



# AGENDA

EXECUTIVE COMMITTEE  
DECEMBER 9, 2021  
4:00 p.m.

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EMPLOYERS'  
TRAINING  
RESOURCE

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America's **Job**Center  
of California<sup>SM</sup>

**AGENDA  
KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD  
EXECUTIVE COMMITTEE  
DECEMBER 9, 2021**

**Location:** Microsoft Teams  
**Time:** 4:00 p.m.  
**Microsoft Teams** (831) 296-3421  
**Conference ID:** 330 923 663#

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

**Page No.**

- |       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
|-------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|       | <b>I. Introductions</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|       | <b>II. Public Comments</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|       | 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. <b>SPEAKERS ARE LIMITED TO THREE MINUTES.</b> |
|       | <b>III. New Business</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 1-4   | A. Approval of the September 30, 2021, Meeting Minutes – <b>Action Item</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 5-6   | B. Approval of the Proposed Agenda for the December 15, 2021, Workforce Development Board Meeting – <b>Action Item</b>                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 7     | C. Proposed Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule For Calendar Year 2022 – <b>Action Item</b>                                                                                                                                                                                                                                                                                                                                                                                                                          |
| 8-18  | D. Workforce Development Board and Standing Committee Composition – <b>Action Item</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 19    | E. Discussion of Election of Workforce Development Board Officers                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 20-21 | F. U.S. Economic Development Administration's American Rescue Plan - Good Jobs Challenge Grant                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|       | G. Legislative Update – <b>Oral Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|       | <b>IV. Director's Report</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|       | <b>V. Committee Member Comments</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|       | <b>VI. Miscellaneous Filings</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 22    | A. Status Of Subgrantee Monitoring Reports                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 23-26 | B. Workforce Development Board and Committee's Attendance Reports                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| 27    | 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  
SEPTEMBER 30, 2021**

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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, Karen Briefer, Anne Meert, Michael Saltz, Candy Cline-Gettman, Aaron Ellis, and Jeremy Shumaker,

Guests Present: Lita SanPedro, Gary Baudette, and Martha Guerra

The virtual meeting was called to order at 4:01 p.m. by Alissa Reed via Microsoft TEAMS.

\*UNEXCUSED ABSENCE

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**INTRODUCTIONS**

Committee members, staff, and guests introduced themselves.

**PUBLIC COMMENTS**

There were no public comments.

**APPROVAL OF THE MAY 27, 2021, MEETING MINUTES**

Karen King made a motion to approve May 27, 2021 meeting minutes. Norma Rojas-Mora seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

**APPROVAL OF THE SPECIAL SESSION JUNE 24, 2021, MEETING MINUTES**

Karen King made a motion to approve the June 24, 2021 minutes with the correction to the date and the correction of Brenda Mendivel attendance. Brenda Mendivel seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

**APPROVAL OF THE PROPOSED AGENDA FOR THE OCTOBER 6, 2021  
WORKFORCE DEVELOPMENT BOARD MEETING**

Todd Yepez made a motion to accept the proposed agenda Leo Bautista seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

### **BOARD AND COMMITTEE MEMBER TRAVEL BUDGET FOR 2021-2022**

Anne Meert informed the Committee that during the past year, no members attended conferences due to the Pandemic. However, conferences are starting to resume, therefore staff is recommending a travel budget of \$10,000 the same amount that has been set in previous years. John Spaulding made a motion to accept the recommendation. 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 reminded the Committee WIOA requires that any standing committee of the local Workforce Development Board have at least two non-WDB members with experience and expertise relevant to the committee. Elaine also said that Mr. Brian Holt, representing Labor, has been appointed to the WDB by the Kern County BOS to replace Jim Elrod and that when a WDB member resigns, their replacements are not automatically assigned to any committees. Elaine informed the Committee that Education member Mr. Mike Vogenthaler has relocated to San Luis Obispo and submitted a resignation from the WDB and the Youth Committee and because the WDB has chosen to reduce its size via attrition we are suggesting that he not be replaced at this time. John Spaulding said that he would reach out to Brian Holt and others to see if they would like to sit on the Program Business Services Committee. Teresa Hitchcock made a motion to accept staff's recommendation to notify the Labor and Apprenticeship members about the PBS Committee's desire to include a Labor member on its committee, and recommend that the WDB accepts the resignation of Mr. Vogenthaler. Karen King seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

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

Elaine Basham informed the Committee that 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. Candy Cline- Gettman confirmed that there are ten (10) small employers who qualify for the OJT waiver.

Elaine briefly reviewed the draft Policy Bulletin that was included in the packet. The 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 Transitional Jobs Training providers via the RFP, whose funding recommendations will be presented to the Board at the October meeting. Todd Yopez asked for clarification of Item No. 10 on page 3 of the Policy Bulletin. Teresa Hitchcock stated the language in the policy was federally required. Teresa suggested that Elaine review the language and verify it is still accurate and current information. John Spaulding made a motion to accept staff's recommendation to recommend that the Board approve the attached Transitional Jobs for Adults and Dislocated Workers Policy Bulletin pending an investigation as to clause 3 and present the amended policy to the Board if applicable.

Karen King seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

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

Michael Saltz informed the Committee that the AJCC Certification Indicator Assessment which was previously called the Hallmark of Excellence will be conducted during the week of October 4, 2021. 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.

Brenda Mendivel made a motion to accept staff's recommendation to 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. Teresa Hitchcock seconded the motion. Marsha Manos polled the members on their votes. All ayes. The motion carried.

#### **TRANSITIONAL JOBS RFP – NOTIFICATION OF POTENTIAL FOR APPEALS**

Karen Briefer informed the Committee that Employers' Training Resource 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. The proposals were due on September 8, 2021, and six were received. Funding recommendations will be presented to the Workforce Development Board at their meeting on October 6, 2021, with any appeals due by October 13, 2021. Karen also informed the Committee that if there are any appeals filed the Executive Committee would need to hold a special meeting to review and discuss them.

#### **SUBSEQUENT LOCAL AREA DESIGNATION AND LOCAL BOARD RECERTIFICATION APPLICATION**

Anne Meert informed the Committee 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.

#### **BUDGET UPDATE**

Jeremy Shumaker told the Committee that the recommended budget of approximately \$36 million had been approved. Jeremy also noted that the budget increased staff positions from 139 to 147 full-time positions. The OJT and ITA budget was also increased to \$1.8 million and \$1.7 million respectively. ETR is also looking at additional space in the Delano area to increase services.

**LEGISLATIVE UPDATE**

Elaine Basham provided the Committee with a current legislative update.

**DIRECTOR'S REPORT**

Teresa Hitchcock informed the Committee of the current grants that ETR is working on. Teresa asked John Spaulding to provide an update on the status of the SB1 recruitment. Teresa then introduced Gary Baudette with BCI as the One-Stop Operator. Gary provided the Committee with a background of his experience and qualifications.

**COMMITTEE MEMBER COMMENTS**

There were no member comments.

**MISCELLANEOUS FILINGS**

The Committee members received a copy of the Status Of Subgrantee Monitoring Reports, 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 5:12 p.m.

**AGENDA  
KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD  
DECEMBER 15, 2021**

**Location:** Microsoft Teams  
**Time:** 7:00 a.m.  
**Dial-in:** (831) 296-3421  
**Access Code:** 909 699 646#

**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**

• **TBD**

- 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 October 6, 2021, Meeting Minutes.
- B. Approval of the Special Session November 3, 2021, Meeting Minutes
- C. Approval of the Special Session December 2, 2021, Meeting Minutes
- D. Approval of the Proposed Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule for Calendar Year 2022
- E. Workforce Development Board and Standing Committee Composition
- F. Authorization to Issue Request For Refunding For Workforce Innovation And Opportunity Act Adult, Dislocated Worker, Farmworker And Combined Programs For Program Year 2022-23
- G. Authorization To Issue Request For Refunding For Current Workforce Innovation And Opportunity Act Youth Programs and Issue a Request for Proposals for Additional Youth Programs For Program Year 2022-23

- VII. **New Business**

- A. Request For Approval To Issue Request For Proposals For Third-Party Human Resources, Employer Of Record, And Payroll Services For Subsidized Work Components Of Programs Funded Under The Workforce Innovation & Opportunity Act And Other Grants, And Extend

- Current Agreements With The Foundation For California Community Colleges (FCCC) Through June 30, 2023 – **Action Item**
- B. Election of Officers – **Action Item**
- C. Certification of The Comprehensive, Affiliate and Specialized AJCCS Under The Workforce Innovation and Opportunity Act
- D. Grants Update
- E. Notification Of Opportunity To Attend California Workforce Association's Annual Youth Symposium
- F. Budget Update – **Oral Report**
- G. Legislative 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. Draft Program and Business Services Committee November 18, 2021, Meeting Minutes
  - D. Draft Youth Committee December 1, 2021, Meeting Minutes
  - E. Draft Executive Committee December 9, 2021, Meeting Minutes
  - F. Kern, Inyo and Mono Workforce Development Board and Committee's Attendance Reports

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

**PROPOSED  
KERN, INYO AND MONO  
WORKFORCE DEVELOPMENT BOARD AND  
COMMITTEES' MEETING SCHEDULE  
CALENDAR YEAR 2022  
\*\*\*\*REVISED\*\*\*\***

**Program and Business Services Committee**

America's Job Center of California – Bakersfield, 1600 East Belle Terrace, Bakersfield, Second Floor

Thursday, February 3, 2022, 8 a.m.  
Thursday, May 12, 2022, 8 a.m.  
Thursday, September 8, 2022, 8 a.m.  
Thursday, November 10, 2022, 8 a.m.

**Youth Committee**

America's Job Center of California – Oildale Affiliate, 1129 Olive Dr. – Recruitment Center, Bakersfield

Wednesday, February 16, 2022, 3 p.m.  
Wednesday, May 18, 2022, 3 p.m.  
Wednesday, September 14, 2022, 3 p.m.  
Wednesday, November 30, 2022, 3 p.m.

**Executive Committee**

America's Job Center of California – Bakersfield, 1600 East Belle Terrace, Bakersfield, Second Floor

Thursday, March 17, 2022, 4 p.m.  
Thursday, June 2, 2022, 4 p.m.  
Thursday, October 6, 2022, 4 p.m.  
Thursday, December 1, 2022, 4 p.m.

**Workforce Development Board**

America's Job Center of California – Oildale Affiliate, 1129 Olive Dr. – Recruitment Center, Bakersfield

Wednesday, March 30, 2022, 7 a.m.  
Wednesday, June 8, 2022, 7 a.m.  
Wednesday, October 19, 2022, 7 a.m.  
Wednesday, December 14, 2022, 7 a.m.

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

# EMPLOYERS' TRAINING RESOURCE

December 9, 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:

### **Committee Membership**

#### **Labor:**

As you know, when a Workforce Development Board (WDB) member resigns, their replacement is not automatically assigned to any committee(s). Therefore, although Mr. Brian Holt replaced Labor member Mr. Jim Elrod on the WDB, he was not initially presented as a candidate for the Youth Committee (YC) or the Program and Business Services (PBS) Committee. PBS chose to retain a Labor member on its committee and the WDB Chair appointed Mr. Holt to the PBS Committee on October 6, 2021.

On December 1, 2021, the YC discussed the resignation and indicated it also preferred to keep a Labor member on its committee. Resignations of Labor or Apprenticeship members are reported to the appointing agencies so they can nominate replacement members. Therefore, the YC is notifying the members about the YC desire to include a Labor member on its committee and requests that Labor provide a nominee for the YC to review at its next meeting.

#### **Education:**

As you know, Education member Mr. Michael Vogenthaler resigned from the WDB and the YC; however, due to a canceled meeting, the YC had not been informed of the resignation until its December 1, 2021 meeting. They were notified that the WDB elected not to replace Mr. Vogenthaler on the Board. The YC discussed the resignation and felt that they retain sufficient education and training representation within the current committee members and elected not to solicit an Education nomination.

**Youth:**

Student Representative Veronica Vega submitted her resignation from the YC on October 27, 2020. Although Workforce Innovation and Opportunity Act (WIOA) does not require a student or youth to serve on the YC, last year the YC verified they could appoint two students with one each from high school and college. The Board Liaison Marsha Manos has not received any student applications to date. On December 1, 2021, the YC discussed the desire for student representation and noted that the COVID-19 Pandemic had seriously impeded sufficient provider/student interaction to make an informed selection of nominees. The Board Liaison will send application/nomination forms to the YC members, and they will review them at their next meeting.

**Business:**

The WIOA requires standing committees of the Local Board to include two non-WDB members. The YC remains in compliance with this requirement; however, there are currently no non-WDB members on your committee. Non-WDB 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.

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). Your current 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.

Ms. Brenda Mendivel has submitted the attached application/nomination form for a non-WDB Business member to serve on your committee. Ms. Victoria Stockman is the HR Manager for Driltek, Inc. and Driltek Operating, LLC, an international company whose Corporate Office is located in Bakersfield. The Driltek technical team includes engineers in reservoir, operations, facilities and production. The company works in oil and gas engineering operations management and consulting and well abandonment.

The PBS Committee currently has one non-WDB member. At its November 9, 2021 meeting the PBS Committee reviewed the application/nomination form (attached) of Ms. Arleana Waller, Founder and CEO of The Frink Firm and a diversity advocate, to serve as a non-WDB Business member on the PBS Committee. The Frink Firm provides project management, design and construction and works to diversify the workforce. In addition, her ShePower Leadership Academy empowers young women with the skills to succeed in business. PBS recommends that you accept the nomination of Ms. Waller to the PBS Committee as a non-WDB member and forward to the WDB for appointment.

**Workforce Development Board**

Mr. Joseph Sumlin has submitted a resignation from the WDB (attached). Mr. Sumlin has served on the board since March 2017, and we thank him for his service. The Kern, Inyo and Mono Counties Central Labor Council has nominated Mr. John Morales to replace Mr. Sumlin, and his application/nomination form is attached. Mr. Morales is the Secretary-Treasurer for the International Brotherhood of Teamsters Local 87 and has served in Labor leadership for the last ten years.

Therefore, IT IS RECOMMENDED that your committee recommend that the WDB: (1) notify the Labor and Apprenticeship members about the Youth Committee's desire to include a Labor member on its committee, requesting a nominee be presented at the next YC meeting; (2) appoint Ms. Waller to the PBS Committee as a non-WDB Business member; (3) appoint Ms. Stockman to the Executive Committee as a non-WDB Business member, and (4) accept the resignation of Labor member Mr. Sumlin and appoint Mr. Morales to fill that vacancy.

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

TH:eb

Attachments

# EMPLOYERS' TRAINING RESOURCE

December 9, 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:

### **Committee Membership**

#### **Labor:**

As you know, when a Workforce Development Board (WDB) member resigns, their replacement is not automatically assigned to any committee(s). Therefore, although Mr. Brian Holt replaced Labor member Mr. Jim Elrod on the WDB, he was not initially presented as a candidate for the Youth Committee (YC) or the Program and Business Services (PBS) Committee. PBS chose to retain a Labor member on its committee and the WDB Chair appointed Mr. Holt to the PBS Committee on October 6, 2021.

On December 1, 2021, the YC discussed the resignation and indicated it also preferred to keep a Labor member on its committee. Resignations of Labor or Apprenticeship members are reported to the appointing agencies so they can nominate replacement members. Therefore, the YC is notifying the members about the YC desire to include a Labor member on its committee and requests that Labor provide a nominee for the YC to review at its next meeting.

#### **Education:**

As you know, Education member Mr. Michael Vogenthaler resigned from the WDB and the YC; however, due to a canceled meeting, the YC had not been informed of the resignation until its December 1, 2021 meeting. They were notified that the WDB elected not to replace Mr. Vogenthaler on the Board. The YC discussed the resignation and felt that they retain sufficient education and training representation within the current committee members and elected not to solicit an Education nomination.

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

**NOMINEE INFORMATION**

Date: 10/14/2021

Name: Victoria Stockman

Business Name: Driltek, Inc. & Driltek Operating, LLC Position: HR Manager

Business Address: 901 Tower Way Suite 102 Bakersfield, CA 93309

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

Phone: 661-327-3021 Fax: \_\_\_\_\_ E-mail: victoria.stockman@driltek.com

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	<u>Small 1-50</u>	Mid 51-250	Large >250
Education and Training	Adult	Higher	Other
Workforce Representative	Labor	CBO	Youth
Government, Economic or Community Development	Econ Dev	Agency	
One-Stop Partner			
Other: list	<u>Oil &amp; Gas</u>		

**If nominated for Private Business Sector Representative:**

- (1) Does nominee represent business that reflects the employment opportunities of the local area? Yes [X ] 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 [x ] No [ ]

Please explain below:

Oil & Gas Engineering Operations Management and Consulting  
Well Abandonment

### **STATEMENT OF INTEREST**

Explain why you wish to serve on the Workforce Development Board (Include interest, qualifications, etc.)

I wish to serve on the Workforce Development Board because I feel that I possess the unique perspective of young workers in today's turbulent economy. I was born and raised in Kern county, and I have made continuous efforts to further my education as a means of maximizing my career prospects. I have a vested interest in the health and well-being of my community, and I hope to use my various strengths to help provide additional career opportunities to those who wish to do the same.

### **WORKFORCE DEVELOPMENT EXPERIENCE**

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

- Current position assists with hiring process, records, company policies, contracts etc.

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

Dated: 10/19/21

(Signature)

### **NOMINATING ORGANIZATION**

Name of Organization: \_\_\_\_\_

Type of Organization: \_\_\_\_\_

Nominating Person/Title : \_\_\_\_\_

(Name)

(Title)

Comments:

Dated: \_\_\_\_\_

(Signature)

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

**NOMINEE INFORMATION**

Date: 10/28/2021

Name: Arleana Walker

Business Name: The Frink Firm Position: (SWE) CEO

Business Address: 2623 F Street, Ste. F, BAK, CA 93301

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

Phone: 415328417 Fax: NA E-mail: AW@TheFrinkFirm.com

Preferred method of contact? Email/Text

**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	Labor	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:**

- Please explain below:
1. We hire & provide jobs locally
  2. Owner/Founder

## STATEMENT OF INTEREST

Explain why you wish to serve on the Workforce Development Board (Include interest, qualifications, etc.) *My interest in wanting to serve on* 4/6

Explain why you wish to serve on the Workforce Development Board (Include interest, qualifications, etc.) My interest in wanting to serve on the Workforce Board is to partner and help bring diversity to the board & community. Bring a ground floor perspective that represent a community voice that is familiar to better our community through inclusive access. Help across business sectors help find train & retain talent. To play a central role in building the talent pipeline for our future.

## **WORKFORCE DEVELOPMENT EXPERIENCE**

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

- Have led in hiring 20 youth through workforce training jobs.
- Trained + hired 40+ mostly from southeast Bakersfield
- provided opportunity for 18 men of color on County navigation center.

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

**Dated:**

Dated: 10/28/21

(Signature)

**NOMINATING ORGANIZATION**

Name of Organization: \_\_\_\_\_

Type of Organization: \_\_\_\_\_

Nominating Person/Title : \_\_\_\_\_

(Name)

(Title)

**Comments:**

**Dated:** \_\_\_\_\_

(Signature)

## Marsha Charles-Manos

---

**From:** Teamsters Local 87 <teamsters87@sbcglobal.net>  
**Sent:** Tuesday, October 5, 2021 6:51 AM  
**To:** Marsha Charles-Manos  
**Subject:** WDB Resignation - Joseph H. Sumlin

**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.

Good Morning,

It is with regret that I tender my resignation from the Workforce Development Board, effective immediately.

I am grateful for having had the opportunity to serve on the board, and I offer my best wishes for its continued success in promoting economic prosperity within Kern, Inyo, and Mono, Counties.

Sincerely,

Joseph H. Sumlin  
Teamsters Local Union No. 87  
2531 G Street Bakersfield, CA 93301  
Phone: (661) 327-8594  
Fax: (661) 327-0931

The information contained in this email is confidential and/or privileged. The information is intended only for the use of the individual or entity to whom it is addressed. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this email in error, please contact our office immediately by telephone.

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

**NOMINEE INFORMATION**

Date: 4.19.2021

Name: JOHN MORALEZ

Business Name: INTERNATIONAL BROTHERHOOD OF TEAMSTERS LOCAL 87 Position: SECERTARY-TRENSURER

Business Address: 2531 G STREET BAKERSFIELD, CA. 93301

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

Phone: 661-327-8594 Fax: 661-327-0931 E-mail: teamsters87@sbcglobal.net

Preferred method of contact? PHONE & EMAIL

**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	Labor <input checked="" type="checkbox"/>	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.)

BEING INVOLVED AS A LABOR LEADER FOR THE LAST 10 YEARS, IT BRINGS ME GREAT JOY TO BE INVOLVED WITH MY COMMUNITY AND TO SERVE MY MEMBERSHIP. I WAS BORN AND RAISE IN BAKERSFIELD. THIS IS MY HOME AND I WOULD LOVE TO OFFER MY SUPPORT FOR MY COMMUNITY.

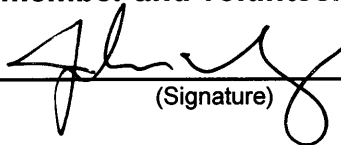
### **WORKFORCE DEVELOPMENT EXPERIENCE**

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

WITH MY ORGANIZATION, I HAVE COMPLETED SEVERAL TRAINING COURSES; DIVERSITY, TRAIN THE TRAIN, NEGOTIATIONS, MOBILIZING MEMBERSHIP, ORGANIZING AND BASIC SKILLS AS A BUSINESS AGENT.

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

Dated: 4.19.2021

  
(Signature)

### **NOMINATING ORGANIZATION**

Name of Organization: Kern, Inyo & Mono Counties Central Labor Council

Type of Organization: Labor

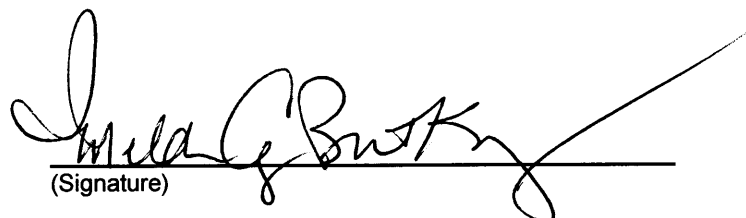
Nominating Person/Title: President

(Name)

(Title)

Comments:

Dated: 4/22/2021

  
(Signature)

# EMPLOYERS' TRAINING RESOURCE

December 9, 2021

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

## DISCUSSION OF ELECTION OF WORKFORCE DEVELOPMENT BOARD OFFICERS

Dear Committee Member:

As you know, the Workforce Development Board (WDB) Bylaws provide for the election of one Chairperson and one Vice-Chairperson by the members of the Board. These officers serve a one-year term, may serve consecutive terms and shall be Business representatives. Both the Chairperson and Vice-Chairperson serve as members of the Executive Committee.

The election of officers will be held at the December 15, 2021 WDB meeting. Ms. Alissa Reed is the current Board Chairperson, and Leo Bautista is the Vice-Chairperson. Your Executive Committee may wish to discuss the election of officers to determine if the current Chairperson and Vice-Chairperson wish to continue to serve as officers for 2022. This information will be presented at the Board meeting, as well as a call for nominations from the floor. At that time, the members will elect the officers.

Sincerely,



Teresa Hitchcock  
Assistant County Administrative Officer

TH:eb

# EMPLOYERS' TRAINING RESOURCE

December 9, 2021

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

## **U.S. ECONOMIC DEVELOPMENT ADMINISTRATION'S AMERICAN RESCUE PLAN - GOOD JOBS CHALLENGE GRANT**

Dear Committee Member:

On January 26, 2022, Employers' Training Resource (ETR), in partnership with members of the Regional Planning Unit, including the counties of Kern, Inyo, Mono, Kings, Madera, Merced, San Joaquin, Stanislaus and Tulare (collectively, WDBs) will apply for the U.S. Economic Development Administration's American Rescue Plan Good Jobs Challenge (Good Jobs Challenge Grant). Although the grant award range is between one million dollars to twenty-five million dollars, the WDBs are seeking ten million dollars to support the grant's activities. The application submission date is on January 26, 2022, and the award date has not been identified. The purpose of the Good Jobs Challenge grant is to help get Americans back to work by investing in developing and strengthening regional workforce training systems that support sectoral partnerships, designing sectoring partnerships, and implementing sectoral partnerships that lead to quality jobs. The WDBs have agreed to focus the Good Jobs Challenge Grant on increasing the number of registered nurses in the region.

Stanislaus will be the administrator of the Good Jobs Challenge Grant. The grant has three phases of funding, including, System Development, Program Design, and Program Implementation. The first phase of the funding will establish and develop a regional workforce system comprised of multiple sector partnerships, including workforce, education, economic development. The second phase of the funding will be for sectorial partnerships to identify the skills needed by industry and workers, develop the skills training curriculum and materials, and secure the technical expertise needed to train workers with the skills needed by businesses. The third phase of funding is to deliver workforce training and wrap-around services that will place workers into quality jobs through a new or expanded sectorial partnership.

The WDBs have discussed utilizing skills-based training, and the earn and learn model for the Good Jobs Challenge Grant. In addition, the Good Jobs Challenge Grant will require letters of commitment to hire the participant(s) following their successful completion of the training program and demonstration of skill acquisition, rather than the customary letters of support from employers.

ETR will continue to update your Committee on the status of the Good Jobs Challenge Grant and provide more specifics when additional information is forthcoming.

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

TH:ms

# EMPLOYERS' TRAINING RESOURCE

December 9, 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 findings:

**Kern High School District (KHSD)** (10/13/21) Program report. Findings were: five Individual Service Strategies (ISS) did not show evidence of being reviewed for nine quarters; one participant did not receive any services for ninety days and was soft exited; and fifteen quarters of follow-up were not completed for seven participants.

In response, KHSD has indicated that during the pandemic staff had limited access to participant files; however, access to paper and electronic files has now been made available to staff and Employers' Training Resource reports will be used to review for discrepancies in paperwork and documentation. 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	P
Richard	Chapman	P	P	P	A
Jim	Elrod	A	A	RESIGNED	P
Stacy	Ferreira	P	P	A	A
Nick	Hill III		P	P	P
Teresa	Hitchcock	P	P	P	P
Diane	McClanahan	P	P	P	A
Linda	Parker*		A	P	A
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					
<b>Member</b>		2/24/2021 - cancelled	5/19/21	9/22/2021- cancelled	12/1/21
<b>First</b>	<b>Last</b>	<b>YC</b>	<b>YC</b>	<b>YC</b>	<b>YC</b>
Dale	Countryman*	X	P	X	P
Jim	Elrod	X	A	X	RESIGNED
Teresa	Hitchcock	X	P	X	A
Ian	Journey	X	P	X	U
Karine	Kanikkeberg*	X	P	X	P
Diane	McClanahan	X	P	X	P
Clare	Pagnini	X	P	X	P
Leticia	Perez	X	A	X	A
Norma	Rojas-Mora	X	P	X	P
Jayne	Stuart*	X	P	X	P
Greg	Terry*	X	P	X	A
David	Villarino*	X	P	X	P
Michael	Vogenthaler	X	A	X	RESIGNED
Todd	Yepez	X	P	X	P
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board Executive Committee Attendance 2021								
P = Present	U=unexcused	X=Cancelled						
A = Excused Absence								
<b>Member</b>		<b>2/11/21</b>	<b>3/4/21</b>	<b>4/20/21</b>	<b>5/27/21</b>	<b>6/24/21</b>	<b>9/30/21</b>	<b>12/9/21</b>
<b>First</b>	<b>Last</b>	<b>SPECIAL</b>	<b>EXEC</b>	<b>SPECIAL</b>	<b>EXEC</b>	<b>SPECIAL</b>	<b>EXEC</b>	<b>EXEC</b>
Leo	Bautista	P	P	P	P	P	P	
Teresa	Hitchcock	P	P	P	P	P	P	
Karen	King	P	P	A	P	P	P	
Brenda	Mendivel	A	P	P	P	P	P	
Norma	Rojas-Mora	P	A	P	P	A	P	
John	Spaulding	P	P	P	P	P	P	
Alissa	Reed	P	P	P	P	P	P	
Todd	Yepez	P	P	P	P	P	P	

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	11/3/20 21 Special	12/2/202 1 Special Session	12/15/21
First	Last	WDB	WDB	WDB	WDB	WDB	WDB
Laura	Barnes	P	P	P	P	P	
Leo	Bautista	P	P	P	P	P	
Kelly	Bearden	P	A	P		P	
Richard	Chapman	P	P	P		P	
Jim	Elrod	P	RESIGNED	RESIGNED			
Stacy	Ferreira	P	P	P	P	P	
Michael	Frey	P	P	P	P	P	
Steven	Gomez	P	P	P	P	P	
Chris	Gonzales	A	P	P	P	U	
Greg	Gutierrez	P	P	P	P	P	
Nick	Hill III	A	P	P	P	U	
Teresa	Hitchcock	P	P	P	P	P	
Brian	Holt			P	P	P	
Ian	Journey	A	P	A	A	U	
Karen	King	P	P	P	A	U	
Greg	Knittel	P	P	P	A	U	
Anita	Martin	A	P	P	P	U	
Randy	Martin	P	P	P	P	U	
Diane	McClanahan	P	A	A	P	A	
Dean	McGee	P	P	A	A	P	
John	Means	A	P	P	A	P	
Brenda	Mendivel	A	P	P	P	P	
Clare	Pagnini	P	P	P	P	P	
Alissa	Reed, Chair	P	P	P	P	U	
Norma	Rojas-Mora	P	A	P	P	P	
Rick	Schoengerdt	P	P	P	A	U	
John	Spaulding	P	P	P	A	P	
Joseph	Sumlin	U	U	A	U	U	
Jay	Tamsi	U	P	A	P	P	
Shelly	Tarver	U	U	A	P	U	
Jeremy	Tobias	P	U	P	P	P	
Michael	Vogenthaler	A	A	RESIGNED	RESIGNED	RESIGNED	
Todd	Yepez	P	P	P	A	A	

**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, 2<sup>nd</sup> 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, 2<sup>nd</sup> 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, November 3, 2021, 7 a.m. **Special Session**  
**Thursday, December 2, 2021, 7 a.m. Special Session**  
Wednesday, December 15, 2021, 7 a.m.

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