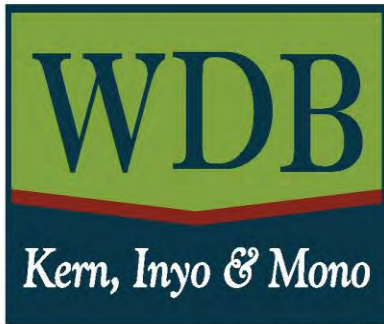




WORKFORCE DEVELOPMENT BOARD

Executive Committee
November 21, 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



**Kern, Inyo & Mono
Workforce Development Board
Executive Committee Agenda**

November 21, 2024

Location: 1600 E. Belle Terrace – 2nd Floor Large Conference Room
Dial In #: (831) 296-3421
Access Code: 444 554 984#
Time: 3:00 – 4:00 p.m.

Members:

Leo Bautista
Kelly Bearden
Brandon Evans

Ian Journey
Brenda Mendivel
Norma Rojas-Mora
Lizette Patterson

Alissa Reed
Kristen Watson
Todd Yopez

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
1-4	A. Approval of the September 12, 2024, Meeting Minutes – Action Item
5-7	B. Approval of the October 24, 2024, Meeting Minutes – Action Item
8	C. Request For Approval to Apply for The Farmworkers Advancement Program – Program Year 2024-25 – Action Item
9-10	D. Approval of the Proposed Agenda for the December 11, 2024, Workforce Development Board Meeting – Action Item
11	E. Approval of the Proposed Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule Calendar Year 2025 – Action Item
12-18	F. Workforce Development Board Composition and Membership Changes – Action Item
19	G. Discussion of Election of Workforce Development Board Officers
20-22	H. Local and Regional Plans for Program Years 2025-2028
23-59	I. Continuous Improvement Plan for The AJCCs
	IV. Department Updates
	V. Committee Member Comments
	VI. Miscellaneous Filings
60	A. Status of Subgrantee Monitoring Reports
61-64	B. Workforce Development Board and Committee's Attendance Reports
65	C. 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
SEPTEMBER 12, 2024**

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

Members Absent: Anita Martin, Kelly Bearden, Lizette Patterson, and Norma Rojas-Mora,

Staff Present: Jeremy Shumaker, Brandon Evans, Marsha Manos, Michael Saltz, and Rebecca Zepeda.

Guests Present: Season Susko, Alex Haver, Karine Kanikkeberg, Gary Baudette and Katie Rivera.

Ian Journey called the virtual meeting to order at 3:06 p.m.

*UNEXCUSED ABSENCE

Introductions

Committee members, staff, and guests introduced themselves.

Public Comments

There were no additional public comments.

Approval of the April 18, 2024, Meeting Minutes

Alissa Reed made a motion to approve the April 18, 2024, meeting minutes. Brenda Mendivel seconded the motion. All ayes. The motion carried.

Approval of the May 16, 2024, Special Session Meeting Minutes

Alissa Reed made a motion to approve the May 16, 2024, meeting minutes. Brenda Mendivel seconded the motion. All ayes. The motion carried.

Approval of the Proposed Agenda for the September 25, 2024, Workforce Development Board Meeting

Kristen Watson made a motion to approve the agenda for the September 25, 2024, Workforce Development Board meeting. Alissa Reed seconded the motion. All ayes. The motion carried.

Board And Committee Member Travel Budget For 2024-2025

Aaron Ellis reminded the committee that every year there are several conference opportunities through the CWA for the members. There has been a standing travel budget to use for this expense in the amount of \$10 thousand dollars. Aaron recommended to the committee approve this request so the members can take advantage of these opportunities as they arise. Brenda Mendivel made a motion to

approve the staff's recommendation. Todd Yepez seconded the motion. All ayes. The motion carried.

Workforce Development Board and Standing Committees' Composition - Resignations and Nominations

Jeremy Shumaker notified the committee on May 2, 2024, Business member Jay Tamsi President/CEO, Kern County Hispanic Chamber of Commerce submitted his letter of resignation from the WDB. This resignation has left a business vacancy. Alex Haver Human Resources Director, Buttonwillow Warehouse Co. has expressed an interest in serving on the WDB as a Business member. He 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 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.

Jeremy said that by filling the two Business vacancies, the WDB will maintain its business majority these new members would not be assigned to any Committees.

On May 3, 2024, Education member Dr. Dean McGee Superintendent, Kern High School District submitted his resignation from the WDB effective June 30, 2024. He has requested to be replaced with Scott Odlin, Assistant Superintendent, Kern High School District with a term end date of December 31, 2026.

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. 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.

Brenda Mendivel made a motion to accept the staff's recommendation to:

- 1) accept the resignation of Jay Tamsi, Business member,
- 2) accept the nomination of Alex Haver, Business member, with a term end date of December 31, 2026,
- 3) accept the resignation of Clare Pagnini, Business member,
- 4) accept the nomination of Season Susko, Business member, with a term end date of June 30, 2025,
- 5) accept the resignation of Dr. Dean McGee, Education member,
- 6) accept the nomination of Scott Odlin, Education member, with a term end date of December 31, 2026, and
- 7) accept Brandon Evans to replace Aaron Ellis, Chief Workforce Development Officer, with a term end date of June 30, 2025.

Alissa Reed seconded the motion. All ayes. The motion carried.

Review of Board and Committee Attendance

Jeremy Shumaker informed the committee that to ensure active and engaged participation by members at Board and Committee meetings, your Workforce Development Board has an attendance policy in its bylaws. WDB and committee

members are required to attend a minimum of three quarters (75%) of meetings to maintain Membership in Good Standing. Member Anita Martin has recently missed two consecutive Board meetings and two consecutive Executive Committee meetings. If Ms. Martin does not attend the next WDB meeting on September 25, 2024, staff is requesting that the WDB Chair or Vice Chair to contact her to determine if she wishes to continue to serve on the WDB and Executive Committee. Season Susko reached out to Ms. Martin via text message during the meeting and Ms. Martin indicated that she would be submitting her resignation from the Board. Season added that Ms. Martin has moved out of the State of California.

Certification Process for Comprehensive, Affiliate and Specialized AJCCS Under the Workforce Innovation and Opportunity Act

Michael Saltz reminded the committee that 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 One-Stop Centers in their local workforce development area 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.

The Ad-Hoc committee, consisting of KIM WDB members, including Ian Journey, Brenda Mendivel, Alissa Reed and Leo Bautista have met to discuss the certification and they 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. Michael added that 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 to approve and authorize the Chair to sign the Comprehensive AJCC Certifications to submit the matrices to KIM WDB's Regional Advisor by November 1, 2024.

Budget and Legislative Update

Jeremy Shumaker informed the committee that Congress was back from their August recess, and they were nowhere near an agreement, and he expected that they would submit a continuing resolution. Jeremy said they don't expect anything to be done until September 30, 2024. Jeremy said that the WIOA reauthorization was still in discussion. Proposed changes included increasing the 30 percent training requirement to 50 percent and excluded On-The-Job training as a component on that. This was passed by the House and went to the Senate and is in further discussion.

Jeremy informed the committee that for the last 46 years ETR has received the NFJP grant. ETR applied for this grant in the amount of 3 million dollars. Jeremy also said that Jana Webb noticed in the grant application that a large portion of the available funding would go to first time grantees. Jeremy said that ETR was informed the week prior that ETR was not awarded the grant. Jeremy also said that ETR was also not awarded the CalWORKs grant. Jeremy said that ETR would be appealing the NFJP decision. Jeremy also said that within a couple of days of the grant application due date an addendum had been issued and was not sent out to applicants.

Aaron Ellis added that Proteus was awarded a portion of the grant, but they were in Tulare County, but no one was awarded any funding to service Kern County residents. Jeremy also said the ETR carried in 100 farmworkers from the previous year. There was further clarifying discussion on the impact to ETR staff.

Directors Report

Aaron Ellis introduced Brandon Evans as the new Chief Workforce Development Officer. Brandon spoke briefly to the committee and expressed his excitement to take on a new challenge and work with the Board and Committees in various capacities.

Committee Member Comments

Ian Journey spoke briefly on his experience at the Meeting of the Minds conference. Ian reiterated how useful AI could be in the workforce development and expressed his interest in utilizing this technology.

Todd Yepez asked ETR staff to investigate providing the committee with an analysis of not having the oil industry in Kern County.

Alex Haver introduced himself and gave a brief background on his company and what they provide.

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 4:21 p.m.

**KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD
SPECIAL SESSION
EXECUTIVE COMMITTEE
DISCUSSION AND ACTION ITEMS
OCTOBER 24, 2024**

Members Present: Brandon Evans, Brenda Mendivel, Ian Journey, Kelly Bearden, and Lizette Patterson, and Todd Yepez.

Members Absent: Aliss Reed, Anita Martin, Kristen Watson, Leo Bautista, and Norma Rojas-Mora.

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

Guests Present: Katie Rivera.

Ian Journey called the meeting to order at 3:03 p.m.

*UNEXCUSED ABSENCE

Introductions

Committee members, staff, and guests introduced themselves.

Public Comments

Michael Saltz invited the committee members to attend the Local Planning Forum this is being held on November 13, 2024, from 8:30 a.m. through 11: 30 a.m.

Todd Yepez asked why the committee was not allowed to convene Special Session meetings virtually. Katie Rivera explained the Brown Act requirement of why the meeting was required to be held in person. The committee discussed the matter further to gain more clarification.

Certification of the Comprehensive, Affiliate and Specialized AJCCS under The Workforce Innovation and Opportunity Act

Michael Saltz informed the committee that In accordance with the Workforce Innovation and Opportunity Act and Employment Development Department Directive WSD23-05, each Local Workforce Development Board must conduct an independent and objective evaluation of the comprehensive, affiliate and specialized America's Job Center of California One-Stop Centers in their local workforce development area once every three years using criteria and procedures developed in alignment with Training and Employment Guidance Letter 4-15, California's Unified Strategic Workforce Development Plan, and the AJCC Certification Workgroup's vision for California's One-Stop delivery system. Kern, Inyo and Mono Workforce Development Board is required to certify its one (1) comprehensive, and eight (8) affiliate and specialized AJCC One-Stop Centers. The AJCC Certification Indicator Assessment is intended to encourage

continuous improvements by identifying areas where an AJCCs quality and expectations improvements are needed. Michael said an Ad-Hoc committee, including Ian Journey, Brenda Mendivel, Alissa Reed and Leo Bautista discussed and prepared the AJCC Certification Matrix Baseline Criteria. The Ad-Hoc Committee determined that all the AJCCs met the Baseline Criteria. The Ad-Hoc committee members visited, evaluated and prepared the AJCC Certification Indicator Assessment for each location. Michael added that the WDB must use the recommendations and evaluations from the AJCC Certification Indicator Assessments to create a Continuous Improvement Plan for the AJCCs. The Plan should be developed in coordination with the One-Stop Operator and in alignment with the agreed upon goals and objectives within the established Regional and Local Plans and Memorandum of Understanding – Infrastructure Funding Agreement to drive continuous improvement for the AJCC system and must be completed by December 31, 2024.

Michael recommended that the Executive Committee approve on behalf of the Workforce Development Board the AJCC Certification Matrix Baseline Criteria and AJCC Certification Indicator for each of the comprehensive, affiliate and specialized AJCC One-Stop Centers, further authorize the Chair to sign the Baseline Criteria and Certification Indicators, and further authorize staff to submit the matrices to WDB's Regional Advisor on or before November 1, 2024.

Todd Yepez asked what the matrix looked like? Michael responded that the matrix was not complete at this time but that it would be provided to the committee later to review.

Todd asked Ian and Brenda if they helped develop the matrix. Brenda and Ian described the process of reviewing the centers and the subsequent meetings that they had to begin to develop the matrix. Todd asked for clarification of what they were approving at this meeting. Michael clarified that the committee would be approving the matrix baseline criteria for each of the centers and the certification indicators for each of the AJCCs. There was discussion of the various items that the Ad-Hoc committee found that needed to be addressed. Todd Yepez asked what the status of the previous certification and questioned whether the items that needed to be addressed were completed and suggested that this information be brought back to the board later. Katie Rivera suggested forming an Ad-Hoc committee to address varying issues of concern. Brenda Mendivel made a motion to approve the staff's recommendation. Todd Yepez seconded the motion. All ayes. The motion carried.

Request for Approval to Apply for The Opportunity Young Adult Career Pathways Program – Program Year 2024-25

Jeremy Shumaker informed the committee that Employers' Training Resource intends to apply for grant funding from the Opportunity Young Adult Career Pathways Program on behalf of the Kern, Inyo and Mono Consortium. This program is being funded by the Workforce Innovation and Opportunity Act Governor's Discretionary funds through the California Employment Development Department and the purpose of the grant is to aid programs in expanding critical services for opportunity young adults 18-28 years of age. The competitive proposal is due to the EDD on November 4, 2024, and the estimated

project start date is January 2025. ETR will apply for \$2,000,000 to serve 200 participants. Brenda Mendivel made a motion to approve the staff's recommendation to act on behalf of the Workforce Development Board authorize the submission of the grant application, the execution of the required grant documents and amendments by the Chief Workforce Development Officer. Kelly Bearden seconded the motion. All ayes. The motion carried.

Miscellaneous Filings

Brenda Mendivel directed the committee's attention to this section and advised them to review it at their own convenience.

As there was no further business, the meeting was adjourned at 4:03 p.m.



November 21, 2024

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

REQUEST FOR APPROVAL TO APPLY FOR THE FARMWORKERS ADVANCEMENT PROGRAM – PROGRAM YEAR 2024-25

Dear Committee Member:

This letter is to inform your Committee that Employers' Training Resource (ETR) intends to apply for grant funding from the Farmworkers Advancement Program (FAP) Program Year (PY) 2024-25 on behalf of the Kern/Inyo/Mono Consortium. This program is being funded by the Workforce Innovation and Opportunity Act (WIOA) Governor's Discretionary funds through the California Employment Development Department. The purpose of the grant is to research, design, and implement projects that focus exclusively on farmworker needs at a regional level by offering essential skills and upskilling training to either advance in the agricultural industry and/or prepare for advancement outside of the agricultural sector.

Partnering with ETR for the provision of services for the grant include the Kern High School District – Bakersfield Adult School, Kern Community College District – Bakersfield College, and Proteus, Inc. The competitive proposal is due to the EDD on December 9, 2024, and the estimated project start date is March 2025. ETR will apply for \$1,000,000 to serve 85 farmworkers. The grant does require a 20% funding match, so ETR plans to co-enroll participants with the WIOA Title I Adult (WIOA 201). The grant period of performance is 18-24 months.

Therefore, IT IS RECOMMENDED that your Executive Committee act on behalf of the Workforce Development Board to authorize the submission of the grant application and the execution of the required grant documents by the Chief Workforce Development Officer.

Sincerely,



Brandon J. Evans
Chief Workforce Development Officer

BJE:pg

Location: 1215 Olive Drive – Recruitment Center
Time: 7:00 a.m.
Dial-in: (831) 296-3421
Access Code: 618 845 560#
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

- New Members Introduction

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 September 25, 2024, Meeting Minutes
- B. Approval to Issue Request for Refunding for Workforce Innovation and Opportunity Act Comprehensive Youth Programs for Program Year 2025-26
- C. Approval to Issue Request for Refunding for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs for Program Year 2025-2026
- D. Approval to Apply for The Farmworkers Advancement Program – Program Year 2024-25

VII. New Business

- A. Election of Workforce Development Board Officers – **Action Item**
- B. Workforce Development Board Composition and Membership Changes – **Action Item**
- C. Approval of the Proposed Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule Calendar Year 2025 – **Action Item**
- D. Workforce Innovation and Opportunity Act Performance Goals For Program Years 2024 and 2025
- E. Local and Regional Plans for Program Years 2025-2028
- F. Continuous Improvement Plan for The AJCCs

VIII. Department Updates

- 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. Draft Program and Business Services Committee November 7, 2024, Meeting Minutes
 - D. Draft Youth Committee November 13, 2024, Meeting Minutes
 - E. Draft Executive Committee November 21, 2024, Meeting Minutes
 - F. Workforce Development Board and Committees' Travel Budget Report
 - G. Kern, Inyo and Mono Workforce Development Board and Committee's Attendance Reports
 - H. 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) 336-6849. 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, 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.

**PROPOSED KERN, INYO AND MONO
WORKFORCE DEVELOPMENT BOARD AND
COMMITTEES' MEETING SCHEDULE
CALENDAR YEAR 2025**

Program and Business Services Committee

America's Job Center of California – Bakersfield
1600 East Belle Terrace, Bakersfield, Second Floor
Thursday, January 16, 2025, 8 a.m.
Thursday, April 24, 2025, 8 a.m.
Thursday, August 14, 2025, 8 a.m.
Thursday, November 6, 2025, 8 a.m.

Youth Committee

America's Job Center of California – Oildale Affiliate
1215 Olive Drive Recruitment Center
Wednesday, January 22, 2025, 3 p.m.
Wednesday, April 30, 2025, 3 p.m.
Wednesday, August 20, 2025, 3 p.m.
Wednesday, November 12, 2025, 3 p.m.

Executive Committee

America's Job Center of California – Bakersfield
1600 East Belle Terrace, Bakersfield, Second Floor
Thursday, February 6, 2025, 3 p.m.
Thursday, May 15, 2025, 3 p.m.
Thursday, September 11, 2025, 3 p.m.
Thursday, December 4, 2025, 3 p.m.

Workforce Development Board

America's Job Center of California – Oildale Affiliate
1215 Olive Drive Recruitment Center
Wednesday, February 19, 2025, 7 a.m.
Wednesday, May 28, 2025, 7 a.m.
Wednesday, September 24, 2025, 7 a.m.
Wednesday, December 17, 2025, 7 a.m.



November 21, 2024

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

WORKFORCE DEVELOPMENT BOARD COMPOSITION AND MEMBERSHIP CHANGES

Dear Committee Member:

Below is an update of your Workforce Development Board (WDB) in terms of composition and recommendations regarding membership changes.

Removal of Two Members

Employers' Training Resource (ETR) staff has learned that Education member **Trudy Gerald** (Associate Vice Chancellor, Kern Community College District) has retired. Staff received no response when attempting to contact Ms. Gerald regarding her retirement and her service on the WDB. Therefore, we are recommending that Ms. Gerald be removed from the Board. Per the WDB bylaws, Local Boards must have at least one representative of adult education and one representative of higher education. With this vacancy, Education representation on the Board will include Scott Odlin (Assistant Superintendent, Kern High School District) and Norma Rojas-Mora (Director, Communications and Community Relations, Bakersfield College). Therefore, filling this vacancy is not necessary to maintain the required Education representation on the Board. If not filled, this vacancy would decrease the WDB size from 29 to 28.

Business member **Anita Martin** (Co-Owner/Executive Consultant, Martin and Foster Consulting) has recently moved out of state. ETR staff received no response when attempting to contact Ms. Martin regarding her move and her service on the WDB. Therefore, it is recommended that she be removed from the Board. If not filled, this vacancy would decrease the WDB size from 28 to 27 and put the Business representation percentage at 51.9%. Therefore, filling this vacancy is not necessary to maintain the required Business representation percentage.

Regarding change of status, please note that the WDB bylaws state, "Local Board members are responsible for notifying the Local Board's Executive Secretary of any

change in their status that would affect their eligibility to serve on the Local Board. This includes, but is not limited to, the following:

- Change of employer into a different membership category,
- Change of employment status including retirement,
- Ceasing to represent the category for which they were appointed to the Board,
- Activities or interests in conflict with the interests of the Board, or
- Other change in status that alters the member's qualifications that were present when appointed.

Members who no longer qualify for the category for which they were appointed will, within thirty (30) days of the change in status, either (a) resign their membership in writing or (b) petition the Local Board through the Executive Secretary to remain on the Local Board for additional time, up to the end of their regular three-year term or until they are replaced, whichever period is less.

Further, any member may be removed from the Local Board or standing committee for cause if a two-thirds (2/3) majority of the WDB members approve such action.

The WIOA requires that Business members constitute a simple majority of the Local Board, Labor a minimum of 15%, and total Workforce Representatives (which includes Labor) a minimum of 20%. With the changes mentioned above, and the WDB size reduced to either 28 or 27 members, the Board would be compliant with WIOA membership requirements.

Possible Business Vacancy Replacement

ETR received a WDB member application from **Stephanie Ahlf**, Controller, Driltek Operating, LLC (attached). According to her application, Ms. Ahlf is "eager to support economic growth and workforce readiness. As the Controller of Driltek, Inc., I bring firsthand knowledge of industry challenges and workforce needs." Ms. Ahlf may be considered as a replacement for Anita Martin or her nomination could be placed in a pool for future vacancies. As WIOA requires a Business majority, it would be in your Board's best interest to add a Business member at this time, especially since the Board may lose a current Business member as explained below.

Season Susko, who was appointed a member of the WDB by the Kern County Board of Supervisors on November 5, 2024, was previously employed by Driltek but is currently not employed. Board members serve until replaced so she would not need to leave the Board at this time. Ms. Susko has expressed an interest in staying on the WDB, and she will keep us updated as to her employment situation. Per the Board bylaws, if she is not employed within the next 30 days or does not meet the requirements for a Business member, she may be asked to resign from the WDB.

Your Committee may discuss the options above and decide which actions to recommend to the WDB. The WDB roster is attached for your information. Note that Ms. Gerald and Ms. Martin were not currently on any standing committees of the WDB.

Recommendation

Therefore, IT IS RECOMMENDED that your Committee recommend to the WDB that it: 1) approve the removal of Trudy Gerald and not filling this vacancy, thus reducing the Board size to 28 members; and 2) approve the removal of Anita Martin, thus reducing the Board size to 27. In addition, IT IS RECOMMENDED that your Committee decide if it wants to recommend that the WDB fill the Business vacancy with Stephanie Ahlf resulting in a Board size of 28 members or keep her nomination in a pool for future consideration.

Sincerely,



Brandon J. Evans
Chief Workforce Development Officer

BJE:am

Attachments



**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: 11/04/2024

Name: Stephanie Ahlf Job Title: Controller

Business/Agency Name: Dritek, Inc.

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

Phone: 661-327-3021 Email: stephanie.ahlf@dritek.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 [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 [] ***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 am eager to support economic growth and workforce readiness. As the Controller of Driltek, Inc., I bring firsthand knowledge of industry challenges and workforce needs. My experience in managing operations, compliance, and financial processes equips me to contribute strategic insights and solutions that align with the board's mission. I am committed to fostering training programs and policies that benefit both employees and employers, ensuring a resilient and skilled workforce for Kern County.

All NOMINEES: WORKFORCE DEVELOPMENT EXPERIENCE

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

Diverse finance professional with a Master of Science in business administration and 15 years of experience in the oil and gas industry. Prior professional positions include accountant, financial analyst, purchasing specialist and now controller of a mid-sized integrated oil and gas service provider. Diversified individual with formal training and experience in human resources (HR). Possesses in-depth proficiency administering certified payroll and thorough knowledge of Davis-Bacon and California Department of Industrial Relations (DIR) guidelines and regulations. A self-motivated, results-oriented team member, with passion for innovating ways to add value for clients.

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

Date: 11/04/2024 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 Chaplin / President & CEO

Date: 11/15/24 Signature: _____

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.

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

Mike Beaumont
HR Manager/Company Liaison
Unified Field Services Corporation

Laura Barnes
President
Associated Builders and Contractors

Kelly Bearden
Director
CSUB Small Business Development Center

Alex Haver
Human Resources Director
Buttonwillow Warehouse Co.

Richard Chapman
President/CEO
Kern Economic Development Corporation

Michele Warren
Director of Human Resources
Golden Empire Transit

Greg Guitierrez
President/CEO
Truitt Oilfield Maintenance

Todd Yepez
Human Resources Manager
PCL Industrial Services, Inc.

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

Greg Knittel
President
Centralize HR

Season Susko
Director of Human Resources
Driltek Operating LLC

Lizette Patterson
CEO
Cazador Consulting Group, Inc.

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

EDUCATION AND TRAINING:

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

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

Scott Odlin
Assistant Superintendent
Kern High School District

WORKFORCE REPRESENTATIVES:

A. Labor and Apprenticeships

Bryan Forrest
Apprenticeship Coordinator
Operating Engineers Local 12

Steven Gomez
Business Agent
Plumbers & Pipefitters Local 460

Chris Gonzales
Business Agent
SMART Sheet Metal Local 105

Alissa Reed
Executive Secretary
KIM Building Trades Council

John Moralez
Secretary - Treasurer
Teamsters Local Union No. 87

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:

Brandon J. Evans
Chief Workforce Development Officer
Kern County Employers' Training Resource



November 21, 2024

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

DISCUSSION OF ELECTION OF WORKFORCE DEVELOPMENT BOARD OFFICERS

Dear Committee Member:

The Workforce Development Board (WDB) Bylaws provide for the election of one Chairperson (Chair) and one Vice Chairperson (Vice Chair) by the members of the Board. These officers serve a one-year term, may serve consecutive terms, and shall be Business representatives. Both the Chair and Vice Chair serve as members of the Executive Committee. The election of officers typically takes place every December.

Current officers are Ian Journey, WDB Chair, and Brenda Mendivel, Vice Chair. At the November 13, 2024, Youth Committee meeting, Norma Rojas-Mora was re-elected to serve as the Youth Committee Chair.

At today's meeting, it is requested that your committee discuss the election of officers to gauge if the current Chair and Vice Chair are interested in being considered for another term which would run through December 31, 2025. Nominations from the floor will also be considered at the December 11, 2024, WDB meeting.

Sincerely,


Brandon J. Evans
Chief Workforce Development Officer

BJE:am



November 21, 2024

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

LOCAL AND REGIONAL PLANS PROGRAM FOR YEARS 2025-2028

Dear Committee Member:

The Workforce Innovation and Opportunity Act (WIOA) requires the Local Workforce Development Area, being the Kern, Inyo and Mono (KIM) Counties Consortium and the Regional Planning Unit (RPU), which is the San Joaquin Valley and Associated Counties, to prepare the Local and Regional Plans. The San Joaquin Valley and Associated Counties include the counties of Kern, Inyo, Mono, Fresno, Kings, Madera, Merced, San Joaquin, Stanislaus and Tulare. Each plan serves four-years during Program Years 2025-2028 (July 1, 2025, to June 30, 2029), and must be submitted to the California Workforce Development Board on or before March 31, 2025.

The KIM Counties Consortium held a virtual Stakeholder and Community Engagement – Local Planning Forum on November 13, 2024, from 8:30 a.m. – 11:30 a.m. There were 71 attendees at the Local Planning Forum which covered the following topics:

- How Local Partners will be braiding resources & coordinating services for English Language Learners, foreign-born & refugees.
- How the Department of Human Services will coordinate services to individuals who access CalFresh Employment & Training Services.
- How Child Support Services will align services for non-custodial parents.
- How will Jobs First address environmental sustainability with local partners.

The Local Planning Forum had meaningful stakeholder involvement and community engagement with employers, labor organizations, WIOA partners, community-based organizations, KIM WDB members, governmental agencies, and educational partners.

As part of the planning process, the RPU will hold a virtual Southern Regional Community and Stakeholder Engagement Forum on December 5, 2024, from 9:00 a.m. – 10:30 a.m., on the following topic:

- The Changing Landscape of Jobs and the Economy.

Attendees can take part in the Southern Regional Community and Stakeholder Engagement Forum through Zoom at the following link:

<https://us06web.zoom.us/j/81867406032?pwd=RY1rKbyX2LetOFIhzaCyYG3N6RfAQc.1>

Or by calling:

Phone: (253) 215-8782

Meeting ID: 818 6740 6032

Passcode 000313

We will keep your Committee advised of any updates regarding the Local and/or Regional Plans.

Sincerely,



Brandon J. Evans
Chief Workforce Development Officer

BJE:ms

Attachment

JOIN US! Contribute to the Future of the Valley Workforce

VIRTUAL COMMUNITY FORUM

THE CHANGING LANDSCAPE

OF JOBS AND THE ECONOMY

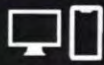
*Hosted by Kern, Inyo, Mono Workforce
Development Board*



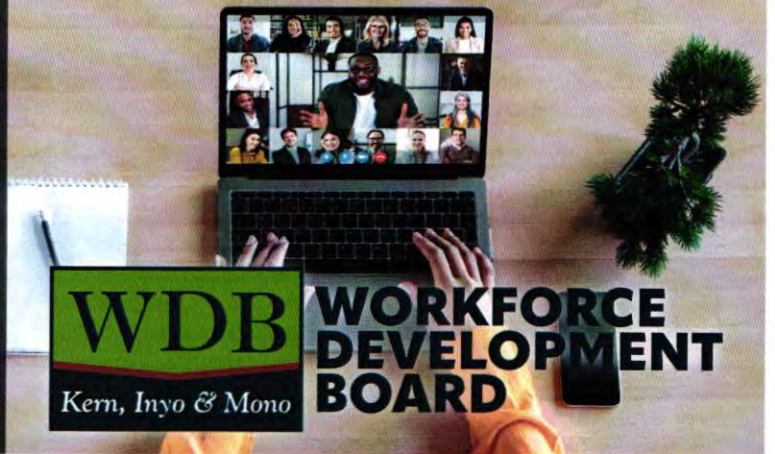
Dec 5, 2024



9:00 AM



Virtual Meeting



Be Aware of the Workforce Trends

Significant changes from norms that existed a decade ago are evident in the perceptions and behaviors of workers and in the activities of businesses. The evolving landscape of employment is characterized by several key trends: the rise of remote work, the increasing importance of skills over degrees, the growth of the gig economy, and the increasing impact of artificial intelligence and automation. Workforce development and career education and training providers must continue to track and assess these and other changes in order for their services to remain relevant to key customers: businesses and job seekers.



Save the Date

Virtual Community Forum: The Changing Landscape of Jobs and the Economy

When: Thursday, December 5, 2024, 9:00 a.m. – 10:30 a.m.

Where: Meet us on Zoom! Log in from a Computer at the following link:

<https://us06web.zoom.us/j/81867406032?pwd=RY1rKbyX2IetOFIhzaCYVG3N6RfAOc1>

or by Phone by +1 253-215-8782 (Meeting ID 818 6740 6032 / Passcode 000313)

Who Should Attend?

- Business Owners and Individuals Representing the Interests of Business
- Economic Development Representatives
- Workforce Development Board Members
- Community Based Organizations
- Community Members (Public)
- Education (Private And Public)



Join the Discussion

You are invited to discuss:

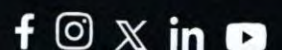
- Compared to a decade ago or even more recently, what changes are most prevalent in the regional economy?
- How are changes in local industries and businesses affecting the types and availability of jobs?
- What impact are economic changes having on workers and individuals looking for work?
- What changes do economic trends suggest for workforce development and skills training programs?
- Please also share other thoughts you have concerning the changing landscape of jobs and the economy.

The project is fully funded (100%) by California Workforce Development Boards (CWDB) Regional Plan Implementation 50 grant allocation totaling \$4,900,000 and is an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities.

(661) 325- HIRE

1.800.203.2623 | TDD 661.635.2629

AmericasJobCenterofKern.com



This Workforce Innovation and Opportunity Act Equal Opportunity Employer/Program is funded fully or in part by a grant awarded by the U.S. Department of Labor's Employment and Training Administration. Auxiliary aids and services available upon request to individuals with disabilities.



November 21, 2024

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

CONTINUOUS IMPROVEMENT PLAN FOR THE AJCCs

Dear Committee Member:

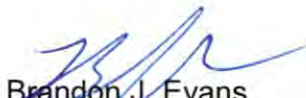
In accordance with the Workforce Innovation and Opportunity Act and Employment Development Department Directive WSD23-05 (Directive), each Local Workforce Development Board must create a Continuous Improvement Plan for each comprehensive, affiliate and specialized America's Job Center of California (AJCC) One-Stop Centers in their local workforce development area. The Continuous Improvement Plans were derived from the AJCC Certification Indicator Assessments that were based upon the recommendations and evaluations from the Ad-Hoc Committee, including Ian Journey, Brenda Mendivel, Alissa Reed and Leo Bautista.

According to the Directive, the Kern, Inyo and Mono Workforce Development Board must attest to the development of the Continuous Improvement Plan with targeted completion dates for all the AJCCs. The development of the Continuous Improvement Plans has been completed by the due date of December 31, 2024, and the plans do not need to be submitted to the State.

The Continuous Improvement Plans have been prepared and are attached hereto for your review and consideration.

We will keep your Committee advised of any updates regarding the Continuous Improvement Plans.

Sincerely,


Brandon J. Evans
Chief Workforce Development Officer

BJE:ms
Attachments

Continuous Improvement Plan					
SE-AJCC					
Recommended Improvement	Systemwide	Priority Low (1 – 5) High	Improvement Completed	Explanation for Inability to Complete Improvement	
The interior walls should be painted with colors that are able to transform the atmosphere of the rooms to create a happier and more uplifting space, so it does not feel like a government office building.	No				
Some of the binders in the Resource Room are outdated and should either be updated or removed permanently, including, but not limited to, Clerical Training Manual.	No				
Although the AJCC is open at 8:00 am and closes at 5:00 pm Monday through Friday, the business hours may need to be expanded to accommodate all customers. A pilot program should be considered to explore expanded hours of service to ensure that customers in need of employment services outside of the traditional business hours of operation have adequate access.	Yes				
The AJCC should explore the implementation of a virtual chat feature on the website to answer questions posed by its customers to improve after hours services and enhance the customer experience by utilizing technology to improve access to services.	Yes				

Each AJCC should have a waiting area for customers which includes designated area for children which incorporates a coloring station, wooden activity play cube and other beneficial activities for young children. Although customers are discouraged from bringing children into the AJCC, sometimes parents may not have access to daycare and must bring their child with them to the AJCC to utilize their services	Yes			
ETR has collaborated with Kern County Department of Child Support Services (KDCSS) by providing video-conferencing equipment on a desk on the westside of the second floor waiting area for the purposes of enhancing and increasing communication between the customer and KDCSS to discuss child support matters. An opportunity for improvement would be to convert the desk to a kiosk to ensure confidentiality during communications between the customer and staff at KDCSS.	No	5	Cubicles walls have been installed to ensure privacy for the client.	
External signage needs improvement. The location of this AJCC allows for the possibility of having road signage on both the east and westbound State Route 58, as well as street signage for greater visibility. The AJCC needs to use blade or feathered flags on the	No	5	Discussed with Danette Williams, Marketing Department to install the feathered flags along the fence lines of the SE-AJCC.	

road frontage of Belle Terrace and Martin Luther King Jr. Blvd, there needs to be better permanent signage to clearly identify the location as an AJCC.					
Install interior signage to assist customers to navigate throughout the building which should include more than just the partnering agencies name, but the services which each agency provides at the AJCC.	No				
The first floor of the AJCC should have the use of a smart television which would provide a carousel with slides containing information on services, trainings, job opening, job fairs and recruitments.	No				
The client waiting area on the east side of the second floor should have a carousel of flyers that provide the services offered by the AJCC.	No	5		There are two standing carousels currently in the 2 nd Floor Lobby. Additionally, there is a desktop carousel on the east wing table.	
Staff should attend cross-training sessions at a central location for ½ day over a period of several weeks with all WIOA partners providing a summary of their services and any new information that would assist with the referral process. However, these cross-trainings need to be recorded as they were done previously and posted on the AJCC website or YouTube to allow staff members, particularly new staff	Yes				

the ability to review the trainings at any time.					
The AJCC Partners, in cooperation with the One-Stop Operator are working on implementing the referral system that is user friendly and provides direct access to all of the AJCC partners (except EDD and DOR) through real-time technology. This referral system will allow the referral of individuals between the One-Stop partners for appropriate services and activities. It is imperative that the AJCC have a referral system in place for the benefit of its customers and community.	Yes				
Implement an internal referral system that is utilized only by Kern County Employers' Training Resource. The internal referral system would ensure customers seeking WIOA Title I assistance, obtain the necessary and appropriate services or training needed.	Yes				
The AJCC needs to reconvene local employers to participate in industry forums to identify skills gaps and training needs to bridge the job seeker with job opportunities. The industry forums should be led by members of the Kern, Inyo and Mono Workforce Development Board and engage all one-stop WIOA Partners, local educational providers, local	Yes				

businesses, local trade unions, and community-based organizations.					
The AJCC should have brochures from each AJCC and community partner displayed on a display rack or carousel and made available for customers to take and use at their leisure. The brochures should include the services and programs being offered by each and every WIOA and non-WIOA partner.	Yes				
The AJCC continues to work on reducing the number of staff that communicate with customers to ensure that they move more seamlessly between the AJCC entry and service delivery. In order to accomplish this goal, the AJCC staff needs to receive customer service and customer-centered designed training biennially.	Yes	5	Front Line Staff need the following trainings: 1. Customer Service; and 2. Trainings that ETR offers its customers. Target Solutions has been utilized to provide training on Customer Service to all staff and additional trainings will be forthcoming in the near future.		
The front-line staff should have a quick reference guide which contains fact sheets of each and every AJCC partner's programs, trainings and services being offered to ensure that AJCC customers are being provided with the most up-to-date information available. The fact sheets should be updated annually by each AJCC partner and made available to all AJCC partners.	Yes				

Staff needs to receive continuous education related to industry-recognized credentials to allow customers to navigate career pathways toward upward mobility. An opportunity for improvement is to educate all staff on regional target sectors, identifying regional sector career pathways or understanding what those mean in terms of providing services to its customers.	Yes			
The AJCC is working with the One-Stop Operator to seek feedback from businesses on the delivery of business services by providing surveys through QR Codes to analyze the data to determine their satisfaction. In addition, the AJCC is also working with the One-Stop Operator to implement a more thorough system to collect satisfaction data from individuals who are using AJCC's services through customer surveys using QR Codes. In addition, it is intended that each staff member will have the link on their email to ensure greater feedback from employers and customers.	Yes			
The AJCC staff needs to perform more virtual business outreach, including bringing guest speakers to discuss meaningful topics that assist businesses in order to attract them to the AJCC.	Yes			

Due to the limited hours in a day and the workload of staff, it is sometimes overlooked the importance of having yearly staff meetings with all colocated partners' staff to build relationships, provide updates on AJCC activities, learn about the services each colocated partner is providing to the community, and discuss strategies for AJCC improvements.	Yes			
The AJCC needs to have additional training for all front-line staff, including, but not limited to, capacity building, professional development, how to use market information to assist customers to identify career pathways, sector strategies, career pathways, job quality and high road training partnerships	Yes			
All AJCC staff should receive additional virtual training on serving individuals with barriers to employment, including customers with disabilities.	Yes			
The AJCC staff needs to receive additional customer service and customer-centered designed training to ensure that the staff has the necessary professional customer service skills to provide impeccable customer satisfaction through listening to the customer and providing problem-solving approaches to the customer's problem.	Yes			

Continuous Improvement Plan					
Oildale - AJCC					
Recommended Improvement	Systemwide	Priority Low (1 - 5) High	Improvement Completed	Explanation for Inability to Complete Improvement	
Although the AJCC is open at 8:00 am and closes at 5:00 pm Monday through Friday, the business hours may need to be expanded to accommodate all customers. A pilot program should be considered to explore expanded hours of service to ensure that customers in need of employment services outside of the traditional business hours of operation have adequate access.	Yes				
The AJCC should explore the implementation of a virtual chat feature on the website to answer questions posed by its customers to improve after hours services and enhance the customer experience by utilizing technology to improve access to services.	Yes				
Each AJCC should have a waiting area for customers which includes designated area for children which incorporates a coloring station, wooden activity play cube and other beneficial activities for young children. Although customers are discouraged from bringing children into the AJCC, sometimes parents may not have access to daycare and must bring their child with them to the AJCC to utilize their services	Yes				

Staff should attend cross-training sessions at a central location for ½ day over a period of several weeks with all WIOA partners providing a summary of their services and any new information that would assist with the referral process. However, these cross-trainings need to be recorded as they were done previously and posted on the AJCC website or YouTube to allow staff members, particularly new staff the ability to review the trainings at any time.	Yes			
The AJCC Partners, in cooperation with the One-Stop Operator are working on implementing the referral system that is user friendly and provides direct access to all of the AJCC partners (except EDD and DOR) through real-time technology. This referral system will allow the referral of individuals between the One-Stop partners for appropriate services and activities. It is imperative that the AJCC have a referral system in place for the benefit of its customers and community.	Yes			
Implement an internal referral system that is utilized only by Kern County Employers' Training Resource. The internal referral system would ensure customers seeking WIOA Title I assistance, obtain the necessary and appropriate services or training needed.	Yes			

The AJCC needs to reconvene local employers to participate in industry forums to identify skills gaps and training needs to bridge the job seeker with job opportunities. The industry forums should be led by members of the Kern, Inyo and Mono Workforce Development Board and engage all one-stop WIOA Partners, local educational providers, local businesses, local trade unions, and community-based organizations.	Yes				
The AJCC should have brochures from each AJCC and community partner displayed on a display rack or carousel and made available for customers to take and use at their leisure. The brochures should include the services and programs being offered by each and every WIOA and non-WIOA partner.	Yes				
The AJCC continues to work on reducing the number of staff that communicate with customers to ensure that they move more seamlessly between the AJCC entry and service delivery. In order to accomplish this goal, the AJCC staff needs to receive customer service and customer-centered designed training biennially.	Yes				
The front-line staff should have a quick reference guide which contains fact sheets of each and every AJCC					

partner's programs, trainings and services being offered to ensure that AJCC customers are being provided with the most up-to-date information available. The fact sheets should be updated annually by each AJCC partner and made available to all AJCC partners.	Yes			
Staff needs to receive continuous education related to industry-recognized credentials to allow customers to navigate career pathways toward upward mobility. An opportunity for improvement is to educate all staff on regional target sectors, identifying regional sector career pathways or understanding what those mean in terms of providing services to its customers.	Yes			
The AJCC is working with the One-Stop Operator to seek feedback from businesses on the delivery of business services by providing surveys through QR Codes to analyze the data to determine their satisfaction. In addition, the AJCC is also working with the One-Stop Operator to implement a more thorough system to collect satisfaction data from individuals who are using AJCC's services through customer surveys using QR Codes. In addition, it is intended that each staff member will have the link on their	Yes			

email to ensure greater feedback from employers and customers.					
The AJCC staff needs to perform more virtual business outreach, including bringing guest speakers to discuss meaningful topics that assist businesses in order to attract them to the AJCC.	Yes				
Due to the limited hours in a day and the workload of staff, it is sometimes overlooked the importance of having yearly staff meetings with all colocated partners' staff to build relationships, provide updates on AJCC activities, learn about the services each colocated partner is providing to the community, and discuss strategies for AJCC improvements.	Yes				
The AJCC needs to have additional training for all front-line staff, including, but not limited to, capacity building, professional development, how to use market information to assist customers to identify career pathways, sector strategies, career pathways, job quality and high road training partnerships	Yes				
All AJCC staff should receive additional virtual training on serving individuals with barriers to employment, including customers with disabilities.	Yes				
The AJCC staff needs to receive additional customer service and customer-centered designed training					

to ensure that the staff has the necessary professional customer service skills to provide impeccable customer satisfaction through listening to the customer and providing problem-solving approaches to the customer's problem.	Yes			
---	-----	--	--	--

Continuous Improvement Plan					
Business Center - AJCC					
Recommended Improvement	Systemwide	Priority Low (1 – 5) High	Improvement Completed	Explanation for Inability to Complete Improvement	
Although the AJCC is open at 8:00 am and closes at 5:00 pm Monday through Friday, the business hours may need to be expanded to accommodate all customers. A pilot program should be considered to explore expanded hours of service to ensure that customers in need of employment services outside of the traditional business hours of operation have adequate access.	Yes				
The AJCC should explore the implementation of a virtual chat feature on the website to answer questions posed by its customers to improve after hours services and enhance the customer experience by utilizing technology to improve access to services.	Yes				
Staff should attend cross-training sessions at a central location for ½ day over a period of several weeks with all WIOA partners providing a summary of their services and any new information that would assist with the referral process. However, these cross-trainings need to be recorded as they were done previously and posted on the AJCC website or YouTube to allow staff members, particularly new staff	Yes				

the ability to review the trainings at any time.					
The AJCC Partners, in cooperation with the One-Stop Operator are working on implementing the referral system that is user friendly and provides direct access to all of the AJCC partners (except EDD and DOR) through real-time technology. This referral system will allow the referral of individuals between the One-Stop partners for appropriate services and activities. It is imperative that the AJCC have a referral system in place for the benefit of its customers and community.	Yes				
Implement an internal referral system that is utilized only by Kern County Employers' Training Resource. The internal referral system would ensure customers seeking WIOA Title I assistance, obtain the necessary and appropriate services or training needed.	Yes				
The AJCC needs to reconvene local employers to participate in industry forums to identify skills gaps and training needs to bridge the job seeker with job opportunities. The industry forums should be led by members of the Kern, Inyo and Mono Workforce Development Board and engage all one-stop WIOA Partners, local educational providers, local	Yes				

businesses, local trade unions, and community-based organizations.					
The AJCC should have brochures from each AJCC and community partner displayed on a display rack or carousel and made available for customers to take and use at their leisure. The brochures should include the services and programs being offered by each and every WIOA and non-WIOA partner.	Yes				
The AJCC continues to work on reducing the number of staff that communicate with customers to ensure that they move more seamlessly between the AJCC entry and service delivery. In order to accomplish this goal, the AJCC staff needs to receive customer service and customer-centered designed training biennially.	Yes				
The front-line staff should have a quick reference guide which contains fact sheets of each and every AJCC partner's programs, trainings and services being offered to ensure that AJCC customers are being provided with the most up-to-date information available. The fact sheets should be updated annually by each AJCC partner and made available to all AJCC partners.	Yes				
Staff needs to receive continuous education related to industry-					

recognized credentials to allow customers to navigate career pathways toward upward mobility. An opportunity for improvement is to educate all staff on regional target sectors, identifying regional sector career pathways or understanding what those mean in terms of providing services to its customers.	Yes				
The AJCC is working with the One-Stop Operator to seek feedback from businesses on the delivery of business services by providing surveys through QR Codes to analyze the data to determine their satisfaction. In addition, the AJCC is also working with the One-Stop Operator to implement a more thorough system to collect satisfaction data from individuals who are using AJCC's services through customer surveys using QR Codes. In addition, it is intended that each staff member will have the link on their email to ensure greater feedback from employers and customers.	Yes				
The AJCC staff needs to perform more virtual business outreach, including bringing guest speakers to discuss meaningful topics that assist businesses in order to attract them to the AJCC.	Yes				
Due to the limited hours in a day and the workload of staff, it is sometimes overlooked the importance of having					

yearly staff meetings with all colocated partners' staff to build relationships, provide updates on AJCC activities, learn about the services each colocated partner is providing to the community, and discuss strategies for AJCC improvements.	Yes			
The AJCC needs to have additional training for all front-line staff, including, but not limited to, capacity building, professional development, how to use market information to assist customers to identify career pathways, sector strategies, career pathways, job quality and high road training partnerships	Yes			
All AJCC staff should receive additional virtual training on serving individuals with barriers to employment, including customers with disabilities.	Yes			
The AJCC staff needs to receive additional customer service and customer-centered designed training to ensure that the staff has the necessary professional customer service skills to provide impeccable customer satisfaction through listening to the customer and providing problem-solving approaches to the customer's problem.	Yes			

Continuous Improvement Plan					
EPIC -AJCC					
Recommended Improvement	Systemwide	Priority Low (1 – 5) High	Improvement Completed	Explanation for Inability to Complete Improvement	
There are two entrance gates that provide ingress and egress into the parking lot of the AJCC. One of the automatic gate openers is not functioning because it is missing the motor and needs to be fixed to ensure easy access to the AJCC parking area in case of an emergency.	No				
Although the AJCC is open at 8:00 am and closes at 5:00 pm Monday through Friday, the business hours may need to be expanded to accommodate all customers. A pilot program should be considered to explore expanded hours of service to ensure that customers in need of employment services outside of the traditional business hours of operation have adequate access.	Yes				
The AJCC should explore the implementation of a virtual chat feature on the website to answer questions posed by its customers to improve after hours services and enhance the customer experience by utilizing technology to improve access to services.	Yes				
Staff should attend cross-training sessions at a central location for ½ day over a period of several weeks with all WIOA partners providing a summary of					

their services and any new information that would assist with the referral process. However, these cross-trainings need to be recorded as they were done previously and posted on the AJCC website or YouTube to allow staff members, particularly new staff the ability to review the trainings at any time.	Yes				
The AJCC Partners, in cooperation with the One-Stop Operator are working on implementing the referral system that is user friendly and provides direct access to all of the AJCC partners (except EDD and DOR) through real-time technology. This referral system will allow the referral of individuals between the One-Stop partners for appropriate services and activities. It is imperative that the AJCC have a referral system in place for the benefit of its customers and community.	Yes				
Implement an internal referral system that is utilized only by Kern County Employers' Training Resource. The internal referral system would ensure customers seeking WIOA Title I assistance, obtain the necessary and appropriate services or training needed.	Yes				
The AJCC needs to reconvene local employers to participate in industry forums to identify skills gaps and training needs to bridge the job seeker					

with job opportunities. The industry forums should be led by members of the Kern, Inyo and Mono Workforce Development Board and engage all one-stop WIOA Partners, local educational providers, local businesses, local trade unions, and community-based organizations.	Yes			
The AJCC should have brochures from each AJCC and community partner displayed on a display rack or carousel and made available for customers to take and use at their leisure. The brochures should include the services and programs being offered by each and every WIOA and non-WIOA partner.	Yes			
The AJCC continues to work on reducing the number of staff that communicate with customers to ensure that they move more seamlessly between the AJCC entry and service delivery. In order to accomplish this goal, the AJCC staff needs to receive customer service and customer-centered designed training biennially.	Yes			
The front-line staff should have a quick reference guide which contains fact sheets of each and every AJCC partner's programs, trainings and services being offered to ensure that AJCC customers are being provided with the most up-to-date information	Yes			

available. The fact sheets should be updated annually by each AJCC partner and made available to all AJCC partners.					
Staff needs to receive continuous education related to industry-recognized credentials to allow customers to navigate career pathways toward upward mobility. An opportunity for improvement is to educate all staff on regional target sectors, identifying regional sector career pathways or understanding what those mean in terms of providing services to its customers.	Yes				
The AJCC is working with the One-Stop Operator to seek feedback from businesses on the delivery of business services by providing surveys through QR Codes to analyze the data to determine their satisfaction. In addition, the AJCC is also working with the One-Stop Operator to implement a more thorough system to collect satisfaction data from individuals who are using AJCC's services through customer surveys using QR Codes. In addition, it is intended that each staff member will have the link on their email to ensure greater feedback from employers and customers.	Yes				
The AJCC staff needs to perform more virtual business outreach, including bringing guest speakers to discuss	Yes				

meaningful topics that assist businesses in order to attract them to the AJCC.					
Due to the limited hours in a day and the workload of staff, it is sometimes overlooked the importance of having yearly staff meetings with all colocated partners' staff to build relationships, provide updates on AJCC activities, learn about the services each colocated partner is providing to the community, and discuss strategies for AJCC improvements.	Yes				
The AJCC needs to have additional training for all front-line staff, including, but not limited to, capacity building, professional development, how to use market information to assist customers to identify career pathways, sector strategies, career pathways, job quality and high road training partnerships	Yes				
All AJCC staff should receive additional virtual training on serving individuals with barriers to employment, including customers with disabilities.	Yes				
The AJCC staff needs to receive additional customer service and customer-centered designed training to ensure that the staff has the necessary professional customer service skills to provide impeccable customer satisfaction through listening to the customer and providing	Yes				

problem-solving approaches to the customer's problem.					

Continuous Improvement Plan				
Lake Isabella - AJCC				
Recommended Improvement	Systemwide	Priority Low (1 – 5) High	Improvement Completed	Explanation for Inability to Complete Improvement
The AJCC has utilized canvas prints in this One-Stop center that reflect businesses and success stories. However, the current canvas prints do not reflect local businesses and/or employees in the greater Ridgecrest area. An area of improvement would be to change the canvas prints to illustrate businesses and success stories of employees located in the areas served by the AJCC.	No			
Although the AJCC is open at 8:00 am and closes at 5:00 pm Monday through Friday, the business hours may need to be expanded to accommodate all customers. A pilot program should be considered to explore expanded hours of service to ensure that customers in need of employment services outside of the traditional business hours of operation have adequate access.	Yes			
The AJCC should explore the implementation of a virtual chat feature on the website to answer questions posed by its customers to improve after hours services and enhance the customer experience by utilizing technology to improve access to services.	Yes			

Each AJCC should have a waiting area for customers which includes designated area for children which incorporates a coloring station, wooden activity play cube and other beneficial activities for young children. Although customers are discouraged from bringing children into the AJCC, sometimes parents may not have access to daycare and must bring their child with them to the AJCC to utilize their services	Yes			
Staff should attend cross-training sessions at a central location for ½ day over a period of several weeks with all WIOA partners providing a summary of their services and any new information that would assist with the referral process. However, these cross-trainings need to be recorded as they were done previously and posted on the AJCC website or YouTube to allow staff members, particularly new staff the ability to review the trainings at any time.	Yes			
The AJCC Partners, in cooperation with the One-Stop Operator are working on implementing the referral system that is user friendly and provides direct access to all of the AJCC partners (except EDD and DOR) through real-time technology. This referral system will allow the referral of individuals between the One-Stop partners for	Yes			

appropriate services and activities. It is imperative that the AJCC have a referral system in place for the benefit of its customers and community.					
Implement an internal referral system that is utilized only by Kern County Employers' Training Resource. The internal referral system would ensure customers seeking WIOA Title I assistance, obtain the necessary and appropriate services or training needed.	Yes				
The AJCC needs to reconvene local employers to participate in industry forums to identify skills gaps and training needs to bridge the job seeker with job opportunities. The industry forums should be led by members of the Kern, Inyo and Mono Workforce Development Board and engage all one-stop WIOA Partners, local educational providers, local businesses, local trade unions, and community-based organizations.	Yes				
The AJCC should have brochures from each AJCC and community partner displayed on a display rack or carousel and made available for customers to take and use at their leisure. The brochures should include the services and programs being offered by each and every WIOA and non-WIOA partner.	Yes				

The AJCC continues to work on reducing the number of staff that communicate with customers to ensure that they move more seamlessly between the AJCC entry and service delivery. In order to accomplish this goal, the AJCC staff needs to receive customer service and customer-centered designed training biennially.	Yes			
The front-line staff should have a quick reference guide which contains fact sheets of each and every AJCC partner's programs, trainings and services being offered to ensure that AJCC customers are being provided with the most up-to-date information available. The fact sheets should be updated annually by each AJCC partner and made available to all AJCC partners.	Yes			
Staff needs to receive continuous education related to industry-recognized credentials to allow customers to navigate career pathways toward upward mobility. An opportunity for improvement is to educate all staff on regional target sectors, identifying regional sector career pathways or understanding what those mean in terms of providing services to its customers.	Yes			
The AJCC is working with the One-Stop Operator to seek feedback from				

businesses on the delivery of business services by providing surveys through QR Codes to analyze the data to determine their satisfaction. In addition, the AJCC is also working with the One-Stop Operator to implement a more thorough system to collect satisfaction data from individuals who are using AJCC's services through customer surveys using QR Codes. In addition, it is intended that each staff member will have the link on their email to ensure greater feedback from employers and customers.	Yes			
The AJCC staff needs to perform more virtual business outreach, including bringing guest speakers to discuss meaningful topics that assist businesses in order to attract them to the AJCC.	Yes			
Due to the limited hours in a day and the workload of staff, it is sometimes overlooked the importance of having yearly staff meetings with all colocated partners' staff to build relationships, provide updates on AJCC activities, learn about the services each colocated partner is providing to the community, and discuss strategies for AJCC improvements.	Yes			
The AJCC needs to have additional training for all front-line staff, including, but not limited to, capacity building, professional development,				

how to use market information to assist customers to identify career pathways, sector strategies, career pathways, job quality and high road training partnerships	Yes			
All AJCC staff should receive additional virtual training on serving individuals with barriers to employment, including customers with disabilities.	Yes			
The AJCC staff needs to receive additional customer service and customer-centered designed training to ensure that the staff has the necessary professional customer service skills to provide impeccable customer satisfaction through listening to the customer and providing problem-solving approaches to the customer's problem.	Yes			

Continuous Improvement Plan					
Ridgecrest - AJCC					
Recommended Improvement	Systemwide	Priority Low (1 – 5) High	Improvement Completed	Explanation for Inability to Complete Improvement	
The back office is used for virtual interviews by customers and to ensure privacy, the computer and monitor should be placed in a cubicle, instead of on a table in an open area.	No				
The AJCC has utilized canvas prints in this One-Stop center that reflect businesses and success stories. However, the current canvas prints do not reflect local businesses and/or employees in the greater Ridgecrest area. An area of improvement would be to change the canvas prints to illustrate businesses and success stories of employees located in the areas served by the AJCC.	No				
The interior walls should be painted with colors that are able to transform the atmosphere of the rooms to create a happier and more uplifting space, so it does not feel like a government office building.	No				
Although the AJCC is open at 8:00 am and closes at 5:00 pm Monday through Friday, the business hours may need to be expanded to accommodate all customers. A pilot program should be considered to explore expanded hours of service to ensure that customers in need of employment services outside	Yes				

of the traditional business hours of operation have adequate access.					
The AJCC should explore the implementation of a virtual chat feature on the website to answer questions posed by its customers to improve after hours services and enhance the customer experience by utilizing technology to improve access to services.	Yes				
Each AJCC should have a waiting area for customers which includes designated area for children which incorporates a coloring station, wooden activity play cube and other beneficial activities for young children. Although customers are discouraged from bringing children into the AJCC, sometimes parents may not have access to daycare and must bring their child with them to the AJCC to utilize their services	Yes				
Staff should attend cross-training sessions at a central location for 1/2 day over a period of several weeks with all WIOA partners providing a summary of their services and any new information that would assist with the referral process. However, these cross-trainings need to be recorded as they were done previously and posted on the AJCC website or YouTube to allow staff members, particularly new staff	Yes				

the ability to review the trainings at any time.					
The AJCC Partners, in cooperation with the One-Stop Operator are working on implementing the referral system that is user friendly and provides direct access to all of the AJCC partners (except EDD and DOR) through real-time technology. This referral system will allow the referral of individuals between the One-Stop partners for appropriate services and activities. It is imperative that the AJCC have a referral system in place for the benefit of its customers and community.	Yes				
Implement an internal referral system that is utilized only by Kern County Employers' Training Resource. The internal referral system would ensure customers seeking WIOA Title I assistance, obtain the necessary and appropriate services or training needed.	Yes				
The AJCC needs to reconvene local employers to participate in industry forums to identify skills gaps and training needs to bridge the job seeker with job opportunities. The industry forums should be led by members of the Kern, Inyo and Mono Workforce Development Board and engage all one-stop WIOA Partners, local educational providers, local	Yes				

businesses, local trade unions, and community-based organizations.					
The AJCC should have brochures from each AJCC and community partner displayed on a display rack or carousel and made available for customers to take and use at their leisure. The brochures should include the services and programs being offered by each and every WIOA and non-WIOA partner.	Yes				
The AJCC continues to work on reducing the number of staff that communicate with customers to ensure that they move more seamlessly between the AJCC entry and service delivery. In order to accomplish this goal, the AJCC staff needs to receive customer service and customer-centered designed training biennially.	Yes				
The front-line staff should have a quick reference guide which contains fact sheets of each and every AJCC partner's programs, trainings and services being offered to ensure that AJCC customers are being provided with the most up-to-date information available. The fact sheets should be updated annually by each AJCC partner and made available to all AJCC partners.	Yes				
Staff needs to receive continuous education related to industry-					

recognized credentials to allow customers to navigate career pathways toward upward mobility. An opportunity for improvement is to educate all staff on regional target sectors, identifying regional sector career pathways or understanding what those mean in terms of providing services to its customers.	Yes			
The AJCC is working with the One-Stop Operator to seek feedback from businesses on the delivery of business services by providing surveys through QR Codes to analyze the data to determine their satisfaction. In addition, the AJCC is also working with the One-Stop Operator to implement a more thorough system to collect satisfaction data from individuals who are using AJCC's services through customer surveys using QR Codes. In addition, it is intended that each staff member will have the link on their email to ensure greater feedback from employers and customers.	Yes			
The AJCC staff needs to perform more virtual business outreach, including bringing guest speakers to discuss meaningful topics that assist businesses in order to attract them to the AJCC.	Yes			
Due to the limited hours in a day and the workload of staff, it is sometimes overlooked the importance of having				

yearly staff meetings with all colocated partners' staff to build relationships, provide updates on AJCC activities, learn about the services each colocated partner is providing to the community, and discuss strategies for AJCC improvements.	Yes			
The AJCC needs to have additional training for all front-line staff, including, but not limited to, capacity building, professional development, how to use market information to assist customers to identify career pathways, sector strategies, career pathways, job quality and high road training partnerships	Yes			
All AJCC staff should receive additional virtual training on serving individuals with barriers to employment, including customers with disabilities.	Yes			
The AJCC staff needs to receive additional customer service and customer-centered designed training to ensure that the staff has the necessary professional customer service skills to provide impeccable customer satisfaction through listening to the customer and providing problem-solving approaches to the customer's problem.	Yes			

November 21, 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:

Proteus, Inc (10/31/24) Program.

Monitoring reports with findings:

California State University, Bakersfield (CSUB) (10/10/24) Program. Findings were for not writing case notes in a timely manner and not notifying Employers' Training Resource (ETR) of a participant graduating. Due to ETR not receiving the National Farmworker Jobs Program grant, ETR is no longer contracting with CSUB. CSUB was notified that should they contract with ETR in the future they should follow the provisions of their contract including timely case notes and notifying ETR of graduating participants. The findings are closed.

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

Sincerely,


Brandon J. Evans
Chief Workforce Development Officer

BJE:sw

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	A
Brandon	Evans	-	-	-	A
Aaron	Ellis	X	P	P	-
Brian	Holt	X	P	P	P
Linda	Parker*	X	P	P	P
Alissa	Reed	X	P	P	P
Jeremy	Tobias	X	P	P	P
Brenda	Mendivel	X	P	P	P
Arleana	Waller*	X	U	REMOVED	
Leo	Bautista*	-	P	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	A
Rosa	Chipres *	U	U	X	A
Brandon	Evans	-	-	-	P
Aaron	Ellis	P	P	X	-
Brian	Holt	A	U	X	P
Ian	Journey	A	U	X	A
Karine	Kanikkeberg*	P	P	X	P
Leticia	Perez	A	P	X	A
Norma	Rojas-Mora	A	A	X	P
Greg	Terry*	A	A	X	A
Priscilla	Varela	A	P	X	P
David	Villarino*	P	A	X	A
Todd	Yepez	P	P	X	P
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	10/24/24	11/21/24
Member						Special Session	
First	Last	EXEC	EXEC	EXEC	EXEC	EXEC	EXEC
Leo	Bautista**	P	A	P	P		
Kelly	Bearden	A	P	A	A		
Brandon	Evans	-	-	-	P	P	
Aaron	Ellis	P	P	P	P	RESIGNED	-
Ian	Journey	P	A	P	P	P	
Anita	Martin	P	A	A	A	U	
Brenda	Mendivel	P	A	P	P	P	
Clare	Pagnini	A	A	A	RESIGNED		
Lizette	Patterson	U	P	A	A	P	
Alissa	Reed	A	P	P	P	A	
Norma	Rojas-Mora	U	P	P	A	A	
Kristen	Watson*	A	P	P	P	A	
Todd	Yepez	P	P	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	A	
Kelly	Bearden	P	A	P	
Mike	Beaumont	P	P	P	
Richard	Chapman	A	P	P	
Brandon	Evans	-	-	P	
Aaron	Ellis	P	P	RESIGNED	-
Bryan	Forrest	A	A	P	
Steven	Gomez	P	A	P	
Chris	Gonzales	P	A	A	
Cody	Brooks	-	-	P	
Greg	Gutierrez	P	U	A	
Brian	Holt	P	P	P	
Ian	Journey, Chair	P	P	P	
Greg	Knittel	P	P	P	
Anita	Martin	U	U	A	
Randy	Martin	P	P	A	
Dean	McGee	P	P	RESIGNED	
Brenda	Mendivel	P	P	P	
John	Moralez	P	P	P	
Clare	Pagnini	A	A	RESIGNED	
Lizette	Patterson	p	U	A	
Alissa	Reed	P	A	P	
Norma	Rojas-Mora	A	P	A	
Jay	Tamsi	U	U	A	
Christina	Garza	p	A	P	
Jeremy	Tobias	P	A	P	
Priscilla	Varela	P	P	A	
Todd	Yepez	P	A	P	
Trudy	Gerald	A	P	A	
Michele	Warren	P	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, October 24, 2024, 3 p.m. SPECIAL SESSION

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.