



**WORKFORCE
DEVELOPMENT
BOARD**

WORKFORCE DEVELOPMENT BOARD

May 1, 2024
7:00 A.M.



1215 Olive Dr.
Recruitment Center
Bakersfield, CA 93308



Kern, Inyo & Mono Counties
Workforce Development Board
Agenda

May 1, 2024

Location: 1215 Olive Drive – Recruitment Center
Time: 7:00 a.m.
Dial-in: (831) 296-3421
Access Code: 115 831 027#
Page No.

- I. Call to Order**
- II. Flag Salute**
- 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**
 - A. HR Hotline – Melody Correia
- 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.

- 1-3
 - A. Approval of the February 07, 2024, Meeting Minutes
- 4-10
 - B. Preliminary Allocation and Funding Recommendations for Youth Programs Funded Under the Workforce Innovation and Opportunity Act for Program Year 2024-25
- 11-16
 - C. Preliminary Funding Recommendations for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs and Services for Program Year 2024-2025
- 17
 - D. Request for Retroactive Approval to Apply for the National Farmworker Jobs Program
- VII. New Business**
 - 18-19
 - A. Accept Grant Funding in the Amount of \$286,200 from the City of Bakersfield for the Transformative Climate Communities Implementation Program – **Action Item**
 - 20
 - B. Recommendation to Remove a Non-Board Member from a Committee of the Workforce Development Board – **Action Item**
 - 21-23
 - C. Business Nomination for Workforce Development Board Vacancy – **Action Item**
 - 24
 - D. On-Site Visit Report and Scheduling of Next Visit
 - 25-29
 - E. Workforce Innovation and Opportunity Act Performance Results for Program Year 2022

- 30-33 F. Approval of the Two-Year Modification to the Local and Regional Plans for Program Years 2021 – 2024
- G. Budget and Legislative Update – **Oral Report**
- VIII. Director's Report**
- 34-36 A. America's Job Center of California Update
- B. One-Stop Operator Report
- C. Marketing Presentation
- IX. Board Member Comments**
- A. Economic Development Report
- B. Open Discussion
- X. Miscellaneous Filings**
- 37 A. Status of Subgrantee Monitoring Reports
- 38 B. Second Quarter Enrollment Plan vs. Actual December 2023
- 39-41 C. Employment Development Department Annual Review 85% Formula Grant Fiscal Year 2022-23 Final Monitoring Report Dated February 20, 2024
- 42-46 D. U.S. Department of Labor National Farmworker Jobs Program Monitoring Report
- 47 E. La Cooperativa Campesina de California Audit Report July 01, 2021 Through June 30, 2022 Dated February 22, 2024
- 48 F. Kern, Inyo and Mono Counties Workforce Development Board/Committee Travel Budget Report for 2023-24
- 49-56 G. Kern, Inyo and Mono Workforce Development Board and Committees' Attendance Reports
- 57 H. Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule Calendar Year 2024

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All agenda item supporting documentation is available for public review at Employers' Training Resource, 1600 East Belle Terrace, 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 before the meeting will also be available for review at the same location.

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

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
DISCUSSION AND ACTION ITEMS
FEBRUARY 7, 2024**

Members Present: Laura Barnes, Kelly Bearden, Mike Beaumont, Aaron Ellis, Steven Gomez, Chris Gonzalez, Greg Gutierrez, Brian Holt, Ian Journey, Greg Knittel, Randy Martin, Dean McGee, Brenda Mendivel, John Moralez, Lizette Patterson, Alissa Reed, Christina Garza, Jeremy Tobias, Priscilla Varela, Todd Yopez, and Michelle Warren.

Members Absent: Richard Chapman, Bryan Forrest, Anita Martin, Clare Pagnini, Norma Rojas-Mora, Jay Tamsi, and Trudy Gerald.

Staff Present: Michelle Pando, Candy Gettman, Anne Meert, Danette Williams, Marco Paredes Jeremy Shumaker, and Marsha Manos.

Guests Present: Wendy Rodriguez, Erica Maldonado, Kathleen Rivera, Devin Daugherty, Laura Epps, Carolina Aldaco, Esbeydy Ruvalcaba, Edward Robinson,

* Unexcused

Ian Journey called this virtual meeting to order at 7:06 a.m.

Introductions

Marsha Manos did a roll call of members. Staff and guests introduced themselves.

Public Comments

Presentation

Jim Damian, Chief Economic Development Officer of Kern County

Approval of the December 13, 2023, Meeting Minutes

Dean McGee made a motion to approve the December 13, 2023, Meeting Minutes. Brenda Mendivel seconded the motion. All ayes. The motion passed.

Authorization to Issue Request for Refunding for Current Workforce Innovation and Opportunity Act Youth Programs for Program Year 2024-25

Michelle Pando informed the Board one of the functions of your Board is to authorize the annual procurement process for eligible providers of services for youth activities under the Workforce Innovation and Opportunity Act. Michelle also said that at the Youth Committee meeting on January 4, 2024, they voted to recommend utilizing the more limited Request for Refunding process to consider continued funding. Michelle also said current regulations allow, with the WDB's approval, the use of the RFR process to continue funding if a full Request for Proposals is utilized in year one. Michelle said that a comprehensive RFP was issued last year for both In-School Youth and Out-of-School Youth services for PY 2023-24. Alissa Reed made a motion to approve the staff's recommendation to authorize the issuance of a Request for Refunding for Youth programs for Program Year 2024-25. Michelle Warren seconded the motion. Dean McGee abstained from the vote. All ayes. The motion carried.

Workforce Development Board and Standing Committees' Composition

Anne Meert provided the Board with the following update. At the December 13, 2023, WDB meeting, your Board recommended the reappointment of approximately one-half of its members and several non-Board members whose terms were expiring on December 31, 2023. Anne said that action was approved by the Board of Supervisors on January 9, 2024. She also mentioned that the Board has a business vacancy and presently business members make up only 50 percent of the Board (14 of 28 members). Anne also said that the WDB standing committees are in compliance and each of the committees also have at least two non-Board members.

Workforce Development Apprenticeship Program

Aaron Ellis told the Board Employers' Training Resource in partnership with the California Workforce Association and Sacramento State's College of Continuing Education received the California Division of Apprenticeship Standards Apprenticeship Expansion, Equity, and Innovation (SAEEI) Grant. Each apprentice in the WDAP must complete 144 hours of virtual classroom training, 2080 hours of On-the-Job Training, and they must also complete a Capstone Project. In addition, each ETR staff member that has successfully completed the WDAP will receive an increase in their annual salary of 5%. On January 9, 2023, the first cohort under the SAEEI Grant commenced consisting of 30 staff members from ETR and an additional 3 participants from Garden Pathways, a community-based organization. Unfortunately, 1 participant had to drop out of the program for personal reasons. Aaron also said that in Cohort 1, 11 had to make up a course or courses in Cohort 2. In sum, 5 of the 11 apprentices have completed all coursework, but still have some OJT hours to complete. On September 28, 2023, ETR commenced its second cohort of the WDAP under the SAEEI Grant by having an additional 16 of its staff and 20 members of the staff from Madera County Workforce Development Board, Garden Pathways, The Open-Door Network, San Joaquin County WorkNet, and Workforce Investment of Tulare County. However, 2 apprentices dropped out of the cohort due to personal reasons. The apprentices have already taken 8 of the 12 WDAP courses.

Upcoming On-Site Visit to Recycling Lives

Aaron Ellis informed the Board that on Wednesday, March 13, 2024, there would be an on-site visit to the Recycling Lives program. Aaron said that this program focuses on providing adult learners with the principles of recycling glass, including entrepreneurship and business fundamentals. Aaron said there was a sign-up sheet that would be passed around for those that are interested in attending.

Budget and Legislative Update

Jeremy Shumaker told the Board that ETR is adding more training and work experience programs. Jeremy said that he anticipates that we will meet our training requirements early and that we are looking at slowing down. Jeremy said that there is a demand for our services across a wide spectrum of agencies. Jeremy said that ETR had also been awarded two grants in an amount close to 12.3 million dollars.

Jeremy also informed the Board that there was a possibility of programmatic cuts but that it depended on the Governor's budget and that had not come out yet. Jeremy also briefly discussed a PPT that was provided for the members.

Director's Report

Aaron Ellis stated that the one stop operator had been working with the partners on a referral system however, it is more expensive than anticipated so they would be exploring other options. ETR is looking into leasing a space for the Delano location.

Christina Garza informed the Board that EDD is continuing to work a hybrid schedule. EDD is also offering an online orientation for their customers.

Priscilla Varela with DOR informed the Board that their offices are open to the public. DOR is also working with ETR on the STEPS grant.

Danette Williams provided an update on the past and present activities of ETR and its partners.

Board Member Comments

Kelly Bearden provided the Board with a report on the small business five-week series that would be coming up in the future. Kelly also reported on the various activities of the SBDC.

Miscellaneous Filings

- The committee was provided with the following documents for review:
- Status of Subgrantee Monitoring Reports
- Second Quarter Enrollment Plan vs. Actual December 2023
- Draft Youth Committee January 24, 2024, Meeting Minutes
- Draft Executive Committee February 1, 2024, Meeting Minutes
- Kern, Inyo and Mono Workforce Development Board and Committee's Attendance Reports
- Kern, Inyo and Mono Counties Workforce Development Board/Committee Travel Budget Report for 2023-24

As there was no further business the meeting was adjourned at 8:19 a.m.



May 1, 2024

Kern, Inyo and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

PRELIMINARY ALLOCATION AND FUNDING RECOMMENDATIONS FOR YOUTH PROGRAMS FUNDED UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT FOR PROGRAM YEAR 2024-25

Dear Board Member:

Under the Workforce Innovation and Opportunity Act (WIOA), a full Request for Proposals (RFP) is required at least once every four years to procure providers of services. On January 18, 2023, Employers' Training Resource (ETR) issued an RFP to procure WIOA In- and Out-of-School Youth (ISY and OSY) services for Program Year (PY) 2023-2024 for Kern County. The RFP stated, "Upon approval of the Workforce Development Board (WDB), funded programs may be eligible for refunding for up to three subsequent program years before another RFP is issued." At its meeting on February 7, 2024, your Board approved the use of the Request for Refunding (RFR) process for PY 2024-2025 (year two), and the RFR was issued on February 27, 2024.

While ETR has not yet been notified of youth funding amount for PY 2024-25, we are proceeding with funding recommendations. The funding for the current PY is \$5,627,541 and we anticipate funding for PY 2024-25 to be similar. The final funding recommendations may be adjusted prior to the contracts being executed depending on the actual funding ETR receives.

Funding opportunities were divided into two categories under the PY 2024-25 RFR:

1. Comprehensive ISY programs to serve youth in Community, Continuation, or Court School (RFR open to the currently contracted providers only);
2. Comprehensive OSY programs providing a full array of services directly or via referral (RFR open to the currently contracted providers only);

Applicants were asked basic questions about their history of success serving the population, any current challenges, proposed program changes, and budget/cost

justification. All agencies were advised to request funding at the same level or lower than the current year.

Career Team and Kern Community College District (KCCD) chose not to submit for refunding. Any participants currently enrolled in either program will be transferred to ETR's EPIC program prior to the start of the new program year.

As per ETR's procurement policy, RFR applications were reviewed by a committee of ETR staff members. The committee of eight ETR staff members reviewed the RFR applications in terms of the following:

- Necessity and reasonableness of costs/proposed budget;
- Demonstrated success in the provision of services, participant outcomes, and goals;
- Continued need for the for the program or service;
- Significant monitoring findings or other issues reported by ETR staff;
- Proposed changes to current program and/or budget;

As part of the review process, agencies are required to provide a complete copy of their most recent audit or financial statements. ETR fiscal staff review the audit or financial statements for findings and/or major issues and make recommendations regarding the financial risk of the agency. At the time of the April 10 Youth Committee meeting, West Kern Adult Education Network JPA (WKAEN) had not been able to provide an audit more recent than Fiscal Year (FY) 2020-21, which was considered insufficient for review. The Youth Committee recommended WKAEN shall be recommended at full request contingent upon submitting and passing a financial statement review. WKAEN has since submitted an audit for FY 2021-22 and has passed ETR's financial statement review.

The review Committee made the following recommendations:

ISY Program

Kern County Superintendent of Schools (KCSOS) - \$311,521 for 58 participants

Kern High School District (KHSD) - \$300,000 for 80 participants

OSY Program

Farmworkers Institute of Education and Leadership Development (FIELD) - \$200,445 for 20 participants

Kern High School District (KHSD) - \$344,540 for 50 participants

Proteus, Inc. - \$229,425 for 42 participants

West Kern Adult Education Network JPA (WKAEN) - \$370,582 for 52 participants

The total recommended for ISY program funding is \$611,521. The total recommended for OSY program funding is \$1,144,992, and the total for all youth programs is \$1,756,513.

At its April 10, 2024, meeting, the Youth Committee concurred with the recommendations.

Notification to Agencies

RFR applicants were provided the Youth Committee letter with funding recommendations and were informed of your Committee and Board's meeting dates. Agencies were also provided information on the appeal process.

Therefore, IT IS RECOMMENDED that your Board authorize the distribution of \$1,756,513 in PY 2024-2025 WIOA funds, subject to negotiations, funds available, and approval of the Kern County Board of Supervisors, to the following: 1) Kern County Superintendent of Schools to provide comprehensive services to 58 ISY participants in the amount not to exceed \$311,521; 2) Kern High School District to provide comprehensive services to 80 ISY in the amount not to exceed \$300,000; 3) Farmworkers Institute of Education and Leadership Development (FIELD) to provide comprehensive services to 20 OSY in the amount not to exceed \$200,445; 4) Kern High School District to provide comprehensive services to 50 OSY in the amount not to exceed \$344,540; 5) Proteus, Inc. to provide comprehensive services to 42 OSY in the amount not to exceed \$229,425; and 6) West Kern Adult Education Network JPA to provide comprehensive services to 52 OSY in the amount not to exceed \$370,582.

Sincerely,



Aaron Ellis
Chief Workforce Development Officer

AE:jh

Attachments:

- A) Funding Recommendations –Youth for Program Year 2024-25
- B) Description of Proposed Programs
- C) RFR Funding Recommendations

BRIEF DESCRIPTION OF PROPOSED WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA) YOUTH PROGRAMS FOR PROGRAM YEAR 2024-2025

Comprehensive In-School Youth (ISY) Programs

1. Kern County Superintendent of Schools

Funding Request: \$351,684

Proposed Number to Serve: 65

Areas served: Court and Community Schools in Bakersfield and throughout Kern County

Jobs Plus!: The primary goal of the program is to prepare high-risk youth who have been expelled from home schools, parenting youth, foster youth, homeless youth, or incarcerated youth with 21st Century Employment Readiness Skills. To reach this goal the program focuses on the following: attainment of basic work-readiness skills, job shadowing to learn more about career options, training programs for specific industry skills (e.g. medical or construction), development of a job portfolio (i.e. resume, additional training certificates), graduation from high school, enrollment in college/trade school or enter an entry level job and successfully embarking on a career or academic path for the future.

Recommended at PY23-24 funding level at \$311,521 to serve 58 participants.

2. Kern High School District- Quest 4 Success

Funding Request: \$300,000

Proposed Number to Serve: 80

Areas served: Arvin, Bakersfield (multiple locations), Lamont, and Shafter.

Quest 4 Success: This program offers eligible participants attending one of the Kern High School District's continuation schools an opportunity to receive enhanced employability and life skills education followed by subsidized work experience. Participants attend an after-school class providing instruction in employability and life skills for which they earn up to 11 credits per semester. Participants who successfully complete the course are placed in a local worksite to receive subsidized work experience. Upon completion of Quest 4 Success, participants who are not college-bound are provided information and priority access to the Kern High School District's Out-of-School Youth program.

Recommended at full amount of request.

Comprehensive Out-of-School Youth (OSY) Programs

1. Farmworkers Institute of Education and Leadership Development

Funding Request: \$305,587

Proposed Number to Serve: 30

Areas served: Arvin, Bakersfield, California City, Delano, Lamont, McFarland, Tehachapi, and Wasco

WIOA Out-of-School Youth: This program is designed to provide educational services, workforce training services, paid employment, case management, financial literacy, and other activities to young adults. Some of the educational services include the opportunity to earn a high school diploma and an opportunity to enter a Career Technical Education (CTE) pathway. These CTE pathways offer participants the chance to earn certificates of completion, industry recognized certifications, and/or college credit. FIELD also provides the participants with paid work-experience opportunities in either recycling, natural resources, or firefighting. Program components also include 21st Century Work Skills and job readiness.

Recommended at PY23-24 funding level at \$200,445 to serve 20 participants.

2. Kern High School District- KernWorks!

Funding Request: \$344,540

Proposed Number to Serve: 50

Areas served: Greater Bakersfield, Lamont, Arvin, Shafter, and Kern River Valley

KernWorks!: This program is designed to provide high school graduates and non-graduates with the skills they need to become self-sufficient. Most of these youth are not college-bound, so vocational education is coupled with paid work experience to create a pathway into the workforce. Vocational training programs are developed based on current labor market needs and the interests of the youth with current options including medical front office, auto tech, business services, customer service-retail, and warehousing/logistics. Youth attend vocational training followed by paid work experience after which they attend Job Search "Boot Camp" in preparation for unsubsidized employment, or, alternately, enrollment in post-secondary education or advanced training.

Recommended at full amount of request.

3. Proteus, Inc.

Funding Request: \$229,425

Proposed Number to Serve: 42

Areas served: North Kern County- Delano, McFarland, Wasco, Shafter, and surrounding areas

WIOA Out-of-School Youth: This program provides services to the north side of Kern County to meet the needs of communities in outlying areas. The program provides opportunities for youth to acquire the educational and skill competencies necessary for successful transition into careers, future education, and training. Participants are offered the opportunity to gain paid-work experience (PWEX) for a total of 160 hours/8 weeks in various career pathways. Participants also have the opportunity to job-shadow for hands-on experience. In addition to PWEX and job-shadowing opportunities, youth are provided access to career counseling, job search assistance, and supportive services. Proteus uses a two-pronged approach engaging youth with immediate employer-driven, work-based learning components and on-going counseling emphasizing the benefits of continuing education.

Recommended at full amount of request.

4. West Kern Adult Education Network Joint Powers Authority

Funding Request: \$370,582

Proposed Number to Serve: 52

Areas served: West Kern County- Taft, Maricopa, Fellows, Elk Hills, McKittrick, Tupman, Derby Acres, Dustin Acres, and Valley Acres

West Kern Youth at Work: This program provides services to the west side of Kern County where the communities have a high poverty level. The program serves at-risk youth by building upon the capacity of the local areas to expand employment opportunities through work-based learning, work experiences, and educational options. Youth are provided access to soft skills training, job search assistance, CTE pathways, a youth counselor, and GED preparation. West Kern Youth at Work supports a system strategy that leads to community involvement.

Recommended at full amount of request- contingent upon submitting audit and passing financial review.

FUNDING RECOMMENDATIONS
WORKFORCE INNOVATION & OPPORTUNITY ACT - YOUTH PROGRAMS
JULY 1, 2024 THROUGH JUNE 30, 2025

AGENCY/ACTIVITY	Criteria Met	Funding Stream	Youth Funding Rec'd PY 2023-24	PY 2023-24 Planned Participants	PY 2024-25 REQUESTED	Net Change in 2023-24 Request	Proposed # Participants	Proposed Cost per Participant	PY 2024-25 RECOMMENDED Funding	% of Requested Funding	RECOMMENDED # Participants	RECOMMENDED Cost Per Participant
Request for Funding - In-School Youth Programs												
Kern County Superintendent of Schools	Yes	In-School Youth	\$311,521	67	\$351,684	\$40,163	65	\$5,411	\$311,521	89%	58	\$5,411
Kern High School District	Yes	In-School Youth	\$300,000	100	\$300,000	\$0	80	\$3,750	\$300,000	100%	80	\$3,750
Totals In-School			\$611,521	167	\$651,684	\$40,163	145	\$4,494	\$611,521	94%	138	\$4,445
Request for Funding - Out-of-School Youth Programs	Criteria Met											
FIELD	Yes	Out-of-School Youth	\$200,445	22	\$305,587	\$105,142	30	\$10,186	\$200,445	66%	20	\$10,186
Kern High School District	Yes	Out-of-School Youth	\$344,540	113	\$344,540	\$0	50	\$6,891	\$344,540	100%	50	\$6,891
Proteus	Yes	Out-of-School Youth	\$229,425	42	\$229,425	\$0	42	\$5,463	\$229,425	100%	42	\$5,463
West Kern Adult Education Network JPA	Contingent	Out-of-School Youth	\$370,582	50	\$370,582	\$0	52	\$7,127	\$370,582	100%	52	\$7,127
Totals Out-of-School			\$1,144,992	227	\$1,250,134	\$105,142	174	\$7,185	\$1,144,992	92%	164	\$6,995
Total Youth			\$1,756,513	394	\$1,901,818	\$145,305	319	\$5,962	\$1,756,513	92%	301	\$5,831

Out-of-School % 65%
In-School % 35%



May 1, 2024

Kern, Inyo and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

**PRELIMINARY FUNDING RECOMMENDATIONS FOR WORKFORCE INNOVATION
AND OPPORTUNITY ACT ADULT, DISLOCATED WORKER, AND COMBINED
PROGRAMS AND SERVICES FOR PROGRAM YEAR 2024-2025**

Dear Board Member:

Under the Workforce Innovation and Opportunity Act (WIOA), a full Request for Proposals (RFP) is required at least once every four years to procure providers of services. On March 9, 2023, Employers' Training Resource (ETR) issued an RFP to procure WIOA Adult, Dislocated Worker, and Combined Programs and Services for Program Year (PY) 2023-2024 for Kern County. The RFP stated, "Upon approval of the Workforce Development Board (WDB), funded programs may be eligible for refunding for up to three subsequent program years before another RFP is issued." At its meeting on December 13, 2023, your WDB approved the use of the Request for Refunding (RFR) process for PY 2024-2025 (year two), and the RFR was issued on February 20, 2024 to two agencies representing four programs and services.

Request for Refunding Process

Keeping in mind that currently funded programs and services were already thoroughly evaluated by members of your WDB and other non-ETR staff during the RFP review, the RFR application requires applicants to provide updated threshold documents, descriptions of any proposed program or services changes, PY 2024-2025 participant goals, and proposed budgets. The RFR also noted that the WIOA funding allocations will not likely be known until late spring 2024, and that agencies were advised to request funding at the same level or lower than the current year. ETR would reserve the right to make changes to funding awards once the WIOA allocations are received. Agencies were authorized to reduce participant enrollment goals, or hours of work experience (if applicable), or percentage of personnel assigned to WIOA functions to lower expenses.

A committee of ETR staff reviewed the applications in terms of the following:

- Necessity and reasonableness of costs/proposed budget

- Proposed changes to current program or service,
- Monitoring findings,
- Continued need for the program or service,
- Demonstrated success in the provision of services,
- Proposed participant outcomes and goals, and
- Issues or problems reported by ETR staff.

RFR Programs and Services

RFR applications were received for the following programs and services with requested funding totaling \$1,121,310. This is a one percent (1%) reduction from the \$1,132,727 awarded for PY 2023-2024.

Provider of Career Services for the Delano AJCC, Including On-The-Job Training (OJT)

- Proteus, Inc. - WIOA AJCC Operations/Direct Placements - \$307,073 requested
- Proteus, Inc. - On-the-Job Training (OJT) Operations - \$340,000 requested

Paid Work Experience

- Proteus, Inc. – Delano/Northern Kern County area - \$134,237 requested
- Kern High School District – Bakersfield area - \$340,000 requested

The attachment includes descriptions of the programs and services; any program changes; and current, requested and recommended funding.

Work Experience Wage Cap Beginning Program Year 2024

ETR is implementing a change to its Adult Work Experience programs beginning July 1, 2024, and the agencies were notified of this change in the RFR. Specifically, work experience wages will be limited to a maximum of \$5,000 per participant instead of the maximum 320 hours per participant. This is in direct response to California's new varying minimum wages which range from \$16.00/hour to up to \$25.00/hour based on the job title, industry, type/size of employer, etc. It will be the agency's responsibility to document the correct minimum wage for each participant to determine the maximum number of hours the participant may work without exceeding the \$5,000 cap.

Preliminary Funding Recommendations

All programs and services were determined eligible and recommended for refunding at the requested budgets totaling of \$1,121,310. As mentioned previously, the State has yet to release WIOA formula allocations for PY 2024-2025, and we do not expect to have this information by today's meeting. Additionally, the activities may also serve clients eligible under the Displaced Oil and Gas Workers Fund grant of \$11.244 million awarded to ETR and scheduled to begin in August 2024; therefore, further adjustments to awards may be warranted.

As a reminder, Workforce Development Areas in California are required to expend at least 30 percent of their WIOA Adult and Dislocated Worker funds on training. ETR has been successfully meeting this requirement mainly due to the large number of OJTs being utilized each year. These OJTs help meet the hiring needs of area employers who, in turn, provide training for in-demand jobs. Funds spent on participants attending Eligible Training Provider List (ETPL) trainings also contribute to the training percentage requirement.

Notification to Agencies

RFR applicants were provided the Program and Business Services Committee letter with the preliminary funding recommendations and were informed of the Committee's and your Board's meeting dates. Agencies were also provided information on the appeal process.

At its April 4, 2024 meeting, your Program and Business Services Committee concurred with the recommendations below.

Therefore, IT IS RECOMMENDED that your Board authorize the distribution of \$1,121,310 in PY 2024-2025 WIOA funds, subject to negotiations, funds available, and approval of the Kern County Board of Supervisors, to the following: Proteus, Inc. to provide Career Services at the Delano AJCC (\$307,073), OJTs (\$340,000) and Paid Work Experience (\$134,237) in the amount not to exceed \$781,310; and Kern High School District to provide Paid Work Experience in the amount not to exceed \$340,000.

Sincerely,



Aaron Ellis
Chief Workforce Development Officer

AE:am

Attachment

**ADULT, DISLOCATED WORKER AND COMBINED PROGRAMS AND SERVICES
PROGRAM YEAR 2024-2025**

PROVIDER OF CAREER SERVICES FOR DELANO AJCC AND OJT

Proteus, Inc.

1. WIOA AJCC Operations/Direct Placements

As the current provider of career services at the Delano America's Job Center of California (AJCC), Proteus, Inc. proposes to continue operating the AJCC and providing comprehensive WIOA services to low-income adults, dislocated workers (DW), and agricultural workers. Proposed operation of the AJCC includes overall facilities management such as overseeing maintenance, security, and infrastructure. WIOA service delivery includes all aspects of the AJCC such as outreach and recruitment, greeting customers, registration, resource room access, ETR network partner referrals, orientations, resume writing, job readiness workshops, job search assistance, career counseling, case management, supportive services, direct job placement, entry into unsubsidized employment via On-the-Job Training, Occupational Skills Training, Work Experience, follow-up services, and all other WIOA services as needed. AJCC Adult/DW line staff are Bilingual in English and Spanish. Services will continue to align with Kern County's efforts to invigorate the local economy and improve opportunities for North Kern County residents and enhance their quality of life.

Proposed Changes

"We are proposing to enroll 89 new participants. We will carry-over 10 participants from 2023-2024 fiscal year to provide time for the participants to gain the knowledge and skills desired for entry level into the positions for which they are trained as well as have adequate time to complete their contract hours. Currently, Proteus staff are housed at 707 Main St. Delano which is a temporary location. We are requesting an allocation for the same amount of staff as our goal is to be housed in a permanent location with the guidance of ETR staff. Staffing budget is currently underspent due to the limited space at this office location and we plan to hire more staff once the new location is selected."

Current, Requested and Recommended Funding

PY 2023-2024 Funding: \$307,073

PY 2024-2025 Funding Requested: \$307,073

PY 2024-2025 Funding Recommended: \$307,073

2. On-the-Job Training (OJT)

Proteus, Inc. plans to complete a total of 41 new On-the-Job Training (OJT) contracts. OJTs will be provided in accordance with customer aptitude, goals of the Individual

Employment Plan (IEP), and employer needs. Proteus develops and negotiates OJT contracts utilizing our current existing network of employers and provides counseling during and after completion.

Proposed Changes

"For Program Year 2024-2025, Proteus is requesting a funding amount of \$340,000 to continue providing On-the-Job Training (OJT) services. The number of OJT participants will be reduced from 41 to a proposed 36 new OJT participants and 7 carry-over participants. The proposed amount is to allow for the recent increase in wages and to increase our ability to place participants in positions with higher wages and/or in OJT upgrades. In order to meet our participant goals, Proteus staff will remain active in the community. Staff will continue to job develop with new and existing employers maintaining great employer partnership which has encouraged employers to continue to work with Proteus."

Current, Requested and Recommended Funding

PY 2023-2024 Funding: \$327,032

PY 2024-2025 Funding Requested: \$340,000

PY 2024-2025 Funding Recommended: \$340,000

SUBSIDIZED WORK EXPERIENCE

1. Proteus, Inc.

Proteus, Inc. proposes to continue providing planned and structured work-based learning opportunities via Work Experience (WEX) to low-income adults, dislocated workers, and farmworkers. As a current provider of WEX in Kern County, we have developed a solid reputation with local employers and are trusted in these communities. Proteus will serve as the "employer of record" for participants as they learn the skills necessary to secure long-term employment in high-demand and high growth occupations and industries. WEX opportunities will occur in a variety of our already established workplaces that include public, private, or non-profit employers as well as other potential employers established by our Employer Service Representatives (ESRs). Proteus will place customers into employment with a worksite related to the training they received or client skills, which align with locally available industry sectors. WEX will provide participants with the opportunity to attain skills, develop appropriate work habits via a work readiness module and encourage career pathways that will enable them to secure and retain unsubsidized employment and lead to self-sufficiency. Proposed WEX opportunities will continue to be aligned with locally selected industry clusters as stated in the RFP (Energy/Natural Resources; Healthcare; Transportation, Logistics, Manufacturing; and Public Sector Infrastructure - Construction) and other growth industries to meet the current and future needs of area employers. The planned number of new participants to be served is 15.

Proposed Changes

"Proteus is requesting...a decrease amount from our current Program Year 2023-2024. We are proposing to serve 10 new enrollments into Work Experience and carry-over 3. In order to meet our participant goals, Proteus staff will continue to help customers with limited to no work experience and will screen for WIOA Adult/DW program services."

Current, Requested and Recommended Funding

PY 2023-2024 Funding: \$158,622

PY 2024-2025 Funding Requested: \$134,237

PY 2024-2025 Funding Recommended: \$134,237

2. Kern High School District

The Careers 4 Success (C4S) program is a paid work experience program designed to provide work readiness skills to participants ages 18 and older. The program is intended to help participants gain valuable work experience, build their resumes, and improve their chances of finding long-term employment. The program offers a variety of work placements across a range of occupations and worksites, which are carefully selected based on participants' English language skills, occupational skills, interests, transportation, and childcare needs. Placements may include positions in industries such as healthcare, hospitality, manufacturing, and customer service. Overall, the Careers 4 Success program is designed to provide participants with a comprehensive and supportive experience that prepares them for success in their chosen career paths.

Proposed Changes

"KHSD will follow the new work experience policy issued by ETR. Calculations of work experience is changing from number of available hours to one based on wages earned. Each participant is allocated \$5,000 worth of paid work experience. KHSD staff will track monies earned to ensure compliance to the new ETR Work Experience Policy. Change from 25 planned participants (PY 2023-2024 contract) to 20."

Current, Requested and Recommended Funding

PY 2023-2024 Funding: \$340,000

PY 2024-2025 Funding Requested: \$340,000

PY 2024-2025 Funding Recommended: \$340,000



May 1, 2024

Kern, Inyo, and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

**REQUEST FOR RETROACTIVE APPROVAL TO APPLY FOR THE NATIONAL
FARMWORKER JOBS PROGRAM**

Dear Board Member:

This letter is to inform your Board that Employers' Training Resource (ETR) has applied for grant funding from the U.S. Department of Labor (DOL) for the National Farmworker Jobs Program (NFJP). For the past forty-two years, ETR has received this funding from the DOL to provide employment and training services to farmworkers and their dependents in Kern County. For Program Year 2023 (July 1, 2023, through September 30, 2024), Kern County's NFJP funding is \$2,553,842.

This grant funding is awarded through a competitive proposal process. This grant proposal is for a four-year period (July 1, 2024 – September 30, 2028) with the additional years of the grant dependent on the availability of funds. The DOL released the Funding Opportunity Announcement (FOA) on March 5, 2024, that details the instructions for the preparation and submission of the grant. The grant was due to the DOL on May 3, 2024; however, ETR has already submitted the grant proposal. Written into the proposal are our partners which include the Kern High School District; California State University, Bakersfield; and Proteus, Inc. The grant awards are to be announced in June with the grant period starting July 1, 2024.

At its meeting on April 4, 2024, the Program and Business Services Committee concurred with the recommendation below.

Therefore, IT IS RECOMMENDED that your Board retroactively authorize the submission of the grant application and, if awarded, the execution of the required grant documents by the Chief Workforce Development Officer.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer

AE:pg



May 1, 2024

Kern, Inyo and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

ACCEPT GRANT FUNDING IN THE AMOUNT OF \$286,200 FROM THE CITY OF BAKERSFIELD FOR THE TRANSFORMATIVE CLIMATE COMMUNITIES IMPLEMENTATION PROGRAM

Dear Board Member:

The California State Assembly Bill 2722 established the Transformative Climate Communities (TCC) Program using funds from the State's Cap-and-Trade Program which funds the development of neighborhood-level transformative community plans. The funds include plans for workforce development, housing, and transportation.

The City of Bakersfield submitted a five-year Implementation Planning grant application on August 1, 2023 for Round 5 of Transformative Climate Communities Program which funds the development of neighborhood-level transformative community plans. The City applied for up to \$29,500,000 in TCC Implementation funds and received the sum of \$22,125,000. The application focused on the county island around South Dr. Martin Luther King Boulevard and East Casa Loma Drive. ETR will be receiving the amount of \$286,200 which will be used to provide targeted outreach to twenty-seven potential participants from the focus area who meet the priority of service criteria. Ten eligible applicants may qualify to enter an on-the-job training where the employer's 50 percent match will be leveraged using TCC funds. An additional eight participants may be served with existing partners for Transitional Jobs Training, and an additional nine participants may receive Vocational training in order to receive industry recognized certificates through the High Road Training Partnership initiative. TCC funds would supplement and supplant WIOA and other available workforce development funds, thus extending the ability to serve more employers and job seekers.

The grant is effective on the date of execution of the Grant Agreement between the City and State of California, and shall remain in effect for five years.

Therefore, IT IS RECOMMENDED that your Board approve the partnership with the City of Bakersfield in the Transformative Climate Communities Program by providing workforce development services for up to five years in an amount of \$286,200.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer
AE:ms

Attachment

Aaron Ellis - Chief Workforce Development Officer - Employers' Training Resource
1600 E. Belle Terrace, Bakersfield, CA 93307 | Office: 661.336.6957 | 661.325-HIRE | www.etronline.com

May 1, 2024

Kern, Inyo and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

**RECOMMENDATION TO REMOVE A NON-BOARD MEMBER FROM A COMMITTEE OF
THE WORKFORCE DEVELOPMENT BOARD**

Dear Board Member:

To ensure active and engaged participation by members at board and committee meetings, your Workforce Development Board (WDB) has an attendance policy in its bylaws. Members who miss two (unexcused) consecutive meetings will be considered inactive and subject to removal. Unless otherwise excused, all WDB and committee members are required to attend a minimum of three quarters (75%) of all meetings to maintain "Membership in Good Standing." A member with a substantial pattern of absences may also be subject to removal. Leniency was granted during COVID; however, in person meetings have resumed, and attendance is important in meeting quorum requirements.

Non-Board member Arleana Waller, who sits on the Program and Business Services (PBS) Committee, has missed several consecutive meetings and is in violation of the attendance policy. Ms. Waller was appointed by your WDB on December 15, 2021. Since that appointment, four PBS meetings were canceled and five were held. Ms. Waller attended only one meeting. Both staff and the WDB Vice Chair reached out to Ms. Waller, and no response was received. As a result, it is recommended that Ms. Waller be removed from the committee. As the PBS Committee currently has three non-Board members (Ms. Waller, Linda Parker and Leo Bautista), it would still be in compliance with the minimum two non-Board member requirement.

At its meeting on April 18, 2024, the Executive Committee discussed and concurred with the recommendation below.

Therefore, IT IS RECOMMENDED that your Board remove Arleana Waller from the PBS Committee effective May 1, 2024.

Sincerely,



Aaron Ellis
Chief Workforce Development Officer



May 1, 2024

Kern, Inyo and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

BUSINESS NOMINATION FOR WORKFORCE DEVELOPMENT BOARD VACANCY

Dear Board Member:

The Workforce Innovation and Opportunity Act (WIOA) requires Workforce Development Boards to maintain a business member majority. At present, business members make up exactly 50 percent of your Board (14 of 28 members) which is not a majority. Both Board members and Employers' Training Resource (ETR) staff have sought nominations.

Mr. Cody Brooks, Executive Director of the Kern County Chapter of the National Electrical Contractors Association, was nominated by the Kern Economic Development Corporation. Mr. Brooks' nomination form is attached. If appointed, his term would end December 31, 2026. This appointment would result in 15 business members (51.7%) on a 29-member board.

At its meeting on April 18, 2024, the Executive Committee discussed the nomination and recommended that Mr. Brooks' nomination be forwarded to your Board for approval.

Therefore, IT IS RECOMMENDED that your Board recommend Mr. Cody Brooks to the Kern, Inyo, Mono Workforce Development Board as a business member with a term ending December 31, 2026, and authorize staff to submit the nomination to the Kern County Board of Supervisors for appointment.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer

Attachment



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

Please check one or both boxes:

Interest in being Workforce Development Board Member ☒

Interest in being non-Workforce Development Board Member ☐ (member of a subcommittee only)

NOMINEE INFORMATION

Date: 2-6-2024

Name: Cody Brooks

Job Title: Executive Director

Business/Agency Name: Kern County Chapter National Electrical Contractors Association

Business/Agency Address: 4015 Coffee Rd Suite 210 Bakersfield CA 93308
(Street) (City) (Zip)

Phone: 360-790-0095

Email: cbrooks@kccneca.com

Preferred method of contact? 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 quarterly Committee (usually at 8:00 a.m. or 3:00 p.m.) and Board meetings (usually at 7:00 a.m.), as assigned
- Bring a level of expertise in specific areas to advise staff and other board members on issues pertaining to workforce development
- Represent a particular group (or groups), as required under WIOA

NOTE: Some nominees may be considered for "non-Board member" positions on WDB Committees (Program and Business Services, Executive and Youth). Non-Board members may vote on matters at the Committee level only. They may be considered for vacancies on the WDB.

SPECIFY GROUP TO BE REPRESENTED

Nominees may represent one or more. Please check all that apply.

☒ Business	☒ Small 1-50	☒ Mid 51-250	☒ Large >250
☐ Labor			
☒ Education and Training	☒ Adult	☐ Youth	☐ Higher
☐ Workforce Representative	☐ CBO	☐ Other (specify)	
☐ Government, Economic and Community Development	☐ Economic/Community Development	☐ Wagner-Peyser Office	☐ Vocational Rehabilitation
☐ One-Stop Partner (specify)			
☐ Other (specify)			

If nominated for Business 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 officer or other business executive or employer with "optimum policymaking or hiring authority?"
 Yes ☒ No ☐ Please explain below: *Yes I am the executive director of National Electrical Contractors Association for the Kern County Chapter. I represent management for the electrical industry.*
- (3) Has business nominee been nominated by local business organization or business trade association? Yes ☒ No ☐ *Nominating organization must be completed below.

If nominated for Labor Representative:

- (1) Has nominee been nominated by local labor federation or a member of a labor organization or a training director from a joint-labor management apprenticeship program, or other such program? Yes ☐ No ☐ *Nominating organization must be completed below.

ALL NOMINEES: STATEMENT OF INTEREST

Explain why you wish to serve on the WDB (include interests, qualifications, etc.).

I would like to serve on the WDB and the community of central California as a whole. I would hope to work as a team with the rest of the board to develop the workforce from the ground up in every aspect. My expertise will come from management representation on negotiating committees, as a trustee on Pension, health and welfare, apprenticeship boards, as well as a committee member on the LMCC.

ALL NOMINEES: WORKFORCE DEVELOPMENT EXPERIENCE

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

Management Trustee on the following trust funds: Kern County Electrical Workers Pension, Kern County Electrical Worker Health and Welfare, Kern County Electrical Journeyman and Apprenticeship Training, and Construction Benefits Administration, Inc. Management Committee on the joint apprenticeship and training as well as the Local labor-management cooperation committee. I sit on the national task force for NECA on the Future leaders/women in NECA. Kern County NECA Labor Relations and

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

negotiation Committee

Date: 2-6-2024

Nominee Signature: *Andy B. H.*

***NOMINATING ORGANIZATION (Required for Business and Labor Representatives)**

Name of Organization: Kern Economic Development Corporation

Type of Organization: Economic Development

Nominating Person's Name/Title: Richard Chapman

Date: 2/9/2024

Signature: *[Signature]*



May 1, 2024

Kern, Inyo and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

ON-SITE VISIT REPORT AND SCHEDULING OF NEXT VISIT

Dear Board Member:

Your Workforce Development Board members have the opportunity to visit various training and service providers in order to learn more about Workforce Innovation and Opportunity Act (WIOA) and other workforce-related programs in the community. One site visit has been completed, and another will be scheduled soon.

Kern Alliance of Business, Inc.'s Recycling Lives Visit

On March 13, 2024, Board members toured Kern Alliance of Business, Inc.'s Recycling Lives program located on East Belle Terrace in Bakersfield. Two Board members, along with two Employers' Training Resource (ETR) staff, toured the facility and learned about the program. The Board members gave the program an average score of 5 on a scale of 1 to 5, with 5 being the highest score. Excerpts from the evaluation forms include the following:

- "Great presentation and getting to hear Paul's [a participant] story."
- To improve the program "track employment for longer period of time."

Scheduling of Next Visit

The next on-site visit has yet to be scheduled. When the location and date are confirmed, ETR will email Board members to invite those interested in attending. This will allow members to check their availability in advance before signing up to attend. If you have a particular program or location that you are interested in visiting, please let us know.

Thank you to those members who attended the visit. Your participation is appreciated by ETR staff, providers and the clients.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer



May 1, 2024

Kern, Inyo and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

WORKFORCE INNOVATION AND OPPORTUNITY ACT PERFORMANCE RESULTS FOR PROGRAM YEAR 2022

Dear Board Member:

California's Evaluation of Performance

The State's policy for evaluating success and nonperformance for Workforce Innovation and Opportunity Act (WIOA) programs went into effect during Program Year (PY) 2020. According to the policy, at the end of the PY, the actual performance numbers for that year will be adjusted using the Statistical Adjustment Model (SAM), which will factor in data on the economic conditions of the Local Area and the populations served by the program(s) during that year. This will determine the adjusted levels of performance for the PY against which the Local Area's actual results will be compared. The State will calculate and provide all Local Area's outcomes for the most recently completed PY via an Information Notice. A Local Area's performance outcome is essential in determining its continued designation and whether sanctions should be applied for nonperformance.

Program Year 2022 Performance Scores

PY 2022 is the most recent year in which the State calculated performance scores for each Workforce Development Area (WDA), and the results were published in Workforce Services Information Notice WSIN23-33 issued March 12, 2024. Per the notice, the Department of Labor (DOL) was only requiring states to achieve a performance score of 50% or higher for the following performance measures:

- Employment Rate 2nd Quarter After Exit
- Employment Rate 4th Quarter After Exit
- Median Earnings
- Credential Attainment

Nonperformance occurs when the performance score is below 50% for any measure.

Below are California's PY 2022 final performance scores by program along with the scores for our WDA. Both the State and our WDA were successful in scoring above the 50% threshold for all measures for all three programs – Adult, Dislocated Worker, and Youth.

CALIFORNIA WIOA PY 2022	Employment Rate 2nd Quarter After Exit Performance Score	Employment Rate 4th Quarter After Exit Performance Score	Median Earnings Performance Score	Credential Attainment Performance Score
Adult	104.0%	106.8%	114.3%	111.6%
Dislocated Worker	107.1%	110.9%	95.9%	103.8%
Youth	101.4%	107.7%	112.3%	109.2%

KERN, INYO, MONO WIOA PY 2022	Employment Rate 2nd Quarter After Exit Performance Score	Employment Rate 4th Quarter After Exit Performance Score	Median Earnings Performance Score	Credential Attainment Performance Score
Adult	101.9%	106.2%	146.8%	83.3%
Dislocated Worker	96.5%	105.4%	94.9%	96.5%
Youth	98.1%	120.0%	100.6%	85.1%

Program Year 2022 Unadjusted Performance Results

Attached are excerpts from the State's Annual Report "Results Achieved Under the Workforce Innovation and Opportunity Act" for PY 2022 showing our WDA's unadjusted performance results compared to our negotiated performance goals and the definitions and cohort periods for the performance measures.

We will continue to keep your Board informed on performance.

Sincerely,


Aaron Ellis
Chief Workforce Development Officer

Attachments

PY 2022 WIOA Local Workforce Development Area Performance Tables

Kern/Inyo/Mono Consortium

Title I Adult

Service Type	Participants Served	Participants Exited	Percent Training-Related Employment	Percent Enrolled in More than One Core Program
Career Services	1,229	815	N/A	N/A
Training Services	872	581	N/A	N/A
Total Local Area	1,229	815	12.4%	7.6%

Performance	Employment Rate (Q2)	Employment Rate (Q4)	Median Earnings	Credential Rate	Measurable Skill Gains
Negotiated Target	73.0%	68.0%	\$7,800	73.0%	79.0%
Total Local Area	82.3%	80.4%	\$11,633	58.2%	90.5%

Title I Dislocated Worker

Service Type	Participants Served	Participants Exited	Percent Training-Related Employment	Percent Enrolled in More than One Core Program
Career Services	257	160	N/A	N/A
Training Services	160	103	N/A	N/A
Total Local Area	257	160	13.5%	24.9%

Performance	Employment Rate (Q2)	Employment Rate (Q4)	Median Earnings	Credential Rate	Measurable Skill Gains
Negotiated Target	71.0%	70.0%	\$7,800	71.1%	75.0%
Total Local Area	76.1%	73.9%	\$8,395	64.4%	81.5%

Title I Youth

Service Type	Participants Served	Participants Exited	Percent Training-Related Employment	Percent Enrolled in More than One Core Program
Career Services	894	448	N/A	N/A
Training Services	257	75	N/A	N/A
Total Local Area	894	448	9.1%	2.5%

Performance	Youth Employment / Education / Training Rate (Q2)	Youth Employment / Education / Training Rate (Q4)	Median Earnings	Credential Rate	Measurable Skill Gains
Negotiated Target	67.7%	64.5%	\$4,800	64.2%	70.0%
Total Local Area	70.0%	72.4%	\$5,128	59.2%	73.6%

PY 2022 WIOA Statewide Performance Tables

Definitions and Cohort Periods

The following table defines and identifies the cohort periods for the various table headers. While some data elements may differ between programs, the cohort periods identified in this chart apply to all applicable headers.

Performance Measurement	Definition	Cohort Period
Participants Served	Number of participants served during the period.	7/1/2022 – 6/30/2023
Participants Exited	Number of participants exited during the period.	4/1/2022 – 3/31/2023
Funds Expended	Total amount expended on participants during the period.	7/1/2022 – 6/30/2023
Cost per Participant Served	Funds expended divided by count of participants served during the period.	7/1/2022 – 6/30/2023
Percent Training Related Employment	Percentage of participant who received training services who were in training related employment during the second quarter after exit.	7/1/2021 – 6/30/2022
Percent Enrolled in More than One WIOA Core Program	Percentage of participants who received serviced under more than one WIOA core program.	7/1/2022 – 6/30/2023
Percent Administrative Funds Expended	The percentage of total federal funds expended on administration of the program.	7/1/2022 – 6/30/2023
Employment Rate (Q2)	The percentage of participants who are in unsubsidized employment during the second quarter after program exit.	7/1/2021 – 6/30/2022
Employment Rate (Q4)	The percentage of participants who are in unsubsidized employment during the fourth quarter after program exit.	1/1/2021 – 12/31/2021
Youth Employment/Education/Training Rate (Q2)	The percentage of participants who are in unsubsidized employment and/or education during the second quarter after program exit.	7/1/2021 – 6/30/2022
Youth Employment/Education/Training Rate (Q4)	The percentage of participants who are in unsubsidized employment and/or education during the fourth quarter after program exit.	1/1/2021 – 12/31/2023
Median Earnings	The median earnings of program participants who are in unsubsidized employment during the second quarter after program exit.	7/1/2021 – 6/30/2022

Performance Measurement	Definition	Cohort Period
Credential Rate	The number of participants enrolled in an education or training program (excluding On-the-Job Training or customized training) who attain a recognized postsecondary credential or a secondary school diploma or its recognized equivalent during participation or within one year of program exit.	1/1/2021 – 12/31/2021
Measurable Skill Gains	Number of program participants who, during the program year, are in an education or training program that leads to a recognized postsecondary credential or employment and who are achieving measurable skill gains based on attainment of at least one of the five types of gains.	7/1/2022 – 6/30/2023
Employer Service	Total number of establishments, as defined by the Bureau of Labor Statistics (BLS) Quarter Census of Earnings and Wages program, that received a service, or if it an ongoing activity, are continuing to receive a service or other assistance during the reporting period.	7/1/2022 – 6/30/2023
Retention with the Same Employer in the 2 nd and 4 th Quarters after Exit Rate	The percentage of participants employed in the 2 nd quarter after exit who have the same employer in the 2 nd quarter and 4 th quarter after exit.	1/1/2021 – 12/31/2021
Repeat Business Customers Rate	The percentage of employers who have used qualifying core program services in the current PY and had received services in any of the three preceding PYs.	7/1/2022 – 6/30/2023

Resources

For more information on California's performance guidance, please see Workforce Services Directive (WSD)[22-01](#), *Performance Guidance*.

For more information on statewide and local performance negotiations and goals, please see Workforce Services Information Notice [22-14](#), *Local Area Negotiated Performance Goals PY 22 and PY 23*.



May 1, 2024

Kern, Inyo and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

**APPROVAL OF THE TWO-YEAR MODIFICATION TO THE LOCAL AND REGIONAL PLANS FOR
PROGRAM YEARS 2021 - 2024**

Dear Board Member:

The Workforce Innovation and Opportunity Act (WIOA) requires the Local Workforce Development Board (WDB), which is the Kern, Inyo, Mono (KIM) WDB, to prepare a Two-Year Modification to the Local Plan, and the Regional Planning Unit (RPU), which is the San Joaquin Valley and Associated Counties, to prepare a Two-Year Modification to the Regional Plan. The San Joaquin Valley and Associated Counties include the counties of Kern, Inyo, Mono, Fresno, Kings, Madera, Merced, San Joaquin, Stanislaus and Tulare. Each two-year modification to the plans covered Program Years 2021 – 2024 (July 1, 2021 to June 30, 2024) and was submitted to the California Workforce Development Board prior to the deadline of March 31, 2023.

The Two-Year Modification to the Local and Regional Plans were reviewed by a team of readers that included representatives from the CWDB, Employment Development Department Regional Advisors, and other state partners, such as the State Board of Education, the California Department of Education, the Department of Rehabilitation, and the Chancellor's Office.

On March 19, 2024, CWDB approved the Two-Year Modification to the Local Plan. In addition, on March 21, 2024, CWDB approved the Two-Year Modification to the Regional Plan as reflected in the attached emails.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer
AE:ms

Attachments

From: [Aaron Ellis](#)
To: [Michael Saltz](#)
Subject: Fw: Local Plan Two-Year Modification Approval
Date: Wednesday, March 27, 2024 10:22:50 AM
Attachments: [Outlook-vi4mwrq.png](#)

FYI

Aaron Ellis

Chief Workforce Development Officer
Employers' Training Resource
Proud Partner - America's Job Center of California
1600 E. Belle Terrace
Bakersfield CA 93307
Office-661-336-6957
Fax - 661-336-6855
Aarone@kerncounty.com



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From: CWDB Policy Unit <PolicyUnit@cwdb.ca.gov>
Sent: Tuesday, March 19, 2024 3:17 PM
To: Aaron Ellis <aarone@kerncounty.com>
Cc: Alatorre, Gustavo@EDD <Gustavo.Alatorre@edd.ca.gov>
Subject: Local Plan Two-Year Modification Approval

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 afternoon,

The two-year modification to the Local Plan that you have submitted for Program Year (PY) 2021 - 2024 has been reviewed and evaluated for compliance with the Regional and Local Plan requirements outlined in [Workforce Services Directive WSD22-05](#).

On behalf of the California Workforce Development Board (CWDB), your Local Plan has been approved. We want to thank you for your efforts to meet the goals outlined in the California Unified Strategic Workforce Development Plan by facilitating a planning process that ensures greater coordination and collaboration with our strategic partners.

Thank you and please contact us if you have any questions.

Best,



Yessica Mox (she/her)
Policy Analyst
Policy, Research, and Legislation Branch
Cell: 916-764-5186

CWDB Vision: A California economy defined by equity, quality jobs, and climate resiliency.

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From: [Adolph Lopez](#)
To: [Aaron Ellis](#); [Blake Konczal](#); [Martinez, Julieta](#); [mvang@maderaworkforce.org](#); [erick.serrato@countyofmerced.com](#); [Virgen, Patty \[EEDD\]](#); [Adam Peck](#)
Cc: [Michael Saltz](#); [Phyllis Stogbauer](#); [Jessica Roche](#); ["Hinson, Patricia"](#); [David McMunn](#); [JBautista@tularewb.org](#); [Doris Foster](#); [Gloria Gamez](#)
Subject: FW: Regional Plan Two-Year Modification Approval
Date: Tuesday, April 16, 2024 9:26:54 AM

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For your records



Adolph Lopez
Manager/SJVAC Regional Organizer

Stanislaus County Workforce Development
251 E. Hackett Rd. C-2 | Modesto, CA 95358
o: 209.558.2100 c: 209.595.5580 | stanworkforce.com

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From: CWDB Policy Unit <PolicyUnit@cwdb.ca.gov>
Sent: Thursday, March 21, 2024 9:23 AM
To: Adolph Lopez <lopezad@stanworkforce.com>; Irene Hancock <HancockI@stanworkforce.com>
Cc: Alatorre, Gustavo@EDD <Gustavo.Alatorre@edd.ca.gov>
Subject: Regional Plan Two-Year Modification Approval

Good morning,

The Regional Plan you have submitted for Program Year (PY) 2021 - 2024 has been reviewed and evaluated for compliance with the Regional and Local Plan requirements outlined in [Workforce Services Directive WSD22-05](#).

On behalf of the California Workforce Development Board (CWDB), your Regional Plan has been approved. We want to thank you for your efforts to meet the goals outlined in the California Unified Strategic Workforce Development Plan by facilitating a planning process that ensures greater coordination and collaboration with our strategic partners.

Thank you and please contact us if you have any questions.

Best,



800 Capitol Mall, Ste. 1022
Sacramento, CA 95814
www.cwdb.ca.gov

Yessica Mox (she/her)
Policy Analyst
Policy, Research, and Legislation Branch
Cell: 916-764-5186

CWDB Vision: A California economy defined by equity, quality jobs, and climate resiliency.

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Q3 Report for Kern, Inyo, and Mono Counties - AJCC Partner Meetings

Report by Beaudette Consulting Inc.

Introduction

During the third quarter of the fiscal year 2023-24, the America's Job Center of California (AJCC) in Kern, Inyo, and Mono Counties dedicated its efforts to strengthening partnerships and enhancing service delivery across the region. Throughout January, February, and March 2024, we held monthly partner meetings via Zoom, which served as platforms for discussion on progress updates, the introduction of new initiatives, and collaborative problem-solving. These meetings underscored our commitment to refining our approach to workforce development and employment services to better meet the needs of our communities and employers.

Meetings and Collaborations

These meetings and the initiatives discussed within them represent our ongoing efforts to adapt and improve upon our service offerings, ensuring they are both effective and reflective of the diverse needs of the populations we serve in Kern, Inyo, and Mono Counties. The third quarter for Kern, Inyo, and Mono (KIM) Counties AJCC was marked by a series of productive partner meetings, each designed to address specific operational and strategic goals. Despite the challenges encountered, such as the need to reevaluate the electronic referral system, the focus remained on enhancing collaboration, service quality, and problem-solving techniques.

- **January 16, 2024**
 - Attendance Issues: Noted only eight participants; discussed strategies for improving attendance.
 - Partner Updates: Partners shared proud achievements of 2023 and goals for 2024.
 - Customer Satisfaction Surveys: Introduction of new measures to increase survey participation.
 - Discussion Topics: Focus on the effectiveness of an Electronic Referral System and preparations for upcoming workforce development board member orientation.
- **February 13, 2024**
 - Referral Process Updates: Detailed discussion on current referral processes and the introduction of new tools to enhance inter-agency referrals.
 - Customer Satisfaction: Reviewed data and discussed methods to increase survey responses, including adding survey links to email signatures.
 - Problem Solving: Engaged in a problem-solving session using the Fishbone and 5 Whys techniques, aimed at addressing common operational challenges.

- **March 12, 2024**

- **Final Quarter Initiatives:** Preparation for the end of the quarter, focusing on refining data collection for performance metrics and enhancing partner presentation skills.
- **Continuous Improvement Efforts:** Partners were encouraged to volunteer for cross-training presentations to deepen understanding of each agency's services.

Key Highlights of the Quarter:

- **Senate Bill 553 Compliance:** During the quarter, we conducted a thorough review of the new requirements under Senate Bill 553, which necessitates that businesses with ten or more employees develop a workplace violence prevention plan. This review spurred conversations on how our partners could assist local businesses in complying with these regulations within the stipulated timeframe.
- **Enhanced Communication:** Through regular status updates and shared success stories, partners improved their understanding of each other's services and capabilities, leading to more effective referrals and collaboration.
- **Commitment to Problem-Solving:** We continued our focus on structured problem-solving discussions, employing techniques such as Root-Cause Analysis, Fishbone Diagrams, and the 5 Whys. These sessions are aimed at identifying and addressing common challenges.
- **Customer Satisfaction Surveys:** This quarter, we initiated the collection of data from AJCC customer satisfaction surveys. We reviewed the initial feedback and made necessary adjustments to the survey form to better capture relevant information, setting the stage for future in-depth analysis and service improvement strategies.
- **Grant Updates:** We shared updates on significant grants, such as the Displaced Oil and Gas Workers Fund and the Farmworker Advanced Program grant. These discussions highlighted the impact of these funds on our programs and the communities we serve.

Challenges and Opportunities

This quarter, while we began with strong engagement and commitment to addressing operational challenges through our problem-solving process, we encountered some hurdles as the quarter progressed. Here are the challenges we faced and the opportunities we have identified for improvement:

- **Problem-Solving Engagement:** Initially, our meetings saw active participation with partners bringing forth various issues to be addressed using our structured problem-solving techniques. However, by the time we reached our March meeting, there was a noticeable reluctance among partners to present new problems for discussion. This represents an opportunity to encourage a more open and consistent dialogue, ensuring that all partners feel comfortable and motivated to contribute.
- **Data Collection and Utilization:** Although data collection remains a challenge, we have successfully captured and presented crucial information in our Impact Reports. These reports have become a valuable resource for assessing the effectiveness of our services

and identifying areas for improvement. We will continue to refine our data collection methods to ensure they are both efficient and comprehensive.

- **Meeting Attendance by Decision Makers:** Another significant challenge has been ensuring that all decision makers attend the meetings. Their presence is critical for making informed decisions and driving strategic changes. Going forward, we will explore new strategies to enhance the engagement of key stakeholders, perhaps by adjusting meeting times or providing additional value through more targeted agenda items.
- **Distribution and Completion of Customer Satisfaction Surveys:** We have noticed that not all partners and locations are actively distributing the customer satisfaction surveys, which are essential for gathering feedback and improving our services. This presents an opportunity for us to better communicate the importance of these surveys to our partners. By highlighting the direct benefits that these insights provide in enhancing service delivery and client satisfaction, we aim to improve participation rates across all locations.

Conclusion

As we reflect on the third quarter of fiscal year 2023-24, it is evident that the America's Job Center of California (AJCC) in Kern, Inyo, and Mono Counties has made substantial strides in strengthening partnerships and refining service delivery mechanisms. The concerted efforts across January, February, and March have not only addressed immediate operational needs but also laid the groundwork for sustainable improvements.

Our quarterly partner meetings have been central to these achievements, providing a forum for engaging dialogue and proactive problem-solving. While we faced challenges, such as varying levels of engagement in problem-solving sessions and inconsistencies in data collection and survey distribution, these hurdles have offered valuable lessons and opportunities for growth.

Moving forward, we are committed to enhancing our problem-solving engagement, ensuring robust participation and openness in discussing challenges. Improving the attendance of decision-makers at meetings remains a priority, as their insights and approvals are crucial for implementing effective changes. Additionally, we will intensify efforts to standardize the distribution of customer satisfaction surveys across all locations, emphasizing to our partners the critical role these surveys play in shaping our services.

Our focus on continuous improvement is underscored by our response to legislative changes, such as those introduced by Senate Bill 553, and our dedication to leveraging all available resources, such as significant grants, to enhance the support we offer to our communities.



May 1, 2024

Kern, Inyo, and Mono
Workforce Development Board
1600 East Belle Terrace
Bakersfield, CA 93307

STATUS OF SUBGRANTEE MONITORING REPORTS

Dear Board Member:

The following reports have recently been completed and are being filed with your Board:

Farmworkers Institute of Education and Leadership (FIELD) (3/20/24) Fiscal Report. Findings were for: improperly charging accrued liabilities and for paying participants in excess of California's minimum wage. In response, FIELD reimbursed Employers' Training Resource for disallowed costs. The findings are closed.

Tehachapi Unified School District (TUSD) (12/12/23) Fiscal Report. Findings were for: not charging expenses to the correct line item; overcharging indirect costs; providing unallowable supportive services; and not submitting claims for payment on time. TUSD did not seek a new contract, and disallowed costs were remitted from TUSD's final payment. The findings are closed.

Copies of these reports are on file and available for review by Board members.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer

AE:sw

EMPLOYERS' TRAINING RESOURCE

SECOND QUARTER ENROLLMENT PLAN VS ACTUAL DECEMBER 2023

Funding Source	Annual Planned Enrollments	Planned Enrollments Thru Dec. 2023	Enrollments Thru Dec. 2023	Percentage of Plan
WIOA Adult	853	632	715	113.22%
WIOA Dislocated Worker	255	178	148	83.15%
WIOA Youth	841	652	607	93.10%
National Farmworker Jobs Program (7/1/23-9/30/24)	420	210	322	153.33%
EPIC	280	260	338	130.25%
AB 109 (Public Safety & Realignment)	100	50	86	172.00%
La Coop 167 Housing (7/1/23 - 9/30/24)	79	25	16	64.00%
Earmark Valley Build MC3 (11/6/23-9/30/25)	30	3	17	566.67%
HRCC (9/1/23-12/31/25)	105	15	18	120.00%
Regional Equity & Recovery (12/1/22 - 9/30/25)	120	21	39	184.17%
Prison 2 Employment (6/1/23 - 12/31/25)	42	7	8	107.94%
La Coop USDA Farmworker Relief (11/1/22 - 10/31/24)	2,640	2,640	5,231	198.14%
Homeless Vets Reintegration Program (7/1/23 - 6/30/26)	102	50	4	8.00%
TOTAL ENROLLMENTS	5,867	4,743	7,549	159.17%
	2nd Qtr Planned	2nd Qtr Actual	YTD Planned	YTD Actual
Total Job Seekers at America's Job Center Combined Youth & Adult***	6,000	3,741	16,000	25,871
Employers Served at America's Job Center***	125	73	250	149

***As the numbers reported for each quarter are non-duplicated customers/employers, the quarters when added will not equal the year-to-date numbers. In addition, as many employers/customers can receive services in all reporting quarters, the year-to-date goals are adjusted for non-duplication of services and may be less than the total of all quarters when added.

Noteable accomplishments this quarter:

Highest paid wage for the 1st quarter is \$68 for a Pharmacy Manager.

Staff assisted employers with 211 Placements for the 1st quarter.

Health Care & Social Assistance Sector had the largest placements with 117.



February 20, 2024

Aaron Ellis
Interim Chief Workforce Development Officer
Kern/Inyo/Mono Consortium
1600 E. Belle Terrace
Bakersfield, CA 93307

Dear Aaron Ellis:

**ANNUAL REVIEW
85% FORMULA GRANT
FISCAL YEAR 2022-23 FINAL MONITORING REPORT**

This final monitoring report is to inform you of the results of the Employment Development Department, Compliance Review Office (CRO), Workforce Innovation and Opportunity Act (WIOA), on-site monitoring review of Kern/Inyo/Mono Consortium (KIM) fiscal and program systems for Program Year (PY) 2022-23.

Our review was conducted under the authority of WIOA, Sections 183(a) and 184(a)(4). The purpose of this review was to determine the level of compliance by KIM with applicable federal and state laws, regulations, policies, and directives related to the WIOA grant, specific to financial management activities for PY 2022-23. The KIM was awarded WIOA funds to provide centralized comprehensive workforce services to adults, dislocated workers, youth, and rapid response. The scope of the review covered the period of July 1, 2022, through June 30, 2023.

For the review, we focused on the WIOA Youth program, policies and procedures, financial reporting, expenditures, cost allocation, indirect cost rate, cash management, internal controls, payroll, procurement, oversight of your subrecipients, eligibility, case management and supportive services. Additionally, we reviewed the America's Job Center of California, Memorandum of Understanding, and Infrastructure Funding Agreement and how the shared costs were tracked and applied.

The on-site review was conducted by Corey Pruitt and Kimberly Anderson from January 22, 2024, through January 26, 2024. The exit conference for this review was held on January 31, 2024. We collected the information for this report through interviews with KIM representatives; and by reviewing applicable policies, procedures,

a sample of PY 2022-23 expenditures, and your response to the Annual Review Questionnaire.

FISCAL REVIEW RESULTS

We conclude that we did not identify any areas of KIM not meeting WIOA requirements concerning financial management.

PROCUREMENT REVIEW RESULTS

We conclude that we did not identify any areas of KIM not meeting WIOA requirements concerning procurement.

PROGRAM REVIEW RESULTS

We conclude that we did not identify any areas of KIM not meeting WIOA requirements concerning program management.

SUMMARY

Because the methodology for our monitoring review included sample testing, this report is not a comprehensive assessment of all areas included in our review. It is KIM's responsibility to ensure that the systems, programs, and related activities comply with the WIOA grant program, federal and state regulations, and applicable state directives. Therefore, any deficiencies identified in subsequent reviews, such as an audit, would remain KIM's responsibility.

Aaron Ellis
February 20, 2024
Page 3

Please extend our appreciation to your staff for their cooperation and assistance during our review. If you have any questions regarding this report or the review that was conducted, please contact Corey Pruitt, Compliance Monitoring Analyst, at corey.pruitt@edd.ca.gov or Kimberly Anderson, Compliance Monitoring Manager, at Kimberly.Anderson@edd.ca.gov.

Sincerely,

Natalie Villanueva

NATALIE VILLANUEVA, Chief
Compliance Monitoring and Resolution Section
Compliance Review Office

cc: Kimberly Anderson
Vivian Estrada
Gabriel Garcia
Jennifer Gouvaia
Cynthia Harrington
Kimberlee Meyer
Corey Pruitt
Tim Reynaga
Charles Tobia
Natalie Villanueva

U.S. Department of Labor

Employment and Training Administration
San Francisco Regional Office
90 7th Street, Suite 17300
San Francisco, California 94103



April 2, 2024

Mr. Aaron Ellis
Chief Workforce Development Officer
Employers' Training Resource
1600 E. Belle Terrace
Bakersfield, CA 93307

Grant Type: National Farmworker Jobs Program (NFJP)
Grant Number: 23A60AC000042

Dear Mr. Ellis:

During the period of February 27-29, 2024, the U.S. Department of Labor, Employment and Training Administration conducted an onsite review of the Employers' Training Resource (ETR) NFJP grant. The exit conference was held on February 29, 2024.

The enclosed report outlines the scope of the review which resulted in no compliance findings. Please note that the review did not cover any areas outside the defined scope. Although no material issues came to the reviewer's attention, there is no assurance that other issues may not exist.

We hope that our review and this report are helpful to you and your team. If you have any questions, please contact Mr. Engdahl at (415) 625-7960 or me, at (415) 625-7900.

Sincerely,

A handwritten signature in black ink, appearing to read "Tamika L. Ledbetter".

Dr. Tamika L. Ledbetter
Regional Administrator

Enclosure

EXECUTIVE SUMMARY

The Employment and Training Administration (ETA) conducted a monitoring review of the Employer's Training Resource's (ETR) National Farmworker Jobs Program (NFJP) grant. The review did not result in any compliance findings.

SCOPE OF REVIEW

Dates of Review:

February 27, through 29, 2024

Date of Exit Conference:

February 29, 2024

Reviewer:

Krister Engdahl, Federal Project Officer (FPO), ETA

Attendees at Exit Conference:

Aaron Ellis, Chief Workforce Development Officer, ETR
Jana Webb, Senior Workforce Development Analyst, ETR
Victor Portillo, Program Support Supervisor, ETR
Anne Meert, Senior Workforce Development Analyst, ETR
Sarah Woodman, Senior Workforce Development Analyst, ETR
Brenda Duenas, Senior Workforce Development Analyst, ETR
Grace Tran, Senior Accountant, ETR
Patricia Garibay, Departmental Analyst, ETR
Esmeralda Vega Lopez, Office Services Specialist, ETR
Krister Engdahl, FPO, ETA

Purpose of the Review:

The purpose of ETA's review was to measure progress, evaluate the management of the grant and quality of program services, identify areas of non-compliance, and offer opportunities for technical assistance. The review assessed whether the grant is operating in accordance with Section 167 of the Workforce Innovation and Opportunity Act (WIOA); 2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles, and Audit Requirements; 2 CFR Part 2900 – Department of Labor Exceptions to 2 CFR Part 200; Funding Opportunity Announcement (FOA) ETA-20-08; and other Federal requirements.

Grant/Program Reviewed:

NFJP

Time Period for Review:

July 1, 2022, through February 29, 2024

Tool(s) Used for Review:

ETA Core Monitoring Guide (2018)

NFJP Supplement to the Core Monitoring Guide (July 2021)

BACKGROUND*Service Delivery Areas:* Kern County, California*Period of Performance:* July 1, 2022, through September 30, 2023 (15 months)*Award Amount:* \$2,475,003 (Program Year (PY 22) funding)

NFJP grants are awarded for a 51-month period (currently from July 1, 2020, to September 30, 2024), and funding is subject to annual Congressional approval. The NFJP goals are to assist eligible migrant and seasonal farmworkers (MSFW) and their dependents, including youth. MSFWs, receive career services, training services, housing assistance services, and other related assistance services that help:

1. Retain and stabilize current agriculture jobs.
2. Acquire new skills needed to start careers that provide higher wages.
3. Secure stable, year-round employment.
4. Obtain better economic outcomes for farmworkers.
5. Meet the critical need for quality housing.

ETR is a department within the County of Kern which serves as the administrative arm of the Kern/Inyo/Mono Counties Workforce Development Board. Their goals include training the workforce for the needs of their local economy and providing assistance to businesses in the hiring process.

ETR extends NFJP grant services to spouses and dependents which promotes increased opportunities for self-sufficiency among farmworker families. ETR provides basic career and individualized training services to eligible low income, adult, and youth MSFWs and their dependents. Career services include vocational training, work experience, English Language Learning, on-the-job-training, emergency support services, job placement and a textbook assistance program for eligible students at California State University Bakersfield. Training services are targeted to participants who do not have stable employment. Case managers can co-enroll participants in the various programs ETR manages including the WIOA Title I Adult, Youth and Dislocated Worker grants.

The review was conducted at the Bakersfield and Oildale ETR sites in Kern County. To assess the performance of the grant, staff members and partners were interviewed. The FPO attended the bi-monthly meeting of ETR and many of their partners who provide services to farmworkers on Wednesday, February 28, 2024. It is a great opportunity for all attending to discuss farmworker services and how they can improve their collaboration. The FPO also visited the

Bakerfield Adult School Culinary Training program that runs the restaurant in ETR's Bakersfield site. A total of 15 participant files were reviewed for program eligibility. All participants were properly determined eligible, and the applicable data was reported correctly in the California Employment Development Department's CalJOBS system which ETR uses as their management information system.

Performance Targets for PY 22	Goal	Actual Outcome	Percent of Goal Achieved
Adult Participants Served	390	325	83.3%
Youth Participants Served	30	126	420%
Total Participants	420	451	126%
Adult Employment rate 2 nd quarter after program exit	69.75%	80.8%	115%
Youth Employment rate 2 nd quarter after program exit	69.81%	87.5%	125%
Adult Employment rate 4th quarter after program exit	65.73%	84.4%	128%
Youth Employment rate 4th quarter after program exit	65.44%	81.3%	124%
Adult Median Earnings	\$4,901.48	\$6,669	136%
Youth Median Earnings	\$4,967.97	\$8,586	172%
Adult Credential Attainment	52.9%	37.5%	70%
Youth Credential Attainment	53.16%	66.7%	125%
Adult Measurable Skill Gain	52.27%	90%	154%
Youth Measurable Skill Gain	58.35%	100%	171%

As of June 30, 2023, ETR met or exceeded all performance outcomes except the Adult Participants Served and the Adult Credential Attainment rate. ETR well exceeded the Youth Participants Served outcome and met the overall enrollment goal. The adult credential goal can be difficult to meet as some participants are not able to finish the program since they need to return to employment to support their families.

Award Amount for PY 22	Cumulative Expenditure	Percentage Expended
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\$2,475,003	\$2,475,003	100%
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As of June 30, 2023, ETR expended 100 percent of its NFJP grant funds.



February 2, 2024

Aaron Ellis, Chief Workforce Development Officer
Employers' Training Resource
1600 E. Belle Terrace
Bakersfield, CA 93307

Dear Mr. Ellis,

In accordance with 2 CFR 200.521 of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, we have reviewed your audit report for the period July 1, 2021 through June 30, 2022.

Your audit report does not contain any financial or administrative findings related to the programs your agency administers on behalf of La Cooperativa Campesina de California. Therefore, this letter constitutes your Initial and Final Determination that no further action related to this audit is required.

Should you have any questions regarding this determination, please contact Marina Tapia at (916) 388-2224.

Sincerely,

A handwritten signature in black ink, appearing to read "ML", is written over the name Marco Lizarraga.

Marco Lizarraga
Executive Director

1107 9th Street, Suite 420, Sacramento, CA 95814 - (916) 388-2220 - Fax (916) 388-2425

Michelle Engel-Silva
Chairperson

Marco Lizarraga
Executive Director

Kern, Inyo and Mono Counties
Workforce Development Board/Committee
Travel Budget Report for 2023-24
(as of April 30, 2024)

2023-24 Budget:	\$10,000
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Expenses:

- none

Total Travel Expenses	\$ <u> 0 </u>
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Balance Remaining	<u><u>\$10,000</u></u>
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Kern, Inyo & Mono Workforce Development Board PBS Committee Attendance 2023					
P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		2/16/23	5/11/23	8/31/23	11/16/23
Member					
First	Last	PBS	PBS	PBS	PBS
Leo	Bautista	P	P	X	RESIGNED
Richard	Chapman	P	A	X	A
Aaron	Ellis		P	X	P
Nick	Hill III	P	P	X	U
Brian	Holt	P	P	X	P
Teresa	Hitchcock	P	Retired	X	-
Linda	Parker*	A	P	X	P
Alissa	Reed	P	P	X	P
Jeremy	Tobias	P	P	X	P
Brenda	Mendivel	-	-	-	P
Arleana	Waller*	A	U	X	U
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board PBS Committee Attendance 2024					
P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		1/18/24	4/4/24	8/22/24	11/7/24
Member					
First	Last	PBS	PBS	PBS	PBS
Richard	Chapman	X	A		
Aaron	Ellis	X	P		
Brian	Holt	X	P		
Linda	Parker*	X	P		
Alissa	Reed	X	P		
Jeremy	Tobias	X	P		
Brenda	Mendivel	X	P		
Arleana	Waller*	X	U		
Leo	Bautista*	-	P		
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board Youth Committee Attendance 2023					
P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		3/1/23	5/17/23	9/13/23	11/29/23
Member					
First	Last	YC	YC	YC	YC
Dale	Countryman*	P	X	P	A
Rosa	Chipres *	A	X	A	U
Aaron	Ellis		X	P	P
Teresa	Hitchcock	P	RESIGNED	-	-
Brian	Holt	P	X	P	P
Ian	Journey	P	X	P	P
Karine	Kanikkeberg*	A	X	P	P
Clare	Pagnini	A	X	A	P
Leticia	Perez	A	X	A	U
Norma	Rojas-Mora	P	X	P	A
Greg	Terry*	P	X	A	P
Priscilla	Varela	A	X	A	A
David	Villarino*	A	X	A	P
Todd	Yepez	P	X	A	P
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board Youth Committee Attendance 2024					
P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		1/24/24	4/10/24	8/28/24	11/13/24
Member					
First	Last	YC	YC	YC	YC
Dale	Countryman*	P	P		
Rosa	Chipres *	U	U		
Aaron	Ellis	P	P		
Brian	Holt	A	U		
Ian	Journey	A	U		
Karine	Kanikkeberg*	P	P		
Leticia	Perez	A	P		
Norma	Rojas-Mora	A	A		
Greg	Terry*	A	A		
Priscilla	Varela	A	P		
David	Villarino*	P	A		
Todd	Yepez	P	P		
Clare	Pagnini	-	A		
*Non-WDB					

Kern, Inyo & Mono Workforce Development Board Executive Committee Attendance 2023					
P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		3/2/23	5/25/23	9/21/23	12/7/23
Member					
First	Last	EXEC	EXEC	EXEC	EXEC
Leo	Bautista**	A	P	P	P
Aaron	Ellis		P	P	P
Teresa	Hitchcock	P	RETIRED	-	-
Ian	Journey	-	-	-	P
Brenda	Mendivel	P	P	P	P
Alissa	Reed	P	P	P	P
Norma	Rojas-Mora	P	U	A	A
Victoria	Stockman*	A	RESIGNED	-	-
Kristen	Watson*	A	A	P	U
Todd	Yepez	P	P	P	P
*Non-WDB					
**Non-WDB as of 10/4/23					

Kern, Inyo & Mono Workforce Development Board Executive Committee Attendance 2024					
P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		2/1/24	4/18/24	9/19/24	11/21/24
Member					
First	Last	EXEC	EXEC	EXEC	EXEC
Leo	Bautista**	P	A		
Kelly	Bearden	A	P		
Aaron	Ellis	P	P		
Ian	Journey	P	A		
Anita	Martin	P	A		
Brenda	Mendivel	P	A		
Clare	Pagnini	A	A		
Lizette	Patterson	U	P		
Alissa	Reed	A	P		
Norma	Rojas-Mora	U	P		
Kristen	Watson	A	P		
Todd	Yepez	P	P		
*Non-WDB					
**Non-WDB as of 10/4/23					

Kern, Inyo & Mono Workforce Development Board Attendance 2023					
P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		3/8/23	5/31/23	10/4/23	12/13/23
Member					
First	Last	WDB	WDB	WDB	WDB
John	Adams	A	U	A	RESIGNED
Laura	Barnes	A	U	P	P
Leo	Bautista	P	A	P	RESIGNED
Kelly	Bearden	P	A	P	P
Mike	Beaumont	-	-	-	P
Richard	Chapman	P	A	P	A
Aaron	Ellis		P	P	P
Bryan	Forrest	-	-	-	P
Steven	Gomez	P	A	A	A
Chris	Gonzales	A	P	A	P
Greg	Gutierrez	P	A	P	A
Nick	Hill III	P	A	P	U
Teresa	Hitchcock	P	RETIRED	-	-
Brian	Holt	P	p	A	P
Ian	Journey, Chair	P	p	P	P
Greg	Knittel	A	p	A	P
Anita	Martin	P	P	A	P
Randy	Martin	P	P	A	P
Dean	McGee	A	p	A	P
Brenda	Mendivel	P	p	A	P
John	Moralez	A	P	P	P
Clare	Pagnini	A	p	A	P
Lizette	Patterson	-	-	-	A
Alissa	Reed	P	p	P	P
Norma	Rojas-Mora	P	A	P	P
Jay	Tamsi	A	A	A	A
Shelly	Tarver	P	U	A	RESIGNED
Jeremy	Tobias	P	P	P	P
Priscilla	Varela	A	P	A	A
Todd	Yepez	P	P	P	A
Trudy	Gerald	P	A	P	A
Michele	Warren	P	P	P	A

Kern, Inyo & Mono Workforce Development Board Attendance 2024					
P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		2/7/24	5/1/24	9/25/24	12/11/24
Member					
First	Last	WDB	WDB	WDB	WDB
Laura	Barnes	P			
Kelly	Bearden	P			
Mike	Beaumont	P			
Richard	Chapman	A			
Aaron	Ellis	P			
Bryan	Forrest	A			
Steven	Gomez	P			
Chris	Gonzales	P			
Greg	Gutierrez	P			
Brian	Holt	P			
Ian	Journey, Chair	P			
Greg	Knittel	P			
Anita	Martin	u			
Randy	Martin	P			
Dean	McGee	P			
Brenda	Mendivel	P			
John	Moralez	P			
Clare	Pagnini	A			
Lizette	Patterson	p			
Alissa	Reed	P			
Norma	Rojas-Mora	A			
Jay	Tamsi	u			
Christina	Garza	p			
Jeremy	Tobias	P			
Priscilla	Varela	P			
Todd	Yepez	P			
Trudy	Gerald	A			
Michele	Warren	P			

KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD AND
COMMITTEES' MEETING SCHEDULE
CALENDAR YEAR 2024

Program and Business Services Committee

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

~~Thursday, January 18, 2024, 8 a.m.~~ CANCELLED

Thursday, April 4, 2024, 8 a.m.

Thursday, August 22, 2024, 8 a.m.

Thursday, November 7, 2024, 8 a.m.

Youth Committee

America's Job Center of California – Oildale Affiliate,
1215 Olive Drive **Recruitment Center**

Wednesday, January 24, 2024, 3 p.m.

Wednesday, April 10, 2024, 3 p.m.

Wednesday, August 28, 2024, 3 p.m.

Wednesday, November 13, 2024, 3 p.m.

Executive Committee

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

Thursday, February 1, 2024, 3 p.m.

Thursday, April 18, 2024, 3 p.m.

Thursday, September 19, 2024, 3 p.m.

Thursday, November 21, 2024, 3 p.m.

Workforce Development Board

America's Job Center of California – Oildale Affiliate,
1215 Olive Drive **Recruitment Center**

Wednesday, February 7, 2024, 7 a.m.

Wednesday, May 1, 2024, 7 a.m.

Wednesday, September 25, 2024, 7 a.m.

Wednesday, December 11, 2024, 7 a.m.