



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
January 21, 2026 @ 3:00 p.m.

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

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.

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 15, 2025, Executive Committee Meeting Minutes	Konczal	Yes	Approve	4
2.	November 2025 Agency Budget and Expenditures	Beierschmitt	Yes	Accept	8
3.	November 2025 Financial Report	Beierschmitt	Yes	Accept	10
4.	Application to State of California Employment Development Department for Direct Adult and Dislocated Worker Career Services Provider	Konczal	Yes	Approve	14

ACCOMMODATIONS FOR PERSONS WITH DISABILITIES

Disabled individuals and individuals who are limited English proficient who need special assistance to attend or participate in this meeting may request assistance by contacting the Fresno Regional Workforce Development Board, at 2125 Kern Street, Suite 208, Fresno, California, or by calling (559) 490-7100. Every effort will be made to reasonably accommodate individuals with disabilities or who are limited English proficient by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance of the meeting.

Item	Description	Presented By	Enclosure	Action	Page #
5.	Workforce Innovation and Opportunity Act Adult and Dislocated Worker Services - Local Fresno Regional Workforce Development Board Five-Year Procurement	Konczal	Yes	Approve	22
6.	High Road Training Partnerships – Resilient Workforce Fund Budget Modification	Lopez	Yes	Approve	36
7.	High Roads Construction Careers – Resilient Workforce Fund Contract Modification	Matthews	Yes	Approve	38
8.	Draft Fresno Regional Workforce Development Board Client Engagement Framework	Konczal	Yes	Information	40
9.	Director’s Quarterly Update	Konczal	Yes	Information	41
10.	Referral of Agenda Items to Other Committees	Blunt	Yes	Direct	42
11.	Information Sharing	All	No	Discussion	--
12.	April 15, 2026, Agenda Items	Konczal	No	Discussion	--
13.	Meeting Feedback	Konczal	No	Discussion	--

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
2025 ATTENDANCE REPORT**

	Special 1/15/2025	Canceled 4/3/2025	Canceled 4/16/2025	7/16/2025	10/15/2025
Avila Trillium Flow Technologies	A	A	XX	P	P
Blunt IMAGO	P	P	XX	A	P
Branch Fresno Adult School	P	P	XX	P	P
Chavez Fresno County Board of Supervisors	P	P	XX	P	A
Goldsmith State Center Community College District	A	P	XX	P	A
Karbassi Fresno City Council	P	--	--	--	--
Maxwell Fresno City Council	--	P	XX	A	A
Montalbano German Auto Repair	P	P	XX	P	P
Morgan Kaiser Permanente	P	A	XX	P	A
Riojas Fresno, Madera, Tulare, Kings Building Trades Council	P	P	XX	P	P
Sotiropoulos Hyatt Real Estate	P	P	XX	P	P
Zabrycki CAPTRUST	P	A	XX	P	A

P = Present

A = Absent

-- = Not a Member at Time of Meeting

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	1
MEETING DATE:	January 21, 2026
ACTION:	APPROVE

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: October 15, 2025, Executive Committee Meeting Minutes

RECOMMENDATION:

Approve the minutes of the October 15, 2025, Executive Committee meeting.

ATTACHMENT:

October 15, 2025, Executive Committee Meeting Minutes



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Executive Committee
October 15, 2025

SUMMARY MINUTES

The meeting was called to order at 3:27 p.m.

ROLL CALL: PRESENT – Stephen Avila, Edgar Blunt, Rodney Branch, Dennis Montalbano, Chuck Riojas, Vasili Sotiropulos, and Legal Counsel Craig Armstrong

ABSENT – Luis Chavez, Carole Goldsmith, Tyler Maxwell, Alisha Morgan, and Lydia Zabrycki

AGENDA CHANGES: None

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

COMMITTEE
CHAIR/STAFF COMMENTS: None

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<p><u>July 16, 2025, Executive Committee Meeting Minutes</u></p> <p>Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), presented the July 16, 2025, Executive Committee (Committee) meeting minutes for approval, or correction and approval.</p> <p>RIOJAS/AVILA – APPROVED THE JULY 16, 2025, EXECUTIVE COMMITTEE MEETING MINUTES. (UNANIMOUS)</p>
2.	<p><u>August 2025 Agency Budget and Expenditures</u></p> <p>Cheryl Beierschmitt, Deputy Director Fiscal Services, FRWDB, presented the August 2025 Agency Budget and Expenditures report for the Committee's acceptance. She reminded the Committee that the year-to-date budget was straight-lined. She noted a few variances in the following line items: Office Expense, due to upfront expenditures for the purchase of Panda inventory software and Cobblestone contracting software; Utilities, due to higher AC usage; and Memberships, due to paying the California Workforce Association membership dues up front at the beginning of the Program Year. Overall variance was \$230,000 to the positive. FRWDB staff had no concerns with the report.</p> <p>RIOJAS/AVILA – ACCEPTED THE AUGUST 2025 AGENCY BUDGET AND EXPENDITURES. (UNANIMOUS)</p>

3. **August 2025 Financial Report**

Ms. Beierschmitt presented the August 2025 Financial Report for the Committee's acceptance. She reviewed the grants that were highlighted on the agenda item. Director Montalbano asked what Aspen Institute grant was. Mr. Konczal explained that the FRWDB received a grant from Aspen Institute to start a Workforce Academy in Fresno, to have input from Community Based Organizations and large employers in the area on how the workforce system in Fresno might be improved.

AVILA/SOTIROPULOS – ACCEPTED THE AUGUST 2025 FINANCIAL REPORT (UNANIMOUS)

4. **Emergency Medical Services Planning Contract Award**

Ka Xiong, Contracting Manager, FRWDB, presented for the Committee's approval, the Emergency Medical Services (EMS) Corps Planning grant contract awards for the period of May 24, 2024, through January 31, 2027. She reminded the Committee that in 2024, FRWDB was awarded an EMS grant in the amount of \$181,820 to train young adults to become Emergency Medical Technicians (EMTs). These funds would provide participants with comprehensive support, including training, wraparound services, bi-weekly case management, monthly stipends, physical training, group and one-on-one counseling, job readiness preparation, and post-program job placement. Allocation of the contract award was included in the agenda item.

RIOJAS/AVILA – APPROVED THE EMERGENCY MEDICAL SERVICES PLANNING CONTRACT AWARD. (UNANIMOUS)

5. **State Center Community College District Emergency Medical Services Training Services**

Veronica McAlister, Senior Program Manager, FRWDB, presented for the Committee's approval, a contract award to State Center Community College District (SCCCD) in the amount of \$410,719.60, to provide EMT training. The award was funded through two (2) sources: \$130,000 from the State of California Employment Development Department EMS Corps grant, and \$280,719.60 from the Regional Equity and Recovery Partnership grant.

In June 2025, FRWDB awarded Valley ROP the contract to provide EMT training services; however, in September, FRWDB was informed that Valley ROP was not able to meet the grant requirements. FRWDB staff recommended approval of a contract with SCCC in the amount of \$410,719.60.

RIOJAS/AVILA – APPROVED THE STATE CENTER COMMUNITY COLLEGE DISTRICT EMERGENCY MEDICAL SERVICES TRAINING SERVICES CONTRACT AWARD. (UNANIMOUS)

6. **Adult and Dislocated Worker Procurement Public Comment**

Mr. Konczal shared that FRWDB may procure for a maximum five (5)-year cycle using federal funding. Historically, procurement documents were released for public comment to allow time for review. In 2026, FRWDB plans to release a Request for Proposals (RFP) for Adult and Dislocated Worker services. Due to pending federal workforce development changes that are still unknown, the RFP released in 2026 will mirror the previous version and will not be released for public comment.

This was a discussion item.

7. **Director's Quarterly Update**

Mr. Konczal distributed a summary of his activities as Executive Director for the period of July through September 2025. He briefly summarized his key activities during the reporting period, which included the preparation and submission of three (3) grant proposals. Mr. Konczal indicated that although FRWDB was not awarded any of the three (3) grants, the proposals were very well written and would be used as a framework for next year's grant cycle. He stated that there were also implementation and operational adjustments related to other grants that FRWDB had to undertake during the previous quarter. In addition to the list of key priorities, Mr. Konczal's day-to-day activities were also included in the report. There were no questions from the Committee.

This was an information item.

8. **Closed Session: Executive Director Performance Evaluation**

There was no action to report out of closed session.

9. **Executive Director Compensation**

Chair Blunt opened a discussion regarding the FRWDB Executive Director's compensation. He distributed information, which included a comparison of salaries of the FRWDB Executive Director with Executive Directors' salaries from Workforce Boards in California whose budgets, on average, are similar to FRWDB's. After a thorough discussion, the Committee recommended a 15% salary increase, retroactive to the beginning of the Program Year, July 1, 2025.

AVILA/RIOJAS – APPROVED A 15% INCREASE TO THE EXECUTIVE DIRECTOR'S COMPENSATION, EFFECTIVE JULY 1, 2025. (UNANIMOUS)

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

There were no items referred to other committees.

11. **Information Sharing**

None.

12. **January 21, 2026, Agenda Items**

None.

13. **Meeting Feedback**

There was no meeting feedback.

Meeting adjourned at 4:07 p.m.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	2
MEETING DATE:	January 21, 2026
ACTION:	ACCEPT

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

TO: Executive Committee
FROM: Cheryl Beierschmitt, Deputy Director of Fiscal Services
SUBJECT: November 2025 Agency Budget and Expenditures

RECOMMENDATION:

Accept the attached Agency Budget and Expenditures report for November 2025 financials for Program Year 2025 - 2026.

REASON FOR RECOMMENDATION:

The attached table provides the status of the agency budget as of November 30, 2025.

- Year-to-Date budget costs are straight-lined.
- Line Item 63 – Memberships are running higher than straight-lined due to the annual \$14,920 California Workforce Association dues paid upfront, in the month of July 2025.
- Staff have no concerns with other expenditures.

ATTACHMENT:

FRWDB Agency Budget and Expenditures – November 2025

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

November 2025

Budget by Line Item	Total Budget PY 25 - 26	YTD Budget PY 25 - 26	YTD Expenditures PY 25 - 26	Variance	Percent Variance
51 Salaries	\$ 3,902,222	\$ 1,625,926	\$ 1,446,441	179,485	11.04%
52 Payroll Taxes	350,225	145,927	120,589	25,338	17.36%
53 Fringe Benefits	1,266,932	527,888	403,398	124,491	23.58%
55 Staff/Board/Service Provider Development	72,500	30,208	24,507	5,702	18.87%
56 Local Mileage	26,000	10,833	3,961	6,872	63.43%
60 Communications	30,000	12,500	10,914	1,586	12.69%
61 Insurance	37,500	37,500	34,570	2,930	7.81%
62 Maintenance	96,840	40,350	33,955	6,395	15.85%
63 Memberships	40,000	16,667	19,735	(3,068)	-18.41%
64 Miscellaneous	20,000	8,333	7,801	532	6.39%
65 Office Expense	38,000	15,833	14,156	1,677	10.59%
66 Professional Services	225,800	94,083	19,665	74,419	79.10%
67 Advertising	35,000	14,583	-	14,583	100.00%
68 Rent & Leases	299,200	124,667	115,981	8,686	6.97%
69 Utilities	48,400	20,167	19,157	1,010	5.01%
71 Furniture and Equipment	145,000	72,500	53,943	18,557	25.60%
Total	\$ 6,633,619	\$ 2,797,966	\$ 2,328,772	469,194	16.77%

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

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	3
MEETING DATE:	January 21, 2026
ACTION:	ACCEPT

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

TO: Executive Committee
FROM: Cheryl Beierschmitt, Deputy Director of Fiscal Services
SUBJECT: November 2025 Financial Report

RECOMMENDATION:

Accept the Fresno Regional Workforce Development Board (FRWDB) November 2025 Financial Report.

REASON FOR RECOMMENDATION:

The attached summary financial report and chart display year-to-date financial information through November 30, 2025.

The following grants ended:

- **Fatherhood – Health and Human Services:** This grant ended September 29, 2025. It was 86.23% expended at \$646,757, with an unspent amount of \$103,242. FRWDB staff has completed the grant closeout with funder.
- **Quality Jobs-Equity-Strategy-Training (QUEST) National Dislocated Worker Grant (NDWG):** This grant ended September 30, 2025. It was 94.79% at \$710,909, with an unspent amount of \$39,091.
- **High Road Construction Careers (HRCC) Round 2 – Foundations:** This grant ended September 30, 2025. It was 81.40% expended at \$150,595, with an unspent amount of \$34,405. All activities have been completed; two (2) final invoices are pending submission, which will bring grant to 100% expended.

The following grants received an extension:

- **Valley Build Earmark:** This grant received a no cost extension to June 30, 2026. It is 66.19% expended at \$1,985,687, with an unspent amount of \$1,014,313.
- **Equal Representation in Construction Apprenticeship (ERiCA):** This grant received a six (6) month no-cost extension to December 31, 2025. It is 92.52% expended at \$1,665,395, with an unspent amount of \$134,605. FRWDB staff anticipate spending 100% with final childcare stipend payouts.
- **One Fresno Youth Job Corps Wraparound Services – City of Fresno:** This grant received a five (5) month extension to May 31, 2026. It is 31.93% expended at \$191,567, with an unspent amount of \$408,433. A large portion of the funds in this grant were set aside to provide supportive services for youth enrolled in the program; however, referrals and need for the services have been lower than anticipated. May 31, 2026, is the estimated date when the funds will be expended.

The following grants are under a modification review with funder:

- CAL FIRE – Round 2: This grant ends March 31, 2026. It is 52.09% expended at \$1,028,017, with an unspent amount of \$945,598. FRWDB staff have submitted a grant modification to redistribute funds.
- High Road Construction Careers - Resilient Workforce Fund (HRCC RWF): This grant ends March 31, 2026. It is 57.63% expended at \$5,086,269, with an unspent amount of \$3,738,858. FRWDB staff have submitted a grant modification to redistribute funds and serve additional participants under the Valley Build program.
- High Road Training Partnerships – Resilient Workforce Fund (HRTP RWF): This grant ends March 31, 2026. It is 69.85% expended at \$1,746,342, with an unspent amount of \$753,658. FRWDB staff have submitted a grant modification to redistribute funds.
- Staff have no concerns with other grant expenditures.

ATTACHMENT:

November 2025 Financial Report

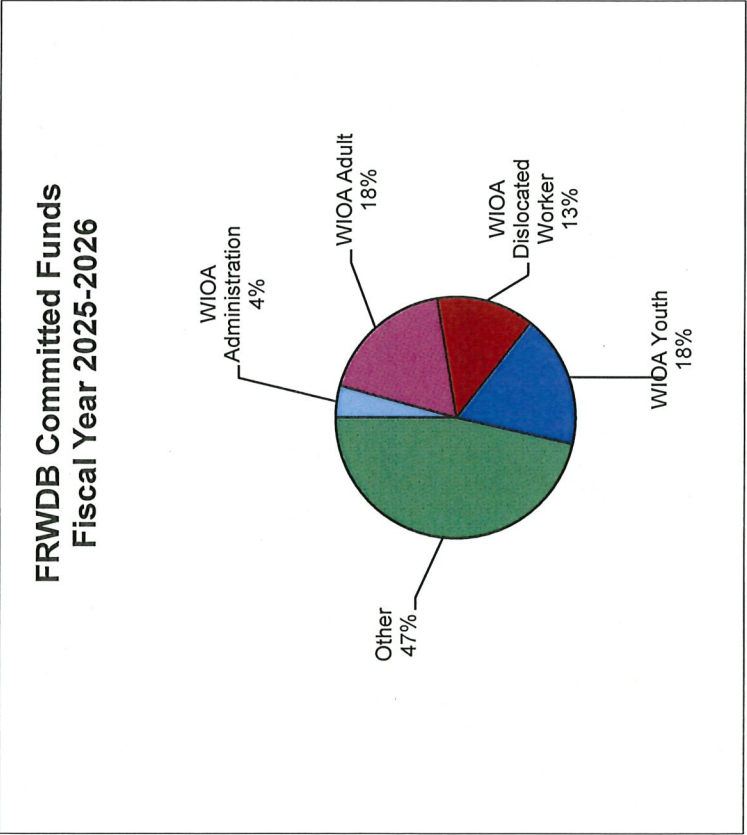
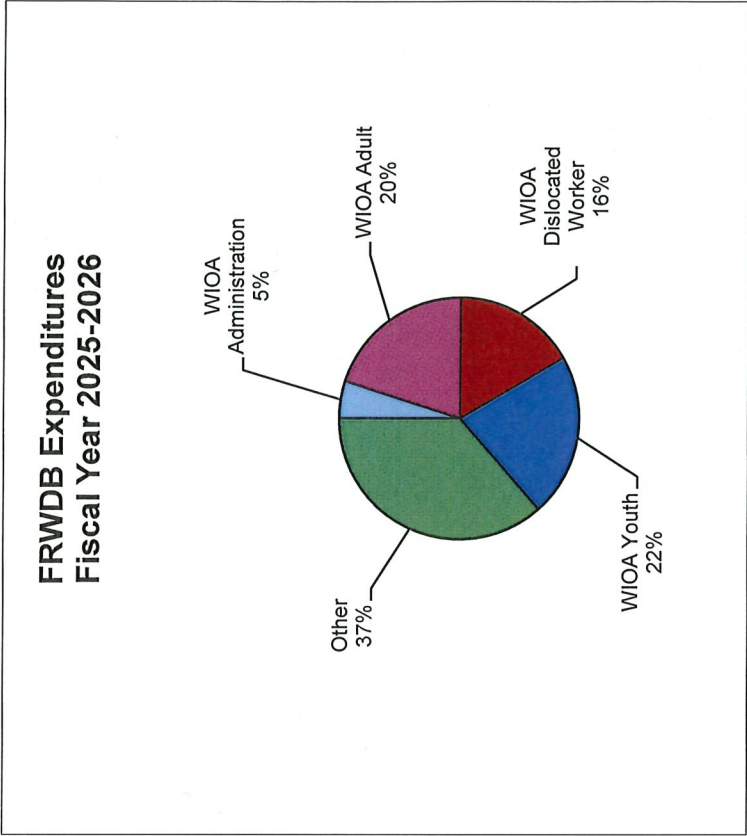
FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
Summary Financial Report
November 2025

GRANT	TERM	Total Grant Amount	Prior Year(s) Expended	Current PlanYear to Date Expenditures	Percent Expended	Unspent Committed Funds
WIOA ADMINISTRATION	07/01/2025 - 06/30/2026	1,897,198		578,939	30.52%	1,318,259
* WIOA ADULT	07/01/2025 - 06/30/2026	8,036,073		2,308,997	28.73%	5,727,076
* WIOA DISLOCATED WORKER	07/01/2025 - 06/30/2026	5,837,600		1,895,793	32.48%	3,941,807
* WIOA YOUTH	07/01/2025 - 06/30/2026	7,930,396		2,518,497	31.76%	5,411,899
*WIOA RAPID RESPONSE & Layoff Aversion	07/01/2025 - 06/30/2026	926,834		136,130	14.69%	790,704
QUEST - Quality Jobs-Equity-Strategy-Training-(NDWG)	10/01/2022 - 09/30/2025	750,000	696,943	13,966	94.79%	39,091
Fatherhood - HHS	09/30/2024 - 09/29/2025	749,999	480,588	166,169	86.23%	103,242
Valley Build Earmark - Assembly Bill No. 178	04/01/2023 - 06/30/2026	3,000,000	1,671,723	313,964	66.19%	1,014,313
CAL FIRE - Round 2	03/24/2023 - 03/31/2026	1,973,615	1,028,017	-	52.09%	945,598
HRCC: Resilient Workforce (RWF)	06/01/2023 - 03/31/2026	8,825,127	3,931,106	1,155,163	57.63%	3,738,858
Regional Equity and Recovery Partnership (RERP)	12/01/2022 - 12/31/2026	1,050,729	266,789	124,969	37.28%	658,971
Prison to Employment (P2E) 2.0	07/11/2023 - 06/30/2026	568,636	436,746	63,408	87.96%	68,482
ERiCA-Equal Representation in Construction Apprenticeships	05/01/2023 - 12/31/2025	1,800,000	1,083,774	581,621	92.52%	134,605
High Road Training Partnerships (H RTP - RWF)	05/15/2023 - 03/31/2026	2,500,000	1,484,110	262,232	69.85%	753,658
Student Training and Employment Program (STEP) - Y2	01/01/2025 - 12/31/2025	619,952	308,954	186,570	79.93%	124,428
HRCC - Rnd 2 - Foundations	12/13/2023 - 09/30/2025	185,000	41,742	108,853	81.40%	34,405
Good Jobs Challenge - American Rescue Plan	06/01/2023 - 09/30/2027	1,807,383	738,435	101,824	46.49%	967,124
ELL Integrated Education and Training	10/01/2023 - 12/31/2026	3,330,000	928,594	251,926	35.45%	2,149,480
EMS Corps Implement/Planning Grant - Public Works Alliance (PWA)	05/29/2024 - 01/31/2027	1,451,820	34,272	174,254	14.36%	1,243,294
HRCC - Ca Community College Chancellor's Office (CCCCO)	10/01/2024 - 09/26/2026	985,638	269,083	304,444	58.19%	412,111
One Fresno Youth Job Corps WrapAround Services - City of Fresno	01/01/2025 - 05/31/2026	600,000	102,652	88,915	31.93%	408,433
Aspen Institute	04/01/2025 - 03/31/2026	50,000	9,941	30,533	80.95%	9,526
High Road Training Partnerships (H RTP) - CA Legacy Well Services	07/19/2023 - 03/16/2026	40,000	10,000	20,000	75.00%	10,000
Public Workforce Capacity Fund (PWCF) - James Irvine Foundation	10/01/2024 - 09/30/2026	500,000	63,265	72,648	27.18%	364,087
Growth Opportunities - Rnd 5	03/01/2025 - 08/31/2028	2,000,000	12,229	31,543	2.19%	1,956,228
Workforce Acceleration Funds (WAF) 13	05/01/2025 - 03/31/2027	500,000	1,570	9,841	2.28%	488,589
TOTAL FUNDING		57,916,000	13,600,533	11,501,204	43.34%	32,814,263

* Total Grant Amount includes ESTIMATED carryover from Prior Plan Year 24 - 25
Due to spreadsheet formula rounding calculations, totals may be off by \$1 or \$2

Prepared by: C. Beierschmitt

**FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD
 FINANCIAL REPORTS
 November 2025**



FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	4
MEETING DATE:	January 21, 2026
ACTION:	APPROVE

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: Application to State of California Employment Development Department for Direct Adult and Dislocated Worker Career Services Provider

RECOMMENDATION:

1. Approve an application to the Governor of the State of California designating the Fresno Regional Workforce Development Board (FRWDB) as a provider of Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker Career Services in Fresno County.
2. Authorize the Chair of the FRWDB to sign the application seeking Governor approval.
3. Recommend the Fresno County Board of Supervisors and Fresno City Council approve the designation of the FRWDB as a provider of Adult and Dislocated Worker Career Services in Fresno County.

REASON FOR RECOMMENDATION:

The FRWDB is the administrative entity overseeing the Adult and Dislocated Worker Career Services at the Workforce Connection job centers, also referred to as the America's Job Centers of California (AJCC). The FRWDB and its predecessor have a long history of delivering quality workforce development services to adult and dislocated workers in Fresno County and continually meeting or exceeding State performance goals.

The role of the Adult and Dislocated Worker Career Services includes:

1. Providing Basic Services, including but not limited to participant intake, orientations, eligibility, initial assessments, referrals to WIOA partners and community services, and self-directed job search activities
2. Providing Individualized Career Services, including but not limited to comprehensive and specialized assessments, case management, individual employment plans, career planning and vocational training services.
3. Managing the daily operation of the AJCC in coordination of co-located partners.

The Request for Approval has been attached for your review and approval. Required attachments to the Request for Approval will be attached to the document prior to submission to the state.

FISCAL IMPACT:

None

ATTACHMENT:

Request for Approval – America's Job Center of California Adult and Dislocated Worker Career Services Provider Application



Request for Approval

America's Job Center of CaliforniaSM Adult and Dislocated Worker Career Services Provider

**Local Workforce Development Board
Fresno Regional Workforce Development Board**

**Local Workforce Development Area
FRS**

The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.

The *Workforce Innovation and Opportunity Act* (WIOA) allows Local Workforce Development Boards (Local Board) to be an Adult and Dislocated Worker Career Services Provider with the agreement of the Chief Elected Official (CEO) and the Governor.

This application will serve as the Local Board's or administrative entity's request for Governor Approval to be an Adult and Dislocated Worker Career Services Provider within a Local Workforce Development Area (Local Area) under WIOA. The application must be submitted to the California Workforce Development Board (CWDB) by **March 1, 2025**, through the following method:

Email CWDBPolicyUnit@cwdb.ca.gov
Subject line Career Services Provider Application

If the CWDB determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your Regional Advisor for technical assistance or questions related to completing and submitting this request.

Fresno Regional Workforce Development
Board

Name of Local Board

2125 Kern Street, Suite 208

Mailing Address

Fresno, CA 93721

City, State, Zip

Blake Konczal, Executive Director

Contact Person

559-490-7102

Contact Person's Phone Number

Date of Submission

Request for Approval Adult and Dislocated Worker Career Services Provider

Local Chief Elected Official Statement

A Local Board or administrative entity that seeks approval to be an Adult and Dislocated Worker Career Services Provider within an America's Job Center of CaliforniaSM must provide a statement from the local CEO indicating his/her request as well as responses to the following questions.

Please provide responses to the following items on a separate document:

1. What factors guided the Local Board's or administrative entity's decision to submit this application to be an Adult and Dislocated Worker Career Services Provider within the Local Area?

The decision to submit this application is grounded in the FRWDB's proven track record of success and demonstrated capacity in the management and direct oversight of Adult and Dislocated Worker Career Services. The FRWDB has consistently shown a strong commitment to service excellence, fiscal stewardship, and continuous improvement, positioning the Board to deliver high-quality, consistent, and fully integrated services that align with federal, state, and local priorities.

By directly providing services, the FRWDB reduces administrative overhead, enhances operational flexibility, and responds more effectively to local workforce needs. This approach also ensures stronger alignment between strategic planning, policy development, and service delivery, resulting in improved outcomes for participants and employers.

2. How would participants be better served by the Local Board or administrative entity acting in this role rather than through the awarding of contracts?

Direct service delivery by the FRWDB provides participants with a higher level of service quality, consistency, and responsiveness than a contracted model. By serving in this role, the Board maintains full operational control, allowing for immediate implementation of service enhancements and corrective actions without the delays inherent in procurement or subcontracting processes. This ensures uninterrupted, customer-centered workforce services.

Contracting for services can introduce service gaps and operational disruptions during provider transitions, which may negatively affect participant engagement, service continuity, and outcomes, particularly for Adult and Dislocated Worker populations. Additionally, reliance on a new Career Services provider presents performance risks that **could adversely** impact the FRWDB's ability to meet required federal and state performance measures.

The in-house service delivery model enables the FRWDB to quickly respond to changing federal and state policy requirements, labor market conditions, and economic challenges, while remaining closely aligned with participant needs. It strengthens staff training, oversight, and accountability; enhances integration across WIOA partner programs; and ensures centralized data management and performance reporting. Collectively, these advantages result in more effective service delivery, stronger performance outcomes, and improved long-term success for participants.

3. Describe the Basic and Individualized Career Services the Local Board or administrative entity will provide as well as their past experience providing these services.

FRWDB provides a full spectrum of Basic and Individualized Career Services as defined under WIOA. These include:

- Outreach, intake, and orientation
- Initial assessment of skill levels, aptitudes, and support service needs
- Workforce and labor market employment statistics information
- Comprehensive assessments
- Development of individual employment plans (IEPs)
- Career counseling and planning
- Work experience, internships, On-the-Job training, and transitional jobs
- Supportive services and referrals
- Job readiness preparation and career coaching
- Job placement and retention support

FRWDB has more than three decades of experience in managing and overseeing employment and training services and has consistently received favorable monitoring reports and performance reviews from the California Workforce Development Board and the Employment Development Department. In addition, FRWDB staff have provided program oversight and career services, including orientation, eligibility, case management, employment and training services, and career development practices for multiple non-WIOA discretionary grant programs for over 15 years. The organization maintains strong partnerships with regional employers, educational institutions, and community-based organizations, which enhance the quality and reach of its services.

4. Provide the Local Area's performance outcomes for each of the last two Program Years (PY 22-23 and 23-24) and evidence that the Local Board or administrative entity is qualified to provide Adult and Dislocated Worker Career Services, including testimonials that speak to the effectiveness and efficiency with which the Local Board or administrative entity has provided or can provide those services.

PY 22-23			
Indicator	Adults	Dislocated Workers	Youth
Employment Rate 2 nd Quarter After Exit	108.7%	112.5%	115.4%
Employment Rate 4 th Quarter After Exit	100.5%	108.8%	109.1%
Median Earnings	101.9%	97.1%	125.0%
Credential Attainment	104.5%	131.6%	102.2%

PY 23-24			
Indicator	Adult	Dislocated Worker	Youth
Employment Rate 2 nd Quarter After Exit	108.3%	111.3%	118.3%
Employment Rate 4 th Quarter After Exit	104.2%	107.3%	109.3%
Median Earnings	105.7%	117.4%	123.9%
Credential Attainment	109.0%	147.8%	107.9%

These outcomes demonstrate consistent improvement and exceed many negotiated levels. FRWDB has also been recognized for innovative practices in integrated service delivery and sector-based training initiatives.

5. Attach documentation (signed and dated letter) that the members of the Local Board and other relevant parties (e.g., Board of Supervisors) reviewed the information provided in the application and approved the request in a public meeting.

Attachment I : FRWDB Executive Committee Agenda Item

Attachment II: FRWDB Board Chair Approval Letter

Attachment III: City of Fresno Approval Letter

Attachment IV: Fresno County Board of Supervisor Approval Letter

Attachment VI: Testimonial Letters of Support

6. Attach documentation of internal controls, conflict of interest, and firewall policies.

Attachment VII: FRWDB Internal Controls

Attachment VIII: FRWDB Conflict of Interest Policy

Attachment IX: FRWDB Career Services Firewall Policy

Signature Page

By signing below, the local CEO and Local Board chair request approval from the Governor to be an Adult and Dislocated Worker Career Services Provider. Each party certifies that this application submission was reviewed and demonstrates that the Local Board or administrative entity will meet all the requirements as an Adult and Dislocated Worker Career Services Provider under WIOA law and regulations.

Instructions

The Local Board chair and local CEO must sign and date this form. Include the original signatures with the request.

**Local Workforce Development Board
Chair**

Signature

Name

Title

Date

Local Chief Elected Official

Local Chief Elected Official

Signature

Signature

Name

Name

Title

Title

Date

Date

DRAFT

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	5
MEETING DATE:	January 21, 2026
ACTION:	APPROVE

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: Workforce Innovation and Opportunity Act Adult and Dislocated Worker Services – Local Fresno Regional Workforce Development Board Five-Year Procurement

RECOMMENDATION:

1. Approve the hybrid service model.
2. Authorize Fresno Regional Workforce Development Board (FRWDB) staff to finalize procurement documents consistent with the Scope of Services (outlined in the hybrid service model).
3. Authorize FRWDB staff to release the revised draft Scope of Services for public comment and the final Request for Proposals (RFP).
4. Direct staff to negotiate and document FAWIC's operational plan (staffing, cross-training, supervision, workflow, and internal service standards) to ensure readiness by July 1, 2026.

REASON FOR RECOMMENDATION:

The attached Memorandum presents senior staff's revised recommendations and proposed next steps for the upcoming procurement of Workforce Innovation and Opportunity Act Adult and Dislocated Worker Services for Program Year 2026–2027. It reflects (1) scenarios discussed at the Executive Committee retreat in March 2025 regarding potential federal funding constraints, and (2) the opportunity presented by the required five (5)-year procurement cycle to implement a more efficient operating model beginning July 1, 2026.

Upon approval of this item, FRWDB staff will proceed with the next steps outlined in the Memorandum to meet the established procurement timeline and will release the attached revised draft Scope of Services for the hybrid model for public comment. If substantive comments are received during the public comment period, staff will present them to the Executive Committee for review prior to the final release of the RFP. If no substantive comments are received, FRWDB staff will proceed with releasing the final RFP incorporating the revised Statement of Work.

FISCAL IMPACT:

None.

ATTACHMENTS:

ATTACHMENT I: Memorandum - Revised Recommendations for Procurement of One-Stop Services
ATTACHMENT II: Scope of Services - Draft

MEMORANDUM

To: Executive Committee, FRWDB

From: Blake Konczal, Executive Director

Date: January 7, 2026

Subject: Revised Recommendations for Procurement of One-Stop Services

Purpose

This memo provides senior staff's revised recommendation for the upcoming procurement of One-Stop career services. It reflects (1) scenarios discussed at the Executive Committee retreat in March 2025 regarding potential federal funding constraints, and (2) the practical opportunity presented by our required five-year procurement cycle to implement a more efficient operating model beginning July 1, 2026.

Background

At the Executive Committee retreat in March 2025, we discussed several contingency scenarios in anticipation of potentially significant changes to federal workforce funding associated with WIOA reauthorization proposals. Among the proposals being discussed in Congress is a structural requirement that 50% of gross federal workforce funds be spent on training, potentially limiting the proportion available for case management, One-Stop operations, and other service components. If adopted, such a policy would materially change the way FRWDB funds and structures front-line service delivery.

Since that retreat, senior staff have assessed the operational, fiscal, and performance implications of proposed changes in workforce funding levels with a concurrent shift in allowed activities. Based on that analysis, we recommend a hybrid model that centralizes some One-Stop services within the Fresno Area Workforce Investment Corporation (FAWIC) while retaining targeted, performance-driven services with our current and/or future procured contractors.

Recommendation: Adopt a Hybrid Service Delivery Model

Senior staff recommend that FRWDB structure the upcoming procurement so that six (-6-) of the eleven (-11-) One-Stop services are performed by FAWIC staff, while five (-5-) services remain under the current contractor model with EQUUS and the Fresno-Madera-Kings-Tulare Central Labor Council, or other contractors who might be chosen through the competitive public procurement cycle.

Proposed Assignment of the Eleven (-11-) One-Stop Services

Shift to FAWIC (6 One-Stop services):

1. Reception / Front Desk
2. Universal Access to Job Search Assistance
3. Eligibility Screening
4. Enrollment
5. Assessment(s)
6. Job Readiness Workshops
 - a. Communications
 - b. Professionalism
 - c. Teamwork/Collaboration
 - d. Problem Solving
 - e. Digital Literacy
 - f. Artificial Intelligence (Ai)

Retain with Outside Contractors (5 One-Stop services):

7. Case Management
8. Referral to Training
9. Work-Based Learning Activities
 - a. *On the Job Training (OJT)*
 - b. *Work Experience (WEX)*
 - c. *Transitional Jobs (TJ)*
10. Unsubsidized Placement
11. Retention/Follow-Up

Under this approach, FAWIC becomes the centralized “front door” and service backbone for the One-Stops, handling intake-to-enrollment-to-assessment-to-workshop functions, while contractors focus on the One-Stop services where performance, speed-to-outcome, and specialized workforce-navigation capacity are most critical: case management, referral to training, and placement.

Why This Hybrid Model Is Preferable

1) Efficiencies through centralization of high-volume functions

The six (-6-) functions recommended for FAWIC are the most universal, high-throughput components of One-Stop operations. Centralizing these functions within the administrative entity reduces duplication and improves consistency across centers, including:

- Standardized eligibility and enrollment decisions
- Consistent assessments and readiness instruction
- Streamlined participant flow to training referrals
- Improved control of customer experience and “first contact” quality

2) Preserves performance-driven strengths where it matters most

By retaining case management and placement with contractors, FRWDB preserves specialized capacity that is most closely tied to outcomes and labor market attachment, while maintaining clear performance expectations and accountability through contract management.

3) Better positioning under potential federal policy constraints

If federal rules do shift toward more restrictive training expenditure requirements, FRWDB will be better positioned with:

- A leaner contracted scope focused on direct, outcome-oriented services; and
- Greater internal/administrative control over One-Stop functions that can be scaled, streamlined, or reconfigured as funding rules evolve.

4) Clearer governance and operational alignment

This model aligns organizational roles:

- FAWIC: integrated operations, intake, compliance-alignment, & consistent customer flow.
- Contractors: intensive participant support (case management) and employer-facing placement functions, with outcomes tracked and enforced through performance terms.

Procurement Timing: Using the Existing Five-Year Cycle

WIOA-funded One-Stop services are procured on a five-year cycle, and Fresno is now at the end of the current cycle. We are already developing procurement documents that would establish the next term beginning July 1, 2026, after which the selected model would remain in place, subject to performance, until the next procurement window. We recommend use of this procurement cycle to formally implement the hybrid approach by:

- A. Re-scoping internal staffing plans and operational protocols with FAWIC to assume:
 1. Reception / Front Desk
 2. Universal Access to Job Search Assistance
 3. Eligibility Screening
 4. Enrollment
 5. Assessment(s)
 6. Job Readiness Workshops

- B. Defining the RFP scope for contractors as:
 7. Case Management
 8. Referral to Training
 9. Work-Based Learning Activities
 - *On the Job Training (OJT)*
 - *Work Experience (WEX)*
 - *Transitional Jobs (TJ)*
 10. Unsubsidized Placement
 11. Retention/Follow-Up

This is the cleanest moment to implement a durable structural shift without mid-cycle disruption.

Decision Points Requested of the Executive Committee

Senior staff request the Executive Committee's direction and endorsement on the following:

1. Approve the hybrid service model.
2. Authorize staff to finalize procurement documents consistent with that scope and to align performance measures accordingly.
3. Direct staff to negotiate and document FAWIC's operational plan (staffing, cross-training, supervision, workflow, and internal service standards) to ensure readiness by July 1, 2026.

Next Steps

If the Executive Committee concurs, staff will proceed immediately to:

- Revise draft RFP language to reflect the narrowed contractor scope;
- Build the operational transition plan with FAWIC;
- Establish coordination protocols between FAWIC and contractors to ensure a seamless participant experience (handoffs, shared case notes as appropriate, referral loops, and outcome tracking); and
- Return to the Executive Committee and/or the Adult Council and/or the full Workforce Board with a brief procurement/timeline summary and the proposed performance framework prior to final release.

SECTION II: SCOPE OF SERVICES

A. Introduction

Under this Request for Proposals (RFP), the Fresno Regional Workforce Development Board (FRWDB) is seeking proposals for the provision of Workforce Innovation and Opportunity Act (WIOA) Individual Career Services as defined under WIOA Section 378.430(b) to eligible adults and dislocated workers. These services are designed to address individual employment barriers through comprehensive assessments, development and implementation of Individual Employment Plans (IEPs), career counseling, case management, and coordination of training and supportive services, as applicable.

Basic Career Services, as defined under WIOA Section 678.430(a), including but not limited to outreach, intake, eligibility determination, initial assessment, labor market information, and self-service access through the Resource Room and job readiness workshops, will be provided directly by FRWDB staff. Additionally, FRWDB staff will provide management, staffing, and oversight of Resource Room services.

Successful applicants will be expected to work collaboratively with FRWDB staff to ensure seamless service delivery, compliance with all applicable federal, state, and local requirements, and achievement of established performance outcomes. Services must be customer-centered, outcome-driven, and aligned with local labor market needs and employer demand.

B. Service Delivery Area

The Applicant selected under this RFP will be required to provide WIOA Individualized Career and Training Services in each of the following Workforce Connection (WFC) service centers located throughout Fresno County.

- Workforce Connection – Fresno Comprehensive West
3170 W. Shaw Ave, Fresno
- Workforce Connection – Fresno Comprehensive -East
1455 E. Shaw Ave. Fresno
- Workforce Connection – Rural West
13660 E. Manning Ave, Parlier
- Workforce Connection – Rural East
655 Quince Street, Mendota

In addition to providing services at each WFC location, Applicants shall describe how they will implement non-traditional service delivery strategies, including but not limited to virtual service delivery, low-cost or no-cost co-locations at community sites or facilities, and/or mobile service delivery. These strategies must ensure the provision of a comprehensive

and accessible array of services to enrolled participants throughout the Service Delivery Area (SDA).

Applicants shall further demonstrate how program staff will coordinate and collaborate with the FRWDB Basic Career services staff, the One-Stop Operator, mandated partners, community-based organizations, and educational institutions to maximize the effective utilization of WIOA resources, leverage non-WIOA resources, and ensure compliance with service delivery requirements throughout Fresno County.

C. WIOA Delivery System

Career and Training Services, tailored to the unique needs of participants, form the backbone of the WIOA delivery system. While some participants may only require self-service assistance or Basic Career Services, such as job listings, labor market information, labor exchange services, or information about additional resources, others may need more comprehensive, individualized support. These enhanced services may include comprehensive skills assessments, career planning, and the development of an Individual Employment Plan that outlines participants' needs and goals for achieving successful employment in high-demand sectors.

To promote innovative workforce development strategies, the FRWDB has implemented a sector-focused approach targeting high-demand sectors, including Healthcare, Construction and Trades, Manufacturing, Water Technology, Government, Logistics and Distribution, and Information Technology. This sector focused strategy includes developing sector specific staff training, identifying and utilizing specialized assessments, allocating training resources, and referring participants to FRWDB approved training providers in high-demand sectors.

Although WIOA distinguishes between levels of service, this distinction is not intended to imply a required sequence. Services may be provided in any order, allowing flexibility to tailor services to individual needs while still supporting outcome tracking for reporting purposes.

D. Populations to be Served

The Fresno County workforce system must effectively facilitate a strategy for diverse individuals to enter, re-enter or advance in the labor market in a manner that maximizes their full economic potential. This includes:

1. Individuals with barriers to employment who require intensive job readiness and occupational skills training.
2. Skilled and semi-skilled individuals in need of moderate job readiness and moderate to intensive occupational skills training.
3. Experienced and/or skilled individuals who require minimum job readiness and/or skills training but require job search assistance and connections to viable employment opportunities.

Applicants must design their services to provide all individuals with appropriate resources to help them successfully connect to employment, including services for eligible individuals who face barriers to obtaining and maintaining sustainable employment. These barriers may range from minor to significant, as some are easier to address than others

E. Eligibility Criteria

Individuals must meet the following criteria to receive Individualized Career and Training Services:

1. WIOA Adult and Dislocated Worker eligibility criteria
2. Fresno County resident, or employed by a Fresno County employer
3. Age 18 or older
4. U.S. citizen or otherwise legally entitled to work in the U.S., and
5. Selective Service Registration (males 18 or older and born on or after January 1960)
6. Meet one (1) or more of the Priority of Services criteria outlined in the FRWDB WIOA Intake and Eligibility Procedures Manual.

F. Objectives and Services

Applicants seeking funds under this RFP must demonstrate that the proposed Individualized Career Services, Training, and Follow-up Services will align, coordinate, integrate and support the FRWDB's One-Stop delivery system. Proposed services must support skills development, the attainment of industry-recognized and stackable credentials and must prioritize career pathways in high-demand sectors.

Applicants must demonstrate their ability to provide participants with services necessary for entry into career pathways in high-demand or high-growth industry sectors in Fresno County. In addition, Applicants must demonstrate their ability to provide follow-up services for 12 months after a participant's entry into unsubsidized employment, which is critical to ensuring long term employment success.

Although WIOA distinguishes levels of service, this distinction is not intended to imply that there is a sequence of services. These services can be provided in any order. Services under this model provides the flexibility to tailor services to meet the needs of the participant while still allowing for tracking of outcomes for reporting purposes.

The following defines the locally required activities and responsibilities:

1. Provide qualified staff to manage delivery of the WIOA Individualized Career Services, and Training Services, in accordance with the regulations and requirements of WIOA, state, and local policies and directives. Copies of all applicable policies and directives are available at: <https://frwdb.net/policies/>.

2. Collaborate with core partners to align service offerings available to individuals throughout Fresno County to ensure a seamless delivery system.
3. In collaboration with FRWDB Basic Career Services staff ensure a seamless referral process for individuals referred from Basic Career Services to Individual Career Services.

G. Individualized Career Services

Individualized career services include the following, as outlined in 20 CFR 678.430:

1. Conduct comprehensive and specialized assessments of the skill levels and service needs of participants, which include the following:
 - WorkKeys® Job Skills Assessments
 - Applied Math
 - Workplace Documents
 - Graphic Literacy
 - O*Net™ Career Exploration Tools
 - Interest Profiler
 - Work Importance Profiler (Values/Importance)
2. Development of an Objective Assessment and Individual Employment Plan (IEP): An in-depth interview and evaluation to identify the employment goals, appropriate achievement objectives, and appropriate combination of services for the participant to achieve the employment goals; includes providing information on eligible providers of training services and career pathways to attain career objectives.
3. Supportive Services: Provide supportive services to include, but not limited to, transportation, childcare, uniforms, and tools required for employment and out-of-area job search assistance and relocation assistance.
4. Group Counseling: Group sessions focused on career exploration, job searching, résumé writing, interview skills, and the development of essential workplace behaviors..
5. Individual Counseling: Provide individual support to assist a participant in achieving goals and objectives outline their IEP.
6. Career coaching: The expectation is that all participants will have the opportunity to make an informed career choice. Staff must follow the direction outlined in OD #18-12, Career Coaching, to assist the participant in conducting in-depth career exploration.

7. Services designed to prepare individuals for unsubsidized employment or training, including the development of learning skills, digital literacy, online job search techniques, communication and interviewing skills, punctuality, personal maintenance, and professional conduct. These services also include referral to the FRWDB's Job Readiness workshops.
8. Internships, work experiences and transitional jobs linked to careers in high-demand sectors.
9. Workforce preparation activities.
10. Financial literacy services.
11. Referrals to English language acquisition and integrated education and training programs.

Applicants must identify the strategy they will utilize to provide services to a wide variety of enrolled participants with various levels of employment experience, educational backgrounds, and other individual needs.

H. Training Services

Training services may be offered to enrolled participants upon completion of orientation and assessments, and in the event that they are unlikely to obtain or retain self-sufficient employment. Training Services shall be made available to persons who meet the eligibility requirements for WIOA and successfully complete any locally defined prerequisites. Movement to Training Services must be documented and justified in case notes detailing the method(s) used to determine the need for Training Services. Training Services are subject to priority of service, and consist of the following:

1. Occupational skills training, including training for non-traditional employment.
2. On-the-job training.
3. Programs that combine workplace training with related instruction, which may include cooperative education programs.
4. Training programs operated by the private sector.
5. Skill upgrading and retraining.
6. Entrepreneurial training.
7. Transitional Jobs.
8. Job readiness training provided in combination with another training service.

9. Referrals to adult education and literacy activities, including activities of English language acquisition and integrated education and training programs, provided concurrently or in combination with another training service.

The State of California mandates that the FRWDB allocate and expend a minimum of 30% of Adult and Dislocated Worker funding on Training Services to eligible participants. Applicants must outline how they will ensure that participants are enrolled in appropriate occupational skills training and work-based training services. Applicants must address how they will ensure the FRWDB meets the state mandated training expenditure rate.

Training programs must focus on in-demand industry sectors or occupations in Fresno County. A wide variety of occupational skills training programs will be offered through Individual Training Accounts (ITAs) and delivered by providers listed on the FRWDB Eligible Training Provider List. This list is available on the FRWDB website at: itfrs.net/v2/pub/JobSeeker/ProviderList.aspx.

I. Job Ready Preparation Assistance

Job-ready preparation assistance must be provided by qualified staff to facilitate activities and services that equip individuals with foundational skills, as well as effective workplace and classroom survival skills, attitudes, and behaviors. Staff should motivate individuals to address identified employment barriers. Services must be relevant, individualized to meet each participant's learning needs, and delivered in a culturally competent and culturally sensitive manner. All services must adhere to the FRWDB's approved Job Ready Preparation process (OD #17-21, Job Ready Preparation Process) and include the following::

1. Referral of participants to the FRWDB Job Readiness workshops and skill development remediation services, including but not limited to the following:
 - Job Readiness Workshop
 - Soft Skills Development
 - LinkedIn Learning,
 - Basic Skills/WorkKeys Remediation
 - Resume Development
 - Interview Preparation Workshop
2. Work directly with each of their assigned participants to verify and understand the participant's skills and career goals.
3. Identify training needs and refer participants to appropriate training activities.
4. Provide information and assistance regarding job search strategies, résumé development and interviewing techniques, including individual and small group counseling and coaching.

5. Verify skills listed on résumé prior to referring to job placement services.
6. Provide job search assistance using online platforms such as CalJOBS, Indeed, and Monster for participants in need of temporary stop gap employment while they are completing the job ready process and/or training activities.
7. Conduct evaluation interviews with participants to verify that the participant is job ready and meets the work readiness requirements and expectations for their chosen career path and specific job opportunities.
8. Conduct ongoing job readiness evaluations to identify areas needing improvement, such as soft skills and/or technical skills, and facilitate enrollment into additional services as needed to upgrade job ready skills.
9. Work with participants and employers to identify and develop appropriate Transitional Job opportunities for high-demand jobs in locally defined industry sectors.
10. In coordination with the FRWDB Business Services Staff (BSC) staff, refer qualified, job-ready individuals to career and hiring fairs.
11. In coordination with BSC staff, facilitate matching of qualified job ready participants with available employment opportunities.

J. Job Placement / Employment Services

Under the direction of the FRWDB Business Services Center (BSC) and in coordination with BSC staff, the successful applicant will facilitate job placement services for qualified, job-ready participants as follows:

1. Refer qualified, pre-screened, job-ready participants to available employment opportunities. BSC staff will conduct final prescreening of all referrals and make the final determination regarding candidate submission for employment opportunities. Employers will retain full discretion in selecting candidates for interviews and/or offers of employment.
2. Work with participants to prepare for interviews, including verifying and updating résumés as needed.
3. Conduct post-interview follow-up with participants and BSC staff.
4. If a participant is interviewed but not offered employment, contractor staff will identify areas for improvement (e.g., interview techniques or technical skills) and work with the participant to enhance those skills as needed.
5. Verify employment for all job placements and initiate the case closure process.
6. Identify job-ready participants for On-the-Job Training and Customized Training opportunities.

All employer and employment information must be entered into the I-Train Employer Profile.

K. Post Closure Process

Post Closure begins once all activities have been closed and a closure form has been completed. Contractor staff must maintain contact with the participant for 90 days after the date of the closure form to ensure the participant does not need any additional WIOA services. The Post Closure Process is defined in OD #15-18.

L. Follow-up Process

Closely tracking follow-up services can contribute to more successful long-term outcomes for WIOA registered participants and allow for the ongoing data collection that is required to measure performance for the WIOA Adult program.

Contractors must complete follow-up for a period of 12 months from the date of closure as outlined in OD #14-18, CalJOBS Follow-up Process.

Identification of multiple family/friend contact information and frequent contact with registered participants is required to increase access to these individuals during the 12-month follow-up period.

M. Performance and Accountability

Applicants must exhibit desired qualifications, including the experience, demonstrated track record, and current capacity to:

1. Align service models with FRWDB goals and strategies.
2. Deliver workforce services which lead to credential attainment and employment.
3. Deliver high quality services resulting in high customer satisfaction.
4. Work effectively with registered participants and business in their SDA, and in particular with the priority populations identified in this RFP.
5. Work effectively with WIOA mandated partners and other key entities to address the workforce needs of Fresno County.
6. Manage contacts to achieve objectives and meet or exceed WIOA and local performance standards.
7. Conduct self-monitoring for contract performance and regulatory compliance.
8. Proactively manage contract performance and develop action plans to address any issues that could affect program outcomes during the performance of the contract.
9. Maintain appropriate and auditable records.

10. In the case of a collaborative proposal, manage and demonstrate results as the lead in a collaborative service delivery model.

In addition, the performance of successful Applicants will be measured against the following mandated WIOA performance goals, objectives, and performance measures:

1. Entered Employment Rate Second Quarter – The number of participants who are employed in the second quarter after closure.
2. Entered Employment Rate Fourth Quarter – The number of participants who are employed in the fourth quarter after closure.
3. Median Earnings Second Quarter after closure.
4. Credential Attainment within four (4) quarters after closure.
5. Measurable Skills Gain

The percentage rates for each of the outcomes are established through a negotiation process with the State of California and the FRWDB. Specific levels of outcomes and performance that will be deemed as successful will be identified and discussed during the contract negotiations that precede the final contract awards.

Applicants must be able to demonstrate their ability to monitor these outcomes by utilizing FRWDB reporting and analysis tools and services. Successful Applicants will be expected to meet or exceed negotiated levels of performance.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	6
MEETING DATE:	January 21, 2026
ACTION:	APPROVE

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

TO: Executive Committee

FROM: Beatriz Lopez, Special Projects Manager

SUBJECT: High Road Training Partnerships Resilient Workforce Fund - Budget Modification

RECOMMENDATION:

Approve modification #4 to the High Road Training Partnerships Resilient Workforce Fund (HRTP-RWF) grant for the purpose of reallocating budget line items, totaling \$165,518.63, as outlined below.

REASON FOR RECOMMENDATION:

This proposed modification, submitted by the Fresno Area Workforce Investment Corporation (FAWIC)/ Greater Sierra Forestry Corps, aims to revise both budget allocations and partner roles to better align with the grant’s deliverables. These adjustments will also support accurate billing processes and ensure internal recordkeeping remains compliant and up to date.

Specifically, FAWIC is requesting a budget modification to reallocate funds from staff salaries and benefits to increase investment in participant training, work experience opportunities and HAZWOPER 40 certifications, which are key components of the program’s workforce development goals. Also, increasing staff travel to support multiple training sites.

Additionally, we are seeking to reallocate funds originally designated for a contract with Sierra Resource Management, which has been rescinded. After consultation with the organization, it was determined that they do not currently have the capacity to meet the contractual obligations. These funds will instead be redirected to further strengthen participant work experience and certification outcomes.

FRWDB staff is requesting that the Executive Committee approve the following budget modifications:

	Current Budget	Proposed Budget	Difference
FAWIC – Staff Salaries & Benefits	\$564,261.51	\$460,776.58	(\$103,484.93)
FAWIC – Staff Travel	\$16,178.00	\$18,349.22	\$2,171.22
CLC Partnership	\$45,000.00	\$45,000.00	\$0.00
Fresno Economic Opportunities Commission (FEOC) – Work Experience	\$168,384.00	\$180,884.00	\$12,500.00
Columbia College – Work Experience	\$176,832.00	\$214,192.10	\$37,360.10
Support Services	\$232,375.59	\$244,135.29	\$11,759.70
Valley Regional Occupational Program	\$149,099.99	\$248,327.60	\$99,227.61
Sierra Resource Management	\$52,920.00	\$2,676.00	(\$50,244.00)
Yosemite Unified School District (Yosemite Adult School)	\$77,020.00	\$77,020.00	\$0.00
Yosemite Community College District (Columbia College)	\$302,800.00	\$302,800.00	\$0.00
Madera County Workforce Investment Board	\$137,555.00	\$137,555.00	\$0.00

Mother Lode Job Training (Mother Lode WDB)	\$248,140.41	\$248,140.41	\$0.00
FEOC Local Conservation Corps	\$100,752.00	\$100,752.00	\$0.00
Kern Community College	\$76,048.80	\$76,048.80	\$0.00
Laborer's Union - HAZWOPER Training	\$14,000.00	\$16,500.00	\$2,500.00
Small Purchase - Equipment	\$11,789.70	\$0.00	(\$11,789.70)
Other (Drug Screening, Graduation Costs, Logger Meeting)	\$34,500.00	\$34,500.00	\$0.00
Workforce Connection - Marketing	\$92,343.00	\$92,343.00	\$0.00
Total	\$2,500,000.00	\$2,500,000.00	\$0.00

FISCAL IMPACT:

None.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	7
MEETING DATE:	January 21, 2026
ACTION:	APPROVE

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

TO: Executive Committee

FROM: Ashley Matthews, Senior Special Projects Manager

SUBJECT: High Road Construction Careers – Resilient Workforce Fund Contract Modification

RECOMMENDATION:

Approve the reallocation of the High Road Construction Careers Resilient Workforce Fund (HRCC RWF) funding, awarded by the California Workforce Development Board (CWDB) as outlined below.

REASON FOR RECOMMENDATION:

Through this modification, revised costs for proper billing and internal record keeping will be updated, allowing Fresno Regional Workforce Development Board (ValleyBuild) to continue to meet contractual goals and increase overall growth and success of the program.

Enrollment and Capacity: This modification adds a pilot cohort of 15 participants. Cohort will be delivered with new and existing partners, listed below, maintaining high-road, safety-forward training and placements.

Curriculum Additions: Incorporate a disaster clean-up certification stack alongside Multi-Craft Core Curriculum training, including OSHA-10/30 (Construction), First Aid/CPR, HAZWOPER-40 where site conditions require; National Wildfire Coordinating Group awareness modules (S-130, S-190, L-180) and chainsaw S-212, plus applied fire-hardening, debris management, and erosion-control skills. Cohort may sequence/bundle modules based on regional project needs. Paid Work Experience may be aligned to prevention → resilience construction → recovery.

In addition, this modification redistributes funding from various contractors as outlined in the table below.

	Current Budget	Proposed Budget	Difference
FRWDB Administrative/Project Oversight	\$1,057,426.06	\$1,057,426.06	-
Outreach and Marketing	\$600,000.00	\$600,000.00	-
Fresno Regional Workforce Development Board Staff Travel	\$22,434.42	\$42,094.80	\$19,660.38
Rent	\$133,700.00	\$-	(\$133,700.00)
Participant Training Pool	\$55,866.00	\$186,401.69	\$130,535.69
Participant Work Experience	\$94,737.60	\$148,902.88	\$54,165.28
Participant Support Services	\$299,500.00	\$434,500.00	\$135,000.00
Michael Bernick	\$210,000.00	\$120,200.00	(\$89,800.00)
Center for Employment Opportunity	\$81,428.00	\$81,428.00	-

Tradeswomen, Inc.	\$300,000.00	\$300,000.00	-
Valley Onward	\$128,572.00	\$128,572.00	-
Kern Inyo Mono Building Trades Council	\$743,617.00	\$741,626.00	(\$1,991.00)
San Joaquin Building Trades Council	\$1,122,256.19	\$1,197,256.19	\$75,000.00
Modesto Plumbers and Pipe Fitters	\$182,760.00	\$287,760.00	\$105,000.00
Yosemite Adult School	\$240,000.00	\$240,000.00	-
Tuolumne Resilience Center	\$13,440.00	\$13,440.00	-
NorCal Laborers Training Trust	\$60,000.00	\$71,500.00	\$11,500.00
Fresno Economic Opportunities Commission	\$74,500.00	\$57,266.00	(\$17,234.00)
Mother Lode Job Training	\$515,326.80	\$220,084.95	(\$295,241.85)
San Joaquin Workforce Board	\$1,156,188.00	\$976,188.00	(\$180,000.00)
Merced Workforce Board	\$632,578.40	\$632,578.40	-
Stanislaus Workforce Board	\$276,658.40	\$276,658.40	-
Kern Inyo Mono Workforce Board	\$811,618.13	\$811,618.13	-
Graduation	\$3,000.00	\$3,000.00	-
Drug Screens	\$9,520.00	\$13,325.50	\$3,805.50
Madera Workforce Board	\$-	\$97,500.00	\$97,500.00
Chicken Ranch Rancheria	\$-	\$6,000.00	\$6,000.00
The California Tribal Emergency Response & Relief Agency	\$-	\$28,500.00	\$28,500.00
Tuolumne Habitat for Humanity	\$-	\$10,000.00	\$10,000.00
J Ruiz Construction	\$-	\$4,300.00	\$4,300.00
Lepley Tree Service	\$-	\$12,000.00	\$12,000.00
Christian Dozer	\$-	\$25,000.00	\$25,000.00
Total	\$8,825,127.00	\$8,825,127.00	

FISCAL IMPACT:

None

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	8
MEETING DATE:	January 21, 2026
ACTION:	INFORMATION

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

TO: Executive Committee
FROM: Blake Konczal, Executive Director
SUBJECT: Draft Fresno Regional Workforce Development Board Client Engagement Framework

INFORMATION:

Receive the draft Fresno Regional Workforce Development Board (FRWDB) Client Engagement Framework as an information item. Provide any feedback or direction regarding proposed next steps for piloting and integration into FRWDB performance management and reporting.

BACKGROUND:

FRWDB serves customers through multiple entry points and service pathways, and our ability to improve outcomes depends not only on what services are available, but on whether clients remain actively connected long enough to benefit from them. The attached Client Engagement Framework provides a simple, consistent way to define and measure “engagement” across service settings, using leading indicators that can be monitored in real time and acted upon quickly.

Specifically, the framework:

- Establishes a clear working definition of engagement and organizes measures into three (3) practical dimensions: (1) participation/responsiveness, (2) momentum/progress, and (3) relationship/ownership (client voice).
- Proposes straightforward, time-bounded indicators (e.g., recency of two (2)-way contact, appointment keep rate, milestone completion, and a brief three (3)-question micro-survey).
- Introduces a common “Green / Yellow / Red” classification to help supervisors and teams quickly identify who is engaged, at-risk, or disengaged—paired with a standard response playbook to guide consistent staff action.
- Recommends a reporting cadence (weekly heat lists; monthly trends; quarterly validation against outcomes) and minimum documentation standards to ensure consistent data entry and reliability.

This framework is intended to complement FRWDB’s broader performance measures by giving staff and leadership earlier visibility into participation and progress—supporting continuous improvement, more timely re-engagement, and clearer expectations across teams and partners.

ATTACHMENT:

FRWDB Client Engagement Framework – To be distributed at the meeting.

FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

AGENDA ITEM:	9
MEETING DATE:	January 21, 2026
ACTION:	INFORMATION

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

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:	10
MEETING DATE:	January 21, 2026
ACTION:	DIRECT

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

TO: Executive Committee
FROM: Edgar Blunt, 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.).