



# AGENDA

## WORKFORCE DEVELOPMENT BOARD

OCTOBER 19, 2022  
7:00 A.M.

EMPLOYERS'  
TRAINING  
RESOURCE

America's **Job** Center  
of California<sup>SM</sup>

**AGENDA  
KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD  
OCTOBER 19, 2022**

**Location:** Microsoft Teams  
**Time:** 7:00 a.m.  
**Dial-in:** (831) 296-3421  
**Access Code:** 968 353 997#

**Page No.**

- |       |      |  |
|-------|------|--|
|       | I.   | <b>Call to Order</b>   |
|       | II.  | <b>Introductions</b>   |
| 1-4   | III. | <b>Resolution Authorizing the Workforce Development Board to Conduct Remote Teleconference Meetings – Action Item</b>  |
|       | IV.  | <b>Public Comments</b><br><p>This portion of the meeting is reserved for persons to address the Board on any matter not on this agenda but under the jurisdiction of the Board. Board members may respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for factual information, or request staff to report back to the Board at a later meeting. Also, the Board may take action to direct the staff to place a matter of business on a future agenda.</p> <p style="text-align:center">SPEAKERS ARE LIMITED TO THREE MINUTES.</p> |
|       | V.   | <b>Presentation</b> <ul style="list-style-type: none"><li>• FutureWork</li></ul>   |
|       | VI.  | <b>Consent Agenda</b><br><p>If a member of the audience wishes to comment or ask questions regarding an item or items on the consent agenda, they may do so prior to a vote being taken on the consent agenda. A member of the Board may remove any item from the consent agenda and it will be considered in the listed sequence with an opportunity for any member of the public to address the Board concerning the item before action is taken.</p>  |
| 5-7   |      | A. Approval of the June 8, Meeting Minutes   |
| 8-9   |      | B. Approval of the June 28, Special Session Meeting Minutes  |
|       | VII. | <b>New Business</b>  |
| 10-11 |      | A. Preliminary Funding Recommendations for Out-Of-School Youth Work Experience Programs Funded Under the Workforce Innovation and Opportunity Act for Program Year 2022-23 – <b>Action Item</b>  |
| 12-15 |      | B. Workforce Development Board and Standing Committee's Composition and Nomination of Dr. Kristen Watson as A Non-Board Member to the Executive Committee – <b>Action Item</b>   |
| 16-17 |      | C. Workforce Development Apprenticeship Program  |
| 18-19 |      | D. Regional and Recovery Partnerships Grant  |
| 20-22 |      | E. Local and Regional Plans PY 21-24 Two-Year Modifications  |
| 23-25 |      | F. Workforce Innovation and Opportunity Act Performance Goals for Program Years 2022 and 2023  |
|       |      | G. Legislative Update – <b>Oral Report</b>   |

	VIII.	<b>Director's Report</b>
		A. America's Job Center of California Update
		B. Marketing Presentation
		C. EPIC Center Update
26-35		D. One-Stop Operator Report
	IX.	<b>Board Member Comments</b>
		A. Economic Development Report
		B. Open Discussion
	X.	<b>Miscellaneous Filings</b>
36		A. Status of Subgrantee Monitoring Reports
37		B. Status of Subgrantee Audits
38-40		C. Draft Youth Committee September 21, 2022, Meeting Minutes
41-44		D. Executive Committee June 2, 2022, Meeting Minutes
45-46		E. Draft Executive Committee June 28, 2022, Special Session Meeting Minutes
47-50		F. Kern, Inyo and Mono Workforce Development Board and Committee's Attendance Reports
51		G. Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule for Calendar Year 2022

Disabled individuals who need special assistance to attend or participate in a meeting of the Workforce Development Board may request assistance at Employers' Training Resource, 1600 East Belle Terrace, Bakersfield, California, or by calling (661) 336-6893. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance whenever possible.

All agenda item supporting documentation is available for public review at Employers' Training Resource, 1600 East Belle Terrace, Bakersfield, 93307 during regular business hours, 8:00 a.m. - 5:00 p.m., Monday through Friday, following the posting of the agenda. Any supporting documentation that relates to an agenda item for an open session of any regular meeting that is distributed after the agenda is posted and before the meeting will also be available for review at the same location.

Please remember to turn off all cell phones, pagers, or electronic devices during the meeting.

# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo and Mono  
Workforce Development Board  
1600 E. Belle Terrace  
Bakersfield, CA 93307

## **RESOLUTION AUTHORIZING THE WORKFORCE DEVELOPMENT BOARD TO CONDUCT REMOTE TELECONFERENCE MEETINGS**

Dear Board Member:

As required by the Ralph M. Brown Act, the Kern, Inyo and Mono Workforce Development Board and its subcommittee's meetings must be open and public so that any member of the public may attend, participate, and view the legislative body conducting their business. As you know the Governor of California declared a state of emergency on March 4, 2020, due to the COVID-19 pandemic. Subsequently, local legislative bodies or state bodies were authorized to hold public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public.

Although the state of emergency has not been lifted, in June of 2021, the Governor continued the waiver in a new order allowing local bodies to pass a resolution to continue the remote meetings until further notice.

Under State and Local codes, if officials have imposed or recommended measures that promote social (physical) distancing related to COVID-19 prevention, the Board may adopt a resolution that extends the time during which meetings may continue to be conducted via teleconference. The resolution must be addressed and, if still needed, be renewed every 30 days.

Therefore, IT IS RECOMMENDED that your Board adopt the attached 30-day resolution from October 19, 2022, through November 17, 2022.

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

TH:eb  
Attachment



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**A RESOLUTION OF THE KERN INYO AND MONO WORKFORCE DEVELOPMENT BOARD  
AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE WORKFORCE  
DEVELOPMENT BOARD FOR THE PERIOD OCTOBER 19, 2022, THROUGH NOVEMBER  
17, 2022, PURSUANT TO THE RALPH M. BROWN ACT.**

**WHEREAS**, all meetings of the Kern, Inyo and Mono Workforce Development Board, inclusive of the Standing Committees (i.e. Youth, Program and Business Services, and Executive), are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code §§ 54950 – 54963), so that any member of the public may attend, participate, and view the legislative body conducting their business; and

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

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

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

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

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-07-21, which formally rescinded the Stay-at-Home Order (Executive Order N-33-20), as well as the framework for a 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**, as of the date of this Resolution, neither the Governor nor the state Legislature have  
6 exercised their respective powers pursuant to Government Code section 8629 to lift the state of emergency  
7 either by proclamation or by concurrent resolution of the state Legislature; and,

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

13 **WHEREAS**, the Kern, Inyo and Mono Workforce Development Board finds that state or local  
14 officials have imposed or recommended measures to promote social distancing, based on the California  
15 Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title  
16 8 of the California Code of Regulations, Section 3205(5)(D); and,

17 **WHEREAS**, as a consequence, the Kern, Inyo and Mono Workforce Development Board hereby  
18 finds that it shall conduct its meetings by teleconferencing without compliance with Government Code  
19 section 54953 (b)(3), pursuant to Section 54953(e), and that the Kern, Inyo and Mono Workforce  
20 Development Board shall comply with the requirements to provide the public with access to the meetings  
21 as prescribed by Government Code section 54953(e)(2).

22 **NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED** by the Kern, Inyo and  
23 Mono Workforce Development Board, State of California, in session assembled on October 19, 2022, does  
24 hereby resolve as follows:

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

27 Section 2. State or Local Officials Have Imposed or Recommended Measures to Promote Social  
28 Distancing. The Kern, Inyo and Mono Workforce Development Board hereby proclaims that state officials

1 have imposed or recommended measures to promote social (physical) distancing based on the California  
2 Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title  
3 8 of the California Code of Regulations, Section 3205(5)(D).

4 Section 3. Remote Teleconference Meetings. The Kern, Inyo and Mono Workforce  
5 Development Board is hereby authorized and directed to take all actions necessary to carry out the intent  
6 and purpose of this Resolution including, conducting open and public meetings in accordance with  
7 Government Code section 54953(e) and other applicable provisions of the Brown Act.

8 Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption and  
9 shall be effective until the earlier of (i) November 17, 2022, or, (ii) such time Kern, Inyo and Mono  
10 Workforce Development Board adopts a subsequent resolution in accordance with Government Code  
11 section 54953(e)(3) to extend the time during which it may continue to teleconference without compliance  
12 with Section 54953(b)(3).

13 ADOPTED this nineteenth day of October 2022, by the Kern, Inyo and Mono Workforce  
14 Development Board by the following vote:

15  
16 YES:

17 NO:

18 ABSENT:

19 ABSTAIN:

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SECRETARY

**KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD  
DISCUSSION AND ACTION ITEMS  
JUNE 8, 2022**

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**Members Present:** John Adams, Leo Bautista, Kelly Bearden, Chris Gonzales, Steven Gomez, Greg Gutierrez, Nick Hill, Teresa Hitchcock, Brian Holt, Karen King, Greg Knittel, Brenda Mendivel, Alissa Reed, Norma Rojas-Mora, Trudy Gerald, Shelly Tarver, Jeremy Tobias, Priscilla Varela, and Todd Yopez.

**Members Absent:** Richard Chapman, Clare Pagnini, Anita Martin, Randy Martin, John Spaulding, and Jay Tamsi.

**Staff Present:** Aaron Ellis, Valerie Toliver, Jana Webb, Marsha Manos, Karen Briefer, Sandra Gutierrez, Michael Saltz, Candy Cline-Gettman, Michelle Pando, Jeremy Shumaker, Danette Williams, Anne Meert, and Elaine Basham.

**Guests Present:** Dan Ramirez, Karine Kanekkiberg, Jessica Grimes, Kristen Watson, Martha Guerra, Jeremy McNutt, Juan Rocha, Joe Cantu, and Gary Baudette.

\* unexcused

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This virtual meeting was called to order at 7:05 a.m. by Alissa Reed via Microsoft TEAMS.

**INTRODUCTIONS**

Marsha Manos did a roll call of members. Staff and guests introduced themselves.

**PUBLIC COMMENTS**

There were no public comments.

**PRESENTATIONS**

Alissa Reed informed the Board that the presenter David Villarino was not able to attend and therefore there would not be a presentation.

**CONSENT AGENDA**

Teresa Hitchcock made the motion to approve the following consent agenda items:

- Resolution Authorizing the Workforce Development Board to Conduct Remote Teleconference Meetings
- Approval of the March 30, 2022, Meeting Minutes.
- Funding Recommendations for National Farmworker Jobs Program for Program Year 2022-2023
- Funding Recommendations for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs and Services for Program Year 2022-2023
- Allocation and Refunding Recommendations for Youth Programs Funded Under the Workforce Innovation and Opportunity Act for Program Year 2022-23
- Workforce Development Board and Standing Committees Composition – Reappointments, Resignations and Nominations
- Workforce Development Board Bylaws Proposed Changes Regarding Standing Committee Members

Brenda Mendivel seconded the motion. Norma Rojas-Mora abstained from item E. Marsha Manos polled the members for their votes. All ayes. The motion carried. Teresa Hitchcock thank Karen King for her many years of service to the Board and congratulated her on her retirement.

### **MEMORANDUM OF UNDERSTANDING FOR AJCC PARTNERS**

Michael Saltz that the Workforce Innovation and Opportunity Act required the Local Workforce Development Boards to develop a Memorandum of Understanding with all colocated and non-colocated AJCC partners within their Local Workforce Development Area. Michael said the last MOU was signed on July 16, 2019, and it was now time to review and update it. The MOU contains the necessary language for the LWDB to meet the requirements contained in WIOA. Michael also said the purpose of this MOU is to define the parameters within which education, workforce, economic development, and other Partner programs and entities operate in the Kern, Inyo and Mono Workforce Development Area. This MOU shall become effective on or before July 1, 2022, and shall terminate on June 30, 2025, unless terminated earlier by the Partners. The MOU contains IFAs which are made up of applicable career services, shared operating costs, and other shared services. The one-stop operating budgets will be annually reconciled against actual costs incurred and adjusted accordingly. The IFAs may be further refined by the Partners, as needed, to assist in tracking their contributions. Nick Hill commented that he hasn't seen anything recommended for African American or African American entrepreneurs. Michael explained that the partners listed were required partners by the statute. Teresa clarified that the partners were required and that this was a required funding agreement and the partners are obligated to indicate in the MOU what they are providing. Karen King made a motion to approve the staff's recommendation to approve and authorize the Chair to sign the MOU and further authorize staff to submit it to the Chief Elected Official for final approval and submission to the State Board by June 30, 2022. Jeremy Tobias seconded the motion. Marsha Manos polled the members for their votes. All ayes. The motion carried.

### **REGIONAL EQUITY AND RECOVERY PARTNERSHIPS GRANT**

Michael Saltz said that on May 6, 2022, Employers' Training Resource, in partnership with members of the San Joaquin Valley and Associated Counties had applied for the Regional Equity and Recovery Partnerships Grant. The grant award is \$4,274,500 to fund the RERP in the SJVAC RPU of which ETR will receive the amount of \$983,031. The award announcement is expected in June and the grant term is estimated to be December 1, 2022, through September 30, 2025. The RERP project identified by ETR will provide quality jobs in the healthcare industry and build pathways to those jobs. The RERP will permit ETR to serve 120 participants and place those who complete the program in career pathways. The current system cannot meet the industry's needs for trained workers. The collaboration between the workforce and community colleges is designed to address industry needs and educational capacity to increase the pipeline of healthcare workers in Kern County. The healthcare sector accounts for the largest generator of jobs. Healthcare employers across Kern County are experiencing critical staff shortages in a variety of these positions. The collaboration will focus on expanding the system to increase access to programs and training, recruit local workers, and provide additional needed support to help candidates succeed.

### **Director's Report**

Teresa Hitchcock informed the Board that she had been elected as the Chair of the California Workforce Association. Teresa said that the second cohort of MC3 trainees would be graduating on July 1, 2022. Teresa also mentioned that she and Aaron Ellis had an opportunity to hear the Bitwise Entrepreneurship program project presentations. Teresa also said that Café 1600 was open but would be closing at the end of the school year.

Danette Williams gave the members an overview of the marketing department's activities within the County.

Gary Baudette the On-Stop Operator provided the Board with his quarterly report. Mentioning that ETR averaged 9.84% out of 10 on the customer service satisfaction survey.

### **Board Member Comments**

Kelly Bearden provided a KEDC update on the events in Kern County for the Board. Alissa Reed welcomed John Adams to the Board.

### **Miscellaneous Filings**

The Board had the opportunity to review the following miscellaneous filings included in the agenda:

- Status of Subgrantee Audit
- La Cooperativa Campesina de California Monitoring Report dated May 25, 2022
- Draft Program and Business Services Committee May 18, 2022, Meeting Minutes
- Draft Youth Committee May 18, 2022, Meeting Minutes – **Handout**
- Draft Executive Committee June 2, 2022, Meeting Minutes – **Handout**
- Kern, Inyo and Mono Workforce Development Board and Committee's Attendance Reports
- Kern, Inyo and Mono Workforce Development Board and Committee's Meeting Schedule for Calendar Year 2022

As there was no further business the meeting adjourned at 8:01 a.m.

**KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD  
DISCUSSION AND ACTION ITEMS  
SPECIAL SESSION  
JUNE 28, 2022**

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**Members Present:** Alissa Reed, John Adams, Leo Bautista, Kelly Bearden, Richard Chapman, Steven Gomez, Chris Gonzales, Teresa Hitchcock, Brian Holt, Karen King, Anita Martin, Randy Martin, Jay Tamsi, Jeremy Tobias, and Priscilla Varela.

**Members Absent:** Greg Gutierrez, Nick Hill, Gregory Knittel, Dean McGee, John Moralez, Clare Pagnini, Norma Rojas-Mora, John Spaulding, and Todd Yopez.

**Staff Present:** Marsha Manos, Elaine Basham, and Jeremy Shumaker.

**Guests Present:** Jeremy McNutt, Geroage Frayre, Lita San Pedro, Ken Kurts, Dan Ramirez.

\* unexcused

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This virtual meeting was called to order at 3:56 p.m. by Alissa Reed via Microsoft TEAMS.

**INTRODUCTIONS**

Marsha Manos did a roll call of members. Staff and guests introduced themselves.

**PUBLIC COMMENTS**

Teresa Hitchcock apologized to the Board and stated that due to technical issues with Microsoft Teams on June 8, 2022, the public was not able to use log into the meeting. This meeting was being held to ratify the decisions and actions that were taken and to allow the public to have an opportunity to make comments.

Teresa informed those in attendance that the following items were discussed at the June 8, 2022, Workforce Development Board meeting:

**Consent Agenda**

- A. Resolution Authorizing the Workforce Development Board to Conduct Remote Teleconference Meetings
- B. Approval of the March 30, 2022, Meeting Minutes.
- C. Funding Recommendations for National Farmworker Jobs Program for Program Year 2022-2023
- D. Funding Recommendations for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs and Services for Program Year 2022-2023
- E. Allocation and Refunding Recommendations for Youth Programs Funded Under the Workforce Innovation and Opportunity Act for Program Year 2022-23
- F. Workforce Development Board and Standing Committees Composition – Reappointments, Resignations, and Nominations
- G. Workforce Development Board Bylaws Proposed Changes Regarding Standing Committee Members



**New Business**

- A. Memorandum of Understanding for AJCC Partners
- B. Regional Equity and Recovery Partnerships Grant

Teresa asked if there was anyone that wanted to make comments on any of the items presented or have them reconsidered by the Board and there was no comment. Alissa Reed asked for a motion to approve to readopt or reauthorized all of the actions the Board approved at its meeting on June 8, 2022. Anita Martin made a motion to approve and accept the Board's recommended actions. Jeremy Tobias seconded the motion. Marsha Manos polled the Board for their votes. All ayes. The motion carried.

As there was no further business the meeting adjourned at 4:03 p.m.

# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo and Mono  
Workforce Development Board  
1600 E. Belle Terrace  
Bakersfield, CA 93307

## **PRELIMINARY FUNDING RECOMMENDATIONS FOR OUT-OF-SCHOOL YOUTH WORK EXPERIENCE PROGRAMS FUNDED UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT FOR PROGRAM YEAR 2022-23**

Dear Board Member:

At your meeting on December 16, 2021, this Board approved a Request for Proposals (RFP) process for Out-of-School Youth (OSY) Work Experience programs under the Workforce Innovation and Opportunity Act (WIOA) for Program Year (PY) 2022-23. Under WIOA, a minimum of 20% of all program funds for youth must be spent on work experience activities.

Employers' Training Resource (ETR) published an RFP in April for OSY Work Experience (WEX) Programs at our EPIC Center. The amount of funding available was \$750,000 with EPIC providing the youth participants for the program. The selected vendor(s) need only to develop the work sites, be the employer of record, and handle all payroll responsibilities. In addition, there was a provision stating that the vendor could do "reverse referrals".

Three agencies responded, all having experience administering WEX programs: Farmworker Institute of Education and Leadership Development (FIELD), Kern High School District (KHSD), and the Mexican American Opportunity Foundation (MAOF). The evaluation committee, comprised of three individuals, reviewed the proposals based on the applicant's:

- Experience and success in providing work experience;
- Current network of host employers;
- Opportunities for youth to obtain unsubsidized employment after work experience;
- Payroll system;
- Ability to provide orientation and work readiness prior to the participant being placed with an employer;

- Program staffing and administration; and
- Program costs and justification.

The evaluation had difficulty selecting an agency for funding and after much discussion, the Committee decided to have each agency submit a revised budget of \$375,000 for their respective work experience program. The Evaluation Committee would then appraise the revised budgets and budget narratives to select two agencies for funding at \$375,000 each.

However, ETR received notification of Program Year 2022-23 funding allocations and the youth formula funds were 8% higher than the previous year. As work experience is a best practice under WIOA and correlated with greater success in the labor market, it was decided that all of the proposals submitted would be funded at \$375,000 but that each agency would need to recruit its participants for the program. ETR asked the agencies if they would need to reduce the number of participants they proposed to serve, given that they would now do outreach for their respective programs.

All of the agencies responded: FIELD will serve 32 participants; KHSD will serve 25 participants, and MAOF will serve 20 participants. The total number of OSYs to be served under these WEX programs is 77 for a total of \$1,125,000. At its meeting on September 21, 2022, your Youth Committee voted to approve and forward these recommendations to your Board.

Therefore, IT IS RECOMMENDED that your Board approve WIOA funding for Program Year 2022-23 in the amount of \$1,125,000 to the following: 1) Farmworker Institute of Education and Leadership Development to provide Work Experience to 32 Out-of-School Youth in the amount not to exceed \$375,000; 2) Kern High School District to provide Work Experience to 25 Out-of-School Youth in the amount not to exceed \$375,000, and the Mexican American Opportunity Foundation to provide Work Experience to 20 Out-of-School Youth in the amount not to exceed \$375,000; with awards subject to the approval of the Kern County Board of Supervisors.

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

TH: mp

# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo and Mono  
Workforce Development Board  
1600 E. Belle Terrace  
Bakersfield, CA 93307

## **WORKFORCE DEVELOPMENT BOARD AND STANDING COMMITTEES COMPOSITION AND NOMINATION OF DR. KRISTEN WATSON AS A NON-BOARD MEMBER TO THE EXECUTIVE COMMITTEE**

Dear Board Member:

On July 19, 2022, the Kern County Board of Supervisors (BOS) gave retroactive approval from July 1, 2022, reappointing Workforce Development Board (WDB) and Committee members whose terms expired on June 30, 2022, who had indicated they wished to continue to serve another three-year term ending June 30, 2025.

As you know, when a WDB member resigns, their replacement is not automatically assigned to any committee(s). The former board member from Golden Empire Transit (GET), Ms. Karen King, served on the Executive Committee. With Ms. King's resignation, there are five Business members, and this composition maintains a required Business majority.

The Workforce Innovation and Opportunity Act (WIOA) requires that any standing committee of the local WDB have at least two non-WDB members with experience and expertise relevant to the committee. The total committee size is now eight which includes one of the two required non-WDB committee members.

As a reminder, non-WDB members may be considered for WDB membership when vacancies arise and, therefore, Business members must meet the same criteria as WDB Business members. That is, they must be an individual with optimum hiring authority and represent businesses that provide employment opportunities in high-quality jobs in targeted in-demand industry sectors. Per the revised Bylaws, non-WDB committee members do not have to file a Statement of Economic Interests Form 700; however, they would have to file the form if appointed to the WDB.

The non-Business members on your Executive Committee represent Labor, Education, and a One-Stop Partner agency. Business members represent the following: (1)

Manufacturing: petroleum; (2) Health Care; (3) Construction; and (4) Professional, Scientific, or Technical Services: oil and gas operations management engineers.

Your Executive Committee discussed the WDB application received from Dr. Kristen Watson, Chief of Staff to the President at California State University, Bakersfield (attached). As the Board currently exceeds the required two Education members and adding a third *Higher Education* member will move the WDB composition out of a Business majority, the Executive Committee recommended that Dr. Watson be considered for appointment to its committee as a non-WDB member.

Therefore, IT IS RECOMMENDED that your Board appoint Dr. Kristen Watson to your Executive Committee as a non-WDB committee member.

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

Attachment



**KERN, INYO, MONO COUNTIES CONSORTIUM  
LOCAL WORKFORCE DEVELOPMENT BOARD  
STATEMENT OF INTEREST AND NOMINATION FORM**

**NOMINEE INFORMATION**

Date: 6/3/2022

Name: Kristen Watson

Business Name: CSU Bakersfield

Position: Chief of Staff

Business Address: 9001 Stockdale Hwy

Bakersfield, CA

93311

(Street)

(Suite)

(City)

(State)

(Zip)

Phone: 661.619.9578

Fax: \_\_\_\_\_

E-mail: kwatson@csu.edu

Preferred method of contact? email

**RESPONSIBILITIES OF A WORKFORCE DEVELOPMENT BOARD (WDB) MEMBER**

- Provide joint responsibility, along with the Board of Supervisors, for Workforce Innovation and Opportunity Act (WIOA) activities in Kern, Inyo and Mono Counties
- Serve a three (3) year term
- Attend Committee and Board meetings (usually quarterly at 7:00 a.m.)
- Each member will bring a level of expertise in specific areas to advise staff and other board members on issues pertaining to workforce development
- Each member will represent a particular group and be assigned to represent that area (Please select one or more groups below)

**SPECIFY GROUP TO BE REPRESENTED**

**Nominees may represent one or more. Please check selection(s)**

Business	Small 1-50	Mid 51-250	Large >250
Education and Training	Adult	Higher	Other
Workforce Representative	Labor	CBO	Youth
Government, Economic or Community Development	Econ Dev	Agency	
One-Stop Partner			
Other: list			

**If nominated for Private Business Sector Representative:**

- (1) Does nominee represent business that reflects the employment opportunities of the local area? Yes [ ] No [ ]
- (2) Is the nominee's position that of owner, chief executive or operating officers or one of "optimum policy making or hiring authority?" Yes [ ] No [ ]

Please explain below:

### **STATEMENT OF INTEREST**

Explain why you wish to serve on the Workforce Development Board (Include interest, qualifications, etc.)

CSU Bakersfield is the only comprehensive four-year regional university within a hundred miles. It provides academic and workforce preparation opportunities and to nearly 11,000 students, while also employing over 1,300 faculty and staff. With more than 70 percent of our alumni remaining in the Central Valley, CSU Bakersfield supports the ongoing social, cultural, and economic development in the region.

Engaging with and supporting the Workforce Development Board seems like a natural fit. We look forward to bringing resources and connections to the Board to ensure thoughtful and strategic regional workforce development.


### **WORKFORCE DEVELOPMENT EXPERIENCE**

List specific experience with employment, training and/or education programs:

With an educational background spanning business and education and an employment history to match, I have a broad base of experience in workforce development. Additionally, as Chief of Staff at CSU Bakersfield, I am able to provide connection points throughout the University, as opposed to specific schools or departments.

**I understand the expectations of a WDB member and volunteer to serve.**

Dated: 6/3/22

  
(Signature)

### **NOMINATING ORGANIZATION**

Name of Organization: \_\_\_\_\_

Type of Organization: \_\_\_\_\_

Nominating Person/Title : \_\_\_\_\_

(Name)

(Title)

Comments:

Dated: \_\_\_\_\_

\_\_\_\_\_  
(Signature)



# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo and Mono  
Workforce Development Board  
1600 E. Belle Terrace  
Bakersfield, CA 93307

## **WORKFORCE DEVELOPMENT APPRENTICESHIP PROGRAM**

Dear Board Member:

On May 4, 2022, the State of California, Department of Industrial Relations and its Division of Apprenticeship Standards announced that Employers' Training Resource (ETR), in partnership with the California Workforce Association (CWA), Butte County Office of Education, and California State University, Sacramento, College of Continuing Education was awarded \$640,000 to train five cohorts, each having approximately 33 individuals in the Workforce Development Apprenticeship Program (WDAP). These 132 participants will be selected from Local Workforce Development Boards or partnering organizations throughout California. In January 2023, ETR will start the first cohort by having 30 of its staff members attend the WDAP, including 8 from Administration, 8 from Client Services, and 14 from Employer's Services. The remaining 3 participants are expected to come from the community-based organization, Garden Pathways. ETR will be the fiscal administrator of the WDAP grant which will end on February 28, 2025.

The WDAP is funded under the Chancellor's Office of the California Apprenticeship Initiative. The program involves 144 hours of in-person and online classroom training which will be held during working hours and 2080 hours of On-the-Job Training which must be completed within 18 months of the last day of class. Each participant is required to attend every class and pass each course.

During the last course of the WDAP, each participant will be required to collaborate within a team to present a Workforce Development Professional Capstone Project that benefits the local workforce development area. Examples of past Capstone Projects for ETR include some of the following topics: Working with a Multigenerational Workforce; Online Orientation for AJCC; Mentorships in the Workforce; Getting Veterans Back to Work; and The Case for Paperlite.

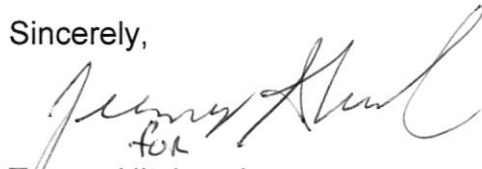
Upon the successful completion of the WDAP, each participant in the four cohorts will receive the California State University, Sacramento - Workforce Development

Professional Certificate issued from the California Apprenticeship Council, which is an industry-recognized credential, and an increase in their annual salary of 5%.

The WDAP is aimed at strengthening the skills of workforce professionals and providing opportunities for advancement within the Workforce System. The WDAP is taught by leaders in the workforce development industry with subject matter expertise. The WDAP applies to seasoned, as well as new staff. Participants learn about the workforce development system, leadership and communication skills, presentation and facilitation skills, and several other competency skills that make them better and more productive employees for the organizations they work for in the workforce. CWA is a partner in the WDAP to ensure the California Workforce Development System has high-quality standards for workforce development professions with consistent and ongoing training for employees.

We will keep your Board advised of any updates regarding the WDAP.

Sincerely,

A handwritten signature in black ink, appearing to read "Teresa Hitchcock", with a stylized flourish at the end.

Teresa Hitchcock  
Assistant County Administrative Officer

TH:ms

# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo and Mono  
Workforce Development Board  
1600 E. Belle Terrace  
Bakersfield, CA 93307

## REGIONAL EQUITY AND RECOVERY PARTNERSHIPS GRANT

Dear Board Member:

On August 1, 2022, the California Workforce Development Board and the Labor and Workforce Development Agency announced that Employers' Training Resource (ETR), in partnership with members of the San Joaquin Valley and Associated Counties - Regional Planning Unit (SJVAC RPU), including the counties of Kern, Inyo, Mono, Fresno, Kings, Madera, Merced, San Joaquin, Stanislaus, and Tulare were awarded the Regional Equity and Recovery Partnerships Grant (RERP). The grant award is \$4,900,000 to fund the RERP in the SJVAC RPU of which ETR will receive the amount of \$983,031. The grant term is from December 1, 2022, through September 30, 2025. Although Stanislaus County Workforce Development Board will be the administrator of the RERP, each Local Workforce Development Board (LWDB) in the SJVAC RPU will be administering its program.

The RERP represents the acceleration and deepening of the existing Regional Plan Implementation efforts which support partnerships attempting to add high-road approaches to existing sector strategies and career pathway programs. "High Road" strategies include, but are not limited to, interventions that:

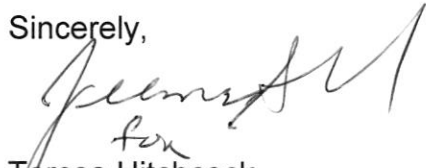
- i. Improve job quality and job access for underserved and underrepresented populations;
- ii. Meet the skill and profitability needs of employers; and
- iii. Meet the economic and social needs of the community.

The RERP project identified by ETR will provide quality jobs in the healthcare industry and build pathways to those jobs in collaboration with Bakersfield College, Cerro Coso Community College, Taft College, and multiple healthcare employers. ETR will prioritize the following populations under the RERP: Low-income Households and Communities, English Language Learners, First-Generation College Students, and/or Veterans. The RERP will permit ETR to serve 120 participants and place those who complete their

education in healthcare career pathways, including Registered Nurses, Licensed Vocation Nurses, Medical Assistants, Nursing Assistants, and Emergency Medical Technicians. Successful participants will be placed in On-The-Job Training opportunities with employers to help secure careers in healthcare. The collaboration between the workforce and community colleges will reduce the critical staff shortages in a variety of these positions in Kern County. In addition, the RERP has budgeted funds to provide supportive services to help candidates succeed.

ETR will continue to update your Board on the status of the Regional Equity and Recovery Partnerships grant and provide more specifics when additional information is forthcoming.

Sincerely,

A handwritten signature in black ink, appearing to read "Teresa Hitchcock", with a stylized flourish at the end.

*for*  
Teresa Hitchcock  
Assistant County Administrative Officer

TH:ms

# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo and Mono  
Workforce Development Board  
1600 East Belle Terrace  
Bakersfield, CA 93307

## **LOCAL AND REGIONAL PLANS PY 21-24 TWO-YEAR MODIFICATIONS**

Dear Board Member:

The Workforce Innovation and Opportunity Act (WIOA”) requires the Local Workforce Development Area, being the Kern, Inyo and Mono (KIM) Counties Consortium and the Regional Planning Unit (RPU), which is the San Joaquin Valley and Associated Counties, to prepare the two-year modification of the Local and Regional Plans. The San Joaquin Valley and Associated Counties include the counties of Kern, Inyo, Mono, Fresno, Kings, Madera, Merced, San Joaquin, Stanislaus and Tulare. Each plan serves as the two-year modification for Program Year 2021-2024 (July 1, 2021, to June 30, 2025), and will be submitted to the California Workforce Development Board on or before March 31, 2023.

As part of the planning process, the KIM Counties Consortium will be holding one virtual Local Community and Stakeholder Forum on November 9, 2022, from 2:00 pm – 3:30 pm, on the following topics:

- How Kern County Department of Human Services and other local partners will coordinate services to individuals who access CalFresh Employment and Training Services.
- How Kern County Child Support Services and other local partners will coordinate services to individuals who are non-custodial parents.
- How local partners will braid resources and coordinate service delivery to English language learners, foreign-born, and/or refugees.

The RPU will be holding one virtual Regional Community and Stakeholder Forum in English on November 2, 2022, from 3:00 pm – 4:30 pm and another virtual forum in Spanish on December 1, 2022, from 3:00 pm – 4:30 pm, on the following topic:

- Tracking Equity Outcomes throughout San Joaquin Valley Workforce Programs.



Individuals who do not own computers will be able to attend the forums by telephone or gain access by using public computers through an appointment at any of the twelve public libraries located in Kern County, six in Inyo County, and seven in Mono County. The forum links will be easily usable by the public to the Local Plan and/or Regional Plan.

The Regional Plan provides a roadmap for the alignment of resources and investments to meet specific outcomes within the RPU. The Regional Plan is used to articulate how the RPU will build intentionality around industry sector engagement, drive workforce development outcomes across multiple jurisdictions, and expand on-ramps to career pathways for individuals who experience barriers to employment.

The Local Plan provides an action plan for operationalizing the roadmap laid out in the Regional Plan by describing how individuals access services through their local America's Job Center of California system. The Local Plan is used to articulate how Local Boards will coordinate with local partners to ensure customer-centered service delivery.

We highly encourage Board members to attend the Regional and Local Stakeholder and Community Forums.

We will keep your Board advised of any updates regarding the Local and/or Regional Plans.

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

Attachment  
TH:ms



# WORKFORCE DEVELOPMENT BOARD

**The Kern, Inyo & Mono  
Workforce Development  
Board is updating its  
Regional & Local Plans**

**Your participation and input is critical to developing a plan  
that is responsive to the needs of our COMMUNITY**

Please join workforce system stakeholders, businesses, and others from the community as we start to define the expectation and outcomes we would like to achieve.

## Wednesday, November 2, 2022 3:00 - 4:30 pm **Regional Plan**

Measuring Our Success:  
Tracking Equity Outcomes for Central Valley Workforce Programs

Across the Central Valley, eight local workforce development boards have developed the following equity statement:

"THE LOCAL BOARDS OF THE CENTRAL VALLEY ARE COMMITTED TO EQUITY, DIVERSITY, INCLUSION, AND ACCESS IN EVERY ASPECT OF THEIR OPERATIONS AND PROGRAMS"

### Topic:

- Tracking Equity Outcomes throughout San Joaquin Valley Workforce Programs

**[tinyurl.com/RegPF22](https://tinyurl.com/RegPF22)**

**By phone:** (669) 444-9171  
**Meeting ID:** 883 5765 9608  
**Passcode:** 649113

REGIONAL PLAN FORUM

## Wednesday, November 9, 2022 2:00 - 3:30 pm **Local Plan**

### Topics:

- How Kern County Department of Human Services and other local partners will coordinate services to individuals who access CalFresh Employment and Training Services
- How Kern County Child Support Services and other local partners will coordinate services to individuals who are non-custodial parents
- How local partners will braid resources and coordinate service delivery to English language learners, foreign-born, and/or refugees

**[tinyurl.com/LocalPF22](https://tinyurl.com/LocalPF22)**

**By phone:** (669) 444-9171  
**Meeting ID:** 822 8816 1094  
**Passcode:** 289591

LOCAL PLAN FORUM



**All forums will be held virtually through Zoom, please  
click on the link above or dial-in to participate**

**America's JobCenter**  
of California<sup>SM</sup>

**[americasjobcenterofkern.com](https://americasjobcenterofkern.com)**

**325-HIRE**

1.800.203.2623 • TDD 661.635.2629

The AJCC & WIOA are an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.



# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo and Mono  
Workforce Development Board  
1600 E. Belle Terrace  
Bakersfield, CA 93307

## WORKFORCE INNOVATION AND OPPORTUNITY ACT PERFORMANCE GOALS FOR PROGRAM YEARS 2022 AND 2023

Dear Board Member:

### Workforce Innovation and Opportunity Act Formula Grants

Last month, the California Employment Development Department (EDD) negotiated local performance goals for each Workforce Development Area's (WDA) Adult, Dislocated Worker and Youth Workforce Innovation and Opportunity Act (WIOA) programs for Program Years 2022 and 2023. The negotiations were coordinated through the Regional Planning Units with our unit consisting of Kern/Inyo/Mono, San Joaquin, Stanislaus, Merced, Madera, Fresno, Kings and Tulare Counties. Local areas were provided the California goals for each measure and their local performance results for the previous year, as well as "estimated levels of performance" for Program Year 2022, and asked to propose goals for the two years. The State used this information in the negotiation meeting. Per the State's guidance, "once negotiations are completed, the goals are final and second-year goals cannot be renegotiated."

### Performance Goals Comparison

Below is a chart comparing our Program Years 2020 and 2021 goals with our new Program Years 2022 and 2023 goals. California's goals are provided for reference.

WIOA PROGRAMS	Program Years 2020 and 2021 Negotiated Local Goals	Program Years 2022 and 2023 Negotiated Local Goals	Net Change	California Program Years 2022 and 2023 Goals
<b>ADULT</b>				
Employment Rate 2 <sup>nd</sup> Quarter After Exit	73.2%	73.0%	↓0.2%	64.0%
Employment Rate 4 <sup>th</sup> Quarter After Exit	66.0%	68.0%	↑2.0%	61.0%
Median Earnings 2 <sup>nd</sup> Quarter After Exit	\$6,000	\$7,800	↑\$1,800	\$7,000

Credential Attainment Within 4 Quarters After Exit	60.0%	73.0%	↑13.0%	65.5%
Measurable Skill Gains	50.0%	79.0%	↑29.0%	55.0%
<b>WIOA PROGRAMS</b>	<b>Program Years 2020 and 2021 Negotiated Local Goals</b>	<b>Program Years 2022 and 2023 Negotiated Local Goals</b>	<b>Net Change</b>	<b>California Program Years 2022 and 2023 Goals</b>
<b>DISLOCATED WORKER</b>				
Employment Rate 2 <sup>nd</sup> Quarter After Exit	76.0%	71.0%	↓5.0%	68.0%
Employment Rate 4 <sup>th</sup> Quarter After Exit	72.5%	70.0%	↓2.5%	66.5%
Median Earnings 2 <sup>nd</sup> Quarter After Exit	\$7,300	\$7,800	↑\$500	\$8,508
Credential Attainment Within 4 Quarters After Exit	60.0%	71.1%	↑11.1%	68.6%
Measurable Skill Gains	45.0%	75.0%	↑30.0%	55.0%
<b>YOUTH</b>				
Employment/Placement in Education or Training Rate 2 <sup>nd</sup> Quarter After Exit	71.0%	67.7%	↓3.3%	67.7%
Employment/Placement in Education or Training Rate 4 <sup>th</sup> Quarter After Exit	71.0%	64.5%	↓6.5%	65.7%
Median Earnings 2 <sup>nd</sup> Quarter After Exit	\$3,800	\$4,800	↑\$1,000	\$3,870
Credential Attainment Within 4 Quarters After Exit	60.0%	64.2%	↑4.2%	60.4%
Measurable Skill Gains	56.4%	70.0%	↑13.6%	57.8%

### National Farmworker Jobs Program

As a Department of Labor (DOL) National Farmworker Jobs Program (NFJP) grantee, our performance goals were provided by the Department of Labor for this past year, Program Year 2021. Those goals will remain unchanged for Program Year 2022.

### EDD's Evaluation of Performance Success

As a reminder, the State's policy for evaluating success and nonperformance went into effect during this past Program Year. According to the State's policy, "At the end of the PY [Program Year], the actual performance numbers for that year will be adjusted using the SAM [Statistical Adjustment Model], which will factor in data on the economic conditions of the Local Area and the populations served by the program(s) during that year. This will determine the adjusted levels of performance for the PY, against which the Local Area's actual results will be compared." The State will calculate and provide Local Area's outcomes for the most recently completed Program Year via an Information Notice by December 31.



In addition, the State will evaluate Individual Indicator Score, Overall Program Score, and Overall Indicator Score. To perform successfully, a Local Area must meet each of the following, and nonperformance occurs if one or more of the outcomes are not reached:

- Individual Indicator Score of 50% or higher
- Overall Program Score of 90% or higher
- Overall Indicator Score of 90% or higher

Nonperformance outcomes may lead to sanctions ranging from technical assistance in Year One, to ineligibility for discretionary grants or High Performing Board funds in Year Two, to having to reorganize (e.g., appointment and certification of a new Local Workforce Development Board and prohibition of using eligible providers and partners that have been identified as achieving poor levels of performance) in Year Three.

Program Year 2020 was the first year of performance accountability for states under the WIOA. As such, the DOL was only requiring states to achieve Individual Indicator scores of 50% or higher for the following two performance measures: Employment Rate 2<sup>nd</sup> Quarter After Exit and Median Earnings. In alignment with the DOL, California held Local Areas to the same standards, and every WDA was successful. Starting with Program Year 2022, the remaining three indicators will be evaluated for performance.

We will continue to keep your Board informed on performance. When Program Year 2021 performance results are provided by the EDD, we will share them with your Board.

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

TH:am

**Q1: 2022/2023**

**Kern, Inyo, and Mono Counties: AJCC Partners**



*"We will achieve recognition as the leading One-Stop provider of professional employment services in California."*

*"To provide quality, integrated, seamless, accessible and professional employment services for employers and job seekers."*

**1. Increase  
Demand Driven  
Skills Attainment**

**2. Enable Upward  
Mobility for all  
Californians**

**3. Align,  
Coordinate, and  
integrate  
programs and  
services**

**Gary Beaudette, One Stop Operator**

## **Q1: 2022/2023**

## **AJCC PARTNER MEETINGS**

**July 12<sup>th</sup>, 2022**

**August 9<sup>th</sup>, 2022**

**September 20<sup>th</sup>, 2022**

**1. Increase  
Demand Driven  
Skills Attainment**

**2. Enable Upward  
Mobility for all  
Californians**

**3. Align,  
Coordinate, and  
integrate  
programs and  
services**

## **Meeting Highlights: Meaningful Conversations**

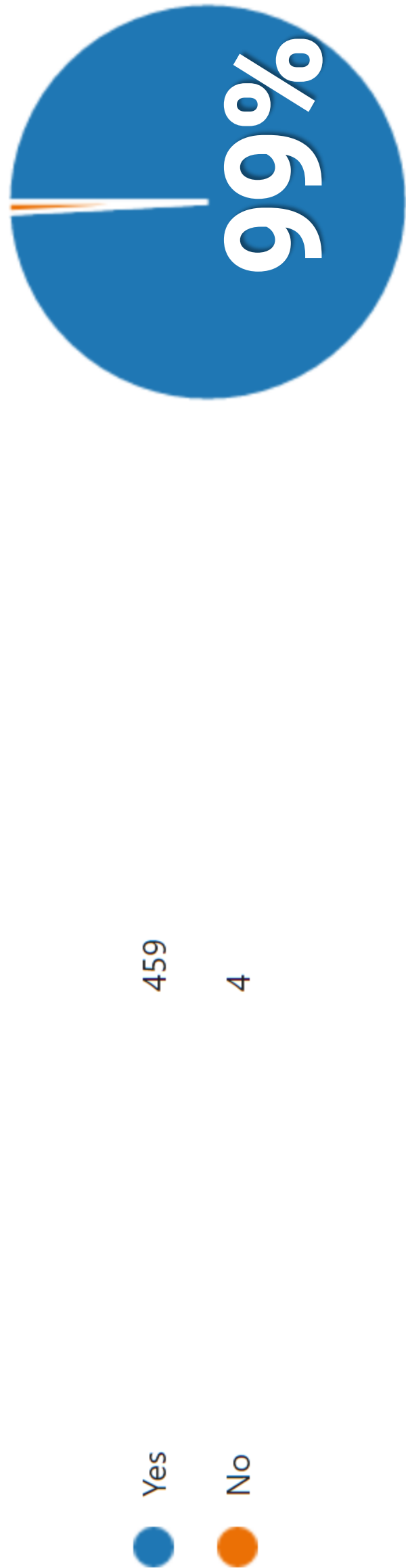
**How did your  
organization do  
last month? How  
do you know?**

**What goals do you  
need help  
achieving?**

**Job referrals and  
On-boarding best  
practices**

8. Did the staff member(s) provide you with the information you requested?

[More Details](#)



10. How likely are you to recommend our AJCC Job Seeker Services to other Job Seekers with similar needs?

[More Details](#) [Insights](#)

9.84

463

Responses










9.84

Average Number

## 15. How did you hear about Americas' Job Center?

[More Details](#)

 Insights

	Television	34
	Radio	25
	Social Media	53
	Family Member/Friend	174
	Referral	73
	Cinema Screens	1
	Billboards	15
	Mall Kiosks	5
	Email Blasts	5



Television	34
Radio	25
Social Media	53
Family Member/Friend	174
Referral	73
Cinema Screens	1
Billboards	15
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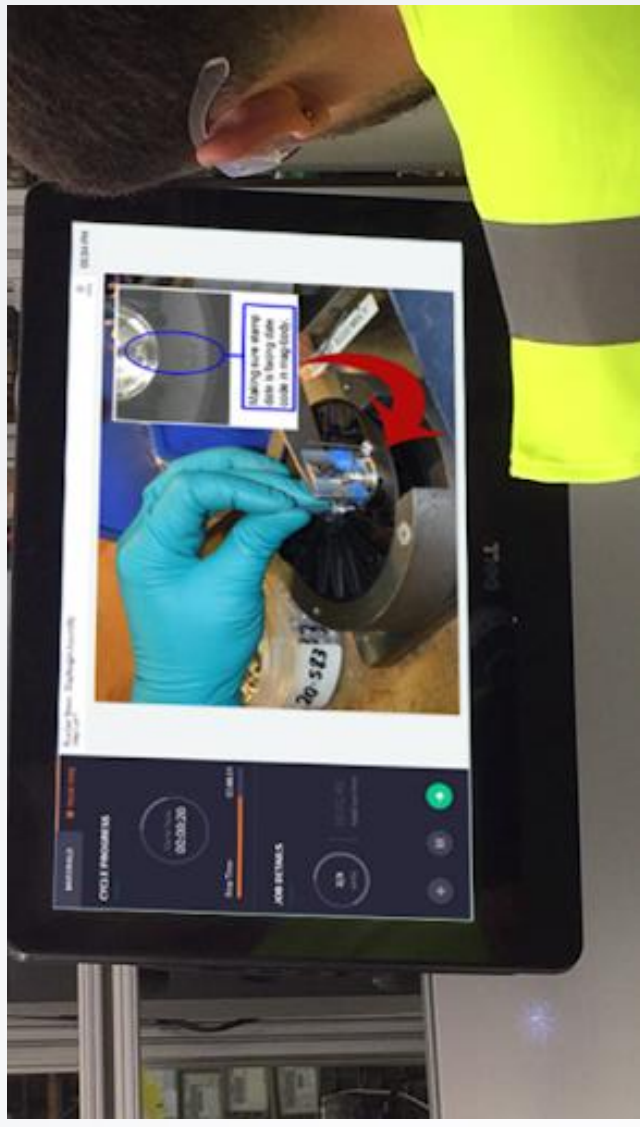
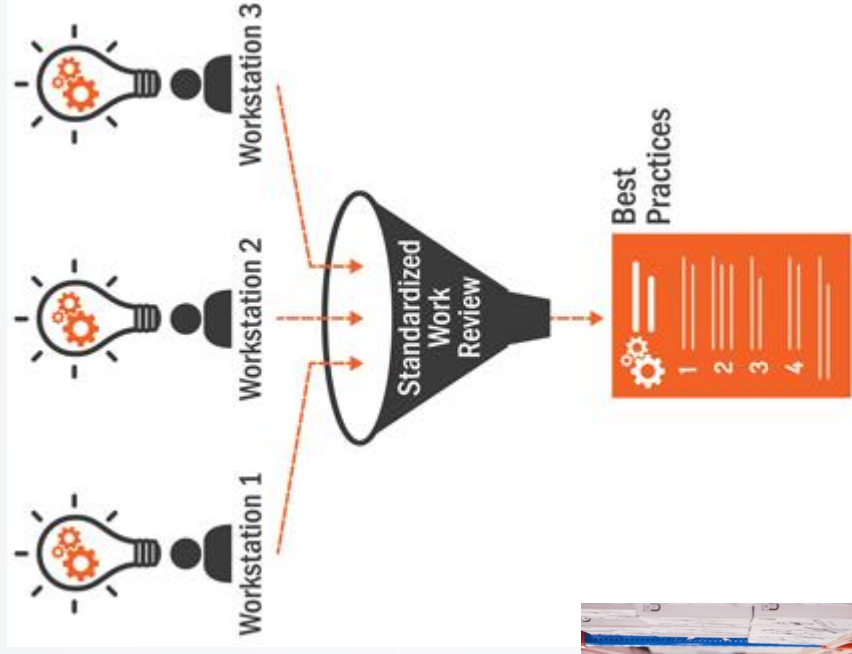


# ADDRESSING THE RAPIDLY CHANGING OF JOBS

- **Create Standard Work Instructions for Knowledge Transferring:** Share practices on how to on-board and effectively train new employees.
- **“Cross Training” Information Sharing:** To enhance partner communication flow
- **Record Your Work:** Start building a video database on how to best complete processes. Use any screen recording program and talk through the steps as if you were training someone.
- **Have a Training Plan:** Using something such as a Cross-Training-Matrix to proactively upskill your current staff.

# On-Boarding Tools

## Standard work instructions




# On-Boarding Tools      Job Breakdown Sheets

Major Steps	Keypoints	Reasons for Keypoints
Prep the patient	<ol style="list-style-type: none"> <li>1. Set out central line kit</li> <li>2. Check lab reports</li> <li>3. Lay patient on back</li> <li>4. Place rolled up towel between patient's shoulderblades</li> </ol>	<ol style="list-style-type: none"> <li>1. immediate access to materials</li> <li>2. prevents potential adverse affects of the procedure/check to see if procedure could be potentially harmful to the patient</li> <li>3. makes access to vena cava easier</li> <li>4. makes finding the clavicle easier</li> </ol>
Apply anesthetic	<ol style="list-style-type: none"> <li>1. Swab chest with antiseptic</li> <li>2. Inject 5cc's of lidocaine</li> </ol>	<ol style="list-style-type: none"> <li>1. prevents infection</li> <li>2. keeps the patient from feeling excessive pain</li> </ol>
Insert needle into vena cava	<ol style="list-style-type: none"> <li>1. Find clavicle</li> <li>2. Puncture chest with right under the clavicle</li> <li>3. continue to push needle into the subclavian vein with a steep angle</li> <li>4. Pull back on the syringe</li> <li>5. Pull syringe off, leaving the needle in place</li> </ol>	<ol style="list-style-type: none"> <li>1. makes locating the vena cava easier</li> <li>2. finds subclavian vein</li> <li>3. avoid puncturing the lungs</li> <li>4. indicates if the needle is in the vena cava or an artery. Maroon blood indicates vena cava, red blood, artery.</li> <li>5. helps to put the guidewire in place</li> </ol>
Insert guidewire	<ol style="list-style-type: none"> <li>1. Insert guidewire into the needle's bore and into the vena cava</li> <li>2. Do not force in</li> <li>3. Do not let go</li> <li>4. Do not let wire touch anything unsterile</li> </ol>	<ol style="list-style-type: none"> <li>1. serves as a placeholder for the dilator and the central line</li> <li>2. prevents damaging the vena cava or the heart</li> <li>3. prevents loss of the wire inside the patient</li> <li>4. prevents infection</li> </ol>
Dilate the puncture point	<ol style="list-style-type: none"> <li>1. Remove needle and replace it with a thick plastic</li> </ol>	<ol style="list-style-type: none"> <li>1. the plastic widens the vein opening</li> </ol>
Put in the central line	<ol style="list-style-type: none"> <li>1. Remove plastic, thread the line over the wire until it is all the way into the vena cava</li> <li>2. Remove wire</li> <li>3. Flush the line with heparin solution with a syringe</li> <li>4. Suture the central line into the chest</li> </ol>	<ol style="list-style-type: none"> <li>1. inserts the central line into the vena cava</li> <li>2. wire is no longer needed</li> <li>3. removes fluids out of the central line</li> <li>4. keeps the line in place</li> </ol>



# Cross Training



America's Job Center of Kern

55 subscribers

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## Uploads




AJCC TV SPOT - Farmworker Services SPANISH

21 views • 3 months ago




AJCC TV SPOT - EPIC Youth Center

38 views • 3 months ago




Résumé & Interview Training

44:57




PERSONAL SUCCESS VIRTUAL WORKSHOPS 2020

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Social Media Basics

32:43




Flash Drive

22:07




Jenifer Stevens - Success Story

62 views • 2 years ago




Career Online High School Graduates - Success Story

181 views • 2 years ago




Sean Heredia - Success Story

58 views • 3 years ago




Kern County 4-Year Plan for Workforce Development

40 views • 3 years ago




Barber Honda - Success Story

46 views • 3 years ago




Regional Plan Forum - Re-Entry Services 12/4/18

11 views • 3 years ago



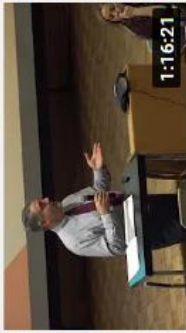
Regional Plan Forum - English

1:42:16




Local Plan Forum - CalFresh

1:16:21




Local Plan Forum - Child

1:00:40



Local Plan Forum - Success Story

1:35:11



Regional Plan Forum - Re-Entry Services 12/4/18

2:00:03

33

On-Boarding Tools Cross Training Matrix

Name: Ron Coleman		Process or Operation Name	Chop Saw (2)	HPP	Glue and Dowel	Frame Clamp (2)	Prep/Inspect	Special	Bus ellato	Giben Panel	Edgebander	Parts			REMA		
Section/Group: Frame Department															CAPABILITIES		
Date:	8/15/2002	IDEAL NUMBER													Jan	Jun	Dec
NUMBER	NAME		4	6	6	6	6	6	6	6	6	4	4				
1.	Ron Coleman (Supervisor)	●	●	●	●	●	●	●	●	●	●	●	⊕	⊕	10	10	
2.	Eddie Day (Team Leader)	●	●	●	●	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	⊕	3	4	
3.	Jeff Gnerdie (Team leader)	●	●	●	●	⊕	⊕	⊕	●	⊕	●	⊕	⊕	⊕	3	5	



# Identifying Problems: Gaps Between Goal and Actual

1	Workforce Development: Kern, Inyo & Mono				Fiscal 20-21	Fiscal 20-21	Fiscal 21-22	Fiscal 21-22
	Key Performance Indicator				2021 Goal	2021 Actual	2022 Goal	2022 Actual
1	How many people did your organization help find a job?							
2	How many people did your organization put through educational or occupational skills training?							
3	How many people did your organization help people earn a postsecondary certificate or degree?							
4	How many people did your organization provide guidance on how to make career choices?							
5	How many people did your organization help skilled workers get hired?							

# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo and Mono  
Workforce Development Board  
1600 E. Belle Terrace  
Bakersfield, CA 93307

## STATUS OF SUBGRANTEE MONITORING REPORTS

Dear Board Member:

The following reports have recently been completed and are being filed with your Board.

Monitoring reports with no findings:

**California State University Bakersfield** (4/18/22) Program Report.  
**Mexican American Opportunity Foundation** (4/25/22) Program Report.  
**Delano Joint Union High School District** (5/11/22) Program Report.  
**West Kern Adult Education Network** (6/21/22) Fiscal Report.  
**Kern County Superintendent of Schools** (6/27/22) Program Report.  
**Proteus Inc.** (6/27/22) Program Report.  
**Mexican American Opportunity Foundation** (7/25/22) Fiscal Report.  
**Inyo County** (8/11/22) Program Report.  
**California State University Bakersfield** (9/12/22) Fiscal Report.

Monitoring reports with findings:

**Mono County** (1/26/22) Program Report. Findings were: monitoring guide for on-the-job training (OJT) lacked staff signatures and dates; OJT contracts lacked start and end dates, and one OJT paystub was missing.

In response, Mono County implemented a new case review process to ensure forms are signed and dated, revised their OJT contracts to include start and end dates, and provided the missing paystub. The finding is closed.

Copies of these reports are on file and available for review by Board Members.

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

TH:sw

# EMPLOYERS' TRAINING RESOURCE

October 19, 2022

Kern, Inyo, and Mono  
Workforce Development Board  
1600 E. Belle Terrace  
Bakersfield, CA 93307

## STATUS OF SUBGRANTEE AUDITS

Dear Board Member:

Employers' Training Resource has received audits from the following agencies for which there were no findings related to Workforce Innovation and Opportunity Act programs.

### ENTITY NAME

### AUDIT PERIOD (Year Ended)

Inyo County  
Tehachapi Unified School District

June 30, 2020  
June 30, 2020

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

TH:brd

**KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD  
YOUTH COMMITTEE  
DISCUSSION AND ACTION ITEMS  
SEPTEMBER 21, 2022**

---

**Members Present:** Norma Rojas-Mora, Clare Pagnini, Dale Countryman, David Villarino, Greg Terry, Ian Journey, Karine Kanikkeberg, Teresa Hitchcock, and Todd Yepez.

**Members Absent:** Brian Holt, Jayme Stuart, Priscilla Varela, and Rosa Chipres.

**Staff Present:** Aaron Ellis, Elaine Basham, Michelle Pando, Jeremy Shumaker, Kathie Melendez, Marsha Manos, and Sarah Woodman.

**Guests Present:** Joe Cantu, Magda Menendez and GK.

The meeting was called to order at 3:03 p.m. by Norma Rojas-Mora virtually via Microsoft TEAMS.

\*Unexcused Absence

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**INTRODUCTIONS**

Staff and guests introduced themselves.

**PUBLIC COMMENTS**

Teresa Hitchcock recommended the funding recommendations on Item D be moved to Item B on the agenda to allow for a quorum in the event of members needing to leave the meeting early. Norma Rojas-Mora concurred with the recommendation. David Villarino announced that FIELD received a budget allocation from the State of California. The allocated funding would be for the procurement of a training facility and for expanding several of their programs.

**RESOLUTION AUTHORIZING THE YOUTH COMMITTEE TO CONDUCT REMOTE TELECONFERENCE MEETINGS**

David Villarino made a motion to accept the staff's recommendation. Teresa seconded the motion. Marsha Manos polled the members for their votes. All ayes. The motion carried.

**FUNDING RECOMMENDATIONS FOR YOUTH WORK EXPERIENCE PROGRAMS FUNDED UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT FOR PROGRAM YEAR 2022-23**

Michelle Pando informed the Committee in April of this year, Employers' Training Resource published a Request for Proposals for a Work Experience Program for Out-of-School Youth at our EPIC Center. The amount of funding available was \$750,000 with EPIC providing the youth participants for the program. Michelle said that three agencies responded to the RFP, Farmworker Institute of Education and Leadership Development, Kern High School District, and the

Mexican American Opportunity Foundation. The Committee decided to have each agency submit a revised budget of \$375,000 for their respective work experience program. Michelle said that ETR received notification of Program Year 2022-23 funding allocations were almost \$500,000 higher than the previous year. It was decided that all of the proposals submitted would be funded at \$375,000. Michelle said that FIELD will serve 32 participants; KHSD will serve 25 participants, and MAOF will serve 20 participants. The total number of Out-of-School Youth to be served with these WEX programs is 77 for a total of \$1,125,000. Teresa Hitchcock made a motion to accept the staff's recommendation to recommend that the Workforce Development Board authorize WIOA funding for Program Year 2022-23 in the amount of \$375,000 to each of the following agencies: Farmworkers Institute of Education and Leadership Development, Kern High School District, and the Mexican American Opportunity Foundation. Clare Pagnini seconded the motion. David Villarino and Karine Kanikkeberg abstained from the vote. Marsha Manos polled the members for their votes. All ayes. The motion carried.

#### **APPROVAL OF THE MAY 18, 2022, MEETING MINUTES**

Jeremy Shumaker asked for approval of the meeting minutes as presented. Karine Kanikkeberg made a motion to approve the May 18, 2022, meeting minutes. Todd Yepez seconded the motion. Marsha Manos polled the members for their votes. All ayes. The motion carried.

#### **WORKFORCE DEVELOPMENT BOARD AND STANDING COMMITTEE COMPOSITION**

Elaine Basham informed the Committee that this item needed to be amended as informational only and was not an action item. Elaine welcomed new Student Representative member Rosa Chipres, who is a student at Taft College although she was not present in the meeting. Elaine also welcomed new members Ms. Priscilla Varela and Mr. Ian Journey to the committee. Elaine also mentioned with the addition of the Student Representative, the YC continues to maintain more than the minimum of two non-WDB committee members, now totaling seven.

#### **YOUTH AGENCY YEAR-END REPORT**

Michelle Pando informed the committee that through June 30, 2022, youth providers submitted actual and accrued expenditures equal to 43.8% of the total allocated to all youth subrecipients which was an increase from the previous year.

Michelle said while the State did not provide a waiver to the Local Workforce Development Areas' requirement to obligate at least 80% of our Workforce Innovation and Opportunity Act formula funds, Employers' Training Resource (ETR) was able to obligate \$4,957,952 in youth funds to the Foundation for California Community Colleges and with the State's notification of Program Year 2022-23 formula funds of \$6,049,887, the youth budget will be \$11,007,839 for the new program year.

#### **EPIC CENTER UPDATE**



Kathie Melendez provided the Committee with an update on the activities at the EPIC center. Katie mentioned that the center has a hold on orientations at this time and that they have enrolled 58 participants. There are 125 youth participants on a waiting list for orientation. Kathie said that two new staff members have been hired and they will begin at the EPIC center within a couple of weeks.

#### **COMMITTEE MEMBERS COMMENTS**

Teresa Hitchcock commended Kern Community College District for convening all of the education partners and the Board staff members to start planning on how they could collaborate better. Ian Journey mentioned that he would be hosting a lunchtime cooking class for the youth. David Villarino asked for Ian's contact information so they could connect and potentially work together. Teresa Hitchcock suggested that Ian consider utilizing an OJT and Work Experience to assist with the cost of new employees.

#### **MISCELLANEOUS FILINGS**

The Committee was provided with the following:

- Status of Youth Subgrantee Monitoring Report
- Youth Committee Attendance Report
- Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule for Calendar Year 2022.

As there was no further business, the meeting adjourned at 3:31 p.m.

**KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE  
DISCUSSION AND ACTION ITEMS  
JUNE 2, 2022**

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Members Present: Alissa Reed, Leo Bautista, Teresa Hitchcock, Karen King, Brenda Mendivel, Victoria Stockman, Norma Rojas-Mora, and John Spaulding.

Members Absent: Todd Yopez.

Staff Present: Aaron Ellis, Candy Gettman, Patricia Marinas, Venessa Romero, Marsha Manos, Elaine Basham, and Jeremy Shumaker.

Guests Present: Trudy Gerald, Gary Baudette, Martha Guerra, and Gary Baudette.

The virtual meeting was called to order at 4:01 p.m. by Alissa Reed via Microsoft TEAMS.

\*UNEXCUSED ABSENCE

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**INTRODUCTIONS**

Committee members, staff, and guests introduced themselves.

**PUBLIC COMMENTS**

There were no public comments.

**RESOLUTION AUTHORIZING THE WORKFORCE DEVELOPMENT BOARD'S EXECUTIVE COMMITTEE TO CONDUCT REMOTE TELECONFERENCE MEETINGS**

Elaine Basham presented to the Committee just cause as of the need to accept the resolution and continue to meet remotely. Karen King made a motion to accept the staff's recommendation to approve the resolution. Teresa Hitchcock seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

**APPROVAL OF THE MARCH 17, 2022 MEETING MINUTES**

Aliss Reed asked if there was any comment or questions on the summary of the last meeting and there were none. Karen King made a motion to approve March 17, 2022 meeting minutes. Leo Bautista seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

**APPROVAL OF THE PROPOSED AGENDA FOR THE JUNE 8, 2022, WORKFORCE DEVELOPMENT BOARD MEETING**

Jeremy Shumaker informed the committee that the June 8, 2022 WDB meeting was before them for approval. Marsha Manos requested to remove the Legislative Update from the agenda and to move the Bylaws item to the Consent Agenda. Jeremy asked the members to accept the recommended changes to the agenda. Leo Bautista asked if David Villarino would be speaking at the meeting. Teresa mentioned that David had a lot of great programs going on and that we hoped to have him speak. Teresa Hitchcock made a motion to approve the agenda with the recommended changes. Leo Bautista seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

## **WORKFORCE DEVELOPMENT BOARD AND STANDING COMMITTEES COMPOSITION – REAPPOINTMENTS, RESIGNATIONS, AND NOMINATIONS**

Elaine Basham reminded the Committee that the Workforce Development Board uses fixed and staggered terms for members of the WDB and its standing committees with one-half of the members appointed every eighteen months. Elaine informed the Committee that Mr. John Means is retired from the Kern Community College District and recommended Dr. Trudy Gerald as his replacement. Ms. Karen King is also resigning from the WDB and the Executive Committee due to her retiring from her job at Golden Empire Transit and she has nominated Ms. Michele Warren as her replacement. Ms. Stacy Ferreira resigned from the WDB and the Program and Business Services Committee.

Elaine informed the Committee that Ian Journey has applied to return to the Board as he has a new employer that will better allow him to commit to attending. Elaine also stated that when a WDB member resigns, their replacement is not automatically assigned to any committee. The former board member from the Department of Rehabilitation, Ms. McClanahan, served on the PBS and the YC. Her replacement Priscilla Varela was appointed to the WDB on February 8, 2022, by the BOS. At the PBS meeting on May 12, 2022, and the YC meeting on May 18, 2022, committee members made the recommendation to staff to have the WDB Chair contact Ms. Varela to see if she is willing to serve on both committees. Elaine also said that at the YC meeting it was discussed whether to recruit a Business member from the WDB to replace Mr. Journey, staff did announce that Mr. Journey was seeking to rejoin the WDB. YC members made a recommendation to staff to have the WDB Chair contact Mr. Journey to see if he is willing to also serve on the YC. In addition, the YC members recommended that Taft College student Ms. Rosa Chipres be appointed as a non-WDB Student Representative to the YC. Teresa Hitchcock made a motion to accept the staff's recommendation to recommend to the WDB that it: (1) accepts the WDB resignation of Mr. John Means and accepts his nominated replacement Dr. Trudy Gerald, representing Higher Education, with a term end date of June 30, 2025; (2) accepts the resignation of Ms. Karen King and accepts her nominated replacement Ms. Michele Warren, representing Business, with a term end date of June 30, 2025; (3) accepts the resignation of Ms. Stacy Ferreira and reappoints Mr. Ian Journey, representing Business, with a term end date of June 30, 2025, thus maintaining a Business majority; (4) reappoints the WDB members in the table above with terms ending June 30, 2025; and (5) recommends the above resignations, nominations, and WDB members reappointments to the Kern County Board of Supervisors for approval. Karen King seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

## **MEMORANDUM OF UNDERSTANDING FOR AJCC PARTNERS**

Jeremy Shumaker informed the Committee every four years WIOA requires a Memorandum of Understanding with ETR's collocated partners. The last MOU was signed by your Board's Chair on or about July 16, 2019, and contained assurances that the MOU would be reviewed and updated every three years with an annual review of the Infrastructure Funding Agreements (IFAs) for the comprehensive, affiliate and specialized AJCC One-Stop Centers. The MOU contains the necessary language for the LWDB to meet the requirements contained in WIOA. Jeremy informed the Committee that there are 21 partners and three collocated offices. Jeremy also mentioned the MOU contains operating budgets for each of the three (3) comprehensive AJCC one-stop centers, nine (9) affiliate AJCC one-stop centers, and two (2) specialized AJCC one-stop centers. The MOU contains IFAs which are made up of applicable career services, shared operating costs, and other shared services. Jeremy also mentioned the MOU shall become effective on or before July 1, 2022, and shall terminate on June 30, 2025, unless terminated earlier by the Partners. Jeremy recommended the Committee recommend to the Kern, Inyo and Mono Workforce Development Board that it approve and authorize the Chair to sign the MOU and further authorize staff to submit it to the Chief Elected Official for final approval and submission to the State Board by June 30, 2022. Leo Bautista made a motion to

accept the recommendation. Karen King seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

#### **WORKFORCE DEVELOPMENT BOARD BYLAWS PROPOSED CHANGES REGARDING STANDING COMMITTEE MEMBERS**

Elaine Basham informed the Committee during a recent discussion with new non-WDB committee members and subsequent direction from County Counsel, it was determined that non-WDB members are not required to file Statement of Economic Interest Form 700. Leo Bautista made a motion to accept the staff's recommendation to adopt the amended bylaws which reflect changes made affecting non-WDB members. Karen King seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

#### **REGIONAL EQUITY AND RECOVERY PARTNERSHIPS GRANT**

Jeremy Shumaker informed the Committee that Employers' Training Resource (ETR), in partnership with members of the San Joaquin Valley and Associated Counties - Regional Planning Unit, has applied for the Regional Equity and Recovery Partnerships Grant. The grant award is \$4,274,500 to fund the RERP in the SJVAC RPU of which ETR will receive the amount of \$983,031. Although Stanislaus County Workforce Development Board will be the administrator of the RERP, each Local Workforce Development Board (LWDB) in the SJVAC RPU will be administering its program. Jeremy also said that The award announcement is expected in June and the grant term is estimated to be December 1, 2022, through September 30, 2025. The RERP project will provide quality jobs in the healthcare industry and build pathways to those jobs in close partnership with Kern Community College District, West Kern Community College District, multiple employers, and other stakeholders in the healthcare industry. The RERP will permit ETR to serve 120 participants and place those who complete the program in career pathways that are needed in the nursing field. Teresa Hitchcock commented that this was the workforce side of it and there is a community college side of it that would be coming out soon. Teresa also mentioned that ETR had been contacted by the EDA regarding the Good Job Challenges grant requesting more information. Teresa noted that this is typically a good sign and looked promising.

#### **LEGISLATIVE UPDATE**

Elaine Basham provided the Committee with a legislative update. She also discussed the funding allocations for the next program year. Stating that it was about a 7% increase over the current program year. This equates to a little over 1 million dollars.

#### **DIRECTOR'S REPORT**

Teresa Hitchcock informed the Committee that she attended WorkCON the week prior and that she had been elected as Chair of the CWA. Teresa mentioned that Director Tim Rainey and staff would be scheduling a time to come to Bakersfield and meet. Teresa mentioned that she also spoke to Tim about well-capping and potentially deploying some resources to Kern County for well-capping and training. Teresa stated that the budget was submitted at the previous year's allocation and that ETR would be reviewing it to see where the funding would best be allocated. Teresa then introduced Gary Baudette the One-Stop Operator for his report.

Gary stated that he's been meeting with staff monthly. Gary reviewed the Customer Satisfaction Survey and stated that ETR ranked 9.84 out of 10. Jeremy Shumaker provided the Committee with an update on the Delano location.

#### **COMMITTEE MEMBER COMMENTS**

There were no additional comments.

**MISCELLANEOUS FILINGS**

The Committee members received a copy of the following:

- Workforce Development Board and Committees Attendance Report,
- The Kern, Inyo, and Mono Workforce Development Board and Committees' Meeting Schedule Calendar Year 2022.

As there was no further business, the meeting was adjourned at 4:55 p.m.



**KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE  
DISCUSSION AND ACTION ITEMS  
JUNE 28, 2022  
SPECIAL SESSION**

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Members Present: Alissa Reed, Leo Bautista, Teresa Hitchcock, Karen King, Brenda Mendivel, Norma Rojas-Mora, Victoria Stockman, and Todd Yepez.

Members Absent: John Spaulding

Staff Present: Marsha Manos, Elaine Basham, Anne Meert, Michael Saltz, and Jeremy Shumaker.

Guests Present: Jeremy McNutt.

The virtual meeting was called to order at 3:03 p.m. by Alissa Reed via Microsoft TEAMS.

\*UNEXCUSED ABSENCE

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## **INTRODUCTIONS**

Committee members, staff, and guests introduced themselves.

## **PUBLIC COMMENTS**

Teresa Hitchcock informed the Committee at its last meeting there were technical difficulties that prevented members of the public to dial in and be able to make public comments. Teresa informed those in attendance that the purpose of the meeting was to allow the public to make comments on the items that were presented at the meeting that was held on June 2, 2022. Teresa informed those in attendance that the following items were discussed at that meeting

- A. Resolution Authorizing the Workforce Development Board's Executive Committee to Conduct Remote Teleconference Meetings –
- B. Approval of the March 17, 2022 Meeting Minutes
- C. Approval of the Proposed Agenda for the June 8, 2022, Workforce Development Board Meeting –
- D. Workforce Development Board and Standing Committees Composition Reappointments, Resignations and Nominations
- E. Memorandum of Understanding for AJCC Partners
- F. Workforce Development Board Bylaws Proposed Changes Regarding Standing Committee Members
- G. Regional Equity and Recovery Partnerships Grant

Teresa ask if there was any member of the public that wanted to make a comment on the items that were presented at the June 2, 2022 meeting and there was no response.

Alissa Reed called for a motion. Brenda Mendivel made a motion to readopt the actions from the June 2<sup>nd</sup> meeting. Karen King seconded the motion. Marsha Manos polled the members for their votes. All ayes, Todd Yepez abstained from the vote. The motion carried.

As there was no further business the meeting adjourned at 3:12 p.m.

Kern, Inyo & Mono Workforce Development Board PBS Committee Attendance 2022					
P = Present	U=unexcused	X=Cancelled			
A = Excused Absence		2/3/22	5/12/22	9/8/22	11/10/22
<b>First</b>	<b>Last</b>	<b>PBS</b>	<b>PBS</b>	<b>PBS</b>	<b>PBS</b>
Leo	Bautista	X	A	x	
Richard	Chapman	X	P	x	
Stacy	Ferreira	X	A	x	
Nick	Hill III	X	P	x	
Brian	Holt	X	A	x	
Teresa	Hitchcock	X	P	x	
Linda	Parker*	X	P	x	
Alissa	Reed	X	P	x	
Jeremy	Tobias	X	P	x	
Arleana	Waller*	X	P	x	
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board Youth Committee Attendance 2022					
P = Present	U=unexcused	X=Cancelled			
A = Excused Absence		2/16/22	5/18/22	9/21/22	11/30/22
Member					
First	Last	YC	YC	YC	YC
Dale	Countryman*	A	P	P	
Rosa	Chipres			A	
Teresa	Hitchcock	P	P	P	
Brian	Holt	Appt 3/30/22	P	A	
Ian	Journey	RESIGNED			
Ian	Journey		Reinstated	P	
Karine	Kanikkeberg*	P	P	P	
Clare	Pagnini	P	P	P	
Leticia	Perez	A	A	A	
Norma	Rojas-Mora	P	P	P	
Jayne	Stuart*	P	A	A	
Greg	Terry*	P	P	P	
Priscilla	Varela			A	
David	Villarino*	P	U	P	
Todd	Yepez	A	P	P	
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board Executive Committee Attendance 2022						
P = Present	U=unexcused	X=Cancelled		Special Session		
A = Excused Absence		3/17/22	6/2/22	6/28/22	10/6/22	12/1/22
<b>Member</b>						
<b>First</b>	<b>Last</b>					
Leo	Bautista	P	P	P	P	
Teresa	Hitchcock	P	P	P	P	
Karen	King	P	P	P	RESIGNED	
Brenda	Mendivel	P	P	P	A	
Alissa	Reed	P	P	P	P	
Norma	Rojas-Mora	A	P	P	P	
John	Spaulding	P	A	A	A	
Victoria	Stockman*	A	P	P	P	
Todd	Yepez	A	A	P	A	
*Non-WDB						



Kern, Inyo & Mono Workforce Development Board Attendance 2022						
P = Present	U=unexcused	X=Cancelled		Special Session		
A = Excused Absence		3/30/22	6/8/22	6/28/22	10/19/22	12/14/22
<b>Member</b>						
<b>First</b>	<b>Last</b>					
John	Adams	Appt 4/26/22	P	P		
Laura	Barnes	A	P	P		
Leo	Bautista	P	P	P		
Kelly	Bearden	P	P	P		
Richard	Chapman	P	A	P		
Stacy	Ferreira	U	U			
Michael	Frey	RESIGNED				
Steven	Gomez	P	P	P		
Chris	Gonzales	U	P	P		
Greg	Gutierrez	P	P	A		
Nick	Hill III	U	P	A		
Teresa	Hitchcock	P	P	P		
Brian	Holt	A	P	P		
Ian	Journey	RESIGNED				
Karen	King	P	P	P		
Greg	Knittel	P	P	A		
Anita	Martin	P	A	P		
Randy	Martin	A	A	P		
Diane	McClanahan	RESIGNED				
Dean	McGee	P	P	A		
John	Means	P	RESIGNED			
Brenda	Mendivel	P	P	P		
John	Moralez	P	A	A		
Clare	Pagnini	P	A	A		
Alissa	Reed, Chair	P	P	P		
Norma	Rojas-Mora	P	P	A		
Rick	Schoengerdt	RESIGNED				
John	Spaulding	A	A	A		
Joseph	Sumlin	RESIGNED				
Jay	Tamsi	U	A	P		
Shelly	Tarver	P	P	A		
Jeremy	Tobias	P	P	P		
Priscilla	Varela	P	P	P		
Todd	Yepez	P	P	A		
Trudy	Gerald		P	P		

**KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD AND  
COMMITTEES' MEETING SCHEDULE  
CALENDAR YEAR 2022**

**Program and Business Services Committee**

America's Job Center of California – Bakersfield, 1600 East Belle Terrace, Bakersfield, Second Floor

Thursday, February 3, 2022, 8 a.m.

Thursday, May 12, 2022, 8 a.m.

~~Thursday, September 8, 2022, 8 a.m.~~ **Rescheduled**

**Thursday, September 15, 2022 8 a.m.**

Thursday, November 10, 2022, 8 a.m.

**Youth Committee**

America's Job Center of California – Oildale Affiliate, 1129 Olive Dr. – Recruitment Center, Bakersfield

Wednesday, February 16, 2022, 3 p.m.

Wednesday, May 18, 2022, 3 p.m.

~~Wednesday, September 14, 2022, 3 p.m.~~ **Rescheduled**

**Wednesday, September 21, 2022, 3 p.m.**

Wednesday, November 30, 2022, 3 p.m.

**Executive Committee**

America's Job Center of California – Bakersfield, 1600 East Belle Terrace, Bakersfield, Second Floor

Thursday, March 17, 2022, 4 p.m.

Thursday, June 2, 2022, 4 p.m.

**Thursday, June 28, 2022 3 p.m. Special Session**

Thursday, October 6, 2022, 4 p.m.

Thursday, December 1, 2022, 4 p.m.

**Workforce Development Board**

America's Job Center of California – Oildale Affiliate, 1129 Olive Dr. – Recruitment Center, Bakersfield

Wednesday, March 30, 2022, 7 a.m.

Wednesday, June 8, 2022, 7 a.m.

**Tuesday, June 28, 2022, 4 p.m. Special Session**

Wednesday, October 19, 2022, 7 a.m.

Wednesday, December 14, 2022, 7 a.m.

*\*Due to COVID-19, all meetings will take place virtually until further notice.*