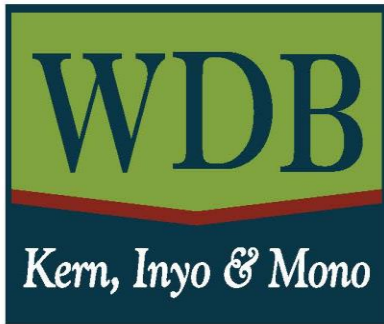




WORKFORCE DEVELOPMENT BOARD

Executive Committee
September 12, 2024
3:00 p.m.

KERN EMPLOYERS'
COUNTY TRAINING
RESOURCE
A proud partner of America's Job Center

1600 E. Belle Terrace
Bakersfield, CA 93307
Second Floor Conference Room



September 12, 2024

Location: 1600 E. Belle Terrace – 2nd Floor Large Conference Room
Dial In #: (831) 296-3421
Access Code: 815 646 321#
Time: 3:00 p.m.
Page No.

I. Introductions

II. Public Comments

This portion of the meeting is reserved for persons to address the Committee on any matter not on this agenda but under the jurisdiction of the Committee. Committee members may respond briefly to statements made or questions posed. They may ask a question for clarification, make a referral to staff for information, or request staff to report back to the Committee at a later meeting. Also, the Committee may take action to direct the staff to place a matter of business on a future agenda. **SPEAKERS ARE LIMITED TO THREE MINUTES.**

III. New Business

- 1-3 A. Approval of the April 18, 2024, Meeting Minutes – **Action Item**
- 4-7 B. Approval of the May 16, 2024, Special Session Meeting Minutes – **Action Items**
- 8-9 C. Approval of the Proposed Agenda for the September 25, 2024, Workforce Development Board Meeting – **Action Item**
- 10 D. Board And Committee Member Travel Budget For 2024-2025 – **Action Item**
- 11-26 E. Workforce Development Board and Standing Committees' Composition - Resignations and Nominations – **Action Item**
- 27 F. Review of Board and Committee Attendance
- 28-29 G. Certification Process for Comprehensive, Affiliate and Specialized AJCCS Under the Workforce Innovation and Opportunity Act
- H. Budget and Legislative Update – **Oral Report**

IV. Director's Report

V. Committee Member Comments

VI. Miscellaneous Filings

- 30 A. Status of Subgrantee Monitoring Reports
- 31 B. Fourth Quarter Enrollment Plan vs. Actual June 2024
- 32-35 C. Workforce Development Board and Committee's Attendance Reports
- 36 D. Kern, Inyo and Mono Workforce Development Board and Committee's Meeting Schedule Calendar Year 2024

Disabled individuals who need special assistance to attend or participate in a meeting of the Workforce Development Board may request assistance at Employers' Training Resource, 1600 East Belle Terrace, Bakersfield, California or by calling (661) 336-6893. Every effort will be made to reasonably accommodate individuals with disabilities by making meeting materials available in alternative formats. Requests for assistance should be made at least three (3) working days in advance whenever possible. All agenda item supporting documentation is available for public review at Employers' Training Resource, 1600 East Belle Terrace, second floor, Bakersfield, 93307 during regular business hours, 8:00 a.m. - 5:00 p.m., Monday through Friday, following the posting of the agenda. Any supporting documentation that relates to an agenda item for an open session of any regular meeting that is distributed after the agenda is posted and before the meeting will also be available for review at the same location. Please remember to turn all personal mobile devices to silent during the meeting.

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
DISCUSSION AND ACTION ITEMS
APRIL 18, 2024**

Members Present: Aaron Ellis, Alissa Reed, Kelly Bearden, Kristen Watson, Lizette Patterson, Norma Rojas-Mora, and Todd Yopez.

Members Absent: Anita Martin, Brenda Mendivel, Clare Pagnini, Ian Journey, and Leo Bautista.

Staff Present: Jeremy Shumaker, Anne Meert, Marco Paredes, Michael Saltz, and Rebecca Zepeda.

Guests Present: Monica Beaudette and Katie Rivera.

Norma Rojas-Moira called the virtual meeting to order at 3:05 p.m.

*UNEXCUSED ABSENCE

Introductions

Committee members, staff, and guests introduced themselves.

Public Comments

There were no additional public comments.

Approval of the February 1, 2024, Meeting Minutes

Alissa Reed made a motion to approve the February 1, 2024, meeting minutes. Todd Yopez seconded the motion. All ayes. The motion carried.

Approval of the Proposed Agenda for the May 1, 2024, Workforce Development Board Meeting

Alissa Reed made a motion to approve the agenda for the May 1, 2024, Workforce Development Board meeting. Kelly Bearden seconded the motion. All ayes. The motion carried.

Recommendation to Remove a Non-Board Member from a Committee of the Workforce Development Board

Anne Meert informed the committee that Arleana Waller has only attended one meeting since her appointment in December 2021. Anne said that with the appointment of Leo Bautista as a non-WDB member to this committee, if the committee acted to remove Ms. Waller it would remain in compliance with the two non-WDB member requirement as outlined in the Bylaws. Todd Yopez made a motion to approve the staff's recommendation to remove Arleana Waller from the PBS Committee effective May 1, 2024. Lizette Patterson seconded the motion. All ayes. The motion carried.

Business Nomination for Workforce Development Board Vacancy

Anne Meert told the committee that since Nick Hill had been removed from this committee it had not been in compliance with the business majority as required by WIOA. Anne said that ETR had received an application from Cody Brooks, Executive Director of the Kern County Chapter of the National Electrical Contractors Association and was nominated by the Kern Economic Development Corporation. If appointed, his term would end December 31, 2026. Aaron Ellis also mentioned that staff had reached out to other potential applicants and had no response. After further discussion, Alissa Reed made a motion to approve the staff's recommendation to make a recommendation to the Board to act upon at its May 1, 2024, meeting and accept the nomination. Todd Yepez seconded the motion. All ayes. The motion carried.

Approval of the Two-Year Modification to the Local Plan for Program Years 2021 - 2024

Michael Saltz said that WIOA requires the Local Workforce Development Area to prepare a Two-Year Modification to its Local Plan. The Two-Year Modification to the Local Plan covers Program Years 2021 – 2024 (July 1, 2021, through June 30, 2024). The Two-Year modification was submitted by the deadline of March 31, 2023. On March 19, 2024, CWDB approved the Two-Year Modification to the Local Plan and the Two-Year Modification to the Regional Plan was approved on June 21, 2023.

Budget and Legislative Update

Jeremy Shumaker told the committee that he didn't have any hard numbers on the budget at this time, but that ETR was taking a good hard look at things and looked good as projected. Jeremy anticipated having more information at the WDB meeting. Jeremy also said that between now and the end of the year ETR had 1.8 million to spend in Adult and Dislocated Worker to spend out and the bulk of the money would be going to payroll. There are no more OJT's and very few ITA's. Youth is roughly 800k overspent. Jeremy said that going into the next fiscal year there would be no carry-in costs.

Jeremy informed the committee that the previous week the House passed a WIOA reauthorization bill, and it was now with the Senate for approval. Jeremy said that they are now requiring a 50 percent training expenditure to be done with ITAs. It previously had been 30 percent. The bill will also allow the Governor to realign workforce boards and it the Governor more access to our WIOA dollars. This revised bill limits our training mechanism and who we can work with. The 50 percent training requirement does not include supportive services. Jeremy said that we will continue to watch this closely as it goes through the Senate.

Jeremy also said that on the State side the Governor's budget deficit had been reduced. Jeremy said that we are not sure how this will impact our department. Jeremy said that he thinks that it could potentially impact any state grants that we might get. Jeremy said that no Workforce Board will have less than 90 percent of the average two years funding allocation. Jeremy also said that when our board's funding was cut in the previous year other areas received an increase. There was further clarifying questions regarding funding and their sources.

Directors Report

Monica Beaudette provided the committee with a third quarter one-stop operator report. Aaron Ellis informed the committee that the unemployment rate was 10.2 percent in February up from 9.5 percent in January. Aaron also said that ETR was at plan for all of the grants and enrollments. Aaron said that as of July 2023 to current ETR has had 2,630 people attended orientation and 2,273 were scheduled for intake and 2,073 showed up for their intake appointments. Aaron also gave a break down of attendance in various other areas of the services that ETR provides. There was further discussion amongst the committee of the unemployment rate and various other topics.

Committee Member Comments

There were no further comments from the committee.

Miscellaneous Filings

- Second Quarter Enrollment Plan vs. Actual December 2023
- Workforce Development Board and Committee's Attendance Reports
- Kern, Inyo and Mono Workforce Development Board and Committee's Meeting Schedule Calendar Year 2024

As there was no further business, the meeting was adjourned at 4:11 p.m.

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
SPECIAL SESSION
EXECUTIVE COMMITTEE
DISCUSSION AND ACTION ITEMS
MAY 16, 2024**

Members Present: Ian Journey, Brenda Mendivel, Aaron Ellis, Alissa Reed, Leo Bautista, Kristen Watson, Norma Rojas-Mora, and Todd Yepez.

Members Absent: Anita Martin, Kelly Bearden, Clare Pagnini, and Lizette Patterson.

Staff Present: Jeremy Shumaker, Anne Meert, Rebecca Zepeda, Jana Webb, Marsha Manos, Jasmine Hernandez, and Sarah Woodman.

Guests Present: Kristi Thorpe.

Ian Journey called the virtual meeting to order at 3:05 p.m.

*UNEXCUSED ABSENCE

Introductions

Committee members, staff, and guests introduced themselves.

Public Comments

There were no additional public comments.

Program and Business Services Committee Approved April 4, 2024

Preliminary Funding Recommendations for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs and Services for Program Year 2024-2025

Rebecca Zepeda informed the Committee that under the Workforce Innovation and Opportunity Act funded programs may be eligible for refunding for up to three subsequent program years before another RFP is issued. 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. RFR applications were received for the following programs and services with requested funding totaling \$1,121,310. The amounts requested were as follows:

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

Rebecca also mentioned that 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. Rebecca also informed the committee that this request was presented to the PBS committee on April 4, 2024, and they concurred with the recommendation. These recommendations were also addressed by the WDB at its meeting on May 1, 2024, but could not be acted on due to lack of a quorum. The recommendation before the committee today is to approve on behalf of the WDB and subject to ratification of the Board at its next meeting, 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. Alissa Reed made a motion to accept the staff's recommendation. Brenda Mendivel seconded the motion. All ayes. The motion passed.

Request for Retroactive Approval to Apply for the National Farmworker Jobs Program

Jana Webb informed the committee 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. ETR submitted the application on April 29, 2024. Written into the proposal were our partners which include the Kern High School District; California State University, Bakersfield; and Proteus, Inc. Jana also said that at its April 4, 2024, meeting, the Program and Business Services Committee recommended that the WDB, at its May 1, 2024, meeting, retroactively authorize the submission of the grant application and, if awarded, the execution of required grant documents. However, due to the lack of a quorum, the recommendation could not be acted upon. Therefore, your committee has convened today to act on behalf of the WDB and proceed on the motion. Brenda Mendivel made a motion to approve staff's recommendation to retroactively authorize the submission of the grant application and, if awarded, the execution of the required grant documents by the Chief Workforce Development Officer. Alissa Reed seconded the motion. All ayes. The motion passed.

Accept Grant Funding in the Amount of \$286,200 from the City of Bakersfield for the Transformative Climate Communities Implementation Program

Jeremy Shumaker informed the committee that 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 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. Employers' Training Resource will be receiving the amount of \$286,200 in funding which will be used to provide targeted outreach to twenty-seven potential participants from the focus area who meet the priority of service criteria. 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. After further clarification, Brend Mendivel made a motion to accept the staff's recommendation to 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 the amount of \$286,200. Todd Yepez seconded the motion. All ayes. The motion passed.

Youth Committee Approved April 10, 2024

Preliminary Allocation and Funding Recommendations for Youth Programs Funded Under the Workforce Innovation and Opportunity Act for Program Year 2024-25

Sarah Woodman informed the committee that this RFR went out to all providers in February of this year. Sarah said that two providers did not submit proposals for various reasons. Sarah also said that reviewed the remaining proposals and that staff is recommending and the Youth Committee agreed with the recommendation to 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. After further clarification, Todd Yepez made a motion to accept the staff's recommendation. Alissa Reed seconded the motion.

Executive Committee Approved April 18, 2024

Recommendation to Remove a Non-Board Member from a Committee of the Workforce Development Board

Rebecca Zepeda informed the committee that 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. Rebecca state that at the Executive Committee it was recommended that non-WDB member be removed from the committee due to her attendance. Rebecca said that if the committee removed Ms. Waller, it would still be in compliance with the minimum two non-Board member requirement.

Business Nomination for Workforce Development Board Vacancy

Rebecca Zepeda said that the Workforce Innovation and Opportunity Act (WIOA) requires Workforce Development Boards (WDB) to maintain a business member majority. Mr. Cody Brooks, Executive Director of the Kern County Chapter of the National Electrical Contractors Association, was nominated by the Kern Economic Development Corporation. If appointed, his term would end December 31, 2026. This appointment would result in 15 business members which would be a business majority. Todd Yepez made a motion to approve the two consent agenda items. Brenda Mendivel Seconded the motion. All ayes. The motion passed.

As there was no further business, the meeting was adjourned at 3:38 p.m.

Location: 1215 Olive Drive – Recruitment Center
Time: 7:00 a.m.
Dial-in: (831) 296-3421
Access Code: 527 813 259#
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 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

- Employers' Training Resource, Chief Workforce Development Officer – Brandon Evans

VI. Consent Agenda

If a member of the audience wishes to comment or ask questions regarding an item or items on the consent agenda, they may do so prior to a vote being taken on the consent agenda. A member of the Board may remove any item from the consent agenda and it will be considered in the listed sequence with an opportunity for any member of the public to address the Board concerning the item before action is taken.

- A. Approval of the May 1, 2024, Meeting Minutes
- B. Board and Committee Member Travel Budget For 2024-2025

VII. New Business

- A. Workforce Development Board and Standing Committees' Composition - Resignations and Nominations – **Action Item**
- B. On-Site Visit Scheduled for Board Members - EPIC
- C. Budget and Legislative Update – **Oral Report**

VIII. Director's Report

- A. Employers' Training Resource/America's Job Center of California Update
- B. One-Stop Operator Report – Gary Baudette
- C. Marketing Presentation

IX. Board Member Comments

- A. Economic Development Report
- B. Open Discussion

X. Miscellaneous Filings

- A. Status of Subgrantee Monitoring Reports
- B. Status of Subgrantee Audits
- C. Grants Update
- D. Fourth Quarter Enrollment Plan vs. Actual June 2024
- E. La Cooperativa Campesina de California 2022-2023 Program Review of Employers' Training Resource US Department of

Agriculture Farm and Food Workers Relief Program dated May 24, 2023

- F. La Cooperativa Campesina de California 2023-2024 Oversight Review of funded sub-awards under the Workforce Innovation and Opportunity Act and the US Department of Agriculture Farm and Food Workers Relief Program dated June 13, 2024
- G. Draft Executive Committee May 16, 2024, Special Session Meeting Minutes
- H. Draft Program and Business Services Committee August 22, 2024, Meeting Minutes
- I. Draft Executive Committee September 12, 2024, Meeting Minutes
- J. Kern, Inyo and Mono Workforce Development Board and Committee's Attendance Reports
- K. Kern, Inyo and Mono Workforce Development Board and Committee's 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.



September 12, 2024

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

BOARD AND COMMITTEE MEMBER TRAVEL BUDGET FOR 2024-2025

Dear Committee Member:

In 2015, your Workforce Development Board (WDB) adopted a travel policy that applies to Board and Committee members. The policy requires the WDB to approve a travel budget annually.

During the year, members may have opportunities to attend conferences or events. The California Workforce Association sponsors several conferences, including the Youth Conference in January/February, the WORKCON Conference in the spring, and the Meeting of the Minds in September. When information is available on these conferences and others, they will be shared with Board and Committee members.

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

Therefore, IT IS RECOMMENDED that your committee recommend that the WDB approve the Board and Committee member travel budget of \$10,000 for 2024-2025.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer

AE:rz



September 12, 2024

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

WORKFORCE DEVELOPMENT BOARD AND STANDING COMMITTEES' COMPOSITION - RESIGNATIONS AND NOMINATIONS

Dear Committee Member:

Below are actions brought before your Executive Committee regarding the Workforce Development Board (WDB) and its committees in terms of composition and membership changes. WDB and committee rosters are attached for reference.

Resignations and Nominations – Business Members

On May 2, 2024, Business member **Jay Tamsi** (President/CEO, Kern County Hispanic Chamber of Commerce) submitted his letter of resignation from the WDB (copy attached). The Workforce Innovation and Opportunity Act (WIOA) requires that Business members constitute a majority on the Local Board, and Mr. Tamsi's resignation has left a Business vacancy. Mr. Tamsi's resignation has been submitted to the Clerk of the Board of Supervisors for posting.

Alex Haver (Human Resources Director, Buttonwillow Warehouse Co.) has expressed an interest in serving on the WDB as a Business member. Mr. Haver was nominated by the Kern Economic Development Corporation (KEDC), and his nomination form is attached. If appointed, Mr. Haver would fill the vacancy left by Mr. Tamsi, and his term would end on December 31, 2026.

On June 26, 2024, Business member **Clare Pagnini** (former Director of Human Resources, Driltek Operating LLC) submitted her resignation from the WDB. Ms. Pagnini also served on the Executive Committee and the Youth Committee. With this resignation, the Executive Committee is still in compliance with six Business members and five non-Business members. Ms. Pagnini has requested to be replaced with **Season Susko** (current Director of Human Resources, Driltek Operating LLC) with a term end date of June 30, 2025. Ms. Susko has been nominated by the KEDC. Ms. Pagnini's resignation has been submitted to the Clerk of the Board of Supervisors for posting, and her resignation letter is attached. Ms. Susko's nomination form is also attached.

By filling the two Business vacancies, the WDB will maintain its Business majority (15 of 29 members or 51.7%). These new members would not be assigned to any Committees.

Resignations and Nominations – Non-Business Members

On May 3, 2024, Education member **Dr. Dean McGee** (Superintendent, Kern High School District) submitted his resignation from the WDB effective June 30, 2024. Dr. McGee has requested to be replaced with **Scott Odlin** (Assistant Superintendent, Kern High School District) with a term end date of December 31, 2026. Dr. McGee's resignation has been posted by the Clerk of the Board of Supervisors. Dr. McGee's resignation letter and Mr. Odlin's nomination form are attached.

Employers' Training Resource (ETR) Chief Workforce Development Officer **Aaron Ellis** is retiring, and his last day will be September 20, 2024. The ETR Director is an ex-officio member of the WDB, serves as its Executive Secretary, and represents the category of One-Stop Partner. Mr. Ellis will be replaced by **Brandon Evans**, who will serve on all standing committees of the WDB with a term end date of June 30, 2025.

Recommendation

Therefore, IT IS RECOMMENDED that your Committee recommends to the WDB that it: 1) accepts the resignation of Jay Tamsi, Business member; 2) accepts the nomination of Alex Haver, Business member, with a term end date of December 31, 2026; 3) accepts the resignation of Clare Pagnini, Business member; 4) accepts the nomination of Season Susko, Business member, with a term end date of June 30, 2025; 5) accepts the resignation of Dr. Dean McGee, Education member; 6) accepts the nomination of Scott Odlin, Education member, with a term end date of December 31, 2026; and 7) accepts Brandon Evans to replace Aaron Ellis, Chief Workforce Development Officer, with a term end date of June 30, 2025.

Sincerely,



Aaron Ellis
Chief Workforce Development Officer

Attachments

- A: Jay Tamsi Resignation Letter
- B: Alex Haver Nomination Form
- C: Clare Pagnini Resignation Letter
- D: Season Susko Nomination Form
- E: Dean McGee Resignation Letter
- F: Scott Odlin Nomination Form
- G: Workforce Development Board Roster
- H: Executive Committee Roster
- I: Youth Committee Roster
- J: Program and Business Services Committee Roster

Jay Tamsi

Brenda Mendivel <bdmendivel@BFMC.COM>

Thu 5/2/2024 12:28 PM

To: Rebecca Zepeda <ZepedaR1@kerncounty.com>

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.

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Hi Rebecca

The below is from Jay – please consider this his resignation letter from the board. I let him know the email was sufficient.

Hello Brenda,

Thank you for reaching out. Unfortunately, after over a decade of residing on the WIB/WIA board, due to my work schedule, I will have to resign from the board.

Who do I email or send my resignation too, or is this email suffice?

Jay Tamsi, KCHCC
President/CEO
www.kchcc.org

Thank you,
Brenda Mendivel
Vice President of Employee Services
Bakersfield Family Medical Group, Inc.
Coastal Communities Physician Network, Inc.
O [661-846-4625](tel:661-846-4625) Fax [661-616-9617](tel:661-616-9617)
bdmendivel@bfmc.com
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**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: August 28, 2024

Name: Alex Hauer

Job Title: HR DIRECTOR

Business/Agency Name: Butterwillow Warehouse Company

Business/Agency Address: 3430 Unicorn Rd. Bakersfield 93308
(Street) (City) (Zip)

Phone: 661-203-4406

Email: ahauer@techag.com

Preferred method of contact? Phone

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: Human resources executive that oversees all hiring within the company. Coach management on hiring practices. Create and update hiring policies and processes to stay compliant and attract the best candidates.
- (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 want to serve on the Workforce Development Board because I believe a strong workforce is fundamental to economic development. My extensive experience in HR and recruiting equips me to help drive our local workforce forward, fostering talent that aligns with the needs of our community. I'm passionate about contributing my insights to build strategies that support both job seekers and businesses

ALL NOMINEES: WORKFORCE DEVELOPMENT EXPERIENCE

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

- Redesign of recruitment strategies and processes for multiple organizations in both private and public sectors.
- Mentored, coached and trained managers on hiring compliance and best practices
- Developed career paths for operational positions. This led to direct employee growth by allowing for goals set to climb the path design.

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

Date: 8/29/2024

Nominee Signature: 

***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/President & CEO

Date: 8/30/2024

Signature: 

Qualified nominees will be considered by the WDB. Final appointments are made by the Board of Supervisors.

From: Clare Pagnini <clare.pagnini@driltek.com>
Sent: Wednesday, June 26, 2024 2:46 PM
To: Aaron Ellis <aarone@kerncounty.com>
Subject: Resignation from the Board

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.

Hi Aaron,

I hope you are doing well. After all these years I am regrettably officially resigning from the board. My family and I are moving back to the UK.

I am actively looking for my replacement here at Driltek and I would like them to take my place if that's possible? Driltek would like to maintain the working relationship.

Please let me know.

Many thanks,

Clare Pagnini
Human Resources Director



DRILTEK

901 Tower Way, Suite 102
Bakersfield, CA 93309
Ph: 661.900.6960
Fax: 661.327.4150



**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: 08/02/2024

Name: Season Susko Job Title: HR Director

Business/Agency Name: Driltek Inc.

Business/Agency Address: 901 Tower Way Suite 102 Bakersfield CA 93309
(Street) (City) (Zip)

Phone: 661-327-3021 Email: season.susko@driltek.com

Preferred method of contact? (661) 319-6254

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 [X] 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 [X] No [] Please explain below:

- (3) Has business nominee been nominated by local business organization or business trade association? Yes [X] 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 [X] *Nominating organization must be completed below.

ALL NOMINEES: STATEMENT OF INTEREST

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

As a human resources professional, my 17 years of management experience across diverse industries such as communications, healthcare, manufacturing, agriculture, and construction will undoubtedly assist in workforce planning and development. My extensive background has equipped me with a comprehensive understanding of the unique challenges and opportunities within various sectors, enabling me to bring a well-rounded perspective to the Workforce Development Board. Moreover, my commitment to continuous learning and adaptability will be invaluable as I transition into the oil and gas industry. The knowledge I will gain in this new field will not only broaden my expertise but also enhance my ability to contribute effectively to the board's goals. My proven track record of successful management and strategic planning in multiple industries demonstrates my capability to drive workforce initiatives that align with the board's mission. I am confident that my diverse experience, coupled with my dedication to professional growth, will make me a valuable asset to the Workforce Development Board. I look forward to leveraging my skills and knowledge to support the board in achieving its objectives and fostering a dynamic and resilient workforce.

ALL NOMINEES: WORKFORCE DEVELOPMENT EXPERIENCE

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

I have a Master's degree in Business Administration, have served the Kern County Society for Human Resources Management (KC SHRM) board for 10 years in many capacities, have experience with live webcasts to assist HR professionals and business owners with compliance and practical application measures in partnership with the California State Council of SHRM (CalSHRM), and volunteer my time to the Department of Human Services and Victory Family Services to help aging out foster youth learn survival tips for adulthood.

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

Date: 8/12/24 Nominee Signature: [Signature]

***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, President & CEO

Date: 8/12/24 Signature: [Signature]

Qualified nominees will be considered by the WDB. Final appointments are made by the Board of Supervisors.

From: Dean McGee <dmcgee@kernhigh.org>
Sent: Friday, May 3, 2024 10:32 AM
To: Marsha Manos <charlesm@kerncounty.com>
Cc: Aaron Ellis <aarone@kerncounty.com>; Scott Odlin <scott_odlin@kernhigh.org>; Crystal Cavazos <Crystal_Cavazos@kernhigh.org>
Subject: Resignation from the Workforce Development Board

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.

Hi Marsha.

Please accept this email as my notification of resignation from the Workforce Development Board effective June 30, 2024, as I am retiring from the Kern High School District. I have been privileged to be a part of this wonderful group of people for the past 10 years, and I look forward to continuing to support the board any way I can.

I am attaching the WDB Nomination Form for my replacement, Mr. Scott Odlin, the new Assistant Superintendent who will be starting on July 1, 2024.

Sincerely,

Dean McGee

CONFIDENTIALITY NOTICE: This communication and any documents, files or previous e-mail messages attached to it, constitute an electronic communication within the scope of the Electronic Communication Privacy Act (18 USCA § 2510). This communication may contain non-public, confidential, or legally privileged information intended for the sole use of the designated recipient(s). The unlawful interception, use or disclosure of such information is strictly prohibited under 18 USCA § 2511 and any applicable laws. If you are not the intended recipient, or have received this communication in error, please notify the sender immediately by reply e-mail or by telephone and delete any and all electronic and hard copies of this communication, including attachments, without reading them or saving them to disk.



**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: 5/2/2024

Name: Scott Odlin

Job Title: Assistant Superintendent

Business/Agency Name: Kern High School District

Business/Agency Address:	5801 Sundale Ave.	Bakersfield	93309-2924
	(Street)	(City)	(Zip)

Phone: (661) 827-3149

Email: scott_odlin@kernhigh.org

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:

- (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.).

Interest in having highly trained workforce and the role the high school district might play in providing a viable curriculum and effective instruction to support the local industry.

ALL NOMINEES: WORKFORCE DEVELOPMENT EXPERIENCE

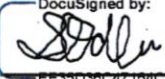
List specific experience with employment, training and/or education programs.

1. 24 years in Education
2. 5 years High School Principal
3. 2 years Director II

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

Date: 5/3/2024

Nominee Signature:

DocuSigned by:

EE35D38C47184C3...

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

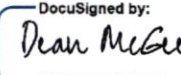
Name of Organization: Kern High School District

Type of Organization: Educational

Nominating Person's Name/Title: Dean McGee, Ed.D., Deputy Superintendent

Date: 5/3/2024

Signature:

DocuSigned by:

93E915544676485...

Qualified nominees will be considered by the WDB. Final appointments are made by the Board of Supervisors.

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD**

BUSINESS:

Ian Journey, Chair
Owner/Engineer
Journey Engineering, Inc.

Mike Beaumont
HR Manager/Company Liaison
Unified Field Services Corporation

Kelly Bearden
Director
CSUB Small Business Development Center

Richard Chapman
President/CEO
Kern Economic Development Corporation

Greg Guitierrez
President/CEO
Truitt Oilfield Maintenance

Anita Martin
Martin and Foster Consulting
Co-Owner/Executive Consultant

Clare Pagnini (Season Susko)
Director of Human Resources
Driltek Operating LLC

Cody Brooks
Executive Director
K.C. Chapter National Electric Contractors

Brenda Mendivel, Vice Chair
VP of Human Resources
Bakersfield Family Medical Center

Laura Barnes
President
Associated Builders and Contractors

Jay Tamsi (Vacancy)
President/CEO
Kern Co. Hispanic Chamber of Commerce

Michele Warren
Director of Human Resources
Golden Empire Transit

Todd Yepez
Human Resources Manager
PCL Industrial Services, Inc.

Greg Knittel
President
Centralize HR

Lizette Patterson
CEO
Cazador Consulting Group, Inc.

EDUCATION AND TRAINING:

Dr. Trudy Gerald
Assoc. Vice Chancellor, Economic
and Workforce Development
Kern Community College District

Dr. Dean McGee (Scott Odlin)
Superintendent
Kern High School District

Norma Rojas-Mora
Director, Communications & Community Relations
Bakersfield College

WORKFORCE REPRESENTATIVES:

A. Labor and Apprenticeships

Bryan Forrest
Apprenticeship Coordinator
Operating Engineers Local 12

Alissa Reed
Executive Secretary
KIM Building Trades Council

Steven Gomez
Business Agent
Plumbers & Pipefitters Local 460

John Moralez
Secretary - Treasurer
Teamsters Local Union No. 87

Chris Gonzales
Business Agent
SMART Sheet Metal Local 105

Brian Holt
Business Manager
IBEW Local 428

B. Community-Based Organizations:

Randy Martin
CEO
Covenant Community Services

Jeremy Tobias
Executive Director
Community Action Partnership of Kern

GOVERNMENT & ECONOMIC OR COMMUNITY DEVELOPMENT:

A. Economic Development - see Business*

B. Government: Wagner-Peyser

Christina Garza
Deputy Division Chief
Employment Development Department

**C. Government: Vocational
Rehabilitation:**

Priscilla Varela
Staff Services Manager
Department of Rehabilitation

ONE-STOP PARTNER PROGRAMS:

Aaron Ellis (Brandon Evans)
Chief Workforce Development Officer
Kern County Employers' Training Resource

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE**

Ian Journey, WDB Chair
Owner/Engineer
Journey Engineering, Inc.

Brenda Mendivel, WDB Vice Chair
VP of Human Resources
Bakersfield Family Medical Center

Norma Rojas-Mora
Director, Communication & Community
Relations
Bakersfield College

Aaron Ellis, Executive Secretary WDB (Brandon Evans)
Chief Workforce Development Board Officer
Employers' Training Resource

Alissa Reed
Executive Secretary
KIM Building Trades Council

Dr. Kristen Watson*
Chief of Staff
Cal State University Bakersfield

Todd Yopez
Human Resources Manager
PCL Industrial Services, Inc.

Leo Bautista*
At-Large

Kelly Bearden
Director
CSUB Small Business Development
Center

Anita Martin
Martin and Foster Consulting
Co-Owner/Executive Consultant

Clare Pagnini (resigning)
Director of Human Resources
Driltek Operating LLC

Lizette Patterson
CEO
Cazador Consulting Group, Inc.

*Non-WDB member

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
YOUTH COMMITTEE**

Norma Rojas-Mora, Youth Committee Chair
Director, Communication & Community Relations
Bakersfield College

Ian Journey, WDB Chair
Owner/Engineer
Journey Engineering, Inc.

Dale Countryman*
Retired School Administrator

Rosa Chipres*
Student
Taft College

Aaron Ellis, Executive Secretary WDB (Brandon Evans)
Chief Workforce Development Officer
Kern County Employers' Training Resource

Greg Terry*
Chief
Bakersfield Police Department

Brian Holt
Business Manager
IBEW Local 428

Priscilla Varela
Staff Services Manager I
Department of Rehabilitation

Leticia Perez*
Supervisor, Fifth District
Kern County Board of Supervisors

David Villarino*
Executive Director
FIELD

Karine Kanikkeberg*
Resource Teacher
Kern High School District, CRD

Todd Yepez
Human Resources Manager
PCL Industrial Services, Inc.

Clare Pagnini (resigning)
Director of Human Resources
Driltek Operating LLC

*Non-WDB Member

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
PROGRAM AND BUSINESS SERVICES COMMITTEE**

Brenda Mendivel, WDB Vice Chair
VP of Human Resources
Bakersfield Family Medical Center

Linda Parker*
President
LP Consulting

Richard Chapman
President/CEO
Kern Economic Development Corporation

Alissa Reed
Executive Secretary
KIM Building Trades Council

Aaron Ellis, Executive Secretary WDB (Brandon Evans)
Chief Workforce Development Officer
Kern County Employers' Training Resource

Jeremy Tobias
Executive Director
Community Action Partnership of Kern

Brian Holt
Business Manager
IBEW Local 428

Leo Bautista*
At-Large

*Non-WDB Member



September 12, 2024

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

REVIEW OF BOARD AND COMMITTEE ATTENDANCE

Dear Committee Member:

In order 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 meetings to maintain Membership in Good Standing. A member with a substantial pattern of absences may also be subject to removal.

WDB and Executive Committee member Anita Martin has recently missed two consecutive Board meetings and two consecutive Executive Committee meetings. As these absences were unexcused, Ms. Martin is in violation of the attendance policy.

The next WDB meeting will be held on September 25, 2024. If Ms. Martin does not attend, staff is requesting that the WDB Chair or Vice Chair work with Employers' Training Resource (ETR) staff to contact her to determine if she wishes to continue to serve on the WDB and Executive Committee. Attendance records are attached in the agenda.

Therefore, IT IS RECOMMENDED that your Committee direct the WDB Chair or Vice Chair, if needed, to contact Ms. Martin to see if she still has an interest in serving on the WDB and Executive Committee.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer

AE:rz



September 12, 2024

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

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

Dear Committee Member:

In accordance with the Workforce Innovation and Opportunity Act (WIOA) and Employment Development Department (EDD) Directive WSD23-05, each Local Workforce Development Board (LWDB) must conduct an independent and objective evaluation of the comprehensive, affiliate and specialized America's Job Center of California (AJCC) One-Stop Centers in their local workforce development area (LWDA) once every three years using criteria and procedures developed in alignment with Training and Employment Guidance Letter 04-15, California's Unified Strategic Workforce Development Plan, and the AJCC Certification Workgroup's vision for California's One-Stop delivery system.

For the certification, the Kern, Inyo and Mono Workforce Development Board (KIM WDB) is required to certify its one (1) comprehensive and eight (8) affiliate and specialized AJCC One-Stop Centers located in Bakersfield, Ridgecrest, Lake Isabella, Walker, Mammoth Lakes and Bishop. The Baseline AJCC Certification is intended to ensure that every comprehensive, affiliate and specialized AJCC is following key WIOA statutory and regulatory requirements.

The AJCC Certification Indicator Assessment which was previously called the Hallmark of Excellence is intended to encourage continuous improvements by identifying areas where an AJCC meets certain quality standards and expectations, as well as areas where improvements are needed. The certification is an individualized process; therefore, it will not be used to compare or rank one AJCC or LWDB against another AJCC or LWDB. Each LWDB must submit to their Regional Advisor the Comprehensive AJCC Certification Matrix Baseline Criteria, the Affiliate/Specialized AJCC Certification Matrix Baseline Criteria and the AJCC Certification Indicator Assessment for each comprehensive, affiliate and specialized AJCCs by November 1, 2024.

The Ad-Hoc committee, consisting of KIM WDB members, including Ian Journey, Brenda Mendivel, Alissa Reed and Leo Bautista have met to discuss the Comprehensive AJCC Certification Matrix Baseline Criteria, the Affiliate/Specialized AJCC Certification Matrix Baseline Criteria and the AJCC Certification Indicator Assessment for each of the comprehensive, affiliate and specialized AJCC One-Stop Centers. The Ad-Hoc Committee has determined that all the AJCCs in the KIM WDA have meet the Baseline Criteria. In addition, the Ad-Hoc Committee will be visiting the AJCC One-Stop Centers in the KIM WDA to conduct the AJCC Certification Indicator Assessment during the week of September 16, 2024.

Due to the scheduled dates of the next Executive Committee meeting on November 21, 2024 and the KIM WDB meeting on September 25, 2024, your Committee will need to convene a Special Meeting on October 24, 2024 at 3:00 pm in order to approve and authorize the Chair to sign the Comprehensive AJCC Certification Matrix Baseline Criteria, the Affiliate/Specialized AJCC Certification Matrix Baseline Criteria and the AJCC Certification Indicator for each of the comprehensive, affiliate and specialized AJCC One-Stop Centers, and further authorize staff to submit the matrices to KIM WDB's Regional Advisor on or before the November 1, 2024.

Sincerely,

A handwritten signature in blue ink, appearing to read 'A. Ellis', is written over the word 'Sincerely,'.

Aaron Ellis
Chief Workforce Development Officer

AE:ms

September 12, 2024

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

STATUS OF SUBGRANTEE MONITORING REPORTS

Dear Committee Member:

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

Monitoring reports with no findings:

City Serve Network (5/21/24) Fiscal
Kern High School District (KHSD) (5/15/24) Program
Mono County (3/12/24) Fiscal
Mono County (2/1/24) Program
Proteus, Inc (4/30/24) Fiscal

Monitoring reports with findings:

KHSD (4/15/24) Fiscal. Finding was for two participants exceeding their allowable work experience hours. In response, KHSD stated they will provide additional training to staff to ensure that contractual obligations are met and will implement a spreadsheet tracking work experience hours that management can monitor. The finding is closed.

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

Sincerely,



Aaron Ellis
Chief Workforce Development Officer

AE:sw

EMPLOYERS' TRAINING RESOURCE

FOURTH QUARTER ENROLLMENT PLAN VS ACTUAL JUNE 2024

Funding Source	Annual Planned Enrollments	Planned Enrollments Thru June 2024	Enrollments Thru June 2024	Percentage of Plan
WIOA Adult	853	853	944	110.67%
WIOA Dislocated Worker	255	255	206	80.78%
WIOA Youth	841	841	790	93.94%
National Farmworker Jobs Program (7/1/23-9/30/24)	420	420	453	107.86%
EPIC	280	280	348	124.29%
AB 109 (Public Safety & Realignment)	100	100	139	139.00%
La Coop 167 Housing (7/1/23 - 9/30/24)	79	79	81	102.53%
Earmark Valley Build MC3 (11/6/23-9/30/25)	30	11	22	200.00%
HRCC (9/1/23-12/31/25)	105	38	44	117.33%
Regional Equity & Recovery (12/1/22 - 9/30/25)	120	42	63	148.75%
Prison 2 Employment (6/1/23 - 12/31/25)	42	15	28	188.89%
La Coop USDA Farmworker Relief (11/1/22 - 10/31/24)	5,280	5,280	5,280	100.00%
La Coop Dislocated Ag Worker Program (2/1/24-12/31/24)	25	8	25	312.50%
HVRP (7/1/23 - 6/30/26) Grant terminated	102	50	6	12.00%
Farmworkers Advancement Project (2/1/24 - 3/31/26)	54	12	16	133.33%
TOTAL ENROLLMENTS	8,586	8,284	8,445	101.95%
	4th Qtr Planned	4th Qtr Actual	YTD Planned	YTD Actual
Total Job Seekers at America's Job Center Combined Youth & Adult***	5,000	2,790	26,000	31,834
Employers Served at America's Job Center***	75	93	400	245

***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 4th quarter is \$51.92 for an Associate Brand Manager.

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	P	
Aaron	Ellis	X	P	P	
Brian	Holt	X	P	P	
Linda	Parker*	X	P	P	
Alissa	Reed	X	P	P	
Jeremy	Tobias	X	P	P	
Brenda	Mendivel	X	P	P	
Arleana	Waller*	X	U	REMOVED	
Leo	Bautista*	-	P	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	X	
Rosa	Chipres *	U	U	X	
Aaron	Ellis	P	P	X	
Brian	Holt	A	U	X	
Ian	Journey	A	U	X	
Karine	Kanikkeberg*	P	P	X	
Leticia	Perez	A	P	X	
Norma	Rojas-Mora	A	A	X	
Greg	Terry*	A	A	X	
Priscilla	Varela	A	P	X	
David	Villarino*	P	A	X	
Todd	Yepez	P	P	X	
Clare	Pagnini	-	RESIGNED		
*Non-WDB					

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	5/16/24	9/12/24	11/21/24
Member						
First	Last	EXEC	EXEC	EXEC	EXEC	EXEC
Leo	Bautista**	P	A	P		
Kelly	Bearden	A	P	A		
Aaron	Ellis	P	P	P		
Ian	Journey	P	A	P		
Anita	Martin	P	A	A		
Brenda	Mendivel	P	A	P		
Clare	Pagnini	A	A	A		
Lizette	Patterson	U	P	A		
Alissa	Reed	A	P	P		
Norma	Rojas-Mora	U	P	P		
Kristen	Watson*	A	P	P		
Todd	Yepez	P	P	P		
*Non-WDB						
**Non-WDB as of 10/4/23						

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	A		
Kelly	Bearden	P	A		
Mike	Beaumont	P	P		
Richard	Chapman	A	P		
Aaron	Ellis	P	P		
Bryan	Forrest	A	A		
Steven	Gomez	P	A		
Chris	Gonzales	P	A		
Greg	Gutierrez	P	U		
Brian	Holt	P	P		
Ian	Journey, Chair	P	P		
Greg	Knittel	P	P		
Anita	Martin	U	U		
Randy	Martin	P	P		
Dean	McGee	P	P		
Brenda	Mendivel	P	P		
John	Moralez	P	P		
Clare	Pagnini	A	A		
Lizette	Patterson	p	U		
Alissa	Reed	P	A		
Norma	Rojas-Mora	A	P		
Jay	Tamsi	U	U		
Christina	Garza	p	A		
Jeremy	Tobias	P	A		
Priscilla	Varela	P	P		
Todd	Yepez	P	A		
Trudy	Gerald	A	P		
Michele	Warren	P	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. CANCELLED~~

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 May 16, 2024, 3 p.m. SPECIAL SESSION~~

Thursday, September 12, 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.