



AGENDA

EXECUTIVE COMMITTEE

SPECIAL SESSION

February 11, 2021

4:00 p.m.



America's Job Center of California-
Bakersfield
Employers' Training Resource
Microsoft Teams Meeting
(831) 296-3421
Conference ID: 152 094 932#



**AGENDA
KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
SPECIAL SESSION
FEBRUARY 11, 2021**

Location: Microsoft Teams
Time: 4:00 p.m. – 5:00 p.m.
Dial In: (831) 296-3421
Access Code: 152 094 932#

Members:	Alissa Reed, Chair	Karen King	John Spaulding
	Leo Bautista	Brenda Mendivel	Todd Yepez
	Teresa Hitchcock	Norma Rojas-Mora	

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| | I. | Introductions |
| | II. | New Business |
| 1-2 | A. | Additional Funding Recommendations For Workforce Innovation And Opportunity Act Contracted Training Programs For Program Year 2020-2021 – Action Item |
| 3-4 | B. | Authorization To Provide Services At County's Vaccination Site As Part Of A Layoff Aversion And Rapid Response Strategy – Action Item |
| | III. | Committee Member Comments |
| | IV. | Miscellaneous Filing |
| 5 | A. | Kern, Inyo and Mono Workforce Development Board and Committee's Meeting Schedule Calendar Year 2021 |

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, second floor, 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

February 11, 2021

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

ADDITIONAL FUNDING RECOMMENDATIONS FOR WORKFORCE INNOVATION AND OPPORTUNITY ACT CONTRACTED TRAINING PROGRAMS FOR PROGRAM YEAR 2020-2021

Dear Committee Member:

On June 3, 2020, your Workforce Development Board (WDB) approved funding Workforce Innovation and Opportunity Act (WIOA) programs under the Request for Refunding (RFR) process for Program Year (PY) 2020-2021 (July 1, 2020 through June 30, 2021). The RFR stated that all contracted training classes would convert to Individual Training Accounts (ITAs) beginning PY 2020-2021 after a transitional "six-month" reimbursement contract through December 31, 2020. However, due to an appeal filed by the Mexican American Opportunity Foundation (MAOF) and the involvement of the Kern County Board of Supervisors, Employers' Training Resource (ETR) allowed a six-month extension of these programs if the agencies reached 80 percent of their enrollment goals by December 31, 2020.

The two programs affected by this are listed below:

MAOF Bookkeeping

Six-month budget: \$160,000

Six-month new enrollment goal: 25 participants

80% required for extension: 20 participants

Actual enrollments by December 31, 2020: 8 participants

*NOTE: Per ETR's Client Services Division, we currently have 13 in the pipeline; MAOF has a weekly orientation and then refers those interested to start the enrollment process.

Proteus' Office Automation

Six-month budget: \$49,850

Six-month new enrollment goal: 12 participants

80% required for extension: 10 participants

Actual enrollments by December 31, 2020: 9 participants

Due to unprecedented business and school closures, stay-at-home orders, and fear of contracting COVID, fewer clients accessed local WIOA services during the pandemic resulting in fewer new enrollments in all programs. During the first six months of this PY, 395 new clients enrolled in WIOA Adult, Dislocated Worker, Youth and Farmworker programs compared to 979 clients during the same period last year. This is a 60 percent reduction in new enrollments overall.

Even though both programs failed to meet the 80 percent new enrollment goals, we are recommending that they be granted a six-month extension. However, both programs will still be expected to meet their 80 percent enrollment goals in order to be considered for reimbursement contracts in the future.

Therefore, IT IS RECOMMENDED that the MAOF Bookkeeping program be funded for an additional \$160,000 and Proteus' Office Automation program be funded for an additional \$49,850 through June 30, 2021.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

TH:am

EMPLOYERS' TRAINING RESOURCE

February 11, 2021

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

AUTHORIZATION TO PROVIDE SERVICES AT COUNTY'S VACCINATION SITE AS PART OF A LAYOFF AVERSION AND RAPID RESPONSE STRATEGY

Dear Committee Member:

The Kern County Public Health Department has recently opened a COVID-19 mass vaccination site at the Fairgrounds. The facility started with a soft launch on January 20, 2021, with 330 vaccinations given and will eventually be able to handle 5,000 people per day. The County has reached out to its departments and employees seeking assistance in this worthwhile endeavor. At full capacity, it is expected that 500 people will be needed to operate the facility as well as schedule appointments, screen patients, record information, monitor patient flow, etc. The site may be necessary for up to five months.

Employers' Training Resource (ETR) inquired to the Employment Development Department (EDD) about the allowability of assisting at the site as a function of layoff aversion. Below is EDD's response:

These services would be in alignment with Title 20 CFR [682.340\(a\)](#) ..."in order to conduct layoff aversion activities...a State or designated entity may devise rapid response strategies or conduct activities that are intended to minimize the negative impacts of dislocation on workers, businesses and communities and ensure rapid re-employment for workers affected by layoffs."

These services should be provided based on a Local Board decision (not a Local Board staff decision), and there should be written documentation (such as within the minutes of a Local Board meeting) documenting that the purpose of using staff time that is paid for by WIOA Rapid Response funding is specifically "to minimize the negative impacts of dislocations on workers, businesses..." e.g. by shortening the time (vaccination allows people to go back to work...and employers have employees, can open their doors, etc.)

ETR receives yearly Rapid Response and Layoff Aversion funding. Program Year 2020-2021 funding allocations for these were \$361,616 and \$85,836, respectively. In addition, we just received \$25,000 of Rapid Response funding from La Cooperativa Campesina de California. Through December 31, 2020, ETR has spent approximately 30 percent of these

funds; however, we expect spending to accelerate as more businesses realize the economic effects of this pandemic.

ETR would like your Committee, acting on behalf of the Workforce Development Board, to authorize staff to work at the Fairgrounds site with an estimated commitment of \$50,000 of Rapid Response and Layoff Aversion funding. Roughly estimating salaries, benefits and other expenses at \$50/hour, ETR would provide approximately 1,000 hours of employee time. This would be the equivalent of five staff for 25 hours per week for eight weeks. More or less staff may be made available, depending on the site's needs. Staff interested would need to volunteer for this special assignment.

In addition, ETR is also working with the Department of Human Services and with our work experience providers to set up the Fairgrounds as a possible work experience site for WIOA and CalWORKs participants.

Therefore, IT IS RECOMMENDED that your Committee, acting on behalf of the Workforce Development Board, authorize the use of Rapid Response and Layoff Aversion WIOA funding for staff time to assist at the County's vaccination site in order to minimize the negative impacts of COVID-19 dislocations on workers, businesses and our community.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

TH:am

**DRAFT KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD AND
COMMITTEES' MEETING SCHEDULE
CALENDAR YEAR 2021**

Program and Business Services Committee

*America's Job Center of California – Bakersfield, 1600 East Belle Terrace, Bakersfield, 2nd Floor

Thursday, February 18, 2021, 8 a.m.
Thursday, May 13, 2021, 8 a.m.
Thursday, September 16, 2021, 8 a.m.
Thursday, November 18, 2021, 8 a.m.

Youth Committee

*America's Job Center of California – Oildale Affiliate, 1129 Olive Drive, Bakersfield

Wednesday, February 24, 2021, 3 p.m.
Wednesday, May 19, 2021, 3 p.m.
Wednesday, September 22, 2021, 3 p.m.
Wednesday, December 1, 2021, 3 p.m.

Executive Committee

*America's Job Center of California – Bakersfield, 1600 East Belle Terrace, Bakersfield, 2nd Floor

Thursday, February 11, 2021, 4 p.m. **Special Session**
Thursday, March 4, 2021, 4 p.m.
Thursday, May 27, 2021, 4 p.m.
Thursday, September 30, 2021, 4 p.m.
Thursday, December 9, 2021, 4 p.m.

Workforce Development Board

*International Brotherhood of Electrical Workers, 3921 North Sillect Avenue, Bakersfield

Wednesday, March 17, 2021, 7 a.m.
Wednesday, June 9, 2021, 7 a.m.
Wednesday, October 6, 2021, 7 a.m.
Wednesday, December 15, 2021, 7 a.m.

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