



AGENDA

EXECUTIVE COMMITTEE

SEPTEMBER 30, 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: 766 267 305#



**AGENDA
KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
SEPTEMBER 30, 2021**

Location: Microsoft Teams
Time: 4:00 p.m.
**Microsoft Teams
Conference ID:** (831) 296-3421
766 267 305#

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

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 May 27, 2021, Meeting Minutes – **Action Item**
 - 5 B. Approval of the June 24, 2021, Special Session Meeting Minutes – **Action Item**
 - 6-7 C. Approval of the Proposed Agenda for the October 6, 2021, Workforce Development Board Meeting – **Action Item**
 - 8 D. Board And Committee Member Travel Budget For 2021-2022 – **Action item**
 - 9-12 E. Workforce Development Board and Standing Committee Composition – **Action Item**
 - 13-20 F. Pandemic Waiver Applications Approval And Policy Bulletin Transitional Jobs For Adults And Dislocated Workers – **Action Item**
 - 21 G. Transitional Jobs RFP – Notification of Potential for Appeals
 - 22-23 H. Subsequent Local Area Designation and Local Board Recertification Application - Approved
 - 24-25 I. Certification Process For Comprehensive, Affiliate and Specialized AJCCs Under The Workforce Innovation And Opportunity Act
 - J. Budget Update – **Oral Report**
 - K. Legislative Update – **Oral Report**
- IV. Director’s Report**
- V. Committee Member Comments**
- VI. Miscellaneous Filings**
 - 26 A. Status Of Subgrantee Monitoring Reports
 - 27-34 B. Workforce Development Board and Committee’s Attendance Reports
 - 35 C. 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
MAY 27, 2021**

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

Members Absent: None

Staff Present: Marsha Manos, Elaine Basham, Anne Meert, Candy Cline-Gettman, Aaron Ellis, Jeremy Shumaker, and Danette Williams

Guests Present: Yvette Quevedo

The virtual meeting was called to order at 4:01 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 MARCH 4, 2021, MEETING MINUTES

Teresa Hitchcock made a motion to approve March 4, 2021 meeting minutes. John Spaulding seconded the motion. Marsha Manos polled the members on their votes. Norma Rojas-Mora Abstained from the vote. All ayes. The motion carried.

APPROVAL OF THE SPECIAL SESSION APRIL 20, 2021, MEETING MINUTES

Teresa Hitchcock made a motion to approve the April 20, 2021 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 9, 2021 WORKFORCE DEVELOPMENT BOARD MEETING

Jeremy Shumaker reviewed the proposed agenda for the June 9, 2021, Workforce Development Board meeting. Leo Bautista made a motion to accept the agenda Norma Rojas-Mora seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

PANDEMIC WAIVER APPLICATIONS OFFER ADDITIONAL ASSISTANCE TO EMPLOYERS

Elaine Basham informed the Committee that 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. 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. Todd Yepez made a motion to accept the staff's recommendation to 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. Brenda mendivel seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

WORKFORCE DEVELOPMENT BOARD AND STANDING COMMITTEE COMPOSITION

Elaine Basham informed the Committee that 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 and that 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. Karen King made a motion to accept staff's recommendation to accept Jim Elrod's resignation from the WDB and PBS; accept the nomination of Mr. Holt to represent Labor on the Board, and authorize staff to forward those recommendations to the WDB. John Spaulding Seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

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

Jeremy Shumaker told the Committee that on February 22, 2021, ETR released a Request for Proposals (RFP) for the Comprehensive One-Stop Operator for the Kern, Inyo and Mono Workforce Development Area. 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. 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 Evaluation Committee scheduled an Oral Presentation with ProPath to be held on April 23, 2021 and 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. Teresa Hitchcock mentioned that David Baquirizo with ProPath, Inc. was no longer going to be in the business and that ETR staff had a potential provider scheduled for an interview the following week. The interview was scheduled for June 2, 2021. Leo Bautista and Alissa Reed expressed an interest to attend the meeting. John Spaulding made a motion to accept the staff's recommendation to give ETR permission to review and consider other options and come back to the Executive Committee for further recommendations at a Special Meeting. Brenda Mendivel seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

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

Anne Meert informed the Committee that the California Workforce Development Board reserves 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. Although the WDB never received official notice of the HPB designation 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.

The Kern County Board of Supervisors approved the local application to provide career services at America's Job Center of California (AJCC) locations 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, informing your Board that the application was approved for the four program years starting July 1, 2021 through June 30, 2025.

In order for the Kern, Inyo and Mono Local Workforce Development Area to continue to receive WIOA Adult, Dislocated and Youth formula funds, our LWDA must receive subsequent designation and our LWDB must receive recertification. The application was due to the State Board by March 31, 2021. Your board approved the application at its March 17, 2021 meeting.

LOCAL AND REGIONAL PLANS UPDATE

Jeremy Shumaker informed the Committee the Local and Regional Plans were submitted to the California Workforce Development Board on April 30, 2021.

BUDGET UPDATE

Jeremy Shumaker told the Committee that since submitting the budget ETR has been informed that the formula dollars will be going down by about \$1 million but that there were enough funds in reserve and in saving moving forward that it would not be an issue.

AMERICA'S JOB CENTER OF CALIFORNIA REOPENING UPDATE

Teresa Hitchcock informed the Committee that in light of the Governor's order ETR is poised to reopen its centers on June 15, 2021. Teresa elaborated stating that ETR still has safeguards in place and also encouraging staff to continue to wear masks, and the staff will be seeing customers by appointment only and ETR will be eliminating teleworking.

LEGISLATIVE UPDATE

Elaine Basham provided the Committee with a federal legislative update.

DIRECTOR'S REPORT

Teresa Hitchcock informed the Committee that ETR was partnering on the SB1 project. The Recycling Lives cohort will be starting on June 15, 2021 with a goal of 8 participants.

COMMITTEE MEMBER COMMENTS

There were no member comments.

MISCELLANEOUS FILINGS

The Committee members received a copy of 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.

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
JUNE 24, 2020**

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

Members Absent: Norma Rojas-Mora.

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

Guests: Martha Guerra

The virtual meeting was called to order at 4:09p.m. by Alissa Reed via Microsoft TEAMS.

***UNEXCUSED ABSENCE**

INTRODUCTIONS

Committee members, staff and guests introduced themselves.

Funding Recommendation For The Comprehensive AJCC One-Stop Operator Under The Workforce Innovation And Opportunity Act For Program Year 2021-22

Michael Saltz reminded the Committee that at their 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. 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. 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. Karen King made a motion to accept staff's recommendation. Todd Yopez seconded the motion. Marsha Manos polled the Committee for their vote. All ayes. The motion carried.

Committee Member Comments

There were no additional comments.

As there was no further business the meeting was adjourned t 5:00 p.m.

**AGENDA
KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
OCTOBER 6, 2021**

Location: Microsoft Teams
Time: 7:00 a.m.
Dial-in: (831) 296-3421
Access Code: 243 783 106#

Page No.

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

- V. **Presentation**
 - Recycling Lives – Sean Mullen

- 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 June 9, 2021 Meeting Minutes.
- B. Board And Committee Member Travel Budget For 2021-2022
- C. Workforce Development Board and Standing Committee Composition

- VII. **New Business**

- A. Transitional Jobs RFP – **Action Item**
- B. Pandemic Waiver Applications Approval And Policy Bulletin
Transitional Jobs For Adults And Dislocated Workers – **Action Item**
- C. Subsequent Local Area Designation and Local Board Recertification Application - Approved
- D. Workforce Innovation and Opportunity Act Performance Goals for Program Year 2021
- E. Approval of the Local and Regional Plans for Program Years 2021 – 2024
- F. CWA Meeting of The Minds Report
- G. Budget 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
 - D. One-Stop Operator Report
- IX. **Board Member Comments**
 - A. Economic Development Report
 - B. Open Discussion
- X. **Miscellaneous Filings**
 - A. Status of Subgrantee Monitoring Reports
 - B. Status of Subgrantee Audit
 - C. Grant Summary Report
 - D. Draft Program and Business Services Committee September 16, 2021, Meeting Minutes
 - E. Executive Committee September 30, 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

September 30, 2021

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

BOARD AND COMMITTEE MEMBER TRAVEL BUDGET FOR 2021-2022

Dear Committee Member:

In 2015, your Workforce Development Board (WDB) adopted a travel policy that applies to Board and Committee Members. The policy requires the WDB to approve a travel budget annually. On August 20, 2020, your Board approved a travel budget of \$10,000. It is now time to set the budget for 2021-2022, and staff is recommending the same amount.

During the past year, no members attended conferences. This is understandable due to the COVID-19 pandemic. However, conferences are starting to resume, and the California Workforce Association (CWA) Meeting of the Minds was held recently in Monterey. Last year, the conference was virtual. The next CWA conferences should be the Youth @ Work Conference in January 2022 and the WORKCON Conference in Spring 2022. When more information is available on these conferences and others – whether offered in person or virtually – they will be shared with Board and Committee Members.

As a reminder, members must adhere to the Board and Committee Member Travel Policy guidelines to request cost reimbursement for travel/conference expenses. Requests must be approved by your Committee (if time permits) or the WDB Chairperson. Final approval may also be subject to approval by the County Administrative Office and the Kern County Board of Supervisors.

Therefore, IT IS RECOMMENDED that your Committee recommend that the WDB approve the Board and Committee Member travel budget of \$10,000 for 2021-2022.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

EMPLOYERS' TRAINING RESOURCE

September 30, 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:

Non-Workforce Development Board Members – Executive Committee

As you know, the Workforce Innovation and Opportunity Act (WIOA) requires that any standing committee of the local Workforce Development Board (WDB) have at least two non-WDB members with experience and expertise relevant to the committee. Your committee is currently out of compliance on this.

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.

The current composition of members of this committee represent Business - five (5); Labor - one (1); Education - one (1); and One-Stop Partner program - one (1) totaling eight (8) members. Your committee Business members represent Manufacturing - petroleum, Health Care, Construction and Transit. Your committee may consider recruiting non-WDB members from Distribution and/or goods Transportation or Aerospace and Defense. For your reference, the top five industry clusters for the existing Plan are (1) Energy and Natural Resources, including Renewables; (2) Construction non-residential and infrastructure; (3) Health Care; (4) Aerospace and Defense; and (5) Manufacturing (including Value-Added Agriculture), Warehousing and Logistics (e.g., distribution centers), and Transportation (excluding passenger transit).

Marsha Manos, the Board liaison, has not received any eligible nominations for your committee to consider at this time. The application pool has three (3) Board of Supervisors

(BOS) generic applications on file which do not qualify for Business non-WDB membership positions. They represent (1) Labor, (2) Education and Training, and (3) Government and Economic or Community Development categories. Staff continues to recommend that Committee members engage in recruitment by speaking with their peers about the benefits of serving as a non-WDB Business member. For nominations, the Board Liaison can be reached at charlesm@kerncounty.com or 661-336-6849 for a WDB application/nomination form.

Program and Business Services Committee Request

The Program and Business Services (PBS) Committee has a majority of its members representing Business and are subject to the State mandates that a subcommittee comprised of business make recommendations for the business service portion of the Local 4-Year Plan. In March, the PBS Committee was out of compliance with a Business majority.

At its meeting on September 16, 2021, the PBS committee became compliant with a Business majority by (a) adding WDB Business member Mr. Nick Hill III, (b) adding non-WDB Business member Ms. Linda Parker, and (c) the resignation of the Labor member Mr. Jim Elrod. The committee's current membership is six (6) Business and three (3) other members.

Mr. Brian Holt, representing Labor, has been appointed to the WDB by the Kern County BOS to replace Jim Elrod. Resignations of Labor or Apprenticeship members are reported to the appointing agencies so they can nominate replacement members. When a WDB member resigns, their replacements are not automatically assigned to any committees. Therefore, although Brian Holt replaced Jim Elrod on the WDB, he was not presented as a candidate for the PBS.

Per the Bylaws, Local Board and committee members will be notified about resignations during meetings so that they may recruit as well as inform their nominating agencies about vacancies. The Chair shall make appointments to all committees of the Board, except the elected committee Chairs.

On September 16, 2021, the PBS Committee discussed the resignation of the Labor member and indicated it prefers to keep a Labor member on its committee. Adding a Labor member to the committee without adding an additional Business member will still maintain the Business majority. Member Teresa Hitchcock requested a WDB application/nomination form be provided to businesswoman Ms. Arleana Waller for non-WDB membership on the PBS. If she is interested in serving, the application will be brought to your committee for consideration.

Resignation

Kern County Superintendent of Schools (KCSOS) Education member Mr. Mike Vogenthaler has relocated to San Luis Obispo and submitted a resignation from the WDB and the Youth Committee (YC). His resignation is attached.

WIOA requires that Local Boards include a minimum of two (2) Education and Training Providers on the Board representing: (a) *WIOA Title II Adult Education and Literacy* and (b) *Institution of Higher Education*. Currently, those requirements are met by: (1) Dr. Dean McGee, Kern High School District and (2) Mr. John Means, Kern Community College District.

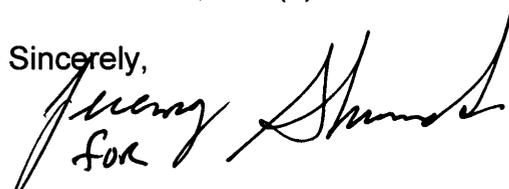
Optionally the Board may include *Other Education or Community-Based Organizations* (CBO) with demonstrated experience in addressing the employment needs of those with barriers to employment. Your Board authorized a *Change of Status* when Ms. Norma Rojas-Mora moved from One-Stop Partner Program at the Kern County Housing Authority to Bakersfield College, representing *Higher Education* as well.

Mr. Michael Vogenthaler replaced Dr. Rob Arias in the third optional membership category *Other Education or CBO*. Although the YC has yet to be informed of the resignation, they currently have a second representative from KCSOS Ms. Jayme Stuart.

As you know the WDB has chosen to reduce its size via attrition and has struggled to maintain a Business majority, generally being one Business member resignation away from compliance. Currently, the WDB has the two (2) required Education members. Therefore, staff is currently recommending the optional Education member Mike Vogenthaler not be replaced.

Therefore, IT IS RECOMMENDED that your committee: (1) notify the Labor and Apprenticeship members about the PBS Committee's desire to include a Labor member on its committee; and (2) recommend that the WDB accepts the resignation of Mr. Vogenthaler.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

Attachment

TH:eb

Marsha Charles-Manos

From: Michael Vogenthaler <mivogenthaler@kern.org>
Sent: Friday, June 4, 2021 9:36 AM
To: Marsha Charles-Manos
Subject: Resignation

CAUTION: This email originated from outside of the organization. Do not click links, open attachments, or provide information unless you recognize the sender and know the content is safe.

Hello Marsha,

I have relocated to San Luis Obispo and have accepted a new position in Paso Robles. Thank you for the opportunity to serve on the WDB. Please accept my resignation and thank the members for their continued support of job development in the region.

Sincerely,

Mike Vogenthaler

Mike Vogenthaler

Director I - College and Career Initiatives

Office: (661) 636-4556

Fax: (661) 636-4329

Kern County Superintendent of Schools

Office of Mary C. Barlow

1300 17th St. - City Centre • Bakersfield, CA 93301-4533

"Advocates for Children"

EMPLOYERS' TRAINING RESOURCE

September 30, 2021

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

PANDEMIC WAIVER APPLICATIONS APPROVAL AND POLICY BULLETIN FOR TRANSITIONAL JOBS FOR ADULTS AND DISLOCATED WORKERS

Dear Committee Member:

Wavier Applications

At your Committee meeting on May 27, 2021, we notified you that the State requested and received from the U.S. Department of Labor two Workforce Innovation and Opportunity Act (WIOA) pandemic waivers for work-based training: increasing reimbursement of on-the-job training (OJT) costs for small businesses and increasing the percent of WIOA Title I Adult and Dislocated Worker local formula funds that can be used for the provision of Transitional Jobs.

Local Boards choosing to utilize the waivers had to submit two separate applications by June 30, 2021, and your Board approved the applications at its June 9, 2021 meeting. Staff submitted them to the State on June 29, 2021.

On July 22, 2021, the State Board staff issued the attached e-mails notifying your Board that both waiver requests were approved for the current program year. Staff verified with the State that the OJT waiver was retroactive to the start date of July 1, 2021 (also attached). Staff currently estimates that as many as ten (10) small employers may qualify for the OJT waiver. When they are confirmed, staff will contact each employer to see about adjusting the reimbursement rate to the waiver "up to 90 percent" rate.

Transitional Jobs for Adults and Dislocated Workers

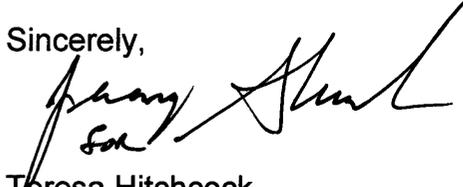
When staff notified the Board and your committee about the waiver applications, we noted that a policy for transitional jobs was being drafted for Board approval. If using transitional jobs, local areas are required to have a transitional jobs policy in place which includes the local definition of "chronic unemployment" and "inconsistent work history," the duration (i.e. limits on minimum or maximum number of weeks), wage rate, number of hours, etc. The attached Policy Bulletin is guidance for staff and service providers operating

Transitional Jobs programs using formula Adult and Dislocated Worker funds. It was developed in conjunction with the waiver application and the Request for Proposals (RFP) seeking operators of Transitional Jobs Training (TJT) programs.

The attached draft Policy Bulletin was circulated to staff for review and in preparation to provide the TJT programs from the RFP. This policy will go to the Board at its October 6, 2021 meeting for approval, and staff will keep your committee informed on its implementation, including updates on funding TJT providers via the RFP, whose funding recommendations will be presented to the Board at the October meeting.

Therefore, IT IS RECOMMENDED that your Committee recommend that the Board approve the attached Transitional Jobs for Adults and Dislocated Workers Policy Bulletin.

Sincerely,

A handwritten signature in black ink, appearing to read "Teresa Hitchcock". The signature is written in a cursive style with a large, sweeping flourish at the end.

Teresa Hitchcock
Assistant County Administrative Officer

Attachments

TH:eb

Attachment 1

From: Anglesey, Ashley@CWDB <Ashley.Anglesey@cwdb.ca.gov>
Sent: Thursday, July 22, 2021 4:10 PM
To: Elaine Basham <bashame@kerncounty.com>
Cc: ETR XTeam <ETRXTeam@kerncounty.com>; Anne Meert <meerta@kerncounty.com>
Subject: RE: COVID waiver question

Yes, the approval is retroactive to July 1, 2021!

Attachment 2

From: Anglesey, Ashley@CWDB <Ashley.Anglesey@cwdb.ca.gov>
Sent: Thursday, July 22, 2021 1:52 PM
Subject: OJT Waiver Approval

Good afternoon,

We received your application for a waiver of Workforce Innovation and Opportunity Act Section 134(c)(3)(H)(i), which allows up to a 90 percent reimbursement of on-the-job training costs for businesses with 50 or fewer employees, as outlined in the Workforce Services Directive WSD20-13. Your application has been approved and the waiver can be utilized for Program Year 2021-2022. If you have any questions, please let us know.

Thank you,

Ashley L. Anglesey

Pronouns: She, Her, Hers

WIOA Research & Policy Analyst
State Plan and Policy Development Team
California Workforce Development Board
www.cwdb.ca.gov

From: Anglesey, Ashley@CWDB <Ashley.Anglesey@cwdb.ca.gov>
Sent: Thursday, July 22, 2021 1:45 PM
Subject: Transitional Job Waiver Approval

Good afternoon,

We received your application for a waiver of Workforce Innovation and Opportunity Act Section 134(d)(5), which allows up to 30 percent of Title I Adult and Dislocated Worker local formula funds to be used for the provision of transitional jobs, as outlined in the Workforce Services Directive WSD20-13. Your application has been approved and the waiver can be utilized for Program Year 2021-2022. If you have any questions, please let us know.

Thank you,

Ashley L. Anglesey

Pronouns: She, Her, Hers

WIOA Research & Policy Analyst
State Plan and Policy Development Team
California Workforce Development Board
www.cwdb.ca.gov

EMPLOYERS' TRAINING RESOURCE
1600 E. Belle Terrace
Bakersfield, CA 93307

POLICY BULLETIN: #ETR 32-21

TO: All ETR and ETR Providers of Service

FROM: Teresa Hitchcock
Assistant County Administrative Officer

DATE:

SUBJECT: Transitional Jobs for Adults and Dislocated Workers

**This Policy Bulletin Supersedes Any Previously Issued Policy Statements
Concerning Transitional Jobs**

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. WIOA Section 134(c)(3)(D) includes work-based Transitional Jobs as an allowable Training Activity. Local Workforce Development Boards (WDB) may set aside up to 10 percent of their annual allocation of WIOA Adult and Dislocated Worker funds to provide transitional jobs. California requires that each WDB expend 30 percent of those WIOA allocations on training services and, per Workforce Services Directive (WSD) 18-10, transitional jobs are an eligible expenditure. Participants must concurrently receive Career and Supportive Services.

Per 20 CFR 680.190, a transitional job is one that provides time-limited work experience, which is wage-paid and subsidized, and is in the public, private, or non-profit sectors for 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.

Transitional job 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.

Unlike on-the-job training (OJT), there is no requirement that the employer retains the individual upon completion of the transitional job, but job retention is an ideal outcome. Targeted populations for transitional jobs could include individuals who are long-term unemployed, ex-offenders, parents ordered to pay child support, individuals who are currently receiving or have exhausted TANF benefits, and individuals with disabilities.

Transitional jobs must be limited to the period of time required for a participant to establish a work history, demonstrate success in the workplace, and develop the skills needed to enter unsubsidized employment. Transitional jobs may range from 4 weeks to 26 weeks. The exact duration will be set as appropriate for the participant's employment goals, background and skill level as reflected in the individual employment plan. Transitional jobs must provide at least 20 hours of work a week, but no more than 40 hours a week.

The employer of record may be the host employer, a training provider, a partner organization, or the WDB. If an entity other than the WDB serves as the employer of record, that entity may be entitled for reimbursement up to 100% of wages.

Subrecipient agencies seeking to provide Transitional Jobs programs, including developing worksites, will be procured and would act as the Employer of Record for Transitional Jobs worksites. The Employer of Record will be responsible for applicable insurance (including Workers' Compensation), payroll services and the submission of payroll taxes, as well as compliance with the Affordable Care Act and California's Healthy Workplace, Healthy Families and the provision of State's required Sexual Harassment training.

The WDB requires a written, signed agreement between the WDB and the host employer or other employer of record prior to the start of work. A single agreement may be written for a group with a single site provided the working conditions, job description, training plan, wage rates, and terms of the agreement are the same for all participants covered by the agreement.

Participants enrolled in a paid transitional job shall be compensated at an hourly wage not less than the State or local minimum wage. Participants shall only be paid for the hours worked during the transitional job period and documented on the participant's Transitional Jobs Training Contract timesheet. Transitional job participants cannot be paid for lunch breaks or vacation time and are not authorized to work overtime. Exceptions to the scheduled hours per week and maximum activity hours may be made at the discretion of the director of ETR or the Chief Administrative Office Manager on a case-by-case basis. However, the maximum hours per week will not exceed 40 and the total duration of the activity will not exceed 1,040 hours.

The transitional jobs agreement must comply with the following regulations and standards:

1. Health and safety standards established under Federal and State law otherwise applicable to working conditions of employees are equally applicable to working conditions of participants engaged in transitional jobs.

2. Workers' compensation insurance must be provided to participants engaged in transitional jobs.

3. The host employer is in compliance with Federal and State laws including those laws pertaining to nondiscrimination based on race, color, sex, religions, national origin, age, disability, sexual orientation, and marital status.

4. The host employer is not experiencing abnormal labor conditions such as strikes, lockouts, or layoffs.

5. The participant will not displace (including partial displacement, such as reduction in the hours of non-overtime work, wages, or employment benefits) any currently employed employee at the date of participation.

6. The participant will not be employed in or assigned to a job as a result of a layoff from the same or any substantially equivalent job; a result of termination of the employment of any regular, unsubsidized employee; or that in any way infringes on the promotional opportunities of currently employed workers at the date of participation.

7. In order to avoid a conflict of interest - The staff employee that is a relative of a participant may not enroll, case manage or supervise any aspect of that participant's activities. In addition, no individual may be placed in a WIOA employment activity if a member of that person's immediate family is directly supervised by or directly supervises that individual.

For this policy, the definition of "relative" (i.e. family) was taken from the Kern County Administrative Policy and Procedures Manual's Nepotism Policy, Attachment E. A relative is a relative by blood, marriage, or adoption, including the following relationships: spouse, child, stepchild, parent, stepparent, grandparent, grandchild, brother, sister, half-brother, half-sister, aunt, uncle, niece, nephew, parent-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law, and first cousin.

8. No funds provided are to be used to employ the participant in a position involving political activities.

9. No funds provided are to be used to directly or indirectly assist, promote or deter union organizing.

10. No funds provided are to be used in the employment or training of participants/trainees involved in the construction, operation, or maintenance of a facility which is used for religious instruction or worship (sectarian activities).

11. The transitional job is not impairing existing contracts for services or collective bargaining agreements.

DOCUMENTATION

The individual's case file must document the justification for transitional jobs and the supportive services and career services provided in combination with transitional jobs. The individual case file must also contain a copy of the transitional job agreement. Documentation is subject to WDB's Policy Bulletin #25-18 Handling and Protection of Personally Identifiable Information (PII).

MONITORING

WIOA program staff must ensure regular and on-going monitoring and oversight of the transitional jobs program. Monitoring may include on-site visits and phone/email communication with the employer/trainer and participant to review the participant's progress in meeting training plan objectives. Any deviations from the agreement should be dealt with promptly.

Transitional Job program participant's training and payroll records may be reviewed by Federal, State and WDB Kern fiscal and program monitors. These entities have the right to access, examine and inspect any site where any phase of the Transitional Job program is being conducted. Proper transitional job program documentation must be maintained in such a way as to facilitate an audit. Program training and payroll records must be maintained for five (5) years after the participant's conclusion of WIOA enrollment activities.

DEFINITION OF KEY TERMS

Chronic Unemployment is extended periods of unemployment that re-occur throughout an individual's work history. The Kern, Inyo and Mono local definition of extended period is 15 weeks or more in length. Further, Chronic Unemployment often presents as gaps in employment where the individual's time unemployed is greater than their time gainfully employed.

Inconsistent Work History is one that is characterized by jobs that are generally short term in nature, whether due to them being temporary jobs, the individual not being a good fit, quitting or being fired, or the individual frequently moving from job to job of their own accord. An Inconsistent Work History often consists of a patchwork of jobs with no clear path towards a specific career goal and or long term stable permanent employment. The transitory nature of an Inconsistent Work History can shift the focus away from the individual's history of work and lead to questions of their commitment to employment/working.

Persistent Cyclical Unemployment is defined as multiple jobs within one year interspersed with periods of unemployment.

EMPLOYERS' TRAINING RESOURCE

September 30, 2021

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

TRANSITIONAL JOBS RFP – NOTIFICATION OF POTENTIAL FOR APPEALS

Dear Committee Member:

Employers' Training Resource (ETR) released a Request for Proposals for Short-Term Job Readiness and Transitional Jobs programs on August 13, 2021. We are making \$1.2 million available for up to three grants of \$400,000. Participants may be enrolled under WIOA formula or other funding streams depending on eligibility.

Proposals were due on September 8, 2021, and six were received. Funding recommendations will be presented to the Workforce Development Board (WDB) at their meeting on October 6, 2021 with any appeals due by October 13, 2021. Should any appeals be filed, your Committee will be asked to convene as quickly as possible to hear them and issue decisions so that contracts can be negotiated and in place by January 1, 2022, understanding that the Board of Supervisors is dark during for holidays in both November and December.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

TH:kb

EMPLOYERS' TRAINING RESOURCE

September 30, 2021

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

SUBSEQUENT LOCAL AREA DESIGNATION AND LOCAL BOARD RECERTIFICATION APPLICATION - APPROVED

Dear Committee Member:

We are pleased to report that the application for subsequent designation of our local area and the recertification of your Workforce Development Board (WDB) for Program Years 2021-2022 and 2022-2023 has been approved. The application was reviewed by your Board at its March 17, 2021 meeting, approved by the Kern County Board of Supervisors on April 13, 2021, and then submitted to the State. Attached is the notification of that approval.

As a reminder, eligibility requirements for subsequent designation and recertification were the following:

WIOA Section 106 requires the Governor to approve a request made for subsequent designation by any Local Area if the area did the following:

- Performed successfully
- Sustained fiscal integrity
- Engaged in the regional planning process

In accordance with WIOA Section 107(c)(2), the State Board will recommend recertification of a Local Workforce Development Board (Local Board) if it has:

- Met WIOA membership requirements
- Met or exceeded performance accountability measures
- Achieved sustained fiscal integrity.

We will continue to keep your Committee updated on matters such as this.

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

Attachment



Dr. Angelo Farooq, Chair

Tim Rainey, Executive Director

Gavin Newsom, Governor

June 29, 2021

Kern, Inyo, Mono Workforce Development Board
Teresa Hitchcock, Executive Director
1600 E Belle Terrace
Bakersfield, CA 93307

SUBJECT: Application for Subsequent Designation of Local Areas and Recertification of Local Workforce Development Board (Local Board)

Dear Ms. Hitchcock,

The California Workforce Development Board (State Board) has received and carefully assessed your application requesting subsequent designation of local area and recertification of the Local Board under the Workforce Innovation and Opportunity Act (WIOA).

This letter is to inform you that the Kern, Inyo, Mono WDB met the eligibility requirements for subsequent designation and recertification. This determination was made by applying the criteria and evaluating the specific requirements included in Directive WSD 20-06, dated February 22, 2021.

Therefore, your application for initial designation for the period of July 1, 2021, through June 30, 2023, has been approved.

If you have any questions, please contact your Employment Development Department Regional Advisor.

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

Tim Rainey, Executive Director
California Workforce Development Board

cc: Carlos Bravo, California Workforce Development Board
Yvette Quevedo, Employment Development Department

EMPLOYERS' TRAINING RESOURCE

September 30, 2021

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

CERTIFICATION PROCESS FOR COMPREHENSIVE, AFFILIATE AND SPECIALIZED AJCCS UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT

Dear Committee Member:

In accordance with the Workforce Innovation and Opportunity Act (WIOA) and Employment Development Department (EDD) Directive WSD20-8, each Local Workforce Development Board (LWDB) must conduct an independent and objective evaluation of the comprehensive, affiliate and specialized America's Job Center of California (AJCC) One-Stop Centers in their local workforce development area (LWDA) once every three years using criteria and procedures developed in alignment with Training and Employment Guidance Letter 4-15, California's Unified Strategic Workforce Development Plan, and the AJCC Certification Workgroup's vision for California's One-Stop delivery system.

For the certification, the Kern, Inyo and Mono Workforce Development Board (KIM WDB) is required to certify its three (3) comprehensive, and eleven (11) affiliate and specialized AJCC One-Stop Centers located in Bakersfield, Delano, Ridgecrest, Taft, Shafter, Lake Isabella, Lamont, Mojave, Walker, Mammoth Lakes and Bishop. The Baseline AJCC Certification is intended to ensure that every comprehensive, affiliate and specialized AJCC is in compliance with key WIOA statutory and regulatory requirements.

The AJCC Certification Indicator Assessment which was previously called the Hallmark of Excellence in subsequent years is intended to encourage continuous improvements by identifying areas where an AJCC is quality and expectations, as well as areas where improvements are needed. The certification is an individualized process; therefore, it will not be used to compare or rank one AJCC or LWDB against another AJCC or LWDB. Each LWDB must submit to their Regional Advisor the Comprehensive AJCC Certification Matrix Baseline Criteria, the Affiliate/Specialized AJCC Certification Matrix Baseline Criteria and the AJCC Certification Indicator Assessment for each comprehensive, affiliate and specialized AJCCs by November 1, 2021.

The Ad-Hoc committee, consisting of Alissa Reed, Leo Bautista and John Spaulding has met a few times to discuss, evaluate and prepare the Comprehensive AJCC Certification Matrix Baseline Criteria, the Affiliate/Specialized AJCC Certification Matrix Baseline Criteria and the AJCC Certification Indicator Assessment for each of the three (3) comprehensive, and eleven (11) affiliate and specialized AJCC One-Stop Centers. The Ad-Hoc Committee has determined that all of the AJCCs in the KIM WDA have met the Baseline Criteria. In addition, the Ad-Hoc Committee will be visiting the AJCC One-Stop Centers in the KIM WDA during the week of October 4, 2021.

Therefore, IT IS RECOMMENDED your Committee authorize the Chair to sign the Comprehensive AJCC Certification Matrix Baseline Criteria, the Affiliate/Specialized AJCC Certification Matrix Baseline Criteria and the AJCC Certification Indicator for each of the three (3) comprehensive and eleven (11) affiliate and specialized AJCC One-Stop Centers and further authorize staff to submit the matrices to KIM WDB's Regional Advisor on or before November 1, 2021.

Sincerely,

A handwritten signature in black ink, appearing to read "Teresa Hitchcock". The signature is written in a cursive style with a large initial "T".

Teresa Hitchcock
Assistant County Administrative Officer

TH:ms

EMPLOYERS' TRAINING RESOURCE

September 30, 2021

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

STATUS OF SUBGRANTEE MONITORING REPORTS

Dear Committee Member:

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

Monitoring reports with no findings:

California State University, Bakersfield (5/17/21) Program report.

California State University, Bakersfield (6/23/21) Fiscal report.

Inyo County (9/16/21) Program report.

Kern High School District (6/7/21) Fiscal report.

Mono County (7/28/21) Fiscal report.

Proteus, Inc. (5/5/21) Program report.

Proteus, Inc. (6/7/21) Fiscal report.

Monitoring reports with findings:

Mexican American Opportunity Foundation (MAOF) (5/19/21) Fiscal report. Finding was for salaries in excess of the Federal salary cap.

In response, MAOF reimbursed Employers' Training Resource (ETR) the amount charged that was over the Federal cap. This finding is closed.

Mexican American Opportunity Foundation (MAOF) (6/21/21) Program report. Finding was for emailing unencrypted participant data containing Personally Identifiable Information (PII).

In response, MAOF has conducted staff training on sending encrypted emails when PII is included. This finding is closed.

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

Sincerely,



Teresa Hitchcock
Assistant County Administrative Officer

TH:lm

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	P	
Richard	Chapman	P	P	P	
Jim	Elrod	A	A	RESIGNED	
Stacy	Ferreira	P	P	A	
Nick	Hill III		P	P	
Teresa	Hitchcock	P	P	P	
Diane	McClanahan	P	P	P	
Linda	Parker*		A	P	
Alissa	Reed	P	P	P	
Jeremy	Tobias	P	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					

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	X	
Jim	Elrod	X	A	X	
Teresa	Hitchcock	X	P	X	
Ian	Journey	X	P	X	
Karine	Kanikkeberg*	X	P	X	
Diane	McClanahan	X	P	X	
Clare	Pagnini	X	P	X	
Leticia	Perez	X	A	X	
Norma	Rojas-Mora	X	P	X	
Jayne	Stuart*	X	P	X	
Greg	Terry*	X	P	X	
David	Villarino*	X	P	X	
Michael	Vogenthaler	X	A	X	
Todd	Yepez	X	P	X	
*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 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	6/24/21	9/30/21	12/9/21
First	Last	SPECIAL	EXEC	SPECIAL	EXEC	SPECIAL	EXEC	EXEC
Leo	Bautista	P	P	P	P	P		
Teresa	Hitchcock	P	P	P	P	P		
Karen	King	P	P	A	P	P		
Brenda	Mendivel	A	P	P	P	P		
Norma	Rojas-Mora	P	A	P	P	A		
John	Spaulding	P	P	P	P	P		
Alissa	Reed	P	P	P	P	P		
Todd	Yepez	P	P	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 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	P		
Leo	Bautista	P	P		
Kelly	Bearden	P	A		
Richard	Chapman	P	P		
Jim	Elrod	P	RESIGNED		
Stacy	Ferreira	P	P		
Michael	Frey	P	P		
Steven	Gomez	P	P		
Chris	Gonzales	A	P		
Greg	Gutierrez	P	P		
Nick	Hill III	A	P		
Teresa	Hitchcock	P	P		
Ian	Journey	A	P		
Karen	King	P			
Greg	Knittel	P	P		
Anita	Martin	A	P		
Randy	Martin	P	P		
Diane	McClanahan	P	A		
Dean	McGee	P	P		
John	Means	A	P		
Brenda	Mendivel	A	P		
Clare	Pagnini	P	P		
Alissa	Reed, Chair	P	P		
Norma	Rojas-Mora	P	A		
Rick	Schoengerdt	P			
John	Spaulding	P	P		
Joseph	Sumlin	U	U		
Jay	Tamsi	U	P		
Shelly	Tarver	U	U		
Jeremy	Tobias	P	U		
Michael	Vogenthaler	A	A		
Todd	Yepez	P	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 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.*