



# Riverside County Works

## 501(c)(3)

[Zoom](#) Online Video/Audio Conference

**Meeting ID:** 857 0359 3598 **Passcode:** 92507

**Online:** <https://us06web.zoom.us/j/85703593598?pwd=UIAzc1VldkpkMDViR1oxTEE4TjNoQT09>

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## Board of Directors

### Virtual Committee Meeting

**June 21, 2022**

**3:00 p.m. - 3:30 p.m.**

Participants are advised that by engaging in meeting telephonically or electronically they acknowledge that input may be recorded, such recording is subject to inspection pursuant to the California Public Records Act.

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# Riverside County Works 501(c)(3)



Riverside Workforce Development Center  
1325 Spruce Street, Riverside, CA

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## Meeting Agenda

June 21, 2022  
3:00 p.m. – 3:30 p.m.

### WELCOME

1.1 Call to Order

Patrick Ellis

### CONSENT CALENDAR

2.1 Approve Meeting minutes from Oct. 20, 2021

Patrick Ellis

2.2 Approve Resolution Authorizing Remote Teleconference Meetings

### ACTION ITEM

3.1 Request to approve 2022/2023 Budget

Leslie Trainor

### DISCUSSION ITEM

4.1 Youth Entrepreneur Update

Carolina Garcia

### PUBLIC COMMENTS

Patrick Ellis  
WDB Chairperson

Carrie Harmon  
WDB Executive Director



Jamil Dada  
WDB Vice Chairperson

Leslie Trainor  
WDB Deputy Director

*Infinite Opportunity, Lasting Prosperity*

## Riverside County Works October 20, 2021

WDB Coordinator, Jasmine Guerrero called the meeting to order at 11:16am on Wednesday, October 20, 2021.

### Members in Attendance

Jamil Dada	Mary Jo Ramirez	Morris Myers	
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### Members Absent

Patrick Ellis			
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### Staff

Carolina Garcia	Carrie Harmon	Cheryl Mahayni	Heidi Marshall
Jasmine Guerrero	Jason Tang	Leah Deslate-Soliva	Leslie Trainor
Patrick Guinaw	Stephanie Adams	Sylvia Walker	Tammy Mathis

### Guests

Veronica Champagne			
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### **Administrative Item: 2.1 Resolution No. 2021-001, Authorizing Remote Teleconference**

**Motion**

<b>Moved by</b>	Morris Myers	<b>Seconded by</b>	Mary Jo Ramirez	<b>Abstained</b>	None	
<b>Vote</b>	Aye	3	No	0	Abstained	0
<b>Status</b>	Approved					

**Discussion**

**Leslie** – Authorizing remote teleconference meetings. Asks Jasmine to share her screen. Summarizes that the Riverside County Works, being a nonprofit affiliate of Workforce Development and formed by Resolution of the Board of Supervisors, that it fits the requirements that make us subject to the Brown Act. That it is the California Act that requires that meetings of legislative bodies, in which Riverside County Works Board of Directors meets that statutory definition. Those meetings have to be open t the public. We want our public officials to be transparent in their decision making. With that, comes requirements. One of those requirements is that any of the meeting that are done by teleconference, have to be accessible to the public, such that any members of the public would be allowed to address the Bord at those teleconference locations. Prior to the COVID-19 pandemic, all of the meeting of this Board of Directors were in person. With the incoming of this pandemic, everything changed. The governor signed some executive orders that allowed flexibility in the Brown Act to support social distancing. Those flexibilities were referred to as abbreviated teleconferencing procedures. The goal is for the meetings to be open to the public, in more flexible ways that are usually allowed under the Brown Act. Governor Newsom signed some additional legislation in the form of AB361. This bill updated those Brown Act flexibilities. And so AB361 basically says that public legislative bodies like the Riverside County Works Board of Directors can continue using the abbreviated teleconferencing procedures under two conditions. 1) there a governorate declared state of emergency; 2) The Board of Directors of RivCo Works has to formally specify and need to continue the use of abbreviated teleconferences. What this action item and this resolution represents, is the initial stipulation by the Board of Directors that there is indeed, at this time, there is still a gubernatorial declared state of emergency and that the Board does see a need to continue allowing these abbreviated teleconferencing meetings. The resolution is a template that was drafted by Riverside County Counsel and provided to all the departments of the county. We changed the language to make it applicable and gives all the legal acknowledgments that are necessary to address the 2 conditions for the Riverside County Works. So, if the Board approves this, it will give the Board the authority to continue this meeting in its abbreviated teleconferencing manner. And any meetings over the next 30-days, as long as they are publicly noticed and all of the Brown Act requirements are met, we can continue this meeting in this abbreviated teleconferencing manner.

**Jamil** – has a question that if this Resolution passes, at any point going forward, if we decide to meet in person, we can still do this.

**Leslie** – Responded, absolutely. The Board is more than welcomed to take any action that makes the meeting more

	publicly available. It mentions that teleconferencing tends to be more restrictive. And for that, we need the Resolution.
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<b>Discussion Item: 3.1 2020/2021 Annual Report</b>	
<b>Discussion</b>	
Leslie Trainor	Staff provides this report annually. It's statutory and also written into the Riverside County Works bylaws. (Jasmine shares her screen of the document). This is a summary of what the Corporation did in FY 20/21. (July 01, 2020-June 30, 2021). We are actively fundraising for the Jamil Dada Character Youth Excellence Awards. Jamil always does an amazing job of bringing in funds for this purpose. Despite the fact that we were under a worldwide pandemic, we still had a virtual meeting to celebrate the youth. We were able to allocate each youth with scholarships for a total of \$4,000 and fundraised over \$10,000. In addition, we applied for, and was awarded \$100,000 grant from the Anthem Foundation. Focusing also on a census track, creating an algorithm of different indicators of social economic and workforce. The bulk of it is to focus on supportive services to assist individuals to obtain jobs, removing barriers they may encounter. Some examples would be removing tattoos or offering dental work to make a person feel more confident and successful during an interview. We launched our Youth and Young Adult Entrepreneur program. The first major initiative that the Board of Directors has determined to champion, which is very exciting.
Actions	None required

<b>Discussion Item: 3.2 2022 Proposed Calendar</b>	
<b>Discussion</b>	
Jasmine Guerrero	This discussion item will be revisited at the December 8 <sup>th</sup> Board meeting.
Actions	None required

<b>Discussion Item: 3.3 Youth Entrepreneur Update</b>	
<b>Discussion</b>	
Carolina Garcia	In August 2021, Morris Myers and Mary Jo Ramirez gave us an update on where we are at as we were starting to put contracts in place. Part of those discussions, Mary Jo brought up the possibility or the need for some type of assessment. We have a process in place for the eligible training provider. As conversation evolved, so did the program itself evolve and the curriculum became customized. As this changed, we realized that we would not be able to go through the normal process of our eligible training provider list if a provider and/or a specific training is not listed on this list. We would then have to go through a Procurement Process. We would need to go through a Single Source Justification process. Asked if anyone had any questions.
Morris Myers	No questions, but it takes a long time to go through this process. So, everything will happen soon. It's just a matter of figuring out a few little quirks to get this to happen and it should be just a week that we get the class started. We're all excited to do so.
Mary Jo	I've had (him) look at the curriculum to come up with pre-test and post-test for our young people. We could at least have some type of an evaluation of the impact of the curriculum. That's in process.
Jamil Dada	Give thanks to Carolina for the great job for being charge of the whole team. Most people don't realize how much work goes into following up.

<b>Discussion Item: 3.4 Fundraising Next Steps</b>	
<b>Discussion</b>	
Leslie Trainor	Leslie said this discussion item should have been listed as "All", not solely presented by her.
Jamil Dada	Advised that the next week, the Perris City Council meeting will be honoring two of our youths that were from Perris. Carrie and Jamil will be in attendance and will report back on this award ceremony. They will talk about Riverside County Works to push out our information to more people. Also, next week, the Lake Elsinore City Council is doing the same thing. Mary Jo is also involved in all of this. Jamil giving Mary Jo credit as she is one of the folks that really gets the word out there. The cities are reaching out to Jamil to let them know of these youth events to help with fundraising. We should get the cities in which we honored the students from to support what our Workforce does. He is focused on the youth programs but opened it up for thoughts for other projects we should be raising monies for.
Carrie Harmon	Leslie Trainor and Tammy Mathis have both been working on grant applications, some large grant applications provided under USEDA and the State. Funding will be more competitive going in as the Workforce Development Board. But there are opportunities out there. Leslie and the team have put together a workforce service plan to guide us over the next year based on data. We're using that to guide our submittal for grants, that we can come in through the nonprofit and apply for some of those supportive services needs. We've had to become creative. Finding a

	fundraiser to perhaps provide laptops for youths pursuing education and technical training. Similar to whom Jamil had spoken to about the laptop for the youth who won at the ceremony.
Jamil Dada	Joshua Naggar reached out to me. And has brought in a couple of others to meet with me. He is a cannabis attorney in Perris. These folks are advising that the cannabis industry will help raise money for our youth programs. This is a Youth event. We don't encourage alcohol at our events. Do we think about introducing cannabis and accept monies from this particular group?
Morris Myers	This is a tough call to make all the way around.
Jamil Dada	This is something the Full Board should vote on. Has asked Heidi Marshall to check in with the county to see if this would be acceptable.
Mary Jo	I agree with Morris. We've been approached as a nonprofit and we're not taking the cannabis dollars, simply because of the impact that we see of the negativity on families of youths (substance abuse). There's a double message with accepting monies from cannabis operators. No one is hired if they test positive for drugs. But, if we accept monies from this industry, we'll be sending double (mixed) messages.
Heidi Marshall	Will check with the County Executive Office if there is a policy decision that they would like us to make since we are an affiliate of a nonprofit. Concurs with what Mary Jo and Morris has said. It's a difficult decision. Ultimately it will be left to this Board to decide. Sees cannabis as a controlled substance, similar connotations to alcohol.
Jamil Dada	I think we are all on the same page. We should bring this to the Full Board once Heidi brings us what the Executive Office feels. Jamil advises he will also talk to the Executive Office and the Board of Supervisors, individually.
Morris Myers	When it comes to taking it to the Full Board, it should strictly be for a recommendation, not for a vote. The vote will be by the RivCo Works Board.
Jamil Dada	Yes, this Board should do the voting.
Mary Jo	The State of California voted yes for legalization. The Feds still do not recognize it. And the majority of our funding is Federal dollars. It is a bit concerning if we're highlighting these young people, coming through Federal Programs with those types of funding. If it becomes nationally recognized, then it may become a different story. But right now, this may be a concern for our other sponsors, and they may pull away.
Morris Myers	Recommends that we wait to hear back from Heidi on the Executive Office's viewpoint and work backwards from there.
Jamil Dada	In agreement with Morris' comment.
Morris Myers	For more fundraising we should stay away from those kinds of things other nonprofits do (like golf tournaments), what are your thoughts on payroll deduction on the county itself? One nonprofit Morris works with through the School District has over 1,000 people that give \$2 a month, which adds up quickly.
Carrie Harmon	I've helped another agency through the United Way. We have 20,000 plus county employees.
Jamil Dada	All great ideas. Feels we (Leslie and team) should continue working on Federal Grants and Corporate Grants. I'm sure if we are able to find the right connections, we would qualify for grants that we can expand on for our programs. If there is nothing else, we shall adjourn.
Actions	None required

## Reports:

<b>Chairperson's Report</b>	
	None

<b>Executive Director's Report</b>	
	None

## Public Comments

	None
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Adjourned: 11:45am

**RIVERSIDE COUNTY WORKS  
Non Profit 501(c)(3)**



**ACTION ITEM # 2.2**

**SUBMITTAL DATE:** June 21, 2022

**SUBJECT:** Approve the attached Resolution No. 2022-001, A Resolution of the Riverside County Works Board of Directors Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Riverside County Works Board of Directors for the Period June 21, 2022, through July 21, 2022, Pursuant to the Ralph M. Brown Act (Resolution No. 2022-001).

**RECOMMENDATION:** That the Riverside County Works Board of Directors approve Resolution No. 2022-001.

**BACKGROUND:**

On March 4, 2020, Governor Newsom declared a state of emergency due to COVID-19. The Governor also issued Executive Orders that suspended certain provisions of the Brown Act. Because Riverside County Works (RCW) is subject to the Brown Act, RCW meetings were directly impacted.

The Brown Act generally requires that meetings of RCW be open and public and that all persons be permitted to attend and participate. The Brown Act allows for meetings via teleconference as long as certain requirements are met. One such requirement is that each teleconference location must be accessible to the public and that members of the public be allowed to address RCW at each teleconference location.

The Governor's COVID-related Executive Orders temporarily suspended these teleconference requirements, allowing RCW to hold teleconference meetings without opening all teleconference locations to the public. This arrangement is known as abbreviated teleconferencing procedures.

On September 16, 2021, the Governor signed Assembly Bill 361 (AB 361). Among other things, AB 361 allows RCW to continue using abbreviated teleconferencing procedures, subject to certain conditions. One such condition is the existence of a gubernatorial-declared state of emergency. Another condition is that RCW must formally specify the need to continue use of abbreviated teleconferencing initially and then every 30 days thereafter. The formal specification can be accomplished by adopting a related Resolution.

The attached Resolution No. 2022-001 is based on a template provided by Riverside County Counsel. The Resolution incorporates language and motions required to satisfy AB 361 conditions and allows continued use of abbreviated teleconferencing procedures at RCW meetings. Staff recommends that the RCW Board of Directors approve Resolution No. 2022-001. Once approved, RCW must then approve related resolutions every 30 days during the state of emergency in order to continue use of abbreviated teleconferencing procedures.

EXECUTIVE COMMITTEE  Date: Approval: Yes/No	BOARD OF SUPERVISORS CONCURRENCE  Required: Yes/No
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1 **RESOLUTION NO. 2022-001**

2 **A RESOLUTION OF THE BOARD OF DIRECTORS OF RIVERSIDE COUNTY WORKS**

3 **AUTHORIZING REMOTE TELECONFERENCE MEETINGS**

4 **FOR THE PERIOD OF JUNE 21, 2022 THROUGH JULY 21, 2022**

5 **PURSUANT TO THE RALPH M. BROWN ACT**

6  
7 **WHEREAS**, pursuant to its Bylaws, all meetings of the Board of Directors of Riverside County  
8 Works and its committees are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§  
9 54950 – 54963), so that any member of the public may attend, participate, and view such bodies conduct  
10 their business; and

11 **WHEREAS**, the Brown Act, Government Code section 54953(e), makes provisions for remote  
12 teleconferencing participation in meetings by members of a legislative body, without compliance with the  
13 requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions and  
14 requirements; and

15 **WHEREAS**, a required condition of Government Code section 54953(e) is that a state of emergency  
16 is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of  
17 conditions of disaster or of extreme peril to the safety of persons and property within the state caused by  
18 conditions as described in Government Code section 8558(b); and,

19 **WHEREAS**, a further required condition of Government Code section 54953(e) is that state or local  
20 officials have imposed or recommended measures to promote social distancing, or, the legislative body  
21 holds a meeting to determine or has determined by a majority vote that meeting in person would present  
22 imminent risks to the health and safety of attendees; and,

23 **WHEREAS**, on March 4, 2020, Governor Newsom issued a Proclamation of a State of Emergency  
24 declaring a state of emergency exists in California due to the threat of COVID-19, pursuant to the California  
25 Emergency Services Act (Government Code section 8625); and,

26 **WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-07-21, which  
27 formally rescinded the Stay-at-Home Order (Executive Order N-33-20), as well as the framework for a  
28 gradual, risk-based reopening of the economy (Executive Order N-60-20, issued on May 4, 2020) but did

1 not rescind the proclaimed state of emergency; and,

2       **WHEREAS**, on June 11, 2021, Governor Newsom also issued Executive Order N-08-21, which set  
3 expiration dates for certain paragraphs of the State of Emergency Proclamation dated March 4, 2020 and  
4 other Executive Orders but did not rescind the proclaimed state of emergency; and,

5       **WHEREAS**, on February 25, 2022, Governor Newsom issued Executive Order N-04-22, which set  
6 expiration dates for certain paragraphs of the State of Emergency Proclamation dated March 4, 2020 and  
7 other Executive Orders but did not rescind the proclaimed state of emergency; and,

8       **WHEREAS**, on February 28, 2022, Governor Newsom issued Executive Order N-05-22, which  
9 updated and extended the Division of Occupational Safety and Health (Cal/OSHA) COVID-19 Emergency  
10 Temporary Standards but did not rescind the proclaimed state of emergency; and,

11       **WHEREAS**, as of the date of this Resolution, neither the Governor nor the state Legislature have  
12 exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency  
13 either by proclamation or by concurrent resolution the state Legislature; and,

14       **WHEREAS**, the California Department of Industrial Relations issued regulations related to  
15 COVID-19 Prevention for employees and places of employment. Title 8 of the California Code of  
16 Regulations, Section 3205(c)(5)(D), specifically recommends physical (social) distancing as one of the  
17 measures to decrease the spread of COVID-19 based on the fact that particles containing the virus can travel  
18 more than six feet, especially indoors; and,

19       **WHEREAS**, on May 5, 2022, the COVID-19 Prevention Emergency Temporary Standards were  
20 updated related to workplace standards but otherwise remain in effect, including for training and instruction  
21 on physical (social) distancing as one of the measures to decrease the spread of COVID-19; and,

22       **WHEREAS**, the Board of Directors of Riverside County Works finds that state or local officials  
23 have imposed or recommended measures to promote social distancing, based on the California Department  
24 of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title 8 of the  
25 California Code of Regulations, Section 3205(c)(5)(D); and,

26       **WHEREAS**, as a consequence, the Board of Directors of Riverside County Works does hereby find  
27 that it, and its committees, shall conduct their meetings by teleconferencing without compliance with  
28 Government Code section 54953 (b)(3), pursuant to Section 54953(e), and that such bodies shall comply



1 with the requirements to provide the public with access to the meetings as prescribed by Government Code  
2 section 54953(e)(2).

3 **NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED** by the Board of  
4 Directors of Riverside County Works, in regular session assembled on June 21, 2022, does hereby resolve  
5 as follows:

6 Section 1. Recitals. All of the above recitals are true and correct and are incorporated into this  
7 Resolution by this reference.

8 Section 2. State or Local Officials Have Imposed or Recommended Measures to Promote Social  
9 Distancing. The Board of Directors of Riverside County Works hereby proclaims that state officials have  
10 imposed or recommended measures to promote social (physical) distancing based on the California  
11 Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title  
12 8 of the California Code of Regulations, Section 3205(c)(5)(D).

13 Section 3. Remote Teleconference Meetings. The Board of Directors of Riverside County  
14 Works and any of its committees are hereby authorized and directed to take all actions necessary to carry  
15 out the intent and purpose of this Resolution including, conducting open and public meetings in accordance  
16 with Government Code section 54953(e) and other applicable provisions of the Brown Act.

17 Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption and  
18 shall be effective until the earlier of (i) July 21, 2022, or (ii) such time the Board of Directors of Riverside  
19 County Works adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to  
20 extend the time during which its legislative bodies may continue to teleconference without compliance with  
21 Section 54953(b)(3).

22 ADOPTED this 21<sup>st</sup> day of June, 2022 by the Board of Directors of Riverside County Works, by  
23 the following vote:

24  
25 YES:

26 NO:

27 ABSENT:

28 ABSTAIN:



**RIVERSIDE COUNTY WORKS**  
**Fiscal Year 2022-2023 Budget**

<b>REVENUE</b>	Proposed FY 22-23 Budget <b>12 months</b>
Projected gifts, grants, and contributions	\$ 30,000
Carry Forward - Gifts, grants, and contributions	85,249
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<b>TOTAL REVENUE</b>	<b>\$ 115,249</b>
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<b>EXPENSE</b>	
Jamil Dada Character Excellence Youth Scholarships	25,000
Interim Career Coaches from Disadvantaged Communities	24,500
Direct Services for Veterans	19,030
Occupancy (rent, utilities, etc.)	342
Reimbursement to WDC under MOU	3,506
Community analysis and plan	-
Marketing and outreach	-
Supportive Services	-
Insurance expense	1,688
Others Bank Monthly Charges (Analysis and Maintenance Fee)	1,014
Dues, Fees, Filing	105
Jamil Dada Character Excellence Youth Awards Event Expense	13,000
Others/Miscellaneous: Office Supplies, Meals & Entertainment	717
<b>TOTAL EXPENSE</b>	<b>\$ 88,903</b>
<hr/>	
<b>NET GAIN (LOSS)</b>	<b>\$ 26,346</b>

**RIVERSIDE COUNTY WORKS**  
**Fiscal Year 2022-2023 Budget**  
**Detail Sheet**  
**SoCal Gas SEMPRA - Communities Helping Communities**

<b>REVENUE</b>	Proposed FY 22-23 Budget <b>12 months</b>
Carry Forward - SEMPRA Grant (Communities Helping Communities)	\$ 24,500
<b>TOTAL REVENUE</b>	<b>\$ 24,500</b>
<b>EXPENSE</b>	
Interim Career Coaches from Disadvantaged Communities	19,500
Centralized Online Job Board with current local business listings	5,000
<b>TOTAL EXPENSE</b>	<b>\$ 24,500</b>
<b>NET GAIN (LOSS)</b>	<b>\$ -</b>

Riverside County Works  
Fiscal Year 2022-2023 Budget



**RIVERSIDE COUNTY WORKS**  
**Fiscal Year 2022-2023 Budget**  
 Detail Sheet  
**Jamil Dada Character Excellence Youth Awards**

<b>REVENUE</b>	Proposed FY 22-23 Budget <b>12 months</b>
Projected gifts, grants, and contributions	\$ 30,000
Carry forward - JDCEYA Sponsorships as of 5.31.2022	41,719
<b>TOTAL REVENUE</b>	<b>\$ 71,719</b>
<b>EXPENSE</b>	
Jamil Dada Character Excellence Youth Scholarships	\$ 25,000
*Occupancy (rent, utilities, etc.)	342
*Reimbursement to WDC under MOU	3,506
Insurance expense	1,688
Others Bank Monthly Charges (Analysis and Maintenance Fee)	1,014
Dues, Fees, Filing	105
Jamil Dada Character Excellence Youth Awards Event Expense	13,000
Others/Miscellaneous: Office Supplies, Meals & Entertainment	717
<b>TOTAL EXPENSE</b>	<b>\$ 45,373</b>
<b>NET GAIN (LOSS)</b>	<b>\$ 26,346</b>

\* maximum 12 hours

**RIVERSIDE COUNTY WORKS**  
**Fiscal Year 2022-2023 Budget**  
 Detail Sheet  
**SoCal Gas - Homeless Veterans Employment Assistance Program**

<b>REVENUE</b>	Proposed FY 22-23 Budget <b>12 months</b>
Carry Forward - SoCal Gas Grant (Homeless Veterans Employment Assistance)	\$ 19,030
<b>TOTAL REVENUE</b>	\$ 19,030
<b>EXPENSE</b>	
Direct Services for Veterans	19,030
<b>TOTAL</b>	\$ 19,030
<b>NET GAIN (LOSS)</b>	\$ -

Riverside County Works  
 Fiscal Year 2022-2023 Budget

