

Board Meeting

Monday, June 1, 2020
Zoom Meeting

251 E Hackett Road
Modesto, CA 95353
12:00 p.m. – 1:00 p.m.

This meeting will be held in accordance with the Governor's Stay at Home Order N-33-20 and will not include in-person public attendance. Members of the public may remotely observe the meeting and address the Board as outlined below.

The Workforce Development Board complies with all provisions of the Brown Act and the Conflict of Interest Code on file with the Stanislaus County Department of Workforce Development. See links below.

<https://oag.ca.gov/sites/all/files/agweb/pdfs/publications/brownAct2003.pdf>
<http://stanworkforce.com/board>

How to attend the meeting remotely:

To join by telephone dial: 1 (669) 900-9128

Meeting ID: 864 8118 5739

Password: 566337

The Agenda at each meeting allows for a public comment period, limited to 5 minutes.

How to submit public comment:

- If you wish to provide a comment during Public Comment Period and/or on a specific Agenda item, please submit your comments via email prior to the start of the meeting to Angelique Prendez at prendeza@stanworkforce.com. Please include the Agenda item in the subject line of your email. Your comment will be shared with the Board members and kept on file as an official record of the Board meeting.

All meetings are conducted in English.

If you require assistance per the Americans with Disabilities Act, please notify Stanislaus County Workforce Development at (209) 558-2114, 72 hours in advance of the meeting.

Public notice of all Workforce Development Board meetings are posted 72 hours in advance of the meeting on the webpage at <http://stanworkforce.com/board>.

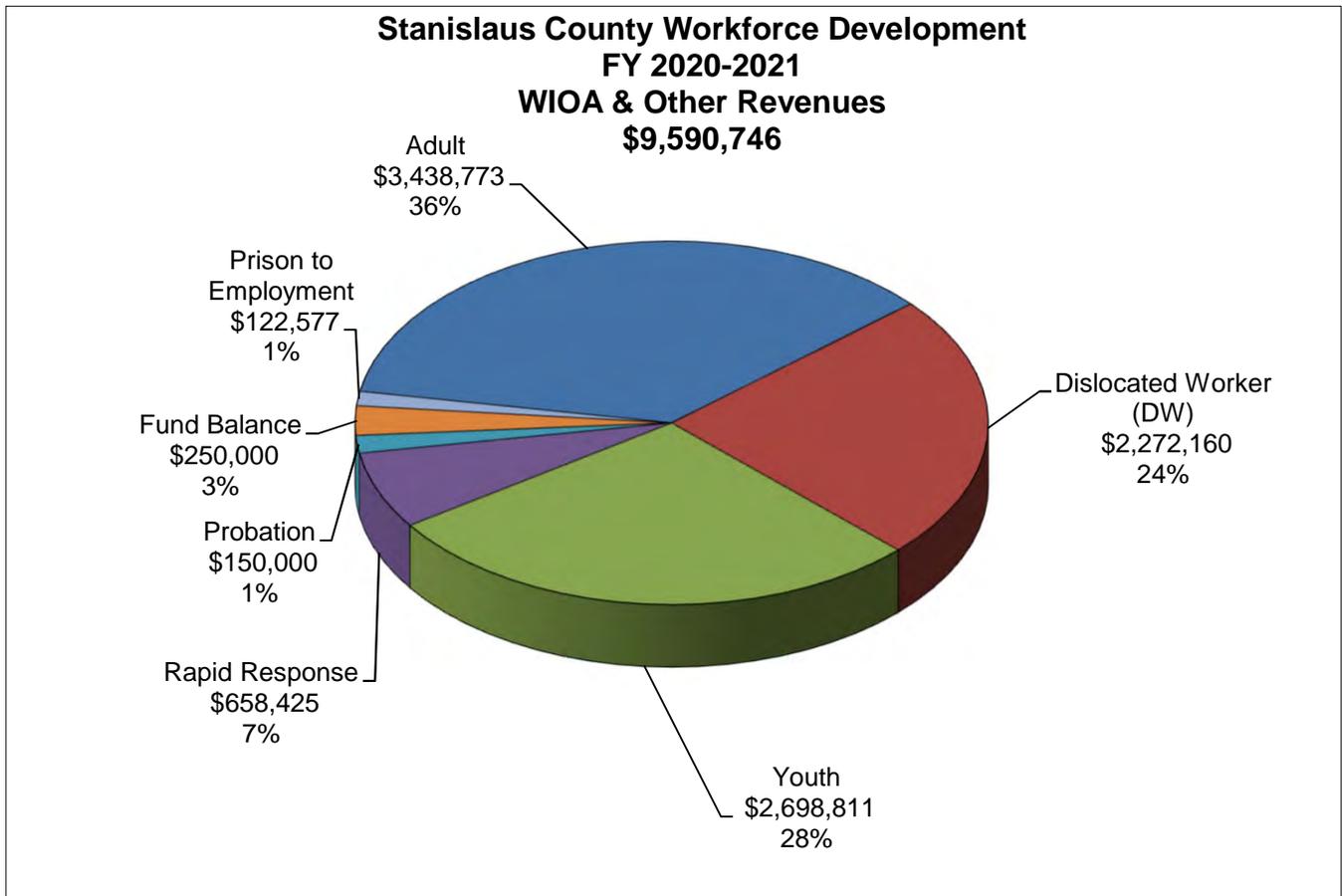
- I. Call to Order and Roll Call
- II. Conflict of Interest

- III. Public Comment Period
- IV. Director's Report
 - A. Department Update
 - B. 2019-2020 Year End Projections and 2020-2021 Proposed Budget
 - C. Business Services Update
 - D. Client Services Update
- V. Consent Items
 - A. Approve the Minutes of the January 6, 2020 Workforce Development Board Meeting
 - B. Approval to Request Authorization from Stanislaus County Board of Supervisors for the Director of Workforce Development, or Designee, to Sign All Workforce Innovation and Opportunity Act-Related Grants, Sub-grant Agreements, Contracts and Any Modifications or Adjustments as Required for Program Year 2020-2021
 - C. Approval of Month by Month Contract Extensions for Existing Workforce Innovation and Opportunity Act Service Providers of Youth Services Until the Completion of the Request of Proposal
 - D. Approval for Stanislaus County Workforce Development to Enter into a Service Contract with Friends Outside to provide specific Workforce Innovation and Opportunity Act Services for Previously Incarcerated Adults and Dislocated Workers for the 2020-2021 Program Year
- VI. Discussion and Action Items
 - A. Approval of Contract Renewals for Existing Workforce Innovation and Opportunity Act Service Providers; Opportunity Stanislaus, to Provide Sector Strategies, Employer Assessment (WorkKeys), and Employer Assistance Program Services; Beaudette Consulting Inc., to Provide Rapid Response; and ProPath, Inc., to Provide One-Stop Operator Services for the 2020-2021 Fiscal Year
 - B. Approval for Stanislaus County Workforce Development to Enter into a Service Contract with City Ministries to provide Workforce Innovation and Opportunity Act Services for Underserved Businesses for the remainder of the 2019-2020 and for the 2020-2021 Program Year
- VII. Presentation
 - A. Assistance Grant \$500,000

Next Meeting: Monday, July 13, 2020
 Location: Martin Petersen Event Center
 720 12th Street, Modesto, CA 95354
 Time: 12:00 p.m. – 2:00 p.m.

Future Meeting: Monday, October 5, 2020
 Location: Stanislaus County Office of Education
 Tom Changnon Building, Orestimba Room
 1325 H Street, Modesto, CA 95354
 Time: 12:00 p.m. – 2:00 p.m.

Item IV-B: Workforce Innovation and Opportunity Act (WIOA) - Allocations at a Glance



Department Fund Balance as of 7/1/2019 - \$4,505,835

FY 2019-2020 WIOA Allocation	FY 2018-2019 WIOA Carryover	Fund Balance	Probation	Prison to Employment	Total Revenue
\$ 6,801,684	\$ 2,266,485	\$ 250,000	\$ 150,000	\$ 122,577	\$ 9,590,746

Programs	FY 2019-2020 Final Budget	FY 2019-2020 Year End Projections	Difference
Adult	\$ 2,013,544	\$ 2,174,814	\$ (161,270)
Dislocated Worker	\$ 2,059,195	\$ 1,540,772	\$ 518,423
Adult and Dislocated Worker Training	\$ 1,638,194	\$ 821,401	\$ 816,793
Youth	\$ 2,698,811	\$ 2,573,096	\$ 125,715
Rapid Response	\$ 658,425	\$ 658,425	\$ -
COVID-19 Impacted Individuals	\$ -	\$ 171,000	\$ (171,000)
Regional Planning Implementation	\$ -	\$ 6,294	\$ (6,294)
Regional Organizer	\$ -	\$ 2,002	\$ (2,002)
Fund Balance	\$ 250,000	\$ 436,561	\$ (186,561)
Probation	\$ 150,000	\$ 92,426	\$ 57,574
Prison to Employment	\$ 122,577	\$ 50,014	\$ 72,563
Total	\$ 9,590,746	\$ 8,526,805	\$ 1,063,941

Board Meeting

Monday, January 6, 2020
Martin Petersen Event Center
720 12th Street, Modesto, CA 95354
12:00 p.m. – 2:00 p.m.

Members in attendance:

Bill O'Brien, Chairman
Josh Bridegroom
Charles Dossett
Kathy Harwell
Jody Hayes
Kris Helton
Mary Machado
Pedro Mendez

Doug Murdock
Maryn Pitt
Tim Robertson
Cecil Russell, Vice Chairman
Chris Savage
Jennifer Shipman
J. Doug Van Diepen
Greg Vincelet

Members excused:

Supervisor Berryhill
Ross Briles
Margarita Cabalbag

Lynis Chaffey
Richard Hagerty
Scott Kuykendall

Staff in attendance:

Elena Blanton
Andy Fiskum
Jeanette Fontana
Doris Foster
Eugene Garcia

Doug Gee
Virginia Isha
Adolph Lopez
Angelique Prendez
Sara Redd

13 additional guests were present.

- I. Call to Order and Introductions
Bill O'Brien, Workforce Development Board (WDB) Chair, called the meeting to order at 12:12 p.m., thanked everyone for attending and invited the Board members, staff, and guests to introduce themselves.
- II. Conflict of Interest
Chairman O'Brien outlined the Conflict of Interest Policy.
- III. Public Comment Period
Chairman O'Brien gave information on the Public Comment Period. There were no public comments on non-agenda items.

IV. Presentation

- A. Teresa Green with Opportunity Stanislaus reported the Sector Strategy Second Quarter Report, July 2019 – December 2019. An overview was provided on Sector Strategy business survey highlights and tasks completed. 50 employers were surveyed in the Manufacturing, Warehouse / Logistics, Agriculture, and Healthcare industry sectors. The data will assist local educators and community members to develop specific sector strategies and to create a stronger local workforce in various industries. Board members were asked to submit names of local businesses who may be interested in survey participation.
- B. Workforce Development Business Services Representative, Elena Blanton gave an overview of the departments Rapid Response coordination processes and partnering efforts. Rapid Response is a proactive, business-focused program with immediate on-site services designed to assist businesses and workers facing potential layoffs, closures or job losses. Workforce Development tailors rapid response services on the company and needs of those employees impacted by the job loss.

Workforce Development Data Analyst, Virginia Isha reported on the regions financial stress index comparative for employer sites and employment. The financial stress score forecasts the risk of a business failing in the next 12 – 18 months. Factors of the stress score include business history, family tree, commercial credit score, revenue and loans, and litigations.

V. Board Update

- A. Workforce Development Director, Doris Foster reported findings by the State on the Board. A finding was in Article VI Meetings of our Bylaws that reads:

A member with three (3) consecutive unexcused absences from meetings is considered resigned from the Board. A member may participate in Board meetings via teleconference if he or she is unable to attend the meeting physically, however, all specific requirements relating to teleconferencing must be followed.

Regulations require certain organizations participate on the Workforce Development Board. Records indicate that one of the required Board members did not attend or provide an excuse for three consecutive meetings. As a result of the finding Board meeting minutes will now include a section titled Members excused. We will closely monitor and record excused and unexcused absences.

Mahalia Gotico was re-assigned to a new role with the Department of Rehabilitation's Stockton branch. She will no longer serve on the Board and will be replaced by Adria Weston who will apply to serve on the Board.

Dean Fadeef had three consecutive unexcused absences which violates the Bylaws, therefore he will no longer serve on the Board.

VI. Committee Reports

- A. Youth Development Committee

Youth Development Committee Chairwoman, Jennifer Shipman reported the Summer Youth Program 2019 growth. Thanked staff for their great work and marketing material. A recommendation was made to modify additional assistance eligibility criteria based on barriers service providers are seeing with their clients.

There will be a Request for Proposal (RFP) for youth services. Board member, Shipman invited Board members to sit on the evaluation committee.

B. Veterans' Development Committee

Veterans' Development Committee Member, Cecil Russell provided an update on the Committee. The Veteran Resource Guide which lists various resource services for veterans is being developed. The resource guide will be shared with the Board once complete.

The May 2019 Veteran's Job Fair was successful. Planning is underway for the 2020 Veteran's Job Fair with the same 2019 partnerships.

The Committee is collecting statistics on homeless veterans for service outreach.

VII. Director's Report

A. Department Update

Director, Foster thanked Business Services Interim Manager, Eugene Garcia for all the work he has done as the Interim Manager.

Introduction of Workforce Development new Business Services Manager, Doug Gee.

Effective April 1, 2020 Stanislaus County Workforce Development will be the new Regional Organizers for the State, overseeing 8 counties in the region. \$400k for 18 months to run this program was requested. The Department will be hiring a Regional Coordinator.

Workforce Development will no longer be moving forward with the UC Merced and E for All entrepreneur program due to contract concerns. The Department continues to pursue and develop an entrepreneur program.

Workforce Development submitted a request for \$150k for the Accelerator 8.0 Grant to work with the homeless. The goal is to partner with other County department's current homeless initiative.

Collectively Stanislaus, Merced, Madera, and San Joaquin Counties submitted a request for \$125k for a new Veterans Grant. If awarded we will work closely with our Veterans' Development Committee.

Jointly Stanislaus, Tulare, Merced, and Kern/Inyo/Mono Counties submitted a request for \$127k for the Opioid Grant. This Federal Grant enables us to identify those interested in becoming an Abuse Counselor and provide an internship and training program with the end result of obtaining a job from Behavioral

Health and Recovery Services (BHRS).

Also submitted was the Grant for the Community Corrections Partnership which would be working with those previously justice involved.

B. Update on Business Services

Workforce Development Interim Manager, Eugene Garcia provided an update on Rapid Response and the Employer Assistance Program (EAP) services. The Department continues to provide placement services to local businesses for StanWorks clients. This team is also creating and monitoring paid internships.

There are 9 individuals currently in On the Job Training (OJT), 117 percent of goal.

8 individuals are on a paid internship, 50 percent of goal.

StanWORKs Community Service Placements (CSP) currently has 77 individuals at on-site placements, 330 year-to-date. 21 of these individuals were hired due to site placement.

C. Update on Client Services

Workforce Development Manager, Sara Redd reported Client Services is partnering with the Sheriff's Office for Prison to Employment (P2E), and are receiving direct referrals from Parole.

The departments Marketing team is working on marketing material to showcase Job Centers services.

The data provided from the employer survey results will enable Client Services to tailor training services to those seeking employment in specific industries.

VIII. Consent Items

Consent items adopted. K. Helton / C. Russell unan.

- A. Approve the Minutes of the October 7, 2019 Workforce Development Board Meeting
- B. Approval of the Youth Development Committee Recommendation to Modify the Eligibility Definition for the Additional Assistance Criteria
- C. Approval of the Addition of Training Providers Truck Nation School and Advanced College to the Eligible Training Provider List
- D. Approval of 2020 In-Demand Occupations List for Workforce Innovation and Opportunity Act (WIOA) Funded Training

IX. Discussion and Action Items

A. Nominations and Elections of Workforce Development Board Officers

Chairman: C. Russell nominated B. O'Brien, M. Pitt seconded, unan. Bill O'Brien is re-elected as Chairman of the Board.

Vice Chairman: K. Harwell nominated C. Russell, B. O'Brien seconded, unan.

C. Russell is re-elected as Vice Chairman of the Board.

Secretary: M. Pitt nominated J. Shipman, C. Russell seconded, unan. Jennifer Shipman is re-elected as Secretary of the Board.

B. Approval to Amend the Bylaws of the Stanislaus County Department of Workforce Development Board

J. Bridegroom / M. Pitt, unan. Motion passed.

There were three findings by the State found in the Stanislaus County Workforce Development Board Bylaws. The Department has provided recommendations based on these findings. The Board of Supervisors will vote on the recommendations.

XI. Future Topic and Discussion

There were no future topics or discussions. Director Foster encouraged Board members to contact her with any future topics.

Chairman O'Brien gave his closing remarks.

Meeting adjourned: 1:46 p.m.

Next Meeting: Monday, April 6, 2020
Location: Martin Petersen Event Center
720 12th Street, Modesto, CA 95354
Time: 12:00 pm – 2:00 pm

Future Meeting: Monday, July 13, 2020
Location: Martin Petersen Event Center
720 12th Street, Modesto, CA 95354
Time: 12:00 pm – 2:00 pm

June 1, 2020

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

I. SUBJECT:

Approval to Request Authorization From Stanislaus County Board of Supervisors for the Director of Workforce Development, or Designee, to Sign All Workforce Innovation and Opportunity Act-Related Grants, Sub-grant Agreements, Contracts and Any Modifications or Adjustments as Required for Program Year 2020-2021

II. ITEM NUMBER: V-B

III. ITEM TYPE: Consent

IV. STAFF RECOMMENDATION:

Approve the request to seek authorization from Stanislaus County Board of Supervisors for the Director of Workforce Development, or designee, to sign all Workforce Innovation and Opportunity Act (WIOA) - related grants, sub-grant agreements, contracts and any modifications or adjustments as required for Program Year 2020-2021.

V. POLICY ISSUE:

Workforce Innovation and Opportunity Act (WIOA) regulations 679.420 allow the Chief Local Elected Official or the Governor to appoint a fiscal agent to assist in administrative duties on behalf of the local workforce development area. The fiscal agent fulfils many functions including receiving funds, ensuring fiscal integrity, and procuring contracts or obtaining written agreements in support of the Local Board's objectives. This item is informational for the Workforce Development Board and to share that an Agenda Item, as it was done for prior Fiscal Years, will be taken to the Board of Supervisors for authorization.

VI. DISCUSSION:

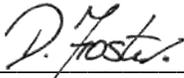
The Chief Local Elected Official has designated Stanislaus County Workforce Development to be the fiscal agent on behalf of the local workforce development area. Approval of staff recommendations will allow the Director of Workforce Development to enter into and sign contracts to expend the Program Year 2020-2021 WIOA funds in the general administration of the program. The signatory authority approval will need to be approved by the Stanislaus County Board of Supervisors.

Individual contract amounts for the provision of WIOA services will vary, and are expected to exceed \$100,000 in some instances. Approval to enter into contracts will be requested from the Stanislaus County Workforce Development Board and will follow the Board of

Supervisors approved policies regarding procuring and the reporting of contracts and agreements.

Once approved by the Workforce Development Board, Staff will take an Agenda Item to the Stanislaus County Board of Supervisors seeking authorization for the Director to have signatory authority for all WIOA operations.

VII. ADMINISTRATIVE BUDGET IMPACT: None



Doris Foster, Director

June 1, 2020

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

I. SUBJECT:

Approval of Month by Month Contract Extensions for Existing Workforce Innovation and Opportunity Act Service Providers of Youth Services Until the Completion of the Request of Proposal

II. ITEM NUMBER: V-C

III. ITEM TYPE: Consent

IV. STAFF RECOMMENDATION:

Approve month to month contract extensions for existing Workforce Innovation and Opportunity Act service providers of Youth Services until the completion of the request of proposal.

V. POLICY ISSUE:

According to Workforce Innovation and Opportunities Act (WIOA) regulation 681.400 and Department of Labor Training and Employment Guidance Letter No. 21-16, one of the responsibilities of Local Workforce Development Boards (Local WDBs) includes selection of providers of youth workforce investment activities through competitive grants or contracts.

VI. DISCUSSION:

At the October 7, 2019 Board meeting, the Stanislaus County Workforce Development Board approved the release of Youth Services Request for Proposal (RFP). At the November 25, 2019 Youth Development Committee meeting, Department staff informed Committee members that they, along with Workforce Development Board members and others, would be contacted at the beginning of the year to serve on Youth RFP Evaluation Committee. As such, the Department was able to establish an evaluation committee of five (5) evaluators.

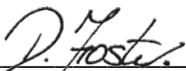
The RFP was focused on assisting out-of-school youth ages 17-24 with one or more significant barriers to employment, to prepare for post-secondary education and employment opportunities, attain educational and/or skills training credentials, and secure employment with career/promotional opportunities. Services include but are not limited to work experience (WEX), occupational skills training, leadership training, work maturity skills, High School Diploma and High School Equivalency preparation, and placement in unsubsidized employment.

The process for the Youth RFP changed this year to better address client service needs throughout the County. A regional approach was adopted, to ensure a physical presence by service provider(s) on a Countywide basis. Proposers were advised they could use AJCC locations, or partner with other agencies to establish a presence in the designated regions. The regional approach of this RFP was determined by the top five (5) cities within Stanislaus County with the highest population density of out-of-school (OSY) youth. The cities were identified as Modesto, Turlock, Ceres, Oakdale and Patterson, and the regions were designated using population density of Out-of-School youth residents. This information resulted in identification of four regions.

The Request for Proposal process has not been completed at this time. Staff are requesting month to month extensions for the current youth providers, which includes Ceres Unified School District (Project YES), Steller Career College (Project ASPIRE), and Eckerd Youth Alternatives, Inc. to continue to provide workforce services to disconnected and at-risk Youth during Program Year 2020-2021.

VII. ADMINISTRATIVE BUDGET IMPACT:

Funding for the extension will be calculated based on a prorated scale of the current contract funding amounts.



Doris Foster, Director

June 1, 2020

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

I. SUBJECT:

Approval for Stanislaus County Workforce Development to Enter into a Service Contract with Friends Outside to provide specific Workforce Innovation and Opportunity Act Services for Previously Incarcerated Adults and Dislocated Workers for the 2020-2021 Program Year

II. ITEM NUMBER: V-D

III. ITEM TYPE: Consent

IV. STAFF RECOMMENDATION:

Approve Workforce Development to enter into a service contract with Friends Outside to provide specific Workforce Innovation and Opportunity Act Services for Previously Incarcerated Adults and Dislocated Workers for the 2020-2021 Program Year.

V. POLICY ISSUE:

According to Workforce Innovation and Opportunities Act (WIOA) regulations 679.370, the Local Workforce Development Board, among other responsibilities, must: Identify strategies for better meeting the needs of individuals with barriers to employment, including strategies that augment traditional service delivery, and increase access to services and programs of the one-stop delivery system.

VI. DISCUSSION:

For more than 30 years Friends Outside has served the justice involved population in a variety of capacities. Those include facilitating communications with friends and family and offering cognitive social skills to persons currently incarcerated in the local Public Safety Center. Providing services to those who are currently incarcerated develops unique trusting relationships while a person is incarcerated and carry on following a person's release.

Friends Outside has been a contracted service provider with Stanislaus County Workforce Development (SCWD) for the past 24 years. Over those years, they have successfully been providing services to the previously incarcerated Adult and Dislocated Worker population. Leadership from SCWD and Friends Outside met to determine the best service model for the hard to serve population. Friends Outside has demonstrated their talents in providing direct programming to the previously incarcerated Adult and Dislocated Worker population. Job Service activities will be most beneficial for clients in this specialized target group.

In the current model, Friends Outside enrolls clients into the Workforce Innovation and Opportunity Act program in the same manner that Workforce Development is enrolling previously incarcerated clients. In essence both agencies are providing the same services. It was decided that Workforce Development and Friends Outside will jointly recruit the targeted customer base, however, Workforce Development will provide Basic Career Services, Enrollment, and the completion of the participants Individual Employment Plan. Workforce Development staff will also be responsible for comprehensive case management and will maintain constant contact with the participant while receiving services through Friends Outside.

Friends Outside will provide Job Assistance services to participants, including but not limited to: Job Readiness Workshops, and assist Workforce Development with job referrals and placement assistance.

The Job Readiness Workshops will be an open entry model that will include, but not limited to, job applications, resumes, interview skills, job search skills, networking, life skills and preparing an individual to attain and retain employment.

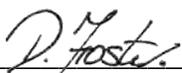
Classroom instruction will primarily use evidence-based curriculum consisting of seven (7) modules: Computer Awareness; Job Readiness; Job Search/Work Skills Training; Resume and Application Preparation; Social Skills/Cognitive Emotional Skills; Interview Techniques; and Job Retention. Friends Outside staff will follow up with clients and meet with them one on one to identify if needs were met and what additional assistance was needed.

Customer satisfaction survey process will also be incorporated that will measure the effectiveness of service/information and/or service provided. Customer surveys will be distributed to the participants at the end of each workshop session and quarterly while participants are receiving services.

Friends Outside will provide services to approximately 150 different individuals. Services will be provided to all Stanislaus County Workforce Development referred participants, including formerly incarcerated and other justice-involved individuals. The term “justice-involved” is defined in Section 14040(b) of the Unemployment Insurance Code and refers to individuals (adults and juveniles) who are on parole, probation, mandatory supervision, post-release community supervision, or are otherwise part of the supervised population as defined in Penal Code §1234(d), and/or under the jurisdiction of a county or the California Department of Corrections and Rehabilitation (CDCR). This includes individuals on county informal probation, county deferred entry of judgement, or any other county diversion program such as drug courts, veteran’s courts, community courts or other specialty courts. The Formerly Incarcerated category refers to an individual who has, at any time, served a custody sentence in any adult or juvenile federal, state, or local detention facility; or in any alternative custody program such as home detention.

VII. ADMINISTRATIVE BUDGET IMPACT:

Workforce Development will enter into a contract of \$95,000 with Friends Outside to provide job assistance services.



Doris Foster, Director

June 1, 2020

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

I. SUBJECT:

Approval of Contract Renewals for Existing Workforce Innovation and Opportunity Act Service Providers; Opportunity Stanislaus, to Provide Sector Strategies, Employer Assessment (WorkKeys), and Employer Assistance Program Services; Beaudette Consulting Inc., to Provide Rapid Response; and ProPath, Inc., to Provide One-Stop Operator Services for the 2020-2021 Fiscal Year

II. ITEM NUMBER: VI-A

III. ITEM TYPE: Discussion and Action

IV. STAFF RECOMMENDATION:

Approve contract renewals for existing Workforce Innovation and Opportunity Act service providers; Opportunity Stanislaus, to provide Sector Strategies, Employer Assessment (WorkKeys), and Employer Assistance Program services; Beaudette Consulting Inc. to provide Rapid Response and ProPath, Inc., to provide One-Stop Operator services for the 2020-2021 Fiscal Year.

V. POLICY ISSUE:

According to Workforce Innovation and Opportunities Act (WIOA) regulations 679.370, the Local Workforce Development Board, among other responsibilities, must: Develop effective linkages with employers in the region to support employer utilization of the local workforce development system; develop and implement proven or promising strategies for meeting the employment and skill needs of workers and employers (such as the establishment of industry and sector partnerships), that provide the skilled workforce needed by employers in the region, and that expand employment and career advancement opportunities for workforce development system participants in in-demand industry sectors or occupations; and the selection of One-Stop Operators for the local area.

VI. DISCUSSION:

Stanislaus County Workforce Development utilizes contract services in order to provide greater services to the community that can be leveraged by creating outside partnerships. The Department is recommending the renewal of four existing contracts.

Business Support Services

During Fiscal Year 2018-19, Workforce Development released a Request for Proposals (RFP) for:

- Sector Strategies services
- Employer Assessment (WorkKeys) services
- Employer Assistance Program (EAP) services

Based on the scoring of the proposals received in response to the RFP, Opportunity Stanislaus was ranked the highest in all three services and recommended by the evaluation committee to be the contracted provider of all three services.

At the April 1, 2019 Workforce Development Board meeting, the Board approved the recommendation to enter into contracts with Opportunity Stanislaus for the three services indicated in the RFP.

In reviewing the year and assessing the success of the programs, it is being recommended that changes be implemented in future services. Opportunity Stanislaus together with Workforce Development reviewed the outcome of the Sector Strategy services and determined that based on services provided the contract would be decreased from \$250,000 to \$150,000. During COVID-19, all of the Sector Strategies meetings were canceled to comply with the state order of no large in-person gatherings. Workforce Development did an amendment to the 2019-2020 Program Year Sector Strategies Agreement to move \$65,832 in funds to the Employer Assistance Program for the creation of the www.cabizrelief.org website.

For the Employer Assessment services there has been discussion on continuing to use WorkKeys and expanding services to including more businesses. Staff will also determine if there is an additional assessment tool that would be beneficial to businesses. At this time, staff are recommending the funding remain the same at \$50,000, with additional analysis of the program.

The Employer Assistance Program funding would remain the same at \$50,000.

Rapid Response

At the October 1, 2018 Workforce Development Board meeting, the Board approved the release of a Request for Proposal for Rapid Response services. The Department received one proposal and awarded the contract to Beaudette Consulting Inc. During the 2019-2020 Fiscal Year, Beaudette Consulting services were not utilized. With the number of WARN notices received within the last two months, the Department anticipates the utilization of Beaudette Consulting Inc. Staff are once again recommending budgeting up to \$100,000 for the 2020-2021 Budget Year for Rapid Response services.

One-Stop Operator

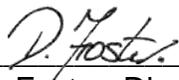
In attempts to procure a One-Stop Operator in Fiscal Year 2016-2017, Workforce Development issued two RFPs independently, and participated in one joint Request for Proposal with a consortium of five workforce development boards. The consortium included San Joaquin, Stanislaus, Merced, Madera and Kings Counties. Each of the RFPs were unsuccessful in obtaining a qualified provider.

At the July 10, 2017 meeting, the Workforce Development Board approved staff to enter into a sole-source agreement with the five-county consortium to engage the services of ProPath, Inc. for the sub-region. At the April 1, 2019 Workforce Development Board meeting, the Board approved the second of three contract renewals for Fiscal Year 2019-2020.

ProPath, Inc. was monitored jointly by the Regional Partners, with Merced County being the lead. The Fiscal Year 2019-2020 monitoring is complete with no disallowed costs or substantial issues noted. Renewal for ProPath for Fiscal Year 2020-2021, if approved by the Workforce Development Board, will be facilitated through the Merced County Department of Workforce Investment. The final renewal of Propath One-Stop Operator services is for Fiscal Year 2020-2021. Madera County is preparing a new RFP for One-Stop Operator services for the sub-regional area, which is scheduled for release in the fall of 2020.

VII. ADMINISTRATIVE BUDGET IMPACT:

The budget for Fiscal Year 2019-2020 contracts with Opportunity Stanislaus totaled \$350,000 and will decrease to \$250,000 as negotiated for Budget Year 2020-2021. Rapid Response services are budgeted for up to \$100,000 and will remain the same. The amount allocated for the WIOA One-Stop Operator contract for Fiscal Year 2019-2020 was \$25,000, and will remain at \$25,000 for Budget Year 2020-2021.



Doris Foster, Director

June 1, 2020

Stanislaus County Workforce Development Board Agenda Item

TO: Workforce Development Board

FROM: Doris Foster, Director

I. SUBJECT:

Approval for Stanislaus County Workforce Development to Enter into a Service Contract with City Ministries to Provide Workforce Innovation and Opportunity Act Services for Underserved Businesses for the Remainder of the 2019-2020 and for the 2020-2021 Program Year

II. ITEM NUMBER: VI-B

III. ITEM TYPE: Discussion and Action

IV. STAFF RECOMMENDATION:

Approve Workforce Development to enter into a service contract with City Ministries to provide Workforce Innovation and Opportunity Act Services for underserved businesses for the remainder of the 2019-2020 and for the 2020-2021 Program Year.

V. POLICY ISSUE:

According to Workforce Innovation and Opportunities Act (WIOA) regulations 679.370, the Local Workforce Development Board, among other responsibilities, must: Develop effective linkages with employers in the region to support employer utilization of the local workforce development system; develop and implement proven or promising strategies for meeting the employment and skill needs of workers and employers (such as the establishment of industry and sector partnerships), that provide the skilled workforce needed by employers in the region, and that expand employment and career advancement opportunities for workforce development system participants in in-demand industry sectors or occupations.

VI. DISCUSSION:

As Workforce Development navigated through COVID-19, the Department quickly understood the need for a network and asset map for Businesses to be made aware of resources and services available locally, and through Federal and State program opportunities. The Department quickly implemented a Business Support Branch of the Emergency Office Center (EOC) and led the charge to implement the Small Business Relief Program, providing micro-grants for businesses with under 50 employees. Businesses that were identified as having the greatest need of assistance and resources were the underserved Businesses. This consists of minority-owned, minority-represented, and businesses that primarily serve these underserved or at-risk community members.

During COVID-19 Stay at Home Order, City Ministry Network (CMN) identified a need to assemble a task force to provide outreach and assistance for underserved and non-profit

businesses during the pandemic crises. Workforce Development is proposing to continue and expand the great work that was started and is recommending a contract with City Ministries Network that would leverage its current network of influence to expand the reach of workforce services and strengthen the economy. City Ministries Network would create initiatives that would provide assistance, including staffing, resources, and information for the improvement of local identified at-risk underserved businesses.

CMN is a Modesto-based community developer that engages, connects, and develops the non-profit, minority, small business, and faith-based communities in caring for the needs of the Stanislaus County community. Since 2002, it has served as a catalyst to discover and promote opportunities to local non-profits, provide business counseling and resources, and connect these vital agencies to one another for effective planning/resource-sharing in a way that significantly contributes to the overall growth of our community.

CMN places special attention and efforts on underserved communities, where Stanislaus County's highest concentration of low-income and/or disadvantaged residents live. CMN has developed extensive trusted relationships and influence within minority communities, such as the Latino Community, and already assists in mobilizing these groups to utilize local available resources in the community.

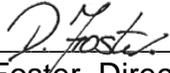
Based on CMN's well-developed community efforts, trusted relationships, and staffing resources, Workforce Development believes that CMN would be an effective partner to successfully carry out the following proposed activities:

- Identify minority-owned, under represented, and businesses that primarily serve at-risk underserved community members in Stanislaus County who could benefit from the resources and services of Workforce Development and its staff.
- Work with Workforce Development staff to identify resources and create business plan options that will lessen the impact to business as a result of COVID-19, and assist businesses in mitigating layoffs and closures.
- Ongoing engagement, partnership, and relationship-building activities with businesses that are underrepresented and/or minority owned to increase awareness and availability of a skilled workforce.
- Provide team-based assistance to educate business owners to facilitate better business decisions and business models that lead to increased productivity and customer engagement to strengthen the economy.
- Maintain ongoing relationships and communication with businesses to ensure recovery, continued engagement with available resources and services, and job retention.
- Track outcome and performance data and information related to the activities that were provided. Provide monthly reports to Workforce Development staff and reports to the Workforce Development Board on services provided.

In an effort to strengthen the economic condition of Stanislaus County, Workforce Development created a partnership with City Ministries Network to increase engagement and services to minority-owned, and under represented, businesses that primarily serve at-risk underserved community members. This partnership will serve to assist in identifying and improving access to at-risk underserved businesses, and help Workforce Development increase service availability and economic viability to these important community members.

VII. ADMINISTRATIVE BUDGET IMPACT:

Workforce Development will enter into a contract of \$85,000 with City Ministries to provide services effective June 8, 2020 to June 30, 2021.



Doris Foster, Director