



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Executive Committee

SPECIAL MEETING

A G E N D A

**April 4, 2024
2:30 p.m.**

Meeting will be held in person and via teleconference at:

<https://us02web.zoom.us/j/84605691879?pwd=M0V5Z2RPRVFXdG5YT0ZwQzhLdjBLdz09>

Workforce Assistance Center, 2037 W. Cleveland Avenue, Madera, CA 93637

200 W 4th Street, Madera, Suite 4006, Madera, CA 93637

4632 W. Flint Way, Fresno, CA 93722

730 N I Street, Suite 202, Madera, CA 93637

17149 Road 400, Madera, CA 93636

REASONABLE ACCOMMODATION FOR ANY INDIVIDUAL WITH A DISABILITY Pursuant to the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, any individual with a disability who requires reasonable accommodation to attend or participate in a meeting or function of the Workforce Development Board of Madera County, may request assistance by contacting the Executive Assistant at Madera County Workforce Investment Corporation office, 2037 W. Cleveland Avenue, Madera, CA 93637; Telephone 559/662-4589; CRS 711; Fax 559/673-1794.

This agenda and supporting documents relating to the items on this agenda are available through the Workforce Development Board website at <http://www.maderaworkforce.org/workforce-board-meetings/>. These documents are also available at the Madera County Workforce Assistance Center – office of the Executive Director. The Workforce Development Board is an equal Opportunity Employer/Program. Auxiliary aids and services are available upon request.

1.0 Call to Order

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

Items identified after preparation of the Agenda for which there is a need to take immediate action. Two-thirds vote required for consideration (Government Code Section 54954.2(b)(2))

3.0 Public Comment

This time is made available for comment from the public on matters within the Board's jurisdiction but not appearing on the agenda. The Board will not take action on any items presented under public comment. The comment period will be limited to 15 minutes.

4.0 Introductions and Recognitions

5.0 Adoption of Board Agenda

6.0 Action Items

6.1 Consideration of approval of transfer of funds from the Dislocated Worker funding stream to the Adult funding stream in order to maximize customer service and provide more flexibility of services in the areas of greatest need as allowed by Workforce Innovation and Opportunity (WIOA) Section 113(b)(4):

- EDD Subgrant AA311014 Year of Authorization (YOA) 2022 Transfer of Funds request in the amount of \$100,000
- EDD Subgrant AA411014 YOA 2023 Transfer of Funds request in the amount of \$250,000

7.0 Next Meeting

To be determined

8.0 Adjournment

Transfer of Funds Request

1. Local Area Madera County
2. Subgrant Number AA311014 3. Request Date 3/13/2024
4. Program Year 2022 5. Transfer Request No 01

6. Direction of Transfer (Check One):

| | |
|------------------------------------|---|
| Adult to Dislocated Worker | Dislocated Worker to Adult |
| <input type="checkbox"/> 201 → 299 | <input type="checkbox"/> 501 → 499 |
| <input type="checkbox"/> 202 → 200 | <input checked="" type="checkbox"/> 502 → 500 |

7. Amount of Transfer \$100,000

8. Contact Person Jessica Roche

9. Contact Person's Telephone Number 559-662-4590

10. All transfer requests must be approved and signed off by the Local Board.

Date of Local Board meeting to discuss transfer _____

Date of Local Board meeting to approve transfer _____

11. By signing below, the Local Area Administrator/Designee requests a transfer of funds and certifies that this transfer request was approved at the Local Board Meeting on the date indicated above.

Signature _____

Name Maiknue Vang

Title Executive Director

Date _____

12. Taking into account the factors described under the Transfer of Funds Procedures section on page 5 of the directive, describe the Local Board's reasoning to request a transfer of funds.

Due to the recovery of the pandemic and reduced unemployment numbers, we have minimal eligible dislocated workers coming in for assistance. In regards to the Adult eligible clients, we are seeing a slight increase, but the participants coming in are in need of more intensive assistance prior to training.

Transfer of Funds Request Budget Plan

| | |
|-----------------------|--------------------------------|
| Local Area <u>MAD</u> | Date Prepared <u>3/13/2024</u> |
|-----------------------|--------------------------------|

| | | | |
|-----------------------------------|-------|---|--|
| Subgrant Number <u>AA311014</u> | Grant | Adult to DW <input type="checkbox"/> 201 → 299 <input type="checkbox"/> 202 → 200 | DW to Adult <input type="checkbox"/> 501 → 499 <input checked="" type="checkbox"/> 502 → 500 |
| Year of Appropriation <u>2022</u> | Code | | |

| FUNDING IDENTIFICATION | ADULT | DW |
|--|------------------|----------------|
| 1. Formula Allocation | 827,911 | 603,688 |
| 2. Prior Adjustments - Plus or Minus | 0 | 2,713 |
| 3. Previous Amounts Transferred | 180,000 | (180,000) |
| 4. Current Amount to be Transferred | 100,000 | (100,000) |
| 5. TOTAL FUNDS AVAILABLE (Lines 1 through 4) | 1,107,911 | 326,401 |

| TOTAL ALLOCATION COST CATEGORY PLAN | ADULT | DW |
|---|------------------|----------------|
| 6. Program Services (Lines 6a through 6c) | 997,120 | 293,761 |
| a. Career Services (WIA Core Services / Intensive Services) | 585,538 | 192,481 |
| b. Training Services | 221,582 | 65,280 |
| c. Other | 190,000 | 36,000 |
| 7. Administration | 110,791 | 32,640 |
| 8. TOTAL (Lines 6 plus 7) | 1,107,911 | 326,401 |

| QUARTERLY TOTAL EXPENDITURE PLAN (cumulative) | ADULT | DW |
|---|-----------|---------|
| 9. September 2022 | 0 | 12,344 |
| 10. December 2022 | 13,478 | 14,609 |
| 11. March 2023 | 219,869 | 16,354 |
| 12. June 2023 | 442,549 | 71,354 |
| 13. September 2023 | 638,668 | 97,255 |
| 14. December 2023 | 839,011 | 155,632 |
| 15. March 2024 | 1,107,911 | 326,401 |
| 16. June 2024 | 1,107,911 | 326,401 |
| | | |
| | | |
| | | |
| | | |

| COST COMPLIANCE PLAN (maximum 10%) | ADULT | DW |
|---|---------------|---------------|
| 21. % for Administration Expenditures (Line 7/Line 5) | 10.00% | 10.00% |

| | |
|------------------------------|-------------------------|
| Jessica Roche, Controller | 559-662-4590 |
| Contact Person, Title | Telephone Number |

Comments

Transfer of Funds Request Participant Plan

| | |
|--|--|
| Local Area: <u>MAD</u> <i>AA31104</i> | Prepared Date <u>03.13.2024</u> |
|--|--|

Enter the number of individuals in each category.

| TOTALS FOR PY 20__ | ADULT | DW |
|--|------------|-----------|
| 1. Registered Participants Carried in from PY 2021 | 161 | 14 |
| 2. New Registered Participants for PY 2022 | 161 | 26 |
| 3. Total Registered Participants for PY 2022 (Line 1 plus 2) | 322 | 40 |
| 4. Exiters for PY 2022 | 170 | 11 |
| 5. Registered Participants Carried Out to PY 2023 (Line 3 minus 4) | 152 | 29 |

| PROGRAM SERVICES (based on line 3 count) | | |
|--|------------|-----------|
| 6. Career Services | 644 | 80 |
| a. Basic Career Services (WIA Core Services) | 322 | 40 |
| b. Individualized Career Services (WIA Intensive Services) | 322 | 40 |
| 7. Training Services | 115 | 20 |

| EXIT STATUS (based on line 4 count) | | |
|-------------------------------------|----|---|
| 8. Entered Employment | 73 | 3 |
| 9. Training-Related | 41 | 3 |
| 10. Entered Military Service | 0 | 0 |
| 11. Entered Apprenticeship Program | 0 | 0 |
| 12. Exited for Exclusionary Reasons | 14 | 2 |

| | |
|------------------------------|-------------------------|
| Jessica Roche, Controller | 559-662-4590 |
| Contact Person, Title | Telephone Number |

Comments:

The participants coming into the AJCC are needing more intensive services. There has been an increase in Adult eligible clients, but DW clients still remains slow. DW are more focused on only receiving basic career services and not training. Transferring funds will help service the Adult eligible participants.

Transfer of Funds Request

1. Local Area Madera County
2. Subgrant Number AA411014 3. Request Date 3/13/2024
4. Program Year 2023 5. Transfer Request No 01

6. Direction of Transfer (Check One):

Adult to Dislocated Worker

Dislocated Worker to Adult

201 → 299

501 → 499

202 → 200

502 → 500

7. Amount of Transfer \$250,000

8. Contact Person Jessica Roche

9. Contact Person's Telephone Number 559-662-4590

10. All transfer requests must be approved and signed off by the Local Board.

Date of Local Board meeting to discuss transfer _____

Date of Local Board meeting to approve transfer _____

11. By signing below, the Local Area Administrator/Designee requests a transfer of funds and certifies that this transfer request was approved at the Local Board Meeting on the date indicated above.

Signature _____

Name Maiknue Vang

Title Executive Director

Date _____

12. Taking into account the factors described under the Transfer of Funds Procedures section on page 5 of the directive, describe the Local Board's reasoning to request a transfer of funds.

Madera County is still experiencing a slow recovery from the pandemic and the low unemployment rate is reflected in the reduced Dislocated Worker eligible participants. In regards to the Adult eligible clients, we are seeing an increase, and the participants coming in are in need of more intensive assistance prior to training, but are also wanting training.

Transfer of Funds Request Budget Plan

| | |
|------------------------------|---------------------------------------|
| Local Area <u>MAD</u> | Date Prepared <u>3/13/2024</u> |
|------------------------------|---------------------------------------|

Subgrant Number AA411014
Year of Appropriation 2023

| | | |
|-------------------|--|---|
| Grant Code | Adult to DW <input type="checkbox"/> 201 → 299 <input type="checkbox"/> 202 → 200 | DW to Adult <input type="checkbox"/> 501 → 499 <input checked="" type="checkbox"/> 502 → 500 |
|-------------------|--|---|

| FUNDING IDENTIFICATION | ADULT | DW |
|---|------------------|----------------|
| 1. Formula Allocation | 773,535 | 524,321 |
| 2. Prior Adjustments - Plus or Minus | 0 | 0 |
| 3. Previous Amounts Transferred | 0 | 0 |
| 4. Current Amount to be Transferred | 250,000 | (250,000) |
| 5. TOTAL FUNDS AVAILABLE (Lines 1 through 4) | 1,023,535 | 274,321 |

| TOTAL ALLOCATION COST CATEGORY PLAN | | |
|---|------------------|----------------|
| 6. Program Services (Lines 6a through 6c) | 921,182 | 246,889 |
| a. Career Services (WIA Core Services / Intensive Services) | 511,768 | 161,850 |
| b. Training Services | 255,884 | 54,864 |
| c. Other | 153,530 | 30,175 |
| 7. Administration | 102,354 | 27,432 |
| 8. TOTAL (Lines 6 plus 7) | 1,023,535 | 274,321 |

| QUARTERLY TOTAL EXPENDITURE PLAN (cumulative) | | |
|---|-----------|---------|
| 9. September 2023 | 0 | 0 |
| 10. December 2023 | 0 | 0 |
| 11. March 2024 | 245,360 | 35,248 |
| 12. June 2024 | 568,040 | 90,248 |
| 13. September 2024 | 710,050 | 125,632 |
| 14. December 2024 | 887,563 | 165,632 |
| 15. March 2025 | 1,023,535 | 274,321 |
| 16. June 2025 | 1,023,535 | 274,321 |
| | | |
| | | |
| | | |

| COST COMPLIANCE PLAN (maximum 10%) | | |
|---|---------------|---------------|
| 21. % for Administration Expenditures (Line 7/Line 5) | 10.00% | 10.00% |

| | |
|----------------------------------|-------------------------|
| <u>Jessica Roche, Controller</u> | <u>559-662-4590</u> |
| Contact Person, Title | Telephone Number |

Comments

It has taken longer than expected to connect with Adult eligible individuals from the pandemic, but they are finally coming in for full basic and training services. DW eligible individuals still remain low due to low unemployment. Expenditures above do not include obligations for clients.

Transfer of Funds Request Participant Plan

Local Area: MAD AA411014Prepared Date 03.13.2024

Enter the number of individuals in each category.

| TOTALS FOR PY 20__ | ADULT | DW |
|--|------------|-----------|
| 1. Registered Participants Carried in from PY 2021 | 153 | 29 |
| 2. New Registered Participants for PY 2022 | 181 | 25 |
| 3. Total Registered Participants for PY 2022 (Line 1 plus 2) | 334 | 54 |
| 4. Exiters for PY 2022 | 148 | 24 |
| 5. Registered Participants Carried Out to PY 2023 (Line 3 minus 4) | 186 | 30 |

| PROGRAM SERVICES (based on line 3 count) | | |
|--|------------|-----------|
| 6. Career Services | 944 | 83 |
| a. Basic Career Services (WIA Core Services) | 472 | 49 |
| b. Individualized Career Services (WIA Intensive Services) | 472 | 34 |
| 7. Training Services | 156 | 13 |

| EXIT STATUS (based on line 4 count) | | |
|-------------------------------------|----|----|
| 8. Entered Employment | 74 | 24 |
| 9. Training-Related | 45 | 10 |
| 10. Entered Military Service | 0 | 0 |
| 11. Entered Apprenticeship Program | 0 | 0 |
| 12. Exited for Exclusionary Reasons | 8 | 2 |

Jessica Roche, Controller

559-662-4590

Contact Person, Title**Telephone Number****Comments:**

The participants coming into the AJCC are needing more intensive services. There has been an increase in Adult eligible clients, but DW clients still remains low. The DW are more focused on receiving basic career services and job placement. Much of the training costs being spent for DW are for skills upgrading and do not have high costs. Transferring funds will help service the Adult eligible participants. Much of the training for Adult are longer length of training time and higher costs.