
Patrick Ellis
WDB Chairperson
Carrie Harmon
WDB Executive Director



Jamil Dada
WDB Vice Chairperson
Stephanie Adams
WDB Deputy Director

March Field Air Museum
22550 Van Buren Boulevard
Riverside, CA 92518

Riverside County Workforce Development
Executive Committee Meeting Agenda

Wednesday, February 8, 2023
10:30 a.m. – 11:30 a.m.

1. WELCOME

Patrick Ellis

1.1 Call to Order and Self Introductions

2. CONSENT CALENDAR

2.1 Approve the Minutes from December 7, 2022

Patrick Ellis

3. ACTION ITEMS

3.1 Approve WIOA Youth Opportunity Center Operations Funding

Carolina Garcia

4. DISCUSSION ITEMS

4.1 Discuss Riverside County Workforce Development Strategic Plan

Stephanie Adams / Carrie Harmon

5. PUBLIC COMMENT

Participants should be advised that by engaging in this meeting they acknowledge that their input may be recorded, such recording is subject to inspection pursuant to the California Public Records Act.

CONFLICT OF INTEREST ADVISEMENT Board members please be advised: If an Agenda item relates to the provision of services by you, your immediate family, the entity you represent, or any person who has made \$250.00 in campaign contributions to you during the last twelve months, or if approval or disapproval of an Agenda item would have a foreseeable material effect on an economic interest of you, your immediate family, or the entity you represent, then please follow these procedures: *“When the Agenda item is first introduced, please immediately announce that you are recusing yourself from participating in the agenda item and then refrain from discussing, voting on, or otherwise influencing the Board’s consideration of the Agenda item.”*

ACCESSIBILITY The Workforce Innovation Opportunity Act (WIOA) Title I financially assisted program or activity is an equal opportunity employer and program. Auxiliary aids and services are available upon request to individuals with disabilities. There are two ways of requesting reasonable accommodations. 1. For ADA Coordinator, please call (951) 955-3100, (951) 955-3744 TTY, CA Relay 711, or e-mail ADACoordinator@rivco.org. 2. For the Board Coordinator, please call (951) 955-6941 or e-mail cmahayni@rivco.org.

PUBLIC NOTICE While Board Meetings are open to the public, time constraints limit the Board’s ability to permit open discussions with members of the audience. Persons requesting to address the Board on matters not on the agenda but within the jurisdiction of the Board should do so under the agenda item Public Comments. Persons requesting to address the Board on an agenda item should register with staff prior to the meeting via e-mail to cmahayni@rivco.org or phone (951) 955-6941. The Chair will impose a 3-minute time limit on all speakers addressing the Board.

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.rivcoworkforce.com.

POSTED MATERIALS In accordance with the Ralph M. Brown Act, this meeting agenda is posted at least 72 hours prior to the regularly scheduled meeting on the Riverside County Workforce Development Board website (www.rivcoworkforce.com/WDB). The agenda, supporting documents, and all writing received by the Board are public records and can be viewed online, but may not include all available or the most current documentation. All documentation along with the most updated versions can be requested via e-mail to RivCoWDB@rivco.org, by calling (951) 955-9068 or (951) 955-3100.

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Infinite Opportunity, Lasting Prosperity

Executive Committee: Minutes December 7, 2022

Chairman Patrick Ellis called the meeting to order at 10:30 a.m.

Members in Attendance

Patrick Ellis	Jamil Dada	Morris Myers	Mary Jo Ramirez
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Members Absent

Ricardo Cisneros			
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Guests

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Staff

Stephanie Adams	Carrie Harmon		
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Administrative Item: Consent Calendar

2.1 N/A

Motion:

Moved by:		Second by:		Abstain:	
Vote	Aye:	No:		Abstain:	
Status	Approved				

Administrative Item: 3.1 -N/A

Motion:

Moved by:		Second by:		Abstain:	
Voted	Aye:	No:		Abstain:	
Status	Approved				

Reports :

Chairperson's Report

Patrick Ellis	N/A
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Federal and State Report

Jamil Dada	N/A
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Discussion

The Executive Committee meeting held a discussion on the formation of various committees pertaining to workforce needs. Ideas of potential committees that were discussed were as follows: Youth, Apprenticeships, and Equity

Executive Director's Report

Carrie Harmon	N/A
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Public Comments

	None
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Adjourned: (10:55 a.m.)

EXECUTIVE COMMITTEE



ACTION ITEM # 3.1

DATE: February 8, 2023

SUBJECT: Workforce Innovation and Opportunity Act (WIOA) Youth Opportunity Center Operations Funding Recommendation for the period of July 1, 2023, through June 30, 2025.

RECOMMENDATION: That the Riverside County Workforce Development Board (WDB) Executive Committee approve the WIOA Youth Program funding recommendation to operate the six Youth Opportunity Centers (Youth Center's) within Riverside County during the period of July 1, 2023, through June 30, 2025.

BACKGROUND: The Riverside County Housing and Workforce Solutions Department/Workforce Development Division (WDD) and the Riverside County Workforce Development Board (WDB) have long established the Youth Opportunity Center for youth to receive federally funded workforce services. The WDD currently administrates six Youth Centers throughout Riverside County located in the cities of: Hemet, Indio, Lake Elsinore, Moreno Valley, Perris, and Jurupa Valley. The six centers are funded through Title I of the Workforce Innovation and Opportunity Act (WIOA) of 2014 which is administered by the U.S. Department of Labor. Arbor E&T, LLC (known as Equus) and California Family Life Center (CFLC) currently serve as the Youth Center Operators under agreement with WDD.

WDD previously requested a Single Source Justification from the Riverside County Purchasing Department, and the request was approved. This was as a result of the procurement Request For Proposal (RFP) WDARC-21 that was deemed a failed competition, due to insufficient number of responses. The Single Source Justification is approved through FY2025/2026. WDD has the option to enter into contract with Equus and California Family Life Center through that period. The term of the existing Youth Center contracts is coming to its end on June 30, 2023 and the WDD is looking to issue new Youth Center contracts for a two year term beginning July 1, 2023 through June 30, 2025.

This Action Item is requesting that the WDB Executive Committee, on behalf of the WDB, approve Agreements between WDD and the existing Youth Center Operators, Equus and CFLC, to provide services at the Hemet, Indio, Lake Elsinore, Moreno Valley, Perris, and Jurupa Valley Youth Centers. The proposed Agreements have a proposed term of July 1, 2023, through June 30, 2025. Staff recommends that the WDB approve the proposed funding recommendations in Table A.

TABLE A				
Recommended Service Provider	Youth Center Location	July 1, 2023 - June 30, 2024 Funding Recommendation	July 1, 2024 - June 30, 2025 Funding Recommendation	Total Funding Recommendation
California Family Life Center	Hemet	\$900,000	\$900,000	\$1,800,000
California Family Life Center	Lake Elsinore	\$800,000	\$800,000	\$1,600,000
California Family Life Center	Rubidoux (Jurupa Valley)	\$850,000	\$850,000	\$1,700,000
Arbor E&T, LLC	Perris	\$850,000	\$850,000	\$1,700,000
Arbor E&T, LLC	Indio	\$850,000	\$850,000	\$1,700,000
Arbor E&T, LLC	Moreno Valley	\$850,000	\$850,000	\$1,700,000
TOTAL		\$5,100,000	\$5,100,000	\$10,200,000

EXECUTIVE COMMITTEE Date: February 8, 2022 Approval: Yes / No	BOARD OF SUPERVISORS CONCURRENCE Required: Yes / No
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