

**GOLDEN SIERRA WORKFORCE INVESTMENT BOARD
EXECUTIVE & FINANCE COMMITTEE
REGULAR MEETING
AGENDA**

Thursday, April 17, 2014, 1:00 pm

**Roseville Connections
115 Ascot Drive, Ste. 180
Roseville, CA 95661**

*Mission: To be the premier provider of business and
job seeker services in the region we serve*

WIB MEMBERS

AL HOLMES
Department of Rehabilitation

ANETTE SMITH-DOHRING
Sutter Health Sacramento Sierra Region

BROOKS LOCKHART
California Indian Manpower Consortium

CAROL PEPPER-KITTRIDGE
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

DAVID DeLEONARDIS, *Vice Chair*
Crossroads Diversified Services

DAVID FRAZIER
Winding Winds Consulting

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JIM HEGARTY
IBEW Local 340

KATHLEEN BURRIS
CVS Caremark

KEVIN FERREIRA
Sacramento Central Labor Council

KIMBERLY PELLOW
Brandman University

LAUREL BRENT-BUMB
Bumb Construction

MARCY SCHMIDT
Placer Co. Business Advantage Network

MARGARITA VALENZUELA
Unite Here Local 49 Gaming

MARTHA ESCOBEDO
Employment Development Department

MICHAEL ZIMMERMAN
MTI College

PANDA MORGAN
Small Business Development Center

PAUL CASTRO
California Human Development

RANDY WAGNER
Sierra Economic Development
Corporation

RICK LARKEY
North State Building Industry Foundation

SHERRI SPRINGER
Happy Kids Preschool & Childcare

TIM COOK
Experience Works

TINK MILLER, *Chair*
Placer Independent Resource Services

VIC WURSTEN
PRIDE Industries

VINCENT ECHEVERRIA
District Council 16

WILLIAM REED
United Domestic Workers

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. APPROVAL OF AGENDA (EC & FC) 1-2
- III. CONSENT AGENDA (EC)

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

For Approval

 - A. Approval of Minutes from October 17, 2013 EC meeting 3-7

Informational

 - B. Review of Minutes from March 20, 2014 WIB meeting 8-15
 - C. Attendance Log 16
- IV. CONSENT AGENDA (FC)

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

For Approval

 - A. Approval of Minutes from December 2, 2013 FC meeting 17-18
 - B. Approval of Minutes from September 19, 2013 Joint EC & FC meeting 19-23

Informational

 - C. Attendance Log 24

EQUAL OPPORTUNITY

Golden Sierra is an equal opportunity employer/program. Auxiliary aids and services are available upon request. Special requests for services, aids and/or special formats need to be made by calling (530) 823-4635 (Voice). TTY users please call the California Relay Service at 711.

- V. PUBLIC COMMENT-FOR THOSE ITEMS NOT ON THE AGENDA
- VI. APPROVAL OF 2014/2015 MEETING SCHEDULE (EC & FC)
- VII. APPROVAL OF FISCAL YEAR 2013/2014 BUDGET REVISIONS(FC)
- VIII. APPROVAL OF FISCAL YEAR 2014/2015 DRAFT BUDGET(FC)
- IX. NAWB REPORT OUT
- X. HIGH PERFORMING BOARD
- XI. STATE PLAN UPDATE
- XII. NEW BUSINESS/FUTURE AGENDA ITEMS
- XIII. NEXT MEETING – Thursday, June 19, 2014 – Roseville Connections
- XIV. ADJOURNMENT

25

**GOLDEN SIERRA WORKFORCE INVESTMENT BOARD
EXECUTIVE COMMITTEE
REGULAR MEETING
MINUTES**

Thursday, October 17, 2013 – 1:00 pm

**Roseville Connections
115 Ascot Dr., Suite 180
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order at 1:05 pm by Chair Miller.

Present: David DeLeonardis, Kevin Ferreira, and Tink Miller

Absent: Laurel Brent-Bumb

Guests: Christina Nicholson, Martha Escobedo, Jason Buckingham, Latanya Johnson, Lorna Magnussen, Darlene Galipo, Debbie Stack, and Michael Indiveri.

II. APPROVAL OF AGENDA

There was a request to remove Item VIII.

Motion to approve agenda as revised by DeLeonardis, second by Frazier.

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.

For Approval

A. Approval of Minutes from September 19, 2013 EC & FC Meeting

B. Approval of Youth Council application;
Don Huber, El Dorado Union High School District

For Information

C. Review of Minutes from October 2, 2013 Joint GB & WIB Meeting

D. Attendance Log

Motion to approve consent agenda items A-D by DeLeonardis, second by Ferreira.

Motion approved unanimously.

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

Indiveri and Buckingham attended a meeting with SETA relating to a state proposal process about training in the healthcare industry. There was an interesting article in USA today about this same topic. Indiveri reported a few months ago how LVN's were not being hired because hospitals were no longer seeing this as a needed occupation or skill level. Many LVN's who are finding employment are doing so with skilled nursing facilities. Overall information has come out that the healthcare industry has been undergoing "hold back and job cuts". The article indicated that healthcare providers announced layoffs of 8,128 workers, but further reports indicate the healthcare industry has reduced staff by 41,085; the third most layoffs behind financial and industrial companies. This national data is about mostly hospitals; the reasons given include fewer admissions (perhaps due to the economic recession) and Medicare covering less payments and hospitals reimbursements.

V. YOUTH COUNCIL GOALS

The Youth Council has been diligently working toward the completion of their eight goals as outlined in the state plan. Christina Nicholson, WIB member and Youth Council Chair attended the Executive Council meeting to provide an update on the progress of completing the goals and to seek direction and clarification on the following Youth Council goals:

Goal # 4 – *Identify bodies designed to guide and inform an integrated vision for serving youth within the context of workforce investment, social services, juvenile justice and education describing the membership, functions and responsibilities of such bodies.*

Goal # 5 - *Identify youth activities that support the goal of the state plan and the successful providers of such activities.*

Goal # 6 – *Align, coordinate, and integrate youth services to meet the needs of critical industries, including the development of on-ramps for underprepared students.*

Nicholson referenced pages 20 – 21 of the agenda packet and highlighted the first three goals as complete. Council members have previously gathered information on bodies who serve youth, as well as, activities that support the goal of the state plan as it relates to the youth population. Nicholson shared that most of the identified bodies and activities are already included in the Youth Resource Guide (YRG).

Before continuing on with additional research to complete goals 4, 5 and 6, the Youth Council is seeking guidance from the Executive Committee to make sure they are seeking and gathering the right data and information. Chair Miller mentioned the overall goal for the Youth Council would be to identify a pathway that would connect youth from school to jobs. Nicholson agreed and shared how there is a great need for basic skills with our youth population and this area is critical for higher education and employment. She shared that more than 70% of youth who graduate high school are basic skills deficient based on current research of the Youth Council. This is a high concern and an area the agency may want to consider getting involved with in order to help increase the number of students who are proficient in basic skills. Chair Miller suggested asking the bodies who have been identified which skills are needed to secure certain jobs and to identify what could be taught in schools and in our programs to equip youth with these skills.

Ferreira asked how the basic skills deficiency that has been identified relates to the literacy numeracy numbers within the agency. Buckingham said the literacy numeracy data only reflects WIA participants and clients we currently have enrolled.

Ferreira shared that the Iron Workers are going into areas with high unemployment and exposing who they are. They are showing youth what's available if they don't go to college because statistics show that many of them will not go to college after high school. The Iron Workers use their pay scale as a motivator. For example, if someone knew nothing at all about the program, they come in making \$16.50 an hour, plus \$13.92 an hour on the vacation check that they receive every three months. They end up averaging \$20 per hour and they receive regular pay increases. Some of the kids see the starting pay which happens to be more money than some of their parents make and this motivates them.

Buckingham added that systems alignment in the example shared by Ferreira would involve the Iron Workers referring these youth to the agency for supportive services such as help with transportation. If the agency is unable to provide the services then the key would be identify who can and connect the youth with the organization or partner who can assist.

Nicholson supports the concept of systems alignment and would like to see pathways created to help our youth population, especially in the area of basic skills. Ferreira shared that there are states who have determined how many prisons they are going to build based on 3rd grade reading scores. DeLeonardis asked which level of students were the Iron Workers going after. Ferreira answered the focus is on high school students. Chair Miller shared that there is a lot of discussion even at the national level that suggests waiting until high school may not be the best course of action and maybe the planning needs to start in elementary school to introduce concepts, careers, jobs, etc. The idea would be to instill the thoughts of their future at an early age so that the pathway can begin early.

Nicholson asked the committee to express if they believe the Council has followed their expectations and where the committee would like the Council to go from here. Chair Miller pointed it back to the state goals and having our body identify what we can do on a local level to meet these goals. Buckingham expressed the current work of the Council includes good information, but what's missing are the specific needs for the specific youth. He advised identifying the specific needs and taking that back to the full WIB to ask the partners what we can do to address those needs. He said there are partners on the WIB who may be able to share what they do and how they can help those needs to be addresses beyond what the agency may be able to assist with due to WIA funding guidelines and restrictions.

VI. APPROVE WIBD13-01 RFQ POLICY

The WIB Directive 13-01 grants authority to staff to approve competitively procured programmatic vendors based on established qualifications. Staff requests approval to utilize the presented template to solicit vendor service for Youth Services in alignment with WIA Section 117 and 123.

Motion to approve WIBD 13-01 RFQ POLICY by DeLeonardis, second by Ferreira.

Motion approved unanimously.

VII. APPROVE CIMC MOU

Approval is requested for the Memorandum of Understanding (MOU) between Golden Sierra Job Training Agency, Golden Sierra Workforce Investment Board & California Indian Manpower Consortium (CIMC) for the term of October 1, 2013 – June 30, 2016. The purpose of this MOU is to establish a continued cooperative working relationship among the parties and to define roles and responsibilities of interested parties with respect to continuation of services within the One-Stop Career Center Delivery System.

Motion to approve CIMC MOU by Frazier, second by DeLeonardis.

Motion approved unanimously.

VIII. EXECUTIVE COMMITTEE MEMBERSHIP – Deleted under Item II.

IX. NAWB FORUM 2014

Chair Miller directed members to pages 42 and 43 of the agenda packet. The agency was graciously given an extension to register for the 2014 NAWB Forum and still receive the early bird rate, due to the date of the Governing Body meeting and approval for travel.

The 2014 Forum is scheduled to take place Saturday, March 29, 2014 through Tuesday, April 1, 2014 in Washington, D.C. The estimated cost per person is between \$2,440 and \$3,000. Approval from the Governing Body will be requested at their December meeting to commit no more than \$12,000 for two Executive Committee members, the Executive Director and one representative of the Governing Body to attend the conference. Funds for this activity are already accounted for within the Agency budget under Board development. Chair Miller and Ferreira would attend to represent the Executive Committee (EC).

Motion to recommend to Governing Body approval of two Executive Committee members, the Executive Director and one representative of the Governing Body attending the 2014 NAWB Forum by Miller, second by DeLeonardis.

Motion approved unanimously.

X. STATE PLAN STRATEGY / SYSTEMS ALIGNMENT

This agenda item was requested by Paul Castro and will remain a standing item on future agendas. The question to answer is how the Executive Committee sees the work of the Board moving forward with regards to the goals set in the state plan. Miller suggested having a wider discussion and reconsideration of existing committee structure. Buckingham suggested having a line item on the WIB agenda to discuss particular sectors and activities associated with those sectors. Magnussen suggested establishing a framework of the questions that will be addressed and having partners report any data they collect surrounding common measures. Indiveri added that partners should report the common measures they are involved with as it relates to those in the state plan.

XI. WIA UPDATE

Buckingham and Galipo were not at the Manufacturers Forum yesterday because they had a request from an employee of the Senate, who is also a Consultant for the Republican Caucus with the labor committee on his portfolio, who wanted to meet with them. Cory Botts came with Amy Blumberg from CWA's lobbying firm. The meeting lasted about two hours and included a tour of the One-Stop Center. He had a lot of questions about the WIB and the distinction between a WIB and a One Stop. Buckingham said in all of his years serving as Executive Director no one has taken this step to meet with him and ask so many questions in an effort to learn more about the agency and the WIB. Buckingham and Galipo shared the information requested and were able to provide a nice perspective of what could happen in a One-Stop Center. Chair Miller suggested inviting deputies from McClintock & Gaines' offices who are assigned to labor for similar meetings and discussion. She also suggested creating a memo to send to Senator Ted Gaines and Assemblywoman Beth Gaines highlighting the meeting and discussion.

Buckingham passed out handouts with information on performance outcomes for 2012/2013. The handout showed that the agency has met or exceeded all performance measures including Youth. This is a result of increased staff training, educating partners and the hard work and dedication of staff.

The government shutdown almost had a great impact on the agency. We were facing center closures and possible work hour reductions. Because of what has happened with sequestration and what has not been awarded as a result of the shutdown the agency was operating off of \$30,000 of adult funding. The main focus was making sure we could honor all contracts and keep clients in training. We are looking at re-evaluating the budget in place to make sure we can survive the first quarter and this may include programmatic changes.

XII. FUTURE AGENDA ITEMS / NEW BUSINESS -

1. State Plan Strategy / Systems Alignment

XIII. NEXT MEETING

Joint Executive & Finance - Thursday, December 19, 2013

WIB – Thursday, November 21, 2013

XIV. ADJOURNMENT

Motion to adjourn by DeLeonardis, second by Miller.

Meeting adjourned at 3:14 pm

**GOLDEN SIERRA JOB TRAINING AGENCY
WORKFORCE INVESTMENT BOARD
REGULAR MEETING
MINUTES**

Wednesday, March 20, 2014 – 1 pm

**Brandman University
3001 Lava Ridge Court #250, Room 136
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order at 1:06 pm by Chair Miller.

Present: Al Holmes, Brooks Lockhart, Carol Pepper-Kittredge*, Christina Nicholson*, Daniela Devitt*, David DeLeonardis, David Frazier, Debbie Stack, Kevin Ferreira, Kim Pellow, Maggie Valenzuela, Marcy Schmidt, Martha Escobedo, Michael Zimmerman, Paul Castro, Randy Wagner, Rick Larkey, Tim Cook, Tink Miller, Victor Wursten,

Absent: Anette Smith-Dohring, Jason Buckingham, Jim Hegarty, Kathleen Burris, Laurel Brent-Bumb, Panda Morgan, Sherri Springer, Vince Echeverria and William Reed

Guests: Darlene Galipo, George Marley, Jim Tobin, Gabriel Garcia, Latanya Johnson, Lorna Magnussen, Mark Fazler, Michael Indiveri, and Terrie Trombley

*Denotes arrival

II. APPROVAL OF AGENDA

Motion to approve agenda by DeLeonardis, second by Ferreira.

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.

For Approval

- A. Approval of Minutes from January 16, 2014 WIB Meeting.
- B. Approval of Youth Council application; Tiffany Psomas Representing Youth Service Organization (El Dorado)

Informational

- C. Attendance Log

Motion to approve Consent Agenda items A - C by DeLeonardis, second by Cook.

Motion approved unanimously.

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

Chair Miller attended the annual Day at the Capitol event hosted by the California Workforce Association. This year's event took place on Wednesday, March 19, 2014 in Sacramento. WIB member Ferreira attended the event, along with Golden Sierra Job Training Agency Deputy Director Galipo. Buckingham and Pepper-Kittredge also attended but were absent when Miller shared the comment.

*1:10 pm Nicholson arrived

During the morning of the Day at the Capitol event there was a briefing on new bills impacting the workforce. Attendees met with local legislators in the afternoon.

Ferreira highlighted the session with Assemblyman Frank Bigelow. Representing the 5th Assembly District, Bigelow was very supportive of all issues surround workforce and economic development. He plans to talk with congressional members about getting WIA reauthorized. Staff members from Assemblywoman Beth Gaines office were in attendance, in addition to staff members from Senator Ted Gaines office. All legislators seemed receptive of the needs in workforce and were supportive.

Galipo concurred with Ferreira. She shared that material were provided to the legislators and their staff to provide education about the agency and the work it does in the community.

V. APPOINT NOMINATION COMMITTEE

According to the WIB Bylaws, the presiding officers of the WIB shall be called Chairperson and Vice Chairperson and shall have two year terms of office beginning July 1st of each even year and ending on June 30th, two years later. The terms for the current Chairperson and Vice Chairperson, Miller and DeLeonardis are ending.

The WIB Bylaws stipulate the following:

- No later than March of each election year, a nominating committee shall be appointed by the Chairperson.
- The committee shall consist of the Chairperson and three WIB members with as many counties being represented as possible.

Chair Miller asked for volunteers to sit on the committee. Cook, Schmidt and Zimmerman volunteered. Chair Miller will also serve on the committee as outlined in the bylaws, unless she is re-elected upon which she will recuse herself.

Upon approval, Magnussen will coordinate the meeting of the newly formed Nomination Committee. The election will take place at the WIB meeting on Thursday, May 15, 2014.

Motion to approve Miller, Cook, Schmidt and Zimmerman as the 2014 Nomination Committee by Larkey, second by Stack.

Motion approved unanimously.

VI. APPROVAL OF 2014/2015 MEETING SCHEDULE

The WIB currently meets on the third Thursdays of off months, 1 pm – 3pm. There was no discussion to change the current meeting schedule.

Motion to approve the current meeting schedule as the new 2014/2015 schedule by Lockhart, second by Cook.

Motion approved unanimously.

VII. APPROVAL WIBD10-02 WAIVER FOR YOUTH TESTING

Deputy Director Galipo shared that the WIB passed a directive to authorize the use of the Comprehensive Adult Student Assessment Systems (CASAS) Employability Competency System (ECS) as the primary assessment test for youth. After discussions with other local workforce investment areas, Galipo learned about other assessment that could prove valuable tools for the agency.

There are many assessments approved by the Department of Labor for the purpose of determining a youth participant's level of basic skills. One of those, which is currently unavailable to Golden Sierra youth service providers due to the directive WIBD10-02, is Wonderlic's General Assessment of Instructional Needs (GAIN).

An initial evaluation of GAIN indicates a number of potential benefits for the consortium including cost savings, a reduction in scoring errors, and the modernization of the assessment process. In order to determine whether or not those benefits can be realized staff is seeking approval by the Golden Sierra Workforce Investment Board granting a waiver to WIBD10-02 through June 30, 2015. Under this waiver, select youth service providers will be authorized to pilot and evaluate the advantages/disadvantages of the GAIN assessment as defined in the waiver. The results of the pilot study shall be reported to the WIB at a future date.

Motion to approve WIBD10-02 Waiver by Larkey, second by DeLeonardis.

Motion approved unanimously.

*1:26 pm Pepper-Kittredge arrived

VIII. PARTNER PRESENTATION – KEVIN FERRIERA, BOARD OF EQUALIZATION, UNDERGROUND ECONOMY with RANDY SILVA & PETER WILLIAMS

Ferreira works for the Board of Equalization as a part of Operation Tax Recovery and Criminal Enforcement (TRaCE). According to Ferreira's presentation, California loses \$60-\$140 billion dollars annually to the Underground Economy. The Underground Economy offers an unfair, illegal advantage to those who fail to comply with the California's tax and labor laws. Nine billion dollars is uncollected in corporate, personal, and sales & use taxes each year. The estimated revenue loss and the industries affected are as follows:

Industry	Estimated Revenue Loss
Prescription Drugs	5.13 billion
Movies	3.27 billion
Music	1.64 billion
Computer Software	1.25 billion
Electronic Equipment	13 million
Fashion	615 million
Cable/Satellite TV signals	850 million
Currency	23.8 million

*1:38 pm Devitt arrived

In addition to the industries above, revenue loss for illegal activities is also very costly. The illegal activities include: drug trafficking, prostitution, identity theft, gambling, cigarette and tobacco, and human trafficking. Labor violation is another area impacting the Underground Economy. Labor violations include failure to report and pay employment taxes on payroll, failure to purchase and/or maintain workers' compensation insurance, paying employees under the table and more.

TRaCE is a multi-agency collaborative consisting of:

- Department of Justice/Bureau of Investigation
- Department of Justice/Division of Law Enforcement
- Office of the Attorney General/Criminal Division
- Franchise Tax Board
- Employment Development Department
- Federal Bureau of Investigations
- Homeland Security Investigations

TRaCE is a pilot hosted by the Board of Equalization with a purpose to combat organized elements of the underground economy engaged in the manufacturing, importation, distribution and sale of pirated intellectual property, and other economic crimes resulting in the evasion of business, payroll and/or income taxes and human trafficking, to include but not limited to sexual and labor trafficking.

IX. PROJECT SLINGSHOT

Galipo referenced page 16 in the agenda packet which summarizes the project. In short, Project Slingshot is an opportunity for neighboring local workforce investment boards to get together and apply for seed funding to research and develop efforts to address larger scale workforce problems. The expectations of the project are outlined on page 16 of the agenda packet. The three challenges already identified are as follows:

1. Does participation in career-related work-based learning experiences during high school produce substantial and sustained improvement in the labor market prospects and transitions to adulthood of youth?
2. Is it possible to re-engineer layoff assistance/rapid response services to a comprehensive economic transition model that embraces layoff aversion?
3. How can the Workforce Investment Board in the region support the AB86 Adult Education Consortium Planning efforts in the region?

WIB members are encouraged to review the three identified challenges and make recommendations, express an opinion, determine priority level, or make a suggestion on reviewing a challenge that has not been identified, to assist with the development of the proposal.

Lockhart also sits on the San Bernardino WIB. He shared that this project was presented to their WIB a few weeks ago. He explained his understanding is there is no funding available for this project yet, however; planning now is important. He also emphasized the importance of local workforce areas coming together to apply for the funding.

Galipo shared that the agency is working with Sacramento Employment Training Agency (SETA) on this project. She agrees that collaboration is very important and was a part of the original intent of this project.

Larkey shared that this project is also being dealt with in community colleges and the Career Pathways Trust as they are trying to develop new metrics that measure success. He suggested we work with them to see if we can pull resources and efforts together.

Nicholson reminded WIB members of the ongoing issue with basic skills. The Youth Council has selected basic skills as focal points as a result of learning more than 70% of youth who graduate high school are basic skills deficient. Nicholson requested this issue be considered as a challenge as it impacts the region the agency serves and it impacts career pathways.

Pepper-Kittredge agrees that basic skills should be considered as an additional challenge. She used construction as an example. Some of the students are hands-on individuals who can learn through applied education, yet may have a difficult time testing. Valenzuela concurred with Nicholson and Pepper-Kittredge. She shared how important it is for youth in gaming and the food industries to be knowledgeable of basic skills. Basic skills are an integral part of every sector and therefore are important.

Galipo will share the idea of adding a section that is youth related and surrounds the issue of basic skills. WIB members are encouraged to contact Galipo or Buckingham if any ideas are birthed after the meeting. The California Workforce Investment Board (CWIB) is expected to release Request for Proposals in the next few months.

X. STATE PLAN UPDATE

- **Sector Strategies** – Sector stakeholders were asked to provide an update of the areas they represent. Pepper-Kittredge was asked to update WIB members on Advanced Manufacturing and Larkey was asked to provide an update on Construction. The following was reported:

Pepper-Kittredge:

Attended CWIB Advanced Manufacturing Committee meeting a while back and their plan has been adopted. From a local perspective, the college has been trying to work with staff to identify opportunities to partner and seek joint funding opportunities. Attended Prop 39 meeting with Buckingham and Indiveri at the Sacramento Employment Training Agency (SETA) to talk about a joint proposal; Has meeting with Chancellor's office to discuss Prop 39.

Larkey:

Passed out four handouts which provided a review of the construction industry. On January 15th there were 55 people who attended the meeting of the Construction and Energy Sectors Consortium. Their purpose is to meet the workforce and training needs of employers and members in the construction & energy industry. There are five driving elements to the Construction and Energy Collaborative and these are included on one of the handouts. Larkey provided an overview of the CTE standards related to construction and energy sectors. The next meeting of the committee is on Tuesday, March 25, 2014, 3:30pm – 5pm at the Mather Commerce Center in Rancho Cordova. The flyer handed out does not include the website, however that information will be sent to all WIM members after the meeting.

XI. BOARD RESOURCE – DOL TEN 24-13

Magnussen directed WIB members to page 22 of the agenda packet. This page includes information about tools for WIB members. Some of the information will be included in future WIB orientations and other information will be reserved for a Board retreat.

Resources include four main categories:

- Workforce Board Leader: Contribution Tools
- WIA 101 Online Training: An Introduction in 8 Modules
- WIA Governance: Training the Trainer Curriculum
- Workforce Systems Strategies

Magnussen is going to forward the document with active links and is asking WIB members to complete Module One of WIA 101. It takes about half an hour and includes helpful and topical information related to WIB membership. Magnussen asked that this be completed prior to the next meeting in order to share feedback on the experience of using the tool. She encouraged WIB members to check out the other categories prior to the next meeting as well.

XII. WIA SERVICE PROVIDER PERFORMANCE

The agency recently purchased a subscription to the FutureWorks system. This system allows the agency to provide dashboard-type reports with current One-Stop performance. The data in these reports will assist the WIB in meeting its obligation to review One-Stop operators annually.

Galipo provided an overview of the report, including the meanings of the color coding (Red, Yellow and Green for exceeding a measure, meeting a measure, or failing to meet a measure). The report covers all three populations served by the agency: Adult, Dislocated Worker, and Youth. Each population has three measures. Adults and Dislocated Workers are measured by those who entered employment, retention, and earnings. Youth are measured by placement, certificate/degree, and literacy/numeracy. There is a goal for each population and each measure. The report shows the goal and actual outcomes. For example, under Adults, the goal is 72.5%. This indicates 72.5% of adults who go through our programs should enter employment. The actual outcome shows where we are thus far. In this case, the outcome for all providers in the Adult category is 73.2% which means the overall goal was achieved by 101.0%.

Schmidt stated it would be helpful to see client numbers. The outcome is affected and looks differently if there are 2 clients or 20 per center. Galipo agreed client numbers would be helpful, including a numerator and denominator.

Stack requested time frames by quarter, if possible.

Frazier requested a space between each population, or a blank row, to make the report easier to read. He also requested client totals be added to the report.

This tool is still new to staff. They are working gathering the right information that would be most helpful to share. This is intended to be a high level summary and tools like this will be provided periodically to help the WIB monitor the One-Stop Operators

XIII. WIA SERVICE PROVIDERS UPDATES

- **Alpine County Consortium** – Report was submitted as a handout. Alpine is actively working in the One-Stop and in the community building new relationships with businesses and educators. They had 99 visits to the One-Stop since November 2013 and they are continuing with their collaboration with workforce development professionals from Douglas County, Carson City, and the Washoe Tribe.

- **El Dorado County Consortium** – The following was reported:
 - In February, 18 different job search workshops were offered; 8 were in Spanish
 - Since the last WIB meeting, 992 individuals have visited the Placerville and Tahoe One-Stop Centers
 - Placerville One-Stop continues to move forward with the rollout of NextSkills; Four staff members have been trained
 - Placerville One-Stop is in process of being certified as GED testing site
 - Participated in a job fair in South Lake Tahoe two nights ago and will be participating in the Tri-County Job Fair this week
 - Three former youth participants have been secured regular employment.

- **Golden Sierra Job Training Agency** – The following was reported:
 - Participating in the Tri-County Job Fair tomorrow
 - Held five healthcare recruitment events; serving 70 participants
 - Continues to administer the DEI award targeting job seekers for those with disabilities. Offered two asset development workshops under the award and hosted by Bank of the West. The workshops covered topics such as budgeting, financial planning and credit review and monitoring
 - Offered two Wellness Planning workshops; a two-day event focusing on mental health topics. Received lots of positive reviews about the workshops
 - Offered a workshop series where Sac Business Journal came and shared information on how to use their publication to increase exposure and networking opportunities and expand customer base. More than 30 employers benefited from this.
 - EDD presented labor law and tax workshop for 35 employers at the Roseville One-Stop
 - Between January and March the agency had contact with 120 local businesses, providing them information about On-the-Job-Training and the Business Resource Guide
 - Great summer initiatives coming up; Youth- new partnership with Sierra College underway to expose youth to a variety of career technical education tracks and expose them to basic math and reading to increase literacy and numeracy
 - Funding awarded to SedCorp to provide B.O.S.S. (Business Owners Strategies for Success) workshops in Placer and El Dorado Counties

- **PRIDE Industries** – Things are going well overall. There was a lag in program participant enrollment last quarter but made up for it this quarter.

XIV. COMMITTEE UPDATES

- **Business Services Committee** – The committee has a new mission statement and is currently working on a resource tool for staff, WIB members and partners. This tool will be used to help businesses connect with agencies and organizations to help them meet their needs and succeed. The next meeting of the committee is on Wednesday, March 26, 2014 at the Roseville Chamber of Commerce.

- **Executive & Finance Committees** – The committee has not met jointly in a while, however the committees are schedule to meet jointly on Thursday, April 17, 2014.
- **Youth Council** – The Council has decided to focus on the area of basic skills. At the last meeting on Wednesday, March 19, 2014 Council members reported detailed information about local basic skills providers. The Council hopes to add links to the electronic Business Resource Guide for site visitors to have links to organizations and agencies that can help them. While conducting research, Council members discovered GCFlearnfree.org, an online tool that offers free training, presentations and ways to improve skills in various areas, including work readiness and life skills. The next meeting of the Youth Council is on Wednesday, May 21, 2014.

XV. FUTURE AGENDA ITEMS / NEW BUSINESS - None

XVI. NEXT MEETING – Thursday, May 15, 2014 – Brandman University

XVII. ADJOURNMENT

Motion to adjourn by Miller.

Meeting adjourned at 3:05 pm.

Date: 12/20/12 12/28/12 2/21/13 4/18/13 6/20/13 9/19/13 10/17/13
 Type: NO QUORUM Special Regular Regular Joint Joint

Executive Committee

		12/20/12	12/28/12	2/21/13	4/18/13	6/20/13	9/19/13	10/17/13	Rate
Dave DeLeonardis		1	1	1	1	1	1	1	100%
Laurel Brent-Bumb		0	1	1	1	1	1	0	67%
Kevin Ferreira		1	1	0	0	1	1	1	67%
Martha Escobedo								Appointed	N/A
Tink Miller-CHAIR		1	1	1	1	1	1	1	100%
Total		3	4	3	3	4			

Quorum=3

**GOLDEN SIERRA WORKFORCE INVESTMENT BOARD
EXECUTIVE & FINANCE COMMITTEE
SPECIAL MEETING
MINUTES**

Thursday, December 2, 2013 – 9 am – 10 am

Teleconference Locations:

Auburn Connections (1)

1919 Grass Valley Hwy. Ste. 100
Auburn, CA 95603

Roseville Connections (2)

115 Ascot Drive, Ste. 180
Roseville, CA 95661

El Dorado Chamber of Commerce (3)*

542 Main Street
Placerville, CA 95667

Crossroads Diversified Services (4)

9300 Tech Center Drive, Ste. 100
Sacramento, CA 95826

Sacramento Central Labor Council (5)*

2840 El Centro Road, Suite 111
Sacramento, CA 95833

I. ROLL CALL AND INTRODUCTION OF GUESTS

There was no quorum for the Executive Committee, however quorum was established for the Finance Committee and the meeting was called to order at 9:02 am by Chair Miller.

Present: David Frazier (2) and Tink Miller (1)

Absent: Paul Castro

Guests: Darlene Galipo (2), David DeLeonardis (4), Debbie Stack (2), Jason Buckingham (1), Jenny Wilson (2), Latanya Johnson (1), Lynda Webb (2), Martha Escobedo (2), Terrie Trombley (1)

(denotes teleconference location)

*There were no attendees at sites (3) or (4).

II. APPROVAL OF AGENDA

Due to lack of quorum, Item V was requested to be removed.

Motion to approve agenda as modified by Frazier, second by Miller.

Motion approved unanimously, by roll call vote.

III. PUBLIC COMMENT – FOR THOSE ITEMS ON THE AGENDA – None

IV. APPROVAL OF 2013/2014 EXTENDED BUDGET PLAN (FC)

Buckingham shared that due to sequestration and the government shutdown, the agency faced the possibility of office closures. No funding would have been seen until the new federal fiscal year causing staff to review the agency budget and make modifications to allow the agency to operate with minimal impact.

Based on direction given by the Governing Body, staff is presenting a 15 month budget plan for 2013/2014. This plan limits programmatic exposure to potential Federal Government rescission, sequestration and funding delays.

There are no changes in the funding sources. This Extended Budget Plan incorporates expenses to cover Placer County Program and Agency Operations for the 1st quarter of Fiscal year 2014/2015. These expenditures will be funded by the use of \$348,903 from Second Year Funding of Program Year 2013/2014 and reductions in the amount of \$196,766 from the approved 2013/2014 Final Budget. A contingency hold of 10% is maintained in non-Rapid Response funding from Program Year 2013/2014 allocation for possible sequestration.

The plan will be presented to the Governing Body prior to the WIB due to time constraints. The plan assumes the following:

- No new funding awarded from the Employment Development Department until October 1, 2014.
- Maintains plan for sequestration of Program Year 2013/2014 Award by 10%.
- Maintains required use of WIA funding in the amount of 20% for Direct Training.
- Reduces program Sub-Grant awards for each member county in order to fund Agency operations for an additional three months.

Motion to approve 2013/2014 Extended Budget Plan by Frazier, second by Miller.

Motion approved unanimously.

V. APPROVAL OF 2013/2014 EXTENDED BUDGET PLAN (EC) – Removed under Item II

VI. FUTURE AGENDA ITEMS/NEW BUSINESS - None

VII. NEXT MEETING – December 19, 2013 – Joint Executive & Finance

VIII. ADJOURNMENT

Motion to adjourn by DeLeonardis, second by Miller.

Meeting adjourned at 3:14 pm

**WORKFORCE INVESTMENT BOARD
EXECUTIVE / FINANCE COMMITTEE
JOINT REGULAR MEETING
MINUTES**

Thursday, September 19, 2013 – 1:00 pm

**Roseville Connections
115 Ascot Dr., Suite 180
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order at 1:02 pm.

Present (EC): David DeLeonardis, Kevin Ferreira, Laurel Brent-Bumb, and Tink Miller.

Absent (EC): None

Present (FC): Tink Miller and Paul Castro.

Absent (FC): David Frazier

Guests: Jason Buckingham, Darlene Galipo, Latanya Johnson, Lorna Magnussen, Martha Escobedo, Michael Indiveri, and Terrie Trombley.

II. APPROVAL OF AGENDA (EC & FC)

(EC) Motion to approve agenda as presented by DeLeonardis, second by Frazier.

(EC) Motion approved unanimously.

(FC) Motion to approve agenda as presented by Castro, second by Miller.

(FC) Motion approved unanimously.

III. CONSENT AGENDA (EC & FC)

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

For Approval

- A. Approval of Minutes from June 20, 2013 EC & FC Meeting

Informational

- B. Review of Minutes from July 18, 2013 WIB Meeting
- C. Attendance Logs

(EC) Motion to approve Consent Agenda items A-C by DeLeonardis, second by Frazier.

(EC) Motion approved unanimously.

(FC) Motion to approve Consent Agenda items A-C by Castro, second by Miller.

(FC) Motion approved unanimously.

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

Indiveri reported the U.S. Gross Domestic Product has grown 2.5% during the first six months of this year. The growth was unexpected and anything fewer than 2% is considered fairly bad. It has been estimated that sequestration affected the growth which could have been 1% higher. This is being generated by strong exports, improved business investment and solid consumer spending. The low points include mortgage rate increases and weaker foreign markets.

In addition larger companies are sitting on lots of cash in excess of two trillion dollars, due to higher profits. This explains why unemployment information has been trending downward; we are at five year low. There are about 11 million people nationwide actively looking for work. There are 3.5 million jobs continually unfilled in the labor market.

The unemployment rate is going down faster than the Federal Reserve has anticipated. They predicted by the end of 2013 the unemployment rate would be between 7.6% and 7.9%; last month the rate was 7.3%. We're at an all-time high of people who are not participating in the labor market. This is the lowest it has been in the last 35 years. This is not a recent phenomenon. The labor force participation rate has been trending down since the year 2000. A lot of this is contributed to demographics and the boomer generation easing off of the job front, but because of the recession more people are applying for federal disability.

There are currently 8.9 million people receiving Social Security Disability Insurance (SSDI). That's an increase of 1.8 million.

Under the current unemployment rate two groups have been identified: the longer term unemployed (unemployed for greater than six month) and the shorter term unemployed (unemployed for less than six months). Studies are showing that the shorter term unemployed have a greater chance of securing employment. Employers have been known to discriminate against longer term unemployed.

Chair Miller added that there were laws proposed that would prohibit employers from being able to discriminate against applicants due to being unemployed long term. Buckingham shared that although that legislation did not pass, the Governor's office is working on passing tax incentives for employers who hire the long term unemployed.

Indiveri added that this past Sunday in the Sacramento Bee there was an article put out by an analysis group that projects job growth across the country by metro area. The El Dorado, Placer, and Sacramento area is projected to be one that has the highest job growth. The jobs coming back are skilled jobs, some median skilled, requiring two year or one year of community college or some sort of certification. The very low skilled jobs are not coming back unless construction is considered.

Ferreira shared that in China they are starting to lose market share in manufacturing jobs to Vietnam and India. They are going after high skilled jobs and they have a University called the Outsource University where the focus is engineering and science jobs. He said training is going to be important for us to keep our own citizens working.

On a regional level, Ferreira shared that Ironworkers made an agreement for the Sleep Train Arena. He mentioned that there is also a developer looking at building the Towers on Capitol Mall; two 53 story condo towers and he will know more next week as to whether or not this will move forward. Because of the arena we are looking at a 15 year construction boom and apprenticeships will be open as well.

Castro attended the SETA Planning and Oversight Committee meeting this morning and one of the thoughts he has is he would like to see alignment between the different training programs that exist. This would be to ensure that the training is aligned with jobs in demand. He referred to Indiveri's comment about how many jobs are not being filled and he believes that the alignment would help improve this. For example, if we have a GED training center, he wants to make sure local employers will honor the GED certification the students receive.

Ferreira shared that with the Ironworkers there is an examination committee that reviews the credentials of applicants to determine their skill level. Castro shared that his organization teaches welding and he asked how we connect as partners to create a career pathway.

Buckingham stated that the State Plan Strategy item on the agenda today asks the same questions. He wanted to present this to the Executive Committee to help determine how the work of the board will take place and how the state plan will be implemented. He says this should be the focus of the Board for the next eighteen months and felt it should be directed by the Executive Committee and incorporate all the partner organizations.

V. APPROVE YOUTH COUNCIL APPLICATIONS (EC)

- Valaine Hoffman; STEM Sierra College
- Jim Hegarty; IBEW
- Melanie Esque; Placer County Probation

Chair Milled directed members and guests to pages 14-21 of the agenda packet. As stated on the agenda, Valaine Hoffman is with STEM Sierra College and will be representing Education on the Council; Jim Hegarty, with IBEW, is replacing Tim Wyatt and will be representing Labor; and Melanie Esque with Placer County Probation will be representing Juvenile Justice.

DeLeonardis asked if Jim Hegarty is a WIB member and if so why he needed a separate application and approval to be appointed to the Youth Council. It was confirmed that Hegarty was approved to for WIB membership at the August 7, 2013 GB Meeting. Magnussen added that the Workforce Investment Act, Section 117 mandates that the Governing Body approve WIB applicants and the WIB approve Youth Council applicants. The Executive Council has authority to approve in place of the WIB.

Galipo asked if Melanie Esque was replacing Joe Netemeyer. Magnussen confirmed Esque was in fact replacing Netemeyer meeting the requirement for Juvenile Justice.

Motion to approve Youth Council applications as submitted by DeLeonardis, second by Ferreira.

Motion approved unanimously.

VI. APPROVE 2013/2014 FINAL WIA BUDGET (FC)

This budget represents a spending plan for the use of Program Year 2013/2014 WIA Allocation and Rapid Response awards, and the unaudited Program Year 2012/2013 carry over funds.

Chair Miller referenced pages 23-30 of the agenda packet. Trombley directed members and guests to page 24, Schedule 1, the summary of where we are and what was presented as a draft budget, and the actual final budget.

The numbers presented are unaudited. During the draft budget process everything was estimated as funding was not yet awarded. We did not have to meet funds utilization; as a result our rollover funding is greater than anticipated.

There is not anything new other than we chose to go with the direct training percentage of 20% instead of 25%. Trombley also wanted to point out that the 13/14 budget contains a full year of the implementation of our MOU. Last year we only had six months, this year it's a full year where the agency is not covering as much of the healthcare costs and the employees are contributing to their retirement. Lastly, Trombley highlighted row 19, page 24; this was formerly the contingency money and includes planning for 10% sequestration.

Chair Miller asked why the committee budget was increased. Buckingham responded that instead of having separate committee budgets it was all lumped together.

DeLeonardis inquired about Obamacare and its impact on the agency's healthcare plan. Buckingham explained that the agency is with PERS and we have less than 50 employees. He also mentioned that there is question as to whether or not work experience affects the agency. The work experience policies have been reviewed and modified where necessary as a result. He confirmed that the agency already provides healthcare for its employees.

Motion to approve 2013/2014 Final WIA Budget by Castro, second by Miller.

Motion to approve unanimously.

VII. APPROVE 2013/2014 FINAL DEI BUDGET (FC)

The Fiscal Year 2013/2014 Disability Employment Initiative (DEI) spending plan is presented in the form of a Final Budget for approval. The use of the DEI grant awards cover the time period of October 2011 through September 2014. Trombley reported this budget is project driven. She referenced page 33 of the agenda packet, 1st column, and explained that this shows where we are, what we have spent and what our funding was as an agency. The plan for next fiscal year is in great shape.

Miller asked if and when we will see revenue from Ticket to Work. Galipo attended a webinar. She says this is a very complicated area to figure out. The takeaway from the webinar was that the outcomes matter more than the number of tickets assigned. We are expecting to have our first positive outcome within the next six months and the payments will be generated after that. She added that the Golden Sierra Consortium has assigned 11 tickets which are more than the city of Los Angeles (One ticket assigned in El Dorado; Ten tickets assigned in Placer County).

Motion to approve 2013/2014 Final DEI Budget by Castro, second by Miller.

Motion approved unanimously.

VIII. FUTURE AGENDA ITEMS/NEW BUSINESS

1. CWIB Member-to-Member Campaign – This campaign was initiated by the California State Workforce Investment Board. It was intended as an opportunity for the state board to interact with local boards and was initially supposed to be one-on-one meetings. The meetings will now occur in groups, split into 8 different regions. The state board has indicated they will provide a 2 weeks' notice to local boards and will complete all meetings by the end of October.
2. State Plan Strategy – This was discussed briefly under Item IV and will be discussed further on the next agenda.
3. Chamber Members Invitations – In an effort to bolster WIB membership, the agency will be inviting local chambers to join the WIB. A letter has been drafted and will be sent to each chamber.
4. WIB Orientation – The next WIB orientation is scheduled to take place on Wednesday, October 16, 2013 beginning at 1pm. The location is pending and the orientation will include the presentation that was given at the first orientation, in addition to state plan integration.
5. Website – On September 20, 2013 Buckingham will be attending a meeting with the agency's outreach firm, EMRL to discuss the website and the plan for completing this project.
6. Section 166 (WIA tribal services) – Buckingham is waiting to connect with Supervisor Katherine Rakow on this.
7. CWA Meeting of the Minds Conference – WIB members Martha Escobedo and Anette Smith-Dohring attended, along with Chair Miller, Magnussen and Golden Sierra staff member, Darlene Teixeira.
8. Covered CA - there has been a push for One-Stop Centers across the state to become Enrollment Entities. An Enrollment Entity is a similar model to the Ticket to Work program. The One-Stop Center would become a certified center, train staff or designate a staff member to be trained as a certified Enrollment Counselor. That Counselor can enroll participants into the new programs associated with the Affordable Care Act in California. If the enrollment is successful, meaning the enrollee has made their first premium payment, the One-Stop Center can receive \$58 per person enrolled. There are roughly 20,000 people in El Dorado County without insurance and 35,000 in Placer County. There is a potential for receiving a substantial reimbursement for enrollment. At the same time, this does not cover the costs associated with training staff, and enrolling individuals. There is also the Navigator program. In a year's time centers can agree to enroll so many participants and receive a lump sum of funds up front to cover the expenses associated with enrollment. It is undecided how the agency will be involved; however, we will need to participate on some level as layoff is a qualifying event. There will be many Enrollment Entities in the region.

IX. NEXT MEETING – EC Only - Thursday, October 17, 2013 – Roseville Connections

X. ADJOURNMENT

Motion to adjourn by Brent-Bumb, second by DeLeonardis. Meeting adjourned at 2:25 pm.

Date:	8/15/13	9/19/13	10/17/13	12/2/13	2/20/14
Type:	Cancelled	Regular	Cancelled	Special	Cancelled

Finance Committee

David Frazier		0		1	
Paul Castro		1		0	
Tink Miller-CHAIR		1		1	
Total		2		2	

Rate:
50%
50%
100%

Quorum=2

**Golden Sierra
Workforce Investment Board**

MEMORANDUM

DATE: April 27, 2014
TO: Executive & Finance Committee members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: 2014/2015 Meeting Schedule

Resolution Action Item Information

Approval is requested to establish the 2014/2015 WIB meeting schedule.

Current schedule for 2013/2014 is 3rd Thursday of even months; 1:00-3:00 pm