



# Riverside County Works 501 (C) (3)

Zoom Online Video/Audio Conference

**Meeting ID:** 936 9211 1722      **Password:** 92507

**Online:** <https://zoom.us/j/93692111722?pwd=MFNHRnk2eIZIN0VRTnVDRVdRdFZFdz09>

**Phone:** (877) 853-5247 or (669) 900-9128

**One tap mobile:** +16699009128,,93692111722#,,1#,92507#

## Board of Directors Virtual Committee Meeting

**August 19, 2020  
9:30 a.m. - 10:30 a.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

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## Workforce Development Board Non-Profit 501(c)(3) Meeting Agenda

August 19, 2020  
9:30 a.m. – 10:30 a.m.

### I WELCOME

A. Call to Order

Jamil Dada

### II ACTION ITEMS

A. Approve the minutes from June 17, 2020

All

### III REPORTS

A. Year to date financial Status Report

Leslie Trainor

### IV DISCUSSION ITEM

A. Strategic Planning

All

1. Identifying Workforce Development Needs Gaps
2. Establishing Targeted Initiatives and Funding Goals

### V PUBLIC COMMENTS

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The WIOA Title I financially assisted program or activity is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities. Please call 951.955.3100, 951.955.3744 TTY, CA Relay 711, or [ADACoordinator@rivcoeda.org](mailto:ADACoordinator@rivcoeda.org) 5 to 7 days in advance.

**PUBLIC NOTICE**

While the WDB Meetings are open to the public, time constraints limit the WDB's ability to permit open discussions with members of the audience. Persons requesting to address the WDB on matters not on the agenda but are within the jurisdiction of the WDB should do so under the agenda item Public Comments. Persons requesting to address the WDB on an agenda item should register with staff prior to the meeting. The Chair will impose a 3-minute time limit on all speakers addressing the WDB.

**NON-EXEMPT MATERIALS**

Non-exempt materials related to an item on this agenda submitted to the Workforce Development Board after distribution of the agenda packet are available for public inspection on the Riverside County Economic Development Agency Workforce Division's website at [www.rivcoeda.com](http://www.rivcoeda.com).

**POSTED MATERIALS**

Such documents are also available on the Riverside County Economic Development Agency Board Division's website at [www.rivcoeda.com](http://www.rivcoeda.com) subject to staff's ability to post the documents before the meeting.

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Jamil Dada  
WDB Chairperson

Carrie Harmon  
WDB Executive Director



Patrick Ellis  
WDB Vice Chairperson

Leslie Trainor  
WDB Deputy Director

*Infinite Opportunity, Lasting Prosperity*

## Riverside County Works June 17, 2020

Chair Jamil Dada called the meeting to order at 10:33 a.m.

### Members in Attendance

Jamil Dada	Mary Jo Ramirez	Patrick Ellis	Francisca Hernandez
Morris Myers			

### Members Absent

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### Staff

Leslie Trainor	Loren Sims	Carolina Garcia	Tammy Mathis
Maira Durazo	Leah Deslate-Soliva	Zulma Michaca	Rilla Jacobs

### **Administrative Item: II. A Approve the February 26, 2020, Minutes**

**Motion: that the RivCoWorks Executive Committee approves the February 26, 2020, minutes.**

<b>Moved by</b>	Mary Jo Ramirez	<b>Second by</b>	Patrick Ellis	<b>Abstain</b>	Francisca Hernandez	
<b>Vote</b>	Aye	4	No	0	Abstain	1
<b>Status</b>	Approved					

### **Administrative Item: II. B Approve the 2020/2021 Fiscal Budget**

**Motion: that the RivCoWorks Executive Committee approves its 2020/2021 Fiscal Budget**

<b>Moved by</b>	Mary Jo Ramirez	<b>Second by</b>	Morris Myers	<b>Abstain</b>	None	
<b>Vote</b>	Aye	5	No	0	Abstain	0
<b>Status</b>	Approved					

#### **Discussion**

Leslie gave the members a brief overview on the section of the by-laws that required this meeting to approve the Riverside County Works (RCW) 2020/2021 fiscal budget. The budget has increased steadily from inception to April 20, 2020. This is in line with the RCW's long-term plan. An overview of the expenses was given and an explanation on where the donations were spent. Currently, the Jamil Dada Character Excellence Award (JDCEA) brings in the most donations and is the highest expenditure. Leslie was asked why the distribution of the monetary awards was being done in a different fiscal year for the last year and this year. Leslie explained it had to do with the timing of when the event is held and when fiscal is required to close its books on a fiscal year.

The budget now reflects the RCW's request to see financial numbers based on reality. Two of the expenditures are for occupancy and reimbursement whenever workforce county staff assists the RCW with its meetings and other efforts. There is a Memorandum of Understanding (MOU) in place between the county and RCW to cover these expenses. Members asked Leslie if there was an estimated cost for the staff and occupancy rates. Leslie responded no, but she would provide everyone with the MOU and an estimate.

A detailed report on all the current projects was provided. RCW was awarded two grants from Southern California Gas Company:

- \$20,000 for the Homeless Veteran Employment Assistance Program
- \$25,000 for Communities helping Communities

Morris Myers expressed concerns regarding the award amount for this year's JDCEA winners will only receive \$250.00, when the last three years the award amount was for \$2,500. It was explained that due to the COVID-19 emergency and response fund raising was negatively impacted. Additional donations and fundraising are expected to bring in and estimated \$10,000 more. If it does the award amount will be increased to \$500.00 per awardee. Mt San Jacinto will provide its five \$1,000 scholarships this year. Due to the health emergency the JDCEA will be a virtual event this year and there will not be a youth advocacy trip to Washington D.C.

**Discussion Item: II.A Pay Pal Electronic Donations**

**Discussion**

Leslie Trainor	Informed the members fiscal staff was able to setup a PayPal account that is linked directly to RCW. The link is on the website. PayPal charges 2.2 percent of the original donation and 30 cents per transaction. The tax ID number is also on RCW's brochure. The link has not been used, but California Family Life Center will use it to send in their donation.
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**Reports:**

**Chairperson's Report**

Jamil Dada	No updates
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**Executive Director's Report**

Leslie Trainor	RCW is moving in a positive direction and is showing great potential. We are making efforts to expand our grant writer knowledge and exposure to additional resources. We will be holding a Grant writers Symposium on Thursday, June 18, 2020. We have invited grant writers to participate and share their knowledge, discuss resources and work towards creating a grant writers community. We hope to build a community regionwide that will communicate grant opportunities to each other, and work together bring more money into our area for our various populations and clients. Leslie and Tammy Mathis will be leading the symposium.
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**Public Comments**

None	
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Adjourned: 12:07

# **YEAR TO DATE FINANCIAL STATUS REPORT**

**Contact: Leslie Trainor  
WDB Deputy Director  
(951) 955-6615**

**[LTrainor@rivco.org](mailto:LTrainor@rivco.org)**



**Riverside County Works**  
**Statement of Financial Activities**  
*From Inception to Month Ended June 30, 2020*

**Actuals From  
Inception As of  
06.30.2020**

**Revenues**

Jamil Dada Character Excellence Youth Sponsorships	\$	143,018
SoCal Gas (Homeless Veterans Employment Assistance Program)		20,000
SoCal Gas (Communities Helping Communities)		25,000
Valley-Wide Employment Expo		25,537
<b>Total Revenues:</b>		<b>213,555</b>

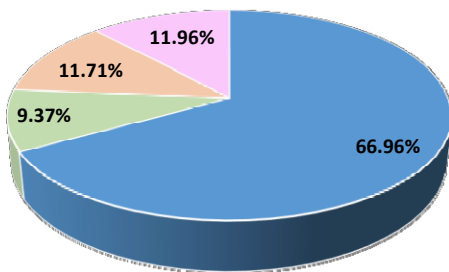
**Expenses**

Jamil Dada Character Excellence Youth Award Scholarships		63,158
Dues, Fees, Insurance: Insurance, Bank Fee, Filing		8,905
Jamil Dada Character Excellence Youth Awards Event Expense		22,508
Miscellaneous: Office Supplies, Meals & Entertainment		196
<b>Total Expenses:</b>		<b>94,767</b>

<b>Cash on Hand - Ending Balance * (Union Bank)</b>	<b>\$</b>	<b>118,788</b>
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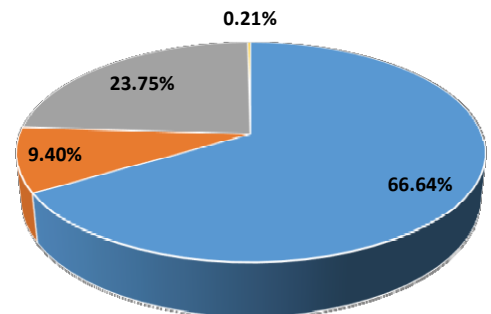
**From Inception to Month Ended June 30, 2020**

**Actual Revenues**



- Jamil Dada Character Excellence Youth Sponsorships
- SoCal Gas (Homeless Veterans Employment Assistance Program)
- SoCal Gas (Communities Helping Communities)
- Valley-Wide Employment Expo

**Actual Expenses**



- Jamil Dada Character Excellence Youth Award Scholarships
- Dues, Fees, Insurance: Insurance, Bank Fee, Filing
- Jamil Dada Character Excellence Youth Awards Event Expense
- Miscellaneous: Office Supplies, Meals & Entertainment

Schedule - I

**Riverside County Works  
Detailed Revenue List  
From Inception to Month Ended June 30, 2020**

<i>Name of Sponsor</i>	<i>FY16/17 As of 06.30.2017</i>	<i>FY17/18 As of 06.30.2018</i>	<i>FY18/19 As of 06.30.2019</i>	<i>FY19/20 As of 06.30.2020</i>	<i>From Inception As of 06.30.2020</i>
<b>Jamil Dada Character Excellence Youth Award Scholarships</b>					
A Layne Arthur & Julie T Arthur	\$ 500.00			\$ 100.00	\$ 600.00
Albert A. Webb Associates - Civil Engineers		750.00	1,500.00		2,250.00
Altura Credit Union	500.00	500.00	500.00		1,500.00
AMR HOLDCO, INC		500.00	500.00		1,000.00
Associated Students of Riverside Community College			2,374.22		2,374.22
Ayres-Moreno Valley, LP Ayres Hotel Moreno Valley	500.00	1,000.00			1,500.00
Board of Supervisor - 1st District	1,000.00	1,000.00	1,000.00	1,000.00	4,000.00
Board of Supervisor - 2nd District	500.00	1,500.00	2,000.00	1,500.00	5,500.00
Board of Supervisor - 3rd District	1,000.00	1,000.00	1,000.00		3,000.00
Board of Supervisor - 4th District	1,000.00	1,000.00			2,000.00
Board of Supervisor - 5th District		3,000.00	2,500.00		5,500.00
Bourns Revocable Trust (Gordon Lee Bourns & Jill D. Bourns)		500.00	500.00		1,000.00
Brand Savants INC.		500.00	100.00		600.00
California Alliance for Renewable Energy Solutions		5,000.00			5,000.00
California Family Life Center	500.00	500.00	500.00	1,000.00	2,500.00
Cheryl & Ronald Vito	25.00				25.00
City of Jurupa Valley			500.00		500.00
City of Moreno Valley	1,000.00	1,000.00		1,000.00	3,000.00
City of Perris			2,500.00		2,500.00
Consuming Fire Ministries International		100.00			100.00
ConvergeOne		1,000.00			1,000.00
Corona Chamber of Commerce		500.00			500.00
Corona-Norco Unified School	100.00				100.00
Eastern Municipal Water District (EMWD)	1,000.00	1,000.00	1,000.00		3,000.00
Elsinore Valley Municipal Water (EVMW)		150.00			150.00
EMS Management	500.00				500.00
Eventbrite, Inc		1,207.27		1,261.71	2,468.98
First Baptist Church		100.00			100.00
G.J. Hurley & L. J. Hurley			100.00		100.00
Grant Gautsche		100.00			100.00
Highland Fairview Operating Co.		1,000.00	2,500.00		3,500.00
Hot Purple Energy	1,000.00				1,000.00
Hub International Limited		1,000.00	1,000.00		2,000.00
Jeff Kraus		50.00			50.00
Johnson, La Tonya		100.00			100.00
Juan and Eliza Perez	500.00				500.00
K.Nasim / A.Hayat		50.00			50.00
Lewis Management Corp.				1,000.00	1,000.00
Linda M Ramos & Glenn P Murguia				150.00	150.00
March 1 LLC		1,050.00	1,000.00		2,050.00
March Field Museum Foundation, INC				1,000.00	1,000.00
March Joint Powers Authority	500.00	500.00	500.00		1,500.00
Mayor Michael Vargas and Julie Vargas	100.00				100.00
MCARC Dept/Riverside University Health Sys	1,000.00				1,000.00
Miller Jones Mortuary & Crematory INC			500.00		500.00
Monster Media Inc		500.00			500.00
Moreno Valley Rotary Club Foundation		300.00			300.00
Moss Bros			500.00		500.00
National Association of Workforce - FCE Travel Stipend			2,000.00		2,000.00
Notre Dame High School	50.00				50.00
Parkview Community Hospital Medical Center		2,000.00			2,000.00
Provident Bank	500.00	500.00	500.00		1,500.00
Rescare INC.	1,000.00	1,000.00	1,000.00		3,000.00
Richard & Cathy Bruich	100.00				100.00
Riverside Community College District (Riverside County Treasurer of Riverside, California)	2,500.00	500.00	5,000.00	1,000.00	9,000.00
Riverside Community College District Foundation		500.00	500.00		1,000.00
Riverside County Treasurer (DPSS)	400.00	1,100.00			1,500.00
Riverside County Treasurer (Riverside County District Attorney)	2,500.00	1,500.00	1,000.00		5,000.00
Riverside County Treasurer (Riverside County Medical Center)			500.00		500.00
Riverside Medical Clinic Patient Services LLC	1,000.00	1,050.00	1,000.00		3,050.00
Riverside Sheriffs Association, General Account		2,500.00			2,500.00
Ross Stores Foundation			2,000.00		2,000.00
Rotary Club of Moreno Valley Inc. Truck Party Fundraising Account	500.00	500.00	500.00	150.00	1,650.00
Sharon Duffy & John Duffy	500.00				500.00
Soboba Foundation Inc.		1,000.00			1,000.00
SoCalGas (Sempra Energy)		2,000.00		2,000.00	4,000.00
The Gathering Chaplain		100.00			100.00
Trammell Crow Company LLC, So Cal Dev Petty Cash		2,500.00		2,500.00	5,000.00



Schedule - I

**Riverside County Works  
Detailed Revenue List**

*From Inception to Month Ended June 30, 2020*

	<i>FY16/17</i>	<i>FY17/18</i>	<i>FY18/19</i>	<i>FY19/20</i>	<i>From Inception</i>
	<i>As of</i>	<i>As of</i>	<i>As of</i>	<i>As of</i>	<i>As of</i>
	<i>06.30.2017</i>	<i>06.30.2018</i>	<i>06.30.2019</i>	<i>06.30.2020</i>	<i>06.30.2020</i>
United Way of the Inland Valleys		1,000.00	1,000.00		2,000.00
UnitedHealthcare		150.00	100.00		250.00
VARNER&BRANDT, LLP			1,000.00		1,000.00
Vista Norte Public Charter School (Learn 4 Life)				5,000.00	5,000.00
Waste Management			500.00		500.00
Wendy B. Frederick		50.00			50.00
West Cost University Inc.	2,500.00	2,500.00			5,000.00
Western Riverside Council of Governments		500.00			500.00
Workforce Development	5,000.00	5,000.00	5,000.00		15,000.00
<b>Other Revenue</b>					
SoCalGas (Sempra Energy) Homeless Veterans Employment Assistance Program			20,000.00		20,000.00
Valley-Wide Employment Expo				25,537.12	25,537.12
SoCalGas (Sempra Energy) Communities Helping Communities				25,000.00	25,000.00
<b>Grand Total</b>	<b>\$ 27,775.00</b>	<b>\$ 52,407.27</b>	<b>\$ 64,174.22</b>	<b>\$ 69,198.83</b>	<b>\$ 213,555.32</b>

Schedule - II

**Riverside County Works**  
**Detailed Expenditure List**

*From Inception to Month Ended June 30, 2020*

Expense Type	Name of Vendor	FY16/17	FY17/18	FY18/19	FY19/20	From Inception
		As of 06.30.2017	As of 06.30.2018	As of 06.30.2019	As of 06.30.2020	As of 06.30.2020
<b>Jamil Dada Character Excellence Youth Award Scholarships</b>	Alanna Callow	\$ 2,000.00				\$ 2,000.00
	Alexander Mulvaney				2,500.00	2,500.00
	Ana Luna-Flores				2,500.00	2,500.00
	Analinda Heredia				2,500.00	2,500.00
	Breanna Kamakeeaina	2,500.00				2,500.00
	Brittany Reyes		1,500.00			1,500.00
	Carlos Daniel Bolanos-Esquivel		2,500.00			2,500.00
	Daniel Sierra Hernandez	2,500.00				2,500.00
	Donat Omoragbon		2,500.00			2,500.00
	Floella Co		1,500.00			1,500.00
	Gladys Zuniga		2,500.00			2,500.00
	Guadalupe Rodriguez				2,500.00	2,500.00
	Isaac DeLira		2,500.00			2,500.00
	Isela Marquez		2,500.00			2,500.00
	Jackalyn Helter		1,500.00			1,500.00
	Janico Bracken		2,500.00			2,500.00
	Javier Jarquin Soriano		2,500.00			2,500.00
	Jennifer Dora		1,500.00			1,500.00
	Jordan Leverette				2,500.00	2,500.00
	Marlene Ozuna				2,500.00	2,500.00
	Palak Gajera	2,500.00				2,500.00
	Rebecca Marie Lara				2,500.00	2,500.00
	Roshell Davison		1,500.00			1,500.00
	Steven Serrano				2,500.00	2,500.00
	Tabitha Parrish				2,500.00	2,500.00
	Taylor Wilson	1,500.00				1,500.00
	Yesenia Martinez		1,500.00			1,500.00
Yunuen Ibarra				2,500.00	2,500.00	
Riverside County EDA				343.44	343.44	
Association of Fundraising Professionals				315.00	315.00	
<b>Dues, Fees, Insurance: Insurance, Bank Fee, Filing</b>	AMS (Alliance Member Services) Insurance			3,216.00	1,608.00	4,824.00
	SOS SI-100 filing fee			20.00	20.00	40.00
	STATE OF CALIFORNIA DEPT OF JUSTICE					
	Attorney General's Registry of Charitable Trusts			25.00	25.00	50.00
	Bank Charges - Maintenance and Analysis Fee (blank)	282.83	1,410.26	1,186.43	1,065.49	3,945.01
	FTB - California Franchise Tax Board				10.00	10.00
	City of Riverside - Business Tax Certificate				14.00	14.00
	PayPal Fee				22.30	22.30
<b>Jamil Dada Character Excellence Youth Awards Event Expenses</b>	Awards and Specialties		608.04	760.05		1,368.09
	Derrel Thomas Foundation - Keynote Speaker				1,000.00	1,000.00
	Margarita's Grill Restaurant and Catering, LLC			3,845.08	4,490.15	8,335.23
	Mint Print Media - Retractable Banners				400.20	400.20
	Moreno Valley Conference & Recreation Center		1,233.00	1,512.00	1,387.00	4,132.00
	Moreno Valley Flower Box		830.80			830.80
	PIP Printing - Youth Awards Program				998.09	998.09
	Premier Party & Tent Rentals				372.20	372.20
	Riverside Mission Florist				1,299.57	1,299.57
	Sterling Productions - DJ and Lighting Services		350.00	1,200.00	850.00	2,400.00
	Others - Miscellaneous Expense		181.26	1,008.71	181.45	1,371.42
<b>Miscellaneous: Office Supplies, Meals &amp; Entertainment</b>	Checking Account Supplies	172.61				172.61
	Others - Miscellaneous Expense				23.23	23.23
<b>Grand Total</b>		<b>\$ 11,455.44</b>	<b>\$ 31,113.36</b>	<b>\$ 12,773.27</b>	<b>\$ 39,425.12</b>	<b>\$ 94,767.19</b>