

Morris Myers
WIB Chairperson

Heidi Marshall
WIB Executive Director



Imran Angelov Farooq
WIB Vice Chairperson

Mark Christiansen
WIB Deputy Director

Infinite Opportunity, Lasting Prosperity

Executive Committee January 15, 2015

Chairman Morris Myers called the meeting to order at 11:43 a.m.

Members in Attendance

Morris Myers	Juan De Lara	Lupe Del Gado	Tina Sewell	Jamil Dada	Imran Angelov Farooq
Charles Fischer	Robert Frost				

Members Absent

Joyce Johnson	Rick Glasmann	Laurie Stalnaker	Sonia Nunez	Francisca Hernandez	

Staff

Heidi Marshall	Mark Christiansen	Loren Sims	Rilla Jacobs		

Administrative Item: 1.1 Approve December 3, 2014, Executive Notes

Motion: That the Workforce Investment Board (WIB) Executive Committee approve the December 3, 2014, Executive Notes.

Moved by	Imran Angelov Farooq	Second by	Bob Frost
Status	Approved		

Administrative Item: 1.2 Approve Council for Youth Development (CYD) Member Nomination

Motion: That the WIB Executive Committee approve the CYD member nomination.

Discussion	CYD did not have a quorum and was unable to approve the member nomination.
Actions	Item Tabled

Administrative Item: 1.3 Approve Strategic Plan Consultant

Motion: That the WIB Executive Committee approve the Strategic Plan Consultant.

Moved by	Imran Farooq	Second by	Bob Frost	Opposed	Jamil Dada	Abstained	Lupe Del Gado
Status	Approved						

Discussion
On November 21, 2014, a Request for Proposal (RFP) was released for 30 days soliciting a Strategic Planning Consultant for Program Year 2015-2016. Two proposals were received by the established deadline of December 22, 2014. One from John Baker, Strategies for the Future, and the other from Public Consulting Group (PSG).

Staff evaluated the proposals based upon the criteria outlined in the RFP with a total possible maximum score of 100 points. On January 5, 2015 WIB Staff recommended PCG's proposal be awarded a total of \$22,205 based on a proposal score of 94%.

The Strategic Planning Consultant will lead/facilitate an annual spring WIB strategic planning retreat and assist the WIB in the development of a new and on-going strategic plan. The breakdown and deliverables for the initial Workforce Investment Act (WIA) Program Year (PY) 2014-2015 cost of \$22,205 and subsequent program year's cost of \$7,795 is outlined in the following table:

Deliverable	Description	Cost
Facilitation of the WIB Strategic Plan Retreat	Facilitation of the one-day WIB Strategic Plan Retreat for up to 75 participants, including planning, development of overview, agenda, and objectives, communication, development of materials, and facilitation of sessions during the Retreat.	\$7,795
Strategic Plan Preparation	Strategic Plan for Program Year that includes	\$14,410

	and Finalization	analysis of regional strengths and weaknesses; objective, goals and priorities as well as strategies for achieving goals and results; potential risks and mitigation strategies; and benchmarks based on measurable terms with specified time frames.	
	Strategic Plan Annual Review/Facilitation of the WIB Strategic Plan Retreat	Annual Strategic Plan review includes analysis of available data and benchmarks and developing/recommending adjustments to the plan.	\$7,795
<p>The WIB will have the option to renew the agreement on an annual basis during the procurement period (2014-2018) based on the availability of Workforce Investment Act (WIA) or Workforce Innovation and Opportunity Act (WIOA) funding.</p> <p>Members asked if we had worked with PCG before and the reply was no, but we are familiar with some of their staff. Members asked what the deciding differences in the two proposals were. Staff responded cost and proposal ranking scores. Members put forth other concerns, which were addressed by staff. A vote was taken and the motion to approve PCG as the Strategic Planning Consultant was approved.</p>			
Actions	Execute contract with PCG		

Administrative Item: 1.4 Member Initiatives

Discussion	<p>Tina Sewell reminded members of the upcoming California Employers Advisory Council's January 28, 2015, meeting to be held at the Desert Falls Country Club in Palm Desert. The Council's goal is to promote a better working relationship with EDD and the Workforce Development Center in our area, to network, and to provide continuing educational information to our members and the community at large.</p> <p>Lupe Del Gado updated members on the Logistics Roundtable hosted by McLane Foodservice. It was a successful gathering of logistics partners. They are preparing a logistics training curriculum and will have a follow up meeting on February 19, 2015.</p>		
<p>Motion: That the WIB Executive Board approves the Public Outreach Funding of \$1,000.00 to assist the California Association of Local Economic Development with their Seizing Opportunities Conference.</p>			
Moved by	Imran Farooq	Second by	Jamil Dada
Status	Approved		
Discussion	<p>Imran Farooq informed members that this is a statewide event and will be held in Riverside on April 20 – 22, 2015. The event will utilize the Mission Inn and Riverside Convention Center. Heidi informed Imran that this is also an Economic Development event and \$5,000 can be provided through EDA for the event. Members agreed to let EDA sponsor the event.</p>		
Actions	Motion was withdrawn.		

Reports :

Regional Committee Reports	
West	Imran – the West Committee is focused on advocacy and making Riverside officials aware of the WIB and what we can do for business. A list of officials has been created and we want staff to contact them and arrange special tours of the WDCs, so they can see what we do.
East	Juan - The East Committee's private sector workgroup will meet to review and coordinate their working calendar. Committee members want to become familiar with WDC staff and what they do. They have asked for orientation presentations and will try to bring one or two guests with them.
Southwest	Morris – The Southwest members continue to focus on bringing in more private sector members.

Council for Youth Development Report

	<p>Chuck – the Council went over its information items, and received an update on WIOA. The Jamil Dada Award for Character Excellence is scheduled for May 15, 2015, at the Moreno Valley Conference and Recreation Center. We have secured two scholarships and sponsorship letters will be mailed out soon.</p>
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	<p>Our 2015 CYD representatives for the WIB Regional Committees are: West – Carrie Harmon East – Chuck McDaniel Southwest – Charles Walker</p> <p>Morris mentioned that efforts should be made to collect more donations to give out larger scholarships to the awardees. Members decided to create two letters; one for sponsorships for the event, and the other for donations towards the scholarships.</p>
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Federal and State Report	
Jamil Dada	<p>The Department of Labor is behind on their timeline to have the Workforce Innovation and Opportunity Act (WIOA) regulations ready for January 2015. They are revising the timeline to early spring with implementation to begin by July 1, 2015.</p> <p>The City of San Bernardino WIB is on hold pending WIOA regulations. The Slingshot Initiative for now is a two county effort. Morris, Heidi and Imran gave a brief synopsis of how the two county meeting went and how the Slingshot Initiative is moving forward.</p>

Chairman’s Report	
Morris Myers	<p>Knowing who Letters of Support are being created for and what is type of support is being requested of the WIB is a standing item for the Executive. Morris passed out the current list to members.</p>

Executive Director’s Report	
Heidi Marshall	<p>The Southwest Committee’s “Let’s Do Business – We Can Help” presentation went very well. This was an effort to reach out the areas businesses to make them aware of the WIB and workforce development. Who we are and what we can do for them. Other portions of the presentation were:</p> <ul style="list-style-type: none"> • Supervisor Marion Ashley attended and spoke on workforce development. • Business testimonials were given. • Packets of information were given to chamber attendees for distribution to businesses at the chamber. • Temecula Valley Hospital spoke on using the Workforce Center for their recruitment and hiring of staff. <p>Thorough Lori Strumpf connections Ms. Jennifer Troke from the Department of Labor’s Employment and Training will visit our Rubidoux Youth Opportunity Center.</p> <p>The Riverside County Fair and Date Festival will be February 13 – 22, 2015. Group tickets will be available for WIB members.</p>

Additional Comments	
Bob Frost	<p>Materials for the McCoy solar project are beginning to arrive in the Blythe area. Job fairs are being conducted to hire workers. There is no experience necessary, but workers must be able to pass a drug test. The work pays \$13.00 per hour and employment could last here up to six years.</p> <p>The RCOE 501c Foundation is approved and will be offering scholarships to select individuals and groups.</p>

Adjourned 1:02 p.m.