



AGENDA

WORKFORCE DEVELOPMENT BOARD SPECIAL SESSION

December 2, 2021
7:00 A.M.

EMPLOYERS'
TRAINING
RESOURCE

America's **Job** Center
of California™

**AGENDA
KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
SPECIAL SESSION
DECEMBER 2, 2021**

Location: Microsoft Teams
Time: 7:00 a.m.
Dial-in: (831) 296-3421
Access Code: 663 866 287#

Page No.

- I. **Call to Order**
- II. **Introductions**
- III. **Public Comments**

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. **SPEAKERS ARE LIMITED TO THREE MINUTES.**

IV. **New Business**

- 1-7 A. Resolutions Authorizing The Workforce Development Board and Its Standing Committees to Conduct Remote Teleconference Meetings – **Action Item**
- 8-10 B. Additional Funding Recommendations for Short-Term Job Readiness and Transitional Jobs Programs For January 1, 2022 Through March 31, 2023 – **Action Item**

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 prior to 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

December 2, 2021

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

RESOLUTIONS AUTHORIZING THE WORKFORCE DEVELOPMENT BOARD AND ITS STANDING COMMITTEES TO CONDUCT REMOTE TELECONFERENCE MEETINGS

Dear Board Member:

As required by the Ralph M. Brown Act, the Kern, Inyo and Mono (KIM) Workforce Development Board and its subcommittees 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; however, the waiver had an expiration date. Moving forward, local bodies may pass a resolution to continue the remote meetings.

Under State and Local code, if officials have imposed or recommended measures that promote social (physical) distancing related to COVID-19 prevention, your Board may adopt a resolution that extends the time during which your Board and standing committees may continue to 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 resolutions authorizing the Board and its standing committees to conduct remote teleconference meetings from November 3, 2021, through December 1, 2021, and December 2, 2021, through January 1, 2022.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

TH:eb

Attachments

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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,

1 **WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-07-21, which formally
2 rescinded the Stay-at-Home Order (Executive Order N-33-20), as well as the framework for a gradual, risk-based
3 reopening of the economy (Executive Order N-60-20, issued on May 4, 2020) but did not rescind the proclaimed
4 state of emergency; and,

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

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

11 **WHEREAS**, the California Department of Industrial Relations has issued regulations related to COVID-19
12 Prevention for employees and places of employment. Title 8 of the California Code of Regulations, Section
13 3205(5)(D) specifically recommends physical (social) distancing as one of the measures to decrease the spread of
14 COVID-19 based on the fact that particles containing the virus can travel more than six feet, especially indoors; and,

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

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

24
25 **NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED** by the Kern, Inyo and Mono
26 Workforce Development Board, inclusive of the Standing Committees, State of California, in special session
27 assembled on November 3, 2021, does hereby resolve as follows:

28 Section 1. Recitals. All of the above recitals are true and correct and are incorporated into this

Resolution by this reference.

Section 2. State or Local Officials Have Imposed or Recommended Measures to Promote Social Distancing. The Kern, Inyo and Mono Workforce Development Board, inclusive of the Standing Committees hereby proclaims that state officials have imposed or recommended measures to promote social (physical) distancing based on the California Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title 8 of the California Code of Regulations, Section 3205(5)(D).

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

Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 1, 2021, or, (ii) such time the Kern, Inyo and Mono Workforce Development Board, inclusive of the Standing Committees, adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which it may continue to teleconference without compliance with Section 54953(b)(3).

ADOPTED this 3rd day of November, 2021, by the Kern, Inyo and Mono Workforce Development Board, inclusive of the Standing Committees, by the following vote:

YES:

NO:

ABSENT:

ABSTAIN:

SECRETARY

PL#25T1616-ASG

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1 **WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-07-21, which formally
2 rescinded the Stay-at-Home Order (Executive Order N-33-20), as well as the framework for a gradual, risk-based
3 reopening of the economy (Executive Order N-60-20, issued on May 4, 2020) but did not rescind the proclaimed
4 state of emergency; and,

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

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

11 **WHEREAS**, the California Department of Industrial Relations has issued regulations related to COVID-19
12 Prevention for employees and places of employment. Title 8 of the California Code of Regulations, Section
13 3205(5)(D) specifically recommends physical (social) distancing as one of the measures to decrease the spread of
14 COVID-19 based on the fact that particles containing the virus can travel more than six feet, especially indoors; and,

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

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

24
25 **NOW, THEREFORE, BE IT RESOLVED, FOUND AND ORDERED** by the Kern, Inyo and Mono
26 Workforce Development Board, inclusive of the Standing Committees, State of California, in special session
27 assembled on December 2, 2021, does hereby resolve as follows:

28 Section 1. Recitals. All of the above recitals are true and correct and are incorporated into this

Resolution by this reference.

Section 2. State or Local Officials Have Imposed or Recommended Measures to Promote Social Distancing. The Kern, Inyo and Mono Workforce Development Board, inclusive of the Standing Committees hereby proclaims that state officials have imposed or recommended measures to promote social (physical) distancing based on the California Department of Industrial Relations' issuance of regulations related to COVID-19 Prevention through Title 8 of the California Code of Regulations, Section 3205(5)(D).

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

Section 4. Effective Date. This Resolution shall take effect immediately upon its adoption and shall be effective until the earlier of (i) December 2, 2021, or, (ii) such time the Kern, Inyo and Mono Workforce Development Board, inclusive of the Standing Committees, adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which it may continue to teleconference without compliance with Section 54953(b)(3).

ADOPTED this 2nd day of December, 2021, by the Kern, Inyo and Mono Workforce Development Board, inclusive of the Standing Committees, by the following vote:

YES:

NO:

ABSENT:

ABSTAIN:

SECRETARY

PL#25T1616-ASG

EMPLOYERS' TRAINING RESOURCE

December 2, 2021

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

ADDITIONAL FUNDING RECOMMENDATIONS FOR SHORT-TERM JOB READINESS AND TRANSITIONAL JOBS PROGRAMS FOR JANUARY 1, 2022 THROUGH MARCH 31, 2023

Dear Board Member:

At your special meeting held on November 3, 2021, your Board approved funding recommendations for Workforce Innovation and Opportunity Act (WIOA)-funded short-term job readiness and transitional jobs programs for the period January 1, 2022 through March 31, 2023. As you recall, Employers' Training Resource (ETR) had issued a Request for Proposals (RFP) to fund up to three programs at a cost of \$400,000 per program. Six programs were proposed, and three programs were approved for funding at a cost of \$1,200,000.

Since that meeting, ETR was informed that the County of Kern has made available American Rescue Plan Act of 2021 (ARPA) funding for the training portion only for the three programs that were not initially recommended for funding. For your information, ARPA funds are to be used to respond to the COVID-19 emergency and address its economic effects, and Kern County's allotment was nearly \$175 million. The County/ARPA cost to fund the training portion of the three programs would be \$509,556, and ETR would be responsible for funding the work experience portion at a maximum cost of \$690,444.

There are benefits to funding all the programs. Jobseekers will have more options which is important as the economy continues towards recovery. The six programs represent tech, warehousing, culinary, and office support industries and can serve up to 168 participants in Bakersfield, Delano/North Kern, and Taft/West Kern. The County's contribution of funds will be considered leveraged funding which is strongly encouraged under WIOA. ETR's commitment would be for the work experience portion which is directly tied to the number of individuals participating in work experience and hours worked.

Attached is the original funding recommendations spreadsheet with changes to column three (Recommended for Funding) and the addition of the last column (Funding Breakdown).

As you recall, ETR will be using a third-party Employer of Record/payroll processing agency for the work experience portion of the programs. This will require ETR to enter into six separate agreements as well as be responsible for the reporting of participant work hours. The agencies will still be responsible for finding the worksites as well as case managing the clients during the work experience portion of the program.

Therefore, IT IS RECOMMENDED that your WDB approve \$690,444 in additional funding for the work experience portion for the following short-term job readiness and transitional jobs programs: BitWise Industries for \$153,696, Laborers of the Harvest for \$342,066, and Mexican American Opportunity Foundation for \$194,682 for contracts beginning January 1, 2022, and ending on March 31, 2023.

Sincerely,

A handwritten signature in black ink, appearing to read 'Teresa Hitchcock', with a long horizontal flourish extending to the right.

Teresa Hitchcock
Assistant County Administrative Officer

TH:am

Attachment

RECOMMENDATIONS FOR AWARD
SHORT-TERM JOB READINESS & TRANSITIONAL JOBS
JANUARY 1, 2022 through March 31, 2023
THRESHOLD FOR FUNDING 75%; ALL MET

Revised to Add Info on Wages, Career Catalyst Quotes using actual Workers' Comp rates, and adjustments based on Career Catalyst Quotes

Investment to Place into an Opportunity Career Catalyst Grants using Estimator Workers' Comp Rates and Assumptions Based on Current County Rates																			
Agency	Score	Recommended for Funding	Service Location/Pop (All serving chronically unemployed/underemployed with history)	Cohort Based or Open Entry/Exit	Instructor Led or Self-Paced? In-Person/Remote	Job Readiness & Work Sequential or Concurrent?	Total Request	Preliminary Estimate Cost of Work Component	Career Catalyst Quote for Work Component (specific Workers' Comp rates)	% of funding dedicated to Work Component (all Career Catalyst Costs)	Proposed Max Earning Per Participant (including FICA, Workers' Comp)	Total Participants to be served	Cost Per Participant	Length of Program	Amount of Paid Work Hours Per Participant	Number of Cohorts	Comments	Funding Breakdown	
BRWise Industries																			
Pre-Apprenticeship Developer (Tech/Tech Adjacent jobs)	85.0	NO YES	Downtown Bakersfield; Marginalized & Underserved; willing to serve ex-offenders	Cohort	Instructor-Led, currently 100% remote due to Covid-19 precautions	Concurrent	\$400,000	\$160,424	\$153,696	38.4%	\$3,900	30	\$13,333	13 weeks per cohort	260	2		WIOA/ETR \$153,696 ARPA/County \$246,304	
CityServe																			
Re-Entry Employment Success (Warehouse Worker/Clerk)	94.0	YES	Central Bakersfield; specifically targets ex-offenders	Cohort	Instructor Led, In-Person	Concurrent	\$400,000	\$169,519	\$206,834	51.7%	\$7,800	16	\$25,000	6 months per cohort	520	2	Agency will increase in-kind to offset higher Workers' Comp Costs	WIOA/ETR \$400,000	
Kern High School District																			
Café 1600 Culinary Arts	91.5	YES	Southeast Bakersfield; underserved; willing to serve ex-offenders	Cohort	Instructor Led, In-Person	Concurrent	\$400,000	\$317,847	\$317,847	79.5%	\$7,800	30	\$13,333	6 months per cohort	520	2		WIOA/ETR \$400,000	
Labovors of the Harvest																			
Food Recovery, Distribution, Warehousing, Transportation, Public Health to act as fiscal agent.	81.5	NO YES	Taft/West Kern; homeless, ex-offenders and indigenous Oaxacan	Cohort	Instructor Led, In-Person	Concurrent	\$400,000	\$317,847	\$342,066	85.5%	\$7,800	30	\$13,333	6 months per cohort	520	2		WIOA/ETR \$342,066 ARPA/County \$57,934	
Mexican American Opportunity Foundation																			
Office Occupations/Administrative Support	88.5	NO YES	Downtown Bakersfield; underserved; willing to serve ex-offenders	Open Entry/Exit	Mix of Self-Paced & Instructor-Led; In-Person with Remote options; provided curriculum	Sequential as all competencies are met	\$400,000	\$203,203	\$194,682	48.7%	\$3,900	38	\$10,526	Not cohort based; 30 hrs/wk classroom until Core Competencies met, then mix of classroom and work for separate host employers.	260	N/A		WIOA/ETR \$194,682 ARPA/County \$205,318	
Proteus, Inc.																			
General Office Clerk	96.0	YES	Delano/North Kern; underserved and farm workers; willing to serve ex-offenders	Cohort	Mix of Self-Paced & Instructor-Led; In-Person	Sequential with new cohorts beginning while previous cohorts are working	\$400,000	\$246,511	\$150,778	37.7%	\$4,800	24	\$16,667	6 weeks classroom (195 hours) plus 320 hours of work for separate host employers (8-16 weeks dep on hrs/wk)	320	8		See Below	
Proteus, Inc., revised																			
General Office Clerk revised max work hours because Workers' Comp rates lower than Estimator Tool average							\$400,000		\$160,051	40.0%	\$5,100	24	\$16,667	6 weeks classroom (195 hours) plus 340 hours of work for separate host employers (8-16 weeks dep on hrs/wk)	340	8	Agency increasing work hours to 340 and charging less than approved federal indirect rate to make up overage.	WIOA/ETR \$400,000	
TOTAL \$2,400,000																			WIOA/ETR \$1,890,444 ARPA/County \$509,556

*RFP stated programs should be cohort-based rather than Open Entry/Exit but clarified during pre-proposal meeting that those proposing Open Entry/Exit or Self-Paced instruction would not be disqualified.