

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, January 21, 2016 - 1:00 p.m.

**Brandman University
400 Sunrise Avenue, Suite 200
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Chair Miller at 1:02 p.m.

Present: Tink Miller (Chair), Marcy Schmidt, Mark Frayser, David DeLeonardis, Kevin Ferreira, Laurel Brent-Bumb, John Tweedt,** Kim Pellow,* Randy Wagner, Stewart Schurr, Carol Pepper-Kittredge, Anette Smith-Dohring,* Bill Bettencourt, Daniela Devitt, Christina Nicholson, Jason Buckingham, Martha Escobedo, Maggie Valenzuela, Paul Castro, Eric Cooper

Absent: Rick Larkey (Vice-Chair), Michael Zimmerman, Bob Ward, Sherri Springer, Kathleen Burris, Vic Wursten

Guests: Michael Ward, Terrie Trombley, Jeff Cuneo, Marc Nigel, Kathy Spindola, Lorna Magnussen, Darlene Galipo, Cara Welch, Jenny Wilson, Alexis Zoss, Stephen Amezcua, Janet Nitzel

* *Indicates arrival time*

** *Name was not called during roll call but member was present*

II. APPROVAL OF AGENDA

Motion to approve the agenda by DeLeonardis, second by Devitt.

Motion approved unanimously.

III. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.

- A. Approval of Minutes from November 19, 2015 WB Meeting
- B. Review of Minutes from December 17, 2015 EC/FC meeting
- C. Attendance Log

Motion to approve the consent agenda by Brent-Bumb, second by DeLeonardis.

Motion approved unanimously.

IV. PUBLIC COMMENT-FOR THOSE ITEMS NOT ON THE AGENDA

Brent-Bumb announced that the El Dorado Chamber of Commerce is having their Annual Business Showcase and “I love Film” mixer in the Exhibition Hall at the El Dorado County Fairgrounds. The event date is March 11th from 4-8 p.m. and is free to the public. If anyone is interested in vendor space they should contact the El Dorado Chamber of Commerce.

Schmidt announced that the Building Industry Association (BIA) is hosting a Trades Job Fair on April 12, 2016, at the Rocklin Event Center. It's open to all construction trades and is a region-wide job fair. If interested, the Placer County website and BIA website will contain additional information beginning February 1, 2016.

V. APPROVE 2015/16 REVISED BUDGET

Buckingham stated that the revised 2015/16 budget reflects the following:

- reduction of funding from the Employment Development Department (EDD), adjusting the Rapid Response and Layoff Aversion monies
- modify the consortium's budgeted direct training requirement strategy, from 15% Workforce Innovation and Opportunity Act (WIOA) cash and 10% leverage to 20% WIOA cash and 5% leverage
- transfer \$60,000 from the consortium program administration to Placer County program in order to meet the consortium's direct training requirement
- the One-Stop Operator and regional planning cost centers will not be funded this budget year and will carry over into next budget year
- Rapid Response money reallocated for transition costs
- true up of last fiscal year's rollover amount and distribution of unencumbered funds between Program Administration and Placer Program
- re-allocating Youth In funding to the Youth Out category to better reflect expenditures to meet participant needs

*Pellow arrived – 1:10 p.m.

Buckingham stated that the Finance Committee approved the revised budget at their December 17, 2015, meeting.

Motion to approve the 2015/16 revised budget by Cooper, second by Valenzuela.

Motion approved unanimously.

VI. APPROVE WORKFORCE BOARD (WB) BYLAWS

Buckingham said that the proposed bylaws conform to the WIOA. They include limiting membership to no more than 26; WIOA compliant responsibilities of the Workforce Board; encourage recruitment of small businesses; establish one standing Executive Committee; and allow flexibility for additional standing or ad hoc committees.

Discussion evolved around the board membership with positive feedback to the number chosen.

DeLeonardis asked if there was a roster of the board members that highlighted what category each one represents. Magnussen said that a roster was sent out when the board was reviewing the WIOA composition; another one will be distributed, with quarterly distribution thereafter.

Wilson asked if the bylaws could contain language that calls for a certain number of business representatives from each county, specifically El Dorado County. Buckingham said that balance is what we strive for. Devitt said that there is El Dorado County business representation on the board, including herself. Brent-Bumb said that in the past years she has recruited for El Dorado County but there has not been much lasting power. Cooper said that he believes tying the board to a certain number of representatives from each county is not the best choice.

* Smith-Dohring arrived – 1:25 p.m.

Magnussen stated that when an opening has become available on the board that the composition is reviewed and recruitment is targeted to keep a balance.

Motion to approve the amended Workforce Board Bylaws by Brent-Bumb, second by Wagner.

Motion approved unanimously.

VII. APPOINT NOMINATION COMMITTEE

Miller announced that her term as Chair will end in June; she asked for three volunteers to join her on the Nomination Committee to identify qualified candidates for the election to serve as the Chair and Vice-Chair for the next two-year term.

Members Wagner, Brent-Bumb and Devitt volunteered as the nominating committee.

Motion to approve the Nomination Committee by Smith-Dohring, second by DeLeonardis.

Motion approved unanimously.

VIII. WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)

- WIOA Matrix

Buckingham explained that the Board is working on completing the transition matrix, with the current version showing the completion of the JPA; redrafted Bylaws; completion of the Mission and Vision of the Board; and convening of the Core Partners, with upcoming discussions on MOU's.

Buckingham said that the Economic Modeling Systems, Inc., (EMSI) offers a product that allows you to decipher your labor market; however, Golden Sierra ended their contract with EMSI due to budget constraints. Through a regional share of the awarded NEG Sector Grant, the Consortium will be able to obtain updated labor market information in addition to completing an inventory that documents business leadership councils in the region.

- State Plan

Buckingham said that the State has released its draft version of the State Plan. The main goals of the plan are to attain 1 million middle-skill industry-valued postsecondary credentials by 2027. These credentials are defined as having demonstrable labor market value that requires more than a high school education but less than a 4-year college degree. A second goal is doubling the number of apprentices in the State. The focus is on income mobility, which means moving people from one level of socio-economic status to the next.

The three policy objectives of the plan are demand-driven skills attainment, upward mobility for all Californians and system alignment and coordination amongst the partners. The seven main strategies within the plan are:

- Organizing regionally
- Identifying sector strategies
- Developing career pathways
- Utilizing earn-and-learn models
- Providing supportive services
- Building cross system data capacity
- Integrating services and braiding resources

Buckingham said that the comment period ended January 15th with the final plan due to be out in March 2016. The State published the draft on January 19th. DOL requires the plan be reviewed every four years for revision.

The local board's local/regional plans will be due March 2017. The consortium's designated planning region consists of Sacramento County, Golden Sierra, North Central Counties Consortium and Yolo County.

- Memorandums of Understanding (MOU) Draft Directive

Buckingham said that MOUs are required between all partners of the WIOA. The State has issued a directive that gives technical guidance on how the MOUs should be drafted and the expectations. The State has announced an MOU meeting with select parties on February 2, 2016, and Buckingham is hoping that clearer expectations will be given at that time.

Phase one of the Plan is the introductory phase that describes how everyone will work together, and must be completed by July 2016. Phase two is the resource sharing agreement. Buckingham said that the MOUs are due prior to the local/regional plan so he considers Phase three to be revisiting the MOUs and modifying them based on completion of the plan.

Cooper asked how many MOUs need to be completed by the Board. Buckingham said that he does not have a firm number yet, but it will be substantial. Schmidt said that there is mention of regional collaboration and asked if there has been discussion of meeting with Sacramento Employment Training Agency (SETA). Buckingham said that joint workforce board meetings will probably not take place, but Golden Sierra works with SETA on an ongoing basis.

IX. PLACER COUNTY RE-ENTRY PROGRAM (PREP) PRESENTATION

- Jeff Cuneo – Program Manager of Placer County Office of Education
with Marc Nigel – Director of Sacramento Office of Education

Buckingham introduced Jeff Cuneo as the Program Manager for the Placer County Re-Entry Program (PREP), noting that he works for Sacramento County Office of Education, (SCOE) not Placer County Office of Education, as noted above. Discussions about how to partner have occurred between SCOE and Golden Sierra.

Buckingham said that 1 million was set aside for the re-entry program through AB 2060; last year that amount increased to 1.5 million, and this year an additional 2.7 million was added.

Cuneo said that the PREP program assists those coming out of Placer County jails that are on probation. They work with the Placer County Probation Department and the Placer County Sheriff's Department. PREP is located at the Santucci Justice Center in Roseville.

Nigel stated that SCOE's Adult Re-Entry Services helps people to reintegrate back into society and has been working with parole clients since 2007 in the Sacramento area. About 300 - 400 clients are served every year in this area, with a total of approximately 3,500 people to date.

Yolo County implemented a similar program in 2013 in Woodland, and SCOE was awarded the grant to manage the program. Work begins in custody and then transitions into an Out-of-Custody program.

Nigel said that West Sacramento began a similar program in 2014. Partnering with as many people as possible allows the clients to receive the skills they need to move forward with their lives and personal plan.

Cuneo stated that the program provides life-skills and education through class work. They administer limited pre-employment training, mainly partnering with organizations associated with employment that have the expertise needed. They also partner with local providers who can get the clients where they want to be. Clients are given explicit benchmarks in the program and are held accountable for their actions. The program starts with risk assessments to determine what criminogenic needs should be addressed. Nigel said that the PREP program began in May of 2015 with an In-Custody male and female program in minimum security. The second phase will bring programming to Auburn. The goal is to prepare the client for transition that leads to college, apprenticeship or a job. At this time, partnership is with the Probation Department and the Sheriff's Office. PREP works with medium to high risk individuals, which signifies that they are more likely to re-offend once they are back in the community. The classroom offerings cover Cognitive Behavioral Education, pre-employment, money management and drug/alcohol education. They are assigned an individual case worker in collaboration with the person supervising them from parole or probation. PREP has just partnered with Placer School for Adults and has 8 students going through the GED program. A shuttle is used throughout Placer County for pick-up and drop-off.

Other highlights of the program:

- In-Custody program is located at the South Placer jail where they work with minimum security women and men
- The curriculum is 5 days a week, 3 hours a day
- As the individual nears release from jail to re-enter the community, they are met with more frequently. During these meetings they are offered help with referrals, housing and basic needs assessment
- After being in the community they are brought back to the PREP Center to continue with needed assistance
- Out-of-Custody program is individualized, phase-based and includes services as needed when back in the community, e.g., bus passes, shuttle, food, clothes, computer lab
- Community service is expected of the individual, allowing them to give back
- PREP's goal is reduced recidivism

Schurr asked if there were age restrictions. Cuneo said that they must be 18 or older and be in the medium to high risk category for re-offending. The average age of individuals being assisted at this time is between 25-45 years.

Devitt asked if PREP is working toward educating the employers or offering incentives for the employer to hire these individuals. Nigel stated that some work has been done with Yolo County Health & Human Services and there is a tax credit for the employer if they hire someone who is a year-out released. If an employer contacts PREP asking for hires they are only given individuals that are deemed ready and able.

Nicholson asked how housing is secured for the individuals. Cuneo replied that they work with Placer County HHS/Adult System of Care (ASOC) which finds transitional housing for individuals with mental health or substance abuse. It is a challenge and PREP is limited in the population that they are able to help with housing needs.

Brent-Bumb asked how they are funded. Nigel said that funding comes through Placer County with AB 109 money.

Schmidt asked about the success rate and Nigel said that alumni who have gone through the complete program had about a 20% recidivism rate. Without these programs, national studies have shown recidivism at 60-70%.

X. ADULT EDUCATION BLOCK GRANT PRESENTATION

- Michael Ward – Project Facilitator - Lake Tahoe Adult Education Consortium (LTAEC)

Ward commented that Adult Ed consortiums received 525 million dollars of state funding through the Adult Education Block Grant (AEBG). LTAEC was awarded \$750,000 from this grant. A PowerPoint presentation covered the following:

- Adult Ed funding was designed to focus on advancing workforce development in the form of career pathways and career pathway models, and accomplish citizenship by providing individuals with the means of literacy and numeracy skills that allows them the opportunity of becoming a voting citizen
- funding was allocated to develop curricula through the consortium that could help adults be more effective as in-home support providers to help their children be more successful in achieving academic outcomes
- Alpine County is included in the Lake Tahoe consortium service area and was identified as abysmal in in-home academic success rate for young children
- a county-based incarcerated student program involving culinary training takes place in the Lake Tahoe jail setting – transitioning them into the community effectively is the next step, with possible enrollment in a long-term pathways strategy
- LTAEC has a very large list of network partners; mainly institutional, non-profit and the Golden Sierra Workforce Board
- the Lake Tahoe area is dependent on hospitality-driven economy and is attracting both documented and undocumented citizens into the community
- Lake Tahoe Community College has become the hub for the operation of the adult program and funded the development of LTAEC's comprehensive plan
- LTAEC has a goal of implementing an integrated assessment program to serve the individual adult
- "Get Focused Stay Focused" is a curriculum that is being used in high schools and colleges in California, which guides the student to map out an individual 10 year personal life plan. This is being implemented as a signature program with LTAEC

Brent-Bumb commented on the Tahoe Arts & Design Academy (TADA) building at the high school and asked if LTAEC has been integrated into their efforts. Ward said that this is a state-of-the-art design center, and LTAEC articulated the digital media curriculum between the high school and the college, with the college using it as the driver for its program.

XI. WIOA SERVICE PROVIDER UPDATES

Written reports were provided. No discussion.

- Alpine County
- El Dorado County
- Golden Sierra Job Training Agency
- PRIDE Industries
- Business Engagement / Rapid Response

XII. COMMITTEE UPDATES

- Executive & Finance Committees

Miller announced that the next Executive/Finance Committee meeting will be February 18, 2016.

XIII. FUTURE AGENDA ITEMS/NEW BUSINESS

None

XIV. NEXT MEETING

Thursday, March 17, 2016 – 1:00 PM, Brandman University

XV. ADJOURNMENT

Chair Miller adjourned the meeting at 2:58 p.m.