



# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Skills Development Council  
August 6, 2025

## SUMMARY MINUTES

The meeting was called to order at 4:06 p.m.

ROLL CALL: PRESENT – Douglas Dart, Jeff Hensley, Joe Olivares, Sandra Vicente, and Lydia Zabrycki

ABSENT – Steven Avila, Lacy Barnes, Scott Miller, and Chris Zeitz

AGENDA CHANGES: None

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

COUNCIL CHAIR/ STAFF  
COMMENTS: Director Zabrycki announced that Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), was out of the office and that Cheryl Beierschmitt, Deputy Director of Fiscal Services, FRWDB, would be presenting Mr. Konczal's items.

PUBLIC COMMENTS: None

Item	Description/Action Taken
1.	<p><b><u>May 7, 2025, Skills Development Council Meeting Minutes</u></b></p> <p>Ms. Beierschmitt presented the May 7, 2025, Skills Development Council (Council) meeting minutes for the Council's approval, or correction and approval.</p> <p><b>OLIVARES/HENSLEY – APPROVED THE MAY 7, 2025, SKILLS DEVELOPMENT COUNCIL MEETING MINUTES. (UNANIMOUS)</b></p>
2.	<p><b><u>Eligible Training Provider List Monitoring Report</u></b></p> <p>Rebecca Moncivais, Monitoring Manager, FRWDB, presented for the Council's recommendation, the Eligible Training Provider List (ETPL) Monitoring Report for the Fourth Quarter of Program Year (PY) 2024-2025. She explained that FRWDB staff conducts monitoring of all ETPL providers to ensure they are in compliance with federal, state, and local regulations or policies. She indicated that monitoring was completed for 11 schools, with no findings. Monitoring for three (3) schools was still in process.</p> <p>Director Zabrycki asked for the definition of "in process" and inquired as to whether there was a time limit for this action. Ms. Moncivais explained that "in process" meant that the Monitoring Department was still reviewing submitted documents and that only a deadline for document submission was standard practice.</p> <p>Director Hensley asked if there was a difference between monitoring and responding to complaints from participants.</p>

He also recalled that customer complaints concerning compliance were discussed at previous Council meetings. Ms. Moncivais replied that the Monitoring Department did not handle participant complaints, and that Jose Espinoza, Training Manager, FRWDB, would be the person to handle them. Ms. Beierschmitt also confirmed that there were separate agenda items addressing customer complaints in past meetings.

**OLIVARES/HENSLEY – RECOMMENDED THAT THE FRWDB ACCEPT THE ELIGIBLE TRAINING PROVIDER LIST MONITORING REPORT. (UNANIMOUS)**

**3. Individual Training Account Overview**

Mr. Espinoza gave the Council an overview of the FRWDB's participant training activities and expenditures for the period of July 2024 through June 2025. Mr. Espinoza 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 reviewed the total Individual Training Account expenditures, highlighting Healthcare, Transportation and Warehousing, and Manufacturing as three (3) of the top performing industries.

Mr. Espinoza also presented a report on the number of unique individuals training in urban and rural areas. The report distinguished between males and females in these areas and included the total of unique individuals enrolled in training, how many unique individuals completed training, and how many unique individuals were still actively training.

Director Olivares asked what classified as a "unique client". Martha Espinosa, Deputy Director Marketing, Grants and Business Initiatives, FRWDB, replied that a unique client referred to the number of distinct individuals who visited, rather than the total number of visits. When asked about the FRWDB's qualification process by Director Hensley, Mr. Espinoza replied that no other region had adopted the FRWDB's process.

This was an information item.

**4. Special Grants Training Overview**

Ashley Matthews, Senior Special Projects Manager, FRWDB, spoke about the ValleyBuild Apprenticeship Readiness Program and the multiple grants that fund that project. Ms. Matthews shared a PowerPoint that included overviews of each special grant's regional performance progress. She announced that there were no new grants to report, but that the FRWDB was in the process of submitting a Women in Nontraditional Occupations (WANTO) grant application and was also starting a grant application for the Lowe's Gable Grant Foundation that was to be submitted by August 31, 2025. Director Zabrycki asked what the dollar amount was for these grants. Ms. Matthews replied that \$50,000,000 was committed for five (5) years by the Lowe's Gable Grant Foundation and that the FRWDB was seeking \$750,000 for the WANTO grant.

Ms. Matthews also shared photos of ValleyBuild graduations, making special mention of the graduation of Alexis Rowberry. Ms. Rowberry was a ValleyBuild apprentice who journeyed out as an electrician in May 2025. She was also one of FRWDB's original spokespeople for the ValleyBuild program.

Beatriz Lopez, Interim Forestry Manager, FRWDB, then provided a PowerPoint that included overviews of the Greater Sierra Forestry Corps and the program's regional performance process and highlights of events through July 2025. Ms. Lopez also announced that two (2) grant applications had been submitted: Cal Fire Round 4 requesting \$1,973,615 on April 25, 2025, and High Road Training Partnership Round 2 requesting \$2,500,000 on July 9, 2025.



Director Hensley asked if there was any danger or uncertainty by the federal and state government over the funding of these grants. Ms. Beierschmitt replied that there was not.

This was an information item.

**5. Discretionary Grants Report**

Ka Xiong, Contracting 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 Grant; the Fresno Fatherhood Grant; the Regional Equity and Recovery Partnerships Grant; the Student Training and Employment Program 2.0 Grant; the Prison to Employment Grant; and the English Language Learner Integrated Education and Training 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 grants' progress through December 2025. She also announced that a part-time instructor was hired to perform outreach in FRWDB's Parlier office.

This was an information item.

**6. Overview of Staff Trainings**

Mr. Espinoza presented an overview of staff trainings scheduled for the Fourth Quarter of PY 2024-2025. Mr. Espinoza updated the Council on the staff trainings that had already occurred, including Career Coaching in April 2025 and the All-Staff Conference in May 2025. He noted that training for June was postponed until August 6, 2025, which was in the First Quarter of PY 2025-2026.

This was an information item.

**7. Information Sharing**

There was no information shared by council members.

**8. November 5, 2025, Agenda Items**

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

**9. Meeting Feedback**

There was no meeting feedback provided.

Meeting adjourned at 4:56 p.m.