



AGENDA

EXECUTIVE COMMITTEE

MAY 27, 2021

4:00 p.m.



America's Job Center of California-
Bakersfield
Employers' Training Resource
Microsoft Teams Meeting
Dial in: (831) 296-3421
Conference ID: 567 314 569#



AGENDA

KERN, INYO AND MONO

WORKFORCE DEVELOPMENT BOARD

EXECUTIVE COMMITTEE

MAY 27, 2021

Location: Microsoft Teams
Time: 4:00 p.m.
Microsoft Teams (831) 296-3421
Conference ID: 567 314 569#

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

Page No.

I. Introductions

II. Public Comments

This portion of the meeting is reserved for persons to address the Committee on any matter not on this agenda but under the jurisdiction of the Committee. Committee 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 Committee at a later meeting. Also, the Committee may take action to direct the staff to place a matter of business on a future agenda.

SPEAKERS ARE LIMITED TO THREE MINUTES.

III. New Business

- 1-4 A. Approval of the March 4, 2021, Meeting Minutes – **Action Item**
- 5 B. Approval of the April 20, 2021, Special Session Meeting Minutes – **Action Item**
- 6-7 C. Approval of the Proposed Agenda for the June 9, 2021, Workforce Development Board Meeting – **Action Item**
- 8-9 D. Pandemic Waiver Applications Offer Additional Assistance To Employers – **Action Item**
- 10-14 E. Workforce Development Board And Standing Committee Composition – **Action Item**
- 15-16 F. Funding Recommendation for The Comprehensive AJCC One-Stop Operator Under The Workforce Innovation and Opportunity Act For Program Year 2021-22 – **Action Item**
- 17-19 G. Status Update On High Performing Board Application, Career Service Provider Application, and Board Recertification
- 20 H. Local and Regional Plans Update
- I. Budget Update – **Oral Report**
- J. America's Job Center of California Reopening Update – **Oral Report**
- K. Legislative Update – **Oral Report**

IV. Director's Report

V. Committee Member Comments

VI. Miscellaneous Filings

- 21-28 A. Workforce Development Board and Committee's Attendance Reports
- 29 B. 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 all personal mobile devices to silent during the meeting.

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
DISCUSSION AND ACTION ITEMS
MARCH 4, 2021**

Members Present: Alissa Reed, Leo Bautista, Teresa Hitchcock, Karen King, Brenda Mendivel, John Spaulding, and Todd Yopez

Members Absent: Norma Rojas-Mora

Staff Present: Marsha Manos, Elaine Basham, Anne Meert, Jeremy Shumaker, and Danette Williams

Guests Present: Yvette Quevedo and GK

The virtual meeting was called to order at 4:00 p.m. by Alissa Reed via Microsoft TEAMS.

*UNEXCUSED ABSENCE

INTRODUCTIONS

Committee members, staff, and guests introduced themselves.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE DECEMBER 3, 2020, MEETING MINUTES

John Spaulding made a motion to approve December 3, 2020, meeting minutes. Teresa Hitchcock seconded the motion. Marsha Manos polled the members on their vote. All ayes. The motion carried.

APPROVAL OF THE SPECIAL SESSION FEBRUARY 11, 2021, MEETING MINUTES

Teresa Hitchcock made a motion to approve the February 11, 2021 minutes with the correction of John Spaulding being marked present at the meeting and correcting Brenda Mendivel's unexcused absence to an excused absence. Leo Bautista seconded the motion. Marsha Manos polled the members on their vote. All ayes. The motion carried.

**APPROVAL OF THE PROPOSED AGENDA FOR THE MARCH 17, 2021
WORKFORCE DEVELOPMENT BOARD MEETING**

Jeremy Shumaker reviewed the proposed agenda for the March 17, 2021, Workforce Development Board meeting. John Spaulding made a motion to accept the agenda with the removal of the flag salute until in-person meetings resume. Brenda Mendivel seconded the motion. Marsha Manos polled the members on their vote. All ayes. The motion carried.

WORKFORCE DEVELOPMENT BOARD AND STANDING COMMITTEE COMPOSITION

Elaine Basham informed the Committee that due to technical difficulties the WDB brochure was not available to be shown at the previous meeting. Marsha Manos shared the brochure on screen for the member to review. Elaine also informed the Committee that PBS does not have a Business majority and addressed that during its February 18, 2021 meeting by recommending that staff ask your committee to have the Chair contact new member Nick Hill III to see if he is willing to serve on the PBS Committee and if so, to appoint him. Per the WDB Bylaws, the Chair shall make appointments to all committees of the Board, except the elected committee Chairs and that 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 PBS and your Committee have no non-WDB members. 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. Elaine suggested to the Committee that the Chair contact new member Nick Hill III to see if he is willing to serve on the PBS Committee and if so, to appoint him. Per the WDB Bylaws, the Chair shall make appointments to all committees of the Board, except the elected committee Chairs. Teresa Hitchcock made a motion to that staff receive additional input from the Executive Committee on the recruitment tool and revise the WDB brochure according to the input received and to approve the Chair to contact Mr. Hill to see if he is willing to serve on the PBS Committee. Brenda Mendivel seconded the motion. Marsha Manos polled the members on their vote. All ayes. The motion carried.

SUBSEQUENT LOCAL AREA DESIGNATION AND LOCAL BOARD RECERTIFICATION

Anne Meert informed the Committee that the State Board released Workforce Services Directive WSD20-06 providing guidance for subsequent designation of the Local Area and recertification of the Local Board for Program Years (PY) 2021-2022 and 2022-2023. A draft version of the designation/recertification application must be submitted to the State by March 31, 2021. Anne asked Marsha to share the application on the screen for the Committee to view. Anne briefly explained the application and what the requirements for Local Area Designation and Recertification were. Leo Bautista made a motion to accept staff's recommendation to (1) authorize staff to complete the application; (2) and recommend to the Board that they: (a) approve the draft application, (b) authorize the Board Chair to sign the Application for Subsequent Local Area Designation and Local Board Recertification PY 2021-2022 and 2022-2023, (c) authorize staff to submit it to the State Board by March 31, 2021, (d) authorize staff to submit the draft to the Board of Supervisors for final approval, and (e) subsequently authorize staff to submit the final application to the State as soon after April 6, 2021, as practicable. Karen King seconded the motion. Marsha Manos polled the members on their vote. All ayes. The motion carried.

LOCAL AND REGIONAL PLANS

Michael Saltz informed the Committee that the Workforce Innovation and Opportunity Act (WIOA) requires the Local Workforce Development Area, which is the Kern, Inyo, Mono Counties Consortium, to prepare a Local Plan and the Regional Planning Unit (RPU), which is the San Joaquin Valley and Associated Counties, to prepare a Regional

Plan. 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 covers Program Years 2021 – 2025 (July 1, 2021 to June 30, 2025) and will be submitted to the California Workforce Development Board on or before April 30, 2021. The Local Forums were held on:

- January 11, 2021: Vision for the Local Workforce System
- January 27, 2021: Strengthening the Role of the AJCC. An Access Point for all System Partners
- February 03, 2021: Improving Workforce System Services

The RPU held four Regional Planning Forums in English and two in Spanish on the following topics:

- January 07, 2021: The San Joaquin Valley Economy – Through the Eyes of Business & the Community (English & Spanish)
- January 14, 2021: Building a Big Tent Workforce System Services: Leaving No Worker Behind (English & Spanish)
- January 20, 2021: Accelerating the Development of Career Pathways for Priority Sectors
- January 28, 2021: Creating a Pathway to the Middle Class

Michael also informed the Committee that the public comment period will start on March 15, 2021, and end at 5:00 p.m. on April 15, 2021 and provided information on how to submit their comments.

LEGISLATIVE UPDATE

Elaine Basham updated the committee on three bills pending in Congress: (1) the Relaunching America's Workforce Act which contains a large amount of Workforce Development funds, currently stalled; (2) the economic stabilization bill known as the American Rescue Plan, a COVID relief bill being considered in the Senate today; and (3) an economic stimulus bill focused on infrastructure spending. The second bill is being considered under Budget Reconciliation in the Senate which requires a simple majority to approve; the infrastructure bill will likely also be considered in the same manner. Senate Appropriations Chair Bernie Sanders has indicated that the Administration may still issue the federal fiscal year 2022 budget, normally due to Congress in February. She also presented statics regarding the economy such as the Federal Reserve estimate that underrepresentation in the labor force means the real Unemployment Rate is closer to 10 percent.

DIRECTOR'S REPORT

Teresa Hitchcock informed the Committee that the B3K effort was still underway. ETR is working with KCCD project and they were awarded a \$2m project that is partnering with ENRON and other organizations. ETR is also partnering with Bitwise and they will be working on a founder's cohort. They will also be presenting at the WDB meeting on March 17, 2021. The new EPIC center will be opening at a new location. The Business Center has moved to the Olive Drive location.

COMMITTEE MEMBER COMMENTS

There were no member comments.

MISCELLANEOUS FILINGS

The Committee members received a copy of the Status of Subgrantee Monitoring Reports, and the Kern, Inyo and Mono Workforce Development Board and Committees Attendance Report and the Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule Calendar Year 2021. ETR was instrumental with the County's PPE program providing much-needed equipment to businesses within Kern County.

As there was no further business, the meeting was adjourned at 5:04 p.m.

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
DISCUSSION AND ACTION ITEMS
SPECIAL SESSION
APRIL 20, 2021**

Members Present: Leo Bautista, Teresa Hitchcock, Brenda Mendivel, Alissa Reed, Norma Rojas-Mora, John Spaulding, and Todd Yopez.

Members Absent: Karen King.

Staff Present: Michael Saltz, Jeremy Shumaker, and Marsha Manos.

Guests: GK

The virtual meeting was called to order at 2:04 p.m. by Teresa Hitchcock via Microsoft TEAMS.

*UNEXCUSED ABSENCE

INTRODUCTIONS

Committee members, staff and guests introduced themselves.

Local and Regional Plans

Michael Saltz informed the Committee that the Local Plan and Regional Plan had been completed and that both of the plans had been out for public comment beginning March 16, 2021, through April 15, 2021, and none had been received. Michael said that the purpose of today's meeting was to get approval for the Chair to sign the plans and then submit them to the State. Leo Bautista made a motion to accept the staff's recommendation to approve the 2021 – 2024 Local Plan and 2021 – 2024 Regional Plan on behalf of the Kern, Inyo and Mono Workforce Development Board and further recommend the Chair sign the Local and Regional Plans for submittal to the State Board. GK with County Counsel recommended the Committee approve the item in two separate motions in the event that there may be differing votes. Leo amended his motion before the committee to clarify that it was for the Local Plan only. John Spaulding seconded the motion. Marsha Manos polled the Committee for their votes. All ayes. The motion for Local Plan was approved.

Alissa Reed called for comments or questions on the Regional Plan. Leo Bautista made a motion to approve the recommendation that was presented by the staff. John Spaulding seconded the motion. Marsha Manos polled the Committee for their votes. All ayes. The motion for Regional Plan was approved.

Committee Member Comments

John Spaulding, Leo Bautista, Alissa Reed and Teresa Hitchcock commended Michael on all of his hard work throughout this process. Teresa thanked the members for their participation also.

As there was no further business the meeting was adjourned at 2:15 p.m.

**AGENDA
KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
JUNE 9, 2021**

Location: Microsoft Teams
Time: 7:00 a.m..
Dial-in: (831) 296-3421
Access Code: 165 893 28#

Page No.

- I. **Call to Order**
- II. **Salute to the Flag**
- III. **Introductions**
- IV. **Public Comments**

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- V. **Presentation**

- California State University, Bakersfield - Dr. S. Aaron Hegde, PhD

- VI. **Consent Agenda**

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.

- A. Approval of the March 17, 2021 meeting minutes.

- VII. **New Business**

- A. Funding Recommendations For National Farmworker Jobs Program For Program Year 2021-2022 – **Action Item**
 - B. Funding Recommendations For Workforce Innovation And Opportunity Act Adult, Dislocated Worker, And Combined Programs And Services For Program Year 2021-2022 – **Action Item**
 - C. Allocation And Funding Recommendations For Youth Programs Funded Under The Workforce Innovation And Opportunity Act For Program Year 2021-22– **Action Item**
 - D. Workforce Development Board And Standing Committee Composition – **Action Item**
 - E. One-Stop Operator Request For Proposals – **Action Item**
 - F. Pandemic Waiver Applications Offer Additional Assistance To Employers – **Action item**
 - G. Status Update On High Performing Board Application, Career Service Provider Application, and Board Recertification

- H. Budget Update – **Oral Report**
 - I. Local Plan Update
 - J. Legislation Update – **Oral Report**
- VIII. **Director’s Report**
 - A. America’s Job Center of California Activity Report
 - B. America’s Job Center of California Location Update
 - C. Marketing Presentation
- IX. **Board Member Comments**
 - A. Economic Development Report
 - B. Open Discussion
- X. **Miscellaneous Filings**
 - A. Third Quarter One-Stop Operator Report
 - B. Grant Summary Report
 - C. Draft Program and Business Services Committee May 13, 2021, meeting minutes
 - D. Draft Youth Committee May 19, 2021, meeting minutes
 - E. Draft Special Session Executive Committee April 20, 2021, meeting minutes
 - F. Draft Executive Committee May 27, 2021, meeting minutes
 - G. Kern, Inyo and Mono Workforce Development Board and Committee’s Attendance Reports
 - H. Kern, Inyo and Mono Workforce Development Board and Committees’ Meeting Schedule for Calendar Year 2021

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

EMPLOYERS' TRAINING RESOURCE

May 27, 2021

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

PANDEMIC WAIVER APPLICATIONS OFFER ADDITIONAL ASSISTANCE TO EMPLOYERS

Dear Committee Member:

The Workforce Innovation and Opportunity Act (WIOA) offers a variety of work-based learning approaches such as on-the-job training (OJT), internships, paid work experience, incumbent worker training, and training via Transitional Jobs. All work-based learning can be utilized to increase the workforce competitiveness of employees and businesses.

Under WIOA's OJT, Local Boards may reimburse an employer up to 50 percent of the wage rate of a participant for the extraordinary costs of providing training, additional supervision related to the training, and its resultant effect on productivity. Additionally, Local Boards may use up to 10 percent of their combined WIOA Title I Adult and Dislocated Worker formula funds for the provision of work-based training via Transitional Jobs. California requires that Local Boards expend 30 percent of those allocations on training services. Paid work experience is an Individualized Career Service whose costs cannot be counted towards the training expenditure minimum. Per Workforce Services Directive (WSD) 18-10, Transitional Jobs are an eligible training expenditure.

In order to provide Local Boards with additional flexibility when assisting those affected by the COVID-19 pandemic, the State requested and received from the U.S. Department of Labor two WIOA waivers for work-based training: (1) one waiver allows up to a 90 percent reimbursement of OJT costs for businesses with 50 or fewer employees; and (2) a waiver that allows up to 30 percent of WIOA Title I Adult and Dislocated Worker local formula funds to be used for the provision of Transitional Jobs.

The waivers are effective for Program Year 2021-2022 (July 1, 2021 through June 30, 2022). Per draft directive WSDD-224 issued March 24, 2021, Local Boards choosing to expand options in their employer "toolbox" must submit two separate applications for waivers by Monday, May 31, 2021.

The majority of businesses in California are small businesses, which have drastically modified their service-delivery methods and procedures to adapt to the pandemic. The OJT waiver would allow your Board to provide additional relief to small businesses that may be more risk-averse when it comes to hiring and training new employees during this time of economic instability.

Utilizing Transitional Jobs placements could be a critical service delivery strategy, especially for participants with significant barriers to employment who are struggling to attach or re-attach to the labor market and to gain both income and work experience. It is currently estimated that 24 percent of workers that lost jobs due to the pandemic have been unemployed for 52 or more weeks.

Work-based training via Transitional Jobs provides time-limited work experience, which is wage-paid and subsidized. Jobs can be in the public, private, or non-profit sectors. Eligibility for Transitional Jobs is defined as individuals with barriers to employment who are (1) chronically unemployed or (2) have inconsistent work history, as determined by the Local Board. These jobs are designed to enable an individual to establish a work history, demonstrate work success in an employee-employer relationship, and develop the skills that lead to unsubsidized employment. Staff will research and draft a Transitional Jobs policy bulletin for your Board to approve.

These two types of work-based learning waivers allow your Board flexibility in addressing current workforce needs. Other Local Boards in the Central California Workforce Collaborative (CCWC) have indicated they will apply for both waivers. When the final directive is issued, if the forms contain changes, the applications will be revised accordingly. The applications must be submitted to the State Board by May 31, 2021.

The applications were still incomplete at the time this packet was posted. Staff will be e-mailing the final draft to you as well as displaying the applications electronically for meeting attendees to review during today's meeting.

Therefore, IT IS RECOMMENDED that your Committee approve the waiver applications, authorize staff to submit the applications on behalf of your Board by the May 31, 2021 deadline, and recommend that the Board retroactively approve your actions at its June 9, 2021 meeting.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

TH:eb

EMPLOYERS' TRAINING RESOURCE

May 27, 2021

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

WORKFORCE DEVELOPMENT BOARD AND STANDING COMMITTEE COMPOSITION

Dear Committee Member:

The State Board mandates that a subcommittee comprised of business members make recommendations for the business service portion of the Local 4-Year Plan. This requirement has been met and maintained by including business services in the Program and Business Services (PBS) Committee's functions and by having a majority of its members be Business representatives. In March, PBS was out of compliance with a Business majority. Also, it lacked the two non-WDB members as required by the Workforce Innovation and Opportunity Act (WIOA); therefore, Business members were recruited.

WDB Business member Mr. Nick Hill III has agreed to serve on the PBS Committee, replacing Ali Morris. Non-WDB Business member Linda Parker was appointed to PBS by the WDB at its March 17, 2021 meeting.

WDB and PBS Committee Labor member Mr. Jim Elrod has submitted his resignation due to retirement (attached). Mr. Elrod has served on the WDB since August 2010, and we thank him for his decade of service. With this resignation, the PBS Committee is now in compliance with the Business majority with six (6) Business members and three (3) non-Business members.

Per the WDB Bylaws, a Labor or Apprenticeship vacancy is reported to the appointing agencies so they can nominate replacement members. The Kern, Inyo and Mono Counties Central Labor Council has nominated Mr. Brian Holt to replace Mr. Elrod on the WDB. Mr. Holt is a Business Manager with IBEW 428 with experience in labor relations and apprenticeship training. His application/nomination form is attached.

The Board liaison has not received any other eligible nominations for your committee to consider at this time. They were expected to replace the student representative on the Youth Committee and a second Business non-WDB member for PBS. As you know,

there is a vacancy for "At-large Other One-Stop Partner" posted to replace the former member from the California Indian Manpower Consortium (CIMC). Two applications were sent to the Clerk of the Board but neither is employed at CIMC or any other one-stop partner agency. The applicants are a non-eligible Business applicant employed in transit authority in Los Angeles and an unemployed doctoral student.

Therefore, IT IS RECOMMENDED that your committee recommend that the WDB: (1) accept Jim Elrod's resignation from the WDB and PBS; (2) accept the nomination of Mr. Holt to represent Labor on the Board; and (3) authorize staff to forward those recommendations the WDB.

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:eb

Attachments



**INTERNATIONAL BROTHERHOOD
of ELECTRICAL WORKERS**

Teresa Hitchcock
KIM Workforce Development Board
1115 Truxtun Avenue, 5th Floor
Bakersfield, CA 93301

Dear Ms. Hitchcock,

Due to my planned retirement, I would like to officially tender my resignation from the KIM Workforce Development Board and committee appointments, effective May 1, 2021.

I am grateful for having had the opportunity to serve on the board and offer my best wishes for its continued success.

Sincerely,

A handwritten signature in blue ink that reads "James S. Elrod".

James S. Elrod



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

NOMINEE INFORMATION

Date: 5/1/21

Name: Brian Holt

Business Name: IBEW 428 Position: Business Manager

Business Address: 3921 N Silliest Bakersfield CA 93308

(Street) (Suite) (City) (State) (Zip)

Phone: 661.323.2979 Fax: 661.323.1834 E-mail: brian@ibew428.org

Preferred method of contact? E-mail

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	<u>Labor</u>	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.)

To help serve the workforce needs of the community with my experience in labor-management relations and workforce training (apprenticeship).

WORKFORCE DEVELOPMENT EXPERIENCE

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

Labor-management, Trustee/Committee member for a State Indentured Building Trades Apprenticeship.

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

Dated: 4/7/21 [Signature]
(Signature)

NOMINATING ORGANIZATION

Name of Organization: Kern, Inyo & Mono Counties Central Labor Council
Type of Organization: Labor
Nominating Person/Title: President
(Name) (Title)

Comments:

Dated: 4/22/2021 [Signature]
(Signature)

EMPLOYERS' TRAINING RESOURCE

May 27, 2021

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

FUNDING RECOMMENDATION FOR THE COMPREHENSIVE AJCC ONE-STOP OPERATOR UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT FOR PROGRAM YEAR 2021-22

Dear Committee Member:

The Workforce Innovation and Opportunity Act (WIOA) and its implementing regulations require Local Workforce Development Boards (LWDBs) to select a one-stop operator for the system, to support continuous improvements through the evaluation of the one-stop operator performance, and to competitively procure the operator every four years. Competition is intended to promote the efficiency and effectiveness of one-stop operators by providing a mechanism for LWDBs to regularly examine performance and costs against original expectations. The Comprehensive AJCC One-Stop Operator Agreement (One-Stop Operator Agreement) is for one year (July 1, 2021 – June 30, 2022), with three additional one-year options exercisable by Employers' Training Resource (ETR). The funding under the One-Stop Operator Agreement is \$50,000 per fiscal year.

On February 22, 2021, ETR released a Request for Proposals (RFP) for the Comprehensive One-Stop Operator for the Kern, Inyo and Mono (KIM) Workforce Development Area (WDA) at the three Comprehensive AJCC One-Stop Centers, identified as Delano - AJCC located at 1816 Cecil Avenue in Delano, California (Delano – AJCC); Ridgecrest – AJCC located at 5401 Perdew Avenue, Suite B2, Ridgecrest, California; and Southeast - AJCC located at 1600 E. Belle Terrace in Bakersfield, California (collectively, Comprehensive AJCC One-Stop Centers). The RFP was available online at www.etronline.com, America's Job Center of California of Kern's website at www.americasjobcenterofkern.com, and America's Job Center of California (AJCC) main offices in Kern, Inyo and Mono Counties. It was also mailed to those on ETR's RFP list.

On March 18, 2021, ETR received two separate electronic Notices of Intent to Submit Proposals and on April 14, 2021, ETR received one Proposal Package from ProPath, Inc. (ProPath). The evaluation period commenced on April 19, 2021, and went through April 22, 2021. The Evaluation Committee met on April 20, 2021, and reviewed the Proposal Package submitted by ProPath in terms of the following:

- Financial viability;
- Responsiveness to the RFP, including, clarity, completeness and general quality;
- Accuracy of the proposed budget;
- Costs that are reasonable, allowable, necessary, fully justified and competitive;
- Technical capability and personal experience; and
- Whether applicant has established sufficient firewalls to minimize any conflicts of interest.

After a complete review of the Proposal Package and thorough discussion, the Evaluation Committee determined that ProPath did not adequately address the financial criteria as required in the RFP. Specifically, ProPath did not provide copies of its most current and prior two (2) fiscal years of audited financial statements. The audited financial statements should have included a balance sheet and income statement at a minimum which was not included. On April 20, 2021, the Evaluation Committee scheduled an Oral Presentation with ProPath to be held on April 23, 2021. On April 21, 2021, ProPath sent an email to ETR stating in pertinent part: "Please cancel the RFP meeting scheduled for this Friday. And please identify my proposal as Non-Responsive." The Evaluation Committee unanimously voted to make a recommendation to the Executive Committee to not award the Comprehensive One-Stop Operator to any Applicant and to consider other available options relative to the One-Stop Operator to fulfill the requirement imposed by WIOA.

Therefore, IT IS RECOMMENDED that your Executive Committee give ETR permission to review and consider other options and come back to the Executive Committee for further recommendations at a Special Meeting.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

TH:ms

EMPLOYERS' TRAINING RESOURCE

May 27, 2021

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

STATUS UPDATE ON HIGH PERFORMING BOARD APPLICATION, CAREER SERVICES PROVIDER APPLICATION, AND BOARD RECERTIFICATION

Dear Committee Member:

High Performing Board Application

The State issued Workforce Services Directive WSD19-12 in 2020 which provided guidance and an application form to submit for High Performing Board (HPB) designation. State law also directs the Governor and the Legislature, as part of the annual budget process, and in consultation with the California Workforce Development Board (CWDB), to annually reserve a portion of the Workforce Innovation and Opportunity Act (WIOA) 15 percent discretionary funds to provide incentive funds to Local Boards who are certified as HPB. The Program Year (PY) 2019-20 application was submitted to the State on May 15, 2020. The State amended the local WIOA subgrant contract with our Local Area on April 7, 2021, adding \$3,864.16 signifying that our Board met the HPB designation.

Career Services Provider Application

WIOA allows the Local Workforce Development Board (LWDB) to provide career services at America's Job Center of California (AJCC) locations with the agreement of the Chief Local Elected Official (CLEO) and the Governor. Employers' Training Resource (ETR) staff provide these services directly as well as contracts them out in northern Kern County to Proteus, Inc. Inyo and Mono Counties staff provide these services in their respective counties.

The Kern County Board of Supervisors approved the local application at its February 9, 2021 meeting, and staff submitted it to the State on February 19, 2021. The State provided a letter on April 21, 2021 (attached) informing your Board that the application was approved for the four program years starting July 1, 2021 through June 30, 2025.

Subsequent Local Area Designation and Local Board Recertification Application

In order for the Kern, Inyo and Mono (KIM) Local Workforce Development Area (LWDA) to continue to receive WIOA Adult, Dislocated and Youth formula funds, our LWDA must receive subsequent designation and our LWDB must receive recertification. Per the WIOA, a LWDA and LWDB must have performed successfully, sustained fiscal integrity, engaged in the regional planning process in order to receive subsequent designation, and met membership requirements in order to receive recertification.

State Workforce Services Directive WSD20-06, issued February 22, 2021, provided guidance for submitting the Local Area Subsequent Designation and Local Board Recertification Application for Program Years 2021-2023 (July 1, 2021 through June 30, 2023). The application was due to the State Board by March 31, 2021. Your board approved the application at its March 17, 2021 meeting.

LWDBs who were unable to obtain CLEO approval by the submission deadline (e.g., due to the scheduling of their respective board meetings) could submit an unsigned copy of the application with an explanation for the absent signature(s) and the date by which the signed original would be sent. The Kern County Board of Supervisors authorized the application at its April 13, 2021 meeting, and the final application was subsequently submitted to the State Board. We will update your Committee and Board when the designation and recertification application is approved.

Sincerely,

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

Teresa Hitchcock
Assistant County Administrative Officer

Attachment

TH:eb

April 21, 2021

Teresa Hitchcock
Kern, Inyo, & Mono Workforce Development Board

SUBJECT: Approval for the Local Board to act as Career Service Provider

Dear Director Hitchcock,

The California Workforce Development Board has received and carefully assessed your application to act as the Career Service Provider, in accordance with the criteria established in the Workforce Innovation and Opportunity Act (WIOA) and Workforce Services Directive WSD19-13. We are pleased to inform you that your Local Workforce Development Board has been approved to act as the Career Service Provider, through June 30, 2025.

If you have any additional questions, please contact your Regional Advisor.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tim Rainey'.

TIM RAINEY, Executive Director
California Workforce Development Board

cc: Yvette Quevedo, Regional Advisor

EMPLOYERS' TRAINING RESOURCE

May 27, 2021

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

LOCAL AND REGIONAL PLANS UPDATE

Dear Committee Member:

The Workforce Innovation and Opportunity Act requires the Local Workforce Development Area, which is the Kern, Inyo and Mono Counties Consortium, to prepare a Local Plan and the Regional Planning Unit, which is the San Joaquin Valley and Associated Counties, to prepare a Regional Plan. 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 covers Program Years 2021 – 2024 (July 1, 2021 to June 30, 2025).

Although the public comment period started on March 16, 2021, and continued through April 15, 2021, Employers' Training Resource did not receive any comments from the public regarding the Local Draft Plan, and the San Joaquin Valley and Associated Counties did not receive any public comments for the Regional Draft Plan.

The Local and Regional Plans were submitted to the California Workforce Development Board on April 30, 2021.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

TH:ms

Kern, Inyo & Mono Workforce Development Board Attendance 2021					
P = Present	U=unexcused	X=Cancelled			
A = Excused Absence					
Member		3/17/21	6/9/21	10/6/21	12/15/21
First	Last	WDB	WDB	WDB	WDB
Laura	Barnes	P			
Leo	Bautista	P			
Kelly	Bearden	P			
Richard	Chapman	P			
Jim	Elrod	P			
Stacy	Ferreira	P			
Michael	Frey	P			
Steven	Gomez	P			
Chris	Gonzales	A			
Greg	Gutierrez	P			
Nick	Hill III	A			
Teresa	Hitchcock	P			
Ian	Journey	A			
Karen	King	P			
Greg	Knittel	P			
Anita	Martin	A			
Randy	Martin	P			
Diane	McClanahan	P			
Dean	McGee	P			
John	Means	A			
Brenda	Mendivel	A			
Clare	Pagnini	P			
Alissa	Reed, Chair	P			
Norma	Rojas-Mora	P			
Rick	Schoengerdt	P			
John	Spaulding	P			
Joseph	Sumlin	U			
Jay	Tamsi	U			
Shelly	Tarver	U			
Jeremy	Tobias	P			
Michael	Vogenthaler	A			
Todd	Yepez	P			

Kern, Inyo & Mono Workforce Development Board Attendance 2020 Qtr 1					
P = Present	U=unexcused	X=Cancelled			
A = Excused Absence					
Member		2/26/20	6/3/20	8/26/20	12/9/20
First	Last	WDB	WDB	WDB	WDB
Laura	Barnes	A	U	U	P
Leo	Bautista	P	P	P	P
Kelly	Bearden	P	P	P	P
Richard	Chapman	P	P	P	P
Tamara	Chapman	A	A	RESIGNED	
Eric	Cooper	A	U	U	Deceased
Jim	Elrod	P	P	P	P
Stacy	Ferreira	P	P	P	P
Michael	Frey				P
Steven	Gomez	U	P	P	A
Chris	Gonzales	A	A	P	P
Gregory	Gutierrez	P	P	A	P
Teresa	Hitchcock	P	P	P	P
Ron	James	P	A	RESIGNED	
Ian	Journey	P	P	P	P
Karen	King	P	A	P	P
Gregory	Knittel	P	P	P	P
Anita	Martin	P	A	P	P
Randy	Martin	P	P	P	P
Diane	McClanahan	P	P	P	P
Carl Dean	McGee	P	P	P	P
John	Means	A	A	P	P
Brenda	Mendivel	P	P	P	P
Ali	Morris	A	Resigned 2/28/20		
Clare	Pagnini	P	P	P	A
Alissa	Reed, Chair	P	P	P	P
Norma	Rojas-Mora	P	P	P	P
Rick	Schoengerdt				P
John	Spaulding	P	P	P	P
Joseph	Sumlin	A	A	A	A
Jay	Tamsi	P	P	P	p
Shelly	Tarver	A	P	A	A
Jeremy	Tobias	P	P	P	P
Todd	Yepez	P	P	A	P
Michael	Vogenthaler	A	P	P	P

Kern, Inyo & Mono Workforce Development Board Executive Committee Attendance 2021							
P = Present	U=unexcused	X=Cancelled					
A = Excused Absence							
Member		2/11/21	3/4/21	4/20/21	5/27/21	9/30/21	12/9/21
First	Last	SPECIAL	EXEC	SPECIAL	EXEC	EXEC	EXEC
Leo	Bautista	P	P	P			
Teresa	Hitchcock	P	P	P			
Karen	King	P	P	A			
Brenda	Mendivel	A	P	P			
Norma	Rojas-Mora	P	A	P			
John	Spaulding	P	P	P			
Alissa	Reed	P	P	P			
Todd	Yepez	P	P	P			

Kern, Inyo & Mono Workforce Development Board Executive Committee Attendance 2020 Qtr 1

P = Present		U=unexcused		X=Cancelled			
A = Excused Absence							
Member		2/20/20	5/28/20	6/25/20	8/5/20	8/20/20	12/3/20
First	Last	EXEC	EXEC	Special Session	Special Session	EXEC	EXEC
Leo	Bautista	P	P	P	P	P	P
Teresa	Hitchcock	P	P	P	P	P	P
Karen	King	U	P	A	P	P	P
Brenda	Mendivel	P	P	P	A	P	P
Alissa	Reed	P	P	P	P	P	P
Norma	Rojas-Mora	P	U	P	P	P	A
John	Spaulding	A	P	P	A	P	P
Todd	Yepez	P	P	P	P	A	P
*Non-WDB							

Kern, Inyo & Mono Workforce Development Board Youth Committee Attendance 2021					
P = Present		U=unexcused	X=Cancelled		
A = Excused Absence					
Member		2/24/21	5/19/21	9/22/21	12/1/21
First	Last	YC	YC	YC	YC
Dale	Countryman*	X	P		
Jim	Elrod	X	A		
Teresa	Hitchcock	X	P		
Ian	Journey	X	P		
Karine	Kanikkeberg*	X	P		
Diane	McClanahan	X	P		
Clare	Pagnini	X	P		
Leticia	Perez	X	A		
Norma	Rojas-Mora	X	P		
Jayne	Stuart*	X	P		
Greg	Terry*	X	P		
David	Villarino*	X	P		
Michael	Vogenthaler	X	A		
Todd	Yepez	X	P		
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board Youth Committee Attendance 2020 Qtr 1					
P = Present	U=unexcused	X=Cancelled			
A = Excused Absence					
Member		2/12/20	5/20/20	8/12/20	11/18/20
First	Last	YC	YC	YC	YC
Dale	Countryman*	P	P	P	P
Trista	Carter*	U	U	voted off 6/3/20	
Jim	Elrod	P	P	P	P
Teresa	Hitchcock	P	P	P	P
Ian	Journey	A	P	P	P
Karine	Kanikkeberg*	P	P	P	A
Traco	Matthews*	U	U	RESIGNED	
Diane	McClanahan	P	P	P	P
Clare	Pagnini	P	P	P	P
Leticia	Perez*	A	A	A	A
Norma	Rojas-Mora	P	A	P	P
Jayne	Stuart*	P	A	P	P
Greg	Terry*	P	P	P	P
Veronica	Vega*	A	P	P	P
David	Villarino*	P	P	P	P
Michael	Vogenthaler	A	A	P	P
Todd	Yepez	A	P	A	A
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board PBS Committee Attendance 2021					
P = Present	U=unexcused	X=Cancelled			
A = Excused Absence					
		2/18/21	5/13/21	9/16/21	11/18/21
First	Last	PBS	PBS	PBS	PBS
Leo	Bautista	P	P		
Richard	Chapman	P	P		
Jim	Elrod	A	A		
Stacy	Ferreira	P	P		
Nick	Hill III		P		
Teresa	Hitchcock	P	P		
Diane	McClanahan	P	P		
Linda	Parker*		A		
Alissa	Reed	P	P		
Jeremy	Tobias	P	P		
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board PBS Committee Attendance 2020 Qtr 1					
P = Present	U=unexcused	X=Cancelled			
A = Excused Absence					
Member		2/6/20	5/21/20	8/6/20	11/5/20
First	Last	PBS	PBS	PBS	PBS
Leo	Bautista	P	P	P	P
Richard	Chapman	P	A	P	P
Eric	Cooper	A	U	A	U
Jim	Elrod	P	A	P	P
Stacy	Ferreira	A	P	P	P
Teresa	Hitchcock	P	P	P	P
Diane	McClanahan	P	P	P	P
Ali	Morris	U	Resigned 2/28/20		
Alissa	Reed	P	P	P	P
Jeremy	Tobias	P	P	P	P
*Non-WDB					

**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.
Tuesday, April 20, 2021, 2 p.m. **Special Session**
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.*