



# FRESNO REGIONAL WORKFORCE DEVELOPMENT BOARD

Adult Council  
July 24, 2025  
**SUMMARY MINUTES**

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

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: None

PUBLIC COMMENTS: None

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Item	Description/Action Taken
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1. **May 22, 2025, Adult Council Meeting Minutes**

Blake Konczal, Executive Director, Fresno Regional Workforce Development Board (FRWDB), presented the May 22, 2025, Adult Council (Council) meeting minutes for the Council's approval.

**OLIVARES/WATKINS – APPROVED THE MAY 22, 2025, ADULT COUNCIL MEETING MINUTES. (UNANIMOUS)**

2. **Adult Marketing Outreach Initiatives**

Martha Espinosa, Deputy Director of Marketing, Grants and Business Initiatives, FRWDB, shared the introduction of a new innovative platform to enhance outreach initiatives. Ms. Espinosa introduced Jaime Santani from Transfr Trek to provide a brief overview of the Virtual Reality (VR) headsets that will be used for instruction, outreach and career assessment. These VR headsets allow individuals to dive into an actual career exploration and training where they explore a day in the life of a particular career. There are currently 47 simulations that can be utilized, which include Architecture, Construction, Medical Field Training, Drilling Underground Systems, Solar Panel Installation, and Electrical. Veronica McAlister, Senior Program Manager, FRWDB, volunteered for a demonstration of the VR technology. Member Sherri Watkins asked about sanitation, how headsets are cleaned. Ms. Santani answered that a nonabrasive bacterial wipe is used for the headset and controllers, and for the lenses a microfiber cloth is provided.

Director Joe Olivares asked if the simulations were available in different languages. Ms. Santini responded that the language can be changed and that they also have closed captions.

This was an information item.

**3. Security Services Contract Award Modification**

Ka Xiong, Contracting Manager, FRWDB, presented for the Council's recommendation for FRWDB approval, a modification to increase the hourly rate for Fresno County Private Security services from \$35.00 per hour to \$37.00 per hour, due to cost of living and minimum wage increases. This contract covers security services for the three (3) Workforce Connection service locations. The modification would increase the contract amount by \$50,256.00, bringing the contract total amount to \$251,856.00 for the last six (6) months of the contract period, January 1, 2026, to June 30, 2026.

**OLIVARES/WATKINS – RECOMMENDED THE FRWDB APPROVE THE SECURITY SERVICES CONTRACT AWARD MODIFICATION. (UNANIMOUS)**

**4. High Road Training Partnership – Resilient Workforce Fund Contract Modification**

Beatriz Lopez, Interim Forestry Manager, FRWDB, presented for the Council's recommendation for FRWDB approval, the High Road Training Partnership – Resilient Workforce Fund contract modification. The modification included reduction to several line items totaling \$244,304.41, and reallocation to Travel and Contractual line items, as detailed in the agenda item.

**OLIVARES/WATKINS – RECOMMENDED THAT THE FRWDB APPROVE THE HIGH ROAD TRAINING PARTNERSHIP - RESILIENT WORKFORCE FUND CONTRACT MODIFICATION. (UNANIMOUS)**

**5. Local Performance Results Reports**

Ms. Xiong presented the Local Performance Results Report for the Council's recommendation for FRWDB approval. All Adult and Dislocated Workers goals were met or exceeded and FRWDB staff had no concerns with the report.

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

**6. Providers of Services' Monitoring Reports**

Rebecca Moncivais, Monitoring Manager, FRWDB, presented for the Council's recommendation of FRWDB acceptance, the Fourth 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 and completed during the Fourth Quarter of Program Year (PY) 2024-2025. Director Riojas asked why some of the providers had blank spots on the report section. Ms. Moncivais responded that those monitorings were in process and the monitoring results would be included on the next quarter's report.

**OLIVARES/WATKINS – RECOMMENDED THAT THE FRWDB ACCEPT THE PROVIDER OF SERVICES' MONITORING REPORT. (UNANIMOUS)**

**7. Job Seekers Customer Satisfaction Reports**

Phyllis Stogbauer, Senior Deputy Director, FRWDB, presented the Job Seekers Customer Satisfaction Reports for Fourth Quarter of PY 2024-2025 for the Council's review and recommendation for FRWDB acceptance. She commented that customer satisfaction was nearly at 100 percent for each quarter. The customer feedback highlighted the professionalism and dedication of FRWDB provider staff in supporting participants.

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

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

Ms. Stogbauer presented the Adult and Dislocated Worker Demographics Report for the Fourth Quarter of PY 2024-2025. She noted that there were minimal changes between this report and the previous quarterly report.

This was an information item.

**9. America's 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 Trend Report showed data per month, over a 12-month period, for unique client visits and total visits to AJCCs. There were 2,100 visitors to the AJCCs in the month of June with a total of 2,726 visits.

This was an information item.

**10. Agenda Items for October 23, 2025, Meeting**

There were no items suggested for the October 23, 2025, meeting.

**11. Meeting Feedback**

No feedback was provided.

Meeting adjourned at 4:47 p.m.