

Jamil Dada  
WDB Chairperson

Heidi Marshall  
WDB Executive Director



*Infinite Opportunity, Lasting Prosperity*

Juan De Lara  
WDB Vice Chairperson

Carrie Harmon  
WDB Deputy Director

## Executive Committee: Minutes May 24, 2017

WDB Chairperson Jamil Dada called the meeting to order at 10:35 a.m.

### Members in Attendance

Jamil Dada	Juan De Lara	Morris Myers	Sharon Duffy
Lea Petersen	Diane Strand	Layne Arthur	

### Members Absent

Laurie Stalnaker	Sonia Nunez		
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### Staff

Carrie Harmon	Carolina Garcia	Thi Pham	Loren Sims
Gloria Perez	Rilla Jacobs	Lisa Allen	Neal Kipnis

<b>Administrative Item: 1.1 Approve the February 15, 2017, Executive Minutes</b>						
<b>Motion: that the WDB Executive Committee approve the February 15, 2017, Minutes</b>						
<b>Moved by</b>	Morris Myers	<b>Second by</b>	Juan De Lara	<b>Abstain</b>	<b>None</b>	
<b>Vote</b>	Aye	7	No	0	Abstain	0
<b>Status</b>	Approved					

<b>Administrative Item: 1.2 Approve the Fiscal Year (F/Y) 2017/18 Workforce Development Division County Budget Recommendations</b>						
<b>Motion: That the WDB Executive Committee approve the FY 2017/18 draft WDD county budget recommendation.</b>						
<b>Moved by</b>	Sharon Duffy	<b>Second by</b>	Morris Myers	<b>Abstain</b>	<b>None</b>	
<b>Vote</b>	Aye	7	No	0	Abstain	0
<b>Status</b>	Approved					
<b>Discussion</b>	<p>Members were provided a copy of the WDD proposed Budget Fiscal Year 17/18. There were no major changes to the draft budget but a 3-5 percent decrease budget guidance from the State was used to budget for this year. The federal budget is showing a 19 percent cut to the Department of Labor (DOL). Members asked how this would affect the current budget.</p> <p>The response was there would be no effect to the 2017/18 budget as it was approved through the continuing resolution. Future budgets will be subject to any future cuts to the DOL's budget. Morris asked if the Workforce Development Division (WDD) was the same as, or different from Workforce Development Board's budget. The WDD is an inclusive budget and includes other funding separate from the WIOA funds.</p> <p>This year \$26.5 million is the budget and \$6 million in carryover from the previous year. We have cut costs and renegotiated contracts to put us on better financial footing. We are continuing to seek another IT source to separate WDD from RCIT.</p> <p>Layne asked how lunches and other items were paid; Loren responded these costs are covered</p>					

	<p>through WIOA’s administrative costs. Member discussed funding pots and how the monies were used and distributed. Sharon requested the typo on page 4 be corrected from 15/16 to 17/18.</p> <p>Members asked how memberships to chambers and councils were determined. They wanted to know if these were unmonitored automatic renewals. Staff responded no, these memberships enable us to be embedded in the business communities in our region. Layne asked what ASTD is. Staff responded they would find out and inform the members.</p>
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**Administrative Item: 1.3 Approve the Program Year (PY) 2017/18 Workforce Innovation and Opportunity Act (WIOA) Year Round Youth Programs Funding Recommendations**

**Motion: that the WDB Executive Committee approves the \$5,100,000 2017/18 WIOA Year Round Youth Programs funding recommendation.**

<b>Moved by</b>	Juan De Lara	Second by	Morris Myers	Abstain	None
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<b>Vote</b>	Aye	7	No	0	Abstain	0
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<b>Status</b>	Approved
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**Discussion** EDA is anticipating a 5% reduction in WIOA Title I funding for FY17/18. Staff recommends allocating a total of \$5.1 million for YOC operations which averages to approximately \$850,000 per YOC. Because the CFLC in Hemet serves a larger volume of clients than its Lake Elsinore site, \$500,000 is being reallocated from Lake Elsinore to Hemet. The PY 17/18 budget will be readjusted to reflect the reallocation.

Youth Opportunity Center	Total
California Family Life Center - Hemet	\$900,000
California Family Life Center - Rubidoux	\$850,000
California Family Life Center - Elsinore	\$800,000
ResCare - Indio	\$850,000
ResCare- Perris	\$850,000
ResCare - Moreno Valley	\$850,000
<b>TOTAL</b>	<b>\$5,100,000</b>

Members wanted to know if site certifications were still being done, now that the board no longer did the 2 year certifications. Staff responded that yes, an outside nationally recognized organization certifies the California Family Life Center and ResCare Youth Opportunity Centers. Staff conducts on going site monitoring throughout the year.

**Administrative Item: 1.4 Approve the Program Year (PY) 2017/18 Professional Services Coordinator Recommendation**

**Motion: That the WDB Executive Committee approve the selection of California Family Life Center (CFLC) to serve as the Professional Services Coordinator for the Board of Supervisors Young Adult Program and approve the allocation of \$75,000 in WIOA Title I funding for the Professional Services Contract**

<b>Moved by</b>	Morris Myers	Second by	Layne Arthur	Abstain	None
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<b>Vote</b>	Aye	7	No	0	Abstain	0
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<b>Status</b>	Approved
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**Discussion** Key contract services will include:

- Serving as a liaison between the Young Adult Program and the Riverside County Board of Supervisors;

	<ul style="list-style-type: none"> <li>▪ Coordinating, convening and supporting the Youth Commission;</li> <li>▪ Responsible for Supervisorial District Specific recruitments for Legislative Interns, meetings events, assignments, schedules, and timesheets;</li> <li>▪ Facilitate the Board of Supervisors support of the Young Adult Intern Programs, Youth Advisory Council and Youth Commissions meetings, Youth in Government Day, Youth Summit, and Youth Commission Retreat;</li> <li>▪ Support and facilitate youth driven work, ideas, and civic engagement;</li> <li>▪ Serve as an advocate and as a liaison to other program staff, directors and local schools;</li> <li>▪ Network with local youth programs.</li> </ul>
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<b>Discussion Item: 2.1 Member Initiatives</b>	
<b>Discussion</b>	
Lea Petersen	Mentioned that the City of Riverside has been a “Green City” for several years. They have reduced their coal usage and are experimenting with natural gas and other bio fuels to operate their turbines. This is a new arena for businesses and job creation that workforce development can explore.
Diane Strand	TDK Productions is now a State approved apprenticeship program for media training. We will begin working to expand the program into other areas in the county

**Reports :**

<b>Federal and State Report</b>	
	TABLED to WDB Meeting

<b>Regional Committee Reports</b>	
West	TABLED to WDB Meeting
East	TABLED to WDB Meeting
Southwest	TABLED to WDB Meeting

<b>Chairperson’s Report</b>	
	TABLED to WDB Meeting

<b>Executive Director’s Report</b>	
	TABLED to WDB Meeting

**Adjourned: 11:18 a.m.**