



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Skills Development Council
November 6, 2024

SUMMARY MINUTES

The meeting was called to order at 4:02 p.m.

ROLL CALL: PRESENT – Jeff Hensley, Scott Miller (arrived at 4:06), Alisha Morgan, Joe Olivares, Sandra Vicente, Lydia Zabrycki, and Chris Zeitz

ABSENT – Stephen Avila and Douglas Dart

AGENDA CHANGES: None

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

COUNCIL CHAIR/ STAFF COMMENTS: Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), shared that Directors Dart and Vicente were re-appointed to the FRWDB.

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<p><u>August 7, 2024, Skills Development Council Meeting Minutes</u></p> <p>Mr. Konczal presented the August 7, 2024, Skills Development Council (Council) meeting minutes for the Council's approval, or correction and approval.</p> <p>OLIVARES/MORGAN – APPROVED THE AUGUST 7, 2024, SKILLS DEVELOPMENT COUNCIL MEETING MINUTES. (UNANIMOUS)</p> <p>Director Miller arrived (4:06 p.m.)</p>
2.	<p><u>Workforce Innovation and Opportunity Act Adult and Dislocated Worker Participant Training Report</u></p> <p>Phyllis Stogbauer, Senior Deputy Director, FRWDB, presented for the Council's recommendation, the Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker Participant Training report for the period of July 1, 2022, to June 30, 2024. She provided the Council with background on the WIOA Adult and Dislocated Worker Participant Training Report, which included details of Senate Bill 734 that obligated local workforce boards to allocate 25% of WIOA Adult and Dislocated Worker formula allocations for workforce training services. These services include: Vocational Skills Training, Transitional Jobs (paid work experience), and On-the-Job Training activities. Ms. Stogbauer shared that the total training expenditures for July 1, 2022, to June 30, 2024, was \$3,209,451 and that the 30% requirement mandated by the state had been met.</p>

Director Hensley asked whether Transitional Job Training was the same as On-the-Job Training. Ms. Stogbauer clarified that Traditional Job Training was more like paid work experience, wherein the FRWDB and employers each pay 50% of the participants' salaries; and the FRWDB pays 100% of the salaries for On-the-Job Training.

Director Zabrycki asked if there was a formula that was used to distribute funds between the Adult, Dislocated Worker, and Special Projects departments. Ms. Stogbauer replied that there was, and that the formula percentage was based on how many individuals the providers were required to serve based on their contracts.

OLIVARES/MORGAN – APPROVED THE WORKFORCE INNOVATION AND OPPORTUNITY ACT ADULT AND DISLOCATED WORKER PARTICIPANT TRAINING REPORT. (UNANIMOUS)

3. Eligible Training Provider List Monitoring Report

Cheryl Beierschmitt, Deputy Director Fiscal Services, FRWDB, presented for the Council's recommendation, the Eligible Training Provider List (ETPL) Monitoring Report for the First Quarter of Program Year (PY) 2024-2025. She explained that this report was being presented to the Council because training expenditures were being reviewed. Ms. Beierschmitt explained the four (4) elements of the monitoring process to the Council: Process Compliance, Performance Tracking and Results, Section 188 Compliance, and Case File Reviews. She indicated that monitoring of the following schools was completed during the First Quarter of PY 2024-2025: Fresno City College-Career and Technical Center, Kingsburg School of Dental Assisting, GRID Alternatives, and Reedley College. Ms. Beierschmitt stated that there were no findings for any of these schools to address.

Director Olivares asked what kind of training was being offered through Reedley College. Ms. Stogbauer replied that manufacturing, nursing, construction training, and a forestry program was being offered at this school.

4. Individual Training Account Overview

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 First Quarter of PY 2023-2024. Mr. Giles reviewed 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. He also clarified that the total Individual Training Account Expenditures were paid out during the PY period, and not during the duration of training.

Mr. Giles also shared with the Council an overview of participants enrolled in training by gender, but indicated that the rural numbers were not correct, and that they would be corrected by the next quarter.

Mr. Konczal informed the Council that Mr. Giles would be retiring in two (2) weeks.

This was an information Item.

5. **Special Grants Training Overview**

Ashley Matthews, Senior Special Projects Manager, FRWDB, spoke about the ValleyBuild Apprenticeship Readiness Program, the Greater Sierra Forestry Corps, and the multiple grants that fund these projects. Ms. Matthews shared a PowerPoint that included overviews of each special grant's regional performance progress. She also announced a new cohort under ValleyBuild with the California Indian Manpower Consortium, which will provide case management and supportive services consisting of food and clothing stipends; with the FRWDB providing supportive services for mileage, childcare, and needs-related payments.

Ms. Matthews also shared photos of ValleyBuild and ValleyBuild NOW graduations, Greater Sierra Forestry Corps activities, and flyers of upcoming events. Some of these events included the ValleyBuild Trade and CTE Expo and National Apprenticeship Week activities, which were conducted in partnership with Kern Community College.

This was an information item.

6. **Discretionary Grants Report**

Ka Xiong, Program Manager, FRWDB, presented an overview of the discretionary grant funding for the Council's review. Ms. Xiong discussed the Quality Jobs, Equity, Strategy, and Training (QUEST) Grant, the Fresno Fatherhood Grant, the Regional Equity and Recovery Partnerships (RERP) Grant, the Student Training and Employment Program 2.0 (STEP 2.0) Grant, the Prison to Employment (P2E) Grant, and the English Language Learner Integrated Education and Training (ELL IET) Grant. In her overview, Ms. Xiong stated each grant's purpose, target population, and period of performance. Ms. Xiong indicated that each grant was at various stages of their grant cycle, as she discussed each grant's progress through September, 2024.

This was an information item.

7. **Overview of Staff Trainings**

Jose Espinoza, Training Manager, FRWDB, presented an overview of staff trainings scheduled for the First Quarter of PY 2023-2024. Mr. Espinoza updated the Council on the all-staff conference at Holland Park West and the staff trainings that had already occurred, including the mandatory Harassment Prevention and Workplace Violence Prevention training for all FRWDB staff.

Director Olivares asked whether other training was mandatory. Mr. Espinoza replied that no other training was mandatory, and informed the Council of plans to develop a training calendar in 2025 that would be used to show which staff trainings were mandatory, based on staff roles, and which trainings offered certification

Director Vicente asked how the FRWDB produced topics for training. Mr. Espinoza replied that training topics were selected based on feedback from FRWDB staff, Employment Readiness Specialists, and Case Managers.

Director Vicente suggested the use of Artificial Intelligence (AI) training to improve staff efficiency. Chair Montalbano asked whether the Harassment Prevention training included Sexual Harassment training. Ms. Stogbauer replied that all forms of harassment were addressed, noting that FRWDB and providers each conduct training for their own staff. Chair Montalbano commented that the atmosphere at the all-staff conference was fun and enthusiastic, and that he thought everyone enjoyed it.

This was an information item.

8. Information Sharing

There were no Information Items to share.

9. February 5, 2025, Agenda Items

There were no items recommended for the February 5, 2025, Skills Development Council meeting agenda.

10. Meeting Feedback

There was no meeting feedback provided.

Meeting adjourned at 4:48 p.m.