



FRESNO AREA WORKFORCE INVESTMENT CORPORATION

Board of Directors
July 17, 2024

SUMMARY MINUTES

The meeting was called to order at 3:08 p.m.

ROLL CALL: PRESENT - Stephen Avila, Jeff Hensley, Dennis Montalbano, Sal Quintero, Chuck Riojas, Vasili Sotiropulos, and Legal Counsel Ken Price

ABSENT - Lacy Barnes, Edgar Blunt, Mike Karbassi, and Lydia Zabrycki

AGENDA CHANGES: None

ABSTENTIONS: None

BOARD CHAIR/
STAFF COMMENTS: None

PUBLIC COMMENTS: None

Item	Description/Action Taken
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1. **January 17, 2024, Meeting Minutes**

Blake Konczal, Chief Executive Office, Fresno Area Workforce Investment Corporation (FAWIC) presented the January 17, 2024, meeting minutes for approval and/or correction and approval.

RIOJAS/QUINTERO – APPROVED THE MINUTES OF THE JANUARY 17, 2024, MEETING. (UNANIMOUS)

2. **Fresno Area Workforce Investment Corporation Personnel Manual**

Mr. Konczal presented the FAWIC Personnel Manual for approval. He stated that the Manual was reviewed annually by Sierra HR Partners and Baker, Manock & Jensen. Updates to the Personnel Manual were outlined in the agenda item.

RIOJAS/AVILA – APPROVED THE FRESNO AREA WORKFORCE INVESTMENT CORPORATION PERSONNEL MANUAL. (UNANIMOUS)

3. **Single Audit Services Contract Award**

Cheryl Beierschmitt, Deputy Director of Fiscal Services, FAWIC, presented on behalf of Phyllis Stogbauer, Senior Deputy Director, FAWIC. Ms. Beierschmitt presented for approval, the award of the Audit Services contract to Moore Grider & Company, in the amount of \$40,625. The contract award was for the period August 1, 2024, through June 30, 2025, with

the option of four (4) annual renewals. She explained that the Single Audit Act requires that any organization receiving \$750,000 or more must have a single audit conducted annually.

FAWIC staff released a Request for Quotes (RFQ) on April 23, 2024, with a submission deadline of May 23, 2024. As of the deadline, one (1) quote was received, from Moore Grider and Company. FAWIC staff reviewed the quote and determined that it met all the requirements of the RFQ. Therefore staff recommended the contract be awarded to Moore Grider and Company.

**RIOJAS/AVILA – APPROVED THE SINGLE AUDIT SERVICES CONTRACT AWARD.
(UNANIMOUS)**

4. Referral of Agenda Items to the Fresno Regional Workforce Development Board and/or Its Committees

There were no items referred; however, Chair Montalbano asked that an item go to the Fresno Regional Workforce Development Board on the topic of meeting attendance.

5. October 16, 2024, Agenda Items

None.

6. Meeting Feedback

None.

The meeting was adjourned at 3:25 p.m.