



WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY

Board of Director's Meeting

Friday, September 23, 2022

8:00 a.m. – 10:00 a.m.



via Zoom

Meeting ID 890 5366 8200

Password 020084



WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

PUBLIC MEETING ANNOUNCEMENT
Workforce Development Board of Solano County Board Meeting
Date: Friday, September 23, 2022
Time: 8:00 a.m. - Open Session

Location: Via Zoom

On September 16, 2021, Assembly Bill No. 361 was approved by Governor Newsom and filed with Secretary of State the same day. Given that the State of California is considered to still be in a state of emergency pursuant to the California Emergency Act (CA GOV § 8625), due to the current pandemic, meetings held by the Workforce Development Board of Solano County (WDB) that fall under Brown Act requirements will continue to be held virtually as meeting in person may present imminent risks to the health or safety of attendees.

The WDB has taken steps to utilize technology to encourage full public participation during its upcoming meeting. The above scheduled meeting will be accessible through the following option:

Join Zoom Meeting

<https://us02web.zoom.us/j/89053668200?pwd=Zy9hNUZsVWdjbm1MdFhGVGN5WHdGUT09>

Meeting ID: 890 5366 8200

Passcode: 020084

Call in via Zoom: 669-900-6833

You can join the Zoom meeting from a computer, mobile device, or tablet. The Zoom meeting information will be provided in every meeting agenda. Members of the public will be given the opportunity to provide public comment remotely during the public comment period or may provide public comment in advance by email to: tgallentine@solanowdb.org not later than 24 hours in advance of the scheduled meeting. All such written comments that are related to employment and training in Solano County will be read aloud at the meeting.

For more information about Assembly Bill No. 361, visit [California Legislative Information](#) or contact Tammy Gallentine at tgallentine@solanowdb.org or by calling 707-863-3552.

Items Distributed to the Board less than 72 hours prior to meeting – Pursuant to Government Code section 54957.5, non-exempt public records that relate to open session agenda items and are distributed to a majority of the Committee less than seventy-two (72) hours prior to the meeting will be available to the public inspection by contacting Tammy Gallentine at tgallentine@solanowdb.org or by calling 707-863-3552 during regular business hours. When practical, these public records will also be made available on WDB's website at <https://solanoeemployment.org/board-of-directors>.

The Workforce Development Board of Solano County thanks you for your cooperation in advance. Our community's health and safety is our highest priority.



WORKFORCE DEVELOPMENT BOARD

OF SOLANO COUNTY

BOARD OF DIRECTORS MEETING

Friday, September 23, 2022, 8:00 – 10:00 a.m.

via Zoom

<https://us02web.zoom.us/j/89053668200?pwd=Zy9hNUZsVWdjbm1MdFhGVGN5WHdGUT09>

Meeting ID: 890 5366 8200 Passcode: 020084

AGENDA

I.	Call to Order	
II.	Introductions	
III.	Agenda Changes/Deletions	
IV.	Public Comment - <i>Public comments on agenda items and items under the jurisdiction of the Committee shall be made at this time. Written comments submitted by the public will also be read. Please note: Instructions to submitted written comments are outlined in the Public Announcement of this meeting.</i>	
V.	Consent Calendar	PAGE
	A. Consider Adoption of Resolution 2022-06 to Continue Remote Meetings Pursuant to AB361	1
	B. Approval of the May 20, 2022, and June 24, 2022, Meeting Minutes	5
VI.	Closed Session	
	A. Pursuant to §54957.6(b)(1) Annual Evaluation of the WDB's President/ Executive Director, Heather Henry	
	B. Pursuant to §54957.6(b)(1) Update of Collective Bargaining Agreement Negotiations	
VII.	Reconvene Open Session	
	A. Pursuant to §54957.6(b)(1) Report on any Action Resulting from Closed Session	
	B. Pursuant to §54957.6(b)(1) Report on any Action Resulting from Closed Session	
VIII.	Informational Reports	
	A. Board Chair (Verbal)	
	B. Committee Chairs (Verbal)	
	C. President/Executive Director (Verbal)	
	D. Reports (Written)	12
IX.	Action Items	
	A. Review and Approval of Budget Modification #1 for Fiscal Year (FY) 2022-23	34
X.	Discussion	
	A. Board and Committee Reengagement	
XI.	Adjournment	

Note: The next Board of Director's meeting is scheduled for Friday, November 18, 2022

CONSENT CALENDAR





WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

AGENDA SUBMITTAL

SUBJECT: Consider Adoption of Resolution 2022-06 to Continue Remote Meetings Pursuant to AB361	MEETING DATE September 23, 2022	AGENDA ITEM V.A
FROM: Heather Henry President/Executive Director	ACTION REQUIRED YES ✓ NO	ATTACHMENTS A

RECOMMENDATION

It is recommended that the Board of Directors consider adopting a Resolution to continue remote meetings for the next 30 days from the date of the initial adoption as result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, and that holding the Board of Director's and Committee meetings, that are subject to the Brown Act, in person would present imminent risks to the health or safety of attendees.

SUMMARY

On March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic. That proclamation remains in effect. As a result of the state of emergency, the Governor issued executive orders that waived the normally strict provisions of the Brown Act relating to holding and participating in meetings via teleconferencing. Executive Order N-29-20 allowed bodies subject to the Brown Act to meet without a physical meeting location, so long as various requirements were met, including providing the public the opportunity to observe and participate in the meeting telephonically or electronically. Executive Order N-08-21 extended the suspension of the Brown Act's normal teleconferencing rules through September 30, 2021.

On September 16, the Governor signed AB 361, urgency legislation which took effect immediately. AB 361 amended Government Code section 54953 to address holding meetings subject to the Brown Act via teleconferencing during a declared state of emergency. The amended section 54953 takes the place of the provisions of the prior executive orders related to teleconferencing, except that Governor Newsom has subsequently clarified that requirements related to public meetings of local legislative bodies set forth in Executive Order N-08-21 would continue to govern through September 30, 2021, so long as notice of the public meeting is provided, and the public has the opportunity to observe and participate in the meeting as required by AB 361. AB 361 allows a board, commission, or committee subject to the Brown Act, called "legislative bodies" under the Brown Act, to meet via teleconference without following the normal Brown Act teleconference rules if any of the following circumstances exist:

"A) The legislative body holds a meeting during a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing.

(B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees. [or]

(C) The legislative body holds a meeting during a proclaimed state of emergency and has determined, by majority vote, pursuant to subparagraph (B), that, as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.”
(Gov’t Code §54953(e)(1) [AB 361, p. 9].)

If the meeting is held via teleconference under these provisions, the meeting body must meet certain requirements under AB 361, including providing public access to the meeting and opportunity for the public to address the members of the legislative body. AB 361 also requires periodic review of the determination to continue to meet via teleconference. If the state of emergency is still active, or if “state or local officials have imposed or recommended measures to promote social distancing,” then no later than 30 days after meeting via teleconference for the first time pursuant to AB 361, the body must make a finding that the body “has reconsidered the circumstances of the state of emergency” and further find that “[a]ny of the following circumstances exist: (i) The state of emergency continues to directly impact the ability of the members to meet safely in person. (ii) State or local officials continue to impose or recommend measures to promote social distancing.” (Gov’t Code §54953(e)(3) [AB 361, p. 11].)

Based on the CDC established Community Transmission metric, Solano County is considered “medium” on the 3-tier metric designed to reflect a community’s COVID-19 case rate and percent positivity. Meeting in person can potentially present imminent risks to the health and safety of attendees. Having met the conditions described above, staff has prepared a resolution for the Board of Directors’ consideration. Adoption of the resolution will enable the Board of Director’s and it’s standing committees to continue to meet remotely pursuant to AB 361. If the resolution is adopted, no later than 30 days after the Board or Committee’s first meet via teleconference, the Board or Executive Committee will be required to adopt the requisite findings to continue to meet remotely if the Board or Executive Committee desired to do so and conditions warranted making the required findings.

ALTERNATIVES

Should the Board of Directors choose not to adopt this resolution, items on the agenda cannot be heard and must be postponed to a rescheduled meeting date to be held in person. This may not be ideal for the action item and/or discussion items for this or future Committee or Board meetings.

AGENCY BUDGET IMPACT: This action has no financial impact.

REPORT PREPARED BY: Tammy Gallentine, Executive & Board Support Specialist. Please contact Tammy at 707-863-3552 if you have any questions regarding the information in this report.



Heather Henry, President/Executive Director

Resolution No. 2022-6

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY ADOPTING A RESOLUTION REGARDING THE RALPH M BROWN ACT AND FINDING OF IMMINENT RISK TO HEALTH AND SAFETY OF IN-PERSON MEETINGS AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GAVIN NEWSOM, GOVERNOR OF THE STATE OF CALIFORNIA

WHEREAS, on March 4, 2020, Governor Newsom issued a Proclamation of State of Emergency in response to the COVID-19 pandemic; and,

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconferencing rules set forth in the California Open Meeting law, Government code Section 54950 et seq. (the “Brown Act”), provided certain requirements were met and followed; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and,

WHEREAS, on September 16, 2021, Governor Newsom signed AB 361 that provides that a legislative body subject to the Brown Act may continue to meet without fully complying with the teleconferencing rules in the Brown Act provided the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and further requires that certain findings be made by the legislative body every thirty (30) days; and,

WHEREAS, AB 361 amends the Brown Act (Government Code section 54953) to add the following provision: (e)(1) A local agency may use teleconferencing without complying with the requirements of paragraph (3) of subdivision (b) if the legislative body complies with the requirements of paragraph (2) of this subdivision in any of the following circumstances: (B) The legislative body holds a meeting during a proclaimed state of emergency for the purpose of determining, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; and

WHEREAS, AB 361 amends the Brown Act (Government Code section 54953) to add the following provision: (e)(3) If a state of emergency remains active, or state or local officials have imposed or recommended measures to promote social distancing, in order to continue to teleconference without compliance with paragraph (3) of subdivision (b), the legislative body shall, not later than 30 days after teleconferencing for the first time pursuant to subparagraph (A), (B), or (C) of paragraph (1), and every 30 days thereafter, make the following findings by majority vote: (A) The legislative body has reconsidered the circumstances of the state of emergency. (B) Any of the following circumstances exist: (i) The state of emergency continues to directly impact the ability of the members to meet safely in person.

WHEREAS, the Board of Directors for the Workforce Development Board of Solano County (WDB) is empowered to take actions necessary to protect public, health, welfare and safety within the region; and,

WHEREAS, WDB has an important governmental interest in protecting the health, safety and welfare of those who participate in meetings of WDB’s various legislative bodies subject to the Brown Act; and,

WHEREAS, all teleconferenced meetings of the WDB Board of Directors, WDB Executive Committee, as well as all subcommittees of the Board of Directors shall comply with the requirements to provide the public with access to meetings as prescribed in paragraph (2) of subdivision (e) of Government Code section 54953;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Workforce Development Board of Solano County finds that the Governor's March 4, 2020 declaration of a state of emergency due to the COVID-19 pandemic remains active.

BE IT FUTHER RESOLVED, the Board of Directors of the Workforce Development Board of Solano County finds that due to the state of emergency, meeting in person would present imminent risks to the health or safety of attendees and/or the state of emergency continues to directly impact the ability of the members to meet safely in person due to the prevalence of the COVID-19 virus, the indoor setting of meeting facilities, the potential presence of unvaccinated individuals attending meetings, the potential for noncompliance with mask wearing requirements, and desire to protect the health of immuno-compromised members, staff, and the public.

PASSED AND ADOPTED this 23rd day of September 2022.

Fadi Halabi, WDB Board of Directors/Executive Committee Chair

Heather Henry, WDB President/Executive Director

**MINUTES
BOARD OF DIRECTORS MEETING
May 20, 2022**

I. Call to Order

On behalf of Board Chair, Fadi Halabi, Heather Henry called the meeting to order at 8:03 a.m. Quorum was established.

Members Present: Danny Bernardini, Suzanne Castano, Chris Churchill, Tiffany Donahue, Mary Dugbartey, Celia Esposito-Noy, Mario Giuliani, Fadi Halabi, Tim Healer, Gerald Huber, Melvinia King, Viola Lujan, and David Tam

Members Absent: Paul Adler, Shannon Dodds, Mark DeWeerd, Sabrina Martin, Stephen Reese, Scott Reynolds, and Jon Riley

Staff Present: Heather Henry, Lauren Bender, Tammy Gallentine, Marion Aiken, Tim Murrill, Brianna Boyd, Antoinette Smith, April Ziomek-Portillo, Joyce Ugweje, and Tracy White

Guests/General Public: Nancy Nelson, Teri Brimacombe, Erica Waterford, Thomas Stuebner, Dr. Rhuenette Alums, Justine Jennings, and Dr. Rob Eyler

II. Introductions

Ms. Henry announced one of Solano County Board of Supervisor's District Representatives had joined us and asked Ms. Alex Winston to introduce herself. Ms. Winston introduced herself noting she was the District Representative for Supervisor Monica Brown's office.

III. Agenda Changes/Deletions

There were no agenda changes and/or deletions to the agenda.

IV. Public Comment

There were no public comments.

V. Closed Session

At 8:06 a.m., Mr. Halabi closed the public meeting and adjourned into a closed session.

A. Pursuant to §54957.6(a) Review of Proposed Employee Retirement Plan – 2021 Employer Contribution

B. Pursuant to §54957.6(a) Discussion Regarding Employee Matters

VI. Reconvene Open Session

At 8:27 a.m., the public meeting was reconvened. The following report was given:

A. Pursuant to §54957.6(a) Report on any Action Resulting from Closed Session

B. Pursuant to §54957.6(a) Report on any Action Resulting from Closed Session

MOTION #1

A motion was made and seconded to approve a 2% contribution to the Discretionary Employee Retirement Fund for 2021.

(Esposito-Noy/Huber) MOTION PASSED UNANIMOUSLY

No further action was taken.

VII. Presentation

A. Regional Workforce and Industry Impacts of COVID-19 from Dr. Eyler of Economic Forensics and Analytics, Inc.

Ms. Henry announced that as North Bay Regional Planning Unit, the Regional Plan implementation 4.0 focuses on understanding how covid has impacted our communities, not just industries but the community themselves, and looking at this data collected and looking at it with an equity lens. An RFQ was published to have an organization analyze this data. Ultimately, the data collected was given to Economic Forensics and Analytics, Inc. in which Dr. Robert Eyler has completed the analysis and is going to present to each of the Workforce Boards. He will be giving an overview of the impact of Covid in the Northern California area as well as the industries and communities that have been impacted as well.

A presentation was given by Dr. Eyler.

VIII. Informational Reports

A. Board Chair

Board Chair, Mr. Halabi, congratulated staff on the 2% contribution to their retirement and thank them for their efforts and hard work in continuing to help the community.

B. Committee Chairs

Mr. Giuliani gave a brief overview of the May 10th Budget Committee, highlighting the continued financial and staffing challenges that WDB faces due to funding cutbacks. The committee continues to look at a number of options while staff continues to move forward. Further, the 2% contribution towards retirement is not a reflection on the performance of staff but instead caused by financial challenges. Mr. Giuliani noted the financial make-up of WDB is incredibly complicated and thanked Ms. Henry and staff for their continued hard work.

Ms. Henry announced that the Ad-Hoc Negotiations Committee had their first meeting in April. During the meeting, the committee discussed what the process looks like, expectations for negotiations and management's goals. SEIU shared with management that we should be receiving a letter to open negotiations sometime in May. There should be more information to share at the next Board meeting.

Dr. Esposito-Noy gave an overview of the Ad-Hoc Nominations Committee meeting noting the Slate of Officers nominated are outlined in agenda item X.B as an action item.

Ms. Henry stated the Ad-Hoc Youth RFP Committee met and selected a youth provider and further direction for staff. This item is also an action item on the agenda as X.D. Detailed information will be provided during the discussion of this item.

C. President/Executive Director Report

Ms. Henry announced that fiscal has been a big focus of her time over the last couple of months, but good progress has been made. Additionally, the staff received the official letter from the recent monitoring which stated that all open items are now closed. This was not reflected in the reports narrative as the letter was received after the Board packet was published. The next Board meeting report will reflect what the open items were and how they were resolved.

Ms. Henry highlighted that for the first time, there were zero completed WIOA applications completed in April. We do a lot of basic services which the report shows we are still doing but there has not been a strong pipeline between basic to enrolled services. At the end of March, WDB exhausted its training fund. There were participants coming to WDB seeking services for training and are waiting. Participants have also been able to connect to employment through basic services because there are so many jobs available so the need for more intense services hasn't been needed.

D. Reports

There was no discussion on this item.

IX. Consent Calendar

- A. Approval of March 18, 2022 Meeting Minutes**
- B. Approval for a 3rd Year Contract Renewal with Quali-Serv Janitorial for Janitorial, Maintenance and Facilities Support Services Not to Exceed an Additional Contract Amount of \$54,600**
- C. Approval for a 2nd Year Contract Renewal with Resource Development Associates, Inc. for Regional Organizer and Regional Training Coordinator Services Not to Exceed an Additional Contract Amount of \$60,000**
- D. Approval for a 3rd Year Contract Renewal with Foundation for Community Colleges to Serve as Employer of Record for Work Experience Clients Not to Exceed an Additional Contract Amount of \$190,697**
- E. Approval for a 2nd Year Contract Renewal with California Human Development for One Stop Operator Services Not to Exceed an Additional Contract Amount of \$23,500**
- F. Approval to Reappoint Board Members with Expiring Terms for a New 4-Year Term**
- G. Consider Adoption of Resolution 2022-03 to Continue Remote Meetings Pursuant to AB361**

MOTION #2

**A motion was made and seconded to approve the Consent Calendar.
(Esposito-Noy/Giuliani) MOTION PASSED UNANIMOUSLY**

X. Action Items

- A. Approval of New Workforce Board Appointment, Mr. Thomas Stuebner of California Human Development**

Ms. Henry gave a brief overview of agenda item **X.A of New Workforce Board Appointment, Mr. Thomas Stuebner of California Human Development**, which was included as part of the agenda package and incorporated herein. Mr. Stuebner introduced himself and highlighted the work California Human Development does throughout Northern California and the programs offered including overseeing an affordable housing facility in Fairfield, acting as WDB's One-Stop Operator, immigration/citizenship program, providing wrap around services and working with farmworkers.

MOTION #3

A motion was made and seconded to approve the new Workforce Board appointment, Mr. Thomas Stuebner of California Human Development (Churchill/King) MOTION PASSED UNANIMOUSLY

B. Board Nominations and Elections for 2022-2024 Slate of Officers and Executive Committee's 2022-2024 Member-at-Large

Dr. Esposito-Noy asked for a motion to approve the Slate of Officers and Executive Committee's Member-at-Large as outlined in agenda item **X.B Board Nominations and Elections for 2022-2024 Slate of Officers and Executive Committee's 2022-2024 Member-at-Large**, which was included as part of the agenda package and incorporated herein.

MOTION #4

A motion was made and seconded to approve the Board Nominations and Elections for 2022-2024 Slate of Officers and Executive Committee's 2022-2024 Member-at-Large (Esposito-Noy/Tam) MOTION PASSED UNANIMOUSLY

C. Approval to Renew the Solano County AJCC Memorandum of Understanding for 2022-2025

Ms. Henry gave a brief overview of agenda item **X.C Approval to Renew the Solano County AJCC Memorandum of Understanding for 2022-2025**, which was included as part of the agenda package and incorporated herein, noting the Master MOU will need to also go to the County Board of Supervisors for approval and signature. The Partner Agency MOU will go to the routing and signature process to be submitted to the state.

MOTION #5

A motion was made and seconded to approve the renewal of the Solano County AJCC Memorandum of Understanding for 2022-2025 (Giuliani/Huber) MOTION PASSED UNANIMOUSLY

D. Approval of First Place for Youth as Selected Workforce Innovation and Opportunity Act (WIOA) Youth Program Services Provider; Enter into Contract Negotiations with First Place for Youth for a Contract Not to Exceed \$185,000; and Select a Second Service Provider to Provide Additional Services

Ms. Henry gave a brief overview of agenda item **X.D Approval of First Place for Youth as Selected Workforce Innovation and Opportunity Act (WIOA) Youth Program Services Provider; Enter into Contract Negotiations with First Place for Youth for a Contract Not to Exceed \$185,000; and Select a Second Service Provider to Provide Additional Services**, which was included as part of the agenda package and incorporated herein. An RFP was published for a youth program service provider. The current provider did not submit a proposal however there were four proposals received. The Ad-Hoc Youth RFP Committee met and based on the evaluations of each proposal, selected First Place for Youth (FPFY). FPFY is currently serving foster youth. This contract will add workforce services on top of their current program. In addition to the Committee recommending FPFY to provide youth services, it is also recommended the Board approve the selection of a second provider since there are still funds available to award a second youth provider. The Committee recommended Voices as the second contractor. The contract for the second youth provider will be presented to the Board once it is finalized.

MOTION #6

**A motion was made and seconded to approve First Place for Youth as the selected Workforce Innovation and Opportunity Act (WIOA) Youth Program Services provider; enter into contract negotiations with First Place for Youth for a contract not to exceed \$185,000; and select a second service provider to provide additional services.
(Esposito-Noy/King) MOTION PASSED UNANIMOUSLY**

IX. Discussion

A. Fiscal Year 2022-2023 Preliminary Budget and holding a Special Board Meeting in June 2022

Mr. Halabi shared that normally the preliminary budget would be shared with the Board with an action item to approve the budget for the upcoming fiscal year. Since all the funding amounts have not yet been received and need to be added to the budget it was discussed to have a Special Board meeting in June to review and approve the preliminary budget. Mr. Giuliani noted that the delay in presenting the budget was not that the numbers were inaccurate, it was just advised by staff that there was new revenue coming in the near future that needed to be added. Approving the preliminary budget would not be a true overview of current numbers. The Budget Committee decided it would be best to wait until the new funding was added with current numbers so the Board could approve a more accurate budget.

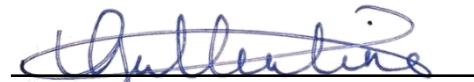
Ms. Henry shared the projected budget and noted the first ARPA funding option was added to the budget but the remaining \$7 million in ARPA funding will be added within the next month. It made more sense to have the approved funding added to the budget due to the significance of revenue change.

After further discussion, staff proposed to hold the Special Board meeting on June 24th with the Budget Committee to meet prior to this meeting. Staff will send a meeting invitation to the Board.

X. Adjournment

The meeting was adjourned at 9:44 a.m.

Respectfully submitted by:



Tammy Gallentine, Executive & Board Support Specialist

MINUTES
SPECIAL BOARD OF DIRECTORS MEETING
June 24, 2022

I. Call to Order

On behalf of Board Chair, Fadi Halabi, Heather Henry called the meeting to order at 8:31 a.m. Quorum was established.

Members Present: Danny Bernardini, Suzanne Castano, Chris Churchill, Mark DeWeerd, Shannon Dodds, Tiffany Donahue, Mary Dugbartey, Mario Giuliani, Fadi Halabi, Gerald Huber, Melvinia King, Viola Lujan, Jon Riley, Thomas Stuebner, and David Tam

Members Absent: Paul Adler, Celia Esposito-Noy, Tim Healer, Sabrina Martin, and Stephen Reese,

Staff Present: Heather Henry, Lauren Bender, Tammy Gallentine, Marion Aiken, Antoinette Smith, April Ziomek-Portillo, Joyce Ugweje, and Tracy White

Guests/General Public: Nancy Nelson, and Erica Waterford

II. Introductions

There were no introductions.

III. Agenda Changes/Deletions

There were no agenda changes and/or deletions to the agenda.

IV. Public Comment

There were no public comments.

V. Action Items

A. Consider Adoption of Resolution 2022-04 to Continue Remote Meetings Pursuant to AB361

MOTION #1

A motion was made and seconded to adopt Resolution 2022-04 to continue remote meetings pursuant to AB361

(Giuliani/Dodds) MOTION PASSED UNANIMOUSLY

B. Review and Approval of the Proposed Preliminary Budget for Fiscal Year 2022-23

Ms. Henry gave a detailed overview of agenda item **V.B Review and Approval of the Proposed Preliminary Budget for Fiscal Year (FY) 2022-23**, which was included as part of the agenda package and incorporated herein, noting the recommended budget projection is \$9.7 million, reflecting an increase in \$3.4 million, with \$4.2 million are from ARPA funds. Further, WIOA funding continues to be strained and only make up about 35% of WDB's revenue. The main funding is coming from ARPA grants.

Mr. Giuliani added this was a large adjustment to the budget which is why it was important to hold the Special Meeting so the entire Board to see the entire budget and not have the Budget Committee make the final approval. While the additional funding is good news, staff is still faced with limited WIOA funding, which is the primary source of funding for WDB. This will pose some challenges in the future.

MOTION #2

A motion was made and seconded to approve the proposed preliminary budget for Fiscal Year 2022-23

(King/Riley) MOTION PASSED UNANIMOUSLY

C. Review and Approval of the American Rescue Plan Act of 2021 (ARPA) Eligibility Policy

Ms. Henry gave a detailed overview of agenda item **V.C Review and Approval of the American Rescue Plan Act of 2021 (ARPA) Eligibility Policy**, which was included as part of the agenda package and incorporated herein, noting the policy is required in order to remain compliant with ARPA regulations that govern programmatic and administration policies. Once approved, the policy will be reviewed go the Solano County Administrator's Office.

MOTION #3

A motion was made and seconded to approve the American Rescue Plan Act of 2021 Eligibility Policy

(Giuliani/DeWeerd) MOTION PASSED UNANIMOUSLY

D. Review and Approval of the Lower Living Standard Income Level (LLSIL) and Poverty Guidelines Policy

Ms. Henry gave a brief overview of agenda item **V.D Review and Approval of the Lower Living Standard Income Level (LLSIL) and Poverty Guidelines Policy**, which was included as part of the agenda package and incorporated herein, noting this policy is updated annually, per WIOA guidelines.

MOTION #4

A motion was made and seconded to approve the Lower Living Standard Income Level (LLSIL) and Poverty Guidelines Policy.

(Riley/Giuliani) MOTION PASSED UNANIMOUSLY

VI. Informational Updates

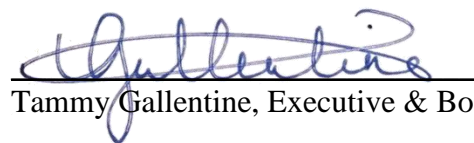
A. ARPA Informational Updates

Ms. Henry shared that staff has been working with the County to break funding into two contracts. Funding option number one was to maintain current service delivery. This contract has been signed and executed. The remaining funding options has taken a little more time to follow the County's guidelines and process. Staff hope the contracts will be finalized and ready to go by the end of July. Sole source procurements have been moving forward so those contracts can be put in place as soon as the County approved the funding option contract(s).

VII. Adjournment

The meeting was adjourned at 9:09 a.m.

Respectfully submitted by:



Tammy Gallentine, Executive & Board Support Specialist

REPORTS





WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

AGENDA SUBMITTAL

SUBJECT: Reports	MEETING DATE September 23, 2022	AGENDA ITEM VIII.D
FROM: Heather Henry, President/Executive Director	ACTION REQUIRED YES NO ✓	ATTACHMENTS A - C

SUMMARY: Staff has provided written updates on the following attached reports. Highlights will be summarized verbally.

ATTACHMENT:

- Attachment A: Compliance & Operational Reports – monitoring, personnel, and expenditures
- Attachment B: Programmatic Highlights
- Attachment C: Programmatic Performance Reports
 - AJCC Service Summary – FY2021-22 Final and July-August 2022
 - Job Seeker Services Grant Metrics – FY2021-22 Final and July-August 2022
 - WIOA 3-Year Trends – FY2021-22 Final
 - FY2021-22 Q4 Programmatic Impact Report
 - SBDC Performance Report – January-June 2022 Final

REPORT PREPARED BY:

Heather Henry, President/Executive Director

Compliance and Operational Report

...

The Compliance and Operational Report provides an overview of monitoring and personnel updates occurring since the last board meeting.

Monitoring Report

This report updates the Workforce Development Board (WDB) of Solano County on the outcomes of the Federal, State, and County audit and monitoring reviews of the agency operations. Open and prior audit and monitoring reports are available on request.

Definitions for the types of outcomes are:

- 1) Finding is an instance of noncompliance with grant rules that must be resolved through corrective action – findings that could lead to a disallowed cost will be noted as such; and
- 2) Concern is a condition that may become a compliance issue if not addressed.

Recent/Open Monitoring Activity:

- The State of California Employment Development Department (EDD) Compliance Review Unit conducted a desk review of the WDB's **Fiscal and Procurement** activities funded by WIOA in December 2021. ***EDD issued a final report on August 8, 2022, with no findings or concerns.***
- The State of California Employment Development Department (EDD) Compliance Review Unit conducted a desk review of the WDB's **Equal Employment Opportunities (EEO)** activities funded by WIOA in November 2021. ***EDD issued a final report on June 24, 2022, and determined two findings:***

Finding 1: Upon reviewing participant files, EEO Specialist identified that disability and medical related information was being collected and stored together. EDD recommends the WDB collect and store Equal Opportunity Questionnaires separately from the participant files; review all forms and assessments to ensure questions about disability and medical questions are on a separate sheet; redact disability and medical information from participant files; and store files with disability and medical information separately.

WDB Response: While the current practice is to maintain disability and medical-related information in a separate file, staff will review all participant files to ensure that such a practice is consistently adhered to. A follow-up on file reviews previously conducted will continue until all active and exited files are thoroughly reviewed and corrected. WDBSC plans for this action to be completed no later than June 30th, 2022.

EDD accepted the WDB's corrective action plan. However, the finding cannot be closed until a future on-site visit verifies successful implementation of the corrective action.

Finding 2: During staff interviews Saafi was made aware that staff were not familiar with policies

and procedures when assisting individuals with limited English proficiency (LEP) and could potentially not provide equal and meaningful access to LEP individuals. EDD recommends reviewing policies for LEP with all staff and partners and provide training and examples so staff are prepared should an LEP individual seek assistance.

WDB Response: The WDBSC stated that they will conduct a refresher training of the LEP policy with all staff and provide examples of service delivery and assistance to LEP customers, as necessary. While they has not experienced a substantial number of LEP individuals of various languages, their Spanish speaking staff has responded well to the Spanish-speaking individuals who frequent the AJCCs by providing assistance to requested services.

EDD considers this finding resolved.

- The State of California Employment Development Department (EDD) Compliance Review Unit conducted a desk review of the WDB's **programmatic** activities funded by WIOA in August 2021. ***EDD has not yet issued a draft report.***
- The State of California Employment Development Department (EDD) Compliance Review Unit conducted a review of the WDB's **WIOA Youth program** activities funded by WIOA the week of October 7, 2019. ***EDD issued a draft report on May 19, 2021 and determined four findings:***

Finding 1: The WDB Grievance and Complaint policy is missing the required federal appeal information.

WDB Response: The WDB revised its Grievance and Complaint policy, which was approved by the Board of Directors on November 15, 2019. Staff were informed of the change in policy and AJCC references and forms were updated to include the federal appeals information.

Finding Two: The WDB does not have a formal policy and procedures reporting any fraud, abuse, or other criminal activity.

WDB Response: The 2019-10 Incident Reporting Policy was developed and approved by the Board at their November 15, 2019 board meeting. Training was provided to staff at a policy training and all staff signed acknowledgement of the policy.

Finding 3: Three of the youth case files reviewed had more incentive gift cards given out than documented.

WDB Response: The WDB was able to secure documentation showing attendance on the field trip in the form of the field trip ("Laborer's Training Tour and Success Talk with Union Leaders") held on July 19, 2019 and provided the attendance check-in for the leadership event.

Finding 4: Several case files were missing proper back-up documentation for the supportive services provided to the participants. EDD observed that two of the ten case files reviewed

were missing back up documentation for the supportive services given to participants. Specifically, two case files were missing receipts for gas cards and a gift card from JCPenney.

WDB Response: The WDB disagrees with this finding. However, the WDB has reimbursed the total amount from a non-WIOA grant. The journal entry showing the reversal is attached.

On June 23, 2021, the WDBSC submitted a comprehensive response which resolved the disallowed cost finding of \$475 paid through non-WIOA funds. The WDB is currently awaiting final resolution and acceptance letter from EDD on the corrective action submitted.

- The State of California Employment Development Department (EDD) Compliance Review Unit conducted a **programmatic review** of the WDB's program activities funded by WIOA, during the week of October 1, 2018. *EDD issued a final report January 13, 2020 with one remaining finding:*

Finding 1: The WDB issued ARCO Pump Pass gas cards not according to their policy and had inadequate documentation to substantiate gas purchases.

EDD Final Determination: Therefore, the WDBSC must reimburse the WIOA grant program the \$475 in disallowed supportive services using a non-federal funding source and provide documentation of the reimbursement.

On June 23, 2021, the WDBSC submitted a comprehensive response which resolved the disallowed cost finding of \$475 paid through non-WIOA funds. The WDB is currently awaiting final resolution and acceptance letter from EDD on the corrective action submitted.

Personnel Report

The Personnel Report provides the Board with information regarding recruitments, promotions, and departures of WDB employees. Below are the staffing changes during the reporting period.

New Hire: *Michael Pryor*
Effective Date: September 19, 2022
Classification: Manager I
Position: Accounting Manager

Terminated: *Matthew Damm (Voluntary Termination)*
Effective Date: August 12, 2022
Classification: Specialist II
Position: Business Services Consultant

Erica Shaw (Voluntary Termination)
Effective Date: May 19, 2022
Classification: Specialist II
Position: Business Services Consultant

Brigid Reilly (Voluntary Termination)

Effective Date: September 6, 2022

Classification: Specialist II

Position: Navigator

Expenditure Report

There are two expenditure reports presented for the reporting period: the final FY2021-22 program year, and the FY2022-23 program year through July 31, 2022.

Final FY2021-22 Expenditure Report

With 100 percent of the program year elapsed, the expenditures and obligations compared to the plan equal 85%.

Attachment A contains the expenditure report; the report format shows the funding and expenditure information from two viewpoints. The top box contains grant funding vs. grant expenditures. The bottom box contains line-item budget vs. line-item expenditures.

Selected grants expenditure plus obligation levels summary:

- WIOA Formula Funds collectively were 90% spent in FY2021-22. The grant allocation that was underspent was Youth. Youth underspent funds are primarily due to obligations to the youth contractor. Remaining funds will be carried over into the FY2022-23 budget.
- WIOA Rapid Response was underspent due to a delayed contract. Rapid Response funds were extended through September 2022 by EDD. Remaining funds will be carried over into FY2022-23.
- EDD Disability and Veteran grants were approximately 50% spent due to underenrollments as a result of COVID-19. Remaining funds were returned to the state.
- City of Vacaville grants were underspent by approximately 50%; however, remaining funds will be carried over into FY2022-23.
- County of Solano – Microbusiness grants were underspent at 52%. Small business grants were intended to begin in June 2022, but were delayed due to the vetting process. Remaining funds will be carried over into FY2022-23.
- CWDB – AB1111 was underspent at 87% due to underenrollments as a result of COVID-19. Remaining funds were returned to the state.
- CWDB Prison to Employment was overspent at 126% due to an increase in revenue from Sonoma WIB.
- CWDB Regional Plan Implementation (RPI 3.0) funds included a training cohort that was delayed beyond the term of the grant. Remaining funds were returned to the state.
- CWDB Regional Plan Implementation (RPI 3.0) funds are underspent due to a delay invoicing from the regional organizer contractor. Remaining funds will be carried over into FY2022-23.
- FSUSD – Restaurant Resiliency was overspent at 132% due to an increase in revenue for additional meal distribution.

- TANF-Success grant expenditures were lower than planned due to COVID-19 and the waiver for CalWORKS recipients to not have to engage in work activities during the pandemic. Remaining funds cannot be carried over into FY2022-23.
- Kaiser Restaurant Resiliency was spent ahead of schedule. As a result, anticipated carry-over into FY2022-23 will be reduced.

Line-items expenditure plus obligation levels summary:

- Training Expenditures were the cost for occupational training, supportive services, and On-the-Job Training (OJT). Expenditures were significantly underspent due to the closure of training providers and reduced enrollments during COVID-19 that impacted discretionary grants. WIOA training funds were fully expended in FY2021-22.
- Outreach was overspent due to new funding streams and projects, mainly through the SBDC. Carry-over funds into FY2022-23 will be adjusted.
- Program Contracts were overspent per budget as business advisors are included in this line item.

Personnel costs were underspent due to staff turnover and extended leaves, in addition to adjusted retirement bonus costs.

Other Expenditures were collectively underspent. Professional Development and Employee Mileage were significantly underspent due to COVID-19 lack of travel. Remaining funds will be carried into FY2022-23.

FY2022-23 Expenditure Report

This is the Workforce Development Board of Solano County's (WDB) report of expenditures for the 2022-23 program year, through July 31, 2022. With 8.3% of the program year elapsed, the expenditures compared to the plan equal 3.1%.

Attachment B contains the expenditure report; the report format shows the funding and expenditure information from two viewpoints. The top box contains grant funding vs. grant expenditures. The bottom box contains line-item budget vs. line-item expenditures.

Significant Revenue Discrepancies:

- H&SS – Success Track budgeted funding ends September 2022, hence a higher expenditure rate at the end of July 2022.
- Kaiser – Restaurant Resiliency will be fully expended by fall 2022.

Significant Expenditure Discrepancies:

- Memberships expenditures includes the California Workforce Association membership, paid annually in July.

Workforce Development Board of Solano County
FINAL FY21-22 EXPENDITURE REPORT
Program Year of JULY 2021 through JUNE 2022

GRANT FUNDING	FUNDING 2021/22 #2 Approved 03/22	EXPENDITURES Actual thru 06/30/22	% Expended + Accrued	Remaining Funds Available 7/21
WIOA Allocations:				
WIOA Adult	\$961,231	954,993	99%	\$30,498
WIOA Dislocated Worker	1,038,929	886,480	85%	\$63,594
WIOA Youth	1,049,906	788,907	75%	\$301,584
WIOA Administration	301,732	305,180	101%	\$0
WIOA Rapid Response	116,402	88,626	76%	\$29,744
WIOA Layoff Aversion	49,802	47,834	96%	\$0
EDD Disability Employment Accelerator (DEA VI)	145,968	68,462	47%	\$0
EDD National Dislocated Worker - COVID ER	110,652	110,653	100%	\$0
EDD Veterans Employment-Related Assistance (VEAP)	347,522	173,311	50%	\$0
SUB-TOTAL ALLOCATED WIOA:	\$4,122,144	3,424,445	83%	425,420
Other Government Grants/Contracts:				
City of Vacaville - Manufacturing Retention	\$23,000	9,601	42%	13,399
City of Vacaville - Shop Local	21,000	11,932	57%	9,068
City of Vallejo - ARPA Small Bus Assistance	0	3,740	100%	0
County of Napa - Microbusiness Grants	0	5,725	100%	0
County of Solano - ARPA: Sustain Service Delivery	0	20,494	100%	0
County of Solano - Microbusiness Grants	52,814	27,406	52%	25,408
CWDB - AB1111	222,619	193,479	87%	0
CWDB - CNA Upskilling Program	0	2,011	100%	0
CWDB / Sonoma WIB - Prison to Employment	101,433	127,439	126%	0
CWDB / Sonoma WIB - RPI 3.0	134,473	52,076	39%	0
CWDB / Sonoma WIB - RPI 4.0	73,816	54,479	74%	40,719
FSUSD - Restaurant Resiliency	15,881	21,000	132%	0
H&SS - Job Skills Program	250,000	250,000	100%	0
H&SS - Success Track	726,639	575,910	79%	0
SBDC CARES Act	34,441	34,441	100%	0
Small Business Development Center (SBDC)	412,809	439,436	106%	0
SUB-TOTAL OTHER GOVERNMENT:	\$2,068,925	1,829,169	88%	88,594
Other Revenue:				
Kaiser - Restaurant Resiliency	\$14,750	17,750	120%	2,250
Program Income	0	2,294	100%	0
Solano Community Foundation - COVID Basic Needs	19,858	20,000	101%	0
Travis Credit Union - Food Incubator	0	10,000	100%	0
Wells Fargo - COVID-19 Business Assistance	9,700	9,700	100%	0
Wells Fargo - Restaurant Resiliency	90,475	90,472	100%	0
SUB-TOTAL OTHER REVENUE:	\$134,783	150,216	111%	2,250
TOTAL	\$6,325,852	\$5,403,833	85%	\$516,264
LINE-ITEM BUDGET	BUDGET 0	EXPENDITURES Actual thru 06/30/22	% Expended + Accrued	
Direct Client Costs:				
Vocational Training	\$466,918	\$187,606	40%	
Work-Based Training	254,500	213,835	84%	
Supportive Services	98,434	29,826	30%	
Business Advisors	156,271	0	0%	
Outreach	55,834	100,840	181%	
Program Contracts	714,347	822,250	115%	
SUB-TOTAL DIRECT CLIENT COSTS:	1,746,304	1,354,357	78%	
Personnel: Salaries + Benefits/Taxes	3,715,121	3,303,356	89%	
Other Expenses:				
Communications / IT	\$123,174	141,403	115%	
Employee / WDB Professional Dev	26,173	12,920	49%	
Facilities	479,810	487,752	102%	
Memberships	0	5,145	100%	
Mileage / Travel	37,236	1,501	4%	
Supplies / Equipment / Software	64,338	43,918	68%	
Other Operating Costs	133,696	53,481	40%	
SUB-TOTAL OTHER COSTS:	864,427	746,120	86%	
TOTAL Expenditure Budget	6,325,852	\$5,403,833	85%	

WDB SOLANO

FY2022-23 Expenditure Report - July 2022

	BUDGET 2022-23 <i>Approv. 6/22</i>	% of Budget	July '22 Actuals	% Expended 8.3%
REVENUE:				
<i>State Grant Revenue</i>				
WIOA Adult	\$939,885	9.7%	\$69,525	7.4%
WIOA Dislocated Worker	1,158,527	11.9%	64,989	5.6%
WIOA Youth	1,085,373	11.2%	63,175	5.8%
WIOA Rapid Response	130,994	1.3%	6,313	4.8%
WIOA Layoff Aversion	59,233	0.6%	1,462	2.5%
CWDB - CNA Upskilling Program	141,580	1.5%	933	0.7%
Grant Revenue Total	\$3,515,592	36.1%	\$206,397	5.9%
<i>Other Government Grants/Contracts</i>				
City of Vacaville - Manufacturing Retention	\$15,748	0.2%	\$1,389	8.8%
City of Vacaville - Shop Local	-	0.0%	-	0.0%
City of Vallejo - ARPA Small Business Assistance	483,021	5.0%	2,662	0.6%
County of Napa - Microbusiness Grants	167,285	1.7%	4,080	2.4%
County of Solano - ARPA: Sustain Service Delivery	704,139	7.2%	4,645	0.7%
County of Solano - ARPA: Community Workforce Development	845,500	8.7%	-	0.0%
County of Solano - ARPA: Industry Training	1,143,508	11.8%	-	0.0%
County of Solano - ARPA: Community Engagement	422,000	4.3%	-	0.0%
County of Solano - ARPA: Small Business	599,500	6.2%	-	0.0%
County of Solano - Microbusiness Grants	529,734	5.4%	10,973	2.1%
CWDB / Sonoma WIB - Regional Implementation	69,348	0.7%	6,121	8.8%
CWDB - Regional Equity	199,971	2.1%	-	0.0%
FSUSD - Restaurant Resiliency	-	0.0%	-	0.0%
H&SS - Job Skills Program	250,000	2.6%	25,893	10.4%
H&SS - Success Track	181,660	1.9%	26,170	14.4%
NorCal SBDC - Capital Improvement Program (CIP)	42,425	0.4%	-	0.0%
NorCal SBDC - Small Business Administration (SBA)	190,000	2.0%	9,541	5.0%
NorCal SBDC - Technical Assistance Expansion	138,575	1.4%	-	0.0%
SBDC Local Match	104,800	1.1%	2,654	2.5%
Other Government Revenue Total	\$6,087,214	62.6%	\$94,128	1.5%

	BUDGET 2022-23 <i>Approv. 6/22</i>	% of Budget	July '22 Actuals	% Expended 8.3%
<i>Other Revenue</i>				
Kaiser - Restaurant Resiliency	\$8,750	0.1%	\$2,250	25.7%
Napa Valley College	\$0	0.0%	-	0.0%
SBDCA Program Income	\$500	0.0%	-	0.0%
WellsFargo - Dream Incubator	\$50,000	0.5%	2,323	4.6%
Other Revenue Total	\$59,250	0.6%	\$4,573	7.7%
<i>Donations and Contributions</i>				
SBDC Donations and Sponsorships	\$63,500	0.7%	\$0	0.0%
Donations and Contributions Total	\$63,500	0.7%	\$0	0.0%
TOTAL REVENUE	\$9,725,556	100%	\$305,098	3.1%
EXPENSES:				
Salaries and Benefits	\$3,718,127	38.2%	\$231,438	6.2%
Personnel Expenses	\$3,718,127	38.2%	\$231,438	6.2%
		0.0%		
Vocational Training	\$773,628	8.0%	\$0	0.0%
Work-Based Training	\$202,000	2.1%	-	0.0%
Supportive Services	\$28,000	0.3%	129	0.5%
Business Advisors	\$469,119	4.8%	-	0.0%
Small Business Grants / Payments	\$1,747,750	18.0%	-	0.0%
Outreach	\$375,922	3.9%	550	0.1%
Program Contracts	\$1,505,971	15.5%	10,296	0.7%
Direct Program Costs	\$5,102,390	52.5%	\$10,975	0.2%
		0.0%		
Communications / IT	\$117,387	1.2%	\$9,009	7.7%
Employee / WDB Professional Dev	\$7,000	0.1%	-	0.0%
Facilities	\$483,182	5.0%	41,311	8.5%
Memberships	\$8,000	0.1%	5,715	71.4%
Mileage / Travel	\$11,051	0.1%	207	1.9%
Supplies / Equipment / Software	\$194,860	2.0%	2,763	1.4%
Other Operating Costs	\$83,561	0.9%	3,680	4.4%
Other Costs	\$905,041	9.3%	\$62,685	6.9%
TOTAL EXPENSES	\$9,725,556	100%	\$305,098	3.14%

Revenue Over / (Under) Expenses

\$0

Programmatic Highlights



The Programmatic Highlights Report provides a narrative of key activities for America's Job Center of CA (AJCC) activities; Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, Youth, and Rapid Response Grants; CalWORKS Pathway to Success contracts; discretionary grants; and the Solano Small Business Development Center (SBDC) occurring since the last board meeting.

America's Job Center of California (AJCC)

This report updates the Workforce Development Board (WDB) of Solano County on the activities conducted at the America's Job Center of California (AJCC) and other community locations. This report is for the period of October to November 2021.

Reporting period highlights include:

- AJCC Rural Outreach – AJCC staff participated in one of the “Food is Free Solano” community summer series which included a COVID – 19 vaccination clinic in the Rio Vista Care Center location. Staff provided AJCC informational materials, job leads, and access to Spanish speaking staff. The purpose of participating was to highlight that job center services are available to the Rio Vista community. The 2-hour event, which was the 4th of an 8-event series, was well attended. It was in partnership with the Innovative Health Solutions, Free Food Solano, Redwood Health, Independent Living Resources, Touro University (Drug Safe Solano), and Rio Vista Care, which is the city's Family Resource Center and a Solano County Department for prevention of family violence. In addition to Rio Vista, AJCC staff participated in an event held at the Dixon Family Resource Center. More than 40 people attended including families with young children. Several contact cards were provided in English and Spanish to job seekers in need of AJCC services.
- Enhanced Partnership with Solano Community College – AJCC and the Solano Community College's Students Overcoming Adversity and Recidivism (SOAR) project have expanded their outreach efforts to job seekers with criminal histories by hosting a welding class. The SOAR group assisted job seekers with the application process to become Solano Community College students and helps them with applying for work in local trade unions. The first class started with an orientation at the college's Fairfield main campus and had over 60 students registered.

WDB staff has been working with SOAR staff to facilitate a Reentry Job & Resources Fair this fall. The fair will be in collaboration with Leaders in Community Alternatives (LCA) in collaboration with Solano County Probation Department. Both AJCC and SOAR staff will be present at the day long, outdoor event in October.

WIOA Programs

The Workforce Services Division is responsible for outreach and recruitment, assessment, enrollment and exit of eligible WIOA Adult, Dislocated Worker, and Youth participants. A significant percentage of the organization's participants participate in WIOA programs.

Job Seeker Services:

- Youth Contract Transition – The Youth staff closed out the Youth Contract with Solano County Office of Education, and reengaged twenty (20) Out-of-School Youth customers that will be continuing with WIOA Youth services under the WDB.

The WDB team began technical assistance training to the new Out-of-School Youth provider, First Place for Youth, with additional training continuing throughout the program year. The team is focusing with First Place for Youth on WIOA assessments, individual service strategy development, CalJOBS data entry, file integrity, program design, and record maintenance.

In addition, the WDB team met with Voices in Vallejo to begin preparation for a second Youth contract, intended to begin January 2023.

- Youth Pre-Apprenticeship – The WDB sponsored a Laborers' Pre-Apprenticeship project hosted at Fairfield-Suisun Adult School. The cohort concluded on September 16, 2022 with 3 students graduating and earning all six (6) of the required pre-apprenticeship training criteria. Students also received a Forklift OSHA 30 certification which was added to this year's project by our training partner-NorCal Labor's Training Center. This project began in July 2022 with seven (7) young adults, four (4) of which left the project early to accept employment due to financial difficulties.

Business Services:

- Talent Pipeline Strategies- The Business Services team continues to develop pilot programs to address Solano County business talent challenges. We have continued to strengthen the Culinary Program with the Vallejo Regional Adult School. The second cohort of students are about to finish in September. We will be working with the instructor to develop a job fair upon completion of the course, so the students have an opportunity to find employment.

The first Cohort was made up of four (4) students. Upon completion of the course, a job fair was conducted. There were four (4) employers present and two (2) students were hired from the cohort. The current cohort is made up of eight (8) students and we will be looking to have more employers present for the next job fair.

- Solano Micro Business COVID-19 Relief Grant – Due to the outreach efforts and grant partnerships conducted during the last reporting period, 679 applications were received. Over half of the applicants were minority business owners and more than 420 were female business owners. Over 360 applicants identified as Black/African-American and nearly 100 were Hispanic/Latino. The list of 180 businesses eligible for grant funds was published

on June 1st and awardees were notified in June to begin the contract process for grant payment.

Since award notification, WDB staff have been providing technical assistance to applicants on providing documentation needed for verification purposes. Technical assistance has included understanding the tax documents needed to show eligibility. If tax documents were not available, staff have provided technical assistance on alternative means of showing the business is a qualified microbusiness.

- Vallejo Small Business Microgrant Program- Solano County partnered with the Workforce Development Board of Solano County (WDB) Business Services and the Solano-Napa Small Business Development Center (SBDC) to administer the VSBMP in Solano County.

Due to the outreach efforts and grant partnerships conducted during the initial collection of the applications, 696 applications were received for the lottery. The City of Vallejo has approved the first 80 applicants on the lottery. Business Services and SBDC are reaching out to those business to start the second phase of the grant process. During our outreach process, we have been able to verify 43 business. We will continue this process until 80 business are reached.

Discretionary Grants

The WDB currently implements six (6) discretionary grant programs for job seekers:

- CNA Upskilling Program (funded by California Workforce Development Board's Accelerator 10.0)
- National Dislocated Worker Grant – COVID Emergency Services (funded by Employment Development Department as a pass-through for the U.S. Department of Labor)
- Regional Plan Implementation 4.0 (funded by California Workforce Development Board, contracted through Sonoma Workforce Investment Board)

Reporting period highlights include:

- CNA Upskilling Program – This grant began June 1, 2022. During the reporting period, staff solidified contracts with a training curriculum provider, a project manager, and a technical assistance provider. The project manager, Ken Merchant, and WDB staff met with Paradise Valley Estates, a grant employer partner in Fairfield, to outline the grant and discuss training options for Certified Nursing Assistant (CNA) microcredentials. In addition, WDB staff joined Ken Merchant in July at the California Association of Healthcare Facilities (CAHF) regional conference to conduct employer outreach.
- National Dislocated Worker Grant – EDD provided additional funding for NDWG activities through March 2023. Staff are reengaging with the contract and should see additional enrollments in the next reporting period.

- Regional Plan Implementation 4.0 – This regional grant includes creation of a North Bay regional dashboard analyzing WIOA performance data by equity measures. Sonoma WIB presented a draft dashboard at the September 2022 regional meeting. A presentation of the dashboard is intended to be brought to the Board in January 2023.

Small Business Development Center (SBDC)

The WDB is the host for the Solano Small Business Development Center (SBDC). Services for small businesses include one-on-one business advising through expert consultants and seminars and events for small businesses throughout the county.

Reporting period highlights include:

- Microbusiness Grants – The SBDC, in partnership with the WDB and ethnic chambers, have been administering the County of Solano’s grant from the California Office of Small Business Advocate for microenterprise businesses. Businesses must have been in operation in December 2019, have made less than \$50,000 gross revenue in 2019, and have five (5) or fewer employees. Over 600 applications were received; however, a number of fraudulent applications were identified. During the reporting period, \$100,000 have been awarded to Solano microbusinesses.

The Vallejo ARPA Small Business Grants were launched in July 2022 and staff are beginning the vetting process for issuance of the microgrants. The Napa microbusiness grant applications closed in August 2022 and staff are currently going through the microbusiness vetting process. Details are outlined in the Business Services report.

- Restaurant Resiliency funding has been secured from the City of Vallejo, the Fairfield-Suisun Unified School District, and Kaiser to continue funding the program. As such, the SBDC relaunched the Restaurant Resiliency program and will continue to provide meals in Fairfield and Vallejo.

Solano America's Job Center of California

FY 2021-22 Service Summary

July 2021 - June 2022

Customer Traffic by Location	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Jul-June FY20-21
Vallejo AJCC (Virtually and in person)	2	76	436	510	528	471	508	475	511	407	341	307	4,572	--
Fairfield AJCC	1,878	2,147	1,230	1,000	787	601	619	568	522	553	493	537	10,935	10,865
Total Road to Employment locations *	0	0	40	45	25	20	15	4	11	8	9	7	184	--
Vacaville Library Road to Employment	0	0	3	19	8	7	3	2	2	4	5	1	54	--
Vallejo JFK Road to Employment	0	0	0	11	5	3	0	1	4	3	1	--	28	--
Vallejo Springstowne Road to Employment	0	0	0	4	8	4	4	0	2	1	2	6	31	--
Vallejo Health & Social Services	0	0	0	0	0	0	0	0	0	0	0	0	0	--
Vallejo First 5 Center	0	0	0	0	0	0	0	0	0	0	0	0	0	--
Fairfield Suisun Adult School (New)	0	0	37	11	4	6	8	1	3	0	1	0	71	--
Total	1,880	2,223	1,706	1,555	1,340	1,092	1,142	1,047	1,044	968	843	851	15,691	10,865

CalJOBS Statistics	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	FY20-21
New Individuals that Registered	1,057	2,078	575	439	657	499	530	479	570	480	555	9	7,928	6,329
Unique Individuals Receiving Services	1,902	1,710	849	792	624	515	758	697	856	787	786	51		
All Services Provided to Individuals	7,161	6,349	2,446	2,288	2,099	1,670	2,154	2,012	2,454	2,203	2,410	68		

Key Services Provided	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	FY20-21
AJCC Welcome (Orientation)	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Youth Orientations (AJCC) Welcome	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intro to Job Connect & Career Training	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Parole and Community Team (PACT) (Virtual)	0	61	21	22	13	18	16	6	7	0	8	3	175	0
Working CA - TAFB	0	0	0	0	0	0	0	0	0	0	0	0	0	0
EDD & UI Workshops (virtual)	77	29	27	15	17	21	28	118	179	216	--	--	727	160
AJCC - Workshops (virtual)	6	1	12	2	2	2	5	3	4	4	0	1	42	51
Career Advantage Sessions - (virtual)	0	0	0	0	0	0	0	0	0	0	0	0	0	5
Veterans Network - Fairfield (On Site)	0	0	0	17	27	24	10	14	19	20	8	16	155	102
CASAS Skills Testing	0	0	0	0	0	0	0	0	1	0	0	0	1	0
Typing Tests - Fairfield (On Site)	21	20	7	11	6	12	13	9	17	5	9	6	136	135
Basic Computer Skills Classes - (virtual)**	1	1	--	--	--	--	--	--	--	--	--	--	2	78
<i>Special Events: mindfulness</i>	8	8	11	3	7	11	12	11	3	0	3	0	77	30
*estimated Total:	113	120	78	70	72	88	84	161	230	245	28	26	1,315	561

** Cancelled class (Instructor was promoted)

Solano America's Job Center of California

FY 2022-23 Service Summary

July 2022 - August 2022

Customer Traffic by Location	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	Jul-Aug FY21-22
Vallejo AJCC (Virtually and in person)	394	619											1,013	78
Fairfield AJCC	546	635											1,181	4,025
Total Road to Employment locations	14	10											24	--
Vacaville Library Road to Employment	6	4											10	--
Vallejo JFK Road to Employment	6	3											9	--
Vallejo Springstowne Road to Employment	2	3											5	--
Vallejo Health & Social Services	0	0											0	--
Vallejo First 5 Center	0	0											0	--
Fairfield Suisun Adult School (New)	0	0											0	--
Total	954	1,264											2,218	4,103

CalJOBS Statistics	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	FY21-22
New Individuals that Registered	230	614											844	3,135
Unique Individuals Receiving Services	501	828												
All Services Provided to Individuals	1,294	2,233												

Key Services Provided	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total	FY21-22
AJCC Welcome (Orientation)	0	0											0	0
Youth Orientations (AJCC) Welcome	0	0											0	0
Intro to Job Connect & Career Training	--	--											0	0
Parole and Community Team (PACT) (Virtual)	0	12											12	61
Working CA - TAFB	--	--											0	0
EDD & UI Workshops (virtual)	--	--											0	106
AJCC - Workshops (virtual)	0	0											0	7
Career Advantage Sessions - (virtual)	--	--											0	0
Veterans Network - Fairfield (On Site)	14	14											28	0
CASAS Skills Testing	0	0											0	0
Typing Tests - Fairfield (On Site)	11	17											28	41
Basic Computer Skills Classes - (virtual)	--	--											0	2
Special Events: Shelter Inc, Culinary Class	3	26											29	16
Total:	28	69											97	233

PY 21/22 Job Seeker Services Deliverables by Grant Funded Program

Reporting Period: July 2021 to June 2022

100%

WIOA Adult/DW	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Applications	156	23	23	22	16	30	14	14	8	7	0	1	6	164	105%
Newly Enrolled	104	6	7	16	7	16	12	13	11	1	2	1	1	93	89%
Occupational Training	45	5	2	8	8	3	2	3	1	0	0	0	0	32	71%
Employer-Based	23	0	1	1	2	1	1	0	0	0	0	0	0	6	26%
Credentials	15	3	4	3	4	1	5	3	6	2	5	2	1	39	260%
Employed	60	5	10	11	7	8	6	5	8	8	2	2	0	72	120%

WIOA Youth	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Application Enrolled*	-	0	2	1	0	0	1	1	2	3	0	0	2	12	-
Occupational Training	40	37	1	1	1	1	0	0	1	1	2	1	1	47	118%
Employer-Based	24	0	0	0	0	0	1	0	0	0	0	0	0	1	17%
Credentials	-	0	1	1	1	0	0	0	0	0	2	2	0	7	29%
Employed	32	2	1	1	0	1	0	0	0	0	0	1	1	-	-
		3	3	0	2	0	1	1	6	3	2	2	1	24	75%

* Youth Contract is based off of a total enrolled/served of 40 youth, rather than newly enrolled individuals. July includes Youth contractor's carry-over numbers from PY2021-2022 of 37 participants

VEAP	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Enrolled	71	2	1	2	1	1	1	3	3	1				15	21%
Occupational Training	46	0	1	0	0	1	0	2	5	0				9	20%
Employer-Based	5	2	0	1	0	0	0	0	0	0				3	60%
Credentials	20	1	2	0	0	1	1	0	1	1				7	35%
Employed	66	1	1	0	0	0	2	1	1	1				7	11%

DEA	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Enrolled	19	2	4	1	0	7	4	5	1	0				24	126%
Occupational Training	2	0	0	0	0	0	0	0	0	0				0	0%
Employer-Based	23	0	0	0	0	0	0	0	0	0				0	0%
Credentials	-	1	1	0	1	0	2	0	0	0				5	-
Employed	21	1	1	1	0	1	0	2	2	1				9	43%

AB1111	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Enrolled	32	1	3	1	1	4	3	0	0	0				13	41%
Occupational Training	3	0	2	0	0	1	1	0	0	0				4	133%
Employer-Based	14	0	0	0	1	0	0	0	0	0				1	7%
Credentials	-	1	1	1	1	0	2	0	0	0				6	-
Employed	30	0	1	0	1	0	0	1	2	0				5	17%

NDWGW COVID	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Enrolled	21	2	1	2	1	2	2	0	0	0				10	48%
Occupational Training	9	1	0	1	2	0	1	1	0	0				6	67%
Employer-Based	-	0	0	0	0	0	0	0	0	0				-	-
Credentials	-	0	0	0	1	0	0	1	1	0				-	-
Employed	40	2	1	3	0	2	1	0	1	0				10	25%

Prison to Employment	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Enrolled	8	0	0	1	4	2	1	0	0	0				8	100%
Employer-Based	8	0	0	1	3	2	0	0	0	0				6	75%
Employed	10	0	0	0	0	0	0	2	1	0				3	30%

PY 22/23 Job Seeker Deliverables by Grant Funded Program

Reporting Period: July 2022 to August 2022

WIOA Adult	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Applications	60	3	3											6	10%
Newly Enrolled	35	4	4											8	23%
Occupational Training	14	0	0											0	0%
Employer-Based	7	0	0											0	0%
Credentials	10	1	2											3	30%
MSG	12	1	1											2	17%
Exited	20	2	2											4	20%
Employed At Exit	17	1	2											3	18%
Median Wage	\$ 27.00	\$ 27.44	\$ 26.68											\$ 54.12	200%

17%

WIOA DW	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Applications	110	1	1											2	2%
Newly Enrolled	80	1	1											2	3%
Occupational Training	31	0	0											0	0%
Employer-Based	8	1	0											1	13%
Credentials	10	2	0											2	20%
MSG	23	0	1											1	4%
Exited	65	0	1											1	2%
Employed At Exit	55	0	1											1	2%
Median Wage	\$ 34.00	\$ -	\$ 33.17											\$ 33.17	98%

WIOA Adult/DW	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Applications	170	3	3											6	4%
Newly Enrolled	115	4	4											8	7%
Occupational Training	45	0	0											0	0%
Employer-Based	15	1	0											1	7%
Credentials	20	2	2											4	20%
MSG	35	1	1											2	6%
Exited	85	2	2											4	5%
Employed At Exit	72	1	2											3	4%
Median Wage	\$ 31.00	\$ 27.44	\$ 26.68											\$ 27.06	87%

WIOA Youth	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Application	80	5	0											5	6%
Enrolled*	25	6	0											6	24%
Occupational Training	0	0	0											0	0%
Employer-Based	20	6	0											6	30%
Credentials	0	0	5											5	0%
MSG	0	0	1											1	0%
Exited	20	0	0											0	0%
Employed At Exit	18	0	0											0	0%
Median Wage	\$ 18.00	\$ -	\$ -											\$ -	0%

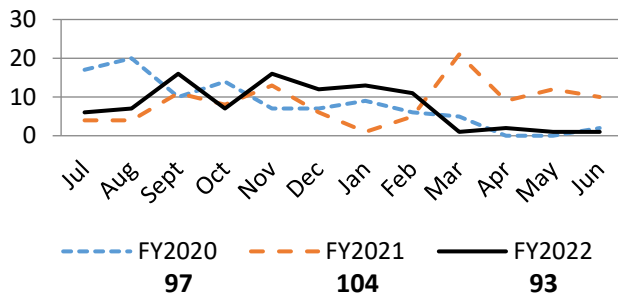
PY 22/23 Job Seeker Deliverables by Grant Funded Program

Reporting Period: July 2022 to August 2022

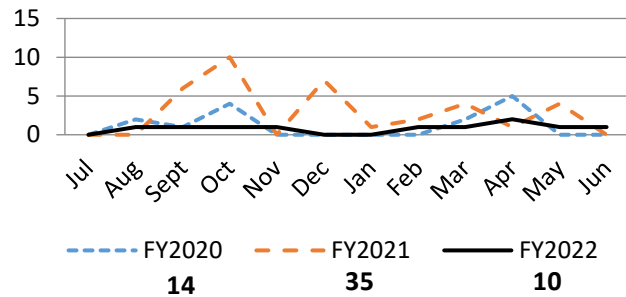
NDWG COVID	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Enrolled	30	0	0											0	0%
Occupational Training	1	0	0											0	0%
Employer-Based	3	0	0											0	0%
Credentials	2	2	0											2	100%
MSG	3	0	0											0	0%
Exited	50	0	0											0	0%
Employed At Exit	30	0	0											0	0%
Median Wage	\$ 34.00	\$ -	\$ -											\$ -	0%
CNA	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Enrolled	80													0	0%
Employer-Based	80													0	0%
Credentials	35													0	0%
MSG	60													0	0%
Exited	40													0	0%
Employed At Exit	35													0	0%
Median Wage	\$ 27.00													\$ -	0%
ARPA #1	Goal	July	August	September	October	November	December	January	February	March	April	May	June	YTD	On Target
Enrolled	80													0	0%
Training (Occ / WBL)	60													0	0%
Exited	80													0	0%
Employed At Exit	60													0	0%
Median Wage	\$ 27.00													\$ -	0%

Key 3-Year WIOA Indicator Trends PY2021/22 - July 2021 - June 2022

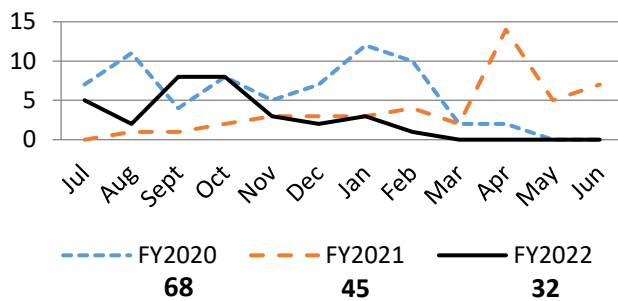
WIOA Adult/DW Enrollments



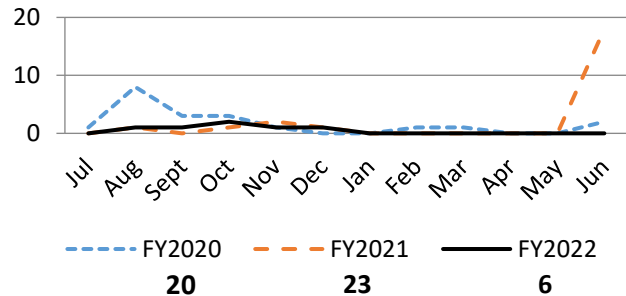
WIOA Youth Enrollments



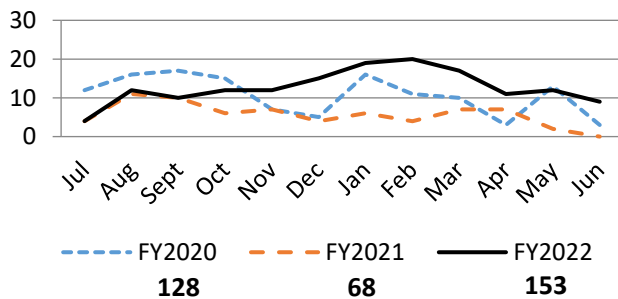
WIOA Adult/DW in Training



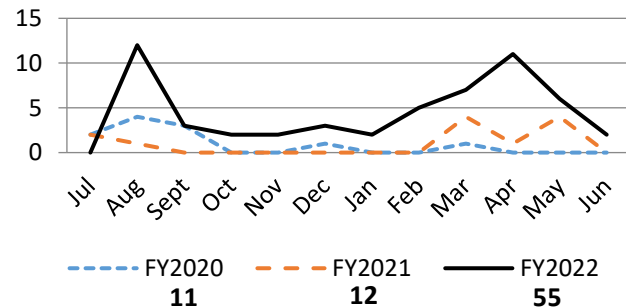
WIOA Adult/DW Earn & Learns



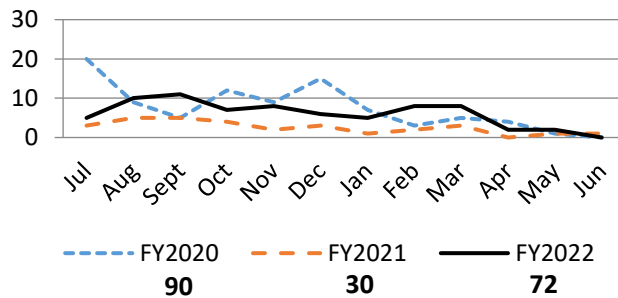
WIOA Adult/DW Completions



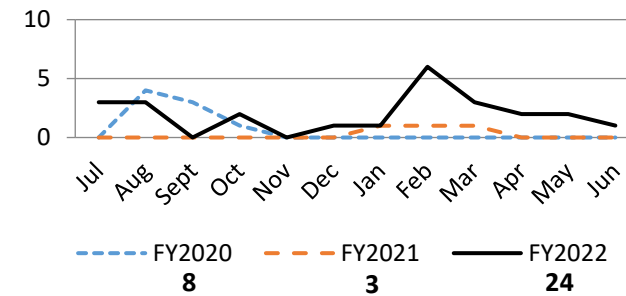
WIOA Youth Completions



WIOA Adult/DW Employment



WIOA Youth Employment





WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

FY2022 Q4 PROGRAMMATIC IMPACT

July 2021 - June 2022

**America's
JobCenter**
of CaliforniaSM

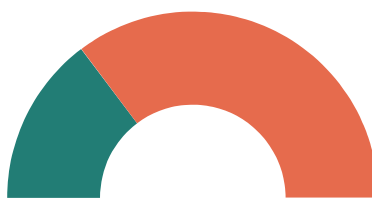
The America's Job Centers of California (AJCC) consists of partners who operate the job centers include Employment Development Department, the WDB, Division of Rehabilitation, and others.

15,507 INDIVIDUALS
VISITED THE JOB CENTERS

184 INDIVIDUALS
VISITED COMMUNITY SITES

36,628 SERVICES
PROVIDED

JOB CENTER TRAFFIC BY LOCATION



Vallejo (29.48%) Fairfield (70.52%)

Work Experience
"John" struggled to reenter the workforce using his experience in education that matched his career goals. He work with his employability specialist and was placed in a Transitional Job with Five Keys charter school. As a result, he was able to get hired for a full-time position as an instructor with Five Keys that matched his experience and goals.



Job Seeker Demographics

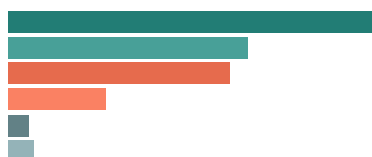
The Workforce Board serves a diverse job seeker base. Numbers below represent individuals enrolled in Workforce Innovation and Opportunity Act (WIOA) Adult, Dislocated Worker, and Youth programs.

AGE



16-24 (28.85%) 25-32 (17.31%)
33-44 (18.59%) 45-54 (19.23%)
55+ (16.03%)

RACE/ETHNICITY



Af/Amer White Hispanic
Asian Pac Island Amer Ind

PRIORITY POPULATIONS



2% BASIC SKILLS
DEFICIENT



26% CALFRESH
RECIPIENTS



0% ENGLISH
LANGUAGE



35% INDIVIDUALS
W/ DISABILITY



11% JUSTICE-
INVOLVED

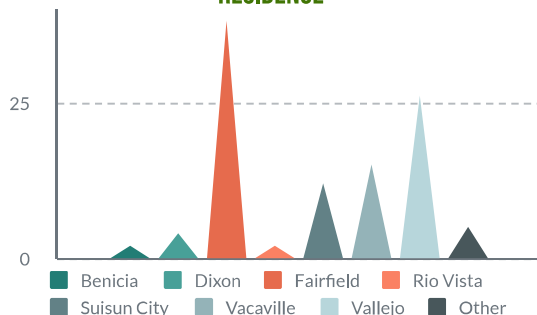


1% HOMELESS



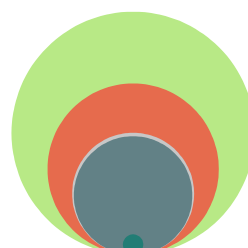
14% VETERANS

RESIDENCE



Benicia Dixon Fairfield Rio Vista
Suisun City Vacaville Vallejo Other

EDUCATIONAL ATTAINMENT



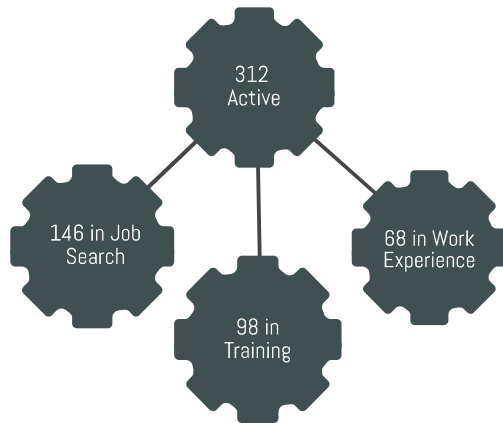
Less than HSD HSD Some College
Associate's Bachelor's +



Intensive Services

Intensive services for enrolled individuals include occupational training, paid work experience, job search support, supportive services, and job coaching. Activities and outcomes represent WIOA and State-funded individuals.

CUSTOMER ACTIVITIES



64 Individuals Received Supportive Services

CUSTOMER OUTCOMES



173 Newly Enrolled

75 Individuals Started Training



57 Individuals Received Industry Certifications

130 Individuals Employed

\$22.93
Average Wage



65%
TRAINING-RELATED
PLACEMENTS
17 out of 26



53%
SOLANO COUNTY
PLACEMENTS
vs. **35%** Solano Co. average*

Top Industries



15%



11%



12%



8%



\$8.95/HR

Ave. Increase in Wages
After Using WDB Services



CalWORKs

56

Referred to Job Readiness Workshops

14

Started Job Readiness Workshops

17

Completed Work Experience

15

Entered Employment

NOTE: CalWORKs program has been heavily impacted by COVID-19.

Business Engagement

WDB staff members engage with the business community to better serve the workforce needs of the county.

465 Active Business Engagements

195 New Businesses Engaged

698 Job Postings through Staff

37 Recruitment Events Held

Industry Skills
The WDB has been working with businesses in key industries to develop rapid industry-based skills training programs in partnership with local education entities. This summer, the WDB will launch a manufacturing internship and a culinary training cohort with our local businesses.

\$56,103
Invested in Solano County Businesses talent needs



Workforce Development Board of Solano County
500 Chadbourne Rd, Suite 100, Fairfield, CA 94534
<http://solanoemployment.org>

* Source: U.S. Census American Community Survey 2019. LEHD OntheMap Commuter Flow 2017.

Compiled 9.16.22

SBDC Monthly and Board Report															Jul-22	
Key Performance Indicators	Annual Goal	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	%Goal	
Total client sessions 2022 YTD	2,200	220	303	304	228	159	124							1338	61%	
Total Client Hours YTD	1,700	205	316	328	257	213	273							1592	94%	
Total Active Clients (Napa)	750	740	733	545	549	527	539							733	98%	
Total Active Clients (Solano)	1,500	1334	1428	1175	1206	1107	1125							1428	95%	
Total Active Clients (Center)	2,250	2074	2161	1631	1662	1695	1722							2161	98%	
Jobs Created	70	0	21	53	4	0	9							87	124%	
New Business Starts	20	0	7	5	1	0	8							21	105%	
Change in Sales	\$ 7,000,000.00	\$0.00	\$ 3,891,101.00	\$ 5,609,862.00	\$ 195,000.00	\$ 16,000.00	\$ 4,100.00							\$ 9,716,063.00	139%	
Dollar amt of loans/equity	\$ 8,000,000.00	\$1,763,600.00	\$ 14,000.00	\$ 1,543,879.00	\$ 10,000.00	\$ 50,000.00	\$ 76,000.00							\$ 3,457,479.00	43%	
Training Sessions held	60	10	10	9	7	4	7							47	78%	
# of attendees	600	85	179	136	107	90	145							742	124%	
Focus Areas:																
Napa Microbiz Grant starts Jul 11. \$140,000																
Vallejo ARPA Small Biz Grant \$375,000																
Vallejo ARPA Rest Resiliency \$100,000																
Food Incubator Program, SCC																
Wells Fargo Grant \$50,000 (Co-working rent)																
Working on Solano ARPA Projects																

ACTION ITEMS





WORKFORCE DEVELOPMENT BOARD
OF SOLANO COUNTY

AGENDA SUBMITTAL

SUBJECT: Review and Approval of Budget Modification #1 for Fiscal Year (FY) 2022-23	MEETING DATE September 23, 2022	AGENDA ITEM IX.A
FROM: Heather Henry President/Executive Director	ACTION REQUIRED YES ✓ NO	ATTACHMENTS A, B, C

RECOMMENDATION:

Attached is a proposed modification to the FY 2022-23 budget presented to the Board of Directors of the Workforce Development Board (WDB) of Solano County for their review. WDB staff recommends that the Board review and approve the proposed budget modification.

SUMMARY:

Allocations for Workforce Innovation & Opportunity Act (WIOA) Title I formula funds have been finalized from the State of California-EDD for FY2022-23 and are included in the proposed modification. This proposed modification also includes final carryover funds from FY2021-22. The difference between year-end projections versus actuals represents \$309,919; however, not all funds were eligible to be carried over into FY2022-23.

This proposed budget modification of **\$9,985,555** represents an overall increase of \$259,999, or 3%, from the projected budget. This increase is primarily due to adjustments to carryover amounts and allocations.

DISCUSSION:

Opportunities and Challenges for the Agency Budget:

Significant funding is included in the FY2022-23 for COVID workforce and small business recovery through American Rescue Plan Act (ARPA) funding. Strong programmatic project management will be imperative to achieving budget targets.

The WDB will again be unlikely to hit the 30% training expenditure for FY2022-23 WIOA Adult and Dislocated Worker requirements. The budget continues to experience strain in WIOA funding streams. Of the WIOA formula funds (Adult, Dislocated Worker, and Youth), 60% of expenditures are attributed to personnel and 17% of expenditures are attributed to operating costs. However, additional training funds from other sources continue to be added to the overall budget.

Revenue and Expenditure Detail:

- **Attachment A:** FY2022-23 Proposed Budget Modification #1
- **Attachment B:** FY2022-23 Proposed Budget Modification #1 by Project
- **Attachment C:** Multi-Year Revenue Detail

Revenue – FY2022-23

Unknowns

- Grant applications or funding opportunities are in the pipeline that may positively impact revenue in FY2022-23:
 - The WDB has been invited to be on the ReWork the Bay Committee. A \$40,000 annual operating grant accompanies this two-year opportunity.
 - The WDB submitted a Prison to Employment 2.0 application as the fiscal agent for the North Bay Regional Planning Unit in the amount of \$1,300,840, of which the WDB would receive \$417,271. The North Bay will receive Prison to Employment funds, but the final grant amount will likely be adjusted down by the state.
 - The WDB submitted a Breaking Barriers application in partnership with Dreamcatchers in the amount of \$378,601, of which the WDB would receive \$171,717.
 - The California Workforce Development Board (CWDB) will release the Regional Planning Implementation 5.0 solicitation in September 2022, intended for Regional training and professional development funds. The amount to be requested by the North Bay area is currently unknown.
- The WDB is currently in budget modification negotiations with the Sonoma Workforce Investment Board regarding Regional Plan Implementation 4.0 funding that may increase this funding stream.
- The Solano-Napa SBDC grant year is January – December. Funding levels for 2023 are currently unknown and are anticipated based on the requested budget for 2023.
 - Additional funds will be received for SBDC implementation in Napa County, which will be included in future budget modifications.

Changes from FY2022-23 Projected Budget to Proposed Mod #1:

This discussion focuses on changes that are +/-10% or more

New Revenue Sources included in FY2022-23 Mod #1:

- EDD COVID-19 Emergency Response National Dislocated Worker Grant (NDWG) – increased grant award of \$68,290.
- Napa Vallejo College – NorCal shift of funding to Solano-Napa SBDC in the amount of \$8,000.

Changes in Revenue:

- WIOA Dislocated Worker is reduced by \$111,882 due to increased allowability of administrative charges to dislocated worker funds, which reduced the carryover amount into FY2022-23.
- WIOA Rapid Response was increased by \$45,465 as FY2022-23 Rapid Response allocations were higher than were anticipated in the projected budget.
- WIOA Layoff Aversion funding was decreased by \$10,187 as a result of final reconciliation of FY2021-22 expenditures.
- CWDB – CNA Upskilling Program was increased by \$23,716 to allow for increased expenditures in the first full year of the grant based on programmatic need.
- City of Vacaville - Manufacturing Retention was decreased by \$2,349 due to higher than anticipated expenditures in FY2021-22.
- City of Vacaville – Shop Local funding was extended into FY2022-23, allowing for the remaining \$9,068 in funds to be expended.
- City of Vallejo – ARPA Small Business Assistance was increased by \$100,000 by the City of Vallejo to allow for additional small business grants.

- County of Solano – ARPA: Community Engagement & Small Business was increased by \$178,301 to allow for increased expenditures in the first year of the grant based on programmatic need.
- CWDB / Sonoma WIB – Regional Implementation 4.0 was decreased by \$28,629 due to higher than anticipated expenditures in FY2021-22 by the Regional Organizer. The WDB is currently in budget modification conversations with Sonoma WIB, which may increase this funding stream in the coming months.
- CWDB – Regional Equity projected funding amount was based on the regional application. The CWDB decreased the total grant amount to \$1,150,000, effectively reducing FY2022-23 budget amount by \$23,500.
- Fairfield-Suisun Unified School District (FSUSD) – Restaurant Resiliency funding was extended into FY2022-23, allowing for the remaining \$5,665 in funds to be expended.
- NorCal SBDC – Capital Improvement Program (CIP) is an anticipated amount for the CIP allocation beginning October 1, 2022, based on Solano-Napa SBDC's requested 2023 budget, effectively increasing the budgeted amount by \$52,575.
- NorCal SBDC – Technical Assistance Expansion Program (TAEP) is an anticipated amount for the TAEP allocation beginning October 1, 2022, based on Solano-Napa SBDC's requested 2023 budget. Funds were reduced by \$53,173 due to a higher than anticipated expenditure rate of business advisors in FY2021-22.
- SBDC Local Match was reduced by \$47,257 due to a full reconciliation of expenditures through June 2022.
- Kaiser – Restaurant Resiliency was reduced by \$6,500 due to higher than anticipated expenditures in FY2021-22.
- SBDC Program Income was increased by \$11,653 due to a reconciliation of revenue through June 2022.
- SBDC Donations and Sponsorships were reduced by \$53,547 due to a reconciliation of revenue and expenditures through June 2022, as well as a reclassification of revenue from donations to program income.

Expenditures - 2020-21:

Unknowns:

- It is unknown what continued changes will occur in service delivery, and hence, expenditures due to the COVID-19 environment.
- Current labor negotiations will have an impact on personnel costs. Final healthcare costs for increases beginning December 1, 2022 are included in personnel numbers.

Changes from FY2022-23 Projected Budget to Proposed Mod #1:

This discussion focuses on changes that are +/-10% or more

Changes in Expenditures:

- Supportive Services are increased by \$3,590 due to additional funding received for the COVID NDWG grant.
- Business Advisors expenditures were reduced by \$89,622 due to higher than anticipated expenditures in FY2021-22, as well as a reclassification of business advisor costs to personnel costs for staff conducting advising.
- Small Business Grants / Payments expenditures were increased by \$250,165 due to increased City of Vallejo funding and lower than anticipated expenditures in FY2021-22.

- Communications / IT expenditures were increased by \$31,514 due to Solano ARPA funding for Vallejo Job Center improvements.
- Employee Professional Development is increased by \$6,608 due to increased WIOA allocations and plans for additional staff professional development in FY2022-23.
- Memberships are increased by \$4,000 to fully capture both WDB and SBDC memberships.
- Mileage is increased by \$1,850 due to increased SBDC budgeted amounts.
- Supplies / Equipment / Software is increased due to expenditure reconciliation of software and planned expenditures for Vallejo Job Center improvements.

Budget Modifications:

It is typical for the agency budget to be modified at times throughout a program year:

- A first modification is generally submitted, which includes final grant allotments, finalization of funds carried over from the prior year, recalculated line-item expenditure amounts to replace estimates, and changes in service delivery strategies.
- Any subsequent modifications will be the result of changes in available grant funding, program design, and/or cost of goods and services.

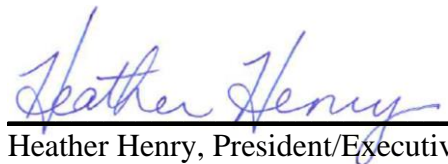
The WDB's budget responsibility to the County has been satisfied by the submission of a budget for program year 2022-23. The County budget cycle is timed differently than the WDB cycle and allows for changes to be made to the County budget for new grant awards to align it with the WDB-approved program operation budgets.

ALTERNATIVES:

Alternatively, the Board of Directors could choose not to approve this budget modification and request additional information before approval.

REPORT PREPARED BY:

Heather Henry, President / Executive Director. Please contact Heather at 707-863-3501 should you have any questions regarding the information outlined in this report.



Heather Henry, President/Executive Director

	BUDGET 2022-23 <i>Approv. 6/22</i>	2021-22 Year End Actuals	BUDGET 2022-23 <i>Mod #1</i>	\$ Increase / Decrease	% Increase / Decrease
REVENUE:					
State Grant Revenue					
WIOA Adult	\$939,885	\$1,058,800	\$985,378	\$45,493	5%
WIOA Dislocated Worker	\$1,158,527	\$983,523	\$1,046,645	-\$111,882	-10%
WIOA Youth	\$1,085,373	\$893,237	\$1,167,647	\$82,274	8%
WIOA Rapid Response	\$130,994	\$88,626	\$176,459	\$45,465	35%
WIOA Layoff Aversion	\$59,233	\$47,834	\$49,046	-\$10,187	-17%
CWDB - CNA Upskilling Program	\$141,580	\$2,011	\$165,296	\$23,716	17%
EDD - COVID National Dislocated Worker Grant (NDWG)	\$0	\$110,653	\$68,290	\$68,290	100%
Grant Revenue Total	\$3,515,592	\$3,184,684	\$3,658,761	\$143,169	4%
Other Government Grants/Contracts					
City of Vacaville - Manufacturing Retention	\$15,748	\$9,601	\$13,399	-\$2,349	-15%
City of Vacaville - Shop Local	\$0	\$11,932	\$9,068	\$9,068	100%
City of Vallejo - ARPA Small Business Assistance	\$483,021	\$3,740	\$596,260	\$113,239	23%
County of Napa - Microbusiness Grants	\$167,285	\$5,725	\$167,773	\$488	0%
County of Solano - ARPA: Sustain Service Delivery	\$704,139	\$20,494	\$715,961	\$11,822	2%
County of Solano - ARPA: Community Workforce	\$845,500	\$0	\$845,500	\$0	0%
County of Solano - ARPA: Industry Training	\$1,143,508	\$0	\$1,143,508	\$0	0%
County of Solano - ARPA: Community Engagement	\$422,000	\$0	\$477,801	\$55,801	13%
County of Solano - ARPA: Small Business	\$599,500	\$0	\$722,000	\$122,500	20%
County of Solano - Microbusiness Grants	\$529,734	\$27,406	\$525,379	-\$4,355	-1%
CWDB / Sonoma WIB - Regional Implementation 4.0	\$69,348	\$54,479	\$40,719	-\$28,629	-41%
CWDB - Regional Equity	\$199,971	\$0	\$176,471	-\$23,500	-12%
FSUSD - Restaurant Resiliency	\$0	\$21,000	\$5,665	\$5,665	100%
H&SS - Job Skills Program	\$250,000	\$250,000	\$250,000	\$0	0%
H&SS - Success Track	\$181,660	\$575,910	\$181,660	\$0	0%
NorCal SBDC - Capital Improvement Program (CIP)	\$42,425	\$42,425	\$95,000	\$52,575	124%
NorCal SBDC - Small Business Administration (SBA)	\$190,000	\$141,830	\$203,618	\$13,618	7%
NorCal SBDC - Technical Assistance Expansion Program (TAEP)	\$138,575	\$180,729	\$85,402	-\$53,173	-38%
SBDC Local Match	\$104,800	\$64,405	\$57,543	-\$47,257	-45%
Other Government Revenue Total	\$6,087,214	\$1,409,678	\$6,312,727	\$225,513	4%
Other Revenue					
Kaiser - Restaurant Resiliency	\$8,750	\$17,750	\$2,250	-\$6,500	-74%
Napa Valley College	\$0	\$0	\$8,000	\$8,000	100%
SBDCA Program Income	\$500	\$2,294	\$12,153	\$11,653	2331%
WellsFargo - Dream Incubator	\$50,000	\$0	\$50,000	\$0	0%
Other Revenue Total	\$59,250	\$20,044	\$72,403	\$13,153	22%
Donations and Contributions					
SBDC Donations and Sponsorships	\$63,500	\$10,047	\$9,953	-\$53,547	-84%
Donations and Contributions Total	\$63,500	\$10,047	\$9,953	-\$53,547	-84%
Grants ending FY2021-22		\$890,033			
TOTAL REVENUE	\$9,725,556	\$5,514,486	\$10,053,845	\$328,289	3%
EXPENSES:					
Salaries and Benefits	\$3,718,127	\$3,303,356	\$3,755,339	\$37,212	1%
Personnel Expenses	\$3,718,127	\$3,303,356	\$3,755,339	\$37,212	1%
Vocational Training	\$773,628	\$187,606	\$827,381	\$53,753	7%
Work-Based Training	\$202,000	\$213,835	\$192,438	-\$9,563	-5%
Supportive Services	\$28,000	\$29,826	\$31,590	\$3,590	13%
Business Advisors	\$469,119	\$0	\$379,497	-\$89,622	-19%
Small Business Grants / Payments	\$1,747,750	\$0	\$1,997,915	\$250,165	14%
Outreach	\$375,922	\$100,840	\$378,476	\$2,554	1%
Program Contracts	\$1,505,971	\$822,250	\$1,507,145	\$1,174	0%
Direct Program Costs	\$5,102,390	\$1,354,357	\$5,314,441	\$212,051	4%
Communications / IT	\$117,387	\$141,403	\$148,901	\$31,514	27%
Employee / WDB Professional Dev	\$7,000	\$12,920	\$13,608	\$6,608	94%
Facilities	\$483,182	\$487,752	\$498,813	\$15,631	3%
Memberships	\$8,000	\$5,145	\$12,000	\$4,000	50%
Mileage / Travel	\$11,051	\$1,501	\$12,901	\$1,850	17%
Supplies / Equipment / Software	\$194,860	\$43,918	\$217,793	\$22,933	12%
Other Operating Costs	\$83,561	\$53,481	\$80,050	-\$3,511	-4%
Other Costs	\$905,041	\$746,120	\$984,065	\$79,024	8%
TOTAL EXPENSES	\$9,725,556	\$5,403,833	\$10,053,845	\$328,287	3%

Revenue Over / (Under) Expenses

\$0

WDB SOLANO
FY2022-23 Budget Modification #1 Detail by Project

	TOTAL BUDGET	WIOA Adult	WIOA Dislocated Worker	WIOA Youth	WIOA Rapid Response	WIOA Layoff Aversion	CWDB CNA	EDD NDWG	VACAVILLE Manufacture	VACAVILLE Shop Local	VALLEJO ARPA - Small Biz Assist	NAPA CO. Microgrants	SOLANO ARPA - Sustain Svcs
REVENUE STREAMS:													
EDD Grants	\$3,658,761	\$985,378	\$1,046,645	\$1,167,647	\$176,459	\$49,046	\$165,296	\$68,290	\$13,399	\$9,068	\$596,260	\$167,773	\$715,961
Other Government Grants	\$6,312,727												
Other Revenue	\$72,403												
Donations and Contributions	\$9,953												
TOTAL REVENUE	\$10,053,844	\$985,378	\$1,046,645	\$1,167,647	\$176,459	\$49,046	\$165,296	\$68,290	\$13,399	\$9,068	\$596,260	\$167,773	\$715,961
EXPENSES:													
Salaries and Benefits	\$3,755,339	\$633,671	\$669,316	\$592,571	\$112,058	\$36,154	\$36,863	\$30,278	\$13,399	\$9,068	\$86,260	\$14,624	\$259,774
Personnel Expenses	\$3,755,339	\$633,671	\$669,316	\$592,571	\$112,058	\$36,154	\$36,863	\$30,278	\$13,399	\$9,068	\$86,260	\$14,624	\$259,774
Vocational Training	\$827,381	\$100,189	\$126,877	\$50,000	\$24,465	\$10,000		\$14,850					\$300,000
Work-Based Training	\$192,438	\$40,000	\$40,000	\$25,000				\$12,500					\$50,000
Supportive Services	\$31,590	\$6,000	\$6,000	\$6,000				\$3,590					\$10,000
Business Advisors	\$379,497												\$70,687
Small Business Grants / Payments	\$1,997,915	\$2,250	\$2,250	\$1,429	\$500	\$500	\$4,422	\$3,000			\$500,000	\$140,000	
Outreach	\$378,476	\$12,500	\$12,500	\$332,287			\$122,500					\$1,000	
Program Contracts	\$1,507,145											\$6,000	
Direct Program Costs	\$5,314,441	\$160,939	\$187,627	\$414,716	\$24,965	\$10,500	\$126,922	\$33,940	\$0	\$0	\$500,000	\$147,000	\$430,687
Communications / IT	\$148,901	\$40,850	\$42,077	\$30,307	\$3,978			\$660			\$1,000		
Employee / WDB Professional Dev	\$13,608	\$5,345	\$3,500	\$3,500									
Facilities	\$498,813	\$118,947	\$118,500	\$104,450	\$20,809			\$3,413			\$5,000		\$18,500
Memberships	\$12,000				\$8,000								
Mileage / Travel	\$12,901	\$1,500	\$1,500	\$800									
Supplies / Equipment / Software	\$217,793	\$12,797	\$12,797	\$10,969	\$3,615	\$2,392					\$1,500	\$6,149	\$4,500
Other Operating Costs	\$80,049	\$11,329	\$11,329	\$10,335	\$3,034		\$1,511				\$2,500		\$2,500
Other Costs	\$984,064	\$190,768	\$189,703	\$160,361	\$39,436	\$2,392	\$1,511	\$4,073	\$0	\$0	\$10,000	\$6,149	\$25,500
Total program costs	\$9,223,835	\$894,350	\$943,654	\$1,086,935	\$163,364	\$44,141	\$149,970	\$61,462	\$11,149	\$6,818	\$537,534	\$156,998	\$643,979
Allocation of admin costs	\$825,010	\$91,028	\$102,991	\$80,712	\$13,095	\$4,905	\$15,326	\$6,828	\$2,250	\$2,250	\$58,726	\$10,776	\$71,982
TOTAL EXPENSES	\$10,053,844	\$985,378	\$1,046,646	\$1,167,648	\$176,459	\$49,046	\$165,296	\$68,290	\$13,399	\$9,068	\$596,260	\$167,773	\$715,961
Revenue Over / (Under) Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

WDB SOLANO
FY2022-23 Budget Modification #1 Detail by Project

	TOTAL BUDGET	SOLANO ARPA - Community Workforce	SOLANO ARPA - Industry Training	SOLANO ARPA - Community Engagement	SOLANO ARPA - Small Business	SOLANO CO. Microgrants	CWDB RPI 4.0	CWDB RERP	FSUSD Restaurant	H&SS Job Skills	H&SS Success Track	SBA CIP	SBDC SBA	SBDC TAEP
REVENUE STREAMS:														
EDD Grants	\$3,658,761													
Other Government Grants	\$6,312,727													
Other Revenue	\$72,403													
Donations and Contributions	\$9,953													
		\$845,500	\$1,143,508	\$477,801	\$722,000	\$525,379	\$40,719	\$176,471	\$5,665	\$250,000	\$181,660	\$95,000	\$203,618	\$85,402
TOTAL REVENUE	\$10,053,844	\$845,500	\$1,143,508	\$477,801	\$722,000	\$525,379	\$40,719	\$176,471	\$5,665	\$250,000	\$181,660	\$95,000	\$203,618	\$85,402
EXPENSES:														
Salaries and Benefits	\$3,755,339	\$90,000	\$218,508	\$265,801	\$30,500	\$63,420	\$8,791	\$12,500	\$0	\$187,225	\$124,326	\$19,130	\$151,921	\$45,266
Personnel Expenses	\$3,755,339	\$90,000	\$218,508	\$265,801	\$30,500	\$63,420	\$8,791	\$12,500	\$0	\$187,225	\$124,326	\$19,130	\$151,921	\$45,266
Vocational Training	\$827,381		\$150,000					\$51,000						
Work-Based Training	\$192,438										\$24,938			
Supportive Services	\$31,590													
Business Advisors	\$379,497	\$700,000			\$142,000	\$450,000			\$5,665			\$75,870	\$22,323	\$36,011
Small Business Grants / Payments	\$1,997,915				\$200,000									
Outreach	\$378,476	\$40,000	\$350,000			\$1,000								\$4,125
Program Contracts	\$1,507,145	\$40,000	\$400,000	\$95,000	\$315,000	\$3,300	\$30,087	\$107,971						
Direct Program Costs	\$5,314,441	\$740,000	\$900,000	\$95,000	\$657,000	\$454,300	\$30,087	\$158,971	\$5,665	\$0	\$24,938	\$75,870	\$22,323	\$40,136
Communications / IT	\$148,901	\$5,000	\$5,000	\$3,000	\$7,000		\$419			\$1,000	\$4,936		\$2,874	
Employee / WDB Professional Dev	\$13,608									\$1,000	\$263			
Facilities	\$498,813	\$5,000	\$10,000	\$4,000	\$6,000		\$1,422	\$2,500		\$46,914	\$19,949		\$12,409	
Memberships	\$12,000												\$1,000	
Mileage / Travel	\$12,901									\$1,000	\$1,103		\$6,998	
Supplies / Equipment / Software	\$217,793	\$5,500	\$5,000	\$110,000	\$21,000	\$7,659				\$3,500	\$551		\$2,865	
Other Operating Costs	\$80,049		\$5,000		\$500			\$2,500		\$9,361	\$5,595		\$3,228	
Other Costs	\$984,064	\$15,500	\$25,000	\$117,000	\$34,500	\$7,659	\$1,841	\$5,000	\$0	\$62,775	\$32,397	\$0	\$29,374	\$0
Total program costs	\$9,223,835	\$816,100	\$1,029,157	\$470,576	\$661,352	\$472,841	\$36,647	\$158,971	\$5,665	\$225,000	\$163,494	\$95,000	\$188,376	\$80,402
Allocation of admin costs	\$825,010	\$29,400	\$114,351	\$7,225	\$60,648	\$52,538	\$4,072	\$17,500	\$0	\$25,000	\$18,166	\$0	\$15,242	\$0
TOTAL EXPENSES	\$10,053,844	\$845,500	\$1,143,508	\$477,801	\$722,000	\$525,379	\$40,719	\$176,471	\$5,665	\$250,000	\$181,660	\$95,000	\$203,618	\$85,402
Revenue Over / (Under) Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

WDB SOLANO
FY2022-23 Budget Modification #1 Detail by Project

	TOTAL BUDGET	SBDC Local Match	KAISER Restaurant	Napa Womens'	WellsFargo Dream Incubator	SBDC Contributions / Program Inc
REVENUE STREAMS:						
EDD Grants	\$3,658,761					
Other Government Grants	\$6,312,727	\$57,543				
Other Revenue	\$72,403		\$2,250	\$8,000	\$50,000	\$12,153
Donations and Contributions	\$9,953					\$9,953
TOTAL REVENUE	\$10,053,844	\$57,543	\$2,250	\$8,000	\$50,000	\$22,106
EXPENSES:						
Salaries and Benefits	\$3,755,339	\$40,917	\$0	\$0	\$3,000	\$0
Personnel Expenses	\$3,755,339	\$40,917	\$0	\$0	\$3,000	\$0
Vocational Training	\$827,381					
Work-Based Training	\$192,438					
Supportive Services	\$31,590					
Business Advisors	\$379,497			\$8,000	\$15,000	\$9,606
Small Business Grants / Payments	\$1,997,915		\$2,250			
Outreach	\$378,476	\$2,500				\$5,500
Program Contracts	\$1,507,145				\$30,000	
Direct Program Costs	\$5,314,441	\$2,500	\$2,250	\$8,000	\$45,000	\$15,106
Communications / IT	\$148,901				\$800	
Employee / WDB Professional Dev	\$13,608					
Facilities	\$498,813				\$1,000	
Memberships	\$12,000	\$3,000				
Mileage / Travel	\$12,901					
Supplies / Equipment / Software	\$217,793					
Other Operating Costs	\$80,049	\$11,126			\$200	\$7,000
Other Costs	\$984,064	\$14,126	\$0	\$0	\$2,000	\$7,000
Total program costs	\$9,223,835	\$42,543	\$2,250	\$8,000	\$45,000	\$22,106
Allocation of admin costs	\$825,010	\$15,000	\$0	\$0	\$5,000	\$0
TOTAL EXPENSES	\$10,053,844	\$57,543	\$2,250	\$8,000	\$50,000	\$22,106

	REQ. COUNTY BUDGET
	\$3,527,574
	\$2,669,446
	\$173,911
	\$44,800
	\$6,415,731
	\$3,838,764
	\$ 3,838,764
	\$529,953
	\$548,108
	\$14,000
	\$532,660
	\$52,575
	\$0
	\$1,677,296
	\$126,000
	\$11,448
	\$493,826
	\$9,000
	\$6,500
	\$147,425
	\$105,973
	\$914,871
	\$6,430,931

Revenue Over / (Under) Expenses	\$0	\$0	\$0	\$0	\$0	\$0
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WDB SOLANO

FY2022-23 Budget Modification #1 Multi-Year Revenue Detail

	Grant Terms	TOTAL AWARD	Expended FY21-22	Budgeted FY22-23	Ant Carryover FY23-24	Ant Carryover FY24-25	Ant Carryover FY25-26
MULTI-YEAR REVENUE							
Grant Revenue							
<u>WIOA Adult</u>							
AA211039 Round 1	7.1.21 - 6.30.23	\$162,683	\$ 162,683	\$ -			
AA211039 Round 2	10.1.21 - 6.30.23	\$766,743	\$ 736,245	\$ 30,498			
AA311039 Round 1	7.1.22 - 6.30.24	\$190,141		\$190,141	\$ -		
AA311039 Round 2	10.1.22 - 6.30.24	\$849,710		\$764,739	\$84,971		
<i>Subtotal</i>		\$1,969,277	\$ 898,928	\$985,378	\$84,971	\$0	\$0
<u>WIOA Dislocated Worker</u>							
AA211039 Round 1	7.1.21 - 6.30.23	\$184,669	\$ 184,669	\$ -			
AA211039 Round 2	10.1.21 - 6.30.23	\$785,854	\$ 722,260	\$ 63,594			
AA311039 Round 1	7.1.22 - 6.30.24	\$214,850		\$214,850	\$ -		
AA311039 Round 2	10.1.22 - 6.30.24	\$853,557		\$768,201	\$85,356		
<i>Subtotal</i>		\$2,038,930	\$ 906,929	\$1,046,645	\$85,356	\$0	\$0
<u>WIOA Youth</u>							
AA211039	4.1.21 - 6.30.23	\$904,819	\$ 603,235	\$301,584			
AA311039	4.1.22 - 6.30.24	\$1,018,898	\$ 21,176	\$866,063	\$131,659		
<i>Subtotal</i>		\$1,923,717	\$ 624,411	\$1,167,647	\$131,659	\$0	\$0
<u>WIOA Rapid Response</u>							
AA211039 Round 1	7.1.21 - 9.30.22	\$21,817	\$ 21,817				
AA211039 Round 2	10.1.21 - 9.30.22	\$92,833	\$ 63,089	\$29,744			
AA311039 Round 1	7.1.22 - 6.30.23	\$33,525		\$33,525			
AA311039 Round 2	10.1.22 - 6.30.23	\$113,190		\$113,190			
<i>Subtotal</i>		\$261,365	\$ 84,906	\$176,459	\$0	\$0	\$0
<u>WIOA Layoff Aversion</u>							
AA211039 Round 2	10.1.21 - 6.30.22	\$27,753	\$ 27,753	\$ -			
AA311039 Round 1	7.1.22 - 6.30.24	\$9,863		\$9,863			
AA311039 Round 2	10.1.22 - 6.30.24	\$39,183		\$39,183			
<i>Subtotal</i>		\$76,799	\$ 27,753	\$49,046	\$0	\$0	\$0
CWDB - CNA Upskilling Program	6.1.22 - 12.31.23	\$250,000	\$2,011	\$165,296	\$82,693		
EDD - COVID National Dislocated Worker Grant (NDWG)	4.1.20 - 3.31.23	\$273,290	\$205,000	\$68,290			
<i>Subtotal</i>							
Grant Revenue Total		\$6,793,378	\$2,749,938	\$3,658,761	\$384,678	\$0	\$0
Other Government Grants/Contracts							
City of Vacaville - Manufacturing Retention	10.4.21 - 10.4.22	\$23,000	\$9,601	\$ 13,399			
City of Vacaville - Shop Local	6.15.21 - 6.30.22	\$21,000	\$11,932	\$9,068			
City of Vallejo - ARPA Small Bus Assistance	4.12.22 - 6.30.23	\$600,000	\$3,740	\$596,260			
County of Napa - Microbusiness Grants	4.1.22 - 12.30.22	\$173,499	\$5,725	\$167,773			
County of Solano - ARPA: Sustain Service Delivery	5.1.22 - 6.30.23	\$736,455	\$20,494	\$715,961			
County of Solano - ARPA: Community Workforce		\$2,000,000		\$845,500	\$1,154,500		
County of Solano - ARPA: Industry Training		\$1,898,000		\$1,143,508	\$754,492		
County of Solano - ARPA: Community Engagement		\$1,000,000		\$477,801	\$522,199		
County of Solano - ARPA: Small Business		\$1,417,000		\$722,000	\$695,000		
County of Solano - Microbusiness Grants	11.29.21 - 6.30.23	\$552,786	\$27,406	\$525,379			
CWDB / Sonoma WIB - Regional Implementation 4.0	7.1.21 - 12.31.22	\$95,198	\$54,479	\$40,719			
CWDB - Regional Equity	12.1.22 - 9.30.25	\$1,150,000		\$176,471	\$448,735	\$423,765	\$101,029
FSUSD - Restaurant Resiliency	1.3.22 - 6.15.22	\$26,665	\$21,000	\$5,665			
<u>NorCal SBDC - Capital Improvement Program</u>							
CIP FY 22-23	10.1.22 - 9.30.23	\$95,000		\$ 95,000	\$0		
<u>NorCal SBDC - SBA</u>							
SBA 2022	1.1.22 - 12.31.22	\$190,000	\$ 76,382	\$ 113,618			
SBA 2023	1.1.23 - 12.31.23	\$180,000		\$ 90,000	\$90,000		
<i>Subtotal</i>		\$370,000	\$ 76,382	\$ 203,618	\$90,000	\$0	\$0
<u>NorCal SBDC - TA Expansion Program</u>							
TAEP FY 21-22	10.1.21 - 9.30.22	\$143,575	\$ 136,923	\$ 6,652			
TAEP FY 22-23	10.1.22 - 9.30.23	\$105,000		\$ 78,750	\$26,250		
<i>Subtotal</i>		\$248,575	\$ 136,923	\$ 85,402	\$26,250	\$0	\$0
Other Government Revenue Total		\$10,407,177	\$367,684	\$5,823,523	\$3,691,176	\$423,765	\$101,029
Other Revenue							
Kaiser - Restaurant Resiliency	1.1.22 - 10.31.22	\$20,000	\$17,750	\$2,250			
Napa Valley College	6.1.22 - 6.30.23	\$8,000		\$8,000			
Wells Fargo - Dream Incubator		\$50,000		\$50,000			
Other Revenue Total		\$78,000	\$17,750	\$60,250	\$0	\$0	\$0



WORKFORCE DEVELOPMENT BOARD

OF SOLANO COUNTY

Current Committees and Members

Standing Committees

Executive – meets bi-annually

Fadi Halabi (Chair)

Mario Giuliani (Treasurer)

Chris Churchill (Vice-Chair)

Mary Dugbartey (Member-At-Large)

Melvinia King (Secretary)

Nancy Nelson (non-Board Member)

Planning & Oversight - meets 4th Tuesday (non- Board months), 3:00 – 5:00 p.m.

Melvinia King (Chair)

Fadi Halabi (Ex-Officio)

Dr. Rhuenette Alums (non-Board Member)

Gerald Huber

Jon Riley

Budget - meets quarterly, 8:30 – 10:00 a.m.

Mario Giuliani (Chair)

Dr. Celia Esposito-Noy

Fadi Halabi (Ex-Officio)

Tim Healer

Nancy Nelson (non-Board Member)

Ad-Hoc Committees (meets as needed)

Human Resources

Vacant (Chair)

Fadi Halabi (Ex-Officio)

Mary Dugbartey

Jon Riley

Negotiations

Mark DeWeerd

Mario Giuliani

Fadi Halabi

Chris Churchill

BOARD OF DIRECTORS

OFFICERS

Fadi Halabi, Chair
President,
Duracite
Business Representative

Danny Bernardini
Business Manager,
Napa Solano Building &
Construction Trades Council
Labor Representative

Gerald Huber
Director,
Solano County Health & Social Services
Welfare-to-Work/Food Stamps/
Community Development Representative

Chris Churchill, Vice Chair
President,
Advance Marketing
Business Representative

Suzanne Castano
Team Manager,
CA State Department of Rehabilitation
Vocational Rehabilitation Representative

Viola Lujan
Director of Business &
Community Relations,
La Clinica de La Raza, Inc.
Business Representative

Dr. Melvinia Turner King, Secretary
Executive Director,
Fighting Back Partnership
Community Workforce Representative

Mark DeWeerd
Consultant, Center for Organizing & Bargaining,
California Teachers Association
Labor Representative

Sabrina Martin
Apprenticeship Coordinator,
Operating Engineers Local 3
Apprenticeship Program Representative

Mario Giuliani
Economic Development Manager,
City of Benicia
Economic Development Representative

Shannon Dodds
VP of Operations,
Paradise Valley Estates
Business Representative

Stephen Reese
Chief Executive Officer,
Million Services, Inc.
Business Representative

MEMBER-AT-LARGE

Mary Dugbartey
Director, Talent & Organizational Development,
NorthBay Healthcare Foundation
Business Representative

Tiffany Donahue
Adult Education Administrator,
Vacaville Unified School District
Education Representative

Jon Riley
Executive Director,
Napa-Solano Central Labor Council
Labor Representative

Paul Adler
Director of Community Relations
& Government Affairs,
Valero Benicia Refinery
Business Representative

Dr. Celia Esposito-Noy
President,
Solano Community College
Education Representative

Thomas Stuebner
Chief Executive Officer,
California Human Development
Community Workforce Representative

Tim Healer
VP Loan Officer,
First Northern Bank
Business Representative

David Tam
Cluster Manager – EPM III,
Employment Development Department
Wagner-Peyser Representative

