

**WORKFORCE DEVELOPMENT BOARD
GENERAL BOARD MEETING - BUDGET WORKSHOP**

Workforce Development Department Administration Office
Large Conference Room
290 North D Street, Suite 600, San Bernardino, CA 92415

WEDNESDAY, MARCH 22, 2023 8:30 AM – 10:30 AM

This agenda contains a brief description of each item of business to be considered at today's meeting. In accordance with the Brown Act, this meeting agenda are posted at least 72 hours prior to the regularly scheduled meeting on the Workforce Development Board website and on the official Workforce Development Board Bulletin Board outside of the Workforce Development Department Administration Office at 290 North D Street, 6th Floor, San Bernardino, CA 92415. The agenda, its supporting documents and all writings received by the Board related to these items are public records and available for review on the website or **by emailing the Executive Secretary to the Board at Devra.Bell@wdd.sbcounty.gov prior to, or after, the meetings.**

The agenda and its supporting documents can be viewed online at www.sbcounty.gov/workforce. However, the online agenda may not include all available supporting documents nor the most current version of documents. Items listed on the Consent Calendar are expected to be routine and non-controversial and, unless the Board directs that an item be held for further discussion, the entire Consent Calendar will be acted upon as the first item of business on the Discussion Calendar. Members of the public may address the Board on any item on the agenda and on any matter that is within the Committee's jurisdiction.

To address the Board regarding an item that is on the agenda, complete and submit the purple form entitled "Public Comment". These requests must be submitted to the Executive Secretary to the Board prior to the time the item is called for consideration or prior to the public comments section on the agenda. The Chair will call speakers forward to present their comments at the appropriate time.

Conflict of Interest Advisement

WDB members please be advised: If an item on the Agenda relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, **then please follow these procedures**: *"When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item, and then refrain from discussing, voting on, or otherwise influencing the Committee's consideration of the Agenda item."*

AGENDA

8:30 AM CONVENE MEETING OF THE WORKFORCE DEVELOPMENT GENERAL BOARD

OPENING

- 1) Chair Call Meeting to Order
- 2) Pledge of Allegiance
- 3) Introductions (Roll Call)

PUBLIC COMMENT

- 4) Comments from the General Public in Attendance

CONSENT

- 5) Approval of Minutes from February 22, 2023 General Board Meeting

WORKSHOP

- 6) Budget Workshop – Fiscal Year 2023-2024

DISCUSSION

- 7) Approval of Fiscal Year 2023-24 Budget
- 8) Approval of Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2023-2025

REPORTS/INFORMATION

9) Chairs Report

ADJOURNMENT

In conformity with Government Code section 54957.5, any writing that is a public record, that relates to an item listed on the Agenda, and that will be distributed to all or a majority of the Board less than 72-hours prior to this meeting (or is distributed at this meeting), will be available for public inspection at the time the writing is distributed. This inspection may be made at the office of the Workforce Development Department, 290 North "D" Street, 6th Floor, San Bernardino, California 92415-0041, or during this meeting.

The Workforce Development Board meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Board Secretary at least three (3) business days prior to the Board meeting. The Board Secretary's telephone number is (909) 387-9886 and the office is located at 290 North "D" Street, 6th Floor, San Bernardino, California 92415-0041. California Relay Service 711. This WIOA Title –I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aides and services are available upon request to individuals with disabilities.

**San Bernardino County
Workforce Development Board
Agenda Item**

MEETING DATE: March 22, 2023

ITEM: (5)

SUBJECT: Minutes from February 22, 2023 Workforce Development Board
General Meeting

PRESENTED BY: Brad Gates, Director
Workforce Development Department (WDD)

CONSENT X **DISCUSSION** _____ **INFORMATION** _____

RECOMMENDATION: Approve Minutes from February 22, 2023 Workforce Development Board
General Meeting

BACKGROUND: See attached minutes

SAN BERNARDINO COUNTY WORKFORCE DEVELOPMENT BOARD
General Board Meeting
Workforce Development Administration
290 North D Street, 6th Floor, San Bernardino, CA 92415

WEDNESDAY, FEBRUARY 22, 2023

MEETING MINUTES

ATTENDANCE:

Members				Staff to WDB	
	Present		Present		Present
Will Sterling <i>(Chair)</i>	X	Scott Kuethen		Devra Bell	X
Orlando Acevedo		Louie Lopez	X	Brad Gates	X
Cinnamon Alvarez	X	Robert Loeun			
Ricardo Cisneros		Dale Marsden	X		
Phil Cothran	X	Lina Montes		WDD Staff	
Jimmy Elrod		Henry Shannon	X	Fred Burks	X
Mike Gallo		Shannon Shannon	X	Curtis Compton	X
Cheri Greenlee		Jonathan Weldy	X	Mariann Johnson	X
Lowell King	X				

OPENING

- 1) **Chair Call Meeting to Order** at 8:37 AM
- 2) **Pledge of Allegiance** – Shannon Shannon led the pledge
- 3) **Introductions** - The Chair led introductions around the room
- 4) **Success Stories**
 - **AJCC:** Claudia Haro introduced Damon Bridges, who discussed his family and life challenges. He decided to join an orientation regarding WIOA and the services offered. He joined the Electrical/Mechanical program at the Chaffey InTech Center in June of 2021. He went to class 5 days a week from 8:00-5:00 and then continued to work full time after school. He graduated in November of 2021 and was hired as an apprentice in December of 2021, with a promotion to follow soon after. His goal is to mentor Youth.
 - **Business Services:** Keven Eldridge introduced Charmayne from Spectrum Communications who provided background regarding their hiring events they host. They had five candidates in the month of November and they love helping people.
 - **Youth:** Mariann introduced Veronica Jordan from Chino Valley Unified School District and congratulated her for their 15 years of service as a Youth provider. Ms. Jordan then introduced Destiny Cruz, who provided her background. She was previously a high school dropout, who was raising her three little brothers by the time she was 21. She later

decided to obtain her diploma and went to Ms. Jordan for guidance and was able to complete the requirements. She then wanted to go into real estate has now obtained 3 certifications, thanks to the assistance from Chino Valley Unified School District and their staff.

PUBLIC COMMENT

5) Comments from the General Public in Attendance

There were no public comment cards presented at the meeting

CONSENT AGENDA

6) Approval of Minutes from the December 7, 2022 Workforce Development Board General Meeting

The Chair requested a motion to approve the consent agenda. Louie Lopez motioned; Henry Shannon seconded the motion. All in favor, none opposed. Motion passed.

PRESENTATION

7) LAUNCH Apprenticeship Network

Charles Henkels led the presentation. He noted LAUNCH was funded by the community colleges and discussed several topics including stats of their registered apprentices; regional systems; intermediary structure; advancing apprenticeships in California; LAUNCH consultants; the VIP apprenticeship experience; apprenticeship models; and partnership models.

DISCUSSION

8) Approval of Workforce Innovation and Opportunity Act San Bernardino County Local Plan and Inland Empire Regional Plan 2-Year Modification for Plan Years 2021-2024

Bradley Gates provided an overview of the item and noted it was posted for 30 days for comments and no negative comments were received. The Chair requested a motion to approve the item. Louie Lopez made a motion; Lowell King seconded the motion. All in favor, none opposed. Motion passed.

REPORTS/INFORMATION

9) Committee Updates

- Executive Board: Bradley Gates provided an overview of the fiscal reports, noting the budget workshop will be held on 3/22/23. He also provided legislative updates, including some forthcoming position changes. He discussed the CWA Day at the Capitol event that will occur March 7-9 in Sacramento and will provide updates on those visits at the next meeting. He also noted the upcoming trip to Washington D.C. for legislative visits, which will include some Board members and the County's legislative analyst.
- EDBR Committee: Cinnamon Alvarez reported on the Economic Recovery Business Services Outreach Support Project; Job Fairs and Hiring Event news and the WDB Business Services Dashboard.

- Special Populations Committee: Jonathan Weldy reported on the two presentations that were made at the last meeting, including one on sub-minimum wage by Robert Loeun and the other about forklift training programs by Terrance Stone. Lastly, he discussed the \$250k grant from the Department of Labor for the Disability Navigator program.
- Youth: Shannon Shannon discussed January being National Mentoring Month and the presentation that was received by the Children's Network Mentoring Task Force. She also reported on the presentations from the Career Online High program the County Library offers for free. Next, she reported on the mid-year letters that were sent to all Youth providers; the Youth provider meeting; the Road Trip Nation contract; and a presentation from Workforce SBCSS, formerly the Alliance for Education.

10) County Report

Bradley Gates reported on an upcoming DMV visit in Fontana to discuss truck training and partnerships to help individuals get their licenses. He also discussed the mini retreat for the Board in May; pending grant applications and the upcoming budget workshop on 3/22.

11) Chair Report

Will Sterling reported on the Legislative Ad Hoc Committee that will meet to provide a framework of topics to discuss with legislators in Sacramento and Washington D.C. One specific topic of interest is the Brown Act requirements and the interest of future meetings being conducted with a virtual option, to allow for more participation. Lastly, he reported on the retirement of Ken Boshart from the Board.

ADJOURNMENT

The Chair requested a motion to adjourn the meeting. Shannon Shannon motioned; Cinnamon Alvarez seconded the motion.

The meeting adjourned at 10:35 am

The next Workforce Development Board General Meeting is scheduled for Wednesday, March 22, 2023, at 8:30 am, located at the WDD Administrative Office, 290 North D Street, 6th Floor, San Bernardino, CA 92415.

Devra Bell, WDB Secretary

**San Bernardino County
Workforce Development Board
Agenda Item**

MEETING DATE: March 22, 2023
ITEM: (7)
SUBJECT: Approval of Fiscal Year 2023-24 Budget
PRESENTED BY: Bradley Gates, Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Approve Fiscal Year 2023-24 Budget

BACKGROUND:

Revenues for the proposed FY 2023-24 budget are projected to be \$35.77M, approximately \$11.14M more than the current FY 2022-23 budget of \$24.63M. The increase is primarily due to the addition of the Prison to Employment, Regional Equity and Recovery Partnership, and High Roads Training Partnership programs – all of which are Non-WIOA funds. It is estimated that the level of new WIOA funding will be consistent with the amounts received for the current fiscal year.

The proposed budget is designed to maximize expenditures in Direct Program and Training costs. Highlights of the budget include the following:

- \$500,000 for contracts with local business-serving organizations for the purpose of strengthening business connections and developing jobs for AJCC customers.
- Over \$350,000 for contracting with organizations that provide business consulting and workshops for the purpose of layoff aversion and retaining businesses.
- \$1.85 million for On-the-Job training contracts, supporting businesses and training opportunities for residents.
- \$2.94 million for Occupational Training services for residents.
- Nearly \$600,000 for Supportive Services to assist residents seeking employment or training opportunities.
- Over \$6 million budgeted for serving at-risk youth with employment and higher education services.
- \$5.75 million for paid work experience opportunities for customers who are enrolled in CalWorks or CalFresh programs.
- \$299,350 for workforce services in the Day Reporting Centers in partnership with the Probation Department.
- \$221,453 for workforce services in the County Jails, in partnership with the Sheriff's Department Inmate Services Unit.
- No changes to the staffing mix of 100 Full Time Equivalent budgeted positions.
- Reserves of \$7 million includes carryover funds for multi-year state grants, and also serves to account for any unanticipated revenue variations from the federal government and prior year encumbrances.

For further detail, a budget summary of revenues and expenditures is attached to this item. Upon approval of this item, the budget will be submitted to the County Administrative Office for inclusion in the Countywide budget which will be adopted by the Board of Supervisors on June 13, 2023.

**THE DEPARTMENT OF WORKFORCE DEVELOPMENT
FY 2023-24 REVENUE REPORT**

PROPOSED REVENUE REPORT

ROW	COLUMN	A	B	C	D	E	F	G
		FY 2022 - 2023		Fiscal Year 2023 - 2024				
				(A-B)		(C+D)	(E-A)	
1	GRANT NAME	FY 22/23 Total Available Funds	FY 22/23 Estimated Expenditures	FY 22/23 Carryover Funds	FY 23/24 Estimated Allocation (Funds in)	FY 23/24 Total Available Funds	CHANGE	NOTES
2	ADULT	6,151,132	6,151,132	-	5,547,819	5,547,819	(603,313)	Assuming level WIOA funding from prior year. Carryover of \$5.53M is less than from FY21-22.
3	DISLOCATED WORKER (DW)	6,195,749	6,195,749	-	4,952,779	4,952,779	(1,242,970)	
4	YOUTH	9,777,844	4,381,364	5,396,480	5,857,395	11,253,875	1,476,031	
5	RAPID RESPONSE	644,217	512,014	132,203	588,881	721,084	76,867	
6	OTHER (WIOA)	269,558	269,558	-	125,000	125,000	(144,558)	No carryover for Regional Planning 4.0. FY24 funding is RPI 5.0.
7	OTHER (NON-WIOA)	1,594,610	1,594,610	-	13,168,351	13,168,351	11,573,741	Interest, EDD rent reimbursements, Phase II MOU, AB109, Disability Navigator, P2E, RERP, HRTP.
8	TOTALS	24,633,110	19,104,427	5,528,683	30,240,225	35,768,908	\$ 11,135,798	

**THE DEPARTMENT OF WORKFORCE DEVELOPMENT
FY 2023-24 BUDGET OVERVIEW**

PROPOSED RECOMMENDED BUDGET

	COLUMN	A	B	C	D	E	F
ROW		FY22/23	FY22/23	FY23/24	(C-A)	FY23/24	
	Description	Budget	Estimated Expenditures	Recommended Budget	CHANGE	% OF BUDGET	Notes
1	Salaries & Benefits	\$ 9,557,040	8,200,000	10,226,033	668,993	24.00%	No staffing adjustments
2	Services & Supplies	1,275,387	850,000	1,908,157	632,770	4.48%	Office Supplies, Furniture & Equipment, Professional Services, Utilities, Program Support
3	County Expenses	881,064	590,000	925,117	44,053	2.17%	County Administrative, Legal, HR and IT costs
4	Travel	175,000	110,000	192,083	17,083	0.45%	WDB/Staff training and travel costs
5	Program/Training	19,489,284	10,950,000	20,077,183	587,899	47.12%	Customer Program and Training expenses - details on additional sheet
6	Equipment	50,000	-	75,000	25,000	0.18%	Equipment budgeted on a contingency basis
7	Transfers	2,098,344	1,900,000	2,208,261	109,917	5.18%	Facility rent, other transfers
8	Reimbursements	(7,906,247)	(4,250,000)	(6,844,208)	1,062,039	-	Admin and program related costs from TAD MOU (CSEP, CYEP, CalFresh), Sheriff Inroads, etc.
9	Reserves	1,233,701	-	7,001,282	5,767,581	16.43%	Reserves
10		\$ 26,853,573	\$ 18,350,000	\$ 35,768,908	\$ 8,915,335	100%	
	Number of Positions:	100	84	100	-		

**THE DEPARTMENT OF WORKFORCE DEVELOPMENT
FY 2023-24 PROGRAM BUDGET**

PROPOSED RECOMMENDED PROGRAM BUDGET

ROW	COLUMN	A	B	C	D	E
		FY22/23	FY22/23	FY23/24	(C-A)	
	Program Description	Adopted Budget	Estimated Expenditures	Recommended Budget	\$ CHANGE	Notes
1	Job Fairs/Promo Items	83,200	60,870	85,000	1,800	Layoff aversion program, HR hotline, Business workshops, Consulting services, Economic Recovery Business Services Enhancement program
2	Business Consulting Services	800,000	585,288	795,000	(5,000)	
3	Business Workshops	50,000	36,580	52,500	2,500	
4	LMI for Rapid Response	71,200	52,091	74,760	3,560	
5	Individual Training - ITA/Assessment of Skills	3,132,000	2,127,095	2,162,600	(969,400)	State requires 30% of FY23/24 Adult and DW funds, \$3.15M to be spent on training
6	On the Job Training - OJT	2,132,000	1,551,973	1,000,000	(1,132,000)	
7	Customized/Incumbent Training	250,000	182,902	262,500	12,500	
8	Supportive Services	525,000	384,095	515,500	(9,500)	Transportation, Tools, Uniforms, etc.
9	Out of School Youth Programs	5,160,000	3,011,430	5,418,000	258,000	Youth Contracts
10	In School Youth Programs	-	-	-	-	In-School Youth Program
11	Youth Special Projects	650,000	-	650,000	-	Road Trip Nation
12	Prison to Employment	-	-	229,000	229,000	Prison to Employment
13	Regional Equity and Recovery Partnership (RERP)	621,800	-	840,000	218,200	RERP
14	High Roads Training Partnership (H RTP)	-	-	2,015,513	2,015,513	H RTP
15	TAD CalFresh (CFET)	350,000	350,000	250,211	(99,789)	CFET
16	TAD Adult WEX Program (CSEP)	3,943,216	1,765,940	4,033,688	90,472	CSEP
17	TAD Youth Program (CYEP)	1,395,868	516,735	1,465,661	69,793	CYEP
18	Regional Plan/Other	325,000	325,000	227,250	(97,750)	Regional Plan/Other
	TOTALS	\$ 19,489,284	\$ 10,950,000	\$ 20,077,183	\$ 587,899	

**San Bernardino County
Workforce Development Board
Agenda Item**

MEETING DATE: March 22, 2023

ITEM: (8)

SUBJECT: Local Area Subsequent Designation and Local Board Recertification Application For Program Year 2023-25

PRESENTED BY: Bradley Gates, Director
Workforce Development Department

CONSENT _____ **DISCUSSION** X **INFORMATION** _____

RECOMMENDATION: Approve the submission of an application to the California Workforce Development Board for the Subsequent Designation of the San Bernardino County Local Workforce Development Area and Recertification of the Local Board under the Workforce Innovation and Opportunity Act, for a two-year period effective Program Years (PY) July 1, 2023 through June 30, 2025.

BACKGROUND: Workforce Innovation and Opportunity Act (WIOA) requires the Governor to designate Local Workforce Development Areas (LWDAs) for the state and to certify one Local Workforce Development Board (WDB) for each Local Area in the state once every two years.

In 2015, the California Workforce Development Board (CWDB) designated San Bernardino County as a LWDA. On February 17, 2021, the WDB approved the application to the California Workforce Development Board for the Designation of the San Bernardino County Local Workforce Development Area and Recertification of the Local Board for the period of July 1, 2021 through June 30, 2023. The State subsequently approved on both fronts. The two-year period is ending and the Local Board must reapply for Subsequent Designation and Recertification for the period of July 1, 2023 through June 30, 2025.

On March 13, 2023, the Employment Development Department (EDD) released a draft directive (WSDD-245) regarding Recertification of Local Boards and the Subsequent Designation of LWDAs. CWDB and EDD will recommend either the approval or denial of a request for recertification and designation of the LWDA to the Governor, effective July 1, 2023 through June 30, 2025. The Governor shall approve the request if the Local Board has:

- Met WDB membership provisions of WIOA,
- Sustained fiscal integrity,
- Performed successfully,
- Engaged in the Regional Planning process, and
- Local Area Assurances.

The WDB has met the membership provisions of WIOA with a compliant board and application process and has maintained fiscal integrity by submitting timely reporting of expenditures and the completion of an annual county single audit as required by the State.

The LWDA has performed successfully as defined by the State of California and has successfully negotiated performance goals within the designated Regional Planning Unit. The Inland Empire Regional Planning Unit (IERPU), comprised of Riverside and San Bernardino Counties' WDBs, has discussed performance and entered into negotiations together the last two PYs.

The WDB is engaged in the regional planning process, participating and contributing to regional planning and implementation efforts, and collaborated on the review and approval of the WIOA Regional Plan Modification. The IERPU's two-year Plan Modification will be submitted to the CWDB on March 31, 2023.

With approval, the LWDA Subsequent Designation and Local Board Recertification will be submitted to the Board of Supervisors on May 9, 2023.

Attachment: Local Area Subsequent Designation and Local Board Recertification Application Program Year 2023-25

**Local Area Subsequent Designation and
Local Board Recertification Application
For Program Year 2023-25**

Local Workforce Development Area

San Bernardino County

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2023-25 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Completed applications must be submitted by **5 p.m. on Friday, April 14, 2023**, to the CWDB at PolicyUnit@cwdb.ca.gov.

San Bernardino County

Name of Local Area

290 North D Street, Suite 600

Mailing Address

San Bernardino, CA 92415

City, State, ZIP

4/14/2023

Date of Submission

Bradley Gates

Contact Person

(909) 387-9856

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting Local Board members:

1. Provide the names of the individuals appointed for each membership category listed below.
2. Attach a roster for the current Local Board.

Category: Business – WIOA Section 107(b)(2)(A) requires that business members constitute a simple majority of the Local Board, and WIOA Section 107(b)(3) states that the chairperson shall also be a member under this category. Specifically, a majority of the Local Board’s business members shall constitute the following representatives under this membership category:

- Owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority.
- Representatives of businesses, including small businesses or business organizations.
- Individuals appointed by those who have been nominated by local business organizations and business trade associations.

Please list the Local Board’s business members and identify the chairperson by typing CHAIR after their name:

LOCAL BOARD BUSINESS MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
William Sterling, Chair	President	Sterling Synergy Systems, Inc.	12/14/2021	12/31/2023
Shannon Shannon	Owner	Saddlerock Reverse Mortgage	11/15/2022	12/31/2024
Jonathan Weldy	President	Meridian Land Development Co.	11/15/2022	12/31/2024
Phillip Cothran	Owner	State Farm Insurance	01/10/2023	12/31/2023
Michael Gallo	President/CEO	Kelly Space & Technology, Inc.	04/21/2021	12/31/2022
Scott Kuethen	CEO	Amtec Human Capital	10/26/2021	12/31/2023
Cinnamon Alvarez	President	A-19 Artisan Lighting	02/07/2023	12/31/2023
Lina Montes	President	G.O. Pallets, Inc.	01/26/2021	12/31/2022
In process				
In process				

Category: Labor – At least 20 percent of the Local Board members shall be labor representatives from the Local Area’s workforce. Specifically, the Local Board shall have labor representatives under this membership category from the following entities (WIOA 107[b][2][B]):

- Labor organizations (for a Local Area in which employees are represented by labor organizations) and who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees.
- A member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

Members may be representatives from community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth.

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a Local Area in which such organizations represent no employees, other representatives of employees shall be appointed to the Local Board, but any Board that appoints representatives of employees not nominated by local labor federations must demonstrate that no employees are represented by such organizations in the Local Area.

List the Local Board’s labor members:

LOCAL BOARD LABOR MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Ricardo Cisneros	Labor Org/Executive Sec/Treasurer	Inland Empire Labor Council	10/27/2020	12/31/2022
Jimmy Elrod	Labor Org/ Representative	SW Carpenters	01/24/2023	12/31/2024
Louie Lopez	Labor Org/ Apprenticeship Representative	Iron Workers 433	01/24/2023	12/31/2024
Lowell King	Community Based Organization/ Regional Operations Officer	Goodwill of Southern California	12/14/2021	12/31/2023

Category: Education – WIOA Section 107[b][2][C] requires that each Local Board include members who represent entities that administer education and training activities in the Local Area. Specifically, the Local Board shall have education representatives under this membership category from the following entities:

- Eligible Title II adult education and literacy providers; and
- Institutions of higher education providing workforce investment activities.

Members may be representatives from local educational agencies and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

List the Local Board’s education members:

LOCAL BOARD EDUCATION MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Henry Shannon	President	Chaffey College	12/14/2021	12/31/2023
Dale Marsden	CEO	Tomorrow’s Talent	10/27/2020	12/31/2022

Category: Economic and Community Development – WIOA Sections 107[b][2][D] and [E] require each Local Board to include governmental, economic, and community development representatives under this membership category from the following entities:

- Economic and community development organizations.
- The state’s employment service office under the *Wagner-Peyser Act*.
- Programs carried out under Title I of the federal *Rehabilitation Act*.

A Local Board may have representatives from transportation, housing, and/or public assistance agencies; philanthropic organizations; and/or an individual or representatives of entities determined to be appropriate by the local CEO.

List the Local Board’s economic and community development members:

LOCAL BOARD ECONOMIC AND COMMUNITY DEVELOPMENT MEMBERS				
Name	Title	Entity	Appointment Date	Term End Date
Orlando Acevedo	Economic Development	City of Apple Valley	01/26/2021	12/31/2021
Cherilynn Greenlee	Employment Service/ Division Chief, Southern Division, Workforce Services Branch	California Employment Development Department	10/27/2020	12/31/2022
Robert Loeun	Rehab Act of 1978/ District Administrator	California Department of Rehabilitation	04/12/2022	12/31/2023

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having an Individual Indicator Score of 50% or higher in PY 20-21 OR PY 21-22, as described in Workforce

Services Directive *Calculating Local Area Performance and Nonperformance* (WSD20-02) dated September 18, 2020, for the following primary indicators of performance:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 20-21 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>62.5%</u>	<u>63.9%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$6,409</u>	<u>\$8,207</u>
PY 20-21 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	<u>69.2%</u>	
Median Earnings	BASELINE	

PY 21-22 Individual Indicator Scores		
Indicators of Performance	Adults	Dislocated Workers
Employment Rate 2 nd Quarter After Exit	<u>62.4%</u>	<u>64.8%</u>
Median Earnings 2 nd Quarter After Exit	<u>\$6,282</u>	<u>\$8,027</u>
PY 21-22 Individual Indicator Scores		
Indicators of Performance	Youth	
Employment or Education Rate 2 nd Quarter after Exit	<u>73.7%</u>	
Median Earnings	BASELINE	

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 20-21 or PY 21-22:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or improperly expended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation:

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways: [The San Bernardino County Board of Supervisors approved the WIOA Program Year 2021-2024 San Bernardino County Local Plan and the Inland Empire Regional Plan 2-Year Modification to the California Workforce Development Board on 3/14/23.](#)

Local Area Assurances

Through PY 23-25, the Local Area assures the following:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive *Monthly and Quarterly Financial Reporting Requirements* (WSD19-05), dated December 4, 2019.
- All close out reports will comply with the policies and procedures listed in *WIOA Closeout Requirements* (WSD16-05), dated July 29, 2016.

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include the following:

- The Local Area will meet the requirements of the *CUIC Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The Local Area will select the America's Job Center of CaliforniaSM operator(s) through a competitive procurement process, such as a Request for Proposals, unless designated or certified as an operator with the agreement of the local CEO and the Governor (WIOA Section 121[d][2][A] and 107[g][2]).

- E. The Local Area will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.

- F. The Local Area will comply with the nondiscrimination provisions of WIOA Section 188 and 29 CFR Part 38, including the collection of necessary data.

- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, the Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and two-year modifications).

- H. The Local Area will participate in regional performance negotiations.

- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.

- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board Chair must sign and date this form. Electronic signatures are permitted for the PY 23-25 application.

By signing the application below, the local CEO and Local Board Chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

Name

Name

Title

Title

Date

Date