WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY

A G E N D A

October 15, 2020
3:00 p.m.

Meeting will be held as a
Teleconference Meeting
Workforce Assistance Center
2037 W. Cleveland Avenue, Madera, CA 93637
559-662-4589

Per Executive Order N-29-20, which allows local and state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, this regular meeting will be held via conference call and can be accessed as follows:
Join Zoom Meeting: https://us02web.zoom.us/j/81274206285?pwd=enROTmo3RTRidG5EcnhTM2Y2TXRWdz09;

Please call: 1 (669) 900-9128; Meeting ID: 812 7420 6285; Password: 274155.

The public may participate in the meeting as otherwise permitted under the Brown Act by calling into the number above.

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.

If a quorum of the Workforce Development Board is not present at the time of the meeting BUT a quorum of the Workforce Development Board Executive Committee IS present, an Executive Committee board meeting will be conducted in place of the Workforce Development Board.

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.

WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY

ELECTRONIC MEETING INSTRUCTIONS

The Workforce Development Board of Madera County uses Zoom as the tool to facilitate electronic meetings. Our desire is to ensure orderly Zoom meetings and to help attendees have confidence in how the meeting will be facilitated and that all members and public will be effectively heard. The following instructions provide consistent methods that will lead us to realizing that desire.

- We highly recommend use of the Zoom client app, as this tool greatly enhances the attendee's experience and provides readily accessible controls.
- Remain muted until speaking and mute again when finished speaking.
- Ensure your name shows on your connection.
- Votes will be facilitated with a roll call.
- When connecting to Zoom, if using the phone is preferred over computer audio, we request you connect to the Zoom meeting first and then choose Phone for the preferred audio connection. Input the meeting and participant IDs to relate your phone audio to your Zoom connection.
- Please avoid having both computer audio and phone audio activated as this can cause sound problems.
- If connecting via phone only, *6 will toggle mute/unmute.
- Public comments will only be taken when a hand is raised. On the phone-only connection, *9 raises the hand. You must be recognized by the presiding officer of the meeting before speaking.

AGENDA

October 15, 2020
3:00 p.m.

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 Consent Calendar

6.1 Consideration of approval of the August 20, 2020 meeting minutes.

6.2 Consideration of approval of the re-appointment of Chuck Riojas to the Workforce Development Board (WDB) of Madera County for an additional 3-year term: 12/6/20 to 12/6/23.

6.3 Consideration of approval of the final program budget for the 2020-21 fiscal year.

7.0 Action Items

7.1 Consideration of approval of the final local area performance goals.

7.2 Consideration of approval of the Measurable Skills Gain policy.

8.0 Information Items

8.1 Local Workforce Area Plan Workshop

8.2 MCWIC Update

8.3 Program Update

8.4 COVID-19 Update

8.5 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County

9.0 Written Communication

10.0 Open Discussion/Reports/Information

10.1 Board Members

10.2 Staff

11.0 Next Meeting

December 17, 2020

12.0 Adjournment

WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY

MINUTES

August 20, 2020

Convened at Madera County Workforce Assistance Center – via Teleconference
Teleconference Line: 669-900-9128
2037 W. Cleveland Avenue, Madera, CA 93637

PRESENT:	Debi Bray, Michelle Brunetti, Mark Choe (3:21pm), Jorge DeNava, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Wendy Lomeli, Mike Lopez, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail
ABSENT:	Brett Frazier, Linda Monreal, Terry Nichols, Robert Poythress, David Salter
GUEST:	Tsegay Arefaine, Amelia Meza, Yvette Quevedo
STAFF:	Nicki Martin, Jessica Roche, Tracie Scott-Contreras, Maiknue Vang

1.0 Call to Order

Meeting called to order at 3:02 p.m. by Vice Chair Wayne Rylant.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

None.

3.0 Public Comment

None.

4.0 Introductions and Recognitions

Executive Director, Tracie Scott-Contreras, introduced Yvette Quevedo. Yvette is our area's Regional Advisor. Yvette provides technical assistance and project management for the region. Tracie stated that she is now a member of the California Workforce Association's (CWA) Capacity Building Committee as the co-chair. This committee is responsible for planning and offering trainings to workforce areas. A recent survey revealed that areas are looking for trainings on topics such as virtual work and equity among other topics. Tracie is also on CWA's Executive Committee.

5.0 Adoption of Board Agenda

Mike Farmer moved to adopt the agenda, seconded by Bobby Kahn.

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Mark Choe, Jorge DeNava, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Wendy Lomeli, Mike Lopez, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail

6.0 Consent Calendar

6.1 Consideration of approval of the June 18, 2020 meeting minutes.

6.2 Consideration of approval of the re-appointment of Nichole Mosqueda to the Workforce Development Board (WDB) of Madera County for an additional 3 year term: 10/17/20 to 10/17/23.

Bobby Kahn moved to adopt the Consent Calendar, seconded by Mike Fursman.

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Mark Choe, Jorge DeNava, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Wendy Lomeli, Mike Lopez, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail

7.0 Action Items

7.1 Consideration of approval of the One Stop Operator Quarterly Report for the period of April 1, 2020 through June 30, 2020.

Everything is going well. There has been good Partner participation even in the current virtual environment. The August Partner meeting was cancelled due to a 2 week office closure from July 29th to August 13th due to a positive COVID test result among staff. Everyone is healthy and well. The office opened back up without any issues.

Debi Bray moved to approve, seconded by Bobby Kahn.

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Jorge DeNava, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Wendy Lomeli, Mike Lopez, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail

7.2 Consideration of approval of the proposed local area performance goals.

Staff provided the proposed performance goals for approval. Local area's data is run through the State's Statistical Adjustment Model (SAM). Staff were concerned with one of the figures coming back as a negative number. Madera achieved the establish goal of 5150 for Adult in 2019-20 with a final number of 5942. Some areas are slightly up – particularly for dislocated worker (DW). Goals are proposed based on the previous year's data. The State wants to negotiate upward. The Department of Labor has let local areas know that they don't want areas to take COVID into consideration when negotiations and setting goals. Local areas must negotiate their local goals as well as participate in negotiation as a region. Most area are experiencing similar conditions. The process has usually been very interactive with lots of back and forth. Staff is hoping for a similar experience this year. Goal negotiations do not determine or play into funding allocations.

Mike Fursman moved to approve, seconded by Deborah Martinez.

Vote: Approved – unanimous

Yes: Debi Bray, Michelle Brunetti, Mark Choe, Jorge DeNava, Mike Fursman, Santos Garcia, Laura Gutile, Marie Harris, Bobby Kahn, Wendy Lomeli, Mike Lopez, Deborah Martinez, Mattie Mendez, Nichole Mosqueda, Chuck Riojas, Wayne Rylant, Lanie Suderman, Cindy Vail

8.0 Information Items

8.1 MCWIC Update

Information provided within agenda packet. Operations and staffing are stable. Staff are working on the lease with the owner. There is still available space in the building.

8.2 Program Update

Information provided within the agenda packet.

8.3 Local and Regional Plans Update

Information provided within the agenda packet. The cycle for the local and regional plans is starting up again. The plan cover a time period of 4 years with a modification 2 years after the start date. A consultant has been contracted to work with Madera on the local plan. Convenings and much input from the community as well with businesses and the Board will need to take place. Everything will happen virtually. There is no specific guidance from the State yet. The plan will need to be approved by the Workforce Development Board (WDB)

as well as the Board of Supervisors. The plan will most likely come to the WDB in December for approval. Plans will most likely need to be submitted to the State in March or April 2021.

8.4 COVID-19 Update

Information provided within the agenda packet. Information on the recent office closure is in included in the packet. Staff self-screen upon coming into the office. Everyone coming into the Center is screened at the door before entering. Temperatures are not part of the screening process. Staff are asked to monitor their temperatures at home before coming to work.

8.5 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County

Information provided within the agenda. As of the last update provided, there are over 30,000 unemployment claims. There's been a slight drop since mid July. The second column in the table provided included pandemic unemployment claims, which include gig workers and self-employed individuals.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Mattie Mendez: Community Action Partnership of Madera County (CAPMC) still has funding for assistance with housing expenses such as rent or utilities. They are working on revising the income level requirements in order to allow more people to qualify. The last 6 weeks of applicant's wages are taken into consideration when applying. The grant's main purpose is to avoid homelessness. The grant can pay for 4 to 6 months of rent. Anyone can call CAPMC at 559-673-9173 for more information.*
- *Bobby Kahn: the Economic Development Commission (EDC) is still accepting small business pandemic grant applications. A second round is starting up now. Any small business anywhere in the county can apply as long as they have a business license and have not received any Paycheck Protection Program (PPP) or Economic Injury Disaster Loan (EIDL) money.*
- *Debi Bray: the Madera Chamber is also working on unveiling a program using small business relief funds. The Chamber's funds and program will allow business who have previously applied for PPE and EIDL funds, however those that haven't received those funds would get priority. They will be working hand-in-hand with EDC. They will refer business who have already received PPE and EIDL funds to EDC. The Chamber will also be working with the City through a community developed block grant (CDBG) money that will be focused on microbusinesses in downtown Madera. The EDC will have some CDBG funds as well.*
- *Mark Choe: shared that the Pines Resort is recruiting for employees for all positions in every department. Employees are eligible for a travel bonus if they travel more than 40 miles to work.*

10.2 Staff

None.

11.0 Next Meeting

October 15, 2020

12.0 Adjournment

Laura Gutile moved to adjourn at 4:01 p.m., seconded by Mike Lopez.

MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

Budget FY 2020-2021 SUMMARY

Revenue Source	Total	Adult	DW	Youth	Rapid Response	RR Layoff Aversion	MCDC - In Custody	MCDC - Probation	DEA	Wells Fargo	P2E IDS	P2E SSEL	ELL	COVID NDWG	COVID SS	Corp - Unrestricted	9911-AJCC 512	9911-AJCC 517	9911-AJCC 521	9911-AJCC 522	9911-AJCC 523
REVENUES																					
Prior Year Restrictions																					
WIOA 19-20 Carry-Into 20-21	**$ 1,713,228**	$ 386,018	$ 107,062	$ 482,791	$ 8,070	$ 20,516			$ 293,372				$ 300,000	$ 90,000	$ 25,400						
Outstanding Obligations carrying into FY 2019-2020	**$ -**																				
Local Contracts	**$ -**																				
Foundation Grants	**$ 10,000**									$ 10,000											
Interest	**$ -**																				
Contribution Income	**$ -**																				
Grants/Contracts																					
WIOA Allocations PY 20-21 WSIN 19-45/20-04	**$ 2,531,830**	$ 925,557	$ 555,021	$ 936,517	$ 92,725	$ 22,010															
WIOA Allocations Revisions	**$ -**																				
WIOA Allocations Revisions	**$ -**																				
State Contracts	**$ -**																				
Local Contracts	**$ 160,291**						$ 56,627	$ 34,762			$ 24,450	$ 44,452									
Transfer DW to Adult AA111014 PY 2020	**$ -**	$ -																			
Transfer DW to Adult AA111014 PY 2020	**$ -**	$ -																			
Other revenue																					
Subleases	**$ 159,356**																$ 5,370	$ 5,432	$ 67,284	$ 72,114	$ 9,156
Unrestricted	**$ 35,000**															$ 35,000					
20-21 Grant/Contract Balances 2+YR Carry-over	**$ (113,718)**								$ (69,371)				$ (44,347)								
20-21 WIOA Formula Reserve 20% for FY 21-22	**$ (483,419)**	$ (185,111)	$ (111,004)	$ (187,303)																	
Total Revenue by Program/Function	**$ 4,012,568**	**$ 1,126,464**	**$ 551,079**	**$ 1,232,004**	**$ 100,795**	**$ 42,526**	**$ 56,627**	**$ 34,762**	**$ 224,001**	**$ 10,000**	**$ 24,450**	**$ 44,452**	**$ 255,653**	**$ 90,000**	**$ 25,400**	**$ 35,000**	**$ 5,370**	**$ 5,432**	**$ 67,284**	**$ 72,114**	**$ 9,156**
EXPENSES																					
Personnel																					
Salaries/Wages	$ 1,378,822	$ 346,577	$ 182,875	$ 532,626	$ 60,806	$ 14,372	$ 25,647	$ 16,006	$ 72,079	$ -	$ 12,137	$ 19,281	$ 63,355	$ 27,650	$ -	$ -	$ 403	$ 363	$ 4,033	$ -	$ 613
Benefits	$ 360,069	$ 90,506	$ 47,756	$ 139,091	$ 15,879	$ 3,753	$ 6,697	$ 4,180	$ 18,823	$ -	$ 3,170	$ 5,035	$ 16,545	$ 7,221	$ -	$ -	$ 105	$ 95	$ 1,053	$ -	$ 160
Total Personnel	**$ 1,738,891**	**$ 437,083**	**$ 230,632**	**$ 671,717**	**$ 76,685**	**$ 18,125**	**$ 32,344**	**$ 20,186**	**$ 90,902**	**$ -**	**$ 15,307**	**$ 24,316**	**$ 79,899**	**$ 34,870**	**$ -**	**$ -**	**$ 508**	**$ 458**	**$ 5,086**	**$ -**	**$ 774**
Other Than Personal Service (OTPS):																					
Direct Expenses																					
Total Direct Expenses (OTPS)	**$ 1,461,675**	**$ 401,501**	**$ 176,473**	**$ 366,057**	**$ 5,912**	**$ -**	**$ 1,445**	**$ 847**	**$ 110,815**	**$ 10,000**	**$ 18,449**	**$ 2,725**	**$ 156,000**	**$ 49,510**	**$ 25,400**	**$ 3,295**	**$ 4,862**	**$ 4,250**	**$ 44,680**	**$ 72,114**	**$ 7,339**
Allocated Expenses																					
Total Allocated Expenses (OTPS)	**$ 554,945**	**$ 176,769**	**$ 66,641**	**$ 210,891**	**$ 17,845**	**$ 5,070**	**$ 9,810**	**$ 5,989**	**$ 22,284**	**$ -**	**$ 4,645**	**$ 7,641**	**$ 19,753**	**$ 7,605**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Total Expenses by Program/Function	**$ 3,755,510**	**$ 1,015,353**	**$ 473,746**	**$ 1,248,665**	**$ 100,442**	**$ 23,195**	**$ 43,599**	**$ 27,022**	**$ 224,001**	**$ 10,000**	**$ 38,401**	**$ 34,682**	**$ 255,653**	**$ 91,985**	**$ 25,400**	**$ 3,295**	**$ 5,370**	**$ 4,709**	**$ 49,766**	**$ 72,114**	**$ 8,113**
Revenues Less Expenses	**$ 257,058**	**$ 111,111**	**$ 77,333**	**$ (16,660)**	**$ 353**	**$ 19,331**	**$ 13,028**	**$ 7,740**	**$ 0**	**$ -**	**$ (13,951)**	**$ 9,770**	**$ 0**	**$ (1,985)**	**$ -**	**$ 31,705**	**$ (0)**	**$ 723**	**$ 17,518**	**$ 0**	**$ 1,043**
Available Funds	**$191,467**	**$191,467**					***restricted***	***restricted***	***restricted***	**$0**	**restricted**		***restricted***	***restricted***	***restricted***	***restricted***	***restricted***				

	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	Z	AG	AH	AI	AJ	AL
2	Position or Expense Category	Total Budget	Adult	DW	Youth	Rapid Response	RR Layoff Aversion	MCDC - In Custody	MCDC - Probation	DEA	Wells Fargo	P2E IDS	P2E SSEL	ELL	COVID NDWG	COVID SS	Corp - Unrestricted	Career Basic Serv. Cost Pool	Business Services Cost Pool	Program Admin Cost Pool	Fiscal Cost Pool	9911-AJCC Facility Subleases
3	**Personnel**																					
4																						
5																						
30	***Salaries/Wages***	**$ 1,378,822**	115,110	73,916	215,281	33,147	7,834	13,981	8,725	56,794	-	6,616	10,511	49,920	15,072	-	-	196,982	61,631	343,099	164,790	5,413
31	***Benefits***	**$ 360,069**	30,060	19,303	56,219	8,656	2,046	3,651	2,279	14,831	-	1,728	2,745	13,036	3,936	-	-	51,440	16,094	89,598	43,034	1,413
32	**Direct FTE**		**2.30**	**1.25**	**4.60**	**0.61**	**0.19**	**0.38**	**0.23**	**0.90**	**-**	**0.18**	**0.30**	**0.80**	**0.25**	**-**	**-**	**5.04**	**1.15**	**3.86**	**2.80**	**0.16**
33	**Fringe Benefit Rate for Cost Pool Staff:**	**26.11%**																				**0%**
34	**Direct FTE %**	**0%**	**19%**	**12%**	**35%**	**0.05**	**1%**	**2%**	**1%**	**9%**	**0%**	**1%**	**2%**	**8%**	**2%**	**0%**	**0%**	**0%**	**0%**	**0%**	**0%**	**1%**
35	**Allocation Based on WIOA Enrollment**	**701**	**70%**	**8%**	**22%**																	**0%**
36	**Allocated Cost Pool Personnel based on Direct FTE**																					**-**
37	Career Basic Cost Pool (Adult/DW/Youth basis)	**$ 196,982**	56,083	36,013	104,887																	-
38	Business Services Cost Pool (Adult/DW basis)	**$ 61,631**	17,547	11,267	32,816																	-
39	Program Management Cost Pool	**$ 343,099**	125,402	41,787	121,704	18738.66	4,429	7,904	4,933	-	-	3,740	5,942		8,521	-	-	-	-	-	-	-
40	Fiscal Cost Pool	**$ 164,790**	32,436	19,893	57,937	8920.61	2,108	3,763	2,348	15,285	-	1,781	2,829	13,435	4,056	-	-	-	-	-	-	-
41	***Cost Pool Salaries/Wages***	***$ 766,502***	*$ 231,467*	*$ 108,959*	*$ 317,345*	*27659.27*	*$ 6,537*	*$ 11,666*	*$ 7,281*	*$ 15,285*	*$ -*	*$ 5,521*	*$ 8,770*	*$ 13,435*	*$ 12,577*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
42	***Cost Pool Benefits***	***$ 200,166***	*$ 60,446*	*$ 28,454*	*$ 82,872*	*7223.01*	*$ 1,707*	*$ 3,047*	*$ 1,901*	*$ 3,991*	*$ -*	*$ 1,442*	*$ 2,290*	*$ 3,508*	*$ 3,284*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*	*$ -*
43	**TOTAL SALARIES/WAGES**	**$ 1,378,822**	**$ 346,577**	**$ 182,875**	**$ 532,626**	**60806.00**	**$ 14,372**	**$ 25,647**	**$ 16,006**	**$ 72,079**	**$ -**	**$ 12,137**	**$ 19,281**	**$ 63,355**	**$ 27,650**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 5,413**
44	Workers Compensation 5120	$ 3,420	$ 860	$ 454	$ 1,321	150.82	$ 36	$ 64	$ 40	$ 179	$ -	$ 30	$ 48	$ 157	$ 69	$ -	$ -	$ -	$ -	$ -	$ -	$ 13
45	Medicare (Fed) 5111	$ 21,192	$ 5,327	$ 2,811	$ 8,186	934.59	$ 221	$ 394	$ 246	$ 1,108	$ -	$ 187	$ 296	$ 974	$ 425	$ -	$ -	$ -	$ -	$ -	$ -	$ 83
46	OASDI (Fed) 5112	$ 90,616	$ 22,777	$ 12,019	$ 35,004	3996.17	$ 945	$ 1,686	$ 1,052	$ 4,737	$ -	$ 798	$ 1,267	$ 4,164	$ 1,817	$ -	$ -	$ -	$ -	$ -	$ -	$ 356
47	CA SUI 5115	$ 10,192	$ 2,562	$ 1,352	$ 3,937	449.47	$ 106	$ 190	$ 118	$ 533	$ -	$ 90	$ 143	$ 468	$ 204	$ -	$ -	$ -	$ -	$ -	$ -	$ 40
48	CA ETT 5116	$ 182	$ 46	$ 24	$ 70	8.03	$ 2	$ 3	$ 2	$ 10	$ -	$ 2	$ 3	$ 8	$ 4	$ -	$ -	$ -	$ -	$ -	$ -	$ 1
49	Medical Insurance 5130	$ 132,600	$ 33,330	$ 17,587	$ 51,222	5847.66	$ 1,382	$ 2,466	$ 1,539	$ 6,932	$ -	$ 1,167	$ 1,854	$ 6,093	$ 2,659	$ -	$ -	$ -	$ -	$ -	$ -	$ 521
50	Dental Insurance 5160	$ 13,329	$ 3,350	$ 1,768	$ 5,149	587.81	$ 139	$ 248	$ 155	$ 697	$ -	$ 117	$ 186	$ 612	$ 267	$ -	$ -	$ -	$ -	$ -	$ -	$ 52
51	Vision Insurance 5170	$ 2,958	$ 744	$ 392	$ 1,143	130.45	$ 31	$ 55	$ 34	$ 155	$ -	$ 26	$ 41	$ 136	$ 59	$ -	$ -	$ -	$ -	$ -	$ -	$ 12
52	AD&D Insurance 5180	$ 2,850	$ 716	$ 378	$ 1,101	125.68	$ 30	$ 53	$ 33	$ 149	$ -	$ 25	$ 40	$ 131	$ 57	$ -	$ -	$ -	$ -	$ -	$ -	$ 11
53	457 Retirement Plan 5140	$ 82,729	$ 20,795	$ 10,973	$ 31,958	3648.36	$ 862	$ 1,539	$ 960	$ 4,325	$ -	$ 728	$ 1,157	$ 3,801	$ 1,659	$ -	$ -	$ -	$ -	$ -	$ -	$ 325
54	**TOTAL BENEFITS**	**$ 360,069**	**$ 90,506**	**$ 47,756**	**$ 139,091**	**15879.03**	**$ 3,753**	**$ 6,697**	**$ 4,180**	**$ 18,823**	**$ -**	**$ 3,170**	**$ 5,035**	**$ 16,545**	**$ 7,221**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 1,413**
55	**TOTAL PERSONNEL COSTS**	**$ 1,738,891**	**$ 437,083**	**$ 230,632**	**$ 671,717**	**76685.03**	**$ 18,125**	**$ 32,344**	**$ 20,186**	**$ 90,902**	**$ -**	**$ 15,307**	**$ 24,316**	**$ 79,899**	**$ 34,870**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 6,826**

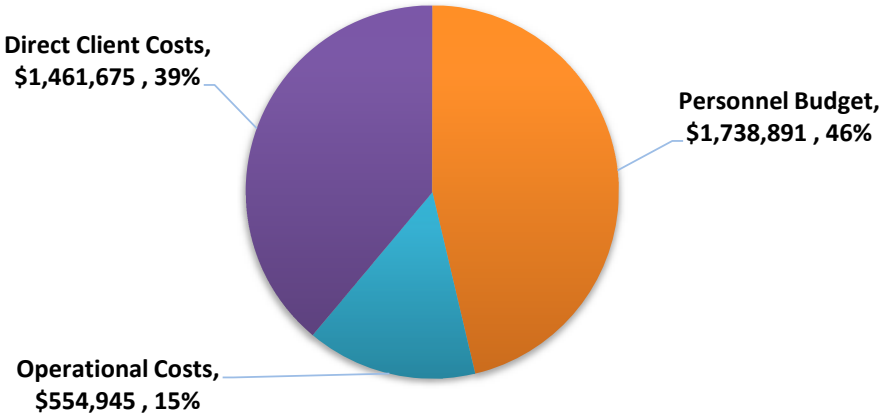
	Position or Expense Category	Total Budget	Adult	DW	Youth	Rapid Response	RR Layoff Aversion	MCDC - In Custody	MCDC - Probation	DEA	Wells Fargo	P2E IDS	P2E SSEL	ELL	COVID NDWG	COVID SS	Corp - Unrestricted	Career Basic Serv. Cost Pool	Business Services Cost Pool	Program Admin Cost Pool	Fiscal Cost Pool	9911-AJCC Facility Subleases
56																						$ -
61	**Non-Personnel Expenses**																					$ -
62	**Direct Expenses**																					$ -
63	***AJCC Partner Costs***																					$ -
64	Rent	$ 34,229	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 34,229
65	Alarm Monitoring	$ 1,581	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,581
66	Mat Service	$ 921	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 921
67	City Utilities	$ 7,676	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 7,676
68	Copier, and Toner supplies	$ 1,696	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,696
69	Gas & Elect	$ 60,843	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 60,843
70	Facilities Maintanence	$ 9,212	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 9,212
71	Janitorial Services	$ 5,234	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,234
72	Janitorial Supplies	$ 395	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 395
73	Managed Shredding Service	$ 104	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 104
74	Phone Service	$ 3,664	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 3,664
75	Postage Meter Rental	$ 265	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 265
76	Pest Control	$ 921	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 921
77	Fire Extinguisher Maintenance	$ 755	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 755
78	Zaks Alarm Response	$ 449	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 449
79	CAM Fees	$ 4,771	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,771
80	Creekside Building Insurance	$ 529	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 529
81	***Direct Participant Costs***																					$ -
82	Client Training - ITA	$ 357,194	$ 155,494	$ 97,240	$ 44,953	0.00	$ -	$ -	$ -	$ 35,000	$ -	$ -		$ -	$ 24,508	$ -	$ -	$ -	$ -	$ -	$ -	$ -
83	Client Training - PWEX	$ 155,087	$ -	$ -	$ 155,087	0.00	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
84	Client Training - TJT	$ 156,193	$ 20,732	$ -		0.00	$ -	$ -	$ -	$ 41,861	$ -	$ -		$ 93,600	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
85	Client Training - OJT	$ 256,847	$ 82,930	$ 35,965	$ 24,724	0.00	$ -	$ -	$ -	$ 28,328	$ -	$ -		$ 62,400	$ 22,500	$ -	$ -	$ -	$ -	$ -	$ -	$ -
86	Client Training - IWT	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
87	Client Supportive Services - Mileage	$ 70,400	$ 20,000	$ 10,000	$ 15,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 25,400	$ -	$ -	$ -	$ -	$ -	$ -
88	Client Materials and Supplies	$ 4,502	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,000	$ -	$ -	$ -	$ 2,502	$ -	$ -	$ -	$ -	$ -	$ -	$ -
89	Contract Ed	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -

	Position or Expense Category	Total Budget	Adult	DW	Youth	Rapid Response	RR Layoff Aversion	MCDC - In Custody	MCDC - Probation	DEA	Wells Fargo	P2E IDS	P2E SSEL	ELL	COVID NDWG	COVID SS	Corp - Unrestricted	Career Basic Serv. Cost Pool	Business Services Cost Pool	Program Admin Cost Pool	Fiscal Cost Pool	9911-AJCC Facility Subleases
90	***Other Grant Direct Costs***																					$ -
91	Printing	$ 820	$ 150	$ 280	$ 390	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
92	Advertising	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
93	Sponsorship	$ 1,500	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,500	$ -	$ -	$ -	$ -	$ -
94	Amazon Prime Subscription	$ 120	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 120	$ -	$ -	$ -	$ -	$ -
95	SHRM Annual Membership	$ 210	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 210	$ -	$ -	$ -	$ -	$ -
96	Chambers Dues/Membership (Mad,Chow,Oak, Coarse	$ 910	$ -	$ -	$ -	910.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
97	Constant Contact	$ 540	$ -	$ -	$ -	540.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
98	Infogram (product design)	$ 600	$ -	$ -	$ -	600.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
99	AT&T Data Plan - tablets/cell phones	$ 5,400	$ 3,338	$ -	$ -	2061.60	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
100	Computer Hardware (resource room)	$ 5,000	$ 5,000	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
101	Software (resource room)	$ 5,000	$ 5,000	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
102	Staff Training	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
103	Staff Travel	$ 3,792	$ -	$ -	$ -	1500.00	$ -	$ 1,445	$ 847	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
104	ELL Convenings (3 for 3 partners)	$ 3,500	$ 3,500	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
105	ELL Staff Development	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
106	Economic Summit	$ 300	$ -	$ -	$ -	300.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
107	Youth Conference Registration	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
108	MAS Hi-Set Class Annual 19-20 Class	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
109	MAS ESL/Hi-Set Class Summer 2021 Class	$ 7,540	$ 7,540	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
110	MAS ESL Annual 19-20 Class	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
111	Subrecipient Contract	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
112	Facility Use Cost	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
113	General Contracted Services	$ -	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
114	Bottled Water	$ 1,257	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,257	$ -	$ -	$ -	$ -	$ -
116	IMAGO - online instuctional platform	$ 8,000	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ 8,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
117	City Business Licenses	$ 8	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 8	$ -	$ -	$ -	$ -	$ -
118	Bank Fees	$ 200	$ -	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 200	$ -	$ -	$ -	$ -	$ -
119	Carry-in Obligations from 6.30.20 ITA-Support Serv	$ 9,681	$ 3,045	$ 5,236	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,400	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
120	Carry-in Obligations from 6.30.20 Consulting Serv. You	$ 1,106	$ -	$ -	$ 1,106	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
121	Carry-in Obligations from 6.30.20 Client Mileage	$ 16,976	$ 5,830	$ 2,310	$ 7,686	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 1,150	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
122	Carry-in Obligations from 6.30.20 ITA	$ 102,514	$ 45,667	$ 11,452	$ 26,946	0.00	$ -	$ -	$ -	$ -	$ -	$ 18,449	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
123	Carry-in Obligations from 6.30.20 OJT	$ 25,138	$ 6,488	$ 4,018	$ 9,006	0.00	$ -	$ -	$ -	$ 5,626	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
124	Carry-in Obligations from 6.30.20 WEX	$ 47,958	$ -	$ -	$ 47,958	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
125	Carry-in Obligations from 6.30.20 SS	$ 17,547	$ 5,525	$ 9,972	$ 1,875	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ 175	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
126	Carry-in Obligations from 6.30.20 OSO A/DW	$ 31,262	$ 31,262	$ -	$ -	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
127	Carry-in Obligations from 6.30.20 OSO Yth	$ 31,326	$ -	$ -	$ 31,326	0.00	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
128	***Total Direct Expenses***	**$ 1,461,675**	**$ 401,501**	**$ 176,473**	**$ 366,057**	**$ 5,912**	**$ -**	**$ 1,445**	**$ 847**	**$ 110,815**	**$ 10,000**	**$ 18,449**	**$ 2,725**	**$ 156,000**	**$ 49,510**	**$ 25,400**	**$ 3,295**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 133,246**

Position or Expense Category	Total Budget	Adult	DW	Youth	Rapid Response	RR Layoff Aversion	MCDC - In Custody	MCDC - Probation	DEA	Wells Fargo	P2E IDS	P2E SSEL	ELL	COVID NDWG	COVID SS	Corp - Unrestricted	Career Basic Serv. Cost Pool	Business Services Cost Pool	Program Admin Cost Pool	Fiscal Cost Pool	9911-AJCC Facility Subleases
																					$ -
Allocated Expenses (allocated by FTE)																					$ -
Materials and Supplies	$ 15,000	$ 3,659	$ 1,922	$ 6,173	$ 576	$ 164	$ 316	$ 193	$ 719		$ 150	$ 246	$ 637	$ 245			$ -	$ -	$ -	$ -	$ -
Telephone Expense	$ 10,781	$ 2,630	$ 1,381	$ 4,437	$ 414	$ 118	$ 227	$ 139	$ 517		$ 108	$ 177	$ 458	$ 176			$ -	$ -	$ -	$ -	$ -
Printing Expense	$ 2,500	$ 610	$ 320	$ 1,029	$ 96	$ 27	$ 53	$ 32	$ 120		$ 25	$ 41	$ 106	$ 41			$ -	$ -	$ -	$ -	$ -
Survey Annual Fee	$ 450	$ 110	$ 58	$ 185	$ 17	$ 5	$ 9	$ 6	$ 22		$ 4	$ 7	$ 19	$ 7			$ -	$ -	$ -	$ -	$ -
Auditing Fees	$ 27,000	$ 6,585	$ 3,460	$ 11,112	$ 1,036	$ 294	$ 570	$ 348	$ 1,294		$ 270	$ 444	$ 1,147	$ 442			$ -	$ -	$ -	$ -	$ -
Legal Fees	$ 7,000	$ 1,707	$ 897	$ 2,881	$ 269	$ 76	$ 148	$ 90	$ 335		$ 70	$ 115	$ 297	$ 114			$ -	$ -	$ -	$ -	$ -
HR Services (annual service + consulting fee)	$ 3,300	$ 805	$ 423	$ 1,358	$ 127	$ 36	$ 70	$ 42	$ 158		$ 33	$ 54	$ 140	$ 54		$ -	$ -	$ -	$ -	$ -	$ -
Taxes & Fees	$ 256	$ 62	$ 33	$ 105	$ 10	$ 3	$ 5	$ 3	$ 12		$ 3	$ 4	$ 11	$ 4			$ -	$ -	$ -	$ -	$ -
Equipment Maintenance	$ 8,858	$ 2,161	$ 1,135	$ 3,646	$ 340	$ 97	$ 187	$ 114	$ 424		$ 88	$ 146	$ 376	$ 145			$ -	$ -	$ -	$ -	$ -
Equipment Rental	$ 12,826	$ 3,128	$ 1,643	$ 5,279	$ 492	$ 140	$ 271	$ 165	$ 615		$ 128	$ 211	$ 545	$ 210			$ -	$ -	$ -	$ -	$ -
Office 365 License	$ 4,500	$ 1,098	$ 577	$ 1,852	$ 173	$ 49	$ 95	$ 58	$ 216		$ 45	$ 74	$ 191	$ 74			$ -	$ -	$ -	$ -	$ -
Software Expense	$ 1,500	$ 366	$ 192	$ 617	$ 58	$ 16	$ 32	$ 19	$ 72		$ 15	$ 25	$ 64	$ 25			$ -	$ -	$ -	$ -	$ -
Software Maintenance Agreements (Abila, Kaspersky)	$ 7,500	$ 1,829	$ 961	$ 3,087	$ 288	$ 82	$ 158	$ 97	$ 359		$ 75	$ 123	$ 319	$ 123			$ -	$ -	$ -	$ -	$ -
Go Daddy Domain maderawdo.org (servers)	$ -												$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Go Daddy Domain maderaworkforce.org	$ 21	$ 5	$ 3	$ 9	$ 1	$ 0	$ 0	$ 0	$ 1		$ 0	$ 0	$ 1	$ 0			$ -	$ -	$ -	$ -	$ -
Go Daddy SSL UCC Cert mail.maderaworkforce.org	$ 400	$ 98	$ 51	$ 165	$ 15	$ 4	$ 8	$ 5	$ 19		$ 4	$ 7	$ 17	$ 7			$ -	$ -	$ -	$ -	$ -
Go Daddy Standard SSL Cert maderaworkforce.org	$ 272	$ 66	$ 35	$ 112	$ 10	$ 3	$ 6	$ 4	$ 13		$ 3	$ 4	$ 12	$ 4		$ -	$ -	$ -	$ -	$ -	$ -
Go Daddy Ultimate Linus Hosting with cPanel (website)	$ -												$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Internet Expense	$ 5,160	$ 1,259	$ 661	$ 2,124	$ 198	$ 56	$ 109	$ 66	$ 247		$ 52	$ 85	$ 219	$ 84			$ -	$ -	$ -	$ -	$ -
Computer Hardware	$ 5,000	$ 1,220	$ 641	$ 2,058	$ 192	$ 55	$ 105	$ 64	$ 240		$ 50	$ 82	$ 212	$ 82			$ -	$ -	$ -	$ -	$ -
Furniture & Fixtures	$ 1,500	$ 366	$ 192	$ 617	$ 58	$ 16	$ 32	$ 19	$ 72		$ 15	$ 25	$ 64	$ 25			$ -	$ -	$ -	$ -	$ -
Star 12 Access Training	$ 299	$ 73	$ 38	$ 123	$ 11	$ 3	$ 6	$ 4	$ 14		$ 3	$ 5	$ 13	$ 5			$ -	$ -	$ -	$ -	$ -
Staff Travel Expense	$ 2,475	$ 604	$ 317	$ 1,019	$ 95	$ 27	$ 52	$ 32	$ 119		$ 25	$ 41	$ 105	$ 40			$ -	$ -	$ -	$ -	$ -
IT Support	$ 42,000	$ 10,244	$ 5,382	$ 17,285	$ 1,612	$ 458	$ 886	$ 541	$ 2,012		$ 420	$ 690	$ 1,784	$ 687			$ -	$ -	$ -	$ -	$ -
Payroll Procesing Fees	$ 4,800	$ 1,171	$ 615	$ 1,975	$ 184	$ 52	$ 101	$ 62	$ 230		$ 48	$ 79	$ 204	$ 78			$ -	$ -	$ -	$ -	$ -
Commercial General Liability Insurance	$ 2,413	$ 589	$ 309	$ 993	$ 93	$ 26	$ 51	$ 31	$ 116		$ 24	$ 40	$ 102	$ 39			$ -	$ -	$ -	$ -	$ -
EPLI & D&O Insurance	$ 3,841	$ 937	$ 492	$ 1,581	$ 147	$ 42	$ 81	$ 49	$ 184		$ 38	$ 63	$ 163	$ 63			$ -	$ -	$ -	$ -	$ -
AJCC Facility Cost MCWIC	$ -																$ -	$ -	$ -	$ -	$ -
Rent	$ 179,624	$ 43,811	$ 23,015	$ 73,925	6892.40	$ 1,958	$ 3,789	$ 2,313	$ 8,607		$ 1,794	$ 2,951	$ 7,629	$ 2,937			$ -	$ -	$ -	$ -	$ -
Alarm Monitoring	$ 994	$ 242	$ 127	$ 409	38.13	$ 11	$ 21	$ 13	$ 48		$ 10	$ 16	$ 42	$ 16			$ -	$ -	$ -	$ -	$ -
Mat Service	$ 579	$ 141	$ 74	$ 238	22.21	$ 6	$ 12	$ 7	$ 28		$ 6	$ 10	$ 25	$ 9			$ -	$ -	$ -	$ -	$ -
City Utilities	$ 6,484	$ 1,581	$ 831	$ 2,668	248.78	$ 71	$ 137	$ 83	$ 311		$ 65	$ 107	$ 275	$ 106			$ -	$ -	$ -	$ -	$ -
Copier, and Toner supplies	$ 8,160	$ 1,990	$ 1,046	$ 3,358	313.11	$ 89	$ 172	$ 105	$ 391		$ 82	$ 134	$ 347	$ 133			$ -	$ -	$ -	$ -	$ -
Gas & Elect	$ 9,157	$ 2,233	$ 1,173	$ 3,769	351.37	$ 100	$ 193	$ 118	$ 439		$ 91	$ 150	$ 389	$ 150			$ -	$ -	$ -	$ -	$ -
Facilities Maintanence	$ 10,000	$ 2,439	$ 1,281	$ 4,116	383.71	$ 109	$ 211	$ 129	$ 479		$ 100	$ 164	$ 425	$ 164			$ -	$ -	$ -	$ -	$ -
Janitorial Services	$ 31,124	$ 7,591	$ 3,988	$ 12,809	1194.27	$ 339	$ 656	$ 401	$ 1,491		$ 311	$ 511	$ 1,322	$ 509			$ -	$ -	$ -	$ -	$ -
Facility Materials and Supplies	$ 2,100	$ 512	$ 269	$ 864	80.58	$ 23	$ 44	$ 27	$ 101		$ 21	$ 35	$ 89	$ 34			$ -	$ -	$ -	$ -	$ -
Managed Shredding Service	$ 688	$ 168	$ 88	$ 283	26.40	$ 8	$ 15	$ 9	$ 33		$ 7	$ 11	$ 29	$ 11			$ -	$ -	$ -	$ -	$ -
Phone Service	$ 17,336	$ 4,228	$ 2,221	$ 7,135	665.22	$ 189	$ 366	$ 223	$ 831		$ 173	$ 285	$ 736	$ 284			$ -	$ -	$ -	$ -	$ -
Postage Meter Rental	$ 1,255	$ 306	$ 161	$ 517	48.16	$ 14	$ 26	$ 16	$ 60		$ 13	$ 21	$ 53	$ 21			$ -	$ -	$ -	$ -	$ -
Pest Control	$ 579	$ 141	$ 74	$ 238	22.21	$ 6	$ 12	$ 7	$ 28		$ 6	$ 10	$ 25	$ 9			$ -	$ -	$ -	$ -	$ -
Fire Extinguisher Maintenance	$ 475	$ 116	$ 61	$ 195	18.21	$ 5	$ 10	$ 6	$ 23		$ 5	$ 8	$ 20	$ 8		$ -	$ -	$ -	$ -	$ -	$ -
Zaks Alarm Response/Emerg. Security	$ 1,782	$ 435	$ 228	$ 733	68.38	$ 19	$ 38	$ 23	$ 85		$ 18	$ 29	$ 76	$ 29							$ -
CAM Fees	$ 22,575	$ 5,506	$ 2,893	$ 9,291	866.25	$ 246	$ 476	$ 291	$ 1,082		$ 226	$ 371	$ 959	$ 369			$ -	$ -	$ -	$ -	$ -
Creekside Building Insurance	$ 2,506	$ 611	$ 321	$ 1,031	96.14	$ 27	$ 53	$ 32	$ 120		$ 25	$ 41	$ 106	$ 41			$ -	$ -	$ -	$ -	$ -
																					$ -

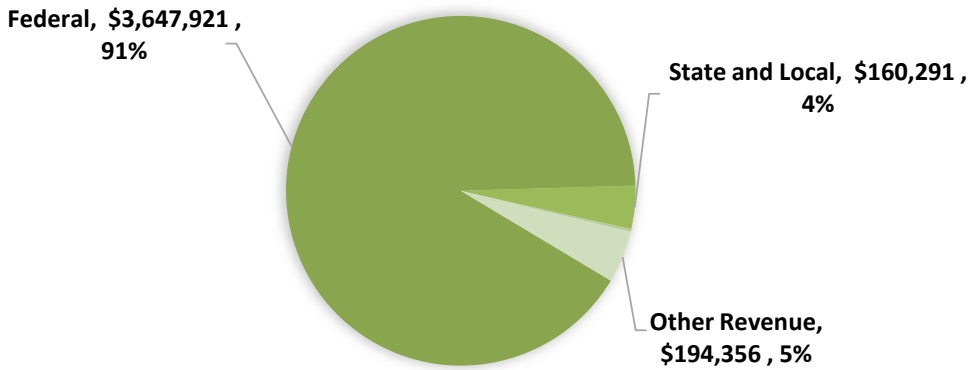
	Position or Expense Category	Total Budget	Adult	DW	Youth	Rapid Response	RR Layoff Aversion	MCDC - In Custody	MCDC - Probation	DEA	Wells Fargo	P2E IDS	P2E SSEL	ELL	COVID NDWG	COVID SS	Corp - Unrestricted	Career Basic Serv. Cost Pool	Business Services Cost Pool	Program Admin Cost Pool	Fiscal Cost Pool	9911-AJCC Facility Subleases
177	**Allocated Expenses (Allocated by WIOA Formula Enrollment)**																					$ -
178	Postage	$ 1,500	$ 1,057	$ 118	$ 325	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
179	Madera Compact	$ 400	$ 282	$ 31	$ 87	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
180	Misc. Dues and Subcriptions	$ 1,000	$ 705	$ 78	$ 217	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
181	CWA Dues	$ 3,630	$ 2,558	$ 285	$ 787	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
182	Website Maintenance	$ 1,500	$ 1,057	$ 118	$ 325	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
183	Meetings of the Minds (3 indivduals)	$ 6,600	$ 4,651	$ 518	$ 1,431	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
184	EBSCO (Workforce Skills 21)	$ 3,541	$ 2,495	$ 278	$ 768	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
185	Survey Monkey	$ 515	$ 363	$ 40	$ 112	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
186	Misc. Staff Training	$ 1,000	$ 705	$ 78	$ 217	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
187	CWA Meetings Travel	$ 2,800	$ 1,973	$ 220	$ 607	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
188	Saff Travel for WIOA	$ 21,000	$ 14,799	$ 1,648	$ 4,553	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
189	Podcasts Storage	$ 180	$ 127	$ 14	$ 39	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
190	Business and Education Shareholders Luncheon	$ 240	$ 169	$ 19	$ 52	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
191	CASAS	$ 1,220	$ 860	$ 96	$ 265	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
192	ACT Assessments	$ 3,500	$ 2,466	$ 275	$ 759	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
193	ProPath OSO Contract	$ 15,000	$ 10,571	$ 1,177	$ 3,252	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
194	NENA Annual Memebership	$ 50	$ 35	$ 4	$ 11	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
195	Consulting Serv Local Plan Development	$ 16,200	$ 11,416	$ 1,271	$ 3,513	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
196	Accounting System Implementation	$ 3,500	$ 2,466	$ 275	$ 759	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
197	Misc. Software Subscriptions	$ 1,500	$ 1,057	$ 118	$ 325	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
198	Consultant Serv Digital Workshops	$ 5,000	$ 3,524	$ 392	$ 1,084	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
199		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
200		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
201		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
202	***Total Allocated Expenses***	$ 554,945	$ 176,769	$ 66,641	$ 210,891	17845.32	$ 5,070	$ 9,810	$ 5,989	$ 22,284	$ -	$ 4,645	$ 7,641	$ 19,753	$ 7,605	$ -	$ -	$ -	$ -	$ -	$ -	$ -
203	**Total Non-Personnel Expenses**	**$ 2,016,620**	**$ 578,270**	**$ 243,114**	**$ 576,948**	**23756.92**	**$ 5,070**	**$ 11,255**	**$ 6,836**	**$ 133,099**	**$ 10,000**	**$ 23,094**	**$ 10,366**	**$ 175,753**	**$ 57,115**	**$ 25,400**	**$ 3,295**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 133,246**
205	**Total Budget by Program/Function**	**$ 3,755,510**	**$ 1,015,353**	**$ 473,746**	**$ 1,248,665**	**100441.96**	**$ 23,195**	**$ 43,599**	**$ 27,022**	**$ 224,001**	**$ 10,000**	**$ 38,401**	**$ 34,682**	**$ 255,653**	**$ 91,985**	**$ 25,400**	**$ 3,295**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 140,072**
206	**Percentage of Total Expenses**	**100%**	**27%**	**13%**	**33%**	**0.03**	**1%**	**1%**	**1%**	**6%**	**0%**	**1%**	**1%**	**7%**	**2%**	**1%**	**0%**	**0%**	**0%**	**0%**	**0%**	**4%**

MCWIC BUDGET BY CATEGORY FY 20-21



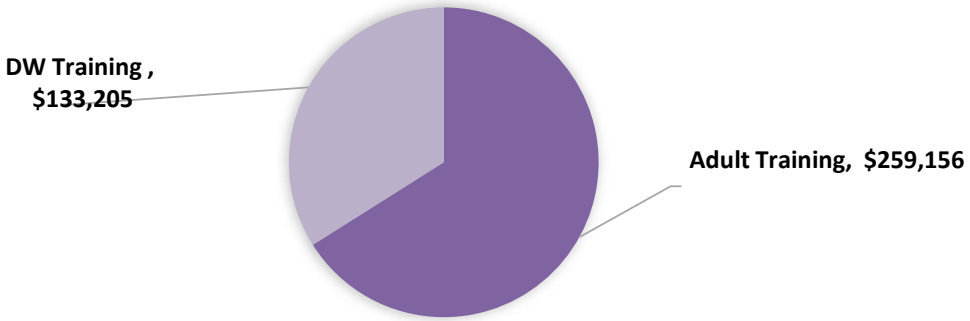
MCWIC REVENUE SOURCES FY 20-21

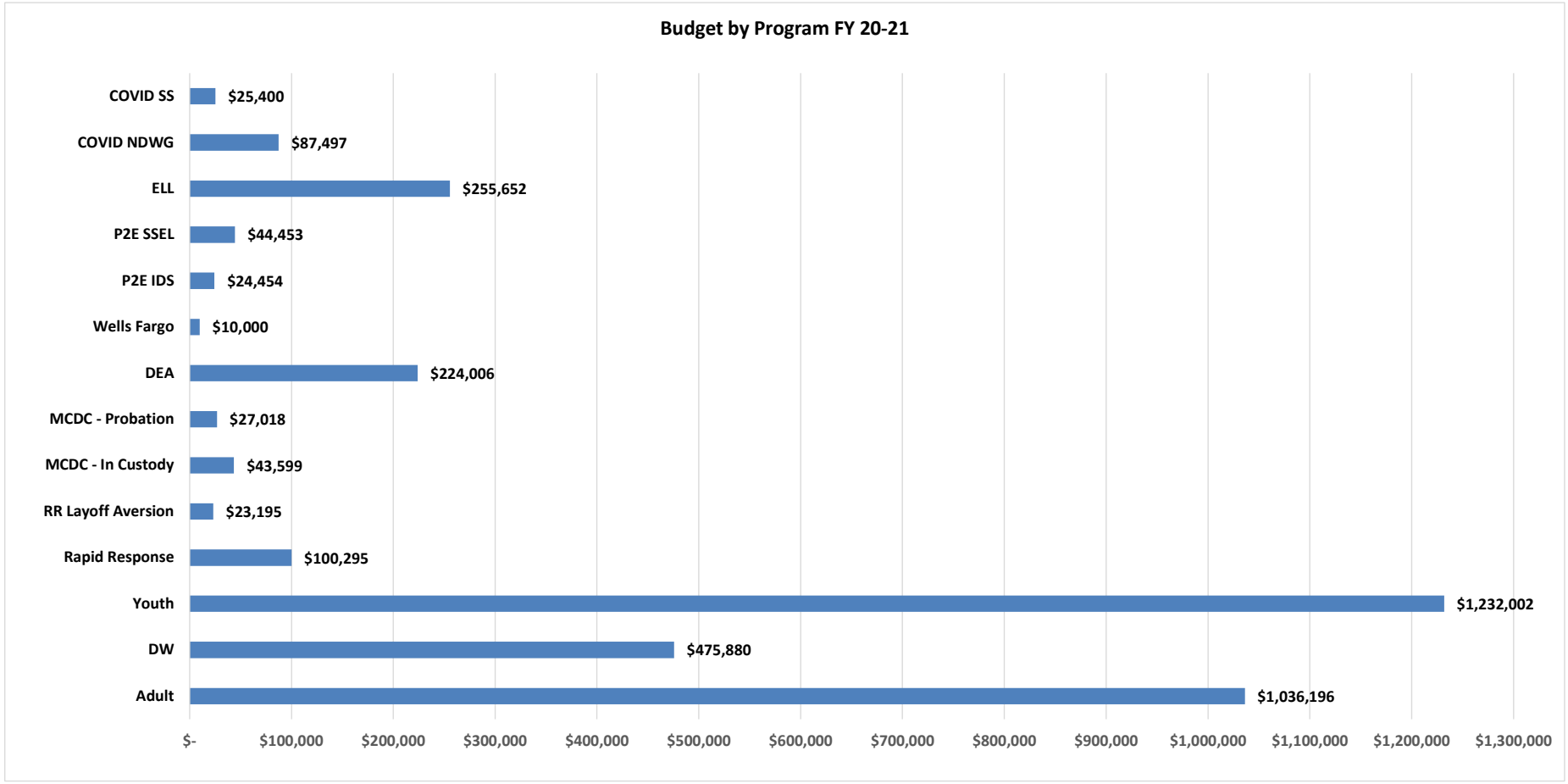
TOTAL $4,012,568

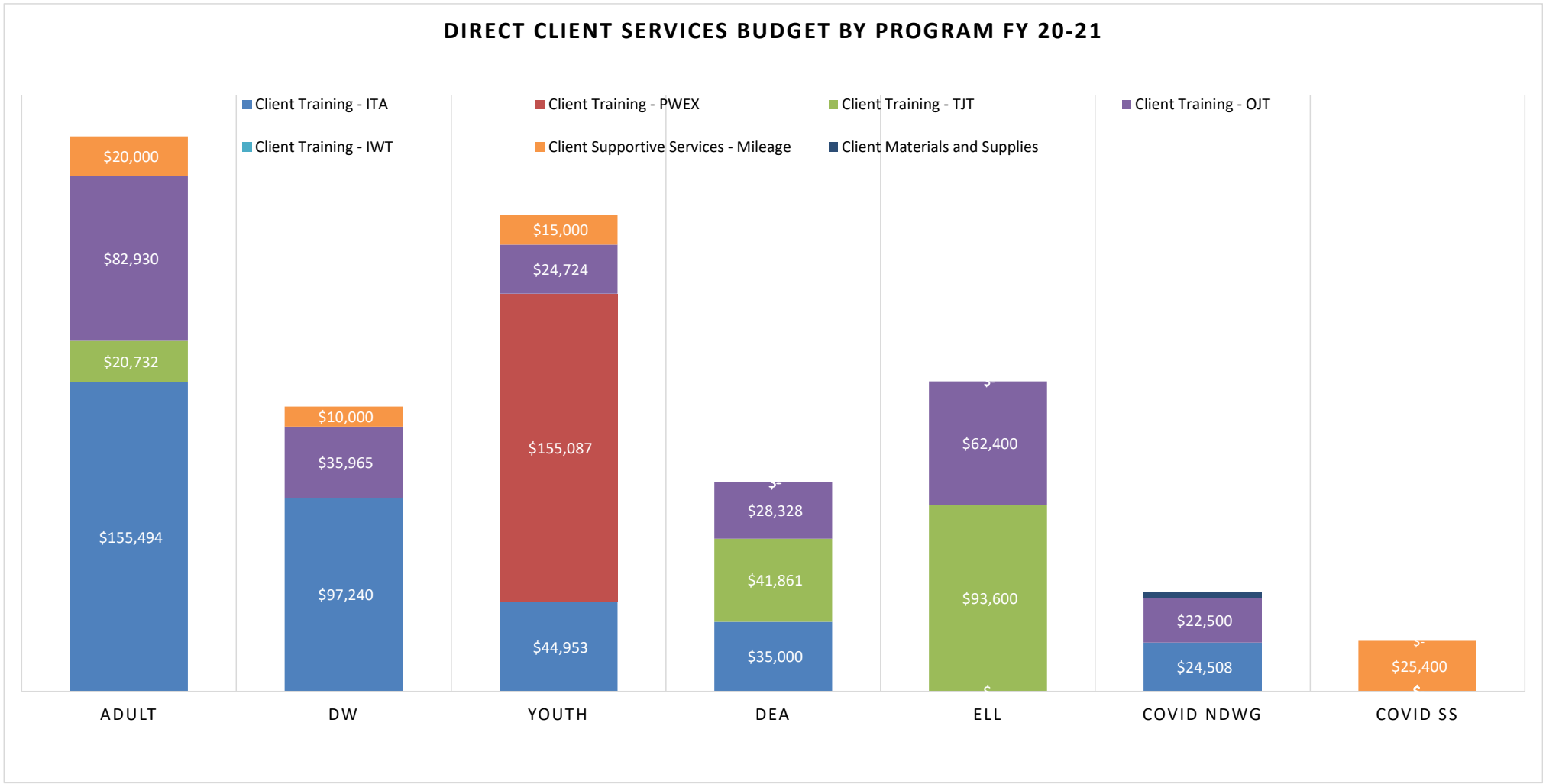


WIOA AB1149 TRAINING REQUIREMENT FY 20-21

AB1149 ADULT & DW TRAINING BUDGET $392,361
30% REQUIRED: 27% DIRECT, 3% LEVERAGED




Budget by Program FY 20-21
COVID SS
$25,400
COVID NDWG
$87,497
ELL
$255,652
P2E SSEL
$44,453
P2E IDS
$24,454
Wells Fargo
$10,000
DEA
$224,006
MCDC - Probation
$27,018
MCDC - In Custody
$43,599
RR Layoff Aversion
$23,195
Rapid Response
$100,295
Youth
$1,232,002
DW
$475,880
Adult
$1,036,196
$-
$100,000
$200,000
$300,000
$400,000
$500,000
$600,000
$700,000
$800,000
$900,000
$1,000,000
$1,100,000
$1,200,000
$1,300,000


DIRECT CLIENT SERVICES BUDGET BY PROGRAM FY 20-21
Client Training - ITA
Client Training - PWEX
Client Training - TJT
Client Training - OJT
Client Training - IWT
Client Supportive Services - Mileage
Client Materials and Supplies
$20,000
$82,930
$20,732
$155,494
$10,000
$35,965
$97,240
$15,000
$24,724
$155,087
$44,953
$28,328
$41,861
$35,000
$62,400
$93,600
$22,500
$24,508
$25,400
ADULT
DW
YOUTH
DEA
ELL
COVID NDWG
COVID SS

2020-21 State Goals

	ADULT	DW	YA
ER Q2	67	71.9	71
ER Q4	66	72.5	71
Median $	6000	8070	3490
Credential	60	60	60
MSG	50	50	56.4

Local SAM Projections

	ADULT	DW	YA
ER Q2	75.7	88.4	69.5
ER Q4			
Median $	7211	8581	4779
Credential			
MSG	-14.1	62.2	63.7

Local Proposed Goals

	ADULT	DW	YA
ER Q2	67	75	69.5
ER Q4	66	74	66
Median $	5300	7500	3490
Credential	60	60	60
MSG	40	50	40

Negotiated Goals

	ADULT	DW	YA
ER Q2	67	78.5	71
ER Q4	66	74	71
Median $	6000	7850	4500
Credential	60	60	60
MSG	45	62.6	50

2019-20

	ADULT		DW		YA	
	Goal	Actual	Goal	Actual	Goal	Actual
ER Q2	66.8	66.9	73	78.6	62	75
ER Q4	65	68.5	73	84.6	64	70
Median $	5150	5942	6300	7534	baseline	4370
Credential	58	77.8	67	76.9	59	71.4
MSG		38		57.1		21.6

2018-19

	ADULT		DW		YA	
	Goal	Actual	Goal	Actual	Goal	Actual
ER Q2	64	64.9	71	76.6	60	65.7
ER Q4	63	66.7	70	77.3	62	76.5
Median $	4850	4714	6100	7513	baseline	4149
Credential	56.5	65.9	65	93.3	57	94.7
MSG		24.2		39.1		26.2

2017-18

	ADULT		DW		YA	
	Goal	Actual	Goal	Actual	Goal	Actual
ER Q2	63	66.5	71	78.7	65.4	52.1
ER Q4	61	69.9	69.5	78	67.2	66.7
Median $	4532	4935	5665	7395		4214
Credential	55.9	84.6	63	83.3	57.7	66.7
MSG		42.6		63		43.9

WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY

MEASURABLE SKILL GAINS (MSG) POLICY

EDD Revision Date: n/a
WDB Review Date: 10/15/20

PURPOSE:

This document establishes the Workforce Development Board of Madera County's policy on reporting and documenting the Workforce Innovation and Opportunity Act (WIOA) Measurable Skills Gain (MSG) performance indicator.

REFERENCES:

- WIOA (Public Law 113-128)
- Training and Employment Guidance Letter (TEGL) 10-16, Change 1 "Performance Accountability Guidance for WIOA Title I, Title II, Title III and Title IV Core Programs" (August 23, 2017)
- TEGL 10-16, Performance Accountability Guidance for WIOA Title I, Title II, Title III and Title IV Core Programs" (December 19, 2016)

BACKGROUND:

Section 116 of WIOA establishes performance accountability indicators and performance reporting requirements to assess the effectiveness of States and local areas in achieving positive outcomes for individuals served by the workforce development system's six core programs, which includes Adult, Dislocated Worker, and Youth programs authorized under WIOA Title I and administered by DOL. Measurable Skills Gain is one of the six primary indicators of performance.

POLICY:

The MSG indicator is used to measure the interim progress of participants who are enrolled in education or training services for a specific reporting period. MSG is a real-time measure, not an exit-based measure.

MSG is defined as the percentage of participants who, during a program year, are in an education or training program that leads to a recognized post-secondary credential or employment and who are achieving documented academic, technical, occupational, or other forms of progress, toward a credential or employment.

Achievement of skills gain are specific to the type of education or training in which an individual is participating. The CalJOBS activity code the customer is enrolled in will determine the type of MSG that pertains to the education or training activity (refer to Attachment I). In certain instances, the education status will determine the type of MSG that may be attained.

Indicated below are the five (5) types of MSG and the supporting documentation that may be used to demonstrate a skills gain.

1. Educational Functioning Level (EFL) – documented achievement of at least one educational functional level of a participant who is receiving instruction below the post-secondary education level. EFL may be measured by the following:

a. A basic skills pre- and post-test which demonstrates an advancement of an educational level.
Documentation
- Results from an approved basic skills pre- and post-test (i.e. TABE, CASAS) showing at least one educational functioning level within the program year.

b. Participants attending an adult high school program and are awarded credits or units towards a secondary school diploma or its recognized equivalent.
Documentation
- Copy of an official transcript or a report card from the educational provider.
- A letter from the educational provider.

c. Participants who exit the program below the post-secondary level and enroll in post- secondary education or training during the program year.
Documentation
- Copy of school enrollment or registration form.
- Copy of class schedule.

2. Secondary School Diploma – documented attainment of a secondary school diploma or its recognized equivalent.
Documentation
- Copy of High School Diploma, HiSET or GED.
- Copy of an official transcript or Certification of attaining passing scores on all parts of a State-recognized high school equivalency test.

3. Secondary or Post-secondary transcript or report card - documentation of a transcript or report card for secondary or post-secondary education for one semester showing that the participant is meeting the State unit's academic standards.

a. Secondary education
Documentation
- Copy of an official semester transcript or report card for one semester showing that the participant is achieving passing grades of D or above and is in good academic standing.

b. Post-secondary education
Documentation
- Copy of an official transcript or report card demonstrating the credit levels were achieved and the participant was in good academic standing based on enrollment status.
    1. Full-time student - completion of a minimum of 12 hours per semester
    2. Part-time Student - completion of a minimum of 12 credit hours over the course of two consecutive quarters

4. Training Milestone – a satisfactory or better progress report towards established milestones from an employer or training provider. This applies to participants enrolled in OJT and Registered Apprenticeships.

a. OJT

Documentation

- The OJT mid-point monitoring evaluation demonstrating the participant is achieving satisfactory progress in meeting the training objectives outlined by the employer.

b. Apprenticeship

Documentation

- Upon completion of one year in the program, a progress report documenting satisfactory progress on established milestones.
- Exam results demonstrating satisfactory progress on key competency areas required by the Apprenticeship.

5. Skills Progression – Successful passage of an exam that is required for a particular occupation, OR progress in attaining technical or occupational skills as demonstrated through a trade-related benchmark.

Documentation

- Copy of exam results demonstrating a passing score for a knowledge based or completion test necessary to obtain a credential for a particular occupation. Examples include a Class A Commercial Driver's License, CNA License, CompTIA A+ Certification, HiSET Exam Scores, HiSET Instructor verification.

ACTION:

This policy is effective on the date of approval by the Workforce Development Board of Madera County and will remain in effect from the date of issue until such time that a revision is required.

INQUIRIES:

If you have questions, please contact the Executive Director or designee at (559) 662-4500.

WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY

Agenda Item 8.1

☐ **Consent** ☐ **Action** ☒ **Information**

To: **Workforce Development Board of Madera County**

From: **Tracie Scott-Contreras, Executive Director**

Date: **October 15, 2020**

Subject: **Local Workforce Area Plan Workshop**

Information:

Local workforce plans require Workforce Board's strategic vision. To address this requirement, staff, in conjunction with David Shinder, would like to gather input from the WDB on their thoughts concerning the following topics:

- Strategies for better aligning economic development and workforce development in the county.
- Strategies for improving opportunities for the workforce system's customers to move toward economic self-sufficiency.
- Strategies to make services more equitable, providing all customers access to resources that will enable them to prepare for careers that pay middle class wages.
- Vision for the program.

Financing:

Workforce Innovation and Opportunity Act

PY 21-24 LOCAL PLAN

DISCUSSION ON STRATEGIC VISION

Madera County WDB

October 15, 2020

A New 4-Year Local Workforce Plan for Madera County

No later than April 30, 2021, Madera County WDB must submit to the State a new 4-year Local Plan (covering July 1, 2021 through June 30, 2025).

Under WIOA sec. 108, each Local WDB must, in partnership with the appropriate chief elected officials, develop and submit a comprehensive 4-year plan to the Governor. The plan must identify and describe the policies, procedures, and local activities that are carried out in the local area, consistent with the State Plan. Local plans are considered part of the regional plan.

Communicating a Strategic Vision

State guidance on Local Plan development indicates:

The Local Plan should address the Local Board's strategic vision to support economic growth and economic self- sufficiency over the next four years.

Vision:

"the ability to think about or plan the future with imagination or wisdom."

Key Considerations for the WDB

Strategies for better aligning economic development and workforce development in the county.	Strategies for improving opportunities for the workforce system's customers to move toward economic self-sufficiency.
Strategies to make services more equitable, providing all customers access to resources that will enable them to prepare for careers that pay middle class wages.	Overall vision for the program. *(think about or plan the future with imagination or wisdom)*

WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY

Agenda Item 8.2

☐ **Consent** ☐ **Action** ☒ **Information**

To: **Workforce Development Board of Madera County**

From: **Tracie Scott-Contreras, Interim Executive Director**

Date: **October 15, 2020**

Subject: **MCWIC Update**

Information:

The MCWIC met last on September 24, 2020. The Agenda for the September meeting along with the minutes for past meetings are provided as an update on MCWIC business and activities.

Financing:

Workforce Innovation and Opportunity Act

MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

A G E N D A

September 24, 2020
3:00 p.m.

Meeting will be held as a
Teleconference Meeting
Workforce Assistance Center
2037 W. Cleveland Avenue, Madera, CA 93637, 559-662-4589

Per Executive Order N-29-20, which allows local and state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, this regular meeting will be held via conference call and can be accessed as follows:
Join Zoom Meeting: https://us02web.zoom.us/j/86474980647?pwd=cXVKQzlVanIzSDFZQVhjWlJWTXlJQT09;

Please call: 1 (669) 900-9128; Meeting ID: 864 7498 0647; Password: 917593.

The public may participate in the meeting as otherwise permitted under the Brown Act by calling into the number above.

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 Madera County Workforce Investment Corporation, 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 Madera County Workforce Investment Corporation (MCWIC) website at http://www.maderaworkforce.org/mcwic-meetings-and-agenda/. These documents are also available at the Workforce Assistance Center – office of the Executive Director. MCWIC 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 Consent Calendar

6.1 Consideration of approval of the August 27, 2020 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

7.0 Action Items

7.1 Consideration of approval of the MCWIC year-to-date financial reports for period ending July 31, 2020.

8.0 Information Items

8.1 Workforce Development Board (WDB) of Madera County Update

8.2 Program Update

8.3 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County

8.4 COVID-19 Update

8.5 Census 2020 Update

8.6 MCWIC Building Lease Update

9.0 Written Communication

10.0 Open Discussion/Reports/Information

10.1 Board Members

10.2 Staff

11.0 Next Meeting

October 22, 2020

12.0 Adjournment

MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

MINUTES

August 27, 2020

Convened at Madera County Workforce Assistance Center – via Teleconference
Teleconference Line: 669-900-9128
2037 W. Cleveland Avenue, Madera, CA 93637

PRESENT: Debi Bray, Gabriel Mejia, Mattie Mendez (3:25), Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

ABSENT: Lindsay Callahan

GUEST: Alex Sells, Madison Santos

STAFF: Bertha Vega, Erick Flores, Jessica Roche, Maiknue Vang, Nicki Martin, Tracie Scott-Contreras

1.0 Call to Order

1.1 Pledge of Allegiance

Meeting called to order at 3:05 p.m. by MCWIC Chair Debi Bray.

2.0 Additions to the Agenda

None

3.0 Public Comment

None

4.0 Introductions and Recognitions

Jessica Roche, Controller, introduced Alex Sells and Madison Santos. Alex and Madison were invited to attend the meeting. They are auditors with Moss Adams.

5.0 Adoption of Board Agenda

Roger Leach moved to adopt the agenda, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

6.0 Consent Calendar

6.1 Consideration of approval of the July 23, 2020 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

Roger Leach moved to approve, seconded by Gabriel Mejia.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

7.0 Action Items

7.1 Consideration of approval of a new category leave category: Disaster/Emergency Leave.

Due to recent events, staff realized that employees had access to traditional leave only which does not allow for instances such as natural disasters, water or power outages, etc. In the past, employees would have had to use vacation or sick leave if the office was forced to close in those types of situations. The disaster/emergency leave would provide 40 hours of leave annually. These hours would not carry-over to the next year and cannot be used for COVID-19 related absences. Should the office ever need to be closed for more than 40 hours, staff would be able to use unemployment or their sick or vacation leave. Staff would also look into alternative ways to bring staff back to work such as finding an alternate location to work from.

Mike Farmer moved to approved, seconded by Tim Riche.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

7.2 Consideration of approval of the MCWIC unaudited year-to-date financial reports for period ending June 30, 2020.

Staff provided the unaudited financials for approval. Once the financials are finalized, they will be brought back to the Board for approval. Jessica stated that the agreement with the county local elected official (CLEO) specifies that the financials must be presented to the Board for approval on a monthly basis. Currently, staff were presenting the financials as information items and providing quarterly financials for approval. Staff will make sure to bring the financials for approval monthly as per the agreement. Everything is going well and as expected.

Roger Leach moved to approve, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

7.3 Consideration of approval of the resignation of Lindsay Callahan, United Way Fresno and Madera Counties, from the MCWIC.

Lindsay Callahan has been asked to become involved in Statewide committees and groups and has had to re-organize some of her commitments. The MCWIC regretfully accepted her resignation. Staff will look into recruiting new members from organization such as Habitat for Humanity, Goodwill and other organizations that are trying to expand their footprint in the community. The MCWIC Board will have 8 members after Lindsay's resignation and a quorum of 5 would still be needed. Currently, the MCWIC bylaws cap the membership number at 9 members. Should the Board want to revise the maximum number of members, the bylaws would need to be revised. Revisions to the bylaws must be publicly posted before coming to the Board.

Roger moved to accept Lindsay's resignation, seconded by Robyn Smith.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mattie Mendez, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

7.4 Consideration of approval of the finalized budget for the 2020-21 fiscal year.

Staff brought the final budget to the Board for approval. There were no significant changes to staffing and operations. Someone was hired to replace the Career Specialist that worked with the corrections project. A Program Navigator was also hired. The Navigator is required under the English Language Learner grant. Workforce is in a good position. There are a couple of new grants added to the budget since the preliminary budget was presented to the Board. Funding sources are provided at the top of the budget documents. Figures at the bottom of the first page of the budget shows the funding amounts that will be carried over into the next fiscal year. Staff are continuously searching for occupants for the empty space in the building. EDD has stated they would like an additional 2 to 3 cubicles for their department/staff. A training provider has showed some interest in leasing some space, but staff have not received a commitment from them. Staff have reached out to school districts and partners. Staff are planning to schedule a call with the building owner to speak about the

lease payment amount and see if he is willing to pick up the cost of realtor fees in order to help find occupants for the building. Staff will also reach out to the Economic Development Commission and the Small Business Development Center to discuss possibly having space in the building to act as a business incubator. The Board discussed various options to help with the lease costs such as looking for grant funds, finding other funding streams and growing the Workforce program. The budget reflects a higher cost for staff benefits as the number of staff increased slightly. Madera budgets funds for participant trainings at a higher rate than the mandated 30%. There was a slight increase in some facility costs due to having to purchase COVID supplies that wouldn't normally be purchased.

Mattie Mendez moved to approve the budget as presented, seconded by Gabriel Mejia.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Mattie Mendez, Mike Farmer, Ramona Davie, Robyn Smith, Roger Leach, Tim Riche

8.0 Information Items

8.1 Workforce Development Board (WDB) of Madera County Update

Information provided within the agenda packet.

8.2 Program Update

Information provided within the agenda packet. Madera applied for a Well Fargo grant in the amount of $20,000 but were awarded $10,000. 5 Chromebooks were purchased with the grant funds to be used for customers and for the purchase of a virtual platform that can be used for customer workshops.

8.3 Local and Regional Plans Update

A contract is in place for a consultant to work with Madera on the local plan. The consultant will help develop a regional plan as well. EDD should be releasing guidance for the plans soon.

8.4 Proposed Local Area Performance Goals Update

Performance goals are negotiated with the State every 2 years. Local workforce areas are measured on 5 metrics for every funding source – Adult, Dislocated Worker (DW) and Youth. Areas are measured on participants who exit the program during specific periods of time. The information gathered includes who is employed after the second quarter after they have left the program, who is employed at the end of the fourth quarter after leaving the program, what are the median earnings in the second quarter after they've left the program, what is the credential attainment rate for individuals either during program participation or one year following the program completion and what is the rate of measurable skill gains for participants in each of the categories. Information on previous goals was provided. Figures on the spreadsheet provided that are highlighted in green denote areas where performance exceeded the State established goal. Figures highlighted in yellow indicate that the performance was within 90% of the established goal. Areas that are not highlighted had no established standards. The top part of the documents provides the figures for the established State goals for each of the categories. The statistical adjustment model (SAM) figures were also provided. SAM information is provided by the Department of Labor (DOL). Both the State and the DOL have indicated that they will not be taking COVID-19 and how it has impacted the labor market into consideration. Madera and other local areas are schedule for phone calls to negotiate for their areas.

8.5 One Stop Operator Quarterly Report

Information provided within the agenda packet.

8.6 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County

Information provided within the agenda packet. The latest UI information received shows that there are over 32,300 claimants since March.

8.7 COVID-19 Update

Information provided within the agenda packet. There was a temporary closure at the end of July. All staff returned to the office on August 13th. An updated safety plan was developed and shared. Staff and customers are screened before entering the building. Staff were able to use COVID-19 leave. Staff are also able to COVID-19 leave for childcare or for their child's distance learning.

8.8 Census 2020 Update

Information provided within the agenda packet. Staff are continuing to market the census in various ways and through social media.

9.0 Written Communication

None

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Mattie Mendez: Community Action Partnership of Madera County (CAPMC) has funding for rental assistance. People can call 559-673-9173 for information on applying.*
- *Debi Bray: The Madera Chamber is teaming up with the City of Madera, Madera County Public Health and the Central Valley Community Foundation to go out into the community to promote the importance of wearing masks. They will go out and select people who are wearing masks properly and award them a $100 Visa card. They will try to come to the Workforce Assistance Center as well. The Chamber was not able to apply for the Payment Protection Program (PPP) funding but they will be able to use some CARES funds they received from North Fork Rancheria towards small business relief funding. The chamber will award amounts from $750 to $2,500 to local small businesses. They are considering increasing the cap to $5,000. Debi was on a call with and will work with the State of California's Office of Emergency Services. The State has made arrangements through local educational entities and local governments to obtain and distribute personal protective equipment (PPE). This will involve researching local business for number of employees. Tracie stated Workforce has software that may be able to help with gathering information on local businesses.*

10.2 Staff

Tracie Scott-Contreras stated that she was selected as the co-chair of the California Workforce Association (CWA) Capacity Building committee. She also sits on CWA's Executive Committee.

11.0 Next Meeting

September 24, 2020

12.0 Adjournment

Mattie Mendez moved to adjourn the meeting at 4:34 p.m., seconded by Time Riche.

MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

A G E N D A

MINUTES

July 23, 2020

Convened at Madera County Workforce Assistance Center – via Teleconference
Teleconference Line: 669-900-9128
2037 W. Cleveland Avenue, Madera, CA 93637

PRESENT: Debi Bray, Gabriel Mejia, Lindsay Callahan, Mattie Mendez, Mike Farmer, Ramona Davie, Roger Leach, Tim Riche

ABSENT: Robyn Smith

GUEST:

STAFF: Erick Flores, Jessica Roche, Jorge Espinosa, Maiknue Vang, Nicki Martin, Tracie Scott-Contreras

1.0 Call to Order

Meeting called to order at 3:04 p.m. by Chair Debi Bray.

1.1 Pledge of Allegiance

2.0 Additions to the Agenda

None.

3.0 Public Comment

None.

4.0 Introductions and Recognitions

Executive Director, Tracie Scott-Contreras, stated that the Workforce Assistance Center has received lots of positive media attention due to the Vallarta Super Market recruitment that is taking place at the Center. It has been mentioned in the Business Journal as well as other news media outlets.

5.0 Adoption of Board Agenda

Mattie Mendez moved to adopt the agenda, seconded by Roger Leach.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Lindsay Callahan, Mattie Mendez, Mike Farmer, Ramona Davie, Roger Leach, Tim Riche

6.0 Consent Calendar

6.1 Consideration of approval of the June 25, 2020 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

Roger Leach moved to approve, seconded by Lindsay Callahan.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Lindsay Callahan, Mattie Mendez, Mike Farmer, Ramona Davie, Roger Leach, Tim Riche

7.0 Action Items

7.1 Consideration of approval of the MCWIC Executive Director's goals for the period of July 1, 2020 to June 30, 2021.

Tracie presented and reviewed her goals with the Board. Goal 1 was slightly modified from last year's goals due to the COVID pandemic. Social media marketing has been going very well. Staff want to do a better job tracking customer referrals and outreach. Work and research is being done on a virtual workshop platform which can also be used for rapid responses. The platform will be web-based. Work on the business plan is almost complete and will be brought to the board when its finalized. Staff are also working on a virtual job fair for the Fall. Goal 2: staff are researching stress management workshops through Dennis Cook for staff. Staff may possibly be cross-trained in order to provide flexibility when staff are absent or when re-assigned. Staff are participating in California Workforce Association (CWA seminars) as well as from other providers. Goal 3: Tracie and the management team met to discuss what steps need to be taken for succession planning. Maiknue Vang, Deputy Director, has completed CWA's Bootcamp and has maintained her human resources accreditation through CALSHRM. She participates in all Board meetings and similar activities. MCWIC is covered in the short term but a discussion was held as to what needs to be addressed if there is an unexpected exit. The team will work together to create a list of critical duties that need to be covered for manager duties. This list will be worked into a more comprehensive succession plan. Goal 4: the State and local workforce plans are due to the State in March of 2021. Both plans will need to be approved by the Workforce Board and the Board of Supervisors. The One Stop Operator (OSO) needs to be re-procured. The OSO contract is for a 4 year period and may include various central valley areas. Local performance goals negotiations are done every 2 years. Local areas get together to negotiate as a region and also for their own areas. Performance goals must be approved by the Workforce Development Board and are due to the State by August. Goal 5: Goal 5 is ongoing. Recruitment for both Boards is not necessary at this time as both Boards are at the necessary membership levels. A strategic planning session needs to be planned and scheduled. This session will speak to where we want to go as an organization. The process for on-boarding new members to the Boards is being updated and could include encouraging possible and new members to participate in Board events. Staff are considering creating sector driven groups from within the Workforce Board members and may consider doing the same with the MCWIC. Goal 6: Tracie is a member of the Central California Workforce Collaborative (CCWC), activities through California Forward, the CWA and other regional committees and groups. She is set to volunteer for the CWA Executive Committee as a member-at-large. This will provide helpful professional connections and networking opportunities and will also provide a small area perspective on their board. Much of the work Workforce was doing stopped when the pandemic hit but staff are making sure to continue to keep connections with city, county and local leaders and organization strong. The Board commended Tracie on her progress on her goals.

Ramona Davie moved to accept, seconded by Mattie Mendez.

Vote: Approved – unanimous

Yes: Debi Bray, Gabriel Mejia, Lindsay Callahan, Mattie Mendez, Mike Farmer, Ramona Davie, Roger Leach, Tim Riche

8.0 Information Items

8.1 Workforce Development Board (WDB) of Madera County Update

Information provided within the agenda packet. The WDB met last in June and will meet next in August.

8.2 MCWIC Year-to-Date Financial Reports Update

Information within the agenda packet. We are moving relatively smoothly through the close-out process. We anticipate closing out relatively soon as our audit is scheduled for August. We should be able to provide close-out financials at the next meeting as well as the end of year balances and expenditures for the 2019-2020 fiscal year. We aren't anticipating any huge changes to the budget other than including information from some newer grants that weren't previously included in the budget. Everything looks fairly well aligned with what was planned. Jessica Roche, Controller, is working on auditing and finalizing the data and reports. This will also help identify the carry-over fund amount for the next fiscal year budget. The audit is sooner than usual because the County of Madera's Controller needs MCWIC's finalized report by December 1st. Everything was moved up a month in order to accommodate the new timeline. The required expenditure amounts for adult and dislocated

workers were expended without any issues but the requirement for the young adult program slowed significantly because most of the expenditures to that program come from paid work experience which slowed down once the pandemic caused businesses to close. The State granted workforce areas an exemption to the mandated 80% expenditure of the required funds to adult, dislocated and youth so area's will not be penalized. Expenditures for staff and operations are normal and as planned. Some training providers are continuing to provide services or have started to provide services in a modified format. The biggest hit to the training program was dealt to the truck driving programs since participants were not able to get their truck driving licenses after the DVM closed down. Many other training providers are also modifying their classes. The delay in Department of Social Services' (DSS) move out of the building helped reduce the fiscal impact. They have vacated the building 100% as of early July. Staff have reached out to the City and School District to try to fill the vacant space. The Employment Development Department (EDD) is interested in expanding the space they are currently using. There is one potential provider who is interested and staff will continue to work with them. Staff have also reached out to Brett Frazier and the Economic Development Commission (EDC) and will also try to contact the apprenticeships. A realtor can not be used as realtor fees cannot be used to pay for the service. If the vacant space is not leased by September, it may be necessary to speak to the building owner and speak about the possibility that we may need to vacate the building. Staff would like to invite organizations who do similar work to the building and need to be careful about business or organizations that sell products.

8.3 Program Update

Information provided within the agenda packet. Wells Fargo awarded Madera Workforce $10,000. Some of the funds will be used to purchase a virtual platform that will allow staff to provide workshops and other events virtually.

8.4 Census 2020 Update

Information provided within the agenda packet. Staff are continuing to provide information and updates to the community and partners.

8.5 COVID-19 Update

Information provided withing the agenda packet. The Center doors are open to the public. Anyone entering the building is screened before entering. All staff have PPE in order to make sure everyone is as safe as possible and everything is disinfected regularly. Additional plexiglass screens were ordered for the lobby and resource room. Staff are providing services virtually, on the phone or by appointment.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Debi Bray stated that the Madera Community College Center was officially accredited as the newest California community college.*

10.2 Staff

- *Tracie Scott-Contreras mentioned that the Community College put a video together for the College's accreditation and that she would share the link with the Board.*

11.0 Next Meeting

August 27, 2020

12.0 Adjournment

Roger Leach moved to adjourn the meeting at 3:49 p.m., seconded by Ramona Davie.

WORKFORCE DEVELOPMENT BOARD OF MADERA COUNTY

Agenda Item 8.3

☐ **Consent** ☐ **Action** ☒ **Information**

To: **Workforce Development Board of Madera County**

From: **Tracie Scott-Contreras, Executive Director**

Date: **October 15, 2020**

Subject: **Program Update**

Information:

We have partnered with GRID Alternatives, Fresno Regional Workforce Development Board, and Madera County Department of Corrections on a Central Valley Pathway Home Project. These funds are intended to help incarcerated individuals successfully return to society by accessing training, case management support, and securing employment in solar or construction related industries. We requested for approximately $90,000 for pre-release assessments, referrals, and case management.

We have submitted a proposal to DSS to coordinate an annual Job Fair in the Spring. Due to restrictions around COVID-19, if awarded, this event will most likely be facilitated virtually. We anticipate that a decision will be made soon.

WIOA Formula Funds

- **Adult:**
  Budget: $1,126,464.00
  Budget term: 7/1/2020 - 6/30/2021
  Scope: Provide employment, training, and supportive service assistance for eligible adult participants.
  # of Participants Enrolled: 199

- **Dislocated Worker (DW):**
  Budget: $551,079
  Budget term: 7/1/2020 - 6/30/2021
  Scope: Provide employment, training, and supportive service assistance for individuals who have been laid off due to a company downsize or closure.
  # of Participants Enrolled: 18

- **Rapid Response (RR) & Layoff Aversion (LOA):**
  Budget: $143,321
  Budget term: 7/1/2020 – 6/30/2021
  Scope: Provide timely and effective response to potential layoffs and business closures as well as enable affected workers to return to work as quickly as possible following a layoff.

- **Youth Formula:**
  Budget: $1,232,004
  Budget term: 7/1/2020 – 6/30/2021
  Scope: Provide out-of-school youth between the ages of 18-24 with employment, training, and supportive service assistance.
  # of Participants Enrolled: 65

Special Grants/Projects

- **CCP/AB109:**
  Grant award: $56,627 In-Custody
  $34,762 Post-Release
  Grant term: 7/1/2020 - 6/30/2021
  Scope: Provide a 4-week workshop for In-Custody Pre-Release customers at Department of Corrections and facilitate periodic job fairs inside the facility. Additionally, provide a 3-hour group Orientation and CalJOBS system registration workshop to Post-Release individuals four times a month at the Center as well as coordinate monthly resource fairs with Probation at the Center.
  # of Participants to be Served: Open
  # of Participants Enrolled: 5 referred in-custody, 5 pending completion
  5 referred post release, 1 WIOA enrollment pending

- **COVID-19 Employment Recovery National Dislocated Worker Grant (NDWG)**
  Grant award: $90,000
  Grant term: 4/10/2020 - 3/31/2022
  Scope: Provide additional funding for staffing and include training funds for new dislocated workers impacted by closures or lay-offs due to the COVID-19 pandemic.
  # of Participants to be Served: 20
  # of Participants Enrolled: 2

- **COVID-19 Supportive Services (SS)**
  Grant award: $27,000
  Grant term: 3/1/2020 - 12/31/2020
  Scope: Provide additional supportive services for individuals who have been laid off due to COVID-19, have experienced a reduction in hours/pay due to COVID-19, or are unable to work for COVID-19 related reasons. We have requested to de-obligate $10,000 of these funds to other workforce areas and extend $17,000 to December 31, 2020.
  # of Participants to be Served: 50
  # of Participants Enrolled: 1 (grant #1187) and 4 (grant #2051)

- **Disability Employment Accelerator (DEA):**
  Grant award: $300,000
  Grant term: 4/1/2019 – 12/31/2021
  Scope: Increase and retain long-term employment for PWD who have graduated or are on track to graduate from college. Camarena Health, CAPMC, and Exact Staff will become worksites for work-based learning activities that lead to gainful employment. Worksite agreements will outline specific information regarding skill gaps and development of skills in the areas of highest need.
  # of Participants to be Served: 50
  # of Participants Enrolled: 1, 3 pending

- **English Language Learners Pathways to Careers (ELL):**
  Grant award: $300,000
  Grant term: 6/1/2020 – 3/31/2022
  Scope: Increase services to ELLs with a focus on work-based learning opportunities and attainment of industry-recognized credentials.
  # of Participants to be Served: 100
  # of Participants Enrolled: 4

- **Prison to Employment (P2E) – Individual Direct Service (IDS):**
  Grant award: $56,249.00
  Grant lead: San Joaquin County
  Grant term: 9/1/19 – 3/31/2022
  Scope: Funding to provide Individual Direct Services to formerly incarcerated and other justice involved individuals.
  # of Participants to be Served: 4
  # of Participants Enrolled: 31

- **Prison to Employment (P2E) – Supportive Service and Earn and Learn (SSEL):**
  Grant award: $100,289.00
  Grant Lead: San Joaquin County
  Grant term: 9/1/19 to 3/31/2022
  Scope: Funding to provide Supportive Service and Earn and Learn activities to formerly incarcerated and other justice involved individuals.
  # of participants to be Served: 9
  # of participants Enrolled: 16

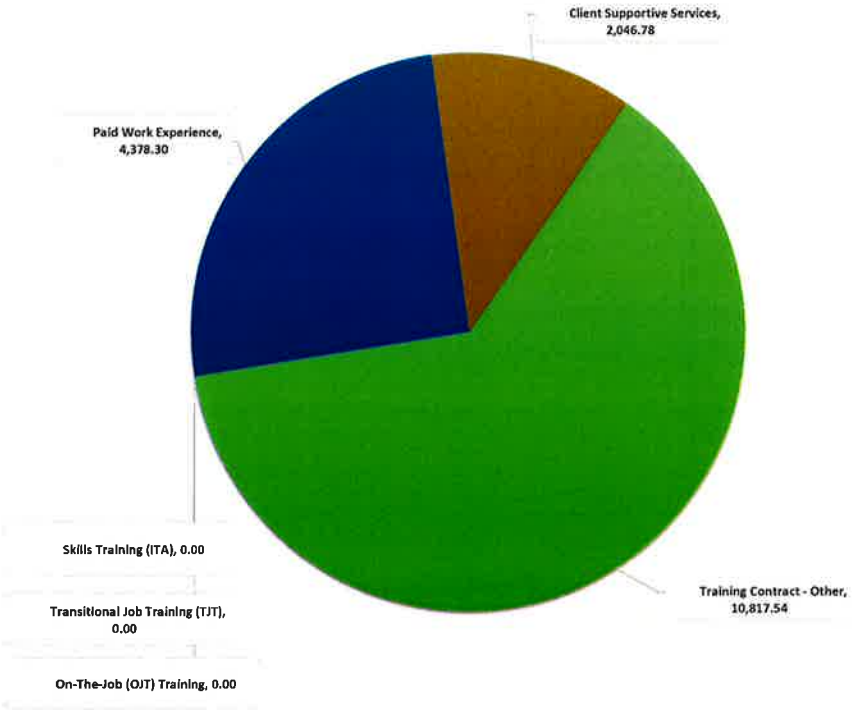
- **Ticket-to-Work:**
  Scope: Provide employment and training support to SSI/SSDI beneficiaries.
  Ticket Payments Received 7/1/2020 – 9/15/2020: $7,136
  # of Tickets Assigned: 17

- **Wells Fargo:**
  Grant award: $10,000
  Grant term: 7/2020 until expended
  Scope: Contract for a virtual platform to expand workshop offerings to customers. Funds will also be used to purchase 5 chrome books to provide to customers who need them to participate in education, training, or other workforce activities.
  # of Participants to be Served: Open

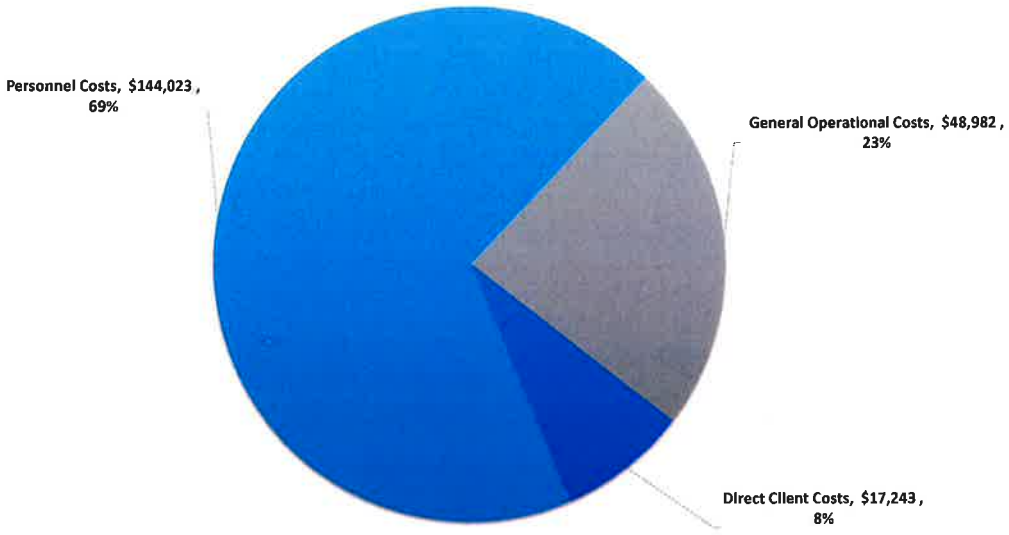
Financing:

Workforce Innovation and Opportunity Act

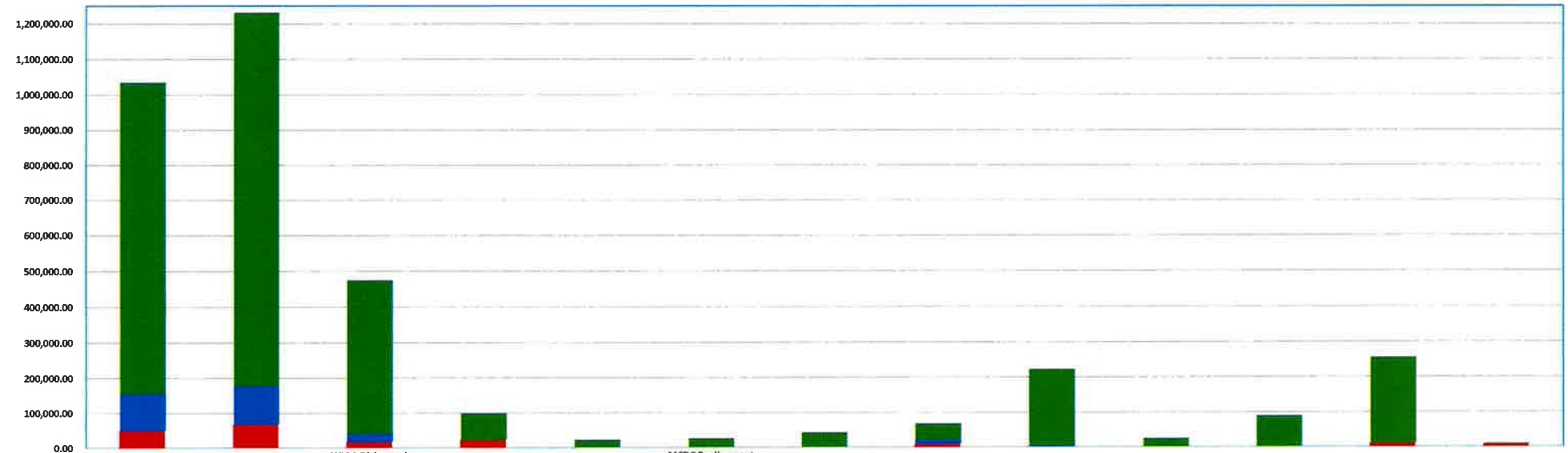
Direct Client Expenses as of 7/31/2020
Total $17,243



Total Operating Costs as of 07/31/2020
Total $210,248



FY 2020-2021 Grant/Contract Balances as of 07/31/2020



	WIOA Adult #201 #202	WIOA Youth #301	WIOA Dislocated Worker (DW) #501 #502	WIOA - Rapid Resp. (RR) #540 #541	Rapid Response Layoff Aversion	MCDC Realignment Services - Post Release (probation)	MCDC Realignment Services- In Custody	San Joaquin P2E IDS/SSEL	DEA 1172 PY 19/20	Underserved COVID19 Grant 1187	COVID-19 Employ Rec NDWG	ELL Career to Pathways 1206	Wells Fargo Community Funds
Budget Balance	876,876.72	1,050,227.93	431,418.04	76,381.31	23,110.41	27,018.00	42,982.99	45,105.26	217,485.89	24,600.00	90,000.00	243,363.09	2,000.00
Encumbrances	107,977.78	112,305.94	25,684.55	0.00	0.00	0.00	0.00	13,471.94	5,626.12	0.00	0.00	0.00	0.00
Expenditures	51,341.50	69,470.13	18,778.41	23,913.69	84.59	0.00	616.01	10,324.80	888.99	800.00	0.00	12,289.91	8,000.00

WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY

Agenda Item 8.4

☐ **Consent** ☐ **Action** ☒ **Information**

To: **Workforce Development Board of Madera County**

From: **Tracie Scott-Contreras, Executive Director**

Date: **October 15, 2020**

Subject: **COVID-19 Update**

Information:

On March 13, 2020 we moved to phone-based services to minimize public contact while continuing to provide services. The resource room was open and limited to a maximum of 10 people at a time, and 1 hour per person. We sanitize the equipment after each use.

As of March 20, 2020 at noon, and in response to the order by the Governor, we locked the front doors to the facility and have been providing access to the facility by appointment only. This includes picking up or dropping off documents, accessing the resource room, or scheduling assessments. Our staff have been providing all other services by phone or on-line meetings. This has been consistent with the strategy being used by other partners who are still open and on-site or otherwise available, as organizations who provide government programs and services.

We developed a phased plan for beginning to provide in-person services that we began rolling out the week of May 4. At this time, the number of customers who are interested in in-person services is very low, and we are managing the numbers safely and effectively. Customers who do come into the facility are screened at the lobby doors and are asked to immediately wash or sanitize their hands. We ask that customers coming to the Center for in-person services wear a mask or face covering as well.

The front doors of the Center were reopened to the public on June 8, 2020. The screening, mask, hand sanitizing, and social distancing requirements remain in place. We have added plexiglass screens to the lobby and resource room staff desks and are limiting group activities to 5 at this time, to ensure appropriate social distancing.

Given the new shut-down orders issued by the Governor on July 13, we will be maintaining all current safety and health practices and anticipate another surge in individuals needing assistance with unemployment insurance and job search services. We are watching customer numbers closely and will move back to more restricted access if customer numbers increase to a level that exceeds our current limitations on safe group sizes.

On July 29, due to a positive case of COVID-19, we initiated a 14-day closure of the Center and our organization in compliance with isolation/quarantine requirements currently in place. We were able to reopen the Center on Thursday, August 13, and have not had any additional instances of illness to date. Our Public and Internal Health and Safety plans have been updated to align with local and State guidance

around the safe reopening of AJCC's. The updated plans have been shared with partners and with all staff and have been posted in English and Spanish at the entrance to the facility.

We are working with Sierra HR Partners Inc. on developing an Injury and Illness Prevention Program (IIPP) for our organization. An IIPP questionnaire has been completed, which will assist Sierra HR in customizing a plan specific to our industry and work environment.

All staff have been provided masks, and we have made disinfecting products, hand sanitizer, and gloves available to all staff as well.

We continue to monitor the situation by regularly checking the CDC, State, and Local Health Department websites.

Financing:

Workforce Innovation and Opportunity Act

WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY

Agenda Item 8.5

☐ **Consent** ☐ **Action** ☒ **Information**

To: **Workforce Development Board of Madera County**

From: **Tracie Scott-Contreras, Executive Director**

Date: **October 15, 2020**

Subject: **Information on Weekly Unemployment Insurance Initial Claims for Madera County**

Information:

Attached is the report outlining the number of initial Unemployment Insurance and Pandemic Unemployment Assistance (new program for gig workers and self-employed individuals) for Madera County. New claim numbers have decreased for the week ending September 26, 2020 for a total of 1,005.

Madera County has had a total of 43,186 initial claims for unemployment insurance benefits since the week ending March 21, 2020, following the initial closure and shelter in place orders issued by the Governor in March.

Financing:

Workforce Innovation and Opportunity Act

Number of Weekly Unemployment Insurance (UI) Initial Claims for Madera County				
Week Ending	**County**	**Initial UI Claims**	**PUA Claims**	
1/11/2020		387	0	
1/18/2020		423	0	
1/25/2020		269	0	
2/1/2020		256	0	
2/8/2020		225	0	
2/15/2020		257	0	
2/22/2020		206	0	
2/29/2020		287	0	
3/7/2020		310	0	
3/14/2020		283	0	
3/21/2020		498	0	
3/28/2020		2,793	0	
4/4/2020		2,133	0	
4/11/2020		1,590	0	
4/18/2020		1,317	0	
4/25/2020		867	0	
5/2/2020		1,377	597	
5/9/2020		832	286	
5/16/2020		646	242	
5/23/2020		758	198	
5/30/2020		871	200	
6/6/2020		1,030	204	
6/13/2020		975	195	
6/20/2020		1,281	284	
6/27/2020		1,332	349	
7/4/2020		1,331	303	
7/11/2020		1,393	372	
7/18/2020		1,557	486	
7/25/2020		1,281	374	
8/1/2020		1,100	302	
8/8/2020		1,051	371	
8/15/2020		1,128	453	
8/22/2020		1,159	500	
8/29/2020		1,489	755	
9/5/2020		1,790	993	
9/12/2020		1,309	425	
9/19/2020		1,144	260	
9/26/2020		830	175	1,005
	TOTAL	34,861	8,325	43,186

Please Note: The data by county represents the mailing address given by the claimant at the time of filing for UI. It is possible that an individual can reside in a different county than their mailing address. Also, this information does not represent the county where the individual worked. It is also possible that a claimant could have moved or changed their mailing address after filing for UI which would not be reflected here. Data for claimants residing outside of California but collecting benefits are not included in these figures nor are invalid addresses in California where a county cannot be determined. A “0” value is included in the Pandemic Unemployment Assistance (PUA) data for dates prior to April 28, when PUA was not available. Initial claims includes new claims, transitional claims, and additional claims of both regular and PUA type claims. The PUA claims is a breakout from this total that only includes initial PUA claims.