



# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Adult Council  
May 22, 2025  
**SUMMARY MINUTES**

The meeting was called to order at 4:00 p.m.

ROLL CALL: PRESENT – Joe Olivares, Chuck Riojas, and Sherri Watkins

ABSENT – Wyatt Meadows

AGENDA CHANGES: None

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

COUNCIL  
CHAIR/STAFF  
COMMENTS:

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<b><u>January 23, 2025, Adult Council Meeting Minutes</u></b>  Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), presented the January 23, 2025, Adult Council (Council) meeting minutes for the Council's approval.  <b>OLIVARES/WATKINS – APPROVED THE JANUARY 23, 2025, ADULT COUNCIL MEETING MINUTES. (UNANIMOUS)</b>
2.	<b><u>ValleyBuild Women's Conference</u></b>  Martha Espinosa, Deputy Director of Marketing, Grants and Business Initiatives, FRWDB, shared that on March 28, 2025, the FRWDB ValleyBuild program chartered a bus and took 30 ValleyBuild alumni to the State and Building Construction Trades Council of California and California Labor Federation's Annual Union Women's Stronger Together 2025 conference in Los Angeles. She shared a video of highlights from the conference. Ashley Matthews, Special Projects Manager, FRWDB, shared an inspiring story of a ValleyBuild alumni who was a veteran and was able to start her apprenticeship after making a connection with an Operating Engineers representative at the conference. Council Member Watkins asked if FRWDB would be attending this conference again in the future and Ms. Matthews indicated that FRWDB ValleyBuild wants to bring the conference to Fresno. Director Olivares acknowledged the FRWDB's work with the ValleyBuild program.

This was an information item.

**3. Workforce Innovation and Opportunity Act Adult and Dislocated Worker Provider Allocations for the First Half of Program Year 2025-2026**

Mr. Konczal presented for the Council's recommendation for FRWDB approval, the Workforce Innovation and Opportunity Act (WIOA) Adult and Dislocated Worker Provider allocations for the first half of Program Year (PY) 2025-2026. He shared that although the federal government did notify the states of their funding, the State of California has not notified the local areas of their allocations. He noted that in March 2025, Congress passed a Continuing Resolution to extend current government funding through September 30, 2025. In preparing for a possible decrease in funding, FRWDB staff recommended the FRWDB approve budget allocations for the first six (6) months of PY 2025-2026 with a five percent (5%) reduction to allocations. Allocations for providers were outlined in the agenda item.

**OLIVARES/WATKINS – RECOMMENDED THAT THE FRWDB APPROVE THE WIOA ADULT AND DISLOCATED WORKER PROVIDER ALLOCATIONS FOR THE FIRST HALF OF PROGRAM YEAR 2025-2026. (UNANIMOUS)**

**4. One-Stop Operator Contract Awards**

Phyllis Stogbauer, Senior Deputy Director, FRWDB, presented for the Council's recommendation for FRWDB approval, a contract award for One-Stop Operator (OSO) to ProPath, Inc. The contract award was for an initial term of July 1, 2025, to June 30, 2026, in the amount of \$49,950, with the option to renew for an additional three (3) years, based on performance and funding availability. Ms. Stogbauer shared that a Request for Proposals (RFP) for OSO services was released on January 23, 2025. Only one (1) proposal was received by the February 21, 2025, deadline, from ProPath, Inc. ProPath's proposal met all the required criteria as specified in the RFP and was recommended to be awarded the OSO contract for Fresno County.

**WATKINS/OLIVARES – RECOMMENDED THAT THE FRWDB APPROVE THE ONE-STOP OPERATOR CONTRACT AWARD TO PROPATH, INC. (UNANIMOUS)**

**5. Human Resource Development and Organizational Development Support Services Award Recommendation**

Ms. Stogbauer presented for the Council's recommendation for FRWDB approval, a contract award for Human Resource Development and Organizational Development Support Services (HRD-OD) to Sierra HR Partners, Inc. The contract would have an initial term from July 1, 2025, through June 30, 2026, in an amount not to exceed \$49,900, with an option to renew for an additional four (4) years based on performance and funding availability.

Ms. Stogbauer shared that the FRWDB released a Request for Quotes (RFQ) on February 26, 2025, to solicit quotes for HRD-OD services. As of the submission deadline, only one (1) quote was received. FRWDB procurement policy requires a minimum of three (3) response quotes are received for a competitive procurement. Despite the limited response, Sierra HR Partners' quote was reviewed and was determined to have met all the criteria set forth in the RFQ. Therefore, FRWDB staff recommended Sierra HR Partners be awarded the contract to perform HRD-OD services for the contract period above.

**OLIVARES/WATKINS – RECOMMENDED THAT THE FRWDB APPROVE THE HUMAN RESOURCE DEVELOPMENT AND ORGANIZATIONAL DEVELOPMENT SUPPORT SERVICES AWARD TO SIERRA HR PARTNERS. (UNANIMOUS)**

**6. Human Resources Hotline and Business Workshop Award Recommendation**

Ms. Stogbauer presented for the Council's recommendation for FRWDB approval, a contract award for Human Resources Hotline Services and Business Workshop to Sierra HR Partners, Inc. for an initial term from July 1, 2025, to June 30, 2026. The contract award should not exceed \$23,800, and would have the option to renew for an additional four (4) years based on performance and funding availability.

Ms. Stogbauer explained that only one (1) quote was received by the April 16, 2025, submission deadline from Sierra HR Partners, Inc. As outlined in the FRWDB Procurement Policy, a minimum of three (3) responsive quotes are required for a competitive procurement. The procurement was declared a failed competition. However, the quote received from Sierra HR Partners was evaluated and determined to have exceeded the minimum criteria set forth in the RFQ. Therefore, FRWDB staff recommended Sierra HR Partners be awarded the contract.

**OLIVARES/WATKINS – RECOMMENDED THAT THE FRWDB APPROVE THE HUMAN RESOURCES DEVELOPMENT HOTLINE AND BUSINESS WORKSHOP AWARD TO SIERRA HR PARTNERS. (UNANIMOUS)**

**7. Workforce Innovation and Opportunity Act 2025-2028 Local and Regional Plans**

Ms. Stogbauer presented the FRWDB's WIOA Local and Regional Plans for the Council's recommendation for FRWDB approval. She explained that local boards are required to submit a comprehensive four (4)-year Local and Regional Plan to the state board. The draft plan was released for a 30-day public comment period and FRWDB held public meetings for stakeholders to have the opportunity to participate and provide feedback on the Plan. No comments were received at the close of the public comment period. Upon approval by the FRWDB, Fresno City Council, and Fresno County Board of Supervisors, a fully signed plan will be submitted to the state, by June 30, 2025.

Chair Riojas asked if all eight (8) of the Workforce Development Boards in the region had to approve the Regional Plan, and Ms. Stogbauer stated that they did. The Chair of each Workforce Development Board are required to sign the Regional Plan.

**OLIVARES/WATKINS – RECOMMEND THAT THE FRWDB APPROVE THE WORKFORCE INNOVATION AND OPPORTUNITY ACT 2025-2028 LOCAL AND REGIONAL PLANS. (UNANIMOUS)**

**8. Local Performance Results Reports**

Va Xiong, Program Manager, FRWDB, presented the Adult and Dislocated Worker Program Providers of Services' Local Performance Results Reports for the Third Quarter of Program Year for the Council's recommendation for FRWDB acceptance. Ms. Xiong stated that all providers were performing well and FRWDB staff had no concerns.

**WATKINS/OLIVARES – RECOMMEND THAT THE FRWDB ACCEPT THE LOCAL PERFORMANCE RESULTS REPORTS. (UNANIMOUS)**

**9. Providers of Services Monitoring Report**

Cheryl Beierschmitt, Deputy Director Fiscal Services, FRWDB, presented for the Council's recommendation for FRWDB acceptance, the Third Quarter Monitoring Report for Adult Providers of Services. She noted that staff conducts a monitoring of all contracts to ensure that they are in compliance with Federal, State and local regulations. She reviewed the report, which showed the monitorings that were in process or completed during the Third Quarter of PY 2024-2025. There were no questions from the Council on the report.

**WATKINS/OLIVARES – RECOMMENDED THAT THE FRWDB ACCEPT THE PROVIDERS OF SERVICE' MONITORING REPORT FOR THE THIRD QUARTER. (UNANIMOUS)**

**10. Job Seekers Customer Satisfaction Reports**

Ms. Stogbauer presented the Job Seekers Customer Satisfaction Reports for Third Quarter of PY 2024-2025 for the Council's review and recommendation for FRWDB approval. She reviewed some of the comments received from the Customer Satisfaction Surveys and noted there were many comments about how great provider staff was.

Ms. Stogbauer informed the Council that FRWDB was working with a vendor to create an online survey for participants and that currently, the survey was done via a paper process. Chair Riojas asked if completing the survey was a requirement, or was it just for feedback. Ms. Stogbauer explained that it is not a requirement, but FRWDB staff does take the comments and responses into consideration for local planning. She added, however, that it is required by Federal law that FRWDB conducts a survey of participants' satisfaction.

**WATKINS/OLIVARES – RECOMMENDED THAT THE FRWDB ACCEPT THE JOB SEEKERS CUSTOMER SATISFACTION REPORTS. (UNANIMOUS)**

**11. Adult and Dislocated Worker Demographics Reports**

Ms. Stogbauer presented the Adult and Dislocated Worker Demographics Report for the Third Quarter of PY 2024-2025. She indicated that there were no major changes to the report from the previous quarter.

This was an information item.

**12. America Job Centers of California Usage Reports**

Ms. Stogbauer presented the America's Job Centers of California (AJCC) Usage Report for the Council's review. The report showed data per month, over a 12-month period, for unique client visits and total visits to the AJCCs.

This was an information item.

**13. Agenda Items for July 24, 2025, Meeting**

There were no items suggested for the July 24, 2025, Adult Council meeting.

**14. Meeting Feedback**

No feedback was provided.

Meeting adjourned at 4:47 p.m.