



***Riverside County Workforce Development  
Executive Committee Meeting  
AGENDA***

***Monday, June 1, 2020  
9:30 a.m. – 10:30 a.m.***

On the day of the meeting, the Board Meeting will be accessible to the public online by video conference and telephone access using the information listed below.

[Zoom](#) Online Video/Audio Conference

**Meeting ID:** 980 0948 8329 **Password:** 92507

**Online:** <https://zoom.us/j/98009488329?pwd=UXhJcXRZQ2hGN3Zpdyt0YmxBNExjUT09>

**Phone:** (888)788-0099 or (669)900-9128

**One tap mobile:** +16699009128,,98009488329#,,1#,92507#

Participants should be advised that by engaging in meeting telephonically or electronically they acknowledge that input may be recorded, such recording is subject to inspection pursuant to the California Public Records Act.

MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER [N-29-20](#) DATED MARCH 17, 2020, WHICH SUSPENDS CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT.

The Riverside County Workforce Development Board (Board) is holding Board of Directors meetings to conduct essential business. Members of the public may view and participate electronically or telephonically, not in person, consistent with directives from the Riverside County Public Health Officer, the California Department of Public Health, and the California Governor's Executive Order [N-33-20](#).

**Public Participation** Members of the public may address the Board on any item on the agenda and on any matter that is within the Board's jurisdiction. To address the Board regarding an item that is on the agenda, please submit an e-mail entitled "Public Comment" directly to the Board Coordinator, Zulma Michaca, via email at [zmichaca@rivco.org](mailto:zmichaca@rivco.org) or by calling (951) 955-0481. Requests must be submitted to the Board Coordinator prior to the time the item is called for consideration or prior to the Public Comment section of the agenda. Please specify if comment is related to an Action Item or if it is General Public Comment. *If you cannot or choose not to attend when the meeting occurs but wish to make a comment, please submit your comments by 8:00 a.m. on the day of the Board meeting.* Comments will be presented by the Board Coordinator. They will be announced at the appropriate time and will be added to the record. Comments will be read after Action Items are discussed or during Public Comment period.

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Jamil Dada  
WDB Chairperson  
Carrie Harmon  
WDB Executive Director



Patrick Ellis  
WDB Vice Chairperson  
Leslie Trainor  
WDB Deputy Director

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**AGENDA**

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**WELCOME**

1.1 Call to Order and Introductions

Jamil Dada

**ACTION ITEMS**

2.1 Approve the Minutes from May 6, 2020

All

**REPORTS**

2.1 Federal/State Report

Jamil Dada

2.2 Chairperson's Report

Jamil Dada

2.3 Executive Director's Report

Carrie Harmon

**DISCUSSION ITEMS**

3.1 Member Updates on Responding to Coronavirus Pandemic

All

3.2 Member Initiatives

All

**PUBLIC COMMENT**

**Conflict of Interest Advisement**

Board members please be advised: If an Agenda item relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250.00 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, then please follow these procedures: *"When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item and then refrain from discussing, voting on, or otherwise influencing the Board's consideration of the Agenda item."*

**ACCESSIBILITY** The Workforce Innovation Opportunity Act (WIOA) Title I financially assisted program or activity is an equal opportunity employer and program. Auxiliary aids and services are available upon request to individuals with disabilities. There are two ways of requesting reasonable accommodations. 1. For ADA Coordinator, please call (951) 955-3100, (951) 955-3744 TTY, CA Relay 711, or e-mail [ADACoordinator@rivcoeda.org](mailto:ADACoordinator@rivcoeda.org). 2. For the Board Coordinator, please call (951) 955-0481 or e-mail [zmichaca@rivco.org](mailto:zmichaca@rivco.org).

**PUBLIC NOTICE** While Board Meetings are open to the public, time constraints limit the Board's ability to permit open discussions with members of the audience. Persons requesting to address the Board on matters not on the agenda but within the jurisdiction of the Board should do so under the agenda item Public Comments. Persons requesting to address the Board on an agenda item should register with staff prior to the meeting via e-mail to [zmichaca@rivco.org](mailto:zmichaca@rivco.org) or phone (951) 955-0481. The Chair will impose a 3-minute time limit on all speakers addressing the Board.

**NON-EXEMPT MATERIALS** Non-exempt materials related to an item on this agenda submitted to the Workforce Development Board after distribution of the agenda packet are available for public inspection on the Riverside County Economic Development Agency Workforce Division's website at [www.rivcoworkforce.com](http://www.rivcoworkforce.com).

**POSTED MATERIALS** In accordance with the Ralph M. Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting on the Riverside County Workforce Development Board website ([www.rivcoworkforce.com/WDB](http://www.rivcoworkforce.com/WDB)). The agenda, supporting documents, and all writing received by the Board are public records and can be viewed online, but may not include all available or the most current documentation. All documentation along with the most updated versions can be requested via e-mail to [RivCoWDB@rivco.org](mailto:RivCoWDB@rivco.org), by calling (951) 955-0481, or (951) 955-3100.

Jamil Dada  
WDB Chairperson

Carrie Harmon  
WDB Executive Director



Patrick Ellis  
WDB Vice Chairperson

Leslie Trainor  
WDB Deputy Director

*Infinite Opportunity, Lasting Prosperity*

## Executive Committee: Minutes May 6, 2020

WDB Chair Jamil Dada called the meeting to order at 11:03 a.m.

### Members in Attendance

Jamil Dada	Morris Myers	Patrick Ellis	Mary Jo Ramirez
Rosibel Ochoa	Layne Arthur	Ricardo Cisneros	

### Members Absent

Sonia Nunez			
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### Guests

Connie Golds			
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### Staff

Carrie Harmon	Loren Sims	Leslie Trainor	Zulma Michaca
Stephanie Adams	Rilla Jacobs		

### Administrative Item: 2.1 Approve the February 26, 2020 Executive Minutes

**Motion:** The WDB Executive Committee approved the February 26, 2020 meeting minutes.

<b>Moved by</b>	Morris Myers	Second by	Patrick Ellis	Abstain	No	
<b>Vote</b>	Aye	6	No	0	Abstain	0
<b>Status</b>	Approved					

### Administrative Item: 2.2 Approve the Workforce Innovation and Opportunity Act (WIOA) Youth Funding Recommendation

**Motion:** The WDB Executive Committee approve a six (6) month contracts extension for its Youth Program Services

<b>Moved by</b>	Patrick Ellis	Second by	Layne Arthur	Abstain	Mary Jo Ramirez	
<b>Vote</b>	Aye	5	No	0	Abstain	1
<b>Status</b>	Approved					

**Discussion**

Due the COVID 19 Emergency, the Youth Program Services Request for Proposal process was delayed. In order to allow a better response for the new procurement, staff recommends extending the existing contracts with ResCare and California Family Life Center (CFLC) to run the six Youth Opportunity Centers (YOC) for six more months. The extension will begin July 1, 2020 and end December 31, 2020. Due to an early lease termination of their Perris YOC's current location, ResCare is proposing an alternate solution to assist Perris city youth in need of workforce services.

Executive members held a discussion on the merits of whether to extend the contracts for six months or one year. It was decided that with the uncertainty of the current COVID 19 emergency, a one-year extension would be best to sustain the stability of our programs and services to Riverside young adults.

It was also determined to let ResCare try their new alternate solution during the extension period for six months. With monitoring of the changes and a final recommendation at the end of the six-month trial.

Executive members asked if there were any youth provider companies who would object to the one-year extension given to CFLC or ResCare. Staff responded no, the procurement process has been released and there are no other active participants. Also, there is additional funding that can be allocated to other youth services which outside of contracted YOCs. More information to come as the RFP for that has not been released yet.

<b>Discussion Item: 2.1 Member Initiatives</b>	
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<b>Discussion</b>	
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Jamil Dada	With the focus on WIOA and workforce development's role during the COVID-19 pandemic, it was determined that the Executive committee meet more often. It was agreed that the next virtual meeting will be in three weeks via zoom.
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<b>Reports:</b>
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<b>Chair Report</b>	
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Jamil Dada	Tabled to the WDB Full Board meeting on 05/06/2020 at 11:30 a.m.
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<b>Federal and State Report</b>	
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Jamil Dada	Tabled to the WDB Full Board meeting on 05/06/2020 at 11:30 a.m.
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<b>Executive Director's Report</b>	
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Carrie Harmon	Tabled to the WDB Full Board meeting on 05/06/2020 at 11:30 a.m.
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<b>Public Comments</b>	
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	NONE
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Adjourned: 11:27 a.m.