



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

MEETING

April 28, 2022

3:00 p.m.

Members of the Board will meet in person at the
Workforce Assistance Center
2037 W. Cleveland Avenue, Madera, CA 93637, 559-662-4589

Members of the public can participate via Zoom at the following link and call-in phone number:

Per California Assembly Bill 361, which allows local and state legislative bodies to hold meetings via teleconference and to make meetings accessible electronically, this regular meeting will also be available via conference call and can be accessed as follows:

Join Zoom Meeting: [https://us02web.zoom.us/j/81999204075?pwd=TDh2T0t0Sml3SEU1K2NjYkFhEtdz09](https://us02web.zoom.us/j/81999204075?pwd=TDh2T0t0Sml3SEU1K2NjYkFhEtdz09;);

Please call: 1 (669) 900-9128; Meeting ID: 819 9920 4075; Password: 945567.

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.

ELECTRONIC MEETING INSTRUCTIONS

The Madera County Workforce Investment Corporation 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.



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

A G E N D A

April 28, 2022
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 to reaffirm Resolution 2021-01 authorizing remote teleconferencing for the period of May 3, 2022 through June 1, 2022 in accordance with Assembly Bill 361.
- 6.2 Consideration of approval of the March 24, 2022 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.
- 6.3 Consideration of approval of Robyn Smith's resignation from the MCWIC.

7.0 Action Items

- 7.1 Consideration of approval of the MCWIC year-to-date financial reports for the period ending February 28, 2022.
- 7.2 Consideration of approval of donation of laptops to the California Department of Corrections and Rehabilitation/Valley State Prison for the purpose of America's Job Center of California (AJCC) Agreement C5610584 valued at \$1,829.54 each.

8.0 Information Items

- 8.1 Workforce Development Board (WDB) of Madera County Update
- 8.2 Program Update
- 8.3 Update on WDB approval of AA111014 line item transfer of \$25,000 and AA211014 line item transfer of \$350,000 from the Dislocated Worker (DW) funding stream to Adult funding stream
- 8.4 Update on Beaudette Inc.'s One Stop Operator Reports for the Periods of October 1, 2022 to December 31, 2021 and January 1, 2022 to March 31, 2022
- 8.5 Corrections Workforce Specialist (Grant Funded) Salary Update – correction to annual salary calculation listed on original Board approved salary schedule
- 8.6 Information on Weekly Unemployment Insurance (UI) Initial Claims for Madera County

9.0 Written Communication

- 9.1 Executive Order (EO) N-6-22: Sanctions in Response to Russian Aggression in Ukraine

10.0 Open Discussion/Reports/Information

- 10.1 Board Members

10.2 Staff

11.0 Next Meeting

May 26, 2022

12.0 Adjournment

RESOLUTION NO. 2022-01

MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

ADOPTING FINDINGS THAT THERE IS A PROCLAIMED STATE OF EMERGENCY AND THAT MEETING IN PERSON POSES IMMINENT HEALTH AND SAFETY RISKS TO ATTENDEES AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS FOR THE BOARD FOR THE PERIOD OF May 3, 2022 THROUGH June 1, 2022

WHEREAS, on March 4, 2020, Governor Gavin Newsom declared a State of Emergency in the State of California; and

WHEREAS in light of ongoing concerns about public health and safety, on March 17, 2020, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act (the “Brown Act”) in order to allow local government bodies to conduct open meetings safely during the coronavirus pandemic. On June 11, 2021, the Governor issued Executive Order N-08-21, extending the suspension of these provisions to allow local government bodies to continue to conduct their meetings remotely through September 30, 2021; and

WHEREAS, on September 10, 2021, the Legislature took additional action to allow local agencies to forego compliance with the Brown Act teleconferencing requirements under specific circumstances after the expiration of the Governor’s order by adopting AB 361, which amends the Brown Act’s requirements for teleconferencing during a proclaimed state of emergency and when certain other conditions are met and certain findings are made. Because the bill contained an urgency clause, it took effect upon Governor Newsom’s signature on September 16, 2021; and

WHEREAS, the Brown Act, as amended, allows local agencies to make an initial determination to hold open meetings via teleconferencing when there is a proclaimed state of emergency and any of the following circumstances exist:

1. State or local officials have imposed or recommended social distancing

2. The local agency holds a meeting for the purpose of determining by majority vote if meeting in person would pose imminent health and safety risks to attendees
3. The local agency holds a meeting after having determined by majority vote that, as a result of the emergency, meeting in person would pose imminent risks to the health or safety of attendees.

The local agency must reconsider whether the state of emergency continues to impact the ability of the members to meet safely in person or whether local or state officials continue to impose or recommend social distancing every 30 days; and

WHEREAS the rates of transmission of COVID-19 and variants, and to protect the health and safety of the public, the Madera County Workforce Investment Corporation (MCWIC) wishes to take the actions necessary to comply with the Brown Act, as amended and to continue to hold its Board meetings remotely via teleconference.

NOW, THEREFORE, BE IT RESOLVED that the MCWIC hereby finds that pursuant to the Governor's State of Emergency Declaration, issued on March 4, 2020, there is a proclaimed State of Emergency in the State of California; and

BE IT FURTHER RESOLVED that the MCWIC finds that meeting in person in the next 30 days would pose imminent health and safety risks to attendees; and

BE IT FURTHER RESOLVED that the MCWIC approves meeting via teleconference for all Regular and Special meetings of the MCWIC for 30 days following this resolution, in accordance with the Government Code section 54953(e) and other applicable provisions of the Brown Act.

Regularly passed and adopted this 28th day of April, 2022 by the following vote:

AYES:

NAYES:

ABSENT:

Chair
Madera County Workforce Investment Corporation

ATTEST:

Secretary
Madera County Workforce Investment Corporation



MINUTES

March 24, 2022

**Convened at Madera County Workforce Assistance Center
2037 W. Cleveland Avenue, Madera, CA 93637**

Zoom Meeting: <https://us02web.zoom.us/j/81999204075?pwd=TDh2T0t0Sml3SEU1K2NJcFhFaEtndz09;>
Meeting ID: 819 9920 4075; Password: 819 9920 4075; Phone: (669) 900-9128

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

ABSENT:

GUEST:

STAFF: Maiknue Vang, Nicki Martin, Tracie Scott-Contreras

1.0 Call to Order

1.1 Pledge of Allegiance

Meeting called to order at 3:03 p.m. by Chair Debi Bray.

2.0 Additions to the Agenda

None.

3.0 Public Comment

None.

4.0 Introductions and Recognitions

Tim Riche stated that Debi Bray was honored as District 1's Woman of the year.

5.0 Adoption of Board Agenda

Mattie Mendez moved to adopt the agenda, seconded by Robyn Smith.

Vote: Approved – unanimous

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

6.0 Consent Calendar

6.1 Consideration to reaffirm Resolution 2021-01 authorizing remote teleconferencing for the period of April 3, 2022 through May 2, 2022 in accordance with Assembly Bill 361.

6.2 Consideration of approval of the February 24, 2022 Madera County Workforce Investment Corporation (MCWIC) meeting minutes.

Mike Farmer moved to approve the Consent Calendar, seconded by Tim Riche.

Vote: Approved – unanimous

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

7.0 Action Items

7.1 Consideration of approval of the MCWIC year-to-date financial reports for the period ending January 31, 2021.

Trainings are increasing. Some special projects are ending but new projects will be starting. Staff are waiting to hear from the State on the status of the 80% expenditure exemption and whether it will be allowed. Staff anticipate requesting another Dislocated Worker (DW) to Adult fund transfer in April. There are not many DW traffic coming to the Center.

Gabriel Mejia moved to approve, seconded by Robyn Smith.

Vote: Approved – unanimous

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

7.2 Consideration of approval of the Corrections Workforce Specialist job description.

7.3 Consideration of approval of the revised non-exempt salary schedule.

Agenda item 7.2 and 7.3 were discussed together. Staff have received the contract from CDCR which will fund a staff member to work at the Valley State Prison's (VSP) with the Transitions program which works with the population that is getting ready to parole from the institution. The Corrections Workforce Specialist will need security clearance and will provide resources and training information at the site. The 5-year contract will fund staff and the mini America's Job Center of California (AJCC) within the facility. The Workforce Specialist will work at VSP from 7:30 to 4:00 and will come to the Madera office on Fridays. Inmates released from VSP are released to the area from which they were sentenced. Staff will coordinate with the VSP Transition program to connect them to services and resources in the area they will be released to. The Workforce Specialist will have access to email and will continue to be a part of MCWIC communications. The position is starting a bit higher due to the population they will be serving.

Roger Leach moved to approved items 7.2 and 7.3, seconded by Gabriel Mejia.

Vote: Approved – unanimous

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

8.0 Information Items

8.1 Workforce Development Board (WDB) of Madera County Update

Information provided within the agenda packet. The WDB last met on February 17, 2022. Their next meeting is on April 21, 2022.

8.2 Program Update

The \$10,000 Wells Fargo grant award is used to pay for IMAGO which provides online resources for soft skills. It can also be used to purchase equipment. Madera Workforce along with Kings County will work with the Fresno Workforce Board on their Equity and Special Population grant. This grant will be assisting English language learners, immigrants and re-entry individuals obtain employment in solar, construction, and forestry sectors. Madera will receive \$65,000 to serve 10 participants. Workforce signed the juvenile Re-alignment proposal that will allot approximately \$71,000 for younger and older youth transition services. The tentative start date is April 4, 2022. Possible worksites have been identified through the Stewards of the Sierra. Signs and coverts along the highway in affected areas need to be replaced and worked on. Staff is working on forms and will submit to the State for approval. Staff are working on outreach to the community and have launched a text messaging platform and are working on an Instagram account. Staff have also been creating custom YouTube videos and marketing the HR Hotline to Madera County employers. Staff are working on a regional equity project to create stronger connections to the community colleges with a focus on industrial programs including welding. The Grant submittal deadline is May 6, 2022.

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

The UI numbers are trending downward. The numbers have been pretty steady – no big jumps. Staff are not seeing many dislocated workers (DW) compared to adult participants. There are approximately 4 times as many adult participants than DW. DW are participants who were terminated or laid off from their jobs.

9.0 Written Communication

None.

10.0 Open Discussion/Reports/Information

10.1 Board Members

- *Robyn Smith stated that she will be moving out of state and will be resigning from the MCWIC effective in April.*
- *Mattie Mendez stated that free tax services are still being provided through Volunteer Income Tax Assistance (VITA) through the Community Action Partnership of Madera County for those who file less than \$73,000 in income. Those interested can call 211 to make an appointment. The Board of Supervisors approved funding for housing assistance.*
- *Gabriel Mejia stated that Camarena Health has been very busy and is starting to see non-COVID patients.*
- *Ramona Davie stated that Union Bank was bought out by US Bank. The purchase will be official by the end of the year.*
- *Mike Farmer stated that Madera Unified has started to allow in-person participation for the Parent Project.*
- *Debi Bray stated that there will be a ribbon cutting for the new fire station on Wednesday at 5:30 p.m. The Boot Barn's ribbon cutting is scheduled for April 1, 2022. Micro business loans are available for employers.*
- *Roger Leach stated that the Mayor's Prayer Breakfast will take place on May 5, 2022 at 6:50 a.m. Pastor Rick Countrymen will be speaking at the breakfast and that a portion of the Twin Towers memorial will be on display. Tickets can be purchased through the Madera Chamber of Commerce.*

10.2 Staff

None.

11.0 Next Meeting

April 28, 2022

12.0 Adjournment

Roger Leach moved to adjourn at 3:50 p.m., seconded by Mattie Mendez.

Madera County Workforce Investment Corporation
Balance Sheet - Statement of Financial Position FY 2021-2022

As of 2/28/2022

(In Whole Numbers)

| | Current Fiscal Year | Prior Year Audited Financials Ending Balance |
|--|---------------------|---|
| CURRENT ASSETS | | |
| Cash and cash equivalents | | |
| Cash in BA - Main | 444,582 | 291,971 |
| Cash in BA - Payroll | 19,662 | 75,982 |
| Total Cash and cash equivalents | 464,245 | 367,952 |
| Accounts Receivable | | |
| Accounts Receivable | 59,522 | 16,853 |
| Grants/Program Contracts Receivable | (19,433) | 299,527 |
| Total Accounts Receivable | 40,089 | 316,380 |
| Prepaid Expenses | | |
| Prepaid Expense | 1,310 | 1,310 |
| Total Prepaid Expenses | 1,310 | 1,310 |
| Total assets, net | | |
| Computer & Software | 149,116 | 149,116 |
| Office Equipment | 20,226 | 20,226 |
| Vehicles | 0 | 0 |
| Furniture & Fixtures | 550 | 550 |
| Accumulated Depreciation | (147,150) | (147,150) |
| Total Total assets, net | 22,742 | 22,742 |
| Total CURRENT ASSETS | 528,385 | 708,384 |
| CURRENT LIABILITIES | | |
| Accounts Payable | 0 | 86,092 |
| Accrued payroll and related expenses | 53,408 | 57,226 |
| Vacation Payable | 43,369 | 28,612 |
| Total CURRENT LIABILITIES | 96,777 | 171,929 |
| NET ASSETS | | |
| Temporary restricted and unrestricted | | |
| Unrestricted | (394,026) | (500,886) |
| Restricted | (37,582) | (35,568) |
| Total Temporary restricted and unrestricted | (431,608) | (536,455) |
| Total NET ASSETS | (431,608) | (536,455) |
| Total liabilities and net assets | 528,385 | 708,384 |



Madera County Workforce Investment Corporation
Statement of Cash Flows - Board Report - Statement of Cash Flow
As of 2/28/2022
(In Whole Numbers)

| | Current Month | Current Fiscal Year |
|--|--------------------------|--------------------------------|
| CASH FLOWS FROM OPERATING ACTIVITIES | | |
| Change in Net Assets | | |
| | 5,711 | (104,847) |
| Total Change in Net Assets | 5,711 | (104,847) |
| Change in Operating Assets: | | |
| Accounts Receivable | 6,108 | (42,669) |
| Grants/Program Contracts Receivable | 97,295 | 318,960 |
| Total Change in Operating Assets: | 103,403 | 276,291 |
| Change in Operating Liabilities: | | |
| Accounts payable | (2,605) | (86,092) |
| Accrued payroll and related expenses | (8,662) | 10,940 |
| Total Change in Operating Liabilities: | (11,267) | (75,152) |
| Total CASH FLOWS FROM OPERATING ACTIVITIES | 97,847 | 96,292 |
| Net Change in Cash and Cash Equivalents | 97,847 | 96,292 |
| Cash and Cash Equivalents at the Beginning of the Year | | |
| | 366,398 | 367,952 |
| Total Cash and Cash Equivalents at the Beginning of the Year | 366,398 | 367,952 |
| Cash and Cash Equivalents as of Current Period End Date | 464,245 | 464,245 |

Madera County Workforce Investment Corporation
 Encumbrance Budget
 From 7/1/2021 Through 2/28/2022

| Account Code | Account Title | Total Budget Board | | | Total Budget | % Budget |
|---------------------|-------------------------------------|--------------------|------------------|---------------|---------------------|------------|
| | | Approved 10.18.21 | YTD Actual | YTD Enc | Variance - Original | Remaining |
| REVENUE | | | | | | |
| 4000 | Grant Revenue (Federal) | 4,191,498 | 1,708,880 | 0 | 2,482,619 | |
| 4300 | Other Revenue (State or Local) | 126,592 | 64,931 | 0 | 61,661 | |
| 4500 | Interest Revenue | 0 | 2 | 0 | 2 | |
| 4600 | Sublease/Rental Income | 235,424 | 118,500 | 0 | 116,924 | |
| Total | Revenue | 4,553,514 | 1,892,312 | 0 | 2,661,202 | 58% |
| EXPENDITURES | | | | | | |
| 02 | Personnel Costs | | | | | |
| 5100 | Staff Salaries | 1,429,329 | 775,898 | 0 | 653,430 | |
| 5105 | Vacation | 189 | 76,381 | 0 | (76,192) | |
| 5111 | Employer Medicare Expense | 20,731 | 12,678 | 0 | 8,053 | |
| 5112 | Social Security Employer Exp | 88,643 | 54,210 | 0 | 34,433 | |
| 5115 | CA Unemployment Insurance Exp | 10,195 | 6,723 | 0 | 3,472 | |
| 5116 | CA Training Tax Expense | 182 | 181 | 0 | 1 | |
| 5120 | Workers Compensation Expense | 3,563 | 2,206 | 0 | 1,358 | |
| 5130 | Group Health Insurance Expense | 203,089 | 78,797 | 42,469 | 81,822 | |
| 5140 | Employers 457 Expense | 85,771 | 50,222 | 0 | 35,549 | |
| 5160 | Group Dental Insurance | 14,064 | 5,975 | 2,749 | 5,340 | |
| 5170 | Group Vision Insurance | 3,125 | 1,420 | 789 | 916 | |
| 5180 | Group Life Insurance | 3,127 | 1,691 | 1,434 | 2 | |
| 5190 | Employee Assistance Program Expense | 782 | 366 | 240 | 176 | |
| Total 02 | Personnel Costs | 1,862,789 | 1,066,747 | 47,682 | 748,359 | 40% |
| 03 | General Operating | | | | | |
| 5200 | Materials and Supplies | 19,901 | 6,175 | 0 | 13,726 | |
| 5210 | Facility Materials and Supplies | 500 | 16,168 | 3,565 | (19,233) | |
| 5300 | Rent Expense | 216,650 | 145,471 | 71,179 | 0 | |
| 5310 | Common Area Maintenance | 31,119 | 17,185 | 10,161 | 3,773 | |
| 5320 | Telephone Expense | 15,914 | 12,811 | 9,918 | (6,815) | |
| 5330 | Utilities Expense | 84,040 | 27,863 | 37,662 | 18,515 | |
| 5340 | Property & Liability Insurance | 6,798 | 6,948 | 0 | (150) | |
| 5400 | Postage Expense | 322 | 2,155 | 0 | (1,833) | |
| 5410 | Printing Expense | 1,000 | 40 | 0 | 960 | |
| 5420 | Advertising Expense | 7,500 | 17,906 | 5,085 | (15,491) | |
| 5440 | Dues, Subscriptions, Fees Expense | 39,941 | 13,097 | 6,327 | 20,517 | |
| 5500 | Auditing Fees | 27,000 | 27,507 | 0 | (507) | |
| 5510 | Legal Fees | 5,000 | 0 | 5,000 | 0 | |
| 5520 | Consulting/Professional Services | 33,500 | 16,567 | 8,170 | 8,763 | |
| 5530 | Taxes and Fees | 250 | 83 | 170 | (3) | |

Madera County Workforce Investment Corporation
Encumbrance Budget
From 7/1/2021 Through 2/28/2022

| | | | | | | |
|--|------------------------------------|---------------------|---------------------|-------------------|---------------------|------------|
| 5600 | Office Equipment | 5,000 | 324 | 0 | 4,676 | |
| 5610 | Equipment Maintenance | 17,683 | 5,924 | 2,746 | 9,013 | |
| 5620 | Equipment Rental | 5,193 | 759 | 761 | 3,673 | |
| 5632 | Information Technology | 100,732 | 43,372 | 17,708 | 39,652 | |
| 5640 | Internet Expense | 38,734 | 2,638 | 2,523 | 33,573 | |
| 5710 | Staff Training Expense | 5,000 | 4,664 | 0 | 336 | |
| 5720 | Travel Expense | 5,309 | 6,439 | 0 | (1,130) | |
| 5730 | Conference, Conventions & Meetings | 16,600 | 5,537 | 0 | 11,063 | |
| 5810 | General Operating Services | 7,244 | 21,938 | 7,100 | (21,794) | |
| 5820 | Facility Maintenance Services | 44,065 | 29,130 | 16,577 | (1,642) | |
| Total 03 | General Operating | 734,996 | 430,700 | 206,999 | 97,297 | 13% |
| 04 | Direct Client Costs | | | | | |
| 5800 | Program Services | 1,198,534 | 499,712 | 325,358 | 373,464 | 31% |
| Total 04 | Direct Client Costs | 1,198,534 | 499,712 | 325,358 | 373,464 | 31% |
| Total | Expenditures | 3,796,318.18 | 1,997,159.19 | 580,038.98 | 1,219,120.01 | 32% |
| Total - Revenue Less Expenditures | | 757,196 | 104,847 | 580,039 | 1,442,082 | |

Notes:

- GL 5210 Facility Materials and Supplies -
Installation of cameras and access control system not included in original budget \$14,475.20
Increase in PPE supplies
- GL 5340 Property & Liability Insurance -
Annual cost of general business liability increased
- GL 5400 Postage -
Postage increase for program purposes due to reduced in person activity
- GL 5420 Advertising Expense -
Radio advertising not included in original budget. Due to severe reduction in client activity, management determined alternative method of outreach
- GL 5810 General Operating Services -
Staffing services contract \$23,040 - will adjust budget costs from Personnel Costs to General Operating Services upon completion of contract
- GL 5320 Telephone -
Increase in phone service due to increase in partners/agencies moving back into facility

Madera County Workforce Investment Corporation

Aged Payables by Invoice Date - Aged Payables

Aging Date - 2/28/2022

From 7/1/2021 Through 2/27/2022

| Vendor ID | Vendor Name | Date Invoiced | Invoice Number | Amount Due | 1 - 30 Days Past Due | 31 - 60 Days Past Due | Total |
|--------------|--------------------------------|---------------|----------------|------------|----------------------|-----------------------|----------|
| 1098 | BANK OF AMERICA - VISA | 2/23/2022 | APDoc7251 | 0.00 | 6.00 | 0.00 | 6.00 |
| | BANK OF AMERICA - VISA | 2/24/2022 | APDoc7252 | 0.00 | 62.32 | 0.00 | 62.32 |
| Total 1098 | BANK OF AMERICA - VISA | | | 0.00 | 68.32 | 0.00 | 68.32 |
| 1141 | WEX Bank (Chevron and Texaco) | 2/23/2022 | 78742431 | 0.00 | 13.25 | 0.00 | 13.25 |
| Total 1141 | WEX Bank (Chevron and Texaco) | | | 0.00 | 13.25 | 0.00 | 13.25 |
| 1707 | Ultimate Staffing Services | 2/11/2022 | 14141722 | 0.00 | 960.00 | 0.00 | 960.00 |
| Total 1707 | Ultimate Staffing Services | | | 0.00 | 960.00 | 0.00 | 960.00 |
| 1939 | American Business Machines | 2/25/2022 | 609639 | 0.00 | 163.90 | 0.00 | 163.90 |
| Total 1939 | American Business Machines | | | 0.00 | 163.90 | 0.00 | 163.90 |
| 2101 | Beaudette Consulting Inc. | 2/22/2022 | 1346 | 0.00 | 3,500.00 | 0.00 | 3,500.00 |
| Total 2101 | Beaudette Consulting Inc. | | | 0.00 | 3,500.00 | 0.00 | 3,500.00 |
| 366 | OFFICE DEPOT BUSINESS DIVISION | 2/18/2022 | 226752951001 | 0.00 | 239.12 | 0.00 | 239.12 |
| | OFFICE DEPOT BUSINESS DIVISION | 2/23/2022 | 222909237003 | 0.00 | 15.14 | 0.00 | 15.14 |
| | OFFICE DEPOT BUSINESS DIVISION | 2/25/2022 | 229970880001 | 0.00 | 306.98 | 0.00 | 306.98 |
| Total 366 | OFFICE DEPOT BUSINESS DIVISION | | | 0.00 | 561.24 | 0.00 | 561.24 |
| Report Total | | | | 0.00 | 5,266.71 | 0.00 | 5,266.71 |



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Madera County Workforce Investment Corporation

Aged Receivables by Invoice Date

Aging Date - 2/28/2022

From 7/1/2021 Through 2/28/2022

| Customer ID | Customer Name | Invoice Date | Invoice Number | Invoice/Credit Description | Total | Current | 1 - 30 Days Past Due | 31 - 60 Days Past Due | 61 - 90 Days Past Due | Over 90 Days Past Due |
|-------------|---|--------------|----------------|------------------------------------|----------|---------|----------------------|-----------------------|-----------------------|-----------------------|
| 1000 | Central Valley Opportunity Center | 1/31/2022 | ARDoc1513 | CVOC AJCC - January 2022 | 405.84 | 0.00 | 405.84 | 0.00 | 0.00 | 0.00 |
| Total 1000 | Central Valley Opportunity Center | | | | 405.84 | 0.00 | 405.84 | 0.00 | 0.00 | 0.00 |
| 1003 | EDD - WIOA Cash Draw | 2/25/2022 | ARDoc1526 | EDD Cash Draw | 6,247.95 | 0.00 | 6,247.95 | 0.00 | 0.00 | 0.00 |
| Total 1003 | EDD - WIOA Cash Draw | | | | 6,247.95 | 0.00 | 6,247.95 | 0.00 | 0.00 | 0.00 |
| 1004 | State Center Community College District | 1/31/2022 | ARDoc1520 | SCCCD AJCC - January 2022 | 763.00 | 0.00 | 763.00 | 0.00 | 0.00 | 0.00 |
| Total 1004 | State Center Community College District | | | | 763.00 | 0.00 | 763.00 | 0.00 | 0.00 | 0.00 |
| 1005 | Madera County Probation Department | 6/30/2021 | ARDoc1423 | CCP In Custody - June 2021 | 0.10 | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 |
| 1005 | | 10/31/2021 | ARDoc1471 | CCP Post Release - October 2021 | 2,428.77 | 0.00 | 0.00 | 0.00 | 0.00 | 2,428.77 |
| 1005 | | 1/31/2022 | ARDoc1517 | CCP Emergency COVID - January 2022 | 2,418.18 | 0.00 | 2,418.18 | 0.00 | 0.00 | 0.00 |
| 1005 | | 1/31/2022 | ARDoc1518 | CCP In Custody - January 2022 | 822.24 | 0.00 | 822.24 | 0.00 | 0.00 | 0.00 |
| 1005 | | 1/31/2022 | ARDoc1519 | CCP Post Release - January 2022 | 1,840.98 | 0.00 | 1,840.98 | 0.00 | 0.00 | 0.00 |
| Total 1005 | Madera County Probation Department | | | | 7,510.27 | 0.00 | 5,081.40 | 0.00 | 0.00 | 2,428.87 |

Madera County Workforce Investment Corporation

Aged Receivables by Invoice Date

Aging Date - 2/28/2022

From 7/1/2021 Through 2/28/2022

| Customer ID | Customer Name | Invoice Date | Invoice Number | Invoice/Credit Description | Total | Current | 1 - 30 Days Past Due | 31 - 60 Days Past Due | 61 - 90 Days Past Due | Over 90 Days Past Due |
|-------------------|------------------------------|------------------------------|----------------|---|-----------------|-----------------|----------------------|-----------------------|-----------------------|-----------------------|
| 1008 | Department of Rehabilitation | 6/30/2021 | ARDoc1416 | DOR AJCC - June 2021 | 452.67 | 0.00 | 0.00 | 0.00 | 0.00 | 452.67 |
| 1008 | | 12/31/2021 | ARDoc1501 | DOR AJCC - July 2021 | 468.15 | 0.00 | 0.00 | 468.15 | 0.00 | 0.00 |
| 1008 | | 12/31/2021 | ARDoc1502 | DOR AJCC - August 2021 | 468.15 | 0.00 | 0.00 | 468.15 | 0.00 | 0.00 |
| 1008 | | 12/31/2021 | ARDoc1503 | DOR AJCC - September 2021 | 468.15 | 0.00 | 0.00 | 468.15 | 0.00 | 0.00 |
| 1008 | | 12/31/2021 | ARDoc1504 | DOR AJCC - October 2021 | 468.15 | 0.00 | 0.00 | 468.15 | 0.00 | 0.00 |
| 1008 | | 12/31/2021 | ARDoc1505 | DOR AJCC - November 2021 | 468.15 | 0.00 | 0.00 | 468.15 | 0.00 | 0.00 |
| 1008 | | 12/31/2021 | ARDoc1506 | DOR AJCC - December 2021 | 468.15 | 0.00 | 0.00 | 468.15 | 0.00 | 0.00 |
| 1008 | | 1/31/2022 | ARDoc1522 | DOR AJCC - January 2022 | 468.15 | 0.00 | 468.15 | 0.00 | 0.00 | 0.00 |
| Total 1008 | | Department of Rehabilitation | | | | 3,729.72 | 0.00 | 468.15 | 2,808.90 | 0.00 |
| 1052 | CertainTeed LLC | 8/31/2019 | ARDoc1066 | Certainteed Assessments - August 2019 | (892.50) | 0.00 | 0.00 | 0.00 | 0.00 | (892.50) |
| 1052 | | 2/29/2020 | ARDoc1164 | Certainteed Assessments - February 2020 | 510.00 | 0.00 | 0.00 | 0.00 | 0.00 | 510.00 |
| Total 1052 | CertainTeed LLC | | | | (382.50) | 0.00 | 0.00 | 0.00 | 0.00 | (382.50) |
| 1065 | Madera Adult School | 1/31/2022 | ARDoc1514 | MAS AJCC - January 2022 | 3,968.79 | 0.00 | 3,968.79 | 0.00 | 0.00 | 0.00 |
| Total 1065 | Madera Adult School | | | | 3,968.79 | 0.00 | 3,968.79 | 0.00 | 0.00 | 0.00 |

Madera County Workforce Investment Corporation

Aged Receivables by Invoice Date

Aging Date - 2/28/2022

From 7/1/2021 Through 2/28/2022

| Customer ID | Customer Name | Invoice Date | Invoice Number | Invoice/Credit Description | Total | Current | 1 - 30 Days Past Due | 31 - 60 Days Past Due | 61 - 90 Days Past Due | Over 90 Days Pa Due |
|-------------|---|--------------|----------------|---|--------|---------|----------------------|-----------------------|-----------------------|---------------------|
| 1072 | Stanislaus County Department of Workforce Development | 12/31/2021 | ARDoc1511 | Stanislaus VEAP - December 2021 | 159.18 | 0.00 | 0.00 | 159.18 | 0.00 | 0.00 |
| 1072 | | 1/31/2022 | ARDOC1515 | Stanislaus VEAP - January 2022 | 530.68 | 0.00 | 530.68 | 0.00 | 0.00 | 0.00 |
| Total 1072 | Stanislaus County Department of Workforce Development | | | | 689.86 | 0.00 | 530.68 | 159.18 | 0.00 | 0.00 |
| 1073 | EDD-DGS | 10/31/2020 | ARDoc1391 | EDD AJCC - October 2020 Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |
| 1073 | | 11/30/2020 | ARDoc1392 | EDD AJCC - November 2020 Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |
| 1073 | | 12/31/2020 | ARDoc1393 | EDD AJCC - December 2020 Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |
| 1073 | | 1/31/2021 | ARDoc1394 | EDD AJCC - January 2021 Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |

Madera County Workforce Investment Corporation

Aged Receivables by Invoice Date

Aging Date - 2/28/2022

From 7/1/2021 Through 2/28/2022

| Customer ID | Customer Name | Invoice Date | Invoice Number | Invoice/Credit Description | Total | Current | 1 - 30 Days Past Due | 31 - 60 Days Past Due | 61 - 90 Days Past Due | Over 90 Days Past Due |
|-------------------|--|--------------|----------------|---|-----------------|-------------|----------------------|-----------------------|-----------------------|-----------------------|
| 1073 | | 2/28/2021 | ARDoc1395 | EDD AJCC - February 2021 Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |
| 1073 | | 3/31/2021 | ARDoc1396 | EDD AJCC - March 2021 Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |
| 1073 | | 4/30/2021 | ARDoc1397 | EDD AJCC - April 2021 Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |
| 1073 | | 5/31/2021 | ARDoc1398 | EDD AJCC - May 2021 Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |
| 1073 | | 6/1/2021 | ARDoc1407 | EDD AJCC - June 2021- Additional Estimated Rent Increase | 944.00 | 0.00 | 0.00 | 0.00 | 0.00 | 944.00 |
| 1073 | | 6/30/2021 | ARDoc1418 | EDD Phone - June 2021 | 135.00 | 0.00 | 0.00 | 0.00 | 0.00 | 135.00 |
| 1073 | | 10/31/2021 | ARDoc1467 | EDD AJCC Phone - October 2021 | 532.00 | 0.00 | 0.00 | 0.00 | 0.00 | 532.00 |
| 1073 | | 12/31/2021 | ARDoc1497 | EDD Phone - December 2021 | 210.00 | 0.00 | 0.00 | 210.00 | 0.00 | 0.00 |
| 1073 | | 1/31/2022 | ARDoc1523 | EDD Phone - January 2022 | 210.00 | 0.00 | 210.00 | 0.00 | 0.00 | 0.00 |
| Total 1073 | EDD-DGS | | | | 9,583.00 | 0.00 | 210.00 | 210.00 | 0.00 | ,163.00 |
| 1118 | P. Steve Ramirez Vocational Training Centers | 2/1/2022 | ARDoc1521 | PSR AJCC - February 2022 | 3,724.84 | 0.00 | 3,724.84 | 0.00 | 0.00 | 0.00 |

Madera County Workforce Investment Corporation

Aged Receivables by Invoice Date

Aging Date - 2/28/2022

From 7/1/2021 Through 2/28/2022

| Customer ID | Customer Name | Invoice Date | Invoice Number | Invoice/Credit Description | Total | Current | 1 - 30 Days Past Due | 31 - 60 Days Past Due | 61 - 90 Days Past Due | Over 90 Days Past Due |
|--------------|--|--------------|----------------|----------------------------------|-----------|---------|----------------------|-----------------------|-----------------------|-----------------------|
| Total 1118 | P. Steve Ramirez Vocational Training Centers | | | | 3,724.84 | 0.00 | 3,724.84 | 0.00 | 0.00 | 0.00 |
| 1120 | GRID Alternatives | 1/31/2022 | ARDoc1516 | GRID Pathway Home - January 2022 | 2,438.11 | 0.00 | 2,438.11 | 0.00 | 0.00 | 0.00 |
| Total 1120 | GRID Alternatives | | | | 2,438.11 | 0.00 | 2,438.11 | 0.00 | 0.00 | 0.00 |
| 1124 | Impossible Services Group Inc. (ISG) | 2/1/2022 | ARDoc1524 | ISG AJCC - March 2022 | 1,410.00 | 0.00 | 1,410.00 | 0.00 | 0.00 | 0.00 |
| Total 1124 | Impossible Services Group Inc. (ISG) | | | | 1,410.00 | 0.00 | 1,410.00 | 0.00 | 0.00 | 0.00 |
| Report Total | | | | | 40,088.88 | 0.00 | 25,248.76 | 3,178.08 | 0.00 | ,662.04 |



Summary

Cash Account: 1010 Cash In BA - Main
Reconciliation ID: Bank Reconciliation for 1010 for 02/28/22
Reconciliation Date: 2/28/2022
Status: Open

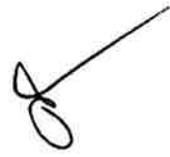
| | | |
|----------------------------------|--------------------|---|
| Bank Balance | 505,964.77 | ✓ |
| Less Outstanding Checks/Vouchers | 61,382.55 | ✓ |
| Plus Deposits In Transit | 0.00 | |
| Plus or Minus Other Cash Items | 0.00 | |
| Plus or Minus Suspense Items | <u>0.00</u> | |
| Reconciled Bank Balance | 444,582.22 | |
| Balance Per Books | <u>444,582.22</u> | ✓ |
| Unreconciled Difference | <u><u>0.00</u></u> | ✓ |

Click the Next Page toolbar button to view details.

Summary

Cash Account: 1020 Cash In BA - Payroll
Reconciliation ID: Bank Reconciliation for 1020 for 02.28.22
Reconciliation Date: 2/28/2022
Status: Open

| | |
|----------------------------------|--------------------|
| Bank Balance | 19,662.32 |
| Less Outstanding Checks/Vouchers | 0.00 |
| Plus Deposits In Transit | 0.00 |
| Plus or Minus Other Cash Items | 0.00 |
| Plus or Minus Suspense Items | <u>0.00</u> |
| Reconciled Bank Balance | 19,662.32 |
| Balance Per Books | <u>19,662.32</u> |
| Unreconciled Difference | <u><u>0.00</u></u> |



Click the Next Page toolbar button to view details.



Madera County Workforce Investment Board

INVENTORY/ASSET EQUIPMENT DONATION REQUEST

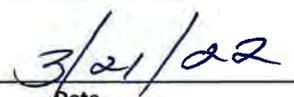
| Tag # | Description or Item | Serial Number | Asset item | Economic Value at time of donation | Asset Item Only: Fully Depreciated (YES OR NO) | Is Item in Working Condition? (YES OR NO) | Reason For Donation | Date of Donation |
|-------|---|---------------|------------|------------------------------------|--|---|-------------------------------------|------------------|
| 25193 | Dell Mobile Precision Workstation 3560 CTO | G9JGGL3 | Laptop | \$1,829.54 | NO | YES | CDCR/VSP AJCC Agreement C5610584 | 3/21/2022 |
| 25194 | Dell Mobile Precision Workstation 3560 CTO | H9JGGL3 | Lapton | \$1,829.54 | NO | YES | CDCR/VSP AJCC Agreement C5610584 | 3/21/2022 |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Notes:

Per contractual agreement, laptops are to be purchased and charged to CDCR VSP contract then donated back to VSP.

Requested By _____


 Controller Approval


 Date

If Item has not been fully depreciated, Executive Director Approval is required.


 Executive Director Approval or Authorized Representative



**MADERA COUNTY
WORKFORCE
INVESTMENT CORPORATION**

Agenda Item 8.1

Consent

Action

Information

To: Madera County Workforce Investment Corporation
From: Tracie Scott-Contreras, Executive Director
Date: April 28, 2022
Subject: Workforce Development Board (WDB) of Madera County Update

Information:

The WDB last met on April 21, 2022. The WDB meeting agenda is provided to the MCWIC for their review.

Financing:

Workforce Innovation and Opportunity Act

**WORKFORCE DEVELOPMENT
BOARD OF MADERA COUNTY****A G E N D A**

**April 21, 2022
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 California Assembly Bill 361, 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: <https://us02web.zoom.us/j/81274206285?pwd=enROTmo3RTRidG5EcnhTM2Y2TXRWdz09>
Please call: 1-669-900-9128; Meeting ID: 812 7420 6285; Password: 274155.

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.

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

April 21, 2022
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 Ratification of the reaffirmation of Resolution 2021-01 authorizing remote teleconferencing for the period of March 17, 2022 through April 15, 2022 in accordance with Assembly Bill 361.
- 6.2 Ratification of the reaffirmation of Resolution 2021-01 authorizing remote teleconferencing for the period of April 16, 2022 through May 15, 2022 in accordance with Assembly Bill 361.
- 6.3 Consideration of approval of Resolution 2021-01 authorizing remote teleconferencing for the period of April 21, 2022 through May 20, 2022 in accordance with Assembly Bill 361.
- 6.4 Consideration of approval of the Workforce Development Board (WDB) Executive Committee March 7, 2022 meeting minutes.
- 6.5 Consideration of approval of the WDB Executive Committee April 7, 2022 meeting minutes.
- 6.6 Consideration of approval of the WDB meeting minutes February 17, 2022.
- 6.7 Consideration of approval of the re-appointment of Laura Gutile for an additional 3-year term: 6/7/22 to 6/7/25.
- 6.8 Consideration of approval of the re-appointment of Mike Lopez for an additional 3-year term: 6/7/22 to 6/7/25.
- 6.9 Consideration of approval of the resignation of Robyn Smith from the WDB Executive Committee.
- 6.10 Ratification of the approval of the revised Supportive Services policy to include an increase to the services cap to \$3,000, transportation reimbursement up to \$15 per day and the deletion of references for payments for union fee/dues.

7.0 Action Items

- 7.1 Consideration of approval of EDD Subgrant AA211014 line item transfer request for \$350,000 from the Dislocated Worker funding stream to the Adult funding stream.
- 7.2 Consideration of approval of EDD Subgrant AA111014 line item transfer request for \$25,000 from the Dislocated Worker funding stream to the Adult funding stream.
- 7.3 Consideration of approval of Beaudette Inc.'s One Stop Operator report for the period of October 1, 2021 through December 31, 2021.

7.4 Consideration of approval of Beaudette Inc.'s One Stop Operator report for the period of January 1, 2022 through March 31, 2022.

8.0 Information Items

8.1 WDB Private Sector Director Recruitment

8.2 Madera County Workforce Investment Corporation (MCWIC) Update

8.3 Program Update

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

9.0 Written Communication

9.1 Executive Order (EO) N-6-22: Sanctions in Response to Russian Aggression in Ukraine

10.0 Open Discussion/Reports/Information

10.1 Board Members

10.2 Staff

11.0 Next Meeting

June 16, 2022

12.0 Adjournment



MADERA COUNTY WORKFORCE INVESTMENT CORPORATION

Agenda Item 8.2

Consent

Action

Information

To: Madera County Workforce Investment Corporation

From: Maiknue Vang, Deputy Director

Date: April 28, 2022

Subject: Program Update

Information:

We are applying for another round of the Wells Fargo Foundation grant that will support an annual subscription for IMAGO, the online platform that allows us to provide Essential Soft Skills Workshops. Funds may also support online learning equipment and other technology support for participants enrolled in education and/or training.

We have filled the Corrections Workforce Specialist position for our contract with CDCR to provide a mini AJCC at Valley State Prison. This individual is currently undergoing GATE clearance and will be scheduled to attend orientation and additional safety and facility trainings. Tentative start date is May 1.

Additionally, we have begun in-custody transition services for younger and older youth, ages 14-25, at Juvenile Hall. Staff facilitate workshops 5 days a week for a total of 10 hours each week.

We have submitted 2 additional Wildfires NDWG worksites for approval. Stewards of the Sierra will serve as the site lead and work will include removal of dead and fallen trees, installation of road and trail signage to improve public access and performing minor maintenance on Forest Service Roads and trails that are open for legal travel to the public.

P2E, ELL, and DEA projects ended as of 3/31/22. We met and/or exceeded P2E and DEA numbers and expenditures. While we met ELL numbers, our expenditures were lower than projected and we will be de-obligating \$57,451.39. These populations were significantly impacted by the Pandemic; all of which have been consistently shared with our Project Managers. Participants from these target populations will continue to be served with WIOA formula funds, as eligible.

WIOA Formula Funds

- **Adult:**

Budget: \$1,320,328

Budget term: 7/1/2021 - 6/30/2022

Scope: Provide employment, training, and supportive service assistance for eligible adult participants.

of Participants Enrolled: **312**

- **Dislocated Worker (DW):**

Budget: \$ 730,651

Budget term: 7/1/2021 - 6/30/2022

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: **34**

- **Rapid Response (RR) & Layoff Aversion (LOA):**

Budget: RR - \$ 128,898; LOA - \$ 38,535

Budget term: 7/1/2021 – 6/30/2022

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: \$ 1,163,892

Budget term: 7/1/2021 – 6/30/2022

Scope: Provide out-of-school youth between the ages of 18-24 with employment, training, and supportive service assistance.

of Participants Enrolled: **75**

Special Grants/Projects

- **CCP/AB109:**

Grant award: \$56,627 In-Custody

\$34,762 Post-Release

Grant term: 7/1/2021 - 6/30/2022

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: **39 referred in-custody, 26 completed
14 referred post release**

- **CCP/Juvenile Realignment:**

Grant award: \$35,646.00 In-Custody Older Youth

\$35,646.00 In-Custody Younger Youth

Grant term: 1/1/2022 – 6/30/2023

Scope: Provide a 10-week workshop for In-Custody Pre-Release Older Youth and 7-day workshop for In-Custody Pre-Release younger youth at the Juvenile Detention Facility Monday through Friday. The workshop is designed to serve Individuals who are within 90 to 120 days of release from the Juvenile facility but may also be offered to any individual that Juvenile Detention Staff deem is appropriate.

- **COVID-19 Employment Recovery National Dislocated Worker Grant (NDWG)**

Grant award: \$90,000

Grant term: 4/10/2020 - 3/31/2023

Scope: This grant has been extended for another 12 months without additional funds. We have met our target numbers and the funds are fully obligated and expended.

of Participants to be Served: 20

of Participants Enrolled: **24**

- **Disability Employment Accelerator (DEA):**

Grant award: \$300,000

Grant term: 4/1/2020 – 3/31/2022

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: **49**

- **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 Served: **123**

of Participants Enrolled: **67**

- **GRID Pathway Home Project:**

Grant award: \$147,847

Grant lead: GRID Alternatives

Grant term: 7/1/2020 – 12/31/2023

Scope: In collaboration with GRID Alternatives and the Madera County Department of Corrections, identify in-custody individuals interested in solar careers. Provide transitional services, post-release orientation, career exploration, skills evaluation, and case management for individuals enrolled in GRID Alternatives Central Valley Solar Installer training program.

of Participants to be Served: 100

of Participants Served: **41**

of Participants Enrolled: **9**

- **Prison to Employment (P2E) – Individual Direct Service (IDS):**

Grant award: \$56,249.00

Grant lead: San Joaquin County

Grant term: 9/1/2019 – 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: **39**

- **Prison to Employment (P2E) – Supportive Service and Earn and Learn (SSEL):**

Grant award: \$100,289.00

Grant Lead: San Joaquin County

Grant term: 9/1/2019 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: **31**

- **Probation COVID Emergency Supplemental Contract**

Grant award: \$25,000

Grant term: 7/1/2021 to 4/30/2022

Scope: Funding to support a part time staff person to conduct orientation and basic career services to participants at probation office locations throughout the county. Staff person will provide resources, referrals, and connect individuals to the AJCC.

of participants to be Served: Open

- **Ticket-to-Work:**

Scope: Provide employment and training support to SSI/SSDI beneficiaries.

Ticket Payments Received 7/1/2021 – 3/31/2022: **\$1965.00**

of Tickets Assigned: **16**

- **Veteran's Employment Assistance Program (VEAP)**

Grant award: \$23,120

Grant Lead: Stanislaus County

Grant term: 7/1/2021 to 3/31/2023

Scope: Funding to support staff person to conduct orientation and basic career services to connect Veterans to the AJCC.

of participants to be Served: 8

of participants Enrolled: **4**

- **Wells Fargo:**

Grant award: \$10,000

Grant term: 10/2022 until expended

Scope: Contract for a virtual platform to expand workshop offerings to customers. Funds will also be used to purchase online learning equipment and other technology support for participants enrolled in education and/or training

of Participants to be Served: Open

- **Wildfires National Dislocated Worker Grant (NDWG)**

Grant award: \$300,000

Grant term: 11/1/2020 to 12/31/2023

Scope: Funding to support temporary jobs working on recovery and cleanup efforts in the areas of Madera County impacted by the Creek Fire, including wages, other payroll costs, and worker's compensation coverage.

of participants to be Served: 15

of participants Enrolled: **0**

Enrollment numbers reported through **3/31/2022**.

Financing:

Workforce Innovation and Opportunity Act



**MADERA COUNTY
WORKFORCE
INVESTMENT CORPORATION**

Agenda Item 8.3

Consent

Action

Information

To: Madera County Workforce Investment Corporation
From: Tracie Scott-Contreras, Executive Director
Date: April 28, 2022
Subject: Update on WDB approval of AA111014 line item transfer of \$25,000 and AA211014 line item transfer of \$350,000 from the Dislocated Worker (DW) funding stream to Adult funding stream

Information:

The WDB approved a transfer totaling \$375,000 from our Dislocated Worker funds to our Adult funds at their meeting on April 21, 2022. The transfer was necessary as a result of the large number of training requests we processed during the January through March quarter for Adult eligible individuals.

Since the WDB has now formally approved the transfer, the request will be sent to the State for the adjustment to our subgrants.

Financing:

Workforce Innovation and Opportunity Act

Transfer of Funds Request

1. Local Area Madera County
 2. Subgrant Number AA211014 3. Request Date 3/31/2022
 4. Program Year 2021 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 \$350,000
 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 4/21/2022

Date of Local Board meeting to approve transfer 4/21/2022

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 Tracie Scott-Contreras
 Title Executive Director
 Date April 21, 2022

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 pandemic and reduced unemployment numbers, we only have minimal eligible dislocated workers coming in for assistance, while there has been a recent increase in Adult eligible customers.

Transfer of Funds Request Participant Plan

Local Area: MADPrepared Date 3/31/2022

Enter the number of individuals in each category.

| TOTALS FOR PY 20__ | ADULT | DW |
|--|--------------|-----------|
| 1. Registered Participants Carried in from PY 2020 | 154 | 20 |
| 2. New Registered Participants for PY 2021 | 335 | 35 |
| 3. Total Registered Participants for PY 2021 (Line 1 plus 2) | 489 | 55 |
| 4. Exiters for PY 2021 | 220 | 35 |
| 5. Registered Participants Carried Out to PY 2022 (Line 3 minus 4) | 269 | 20 |

| PROGRAM SERVICES | | |
|--|------------|------------|
| 6. Career Services | 969 | 109 |
| a. Basic Career Services (WIA Core Services) | 375 | 40 |
| b. Individualized Career Services (WIA Intensive Services) | 190 | 40 |
| 7. Training Services | 160 | 35 |

| EXIT STATUS | | |
|-------------------------------------|-----|----|
| 8. Entered Employment | 140 | 35 |
| 9. Training-Related | 130 | 30 |
| 10. Entered Military Service | 0 | 0 |
| 11. Entered Apprenticeship Program | 0 | 0 |
| 12. Exited for Exclusionary Reasons | 45 | 12 |

Maiknue Vang, Deputy Director

559-662-4503

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

Due to the pandemic, the DW enrollment numbers have dropped significantly. However, there has recently been a significant increase in Adult eligible individuals as the economy starts to recover.

Transfer of Funds Request Budget Plan

| | |
|------------------------------|---------------------------------------|
| Local Area <u>MAD</u> | Date Prepared <u>3/31/2022</u> |
|------------------------------|---------------------------------------|

| | | | |
|--|--------------|------------------------------------|---|
| Subgrant Number <u>AA211014</u> | Grant | <input type="checkbox"/> 201 → 299 | <input type="checkbox"/> 501 → 499 |
| Year of Appropriation <u>2021</u> | Code | <input type="checkbox"/> 202 → 200 | <input checked="" type="checkbox"/> 502 → 500 |

| FUNDING IDENTIFICATION | ADULT | DW |
|---|------------------|----------------|
| 1. Formula Allocation | 769,203 | 578,018 |
| 2. Prior Adjustments - Plus or Minus | 0 | 0 |
| 3. Previous Amounts Transferred | 0 | 0 |
| 4. Current Amount to be Transferred | 350,000 | (350,000) |
| 5. TOTAL FUNDS AVAILABLE (Lines 1 through 4) | 1,119,203 | 228,018 |

| TOTAL ALLOCATION COST CATEGORY PLAN | | |
|---|------------------|----------------|
| 6. Program Services (Lines 6a through 6c) | 1,007,283 | 205,216 |
| a. Career Services (WIA Core Services / Intensive Services) | 542,926 | 74,696 |
| b. Training Services | 260,000 | 57,065 |
| c. Other | 204,357 | 73,455 |
| 7. Administration | 111,920 | 22,802 |
| 8. TOTAL (Lines 6 plus 7) | 1,119,203 | 228,018 |

| QUARTERLY TOTAL EXPENDITURE PLAN (cumulative) | | |
|---|-----------|---------|
| 9. September 2021 | 0 | 0 |
| 10. December 2021 | 257,043 | 0 |
| 11. March 2022 | 376,865 | 43,000 |
| 12. June 2022 | 635,865 | 73,000 |
| 13. September 2022 | 796,865 | 138,230 |
| 14. December 2022 | 856,865 | 183,410 |
| 15. March 2023 | 1,119,203 | 215,412 |
| 16. June 2023 | 1,119,203 | 228,018 |
| | | |
| | | |
| | | |

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

Jessica Roche, Controller

559-662-4590

Contact Person, Title

Telephone Number

Comments

Expenditure plan numbers above are taken from prior expenditure reports filed to date. The last two quarters are estimated accordingly based on projected increased customer flow for Adult Formula funding.

Transfer of Funds Request

1. Local Area Madera County

2. Subgrant Number AA111014 3. Request Date 4/13/2022

4. Program Year 2020 5. Transfer Request No 02

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 \$25,000.00

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 4/21/2022

Date of Local Board meeting to approve transfer 4/21/2022

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 Tracie Scott-Contreras

Title Executive Director

Date April 21, 2022

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 pandemic, we continue to see a reduction of dislocated eligible customers, and increase in Adult eligible customers.

Transfer of Funds Request Participant Plan

Local Area: MADPrepared Date 4/13/2022

Enter the number of individuals in each category.

| TOTALS FOR PY 20__ | ADULT | DW |
|--|------------|-----------|
| 1. Registered Participants Carried in from PY 2018 | 154 | 20 |
| 2. New Registered Participants for PY 2019 | 221 | 20 |
| 3. Total Registered Participants for PY 2019 (Line 1 plus 2) | 375 | 55 |
| 4. Exiters for PY 2019 | 200 | 35 |
| 5. Registered Participants Carried Out to PY 2020 (Line 3 minus 4) | 175 | 20 |

| PROGRAM SERVICES | | |
|--|------------|------------|
| 6. Career Services | 969 | 109 |
| a. Basic Career Services (WIA Core Services) | 375 | 40 |
| b. Individualized Career Services (WIA Intensive Services) | 190 | 40 |
| 7. Training Services | 140 | 35 |

| EXIT STATUS | | |
|-------------------------------------|-----|----|
| 8. Entered Employment | 130 | 35 |
| 9. Training-Related | 100 | 30 |
| 10. Entered Military Service | 0 | 0 |
| 11. Entered Apprenticeship Program | 0 | 0 |
| 12. Exited for Exclusionary Reasons | 45 | 12 |

Maiknue Vang, Deputy Director**Contact Person, Title**559-662-4503**Telephone Number****Comments:**

Due to the pandemic, the DW enrollment numbers have dropped significantly. However, there has been a increase in Adult eligible individuals as the economy starts to recover.

Transfer of Funds Request Budget Plan

| | |
|------------------------------|---------------------------------------|
| Local Area <u>MAD</u> | Date Prepared <u>4/13/2022</u> |
|------------------------------|---------------------------------------|

| | | | |
|--|--------------|------------------------------------|---|
| Subgrant Number <u>AA111014</u> | Grant | Adult to DW | DW to Adult |
| Year of Appropriation <u>2020</u> | Code | <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 | 925,557 | 558,084 |
| 2. Prior Adjustments - Plus or Minus | 0 | 0 |
| 3. Previous Amounts Transferred | 150,000 | (150,000) |
| 4. Current Amount to be Transferred | 25,000 | (25,000) |
| 5. TOTAL FUNDS AVAILABLE (Lines 1 through 4) | 1,100,557 | 383,084 |

| TOTAL ALLOCATION COST CATEGORY PLAN | ADULT | DW |
|---|------------------|----------------|
| 6. Program Services (Lines 6a through 6c) | 990,501 | 344,776 |
| a. Career Services (WIA Core Services / Intensive Services) | 566,033 | 194,704 |
| b. Training Services | 220,111 | 76,617 |
| c. Other | 204,357 | 73,455 |
| 7. Administration | 110,056 | 38,309 |
| 8. TOTAL (Lines 6 plus 7) | 1,100,557 | 383,084 |

| QUARTERLY TOTAL EXPENDITURE PLAN (cumulative) | ADULT | DW |
|---|-----------|---------|
| 9. September 2019 | 4,273 | 4,273 |
| 10. December 2019 | 6,851 | 6,851 |
| 11. March 2020 | 253,295 | 28,184 |
| 12. June 2020 | 543,211 | 84,539 |
| 13. September 2020 | 793,255 | 166,519 |
| 14. December 2020 | 925,557 | 247,204 |
| 15. March 2021 | 1,075,557 | 356,336 |
| 16. June 2021 | 1,100,557 | 383,084 |
| | | |
| | | |
| | | |

| 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

Expenditure plan numbers above are taken from prior expenditure reports filed to date.



Agenda Item 8.4

Consent

Action

Information

To: Madera County Workforce Investment Corporation

From: Tracie Scott-Contreras, Executive Director

Date: April 28, 2022

Subject: One Stop Operators Quarterly Reports for the periods 10/1/21 to 12/31/21 and 1/1/22 to 3/31/22

Information:

Beaudette Inc. is the One-Stop Operator (OSO) for our local area – a role that is required in the law and by state policy. The OSO plans, develops agendas, and facilitates monthly partner meetings in our area, as well as working with our Business Services group. The OSO provides quarterly reports of progress to the Workforce Development Board. The quarterly reports for the 10/1/21 to 12/31/21 and 1/1/22 to 3/31/22 periods are attached for the Board's review.

Financing:

Workforce Innovation and Opportunity Act

Madera Workforce Development Board Report: **October – December 2021**

The Madera Workforce Assistance Center partnership meets monthly. The following agencies are invited to participate in each meeting, which are planned and facilitated by Beaudette Consulting Inc.

- State Center Adult Education Consortium
- Employment Development Department
- Reading and Beyond
- Department of Social Services
- Madera County Workforce Investment Corporation
- Madera Community College Center
- Central Valley Opportunity Center
- Housing Authority of Madera County
- Madera County Economic Development Commission
- California Indian Manpower Consortium, Inc.
- Madera Adult School
- Job Corps



Major Highlights:

- **Unite Us:** Providing all partners with a resource to standardized referral information though a Unite Us Demonstration and for all partners to help with Objective #1 Aligning and Integrating Programs.
- **Continuous Improvement Plan Input:** Created and sent out survey to partners to get their feed back on what to focus on regarding the Continuous Improvement Plan.
 - This Continuous Improvement Plan was developed as part of the Madera County Workforce Development Board’s (WDB) process to certify its comprehensive America’s Job Center of California (AJCC) in accordance with requirements of the federal Workforce Innovation and Opportunity Act (WIOA) and policies of the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB).
- **WDB Goals Input:** Created and sent out survey to partners to get their input on what they consider high priority goals for WAC and AJCC to focus on.

Objectives, Goals, KPI's

End of year data along with goals for 2022

| | Service | 2021 | Goal 2022 |
|--------------|---|-------------|------------------|
| ^a | How many people did we (AJCC Partners) help find a job? | 43 | 56 |
| ^b | How many people did we put through educational or occupational skills? | 108 | 129 |
| ^c | How many people earned a postsecondary certificate or degree? | 40 | 90 |
| ^d | How many customers did we provide guidance on how to make career choices? | 85 | 103 |
| ^e | How many skilled workers were hired with our help? | 43 | 56 |

Continuous Improvement Major Indicators:

- **INDICATOR 1**: The AJCC Ensures Universal Access, with an Emphasis on Individuals with Barriers to Employment
- **INDICATOR 2**: The AJCC actively supports the One-Stop System Through Effective Partnerships
- **INDICATOR 3**: The AJCC Provides integrated, Customer-Centered Services
- **INDICATOR 4**: The AJCC is an on-ramp for skill development and the attainment of industry-recognized credentials that meet the needs of targeted regional sectors and pathways.
- **INDICATOR 5**: The AJCC Actively Engages Industry and Labor and Supports Regional Sector Strategies Through an Integrated Business Service Strategy that Focuses on Quality Jobs

Best Practices:

- I saw a lot of positive things this quarter. The proactive involvement of the WDB to reach out and get input from partners, I feel is a best practice that should be a new standard.
- Another thing we tried this quarter, was to turn one of the meetings into a “working meeting” meaning, instead of simply sending out the survey, we dedicated time in the meeting for everyone to spend time to conduct the survey right there and then. This worked out extremely well and should be a standardized best practice and continue in the future.

Opportunities:

1. **Shared Measurable Goals:** As mentioned in the last quarter report out, an opportunity for improvement would be to have partners who participate in the meetings to be prepared to share Key Performance Indicators or data on how they are contributing to the three major objectives of the Madera Workforce Assistance Center Partnership. I think we are now well on our way by having the survey with the goals go out, and after we get the goals finalized, we can then turn those into SMART goals, and at performance metrics next to the goals and keep track of them during the meetings.
2. **Continuously Improving our Meetings:** I think together as a team, to come up with ways on how to go from “we are all forced by the state to have these meetings” to, looking forward to the meetings, and really getting a lot out of them. I think I can do a better job at looking for input and solutions, I will develop a survey or dedicate some time on an upcoming agenda to get feedback from the partners.
3. **Proactive Information Flow:** Utilizing the Google Share drive for
 - a. **Continue with “Cross Training Videos:**

Madera Workforce Development Board Report: **January – March 2022**

The Madera Workforce Assistance Center partnership meets monthly. The following agencies are invited to participate in each meeting, which are planned and facilitated by Beaudette Consulting Inc.

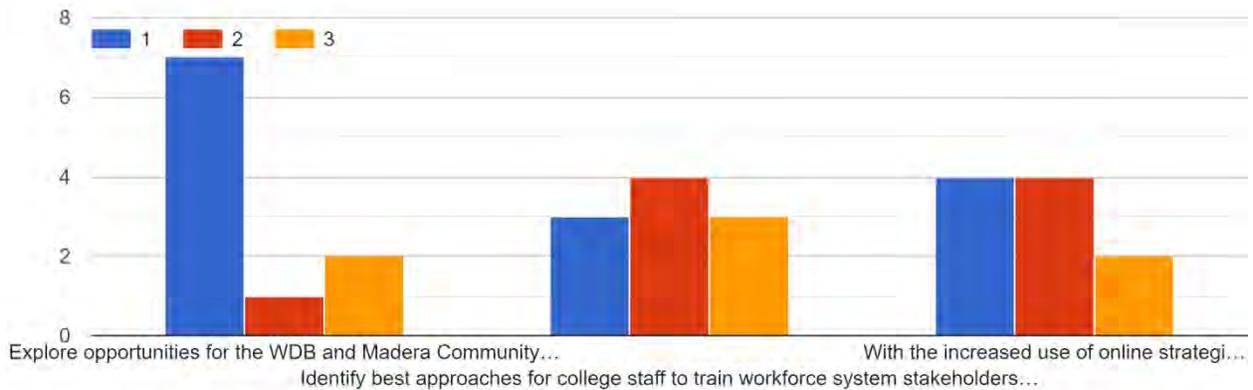
- State Center Adult Education Consortium
- Employment Development Department
- Reading and Beyond
- Department of Social Services
- Madera County Workforce Investment Corporation
- Madera Community College Center
- Central Valley Opportunity Center
- Housing Authority of Madera County
- Madera County Economic Development Commission
- California Indian Manpower Consortium, Inc.
- Madera Adult School
- Job Corps



Major Highlights:

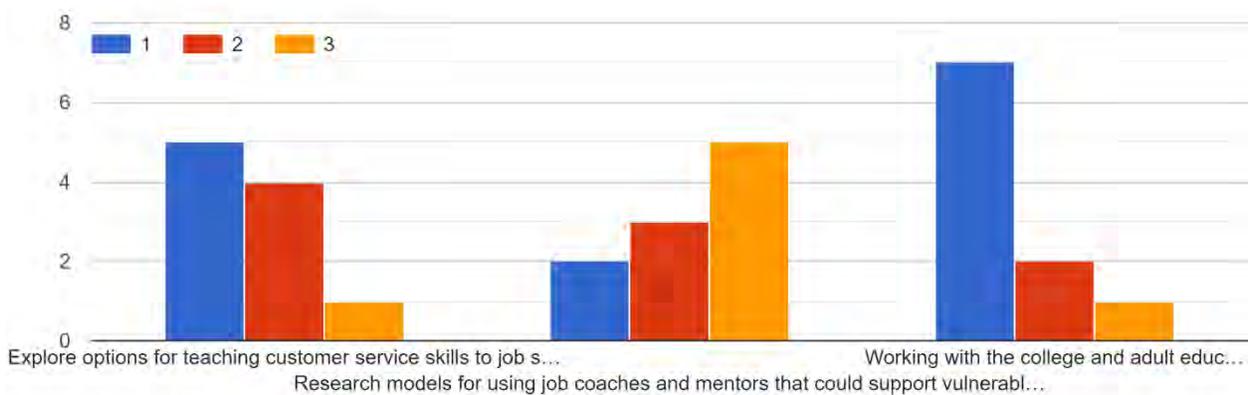
- **Continuous Improvement Plan Completion:** This Continuous Improvement Plan was developed as part of the Madera County Workforce Development Board’s (WDB) process to certify its comprehensive America’s Job Center of California (AJCC) in accordance with requirements of the federal Workforce Innovation and Opportunity Act (WIOA) and policies of the California Employment Development Department (EDD) and the California Workforce Development Board (CWDB).
- **WDB Goals Created:** Below are the results from the Goals Survey, and under each bar graph will be the item that received the most votes in it’s category:

1. Coordination with Workforce System Partners



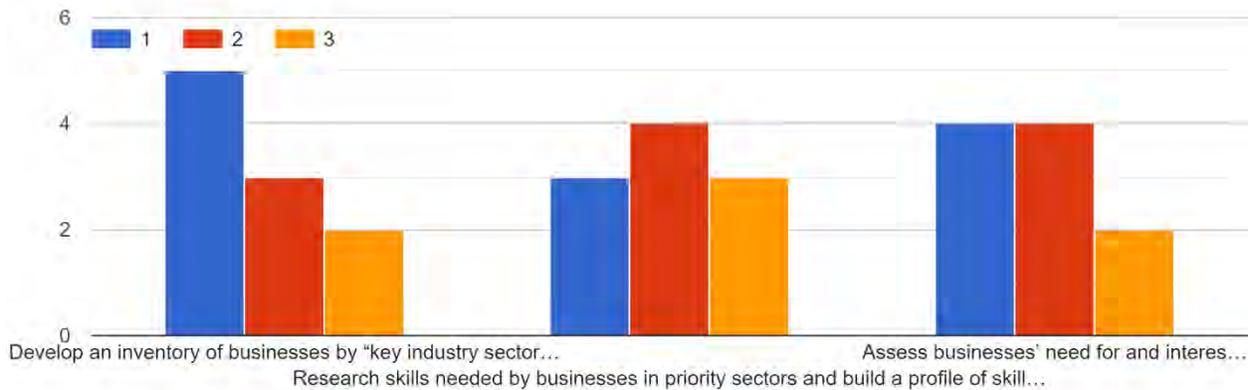
1. Coordination with Workforce System Partners: Explore opportunities for the WDB and Madera Community College to jointly convene focus groups to refine education and workforce system knowledge about industry skill gaps and community training needs.

2. Services for Job Seekers



2. **Services for Job Seekers:** #1 Working with the college and adult education, identify opportunities to develop short-term training (less than 4 months) that will prepare job seekers for entry-level employment in career path employment.

3. Business Services



3. Business Services: #1 Develop an inventory of businesses by “key industry sector” to determine the demand-side customer base within Madera County.

Summary of Goal Survey Findings:

What we learned from these goals is that a major focus for all the partners is improving the career pathway, from high school to community college, to either a degree, or certificate, but ultimately to a meaningful job and career that employers in Madera County are looking for. This starts with a pull system, starting with the end user The organizations that are providing the jobs, and starting there and working backwards, and aligning the entire pathway to those jobs that are in demand.

Mader County Objectives, Goals, KPI's

End of year data along with goals for 2022

| Service | 2021 | Goal 2022 |
|--|------|-----------|
| ^a How many people did we (AJCC Partners) help find a job? | 43 | 56 |
| ^b How many people did we put through educational or occupational skills? | 108 | 129 |
| ^c How many people earned a postsecondary certificate or degree? | 40 | 90 |
| ^d How many customers did we provide guidance on how to make career choices? | 85 | 103 |
| ^e How many skilled workers were hired with our help? | 43 | 56 |

Continuous Improvement Major Indicators:

- **INDICATOR 1**: The AJCC Ensures Universal Access, with an Emphasis on Individuals with Barriers to Employment
- **INDICATOR 2**: The AJCC actively supports the One-Stop System Through Effective Partnerships
- **INDICATOR 3**: The AJCC Provides integrated, Customer-Centered Services
- **INDICATOR 4**: The AJCC is an on-ramp for skill development and the attainment of industry-recognized credentials that meet the needs of targeted regional sectors and pathways.
- **INDICATOR 5**: The AJCC Actively Engages Industry and Labor and Supports Regional Sector Strategies Through an Integrated Business Service Strategy that Focuses on Quality Jobs

Best Practices and Opportunities:

- Completing the Continuous Improvement plan with the input from partners
- Putting Target dates next to each goal, making them SMART Goals
 - I recommend that we put exact numbers to each of these goals for example,
 - (Current way) goal 1.a. reads: “To increase access for wheelchair users and others with disabilities, AJCC leadership should examine the feasibility of installing automatic door opening devices at the entrance to the Center.”
 - (Suggested way) goal 1.a. to read: “ To increase the access for wheelchair users and others with disabilities, **by 10%** by March 2022.
 - Just by adding the 10% will prompt us to get current state metrics, and future state metrics, and then we can determine the gap between the two. The gap will represent the problem we are trying to solve, and we will know when we are on or off track.
- **Continuous Improvement visibility**: I believe that an opportunity is to put our Continuous Improvement projects into a project management board such as Trello, so we can keep track of our progress. I will demonstrate what this would look like at our April 2022 Partners Meeting.
- **Celebrating Success**: I would like to also in our next partner meeting got decide on how we should celebrate goals that we achieve, it doesn't have to cost money, but just a nice way to recognize the teams accomplishments.



Agenda Item 8.5

Consent

Action

Information

To: Madera County Workforce Investment Corporation

From: Tracie Scott-Contreras, Executive Director

Date: April 28, 2022

Subject: Corrections Workforce Specialist (Grant Funded) Salary Update

Information:

Staff brought a revised non-exempt salary schedule to the MCWIC on 3/24/22, that included the addition of the Corrections Workforce Specialist (Grant Funded) position. The annual starting range for the position was inadvertently listed as \$42,120. All other salary information was correct. The correct salary range for the position is as follows:

| | | | | | | |
|---|---------|----|---------|-------------|----|-------------|
| Corrections Workforce Specialist (Grant Funded) | \$22.00 | to | \$25.47 | \$45,760.00 | to | \$52,977.60 |
|---|---------|----|---------|-------------|----|-------------|

Financing:

Workforce Innovation and Opportunity Act

MADERA COUNTY WORKFORCE INVESTMENT CORPORATION
2037 W. Cleveland Avenue, Madera, CA 93637

NON-EXEMPT SALARY SCHEDULE

Board Approved Date: 7/19/2017; 8/24/2017, 3/22/2018, 4/26/18, 7/19/18, 02/28/19, 6/27/19,
1/23/2020, 7/22/2021, 1/27/22, 3/24/22

| Job Title | Current Hourly Range | Current Annual Range |
|---|-----------------------------|-----------------------------|
| Workforce Assistant | \$14.00 to \$15.50 | \$29,120.00 to \$32,240.00 |
| Administrative Support Assistant | \$15.00 to \$18.00 | \$31,200.00 to \$37,440.00 |
| Workforce Technician I | \$15.00 to \$18.00 | \$31,200.00 to \$37,440.00 |
| Workforce Technician II | \$17.00 to \$20.00 | \$35,360.00 to \$41,600.00 |
| Account Clerk I | \$16.00 to \$19.00 | \$33,280.00 to \$39,520.00 |
| Lead Workforce Technician | \$18.90 to \$23.03 | \$39,312.00 to \$47,902.40 |
| Program Technician | \$18.90 to \$23.03 | \$39,312.00 to \$47,902.40 |
| Business Specialist | \$20.25 to \$25.47 | \$42,120.00 to \$52,977.60 |
| Career Specialist | \$20.25 to \$23.47 | \$42,120.00 to \$48,817.60 |
| Corrections Workforce Specialist (Grant Funded) | \$22.00 to \$25.47 | \$45,760.00 to \$52,977.60 |
| Principal Accounting Technician | \$20.25 to \$23.47 | \$42,120.00 to \$48,817.60 |
| Lead Business Services Specialist | \$26.54 to \$30.52 | \$55,203.20 to \$63,481.60 |
| Workforce Analyst | \$26.54 to \$30.52 | \$55,203.20 to \$63,481.60 |
| Lead Career Specialist | \$26.92 to \$30.77 | \$56,000.00 to \$64,000.00 |
| Disability Resource Coordinator | \$30.90 to \$35.77 | \$64,272.00 to \$74,401.60 |
| Program Navigator | \$30.90 to \$35.77 | \$64,272.00 to \$74,401.60 |

Madera County Office of Education (MCOE) staff carried over on January 1, 2013 only:

| Job Title | Monthly Salary/Range | Hourly Rate/Range |
|-------------------------------------|-----------------------------|--------------------------|
| Lead Workforce Technician | \$4,476.86 | \$ 25.83 |
| Business Specialist | \$ 3,708.00 to \$ 4,707.78 | \$ 21.39 to \$ 27.16 |
| Career Specialist | \$ 3,708.00 to \$ 4,709.92 | \$ 21.39 to \$ 27.17 |
| Principal Accounting Tech (.63 FTE) | \$2,669.28 | \$ 24.27 |



**MADERA COUNTY
WORKFORCE
INVESTMENT CORPORATION**

Agenda Item 8.6

Consent

Action

Information

To: Madera County Workforce Investment Corporation

From: Tracie Scott-Contreras, Executive Director

Date: April 28, 2022

Subject: UI Claim Information

Information:

The most recent data on UI Claims for the period of March 19, 2022 through April 16, 2022 for Madera County is being provided for the Board's review.

Financing:

Workforce Innovation and Opportunity Act

California Unemployment Industry & Demographics Data Dashboard

(Dashboard appears better when viewed in full screen mode. Click the icon in the bottom right-hand corner of screen next to download icon.)

- About This Tool
- County Claims
- County Demographics
- County Industry
- Statewide Demographics
- Statewide Industry

Weekly Initial Claims by County

| County | March 2022 (Week Ending) | | April 2022 (Week Ending) | | |
|--------|--------------------------------|-----|--------------------------------|-----|-----|
| | 19 | 26 | 2 | 9 | 16 |
| Madera | 203 | 219 | 180 | 237 | 184 |

- Claim Type
 - UI Claims
 - PUA Claims
- County
 - Madera
- Claims by Date
 - Multiple values



Gavin Newsom, Governor

California Labor and Workforce Development Agency



April 11, 2022

Tracie Scott-Contreras
Madera County Workforce Investment Corporation
2037 West Cleveland Avenue
Madera, CA 93637

Dear Tracie Scott-Contreras,

**CONTRACTOR AND GRANTEE COMPLIANCE WITH ECONOMIC SANCTIONS
IMPOSED IN RESPONSE TO RUSSIA'S ACTIONS IN UKRAINE**

On March 4, 2022, Governor Gavin Newsom issued Executive Order (EO) N-6-22 regarding sanctions in response to Russian aggression in Ukraine. The EO is located at <https://www.gov.ca.gov/wp-content/uploads/2022/03/3.4.22-Russia-Ukraine-Executive-Order.pdf>.

The EO directs all agencies and departments that are subject to the Governor's authority to take certain immediate steps, including notifying all contractors and grantees of their obligations to comply with existing economic sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law.

This correspondence serves as a notice under the EO that as a contractor or grantee, compliance with the economic sanctions imposed in response to Russia's actions in Ukraine is required, including with respect to, but not limited to, the federal executive orders identified in the EO and the sanctions identified on the U.S. Department of the Treasury website (<https://home.treasury.gov/policy-issues/financial-sanctions/sanctions-programs-and-country-information/ukraine-russia-related-sanctions>). Failure to comply may result in the termination of contracts or grants, as applicable.

Please note that for any agreements or grants valued at \$5 million or more, a separate notification will be sent outlining additional requirements specified under the EO.

Sincerely,

SANDY M. MENDES, Esq.
Chief, Business Operations Planning & Support Division