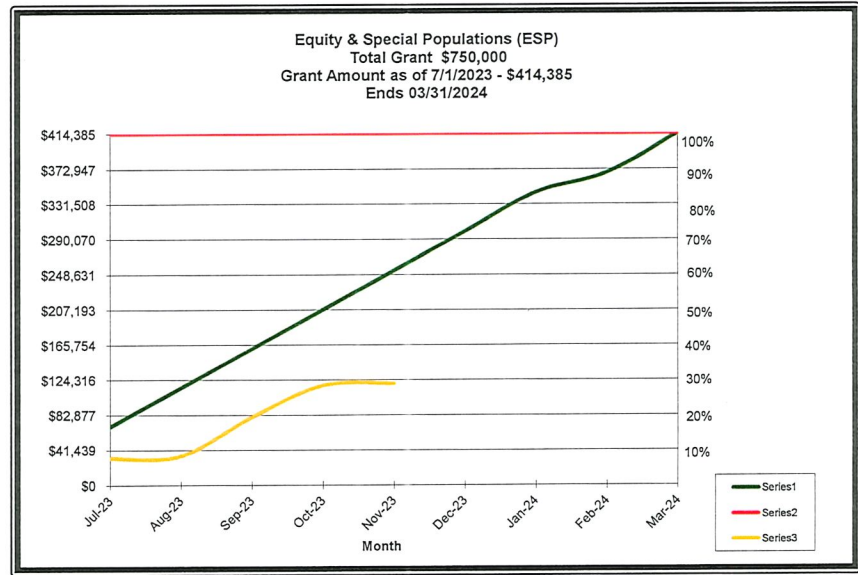
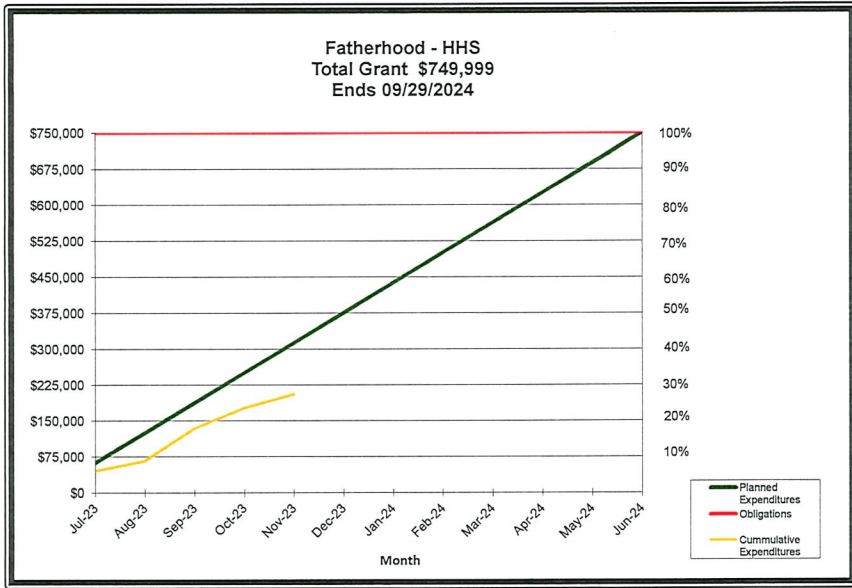
FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

November 2023



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD FINANCIAL REPORTS

November 2023





# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	3
MEETING DATE:	January 17, 2024
ACTION:	ACCEPT

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

**RECOMMENDATION:**

Accept the attached Agency Budget and Expenditures report for November 2023 financials for Program Year 2023-2024.

**REASON FOR RECOMMENDATION:**

The attached table provides the status of the agency budget as of November 30, 2023.

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

**ATTACHMENT:**

FRWDB Agency Budget and Expenditures – November 2023

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

November 2023

	Budget by Line Item	Total Budget	YTD Budget	YTD Expenditures	Variance	Percent Variance
51	Salaries	\$ 3,026,952	\$ 1,261,230	\$ 1,115,193	146,037	11.58%
52	Payroll Taxes	277,653	115,689	93,465	22,224	19.21%
53	Fringe Benefits	924,753	385,314	313,333	71,981	18.68%
55	Staff/Board/Service Provider Development	72,500	30,208	31,556	(1,348)	-4.46%
56	Local Mileage	26,000	10,833	8,094	2,740	25.29%
60	Communications	40,000	16,667	7,075	9,592	57.55%
61	Insurance	32,500	29,800	26,506	3,294	11.05%
62	Maintenance	86,840	36,183	34,504	1,679	4.64%
63	Memberships	50,000	20,833	19,950	884	4.24%
64	Miscellaneous	15,000	6,250	4,901	1,349	21.59%
65	Office Expense	29,600	12,333	11,105	1,228	9.96%
66	Professional Services	225,800	94,083	32,743	61,340	65.20%
67	Advertising	35,000	14,583	5,071	9,512	65.23%
68	Rent & Leases	252,000	105,000	104,073	927	0.88%
69	Utilities	40,000	16,667	14,157	2,510	15.06%
71	Furniture and Equipment	590,000	245,833	26,730	219,103	89.13%
	<b>Total</b>	<b>\$ 5,724,598</b>	<b>\$ 2,401,507</b>	<b>\$ 1,848,457</b>	<b>553,051</b>	<b>23.03%</b>

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

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	4
MEETING DATE:	January 17, 2024
ACTION:	APPROVE

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**TO:** Executive Committee  
**FROM:** Tim Giles, Deputy Director Information and General Services  
**SUBJECT:** Microsoft Office 365 Services Contract Award

**RECOMMENDATION:**

Approve the award of the recommended vendor to provide Microsoft (MS) Office 365 migration of e-mail services and Workforce Connection provider integration.

**REASON FOR RECOMMENDATION:**

On November 20, 2023, Fresno Regional Workforce Development Board (FRWDB) released a Request for Proposals (RFP) for MS Office 365 services. The services desired are to migrate FRWDB's e-mail server from on-premise to the MS Office 365 cloud platform. Additionally, services are requested for integrating Workforce Connection, Adult and Young Adult service providers into the FRWDB MS Office 365 tenant. The purpose of these services is to enhance security and efficiency relating to e-mail and file sharing.

Five (5) proposals were received by the required deadline. A panel review took place on January 9, 2024, to review the submitted proposals. Of the five (5) proposals, three (3) met the minimum score of 70 points, thereby resulting in a successful procurement.

The Rating Panel recommends that AgreeYa Solutions Inc. be awarded the contract. The estimated cost of the project is \$48,285.00. Below is the Rating Panel's scoring summary.

**Microsoft Office 365 Migration  
REQUEST FOR PROPOSALS – Program Year 2023 - 2024  
Overall Rating Panel Results**

<b>Proposer</b>	<b>Total Score</b>
AgreeYa Solutions Inc.	96.5
Golden Five LLC	92.3
Communication Square LLC	86.2
Zirlen	67.8
Transform Digital	66.8

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	5
MEETING DATE:	January 17, 2024
ACTION:	APPROVE

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**TO:** Executive Committee

**FROM:** Phyllis Stogbauer, Senior Deputy Director

**SUBJECT:** Student Training and Employment Program Contract Award

**RECOMMENDATION:**

Approve \$745,001.80 in award allocations by the California Department of Rehabilitation (DOR) and Foundation for California Community Colleges' (Foundation) Student Training and Employment Program (STEP) grant program for the initial funding period of January 1, 2024, to December 31, 2024, as outlined below.

**REASON FOR RECOMMENDATION:**

The Fresno Regional Workforce Development Board's (FRWDB's) STEP program will foster strong partnerships with key stakeholders in the area who support individuals with disabilities (SWD) by strengthening an existing open line of referrals and streamlining access to services for these individuals. The program will provide work experience, job preparation training, job exploration and postsecondary enrollment counseling, and self-advocacy training for 100 SWDs. Individuals enrolled in this program will have access to a robust support system that not only prepares them for the workforce, but also empowers them to advocate for their needs and career aspirations. This approach ensures that SWDs receive the guidance and resources necessary to succeed in their chosen career paths.

The initial period of funding is January 1, 2024, to December 31, 2024, with the option to receive awards for two (2) additional years through December 31, 2026. FRWDB staff is recommending the approval of funding awards for the initial funding period as follows:

FRWDB Operational/Program Oversight	\$70,001.80
America Works of California	\$333,548.00
Participant Work Experience Pool – Career Catalyst	\$331,452.00
Onboarding – Career Catalyst	\$10,000.00
Total	\$745,001.80

**FISCAL IMPACT:**

Approval of this item will allocate \$745,001.80 of DOR/Foundation funding for the period of January 1, 2024, through December 31, 2024.

# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	6
MEETING DATE:	January 17, 2024
ACTION:	INFORMATION

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**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:	7
MEETING DATE:	January 17, 2024
ACTION:	DIRECT

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**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.).