

Ricardo Olalde
Chairman

Robert Field
Assistant County Executive Officer, EDA



Felicia Flournoy
WDB Director

Maria Muldrow
CP Manager

Rilla Jacobs
Secretary

Workforce Development Centers of Riverside County
1151 Spruce Street, Conf. 1 – Riverside, CA 92507

Executive Committee Meeting August 18, 2009

The Riverside County Workforce Investment Board (WIB) Executive Committee held a general business meeting on Monday, August 18, 2009. Chairman Ricardo Olalde called the meeting to order at 10:00 a.m.

Members in Attendance

Ricardo Olalde
Laurie McLaughlin

Cindy Roth
Robert Little

Lee Haven
Robert Frost

Shelagh Camak
Morris Myers

Members Absent

Jamil Dada

Staff

Felicia Flournoy
La Tonya Johnson

Maria Muldrow
Kathy Boyer

Loren Sims
Pat Ramos

Olga Cornejo
Rilla Jacobs

Guests

Bill Prouty

Jennifer Pineda

Miriam Guerrero

ADMINISTRATIVE ITEM 1.1: EXECUTIVE COMMITTEE JULY 13, 2009, MINUTES

Motion: Approve July 13, 2009, WIB Executive Committee minutes.

Discussion: Ricardo Olalde asked that item 1.4 be pulled. This was a request to draft a letter to legislative representatives regarding the complexity of the paperwork for the summer youth work program. Felicia Flournoy stated item 1.6 the Lean Six Sigma meeting has been postponed.

Moved by Lee Haven, second by Robert Frost, Cindy Roth abstained

Status: *Approved*

ADMINISTRATIVE ITEM 1.2: COUNCIL FOR YOUTH DEVELOPMENT (CYD) MEMBERSHIP

Motion: That the WIB Executive Committee approves CYD the membership appointments of Charles Walker, Human Services Manager for the City of Temecula and Ivy Jackson Department of Public Social Services, Foster Care Department.

Moved by Shelagh Camak, Seconded by Cindy Roth

Status: *Approved*

ADMINISTRATIVE ITEM 1.3: GRACELAND, INC., JOB READINESS AND SKILL DEVELOPMENT SERVICES FUNDING APPROVAL

Motion: That the WIB Executive Committee approves \$540,000 in WIA American Recovery and Reinvestment Act (ARRA) funds for Graceland Center for Professional Development and Lifelong Learning, Inc., to provide job readiness and skill development services in Program Year 2009/10.

Discussion: Olga Cornejo stated during the current economic downturn it has been found that those who have been the hardest hit are in two groups. Individuals who lack the basic employment and educational skills and those who have good work skills and long-term employment history but cannot overcome the stress of obtaining new employment.

There are a variety of programs to assist the group that lacks basic employment and educational skills. Graceland will assist the other group with job readiness courses which will address various aspects of the job search and training process. There will be weekly four day boot camp sessions which will include:

- Stress Solutions
- Step by Step Action Plan for Finding and Getting a great Job
- Resume Writing
- Interviewing Skills for Interviewee
- Personal Accountability
- Coaching

Additional one day courses offer:

- Computer Basics
- Study Skills
- Self improvement tools
- Online resources

During a ninety day period Graceland will provide Train the Trainer certification to equip and prepare Workforce Development Center (WDC) staff to present the training and develop the ongoing course content to our jobseekers.

Two questions were asked: 1) Where is the school located; 2) Who are they. The responses were they are a university located in the Midwest and the entity providing the training is called Skillpath. They will provide training in the three Riverside County WDCs five days a week for one year. While the University not located in California, they have staff throughout the United States and local staff will service our area.

Clarification was requested on how the funding dollars were allocated. Felicia responded there is a federal formula for our yearly allotment of Workforce Investment Act (WIA) dollars. We are giving a percentage of the entire funding allocated to California. We received our normal funding which is requires to be spent within 2 years. Our allocated dollars are for:

- Adults (low employment individuals)
- Dislocated Workers (those who are laid off)
- Youth (ages 14 – 21 years)

The extra money we received this year is from stimulus dollars provide by ARRA, which is short term and focuses on training the workforce. Lee Haven and Ric Olalde asked if a report could be compiled on what was funded and all of the accomplishments achieved this year to show

Lee's WIB area and the Full Board. Felicia responded yes.

Moved by Shelagh Camak, second by Robert Frost

Status: *Approved*

ADMINISTRATIVE ITEM 1.4: GED/BASIC SKILLS/ESL FUNDING APPROVAL

Motion: That the WIB Executive Committee approves \$498,000 in WIA ARRA funding to provide Basic Skills Remediation, General Equivalency Diploma (GED) Preparation and English as a Second Language (ESL) services during Program Years (PY) 2009/10 and 2010/11.

Discussion: On July 6, 2009, a Request for Proposal was released to solicit competitive proposals from education entities capable of providing these services. Thirteen bidders responded and four were able to provide innovative instructor-lead teaching strategies and are experienced in working with WIA customers. Services will be provided in the geographic areas of the WDCs and in the WDC facility.

The four awardees are:

- Coachella Valley Adult School
- Corona/Norco Adult School
- Hemet Adult School
- Riverside Adult School

The number of customers served should be close to 2,900 and they will be identified through staff referrals.

The question was asked 1) if the services will continue after the ARRA funding is depleted and 2) is tracking of ARRA projects being done to ensure those individuals we've assisted are being sent to the next pathway for continuation. The response was it is unknown if we can sustain the programs after the funding is gone we will do what we can to provide some training. Yes, individuals are being directed to the next pathways for their training.

Skillpath will leave an expertly trained WDC staff when they complete their contract. As we continue to enroll individuals who need assistance they will be giving training and advanced to the next level. Also we are creating Individual Training Plans for jobseekers to track their progress. There is a tracking system program in place and procurement of a much better one was approved by the WIB Executive Committee in July.

Moved by Robert Frost, second by Cindy Roth

Status: *Approved*

ADMINISTRATIVE ITEM 1.5: ADOPTION OF THE RIVERSIDE COUNTY LOCAL WORKFORCE INVESTMENT ARRA SELF-SUFFICIENCY WAGES

Motion: That the WIB Executive Committee adopts the California Budget Project's Self-Sufficiency Standard hourly wage rates as the self-sufficient wage rate in Riverside County. This adoption by Local Workforce Investment Boards (LWIB) allows them to provide services to employed individuals who may exceed the lower living income eligibility standards but are earning less than the established self-sufficiency standards of the local area. The intent of the law is to allow local areas to assist the working poor with workforce development services that lead to an increase in earnings.

Discussion: Federal regulations provide local governments some flexibility by requiring that the definition for self sufficiency means employment which pays at least the lower living standard income level.

LWIBs must set the criteria for determining if employment self-sufficient by establishing a self-sufficiency wage.

WDC staff conducted research and found the California Budget Project, which takes into consideration the amount working families and single adults need to earn to achieve a modest standard of living. Based on our region the following is the standard for:

Family Household with one child

- Single adult no children \$14.55
- Single parent \$28.79
- Two parents one working \$24.47
- Two parents both working \$17.48

Felicia offered to email the report to the Executive Committee. Morris asked if this number would serve the self employed also Felicia responded yes. But when the numbers of recipients is high the people who need the training most will be served first according to the amount of funds available.

This will create the foundation to help those who are working at low end jobs and need assistance to improve their livelihood and move them towards self sufficiency.

Moved by Laurie McLaughlin, second by Cindy Roth

Status: *Approved*

ADMINISTRATIVE ITEM 1.6: MEMBER INITIATIVES

Ric Olalde: California State University San Bernardino has completed a 20 page independent survey of what people think about the Inland Empire area called the Riverside County Survey. The results are available on the Riverside County website for viewing and staff will send the link out to WIB members.

The need for an economic strategy to address how to keep companies in the Riverside area to ensure jobs are available in the future was introduced. Felicia explained that Sarah Mundy will be invited to the full board meeting to explain the economic piece to the members. Ric suggested that the agenda for the final 2009 board meeting include a final wrap up of the year and include information on what has happened throughout the year with ARRA funding, programs and a look at future endeavors. Ric also suggested that the RED teams be introduced and their mission be explained to the members.

Bob Frost asked that WIB find out what is happening with funding that banks received to help and assist companies with loans to finance construction projects. Morris explained that there were many regulations and restriction placed on this money that many people are unaware of. Cindy suggested speaking with the Board of Supervisors to get a better understanding of how the finances work is needed and learning were the opportunities are is important.

Robert Frost: The International Brotherhood of Electrical Workers completed energy audits training and education and eight individuals graduated the Train the Trainer program. New classes will begin the last week of August. Forty individuals attended the solar inspectors training and another class is scheduled to train forty more. IBEW is holding discussions with UA to see if they might provide thermal training.

Morris Myers: the WIB has helped the southwest area with the company International Rectifier to assist them in remaining in the region. The southwest cities are focusing on retention and expansion of existing companies in their cities.

Cindy Roth The Fifth Annual College and Career Fair will be held in Riverside on September 30, 2009, WIB is a partner. We will be servicing Riverside, Alvord and unified school district. Over 5,000 participants are expected to attend. At the fair company representatives will have discussions with students and their parents on the pathways that are needed to get into their area of expertise.

REPORT ITEM 2.1: COUNCIL FOR YOUTH DEVELOPMENT (CYD) LIAISON

The CYD is adding new members to its committee and should benefit greatly with fresh people and new ideas. At the July 15, CYD committee meeting Donnie Ashford gave a presentation on Job Corp and how it assists youth and young adults with training and finding employment pathways.

EDA staff has partnered with the Rubidoux Youth Opportunity Center youths to do a series of newsletter stories on the Summer Work Experience Program and other youth related articles.

Housing Workgroup's HUD grant was not approved for additional vouchers. The workgroup regrouped and are not focusing on creating a workshop for educating youth on how to obtain housing. This will be a more independent approach to help youth gain housing. It was also recommended that the Housing Authority put on a presentation for the community. There is Neighborhood Stabilization funding available for some special needs population but this needs to be stated in the cities plans.

Character Counts Workgroup met on August 3rd and developed a potential budget and identified dates to hold the awards ceremony.

Gang Prevention Intervention Workgroup did a tour of Home Boys Industries.

The Economic Development Agency sent its mobile unit to assist with Independent Living Youth Summit for foster youth. They helped with job search, applications and resumes.

REPORT ITEM 2.2: CHAIRMAN'S REPORT

The Riverside County State of Transformation summit is scheduled for September 10, 2009. The keynote speaker will be Gaspar Frontini, Chief Economist, European Union. Three tables have reserved and RSVPs need to be submitted if you would like to attend please RSVP to staff to confirm the number of attendees.

Members and staff will attend the California Workforce Association, Meeting of the Minds conference in September.

REPORT ITEM 2.3: DIRECTOR'S REPORT

Felicia distributed the Summer Work Experience Program newsletter which was written by the youths. This newsletter will be emailed to legislators and other interested parties.

Mr. Dan Martinez has been appointed the new Assistant Managing Director for the Economic Development Agency. He will be invited to attend the December 16, 2009, Full Board meeting.

With the budget challenges the county has moved to have all county facilities closed on Fridays this includes the WDCs.

The new WIB logo will be ready by October for the Executive Boards approval and a new logo for the WDC is being designed.

We will be opening a new WDC/Training center in Murrieta for the southwest area.

The Riverside WDC will be moving to 1325 Spruce and redesign of the floor space is in progress.

The Job Seeker Summit put on by EDA and Assemblyman Brian Nestande was a great success. Attendees and Vendors gave very positive responses and expressed a desire to have more of these types of summits.

Comprehensive reports on our accomplishments will be distributed at the next WIB Executive Committee meeting.

The following statics were announced:

- 549 people were enrolled into our system in June
- 12,986 people were serviced through our centers, first time and returning clients
- 3,298 – 4,478 were serviced in the Riverside center.
- In 2008 40 individuals were enrolled in training – 1,000 are enrolled today.

The Hemet WDC through business service was able to place 100 individuals in job.

REPORT ITEM 2.4: NATIONAL ASSOCIATION OF WORKFORCE BOARDS (NAWB) CHAIRMAN'S REPORT

None

PUBLIC COMMENTS

None

The August 19, 2009, WIB Executive Committee was adjourned at 11:31 a.m.