



AGENDA

EXECUTIVE COMMITTEE SPECIAL SESSION

June 24, 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: 341 125 187#



**AGENDA
KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
SPECIAL SESSION
JUNE 24, 2021**

Location: Microsoft Teams
Time: 4:00 p.m.
Dial In: (831) 296-3421
Access Code: 341 125 187#

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 |
| 1-3 | A. | Funding Recommendation For The Comprehensive Ajcc One-Stop Operator Under The Workforce Innovation And Opportunity Act For Program Year 2021-22 – Action Item |
| | III. | Committee Member Comments |
| | IV. | Miscellaneous Filing |
| 4 | A. | Kern, Inyo and Mono Workforce Development Board and Committee's Meeting Schedule Calendar Year 2021 |

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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

June 24, 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 through competitive procurement every four years. The Comprehensive America's Job Center of California (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) and in the sum of \$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; Ridgecrest – AJCC located at 1400 N. Norma Street, Suite 105, 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 and at the AJCC main offices in Kern, Inyo and Mono Counties. It was also mailed to those on our RFP list.

At its meeting on April 21, 2021, the Executive Committee unanimously approved the recommendation of the Evaluation Committee to not award the One-Stop Operator to the sole applicant and to consider other available options relative to the One-Stop Operator to fulfill the requirement imposed by WIOA. ETR informed the Executive Committee it would review and consider other options and come back for further recommendations at today's meeting.

After exploring several options, ETR recommends the engagement of Beaudette Consulting, Inc. (BCI) to be the One-Stop Operator for the Comprehensive AJCC Centers located in the KIM WDA. BCI has been providing workforce development services to the Stanislaus County Workforce Development for several years in a variety of capacities, including Rapid Response Services, and Workshop and Training Classes. In addition, BCI will be acting as the One-Stop Operator for several workforce development boards in the Regional Planning Unit (RPU), including the counties of Kings, Madera, Merced, San Joaquin, and Stanislaus.

BCI has extensive experience in Project Management, Lean Six Sigma, and High Performance Teams Training and Implementation. BCI is on the official California Workforce Association's California Training Initiative list for training and consulting services.

By entering into an agreement with BCI, KIM WDB will be in compliance with the WIOA and its implementing regulations which require that (i) all one-stop operators be selected and have entered into an agreement with the LWDBs by July 1, 2021; and (ii) the One-Stop Operator not have any inherent or potential conflicts of interest arising from its role as the One-Stop Operator with KIM WDB and/or its WIOA Partners.

It is proposed that BCI would perform certain services as the One-Stop Operator from July 1, 2021 through June 30, 2022, at an hourly rate of \$100 for Mr. Beaudette and \$50 for Mr. Beaudette's assistant, not to exceed the sum of \$50,000, including travel expenses, for the Comprehensive AJCC One-Stop Centers, as follows:

- (1) In conjunction with ETR's oversight and designated administrative staff, the One-Stop Operator will coordinate the implementation of negotiated Memorandum of Understanding, and Infrastructure Funding Agreements with all mandated partners;
- (2) The convening and facilitation of quarterly WIOA partner meetings that focus on systems alignment, process improvement and building value added collaboration amongst system partners. Attendance and participation may be through any suitable modality, including: Microsoft Teams, telephonic conference calls, in-person or through some other readily available/adequate conferencing medium;
- (3) The convening and facilitation of quarterly WIOA partner meetings that focus on operations, coordination and collaboration amongst system partners. Attendance and participation may be through any suitable modality, including: Microsoft Teams, telephonic conference calls, in-person or through some other readily available/adequate conferencing medium;
- (4) Act as a liaison between your Board and WIOA partners and as such shall be required to submit a written report to the Director of Employers' Training Resource identifying the services being provided by the Consultant and any progress and/or developments thereof a minimum of ten (10) business days prior to your Committee

quarterly meetings and quarterly Board meetings, and to attend said meetings in order to orally present the content contained in each written report;

(5) Perform customer satisfaction surveys for all colocated WIOA Partners at each of the comprehensive AJCC one-stop centers, and on a quarterly basis, submit a written report detailing the results of said surveys to the Director of Employers' Training Resource, a minimum of ten (10) days prior to your Committee's quarterly meetings and quarterly Board meetings, and attend said meetings in order to orally present the content contained in said written report; and

(6) Any other assigned duties consistent with the WIOA and related regulations, directives, policies procedures and amendments issued pursuant thereto.

Therefore, IT IS RECOMMENDED that your Executive Committee approve and authorize ETR to enter into an Agreement with BCI to be the One-Stop Operator for the Comprehensive AJCC Centers located in the KIM WDA during the period from July 1, 2021 through June 30, 2022, not to exceed the sum of \$50,000.

Sincerely,

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

Teresa Hitchcock
Assistant County Administrative Officer

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**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, June 24, 2021 4 p.m. **Special Session**
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.*