

Morris Myers
WIB Chairman

Rob Field
Assistant County Executive Officer, EDA

Felicia Flournoy
WIB Director

Imran Farooq
WIB Vice Chairman



Mark Christiansen
WIB Deputy Director

Rilla Jacobs
Secretary

Infinite Opportunity, Lasting Prosperity

Executive Committee February 19, 2014

Chairman Morris Myers called the meeting to order at 10:06 a.m.

Members in Attendance

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|-----------------|---------------|--------------|---------------|--------------|--------------|
| Mary Jo Ramirez | Lupe Del Gado | Robert Frost | Shelagh Camak | Tina Sewell | Juan De Lara |
| Sonia Nunez | Rick Glasmann | Imran Farooq | Jamil Dada | Morris Myers | |

Members Absent

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|-----------------|------------------|---------------------|--|--|--|
| Michael Pazzani | Laurie Stalnaker | Francisca Hernandez | | | |
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Guests

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|---------------|--|--|--|--|--|
| Rosa Penaloza | | | | | |
|---------------|--|--|--|--|--|

Staff

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|------------------|-------------------|------------------------|-------------------|----------------|-----------------|
| Felicia Flournoy | Mark Christiansen | Maria Muldrow | Zaskia Ruiz-Jones | Queenie Galvez | Wendy Frederick |
| Loren Sims | Lenny Pimentel | Greg Folsom | Pat Ramos | Rilla Jacobs | Vera Morrow |
| Juan Shepard | CaSandra Perry | Edna Garcia Vallecillo | | | |

Administrative Item: 1.1 Approve January 15, 2014, Executive Notes

Motion: That the WIB Executive Committee approves the January 15, 2014, Executive Notes

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| Moved by | Bob Frost | Second by | Shelagh Camak | Abstain | Rick Glasmann |
| Status | Approved | | | | |

Administrative Item: 1.2 Approve 2014/2015 Proposed Budget

Motion: that the WIB Executive Committee approves the 2014/2015 proposed budget.

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| Moved by | Tina Sewell | Second by | Shelagh Camak |
| Status | Approved | | |

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| Discussion | <p>The County of Riverside Economic Development Agency Workforce Development Division (WDD) provides various employment related services to the residents and businesses of the County of Riverside. The County Board of Supervisors (BOS) requires that each county department prepares and submits an annual budget for approval.</p> <p>Federal WIA formula funds is the primary source of funding and is allocated by a formula utilizing the county's unemployment rate, business downsizings or closures and poverty rates. In view of the Federal Budget challenges, WDD is anticipating a five percent decrease in funding for WIA FY14/15 grant allocations.</p> <p>Expenditure projections are based on essential program requirements. WDD currently operates six Youth Opportunity Centers, four One-Stop Career Centers and four Satellite Offices. WDD has budgeted for a total of 135 permanent positions and 6 temporary positions. Adequate staffing is critical to ensure our programs are successful and meet funding requirements. The budget recommendations are due to the County of Riverside Executive Office (EO) on March 13, 2014, and subsequently adopted by the County Board of Supervisors on June 16, 2014. \$1.9 million will be used for training and will meet our 25 percent requirement.</p> |
| Actions | Send approved draft budget to Board of Supervisors. |

Administrative Item: 1.3 Approve College of the Desert Training Funds

Motion: That the WIB Executive Committee approves WIA funding for College of the Desert (COD) to provide vocational training to dislocated workers and veterans during the period of June 1, 2014, through June 30, 2015.

Moved by Shelagh Camak Second by Jamil Dada

Status Approved

Discussion The recommendation is to establish a direct contract with COD to provide vocational training in cohorts for:

1. Utility Scale Solar training with NABCEP Entry Level Exam preparation and administration
2. Certified Home Energy Rating System training
3. Guard Card training through Firearms

The recommended amount is for \$113,200 and will specifically target Dislocated Workers and Veterans.

| PROPOSED CONTRACT TRAINING FOR APPROVED COHORTS | Number of Participants | Fixed Rate Per Cohort |
|---|-------------------------------|------------------------------|
| Utility Scale Solar Training Program with NABCEP Entry- Level Exam preparation and administration. | Min 15 Max 20 | \$47,300 |
| Home Energy Rating System Training Program with Certification for raters, quality assurance procedures and data collecting and reporting, as well as, field verification component. | Min 10 Max 15 | \$36,900 |
| Guard Card through Firearms. Includes LiveScan with firearms fee, FBI background check fee, new or renewal Guard Card Fee | Min 8 Max 10 | \$29,000 |
| TOTAL AMOUNT NOT TO EXCEED | | \$113,200 |

Actions Send approved funding to Board of Supervisors.

Administrative Item: 1.4 Approve Youth Funding 2014/2015

Motion: That the WIB Executive Committee approve the PY 2014/15 WIA Year Round Youth Programs funding recommendations to operate the existing six Youth Opportunity Centers (YOCs) from July 1, 2014, through June 30, 2015.

Moved by Jamil Dada Second by Juan De Lara Abstain Mary Jo Ramirez

Status Approved

Discussion The Riverside County Economic Development Agency (EDA), the Riverside County Workforce Investment Board (WIB) and Council for Youth Development (CYD) established the Youth Opportunity Center (YOC) system beginning in 2000. The YOC system meets and exceeds the requirements established under the Workforce Investment Act. The Youth Opportunity Centers serve as a “One-Stop” for youth to receive program services. Currently, there are six Youth Opportunity Centers in Hemet, Indio, Lake Elsinore, Moreno Valley, Perris, and Rubidoux (Jurupa Valley).

On February 4, 2013, a Request for Proposal (RFP) was released to solicit Lead Agencies as operators of the aforementioned YOCs (6)-six proposals were awarded. Based on a review of the Contractors performance, program and financial monitoring and available funding, the PY 14/15 funding recommendations are as follows:

| Youth Opportunity Center (YOC) Location | Recommended Agency | PY 2013/14 Funding Amount | PY 2014/15 Funding Recommendation | Required Enrollments |
|--|---------------------------------------|----------------------------------|--|-----------------------------|
| Rubidoux YOC | California Family Life Center | \$900,000 | \$1,000,000 | 154 |
| Hemet YOC (Empower State Building) | California Family Life Center | \$900,000 | \$1,000,000 | 154 |
| Lake Elsinore YOC (Planet Youth) | California Family Life Center | \$900,000 | \$1,000,000 | 154 |
| Moreno Valley YOC | Arbor E&T, LLC dba ResCare | \$786,845 | \$950,000 | 146 |
| Perris YOC | Arbor E&T, LLC | \$900,000 | \$1,000,000 | 154 |

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| | (The Oasis) | dba ResCare | | | |
| | Indio YOC (The Win Center) | Arbor E&T, LLC dba ResCare | \$900,000 | \$1,000,000 | 154 |
| | Total | | \$5,286,845 | \$5,950,000 | 915 |
| | <p>These funding recommendations represent an increase from prior year's to allow for:</p> <ul style="list-style-type: none"> • The addition of a Life Coach at each of the YOC's • Travel costs for the Voices for Youth • Necessary computer replacement. <p>The valid procurement period for this RFP is July 1, 2013, through June 30, 2016. Funding recommendations for subsequent program years will be conducted annually based on funding availability and satisfactory performance.</p> | | | | |
| Actions | Send approved YOC funding to Board of Supervisors. | | | | |

| Administrative Item: 1.5 Approve Public Outreach Funding | | | | | |
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| Motion: That the WIB Executive Committee approve the \$250 in Public Outreach Funding for the Press Enterprise to deliver newspapers to Riverside elementary Schools and \$1,000 for the 9th Annual Business Education Summit. | | | | | |
| Moved by | Robert Frost | Second by | Lupe Del Gado | Abstain | Mary Jo Ramirez |
| Status | Approved | | | | |
| Discussion | <p>Press Enterprise: The WIB has been a long standing partner in supporting Newspapers In Education (NIE) to ensure Riverside County elementary schools' students from Kindergarten through the 6th grade have the opportunity to sharpen their reading skills by having access to newspapers in the classroom. The students receive their own personal newspaper to learn about current events. Teachers receive lesson plans and other valuable teaching tools to teach an array of subjects such as reading, math, science, writing and geography.</p> <p>9th Annual Business Education Summit: Since its inception, the WIB has been a supporter of the Annual Business Education Summit for the Hemet-San Jacinto Valley School Districts. This year's event will be held Thursday, March 20, 2014, at Tahquitz High School. The purpose of the Summit is to engage high school students with professionals in their field of interest and expose businesses to potential employees.</p> <p>The high school students are provided information on careers and specific industries in their area. In addition, the high school students are made aware of local employment and internship opportunities available through businesses in the area. Businesses have the opportunity to become more familiar with potential talent within their geographical area to possibly consider for present and future employment opportunities.</p> <p>Last year, thirty-four businesses and one hundred seventy-seven students participated in the Summit.</p> | | | | |
| Actions | Prepare funding request for submittal to fiscal. | | | | |

| Administrative Item: 1.6 Approve Appointment of Joyce Johnson | | | |
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| Motion: That the WIB Executive Committee approves the nomination of Joyce Johnson. | | | |
| Moved by | Juan De Lara | Second by | Shelagh Camak |
| Status | Approved | | |
| Actions | Send paperwork to Board of Supervisors. | | |

| Information Item: 2.1 Program and 2nd Quarter Financial Outlook Report | |
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| Discussion | |
| Presented by | Zaskia Ruiz-Hill and Felicia Flournoy |
| Overview | Members were given a copy of the financial report, which Zaskia went over and explained the past, current, and future obligations and expenditures for the Workforce Investment Act (WIA) funding of 2014/2015. She explained the breakdown, and which programs training dollars are allocated to. The majority of youth funding is allocated to our Youth Opportunity Center provider who are reimbursed for dollars they spend on the WIA program. |

| Information Item: 2.2 Employment Zones Update | |
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| Discussion | |
| Presented by | Felicia Flournoy and Jamil Dada |
| Overview | <p>The California Workforce Investment Board and the Governor's Office of Economic Development (GOBIZ) and the Chancellor's Office over Economic Development Initiatives came together to discuss what they could do collaboratively at the state level to roll down to the local level and would have a significant impact on a region. They created the Employment Zone Initiative (Slingshot) and presented it to San Bernardino and Riverside County because the two regions have a history of working together on projects. They asked if the two counties would agree to be the pilot region for the Initiative to test it out before it is released statewide. They want regions to work with economic and workforce development, education, and the community at large to identify a workforce issue in the region that if addressed properly will have the greatest impact towards correcting the issue. The purpose of the collaboration is to tackle the issue collectively by evolving resources in the participating counties. The end result is to have a true impact on correcting the identified issue.</p> <p>We collected data on issues in our regions and found that youth 18 to 25 are having a very difficult time transitioning into higher education and workforce. This population's unemployment rate is in the double digits and they are experiencing difficulties getting hired even though they have secondary education or a four year college degree. We found that this is having a huge impact on our current and future economy, our workforce and on the youths' lives. We chose this group and their issues as our project.</p> <p>Kish Rajan, Tim Rainey, and Von Ton Quinlivan held a conference call to discuss what their plans are for the State Initiative. Our issue and ideas were presented to them at this time and they were receptive to the concept. We addressed their questions and concerns regarding having private sector involvement. They presented our project to Governor Brown and Mike Rossi, and they are pleased with the ideas and want to present it as soon as possible. We will hold discussions to finalize everything collectively.</p> <p>The Implementation Plan involves presenting a Pre-proposal addressing the following key points:</p> <ul style="list-style-type: none"> • The right geography • The right economic base • Commitment from key partners in the region <ul style="list-style-type: none"> ○ Education ○ Workforce ○ Economic development ○ Community development • Issue identified • Plan for research, design, and development <p>After we submit the pre-proposal and if it is accepted by the state, they will award us \$20,000 which we need to match with \$20,000 (\$10,000/each from Riverside and San Bernardino County WIBs). That will provide a total of \$40,000 to bring groups together to do the research on initiative we want to impact and creating a design which will bring about system change within our area, and identifying the right strategies for implementation of the plan. When this phase is complete we will submit it to the state, if they accept this portion of the plan additional funding will be available to us to continue. Felicia and Jamil answered questions from the members.</p> |

| Information Item: 2.3 Strategic Plan Retreat Update | |
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| Discussion | |
| Presented by | Felicia Flournoy |
| Overview | <p>At the last Executive Meeting the group discussed the current Strategic Plan, and the three year cycle the plan goes through. The current plan is still very relevant and gaining traction in other areas, such as being used in the State Five Year Strategic plan and in the County Strategic plan. So instead of creating a new plan with new objectives the decision was to continue with the current plan for another year. A procurement process went out to employ a new strategic plan consultant, his name is John Baker and he has an extensive workforce background. The contract is being finalized and plans for the Strategic Retreat will begin.</p> |

| Information Item: 2.4 National Association of Workforce Boards Annual Forum | |
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| Discussion | |
| Presented by | Felicia Flournoy |
| Overview | <p>The 2014 National Association of Workforce Boards (NAWB) Annual Forum will be held March 29 – April 2, 2014, at the Washington, Hilton. We will conduct our hill visits from April 2 -3 and speak with our legislative</p> |

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| | representatives or their staff to advocate for our WIA system. Riverside County WIB staff has been invited to be presenters at two of the Pre conference workshops at the Annual Forum. One around data analysis and how to use it to make program decisions. The other will focus on our strategic planning process. |
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| Reports : | |
| Federal and State Report | |
| | TABLED |
| Chairman Report | |
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Adjourned 11:25 AM