



WORKFORCE DEVELOPMENT BOARD

SPECIAL SESSION
Executive Committee
May 16, 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



May 16, 2024

Location: 1600 E. Belle Terrace – 2nd Floor Large Conference Room
Time: 3:00 p.m.
Dial-in: (831) 296-3421
Access Code: 467 975 674
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. 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 Committee 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 Committee concerning the item before action is taken.

Program and Business Services Committee Approved April 4, 2024

- 1-6 A. Preliminary Funding Recommendations for Workforce Innovation and Opportunity Act Adult, Dislocated Worker, and Combined Programs and Services for Program Year 2024-2025
- 7-8 B. Request for Retroactive Approval to Apply for the National Farmworker Jobs Program
- 9-11 C. Accept Grant Funding in the Amount of \$286,200 from the City of Bakersfield for the Transformative Climate Communities Implementation Program

Youth Committee Approved April 10, 2024

- 12-18 A. Preliminary Allocation and Funding Recommendations for Youth Programs Funded Under the Workforce Innovation and Opportunity Act for Program Year 2024-25

Executive Committee Approved April 18, 2024

- 19-20 A. Recommendation to Remove a Non-Board Member from a Committee of the Workforce Development Board
- 21-23 B. Business Nomination for Workforce Development Board Vacancy

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.



May 16, 2024

Executive 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 of \$5,000 per participant instead of the maximum 320 hours per participant. This is in direct response to California’s new varying minimum wages which range from \$16.00/hour to up to \$25.00/hour based on the job title, industry, type/size of employer, etc. It will be the agency’s responsibility to document the correct minimum wage for each participant to determine the maximum number of hours the participant may work without exceeding the \$5,000 cap.

Preliminary Funding Recommendations

All programs and services were determined eligible and recommended for refunding at the requested budgets totaling of \$1,121,310. As mentioned previously, the State has yet to release WIOA formula allocations for PY 2024-2025. Additionally, the activities may also serve clients eligible under the Displaced Oil and Gas Workers Fund grant of \$11.244 million awarded to ETR and scheduled to begin in August 2024; therefore, further adjustments to awards may be warranted.

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

Notification to Agencies

RFR applicants were provided the Program and Business Services Committee letter with the preliminary funding recommendations and were informed of the Committees' and the Board's meeting dates, as well as information on today's Special Executive Committee meeting. Agencies were also provided information on the appeal process as well as the extended appeal deadline due to the delay in approving the funding recommendations.

Recommendation

At its meeting on April 4, 2024, the Program and Business Services Committee concurred with the proposed funding recommendations and forwarded those recommendations to the WDB to be addressed at its meeting on May 1, 2024. However, due to the lack of a quorum at that meeting, the recommendations could not be acted upon. Therefore, your Committee has convened today to act on behalf of the WDB and proceed on the motion.

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

Sincerely,



Aaron Ellis
Chief Workforce Development Officer

AE:am

Attachment

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

PROVIDER OF CAREER SERVICES FOR DELANO AJCC AND OJT

Proteus, Inc.

1. WIOA AJCC Operations/Direct Placements

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

Proposed Changes

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

Current, Requested and Recommended Funding

PY 2023-2024 Funding: \$307,073

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

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

2. On-the-Job Training (OJT)

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

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

Proposed Changes

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

Current, Requested and Recommended Funding

PY 2023-2024 Funding: \$327,032

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

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

SUBSIDIZED WORK EXPERIENCE

1. Proteus, Inc.

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

Proposed Changes

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

Current, Requested and Recommended Funding

PY 2023-2024 Funding: \$158,622

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

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

2. Kern High School District

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

Proposed Changes

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

Current, Requested and Recommended Funding

PY 2023-2024 Funding: \$340,000

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

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



May 16, 2024

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

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

Dear Committee Member:

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

This grant funding is awarded through a competitive proposal process. This grant proposal is for a four-year period (July 1, 2024 – September 30, 2028) with the additional years of the grant dependent on the availability of funds. The DOL released the Funding Opportunity Announcement (FOA) on March 5, 2024, that detailed the instructions for the preparation and submission of the grant. The grant was due to the DOL on May 3, 2024, and ETR submitted the grant proposal on April 29, 2024. Written into the proposal were our partners which include the Kern High School District; California State University, Bakersfield; and Proteus, Inc. The grant awards are to be announced in June with the grant period starting July 1, 2024.

At its April 4, 2024 meeting, the Program and Business Services Committee recommended that the WDB, at its May 1, 2024 meeting, retroactively authorize the submission of the grant application and, if awarded, the execution of required grant documents. However, due to the lack of a quorum, the recommendation could not be acted upon. Therefore, your Committee has convened today to act on behalf of the WDB and proceed on the motion.

Therefore, IT IS RECOMMENDED that your Committee, acting on behalf of the WDB and subject to ratification of the Board at its next meeting, retroactively authorize the

submission of the grant application and, if awarded, the execution of the required grant documents by the Chief Workforce Development Officer.

Sincerely,



Aaron Ellis
Chief Workforce Development Officer

AE:pg



May 16, 2024

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

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

Dear 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 submitted a five-year Implementation Planning grant application on August 1, 2023 for Round 5 of Transformative Climate Communities Program which funds the development of neighborhood-level transformative community plans. The City applied for up to \$29,500,000 in TCC Implementation funds and received the sum of \$22,125,000. The application focused on the county island around South Dr. Martin Luther King Boulevard and East Casa Loma Drive. The map of the area is attached.

Employers' Training Resource (ETR) will be receiving the amount of \$286,200 in funding which will be used to provide targeted outreach to twenty-seven potential participants from the focus area who meet the priority of service criteria. Ten eligible applicants may qualify to enter an on-the-job training where the employer's 50 percent match will be leveraged using TCC funds. An additional eight participants may be served with existing partners for Transitional Jobs Training, and an additional nine participants may receive Vocational training in order to receive industry recognized certificates through the High Road Training Partnership initiative. TCC funds would supplement and supplant WIOA and other available workforce development funds, thus extending the ability to serve more employers and job seekers.

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

At its meeting on April 4, 2024, the Program and Business Services Committee recommended that the Workforce Development Board (WDB), at its May 1, 2024 meeting, accept this funding. However, due to the lack of a quorum at that meeting, the recommendation could not be acted upon. Therefore, your Committee has convened today to act on behalf of the Board and proceed on the motion.

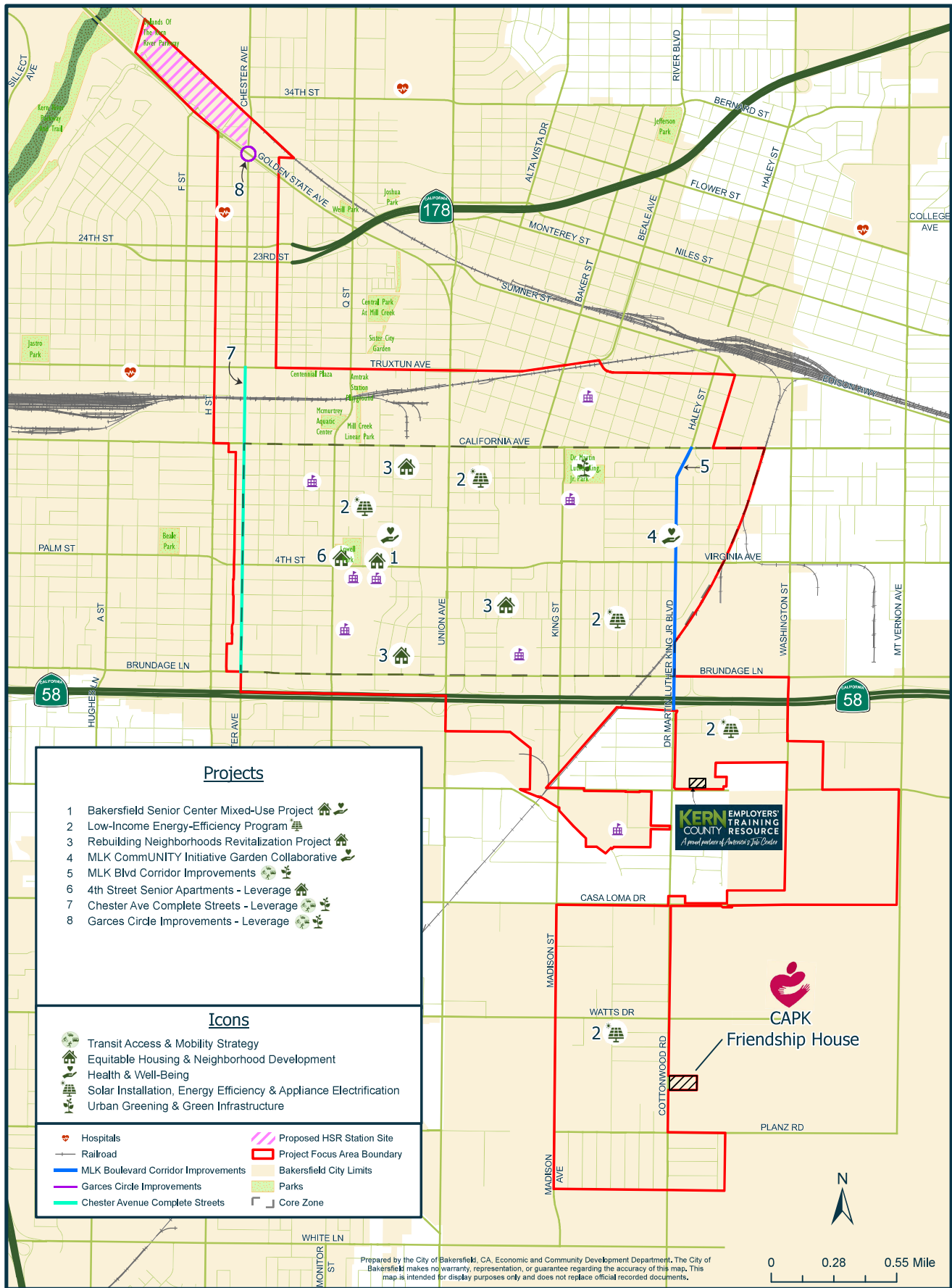
Therefore, IT IS RECOMMENDED that your Committee, acting on behalf of the WDB and subject to the ratification of the Board at its next meeting, approve the partnership with the City of Bakersfield in the Transformative Climate Communities Program by providing workforce development services for up to five years in the amount of \$286,200.

Sincerely,



Aaron Ellis
Chief Workforce Development Officer

Attachment





May 16, 2024

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

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

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

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

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

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

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

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

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

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

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

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

The review Committee made the following recommendations:

ISY Program

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

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

OSY Program

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

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

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

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

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

Notification to Agencies

RFR applicants were provided the Youth Committee letter with funding recommendations and were informed of the Committees' and Board's meeting dates, as well as information on today's Special Executive Committee meeting. Agencies were also provided information on the appeal process as well as the extended appeal deadline due to the delay in approving the funding recommendations.

Recommendation

At its meeting on April 10, 2024, the Youth Committee concurred with the proposed funding recommendations and forwarded those recommendations to the WDB to be addressed at its meeting on May 1, 2024. However, due to the lack of a quorum at that meeting, the recommendations could not be acted upon. Therefore, your Committee has convened today to act on behalf of the WDB and proceed on the motion.

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

Sincerely,



Aaron Ellis
Chief Workforce Development Officer

AE:jh

Attachments:

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

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

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

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

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

Comprehensive In-School Youth (ISY) Programs

1. Kern County Superintendent of Schools

Funding Request: \$351,684

Proposed Number to Serve: 65

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

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

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

2. Kern High School District- Quest 4 Success

Funding Request: \$300,000

Proposed Number to Serve: 80

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

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

Recommended at full amount of request.

Comprehensive Out-of-School Youth (OSY) Programs

1. Farmworkers Institute of Education and Leadership Development

Funding Request: \$305,587

Proposed Number to Serve: 30

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

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

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

2. Kern High School District- KernWorks!

Funding Request: \$344,540

Proposed Number to Serve: 50

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

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

Recommended at full amount of request.

3. Proteus, Inc.

Funding Request: \$229,425

Proposed Number to Serve: 42

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

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

Recommended at full amount of request.

4. West Kern Adult Education Network Joint Powers Authority

Funding Request: \$370,582

Proposed Number to Serve: 52

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

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

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



May 16, 2024

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

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

Dear Committee Member:

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

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

At your meeting on April 18, 2024, your Executive Committee discussed and concurred with the recommendation to remove Ms. Waller from the committee and forwarded the recommendation to the WDB for its meeting on May 1, 2024. However, due to the lack of a quorum at that meeting, the recommendation could not be acted upon. Therefore, your Committee has convened today to act on behalf of the WDB and proceed on the motion.

Therefore, IT IS RECOMMENDED that your Committee, acting on behalf of the WDB and subject to ratification of the Board at its next meeting, approve the removal of Arleana Waller from the PBS Committee effective today, May 16, 2024.

Sincerely,

A handwritten signature in blue ink, appearing to read 'A. Ellis', written in a cursive style.

Aaron Ellis
Chief Workforce Development Officer



May 16, 2024

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

BUSINESS NOMINATION FOR WORKFORCE DEVELOPMENT BOARD VACANCY

Dear Committee Member:

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

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

At your meeting on April 18, 2024, your Executive Committee discussed the nomination and recommended that Mr. Brooks' nomination be forwarded to the WDB for approval at its meeting on May 1, 2024. However, due to the lack of a quorum at that meeting, the recommendation could not be acted upon. Therefore, your Committee has convened today to act on behalf of the WDB and proceed on the motion.

Therefore, IT IS RECOMMENDED that your Committee, acting on behalf of the WDB and subject to ratification of the Board at its next meeting, recommend Mr. Cody Brooks to the Kern, Inyo, Mono Workforce Development Board as a business member with a term ending December 31, 2026, and authorize staff to submit the nomination to the Kern County Board of Supervisors for appointment.

Sincerely,

Aaron Ellis
Chief Workforce Development Officer

Attachment



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

Please check one or both boxes:

Interest in being Workforce Development Board Member

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

NOMINEE INFORMATION

Date: 2-6-2024

Name: Cody Brooks

Job Title: Executive Director

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

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

Phone: 360-790-0095

Email: cbrooks@kccneca.com

Preferred method of contact? email

RESPONSIBILITIES OF A WORKFORCE DEVELOPMENT BOARD (WDB) MEMBER

- Provide joint responsibility, along with the Board of Supervisors, for Workforce Innovation and Opportunity Act (WIOA) activities in Kern, Inyo and Mono Counties
- Serve a three (3) year term
- Attend quarterly Committee (usually at 8:00 a.m. or 3:00 p.m.) and Board meetings (usually at 7:00 a.m.), as assigned
- Bring a level of expertise in specific areas to advise staff and other board members on issues pertaining to workforce development
- Represent a particular group (or groups), as required under WIOA

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

SPECIFY GROUP TO BE REPRESENTED

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

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

If nominated for Business Representative:

(1) Does nominee represent business that reflects the employment opportunities of the local area? Yes No

(2) Is the nominee's position that of owner, chief executive or operating officer or other business executive or employer with "optimum policymaking or hiring authority?"

Yes [X] No [] Please explain below: *Yes, I am the executive director of National Electrical Contractors Association for the Kern County Chapter. I represent management for the electrical industry.*

(3) Has business nominee been nominated by local business organization or business trade association? Yes [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 would like to serve on the WDB and the community of central California as a whole. I would hope to work as a team with the rest of the board to develop the workforce from the ground up in every aspect. My expertise will come from management representation on negotiating committees, as a trustee on Pension, health and welfare, apprenticeship boards, as well as a committee member on the LMCC.

ALL NOMINEES: WORKFORCE DEVELOPMENT EXPERIENCE

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

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

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

Date: 2-6-2024

Nominee Signature: *[Signature]*

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

Name of Organization: Kern Economic Development Corporation

Type of Organization: Economic Development

Nominating Person's Name/Title: Richard Chapman

Date: 2/9/2024

Signature: *[Signature]*