



Program and Business  
Services Committee Agenda

April 4, 2024  
8:00 A.M.



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



Kern, Inyo & Mono Workforce Development Board  
Program and Business Services Committee Agenda

April 4, 2024

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**Location:** 1600 E. Belle Terrace – Bakersfield, 2<sup>nd</sup> Floor Conference Room

**Dial In:** (831) 296-3421

**Access Code:** 613 229 584#

**Time:** 8:00 a.m.

**Committee Members:**

Brenda Mendivel, Chair

Aaron Ellis

Alissa Reed

Leo Bautista

Brian Holt

Jeremy Tobias

Richard Chapman

Linda Parker

Arleana Waller

**Page No.**

**I. Introductions**

**II. Public Comments**

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

**III. New Business**

- 1-3 A. Approval of the May 11, 2023, Meeting Minutes – **Action Item**
- 4-6 B. Approval of the November 16, 2023, Meeting Minutes – **Action Item**
- 7-12 C. Preliminary Funding Recommendations for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs and Services for Program Year 2024-2025 – **Action Item**
- 13-14 D. Accept Grant Funding in the Amount of \$286,200 from the City of Bakersfield for The Transformative Climate Communities' Implementation Program – **Action Item**
- 15 E. Notice of Funding Opportunity – National Farmworker Jobs Program – **Action Item**
- F. Director's Report – **Oral Report**
- G. Marketing Presentation – **Oral Report**
- IV. Committee Member Comments**
- V. Miscellaneous Filings**
- 16-17 A. Program and Business Services Committee Attendance Report
- 18 B. Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule for 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 93307, 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, Bakersfield, CA 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 cell phones and all personal mobile devices to silent.

**KERN, INYO & MONO  
WORKFORCE DEVELOPMENT BOARD  
PROGRAM AND BUSINESS SERVICES COMMITTEE  
DISCUSSION AND ACTION ITEMS  
MAY 11, 2023**

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**Members Present:** Leo Bautista, Nick Hill, Aaron Ellis, Brian Holt, Linda Parker, Alissa Reed, and Jeremy Tobias.

**Members Absent:** Richard Chapman, Arleana Waller.

**Staff Present:** Gurujodha Khalsa, Marsha Manos, Marco Paredes, Michael Saltz, Jana Webb, Anne Meert, Jeremy Shumaker and Jotveer Khangura.

**Guests Present:** Priscilla Gonzalez, Jose Gonzalez, Karine Kanikkeberg.

The meeting was called to order at 8:02 a.m. by Leo Bautista through Microsoft Teams.

\*Unexcused Absence

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**Introductions**

Marsha Manos took a roll call vote of the Committee.

**Public Comments**

There were no public comments.

**Approval of February 16, 2023, Meeting Minutes**

Brian Holt made a motion to approve the February 16, 2023, meeting minutes. Jeremy Tobias seconded the motion. All ayes. The motion carried.

**Preliminary Funding Recommendations for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs and Services for Program Year 2023-2024**

Anne Meert informed the Committee that the Workforce Development Board authorized the issuance of this RFP at its December 14, 2022, meeting. The RFP targeted the following:

- One WIOA Provider of Career Services at the Delano America's Job Center of California (AJCC) [up to \$350,000], including On-the-Job Training (OJT) operations [up to \$340,000]; and
- Up to Two Providers of Subsidized Adult Work Experience with 15 slots in Delano/Northern Kern County and surrounding areas [up to \$160,000] and 25 slots in Bakersfield [up to \$340,000].

Anne said The RFP made available up to \$1,190,000 in funding and was due on April 12, 2023. There were three applications received. There were three outside evaluators for the RFPs received. All three if the applicants scored really well. The staff recommended:

### **Provider of Career Services for the Delano AJCC, Including OJT Operations**

- Proteus, Inc. – Provider of Career Services \$307,073; OJT Operations (41 participants) \$327,032

### **Subsidized Work Experience**

- Proteus, Inc. – Delano/Northern Kern County (15 participants) \$158,622
- Kern High School District – Bakersfield (25 participants) \$340,000

Anne also mentioned the State Employment Development Department has yet to release WIOA formula allocations for PY 2023-2024 and that we hope to have this information by the May 31, 2023, WDB meeting at which final funding recommendations will be presented for approval.

Brian Holt made a motion to accept staff's recommendation to recommend that the WDB approve the distribution of \$1,132,727 in PY 2023-2024 WIOA funds, subject to negotiations, funds available, and approval of the Kern County Board of Supervisors, to the following: 1) Proteus, Inc. to provide Career Services at the Delano AJCC, OJTs, and Paid Work Experience in the amount not to exceed \$792,727; and 2) Kern High School District to provide Paid Work Experience in the amount not to exceed \$340,000. There were a few clarifying questions on the performance on the agencies recommended for funding. Aaron Ellis seconded the motion. Marsha Manos polled the Committee for their votes. All Ayes. The motion carried.

### **Preliminary Funding Recommendations for National Farmworker Jobs Program for Program Year 2023-2024**

Jana Webb informed the Committee National Farmworker Jobs Program is a part of WIOA and that is a competitive grant provides career and training services for Kern County migrant and seasonal farmworkers and their dependents for four years (July 1, 2020 – September 30, 2024). Program Year 2023-2024 is the fourth and final year of the four-year grant. Written into the grant application were services provided under contract by partner agencies which is why there was not an RFP. Jana mentioned that the allocation amount had not been released as of yet and that we should have the information soon. Jana said on February 13, 2023, ETR released a Request for Refunding and that the Kern High School District; Proteus, Inc.; and California State University, Bakersfield Auxiliary for Sponsored Programs Administration were eligible for refunding and submitted applications. Jana referred the committee to pages 9-10 on the agenda and discussed further the programs and their goals for the next year. All four of the programs were determined eligible for refunding with the total recommended funding at \$647,071. Linda Parker made a motion to accept the recommendation of staff to recommend that the Workforce Development Board authorize the distribution of Workforce Innovation and Opportunity Act National Farmworker Jobs Program funds as indicated in the attachment to California State University, Bakersfield Auxiliary for Sponsored Programs Administration in the amount not to exceed \$25,000; to the Kern High School District in the amount not to exceed \$268,960; and to Proteus, Inc. in the amount not to exceed \$353,111, with all awards subject to negotiations, funds available, and approval by the Kern County Board of Supervisors. Jeremy Tobias seconded the motion. Marsha Manos polled the committee for their votes. All ayes. The motion carried.

### **Approval of the Two-Year Modification to the Local and Regional Plans for Program Years 2021 – 2024**

Michael Saltz referred the committee to page 11 of the agenda and stated that WIOA required the Local Workforce Development Area to prepare a Two-Year Modification to the Local Plan and the Regional Planning Unit, to prepare its Two-Year Modification to the Regional Plan. The purpose of preparing the Two-Year Modification to the Local and Regional Plans is to keep them consistent with the policy direction of the State Plan. The Two-Year Modification to the Local and Regional Plans covers Program Years 2021 – 2024 (July 1, 2021, to June 30, 2025).

Both of the plans were filed by the deadline of March 31, 2023. Employers' Training Resource has been advised by the CWDB that the evaluations on the Plans will be completed by May 5, 2023, and letters approving or seeking revision(s) to the Two-Year Modification to the Local and/or Regional Plans will be sent to each Local Workforce Development Board on May 12, 2023.

### **Workforce Development Apprenticeship Program**

Michael Saltz informed the committee that staff of Employers' Training Resource and Garden Pathways were currently attending the second cohort of the WDAP. There were 30 enrolled students of the program but one has since dropped out. The program involves 144 hours of classroom training, which will be held during working hours, and 2080 hours of On-the-Job Training which must be completed within 24 months of the last day of class.

Nine of the twelve WDAP courses have already been taken by the participants, with the first two held in person and the other six in virtual mode. In the last course of the program, participants will demonstrate understanding and application of the content presented in the Workforce Development Professional series through their Capstone project. Upon the successful completion of the WDAP, including the 2080 hours of On-the-Job Training, each ETR staff member will receive the California State University, Sacramento Workforce Development Professional Certificate issued from the California Apprenticeship Council, which is an industry-recognized credential. In addition, ETR staff will receive an increase in their annual salary of 5%.

### **Director's Report**

Aaron Ellis informed the committee that ETR the USDA grant is to serve 5280 farmworkers it is a two-year grant, and we are at 3125 participants, and we are in a slow-down mode. La Cooperativa is possibly looking at shifting some money around to continue the grant. Aaron said there are currently 11 different grants and that ETR is up to plan with the enrollments. The RERP grant is slow going and is a little challenging getting students to enroll. There was a meeting the previous day to brainstorm ideas to get the ball rolling. Valley Build MC3 will be starting a new cohort June.

### **Marketing Presentation**

Marco Paredes provided the committee with a report on the activities of ETR's various centers.

### **Committee Member Comments**

There were no further comments.

### **Miscellaneous Filings**

- A. Program and Business Services Committee Attendance Report
- B. Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule Calendar Year 2023

The meeting was adjourned at 8:45 a.m.

**KERN, INYO & MONO  
WORKFORCE DEVELOPMENT BOARD  
PROGRAM AND BUSINESS SERVICES COMMITTEE  
DISCUSSION AND ACTION ITEMS  
NOVEMBER 16, 2023**

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**Members Present:** Brenda Mendivel, Aaron Ellis, Ian Journey, Brian Holt, Alissa Reed, Linda Parker, and Jeremy Tobias.

**Members Absent:** Richard Chapman, Nick Hill, and Leo Bautista.

**Staff Present:** Marsha Manos, Ana Venegas, Michael Saltz, Anne Meert, Jeremy Shumaker, Danette Williams,

**Guests Present:** Jennifer Feige.

The meeting was called to order at 8:02 a.m. by Brenda Mendivel.

\*Unexcused Absence

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**Introductions**

Marsha Manos took a roll call vote of the Committee.

**Public Comments**

There were no public comments.

**Proposed Kern, Inyo & Mono Workforce Development Board and Committee Meeting Schedule Calendar Year 2024**

Aaron Ellis informed the Committee that the calendar before them was for the following year. Aaron also said that in consideration of members wanting to attend various conferences throughout the year that this calendar would allow for them to do so without any conflicts. Aaron informed the Committee that the calendar was before them to vote. Alissa Reed made a motion to approve the calendar. Jeremy Tobias seconded the motion. All ayes. The motion carried.

**Authorization to Issue Request for Refunding for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs for Program Year 2024-2025**

Anne Meert informed the committee that a full RFP was issued for Program Year 2023-2024 and Staff is recommending we utilize the RFR process for Program Year 2024-2025 due to the lengthy process of a full RFP. Anne also mentioned that the RFP was only open and available for the following activities:

- Provider of Career Services at the Delano AJCC (Proteus, Inc.)
- Paid Work Experience (Proteus, Inc. and Kern High School District)

Anne also said that we are also requesting that we have any unanticipated revenue throughout the year or if a full RFP is needed that a sole source authorization be issued for that.

Anne said that due to the increase in unemployment and not knowing what our funding will be contributes to the decision to not do a full RFP. Jeremy Tobias made a motion to accept the staff's recommendation as outlined in the letter. Linda Parker seconded the motion. All ayes. The motion passed.

### **Request for Retroactive Approval to Apply for the Displaced Oil and Gas Workers Fund Grant**

Anne Meert informed the Committee that ETR applied for the DOGWF grant offered through the State of California's General Fund. The purpose of the grant is to provide employment and training services to 800 core and core adjacent displaced oil and gas workers. The grant is for thirty-three months and ETR has applied for \$12,000,000. Aaron Ellis made a motion to approve the recommendation. Jeremy Tobias seconded the motion. Alissa Reed and Brian Holt abstained from the vote. All ayes. The motion passed.

### **Workforce Development Board Bylaws Proposed Changes Regarding Chairs of the Program and Business Services and Youth Committees**

Anne Meert told the Committee that the Bylaws were last amended on June 28, 2022, to alter language regarding non-WDB members and during a recent review it was determined that some changes were needed including clarifying language regarding the Chairs of the PBS and Youth Committees. Anne said that the bylaws did not address the term length of the Youth Committee chair and did not specifically address the responsibility of the WDB Vice-Chair to chair the PBS committee. Alissa Reed made a motion to approve the staff's recommendation to accept the changes to the bylaws. Brenda Mendivel seconded the motion. All ayes. The motion passed.

### **Program and Business Services Committee Composition**

Anne Meert informed the Committee that staff had reached out to the members whose terms were set to expire on December 31, 2023, to determine their interest in continuing to serve on their respective committees and all of the PBS members had expressed interest in continuing to serve. Anne also mentioned that at the WDB meeting on October 4, 2023, Brenda Mendivel was elected as the WDB Vice Chair replacing Leo Bautista. Anne also informed the committee that Leo Bautista had resigned as a WDB member due to his retirement but had expressed interest in serving as a non-WDB member. Alissa Reed made a motion to accept the staff's recommendation. Aaron Ellis seconded the motion. All Ayes. The motion passed.

### **Request to Approve the Awarded Amount of \$47,460 From the Fresno Regional Workforce Development Board for the Earmark Valley Build Now Training Grant**

Michael Saltz told the committee that the Fresno Regional Workforce Development Board awarded the Kern, Inyo and Mono Workforce Development Board \$47,460 to fund case management and drug testing for the Earmark Valley Build Grant. This grant will provide pre-apprenticeship training and union referrals to 30 participants in the local workforce development area. The grant will end on September 30, 2025. Brenda Mendivel made a motion to accept the staff's recommendation. Alissa Reed seconded the motion. All ayes. The motion carried.

### **Notice of Funding Opportunity – Farmworkers Advancement Program (FAP) Program Year (PY) 2023-24**

Anne Meert said that the purpose of this letter was to inform the committee that ETR intended to apply for this grant funding as either the grantee or as a partnering agency. ETR can apply for up to \$1,000,000 in funding and the application is due November 29, 2023.

### **Director's Report**

Aaron Ellis provided the committee with an update on the center's activities as well as an enrollment report.

### **Committee Member Comments**

There were no further comments.

**Miscellaneous Filings**

- A. Program and Business Services Committee Attendance Report
- B. Kern, Inyo and Mono Workforce Development Board and Committees' Meeting Schedule Calendar Year 2023

The meeting was adjourned at 8:50 a.m.





April 4, 2024

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

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

Dear Committee Member:

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

Request for Refunding Process

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

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

- Necessity and reasonableness of costs/proposed budget;
- Proposed changes to current program or service;
- Monitoring findings;
- Continued need for the program or service;
- Demonstrated success in the provision of services;
- Proposed participant outcomes and goals; and
- Issues or problems reported by ETR staff.

#### RFR Programs and Services

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

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

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

#### **Paid Work Experience**

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

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

#### Work Experience Wage Cap Beginning Program Year 2024

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

#### Preliminary Funding Recommendations

All programs and services were determined eligible and recommended for refunding at a total of \$1,121,310 which is a reduction from PY 2023-2024 funding. As mentioned previously, the State has yet to release WIOA formula allocations for PY 2024-2025. We hope to have this information by the May 1, 2024 WDB meeting at which final funding recommendations will be approved. Additionally, these activities may also serve clients

enrolled under the Displaced Oil and Gas Workers Fund grant of \$11.244 million awarded to ETR and scheduled to begin in August 2024; therefore, further adjustments to awards may be warranted due to that new grant.

As a reminder, Workforce Development Areas are required to expend at least 30 percent of their WIOA Adult and Dislocated Worker funds on training. ETR has been successfully meeting this requirement largely due to the increase in the number of OJTs being utilized each year. These OJTs meet the in-demand needs of area employers.

Notification to Agencies

RFR applicants were provided a copy of this letter and informed of your Committee and Board's meeting dates. Agencies were also provided information on the appeal process.

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

Sincerely,



Aaron Ellis  
Chief Workforce Development Officer

AE:am

Attachment

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

**PROVIDER OF CAREER SERVICES FOR DELANO AJCC AND OJT**

**Proteus, Inc.**

**1. WIOA AJCC Operations/Direct Placements**

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

**Proposed Changes**

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

**Current, Requested and Recommended Funding**

PY 2023-2024 Funding: \$307,073

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

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

**2. On-the-Job Training (OJT)**

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

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

### **Proposed Changes**

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

### **Current, Requested and Recommended Funding**

PY 2023-2024 Funding: \$327,032

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

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

## **SUBSIDIZED WORK EXPERIENCE**

### **1. Proteus, Inc.**

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

**Proposed Changes**

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

**Current, Requested and Recommended Funding**

PY 2023-2024 Funding: \$158,622  
PY 2024-2025 Funding Requested: \$134,237  
PY 2024-2025 Funding Recommended: \$134,237

**2. Kern High School District**

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

**Proposed Changes**

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

**Current, Requested and Recommended Funding**

PY 2023-2024 Funding: \$340,000  
PY 2024-2025 Funding Requested: \$340,000  
PY 2024-2025 Funding Recommended: \$340,000



April 4, 2024

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

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

Dear Committee Member:

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

The City of Bakersfield (City) submitted a five-year Implementation Plan grant application on August 1, 2023, for Round 5 of TCC funding. The City applied for up to \$29,500,000 in TCC Implementation funds and received the sum of \$22,125,000. The application focused on the county island around South Dr. Martin Luther King Boulevard and East Casa Loma Drive. ETR will be receiving the amount of \$286,200 which will be used to provide targeted outreach to potential participants from the focus area who meet the priority of service criteria. Participants may be enrolled in Curricula (MC3) which can lead to substantial jobs in an apprenticeship. Eligible applicants may qualify to enter an on-the-job training (OJT) where the employer's 50 percent match will be leveraged using TCC funds. Additional participants may be served with existing subcontractors for Transitional Jobs Training (TJT) or classroom training to receive industry recognized certificates through the High Road Training Partnership initiative. TCC funds would supplement and supplant WIOA and other available workforce development funds, thus extending the ability to serve more employers and job seekers.

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

Therefore, IT IS RECOMMENDED that the Committee approves your Board's partnership with the City of Bakersfield in the Transformative Climate Communities Program by providing workforce development services for up to five (5) years in an amount of \$286,200.

Sincerely,

A handwritten signature in black ink, appearing to read 'Aaron Ellis', written over a horizontal line.

Aaron Ellis  
Chief Workforce Development Officer

AE:ms





April 4, 2024

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

**NOTICE OF FUNDING OPPORTUNITY – NATIONAL FARMWORKER JOBS PROGRAM**

Dear Committee Member:

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

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

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

Sincerely,

Aaron Ellis  
Chief Workforce Development Officer

AE:pg

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

**Kern, Inyo & Mono Workforce Development Board PBS Committee Attendance 2024**

P = Present	U=Unexcused	X=Cancelled			
A = Excused Absence		1/18/24	4/4/24	8/22/24	11/7/24
<b>Member</b>					
<b>First</b>	<b>Last</b>	<b>PBS</b>	<b>PBS</b>	<b>PBS</b>	<b>PBS</b>
Richard	Chapman	X			
Aaron	Ellis	X			
Brian	Holt	X			
Linda	Parker*	X			
Alissa	Reed	X			
Jeremy	Tobias	X			
Brenda	Mendivel	X			
Arleana	Waller*	X			
*Non-WDB					

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

**Program and Business Services Committee**

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

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

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

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

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

**Youth Committee**

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

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

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

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

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

**Executive Committee**

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

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

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

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

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

**Workforce Development Board**

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

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

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

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

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