



**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY**

Executive Committee

SPECIAL MEETING

A G E N D A

April 3, 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>
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Subgrant Number <u>AA311014</u>	Grant	Adult to DW	DW to Adult
Year of Appropriation <u>2022</u>	Code	<input type="checkbox"/> 201 → 299 <input type="checkbox"/> 202 → 200	<input type="checkbox"/> 501 → 499 <input checked="" type="checkbox"/> 502 → 500

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>
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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>
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Subgrant Number <u>AA411014</u>	Grant Code	Adult to DW	DW to Adult
Year of Appropriation <u>2023</u>		<input type="checkbox"/> 201 → 299	<input type="checkbox"/> 501 → 499
		<input type="checkbox"/> 202 → 200	<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	ADULT	DW
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)	ADULT	DW
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%)	ADULT	DW
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.