

Jamil Dada
WIB Chairman

Rob Field
Assistant County Executive Officer, EDA

Felicia Flournoy
WIB Director

Morris Myers
WIB Vice Chairman



Mark Christiansen
WIB Deputy Director

Rilla Jacobs
Secretary

Infinite Opportunity, Lasting Prosperity

**Executive Committee
April 10, 2013**

Vice Chairman Morris Myers called the meeting to order at 11:35 a.m.

Members in Attendance

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| Jamil Dada | Mary Jo Ramirez | Morris Myers | Juan De Lara | Shelagh Camak | Imran Farooq |
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Members Absent

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|--------------|--|--|--|--|--|
| Robert Frost | | | | | |
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Guests

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|---------------|--------------|--|--|--|--|
| Rosa Penaloza | Venice Jones | | | | |
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Staff

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|------------------|-------------------|------------------|-------------------|--------------------|---------------|
| Felicia Flournoy | Mark Christiansen | La Tonya Johnson | Kathy Boyer | Pat Ramos | Rilla Freeman |
| Thi Pham | Olga Cornejo | Queenie Galvez | Zaskia Ruiz-Jones | Marianna Hernandez | |

Administrative Item: 1.1 February 20, 2013, Executive Notes

Motion: that the Executive Committee approve the February 20, 2013, executive notes

Moved by Morris Myers Second by Shelagh Camak

Status Approved

Administrative Item: 1.2 2013-2014 Youth Funding Recommendations

Motion: that the Executive Committee approve the PY 2013/14 Workforce Investment Act funding recommendations for the operation of the six existing Youth Opportunity Centers (YOC).

Moved by Shelagh Camak Second by Juan De Lara Abstained Mary Jo Ramirez

Status Approved

Discussion
In 2000, the Riverside County Economic Development Agency (EDA), the Riverside County Workforce Investment Board and Council for Youth Development (CYD) established the Youth Opportunity Centers to provide comprehensive education and workforce development services to our targeted youth population. The six YOCs are located in Hemet, Indio, Lake Elsinore, Moreno Valley, Perris, and Rubidoux (Jurupa Valley). The centers are operated by community partnerships with one partnering agency serving as the lead or administrative entity.
On February 4, 2013, a Request for Proposal (RFP) was released for 30 days soliciting Lead Agencies as operators of the aforementioned YOCs. EDA received the six proposals listed below:

| YOC Location | Agency | Proposed Cost | Proposed Enrollments |
|--|-------------------------------|---------------|----------------------|
| Rubidoux Youth Opportunity Center | California Family Life Center | \$900,000 | 140 |
| Hemet YOC (Empower State Building) | California Family Life Center | \$900,000 | 140 |
| Lake Elsinore YOC (Planet Youth) | California Family Life Center | \$900,000 | 140 |
| Moreno Valley Youth Opportunity Center | Arbor E&T, LLC, dba ResCare | \$700,395 | 108 |
| Perris YOC (The Oasis) | Arbor E&T, LLC, dba ResCare | \$800,543 | 124 |
| Indio YOC (The Win Center) | Arbor E&T, LLC, dba ResCare | \$800,467 | 124 |

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|--------------|--|--------------------|------------|
| Total | | \$5,001,405 | 776 |
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A review panel consisting of staff from a cross-section of outside public, non-profit, education and workforce professionals evaluated the proposals based upon the criteria outlined in the RFP. The minimum score for the RFP was 75 points with a maximum of 100.

Based on the review, the final scoring and funding recommendations for each of the six YOCs is detailed in the table below.

| YOC Location | Recommended Agency | Funding Recommendation | Required Enrollments | Final Score |
|--|-------------------------------|------------------------|----------------------|-------------|
| Rubidoux Youth Opportunity Center | California Family Life Center | \$900,000 | 140 | 93 |
| Hemet YOC (Empower State Building) | California Family Life Center | \$900,000 | 140 | 93 |
| Lake Elsinore YOC (Planet Youth) | California Family Life Center | \$900,000 | 140 | 92 |
| Moreno Valley Youth Opportunity Center | Arbor E&T, LLC dba ResCare | \$786,845 | 108 | 89 |
| Perris YOC (The Oasis) | Arbor E&T, LLC dba ResCare | \$900,000 | 124 | 88 |
| Indio YOC (The Win Center) | Arbor E&T, LLC dba ResCare | \$900,000 | 124 | 90 |
| Total | | \$5,286,845 | 776 | |

Please note: the funding recommendations for Indio, Perris and Moreno Valley have been increased to provide sufficient work experience funding. The Scope of Work for each program will be modified to accommodate the increase in work experience.

The recommended lead agencies shall perform activities as outlined in the proposed Scope of Work and the requirements of the RFP. However, if the selected bidder is unable to complete a successful contract and budget negotiation process, EDA reserves the right to conduct a new procurement of lead agencies to operate the applicable YOC(s).

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.

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| Actions | Forward Youth Funding Recommendation to Board of Supervisors for approval |
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Administrative Item: 1.3 Workforce Investment Board Member (WIB) Nominations

Motion: that the Executive Committee approve the appointments of Barbara Howison, Michael Pazanni, and Francisca Ledoux Hernandez to the Workforce Investment Board

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| Moved by | Imran Farooq | Second by | Morris Myers |
| Status | Approved | | |
| Actions | Forward WIB nominations to the Board of Supervisors for approval | | |

Administrative Item: 1.4 Council for Youth Development Member Appointment

Motion: that the Executive Committee approve the appointment of Cesar Navarrete to the Council for Youth Development

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| Moved by | Imran Farooq | Second by | Shelagh Camak |
| Status | Approved | | |

Administrative Item: 1.5 California Department of Corrections Parole Release (CDCR) Project Funding

Motion: that the Executive accepts the funding award of \$1.6 million from the California Department of Corrections and Rehabilitation Funding Award.

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| Moved by | Shelagh Camak | Second by | Imran Farooq |
| Status | Approved | | |
| Discussion | <p>The CDCR came to the Workforce Division with its established Institutional Transition Program that provides inmates with job readiness skills prior to their release from prison. Through a series of modules, each participant will learn about community resources and programs that can assist them in their transition back into their communities. We will provide basic work readiness training to the inmates before they are released with no further obligations after training is complete.</p> <p>The Riverside County Economic Development Agency (EDA) will partner with CDCR to provide services at four prisons:</p> <ul style="list-style-type: none"> • California Institution for Women, • California Rehabilitation Center, • Ironwood State Prison; and, • Chuckwalla Valley State Prison. <p>Services will include the implementation and day-to-day operation of the Institutional Transition Program. The target population of individuals is 18 or over, convicted as adults, imprisoned at a CDCR institution and scheduled for release within 60 to 240 days.</p> <p>The initial term of the agreement shall be 24 months from the time the agreement is approved by the California Department of General Services. The contract may be extended for an additional 12 month period at CDCR's discretion and the approval of both parties. The award of \$800,000 per year will be divided equally to provide services at each prison.</p> | | |
| Actions | Send funding award to Board of Supervisors for approval | | |

Administrative Item: 1.6 Transfer of Dislocate Workers Funds Request

Motion: that the Executive Committee approves the transfer from Workforce Investment Act (WIA) funds to WIA Adult and authorizes the WIB Chair and the Director of Workforce Development to sign the state transfer request.

| Moved by | Shelagh Camak | Second by | Juan De Lara | | | | | | | | | | | | |
|---------------------------|--|-------------|--------------|------------------------|-------------------|-------|-------------------------|-------------|-------------|---------------------------|-----------|---------|------------------------|-----------|-----------|
| Status | Approved | | | | | | | | | | | | | | |
| Discussion | <p>WIA allows WIBs to transfer funds between the adult and dislocated worker funding streams to provide local boards with greater flexibility to respond to customer demand and the needs in their local labor markets. This happens when the demand for services by job seekers who do not meet the eligibility requirements to be dislocated workers, and the associated costs for service delivery is greater than the funds allocated to serve the general adult population.</p> <p>From July 2012 to February 2013, we've enrolled 1,110 adults vs. 907 dislocated workers. These funds will also assist jobseekers who are not enrolled in EDD U I. It is estimated that \$988,000 will need to be transferred as reflected in the table below. All transfer requests must be approved by the WIB and signed by the WIB Chair and Director of Workforce Development and reflected in Riverside County's Strategic Five-Year Plan.</p> <table border="1" data-bbox="310 1438 1230 1617"> <thead> <tr> <th>Funding Identification</th> <th>Dislocated Worker</th> <th>Adult</th> </tr> </thead> <tbody> <tr> <td>2012 Funding Allocation</td> <td>\$7,156,716</td> <td>\$6,296,897</td> </tr> <tr> <td>Transfers – Plus or Minus</td> <td>(988,000)</td> <td>988,000</td> </tr> <tr> <td>Revised Funding Amount</td> <td>6,168,716</td> <td>7,284,897</td> </tr> </tbody> </table> | | | Funding Identification | Dislocated Worker | Adult | 2012 Funding Allocation | \$7,156,716 | \$6,296,897 | Transfers – Plus or Minus | (988,000) | 988,000 | Revised Funding Amount | 6,168,716 | 7,284,897 |
| Funding Identification | Dislocated Worker | Adult | | | | | | | | | | | | | |
| 2012 Funding Allocation | \$7,156,716 | \$6,296,897 | | | | | | | | | | | | | |
| Transfers – Plus or Minus | (988,000) | 988,000 | | | | | | | | | | | | | |
| Revised Funding Amount | 6,168,716 | 7,284,897 | | | | | | | | | | | | | |
| Actions | Send transfer of dislocated workers funds request to Board of Supervisors for approval | | | | | | | | | | | | | | |

Administrative Item: 1.7 Member Initiatives

Motion: that the WIB Executive write a letter supporting the building of a satellite medical facility at the March Air Reserve

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| Moved by | Morris Myers | Second by | Imran Farooq |
| Status | Approved | | |
| Discussion | <p>Out of 3100 cities in the U.S. Riverside is #8 in the number of veterans located in an area. Currently, Loma Linda Hospital is where the majority of vets receive medical treatment. The March Joint Powers Authority is suggesting that a satellite hospital be built in the March area. Jamil Dada requested that the WIB Executive Committee write and send a letter supporting the building of a veteran medical facility at the March Air Reserve Base.</p> | | |
| Actions | Create a letter of support for the building of a satellite medical facility at March Air Reserve Base. | | |

Discussion Item: 2.1 Workforce Investment Board Composition and Expansion of Executive Committee Membership

Discussion

Felicia Flournoy

We need more private sector members for our WIB. We lost 3 members from that sector, and added members to other sectors. Now our composition is out of sync and needs correcting. We hope to add members from healthcare to represent our healthcare industry sector.

Our bylaws amendments have been adopted and the changes are in place. The composition for the Executive Board is:
Chair, Vice chair, Regional Chairs, CYD Chair, Past chair, and 8 at large members. Currently 2 at large positions are filled with 6 remaining open. Jamil Dada will reach out to the following members to fill

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| Education | Ron Vito |
| Labor | Stan Stosel |
| Private Sector | Charles Martin Peter Hubbard Debby Martin Layne Arthur |
| Floater | Lupe Del Gado |
| Ad hoc Member | |

Jamil will give an update at the next Executive Meeting.

With the inclusion of an ad hoc regional member, the Executive Committee held a discussion regarding the term limits for an ad hoc member on this board. Ad hoc regional members have an at will participation on their individual boards' and there are no term limits for them or members serving on the Executive Board. The Executive Committee debated on one or two year terms for members if they serve on the executive board. Felicia explained that while this will strengthen the length of time section for executive members, it will require another change to the bylaws.

Members agreed that they wanted the bylaw changed to the following: Annual appointments to the executive board will be required. They will take place after the Board elections in December. The elected Chair will appoint or reappoint executive committee members. The incoming members that Jamil will approach will have the bylaw changes explained to them and they will be notified that their appointments are conditional for the remaining portion of this year.

Actions

Incorporate time limit changes into the bylaws and send to Board of Supervisors for approval. Fill remaining positions on the executive board.

Discussion Item: 2.2 Appointment to the Manufacturing and Export Association Board

Discussion

EDA and the Office of Foreign Trade gather businesses together to strategize and learn how to export their goods. They now have a formal board and the Executive Board agreed that a WIB member should sit on this board to gain insight and information about the association. Morris Myers requested to be the assigned representative for this year and Imran Farooq agreed to replace him next year.

Information Item: 3.1 National Association of Workforce Boards Conference and Washington Update

Discussion

The members who attended the NAWB conference talked about their experience and what impressed them. While the group was in Washington, the Skills Act was passed by a 214 to 202 vote in the House. It will now go to the Senate. WIBs understand that there are some issues within the bill, but understand that they will be ironed out. Over 100 WIBS visited the Hill to discuss their regions and challenges they face.

Information Item: 3.2 Potential Impact of Sequestration

Discussion

Congress is waiting to hear the President's budget so there has been not action on our funding yet. The Department of Labor has provided and an analysis of what they feel the budget may be for our potential funding.

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| | These numbers are not final. With our carry-in dollars we should be okay for the first 3 months of the new fiscal year. The final numbers will be out by June. |
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| Information Item: 3.3 Character Counts Youth Award Ceremony | |
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| Discussion | |
| | Will be held Friday, May 3, 2103, at the Riverside Auditorium. All WIB and CYD members are encouraged to attend. |

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| Information Item: 3.4 Strategic Plan Retreat | |
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| Discussion | |
| | The Strategic Plan Retreat will be held April 17, 2013, at the Southwest Workforce Development Center. This is the final year of our Three Year Plan. |

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| Reports : | |
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| Regional Committee Updates | |
| West | The West is focusing on outreach meetings and advocacy. |
| East | There was a large turnout at our last meeting. Mr. John Cornejo gave a presentation on taking a holistic approach to improving communities in the Coachella Valley. They would like for the WIB to do the workforce piece of this approach. The Coachella Valley Economic Partnership is still working on their blueprint for the area. We are working on bringing people in to give their testimonies on how important it is to go through our workforce programs. |
| Southwest | Plans are being finalized for our Roadways to Success Workshop on May 17, 2013, at the Southwest center. This will be a full day of events for 100 seniors who need direction after graduation. Channel 3 showed our 2012 Healthcare Fair on Sunday. |

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| Council for Youth Development Update | |
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| | The CYD is still working on its restructuring and direction. We will have an update for the June meeting. |
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| Director's Report | |
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| | There were a number of actions items and we were not able to address them all at this meeting. We will hold another executive meeting in May. Members agreed on May 22 nd for the next meeting. |
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| | Recap of Actions | Person Responsible |
|--|--|---------------------------|
| | Forward Youth Funding Recommendation to Board of Supervisors for approval | |
| | Forward WIB nominations to the Board of Supervisors for approval | |
| | Send funding award to Board of Supervisors for approval | |
| | Send transfer of dislocated workers funds request to Board of Supervisors for approval | |
| | Create a letter of support for the building of a satellite medical facility at March Air Reserve Base. | |
| | Incorporate term limit changes into the bylaws and send to Board of Supervisors for approval. | |
| | Fill remaining positions on the executive committee | |

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| ANNOUNCEMENTS | |
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Adjourned 1:32 p.m.