

MEMBERS

- ANETTE SMITH-DOHRING  
Sutter Health Sacramento Sierra Region
- CAROL PEPPER-KITTREDGE  
Sierra College
- CHRISTINA NICHOLSON  
Whole Person Learning
- DANIELA DEVITT  
California Employers Association
- DAVID DeLEONARDIS  
Crossroads Diversified Services
- DAVID FRAZIER  
Winding Winds Consulting
- ERIC COOPER  
California Indian Manpower Consortium
- JASON BUCKINGHAM  
Golden Sierra Job Training Agency
- JOHN TWEEDT  
District Council 16
- KATHLEEN BURRIS  
CVS Caremark
- KEVIN FERREIRA  
Sacramento – Sierra’s Building and  
Construction Trades Council
- KIMBERLY PELLOW  
Brandman University
- LAUREL BRENT-BUMB  
Bumb Construction
- MARCY SCHMIDT  
Placer Co. Business Advantage Network
- MARGARITA VALENZUELA  
Unite Here Local 49 Gaming
- MARK FRAYSER  
Department of Rehabilitation
- 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, *Vice Chair*  
North State Building Industry Foundation
- ROBERT WARD  
IBEW
- SHERRI SPRINGER  
Happy Kids Preschool & Childcare
- STEWART SCHURR  
Doctor PC
- TIM COOK  
Experience Works
- TINK MILLER, *Chair*  
Placer Independent Resource Services
- VIC WURSTEN  
PRIDE Industries
- WILLIAM REED  
United Domestic Workers

WIB MEMBERS

**GOLDEN SIERRA WORKFORCE INVESTMENT BOARD  
REGULAR MEETING  
AGENDA**

**Thursday, September 18, 2014 - 1:00 pm**

**PRIDE Industries  
10030 Foothills Blvd  
Roseville, CA 95747**

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

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. APPROVAL OF AGENDA 1-2
- 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 July 17, 2014 WIB Meeting 3-11
    - B. Approve Youth Council Applications 12-16
      - Ashley Spiegelberg – Youth Clerk  
Representing Youth (El Dorado)
      - Mariana Garcia – Placer County Probation  
Representing Juvenile Justice
  - Informational
    - C. Review of Minutes from August 21, 2014 EC Meeting 17-20
    - D. Attendance Log 21
- IV. PUBLIC COMMENT-FOR THOSE ITEMS NOT ON THE AGENDA
- V. APPROVE WIA FINAL 14/15 BUDGET 22-33
- VI. APPROVE DEI FINAL 14/15 BUDGET 34-39
- VII. APPROVE PROP 39 FINAL 14/15 BUDGET 40-42
- VIII. APPROVE BSC MATRIX 43-44

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.

IX. APPROVAL OF MOUs

- A. PCOE – 49er ROP
- B. Project GO, Inc. (CSBG)
- C. Placer County HHS  
Employment Services & Housing Authority

X. PARTNER PRESENTATION – REPRESENTING SBDC

Kristin York; Director Of Business Innovation  
Sierra Business Council

XI. WIOA UPDATE

XII. STATE PLAN UPDATE

- Sector Strategies

XIII. CWA MEETING OF THE MINDS CONFERENCE REPORT OUT

XIV. WIA SERVICE PROVIDER PERFORMANCE

XV. WIA SERVICE PROVIDER UPDATES

- Alpine County Consortium
- El Dorado County Consortium
- Golden Sierra Job Training Agency
- PRIDE Industries

XVI. COMMITTEE UPDATES

- Business Services Committee
- Executive & Finance Committees
- Youth Council

XVII. FUTURE AGENDA ITEMS/NEW BUSINESS

XVIII. NEXT MEETING – Thursday, November 20<sup>th</sup>-

XIX. ADJOURNMENT

**GOLDEN SIERRA WORKFORCE INVESTMENT BOARD  
REGULAR MEETING  
Minutes**

**Thursday, July 17, 2014 - 1:00 pm**

**Folsom Lake College – El Dorado Center  
Community Room  
6699 Campus Drive  
Placerville, CA 95667**

**I. ROLL CALL AND INTRODUCTION OF GUESTS**

Quorum was established and the meeting was called to order by at 1:10pm.

Present: Anette Smith-Dohring, Christina Nicholson, Daniela Devitt, David DeLeonardis, David Frazier, Eric Cooper, Jason Buckingham, John Tweedt, Marcy Schmidt, Mark Frayser, Martha Escobedo, Michael Zimmerman, Panda Morgan, Randy Wagner, Rick Larkey, Sherri Springer, Stewart Schurr, Tim Cook, Tink Miller

Absent : Carol Pepper-Kittredge, Julia Burrows, Kathy Burris, Kevin Ferreira, Kim Pellow, Laurel Brent-Bumb, Maggie Valenzuela, Paul Castro, Vic Wursten, William Reed

Guests: George Marley, Diane Patterson, Michael Indiveri, Lisa Flores, Lynda Webb, Jennie Wilson, Darlene Galipo, Dale Van Dam, Lorna Magnussen

Introduction of Dale Van Dam, Dean of Instruction at both the El Dorado and Rancho Cordova Centers of Folsom Lake College. Folsom Lake is one of the four colleges in the Los Rios District, including two outreach centers. The El Dorado Center serves about 2,500 students each semester. A large percentage of the students are GE transfer. CTE programs are also offered and these include, Medical Laboratory Tech, Fire Technician, Human Service and EMT training.

The Board officially recognized and welcomed Rick Larkey as the new Vice Chair. The following membership changes were announced:

Resignation: Jim Hegerty; replacement to be approved at August 6<sup>th</sup> Governing Body.

New members: John Tweedt, Julia Burrow, Stewart Schurr, and Mark Frayser.

Miller welcome new members present: Tweedt, Schurr and Frayser

**II. APPROVAL OF AGENDA**

Request to move WIA service provider updates, item XIII up after item number IX.

Strike Item 3C, the consent agenda review of the minutes from 5/15 not available.

**Motion** to approve agenda as amended by Devitt, second by DeLeonardis.

**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 May 15, 2014  
WIB Meeting
- B. Approval of Youth Council application; Parker Trout  
Representing Youth (Placer)

Informational

- C. Review of Minutes from May 15, 2014 (removed)  
Executive/Finance Special Meeting
- D. Attendance Log

**Motion** to approve Consent Agenda item A, B & D, by DeLeonardis, second by Buckingham.

**Motion** approved unanimously.

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

No comments.

V. APPROVE TRANSFER OF FUNDS K594759

Buckingham informed that this transfer is a standard practice and would allocate funds to serve Dislocated Workers as an Adult. This minimizes eligibility documentation.

**Motion** to approve transfer request by Rick Larkey, second by Smith-Dohring.

**Motion** approved unanimously.

VI. APPROVAL OF MOUs

- Experience Works
- Employment Development Department (EDD)
- Department of Rehabilitation (DOR)

Memorandums are required by WIA in order to document how referrals and services will be integrated to individuals throughout the partner organizations. Some of the requirements have changed. WIA currently stipulates requirements for MOUs so when the WIOA is in effect these will most likely need to be redone.

**Motion** to approve MOUs by DeLeonardis, second by Schmidt.

**Motion** approved unanimously.

VII. REPEAL WIBD12-01  
LOCAL ELIGIBLE TRAINING PROVIDER LIST (LTPL) POLICY

Galipo announced that there have been some changes and new requirements on the state ETPL. Golden Sierra had requested approval in the past from the Board to create a local provider list. The new state system has strict requirements as to the quality of training that is being offered from the providers. This request is for the repeal of Directive WIDB12-01 allowing for a Local ETPL, which is no longer needed. DeLeonardis asked if the new list was in place. Buckingham stated there is a new list and assured that provider's that were on the Golden Sierra list have been notified of the change. Galipo added that the regular local providers were encouraged to reapply to the new list and most of them have done so. Devitt stated that the website does not provide a direct link to the EDD to access the list and that you have to go through CalJOBS website. Cooper confirmed that you have to go through the CalJOBS website to register. Smith-Dohring suggested that registration helps to capture user data.

**Motion** to approve the repeal by Cooper, second by Devitt.

**Motion** approved unanimously.

VIII. PARTNER PRESENTATION

TIM COOK, EXPERIENCE WORKS

Experience Works, formerly Green Thumb is a national, non-profit company and their mission is to improve the lives of older workers through unsubsidized employment. Cook's service area includes Placer, Nevada, Sierra and Plumas counties.

The agency started in 1965 under the support of Lady Bird Johnson and was geared at that time towards rural workers. The focus since then has been redirected to a different demographic. The main support, in more recent years has been from donations and grants. The main grant is from The Department of Labor for the Senior Community Service Employment Program. This program centers around workers, 55 and up and is for low income seniors. To be eligible for the program you have to be under 125% of the established poverty level for that year, be eligible to work in the United States and possess two barriers for employment. Starting July 1, 2014 the minimum requirement for barriers will increase to three. Barriers are defined as disabilities, low income prospects in the area of residence, English language issues and low reading comprehension skills. Age, however is not considered a barrier.

Some of the myths about hiring older workers; viewed negatively by customers, forgetfulness, no desire to advance or stay with the company for long term, not flexible or resistant to change or that they do not need to work, have all been refuted. Older workers have good attendance, solid performance records, loyalty and dedication, practical knowledge, emotional stability, experience and they display an ability to get along with others. Cook states that they are looking for new host agencies to partner with and that they have to be 501C or government agencies.

Cook stated that the applicants contact him or his assistants via phone and a pre-screening of eligibility is done at that time to see if they meet the income requirements. If they are not eligible, they are referred to other programs. If they are eligible, they are scheduled for an appointment and asked to bring in proof of eligibility.

The program has 6 metrics/goals:

1. Enrollment requirements for each county are: Placer 23, Nevada 10, Plumas 3 and Sierra 1. Enrollment must be at 156%. For example, Placer must exit 10 people each year, to be able to bring 10 people on.
2. Applicants need to be training at least 20 hours a week.
3. Most In Need - Verify that applicants meet the barrier requirements.
4. 56.3% success rate of entered employment.
5. Retention rate - requires applicants keep their jobs for 18 months.
6. Average earnings - applicants must receive wage increases and cannot stay at minimum wage throughout the program.

Morgan asked what occupations are you able to match applicants up with. Cook stated that receptionist positions are popular, due to a large percentage of applicants being women. Also, they provide training programs like Class C licenses, forklift and truck driver training. Computer training is a requirement of all applicants.

Cooper inquired if there was a waiting list. Cook stated that there are 12 eligible on the Placer County waiting list and 4 on the Nevada County list.

DeLeonardis asked he average cost to serve an applicant. Cook replied that under the stimulus package it was \$7,900 per applicant.

Devitt asked what the average age of your participants was. Cook said 65. Devitt said that the Professional Edge program has seen an increase over the last 5 years from 49 to 55. From an employer standpoint, applicants that show a greater understanding of technology advancements and that they have updated their skills eliminate the age issue.

Frayser asked if applicants are often hired permanently at the training site after the 18 months. Cook stated what while this is the goal, it doesn't always happen.

Morgan inquired if they were serving ESL clients. Cook said absolutely.

Nicholson inquired if there was any collaboration with Veterans Services. Cook stated that they do have a priority preference list and Veterans 65 and older are first on the list and their spouses are second.

Larkey asked how many people are potentially eligible for your service in our area. Cook stated Placer County has slots for 23 people but was unsure how many people would qualify for services in the region.

## IX. LABOR MARKET INFORMATION PRESENTATION

GEORGE MARLEY  
EMPLOYMENT DEVELOPMENT DEPARTMENT  
LABOR MARKET INFORMATION DIVISION

- A long term unemployment analysis handout, with data for California State was distributed

- The overview of the population for Placer, Alpine and El Dorado counties shows the total at 544,316. The growth rate from 2000 to 2013 for Placer County shows a 32.4% increase. California's growth was at a rate of 11% and most of the counties in California were above the 11% for the state, with the exception of Alpine which lost 4.2%. The population breakdown for El Dorado County shows the largest percentage of growth in the 40-59 age group, with a median age of 44. Placer County also has an older median age at 40 compared to other regions. Alpine County's largest age group is between 40-60, with the median at 47. Yolo stands out at 30, mainly from the influence of UC Davis.
- El Dorado and Placer Counties are trending up for growth in K-12 enrollment. The growth is from many factors; growth in Roseville and Lincoln areas, relocation from the Bay Area and the work that is being done in the flood plains and on the canals. California state's education markers show 81% growth for high school or higher and 30% for Bachelor's degree or higher. Placer County's numbers are on the high end with high school graduates at 90% and Bachelor degrees is at 30% compared to Sacramento at 85% for high school and 28% for Bachelor's degrees.
- The regional median income for Alpine County is at \$59,931 and Placer and El Dorado Counties are in the \$70k range.
- There was a group discussion about why the Alpine number would come in so low, when a large number of the residents are wealthy. Some ideas are that the entire population is only 1,100 and a quarter of the population of the county are Washoe tribe members. There is significant poverty in the region due to the lack of resources.
- Placer and El Dorado counties poverty levels are some of the lowest for the region. The same is true for the over 65 population in those counties. Alpine County is at 13.7% for their poverty level and for over 65 they are at 8.8%. The child poverty level is low in Alpine, at 5.2% and El Dorado and Placer child poverty levels are low when compared regionally.
- The per Capita, personal income for Alpine County is at \$27,000. El Dorado County is a bit higher at \$34,000 and Placer County is \$35,000.
- Marley showed a map of each county that demonstrated where the populations reside. A large percentage of the people that work in El Dorado County, live in that county. The map also showed a higher percentage of El Dorado County residents that work in Sacramento. Placer County residence, the majority of people worked in Placer and Sacramento. Alpine County residence showed Calaveras County as second and Douglas County as the third, for the areas where they are working.
- From May 2013 to 2014 there was an increase of 16,800 more workers in the Sacramento region. This number includes the Metropolitan Statistical Areas (MSA) of Yolo, El Dorado, Placer and Sacramento counties. The unemployment rate dropped by 1.6% over the last year, for these counties. The number of people that were classified as unemployed also dropped 17,100.
- Construction improved by 6.8% from May 2013 to May 2014. Overall, there are 20,000 more jobs in the MSA area. The farm industry reflects a decrease of 700 jobs. The new figures, coming out will reflect the drought and how that is affecting the farm industry. The information industry is also showing a decrease of 600 jobs but for the most part, most industries are showing an increase.

- Marley reviewed the unemployment graph that exhibits data from 2000-2013. In 2000, the unemployment rates were as follows: Placer 3.6%, El Dorado 4.1%, Alpine 4.3% and California at 4.9%. 2006 showed a decrease, during the Tech bubble and then a spike, with the peak in 2010 reaching double digits, during the recession. From 2011-2014 over 10,000 jobs have been recovered in construction alone, in the Sacramento MSA.
- El Dorado County has a total of 49,500 jobs, Placer County has 140,700 and Alpine County has only 670 jobs.
- The weekly wage comparison from 2000-2013 are trending up. In El Dorado County, from 2003-2013 construction was hit hard and the growth rate decreased by 6.4%. Education and health services saw tremendous growth up near 7%. For Placer County, construction was down over 10% and education and health services increased 7% and employ over 7,100 people. There is not enough data to comment on Alpine County.

Forwarded to agenda item XIII (per revised agenda)

X. WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA) UPDATE

The Implementation date on the legislation for the WIOA is July 2015. The government has 180 days after the legislation is signed to send out the updates. Over the next 12-18 months there will be several executive meetings to work on the changes involved.

XI. SLINGSHOT UPDATE

The information presented to the Board at a previous meeting has changed; however, based on the original document we are currently working with SETA, NCCC and Yolo, and have held 3 convening's 1) Adult Skill Building, 2) Entrepreneurship, and 3) Youth Services. This has allowed us to develop the framework in the document that was provided to you today. Initially the state had \$20k available for each region for a planning phase with additional money for implementation. Since this statement, the state has released the Workforce Accelerator Funding; Golden Sierra applied for the Workforce Accelerator Funding but was not awarded. My understanding is that the state has taken the money available for the SlingShot planning phase and folded it into the Workforce Accelerator program. There will be money for implementation but it is tied up in the state budget until January or February, and we are unsure if any planning phase funds will be carved out of the implementation pool. Buckingham stated the local areas currently participating believe in the planning process and are looking at ways of implementing the program prior to the release of the SlingShot proposals. Smith-Dohring said that there were funds from the 5% set aside that needed to be spent by the end of the year and those are the funds that were used for the Accelerator grants but there should still be Slingshot money available. There is not a deadline or an RFP for the Slingshot program, you just submit an application.

XII. STATE PLAN UPDATE

Sector Strategies

Working on distributing the Prop 39 funding that was received for Conservation Corp members. The program is designed to put Corp members through the MC3 curriculum and then through an apprenticeship in energy efficiency and construction or other apprenticeship programs. The first round of training for the instructors has occurred and an instructor from Sierra College will be working with the first class. The first class will begin in October and will have roughly 20 members. At the end of their instruction period there will be money for supportive services and possible OJTs.



Larkey stated he will be sending out a 6 month report in the next week that will highlight accomplishments. A full membership event will be held on August 11<sup>th</sup> where there will be a labor market update on the construction sectors and will feature the MC3 certification. A panel of general contractors and developers will also be presenting on the various growth issues and what kind of workplace opportunities may be available.

### XIII. WIA SERVICE PROVIDER UPDATES

#### Alpine County Consortium

A new hire from the Department of Rehab in Nevada has joined the team and will be working in the One Stop.

#### El Dorado County Consortium

- In past month
  - 849 served in South Lake Tahoe and Placerville One Stops.
  - 16 workshops; some featured the Next Skills program. One of the workshops introduced a new module of the Next Skills that focused on diversity. .
  - 2 employer forums and BOSS workshops in June and even though they were small, the feedback is that they went very well. The business services representative found that there were several businesses that would have liked to attend but the workshops were all day sessions. They are working on developing shorter workshops in the future.
  - Business Services representative visited 45 businesses in June and is getting the word out about WIA . They are trying to gain a greater understanding of the local businesses to be able to anticipate their needs. The Economic Development group is developing an unofficial campaign, projecting the impact on the area, if every small business hired just one, new employee. In Tahoe, the business service representative visited 10 businesses.
  - Working on spending the DEI grant by serving those with disabilities. Thanks to Golden Sierra, there may be an extension granted.
  - South Lake Tahoe center is working with The Great Basin Institute annually and there are 6 youth, currently placed there.
  - A monthly performance meeting is taking place and as a result, it was discovered that some of the data entry was inaccurate. Since then, there have been great changes to correct and improve the process by the staff.
  - Moving ahead with the GED project.
  - The Tri-County Job fair is on 8/22 at the Roseville Sports Center.

### Golden Sierra Job Training Agency

- Several business assistance outreach events since the last meeting. There were 4 BOSS workshops in Roseville, Lincoln, El Dorado Hills and Shingle Springs, with a total of 47 businesses attending. 70% plus of the attendees rate the workshops at 5 on a 5 and 80% at a 4 or 5. Most of the feedback is that there is too much being packed into one day. There is some new social media marketing taking place that has really boosted the popularity of the events.
- An ongoing recruitment for CVS has been successful and in recent efforts additional recruiting services for the three Auburn locations took place. For the 3 positions open, 10 individuals were referred, 7 were interviewed and 2 were hired.
- Collaboration with Enable Energy; Placer recruited and placed 3 summer interns in the Business Development, Marketing and Finance Departments.
- 2 Employer Seminars by Lisa Jordan took place. The two topics focused on were *Expanding Your Customer Base and Increasing Profitability* and *Marketing Your Business Needs with Social Media*. Around 70 individuals attended the seminars.
- 3 different Job Connection events, featuring Fed Ex, PRIDE and Caltrans.
- Independent City; event put on for the youth with 109 attendants.
- Working on expanding services at the Tahoe/Truckee region. There is a job fair coming up in November at the North Tahoe event center, at King's Beach.
- The Auburn center will be shifting how services are delivered. The new services will begin on August 18<sup>th</sup> and will provide more of a guided service method. Essentially, there will be a two week guided course offered to clients that will have the same courses available in all the regional centers, every two weeks to accommodate schedules and maximize efficiencies.

### PRIDE Industries

PRIDE is doing well with good performance

[Return to agenda item X \(per revised agenda\)](#)

## XIV. COMMITTEE UPDATES

### Business Services Committee

Continued effort on the resource guide for the staff and partnership in the WIB and will try to have a sample at the next meeting.

New schedule approved for meetings being held every other month.

### Executive & Finance Committees

Did not meet in June and August will be Executive only. Finance will possibly be moved to September.

Youth Council

Membership is growing so they are able to meet the quorum more often. There is a strong focus on Basic Skills forming out of the 8 goals that the YC was assigned by the Board. 75% of youth are not passing assessments and 71% of youth were below the basic skills requirement. This exhibits the need for a refined list of resources, which will be the focus of the strategic planning meeting being held offsite on September 17<sup>th</sup>. They are hoping to collaborate with high schools and colleges to be able to offer a more extensive resource list for basic skills. There was also discussion of the WIOA focus of youth services: pathways for youth; drop-out recovery; education and training, leading to diploma; and Recognize Post-Secondary Education credentials.

XV. FUTURE AGENDA ITEMS/NEW BUSINESS

Future Agenda items:

1. WIOA updates
2. Conversion from JTA to VOS, meeting next week to discuss issues at the state level.

Marcy Schmidt stated that Placer County had received \$446K towards expanding the Subsidized Employment Program. Over the summer 29 students have been placed in county sites and non-profits. Over the past fiscal year over 80 individuals have been placed and over a quarter million dollars has been put back into the economy by paying back wages to employers. One individual is making \$48k a year and there are numerous participants that are making over \$18 and hr.

XVI. NEXT MEETING – Thursday, September 18, 2014 – Brandman University

XVII. ADJOURNMENT

**Motion** to adjourn at 3:10 pm by Miller

Meeting adjourned

**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** September 18, 2014  
**TO:** WIB members  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Youth Council Application

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Resolution       Action Item       Information

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Attached for your approval is an application for the Youth Council:

Ashley Spiegelberg, Youth Participant  
Representing: Youth

Mariana Garcia, Placer County Probation  
Presenting: Juvenile Justice/Law Enforcement

Staff recommends approval.



Employment and training services  
for Alpine, El Dorado and  
Placer counties.

**WORKFORCE INVESTMENT BOARD**  
**Youth Council**

Name: Ashley Spiegelberg

Organization Name:  
(if applicable) El Dorado County Health and Human Services W.I.A.

Organization  
Address: 3057 Briw Rd. Placerville, CA

Email: [Ashley.spiegelberg@edcgov.us](mailto:Ashley.spiegelberg@edcgov.us) Phone: (530)642-7131 Fax: (530)626-9060

Time available for meetings (days, evenings, etc.): Mon-thurs 8:00-5:00

Please check (if applicable)

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Youth Participant | <input type="checkbox"/> Apprenticeship Program Rep.           |
| <input type="checkbox"/> Private Sector Rep.          | <input type="checkbox"/> WIB Member                            |
| <input type="checkbox"/> Education Rep.               | <input type="checkbox"/> Juvenile Justice/Law Enforcement Rep. |
| <input type="checkbox"/> Nonprofit Org. Rep.          | <input type="checkbox"/> Public Housing Rep.                   |
| <input type="checkbox"/> Parent of Eligible Youth     | <input type="checkbox"/> Other                                 |

Qualifications/Areas of expertise related to serving youth:

I am 20 years old and I have a 6 month old daughter. I am in the W.I.A. program and currently working as a Youth Resource Clerk. Past experiences such as babysitting, teaching young kids how to dance or make artwork, and teaching younger generations about the environment and natural resources are a few of the things that have helped me understand the importance of serving and inspiring youth. I was a dancer for 15 years of my life and volunteered to assist my dance instructor with her younger students. In high school, I was part of the Natural Resources and Land Management Program. Every year we would team up with Forestry to conduct a "Natural Connections Day." Me and my classmates would come up with presentations to teach the younger students about natural resources, conservation, etc. My mother has worked at the Pollock Pines Library for quite a long time and I have volunteered there as well to help with children's activities. I am a youth myself and have quite a good awareness of what is affecting young people today... lack of preparation for the workforce in high school, drug and alcohol abuse, lack of transportation, lack of support and motivation, etc. There are many factors affecting the youth and I am a good witness to that.

What experience do you have serving on youth boards (i.e., school boards, PTA, School to Career, youth sports programs, Juvenile Justice Commission, etc.)?

I was class president in 8<sup>th</sup> grade.

**WORKFORCE INVESTMENT BOARD**  
**Youth Council**

**Membership Application**

Have you ever participated in a JTPA or WIA funded program?  yes  no

If yes, list the following information:

Name of the program:  JTPA  WIA

Name of the agency providing your training and/or services: El Dorado County Health And Human Services Agency

Type of training or services you received: Work Experience

Date/Dates you received training or services: 7/14 - 12/14

Are you the parent of a youth participating in a JTPA or WIA program?  yes  no

If yes, list the following information:

Name of the program:  JTPA  WIA

Name of the agency providing your training and/or services: \_\_\_\_\_

Type of training or services you received: \_\_\_\_\_

Date/Dates you received training or services: \_\_\_\_\_

  
\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
8/18/14  
Date



Employment and training services  
for Alpine, El Dorado and  
Placer counties.

**WORKFORCE INVESTMENT BOARD**  
**Youth Council**

Name: Mariana Garcia

Organization Name:  
(if applicable) Placer County Probation Department

Address: 11716 Enterprise Drive, Auburn CA 95603

Email: Mgarcia@placer.ca.gov Phone: (530) 886-2849 Fax: (530)889-6735

Time available for meetings (days, evenings, etc.): days

Please check (if applicable)

- |   |  |
|---|--|
| <input type="checkbox"/> WIB Member               | <input checked="" type="checkbox"/> Juvenile Justice/Law Enforcement |
| <input type="checkbox"/> Public Housing Authority | <input type="checkbox"/> Parents of eligible youth                   |
| <input type="checkbox"/> Youth Participants       | <input type="checkbox"/> Organization(s) with youth experience       |
| <input type="checkbox"/> Job Corps                |  |

Qualifications/Areas of expertise related to serving youth:

I am one of two Early Intervention Juvenile Probation Officers. My caseload includes informal probation, truancy, diversion, and Wraparound minors. I currently help facilitate a teen diversion group called WATAH (We Are Teens Always Helping). I assist with PSAL (Placer Sheriff Activities League). I have been working with at risk youth since 2006 with Sonoma County Probation Department in the juvenile hall.

What experience do you have serving on youth boards (i.e., school boards, PTA, School to Career, youth sports programs, Juvenile Justice Commission, etc.)?

I have never served on a board.

Additional Comments (attach resume if you wish):

My education includes a Bachelor of Science in Criminal Justice and minor in Sociology from California State University, Sacramento.

Worked at a few different group homes with foster youth from 2004 to 2006. Three internships during college: Sacramento County Probation, Diogenes Youth Services, Sac-Mentoring, and the Moral Values Program.

Sonoma County Probation: Juvenile Correctional Counselor November 2006 to March 2014

Placer County Probation: Deputy Probation Officer March 2014 to present

**WORKFORCE INVESTMENT BOARD**  
**Youth Council**

**Membership Application**

Have you ever participated in a JTPA or WIA funded program?  yes  no

If yes, list the following information:

Name of the program:  JTPA  WIA

Name of the agency providing your training and/or services: \_\_\_\_\_

Type of training or services you received: \_\_\_\_\_

Date/Dates you received training or services: \_\_\_\_\_

Are you the parent of a youth participating in a JTPA or WIA program?  yes  no

If yes, list the following information:

Name of the program:  JTPA  WIA

Name of the agency providing your training and/or services: \_\_\_\_\_

Type of training or services you received: \_\_\_\_\_

Date/Dates you received training or services: \_\_\_\_\_

DPD Hermana Garcia #332  
Applicant Signature

9/11/2014  
Date



# GOLDEN SIERRA WORKFORCE INVESTMENT BOARD

## EXECUTIVE COMMITTEE REGULAR MEETING MINUTES

Thursday, August 21, 2014 – 1 pm

Roseville Connections  
115 Ascot Drive, Ste. 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: Kevin Ferreira, Laurel Brent-Bumb, Martha Escobedo, Rick Larkey, Tink Miller.

Guests: Raeme Kennedy, Lorna Magnussen, Jason Buckingham, Michael Indiveri,  
Terri Trombley.

### II. APPROVAL OF AGENDA

Request to remove Consent Agenda Item C.

**Motion** to approve as amended by Ferreira, second by Brent-Bumb.

**Motion** approved unanimously

### 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 May 15, 2014 EC & FC Joint meeting.

B. Approval of Youth Council application; McKensy Fisher-Mathis  
Representing Youth (Placer)

#### For Information

C. Review of Minutes from July 17, 2014 WIB meeting.

D. Attendance Log.

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

**Motion** approved unanimously.

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

**Brent-Bumb** –The annual study mission took place in Minnesota this year, where they visited the little town of Stillwater, the oldest city in Minnesota. The town has been working on a project for 60 years, to build a new bridge that would connect the town to Milwaukee. Brent-Bumb explained that the tenacity of the workers that work through bitter winter conditions and the length of time to get this project to fruition is astounding.

**Miller-** Miller participated in a national teleconference recently where Secretary of Labor, Thomas Perez, discussed the implementation of the new WIOA law. There were about 2,000 participants on the call, where he mostly answered questions from the participants.

V. DIRECTOR'S UPDATE

• WORKFORCE INNOVATION & OPPORTUNITIES ACT (WIOA)

Buckingham included several handouts in the updates.

1. WIOA Overview
2. Draft – Functions and Duties Of Local WDB
3. LWDB Required Membership
4. Matrix of new performance measures

**WIOA Overview** – Ferreira inquired if WIOA was a replacement of of WIA. Buckingham stated that it is considered a reauthorization, but it is a new act. Some of the significant changes in the new act are:

- Emphasis on alignment systems and data supported planning.
- Focus on *In-Demand* sectors and occupations.
- Career pathways.
- Future requirement for *Employer Engagement* and *Business Services* measure that will not be implemented for two years.

Draft regulations are due by January, 2015, with an implementation requirement date of July 1, 2015. Final regulations are due by January, 2016, with final implementation expectations of July 1, 2016.

Larkey asked if there was anything completely new in the act. Buckingham stated that a few things are new, like procurement requirements but most of the changes are enhancements to the current act.

Buckingham also warned that he fully anticipates a reduction in funding. The amount that the Governor is allowed to withhold for discretionary funds has increased and possibly doubled from last year. This could affect the standard funding allocation significantly.

The Governor is required to certify successfully performing WIB's. Buckingham's main concern is whether the state can maintain and accurately report the data required to track and show the success of local boards. The recent data conversion to CalJOBS has been extremely challenging. They are still trying to iron out the kinks, but until that happens Buckingham is unsure of the accuracy of the information reported.

### **Workforce Investment Boards**

There is a new emphasis for local boards to participate in planning regions. The number of the required board members has also been reduced. Miller stated that Secretary Perez specifically said that the new requirement is a minimum, but boards can have more members if they choose. Brent-Bumb asked Buckingham where are we now with membership requirements compliance. Buckingham assured the numbers for the local board is in compliance. The challenge is meeting the required membership of the Youth Council. Sub-committees are no longer required, but allowable. It's up to the board to decide if they would like sub-committees.

### **One Stop Centers**

- One One-Stop center is required, per region. The official center must be co-located with the EDD.
- Any organization or business can apply to be a One-Stop, except Secondary Schools.
- Infrastructure costs of One Stops must be shared by key partners.
- Under WIA there were three ways to become a One-Stop: a) Grandfathered In, b) Competitively procured or c) a Consortium. Under WIOA the centers must be competitively procured.
- WIOA combines Core and Intensive into Career Services.
- Priority to serve low income and people with barriers.
- Emphasizes individual choice within identified sectors.
- The new age groups for Youth Services: In School Youth (ISY), ages 14-21 and Out of School Youth (OSY), ages 16-21. 75% or more of the funding will have to be spent on OSY and 20% of youth allocation will need to be spent on work-based learning projects, like work experience, internships and OJT.
- Business services will now be part of Career Services.

### **Performance**

Measurement periods and calculations have changed in the new act. Entered employment rate and retention rate are measured and the end of the 2<sup>nd</sup> and 4<sup>th</sup> quarters, as opposed to the 1<sup>st</sup> and 3<sup>rd</sup>. Earnings are now measured as a median versus an average. Certification will be measured by: a) those leading to certifications and b) those employed receiving a certificate. These measures will be extended to Adult Ed, EDD and Dept. of Rehab.

### **Legislation**

State legislation SB 293, SB 734 and AB 554 are now imbedded in the state code. They will all continue unless there is an implementation bill. Buckingham stated that he had the opportunity to chair in the legislative committee of the state association with Joyce Aldrich as his co-chair.

He was just informed that SB 850 will pass. It will allow 15 community colleges to offer Bachelor degree.

Consolidation of the Placer County centers in July 2015 is likely.

LWDB Rules (See attached)

Miller asked if there were any thoughts on how the Board should proceed. Buckingham stated that the key items to discuss are:

1. How much WIB member training do we want to do?

The CWA is offering a training seminar on 10/30 with a more extensive overview. He suggests that it might be good for at least the Executive Committee to attend.

2. How do we notify partners of changes?

Buckingham proposed sending out a letter signed by himself and Chair Miller, including the WIOA Overview document would be a good start.

Buckingham stated that he is concerned about the turn-around time for RFP's, without the current regulations in place.

#### VI. EXECUTIVE COMMITTEE RETREAT PLANNING

A group discussion took place about possible dates for an Executive Committee retreat. The general consensus was that the 2<sup>nd</sup> week of November would be a good timeframe. The goal would be to provide an outline of the retreat outcomes at the November 20<sup>th</sup> WIB meeting. Trombley adds that a big challenge for next year is how to distribute funding under WIOA.

#### VII. FUTURE AGENDA ITEMS/NEW BUSINESS

Brent-Bumb is concerned about SBDC with Los Rios stepping back. Sierra Business Council won the RFP. Buckingham suggests that they should be encouraged to join the WIB and provide updates on their services. Larkey added that the feedback from Los Rios is that there were not enough funds allocated for services and that the expectations were unrealistic and that is why they are stepping away.

#### VIII. NEXT MEETING – October 16, 2014 – Joint Executive & Finance

The Finance Committee will not have budget information yet on 10/16 so it may just be an Executive Committee only meeting. For now, hold date for joint.

#### IX. ADJOURNMENT

**Motion** to adjourn by Brent-Bumb, second by Escobedo.

Meeting adjourned at 2:10 PM.

Date: 7/18/13 Regular    10/2/13 Joint    11/21/13 Regular    1/16/14 Regular    3/20/14 Regular    5/15/14 Regular    7/17/14 Regular

**WIB**

	7/18/13 Regular	10/2/13 Joint	11/21/13 Regular	1/16/14 Regular	3/20/14 Regular	5/15/14 Regular	7/17/14 Regular	Rate
Anette Smith Dohring	1	1	0	1	0	1	1	71%
Carol Pepper-Kittredge	1	0	1	1	1	0	0	57%
Christina Nicholson	1	0	0	0	1	1	1	57%
Daniela Devitt	0	1	1	1	1	0	1	71%
Dave DeLeonardis	1	1	1	1	1	1	1	100%
David Frazier	0	1	1	1	1	1	1	86%
Eric Cooper	1	0	1	1	1	0	1	71%
Jason Buckingham	1	1	1	1	0	1	1	86%
John Tweedt						Appt.	1	
Kathy Burris	1	1	1	1	0	0	0	57%
Kevin Ferreira	1	1	1	0	1	1	0	71%
Kimberly Pellow	0	1	1	0	1	0	1	57%
Laurel Brent-Bumb	1	0	1	1	0	0	0	43%
Marcy Schmidt	1	1	1	0	1	0	1	71%
Margarita Valenzuela		Appointed	0	1	1	1	0	60%
Mark Frayser						Appt.	1	
Martha Escobedo	1	0	1	1	1	0	1	71%
Michael Zimmerman				Appointed	1	1	1	100%
Panda Morgan	1	0	1	1	0	0	1	57%
Paul Castro	0	1	0	1	1	1	0	57%
Randy Wagner		Appointed	1	0	1	1	1	80%
Rick Larkey	1	1	1	1	1	1	1	100%
Robert Ward							Appointed	
Sherri Springer	1	1	0	0	0	1	1	57%
Stewart Schurr						Appointed	1	
Tim Cook	1	1	1	1	1	1	1	100%
Tink Miller-CHAIR	1	1	0	1	1	1	1	86%
Victor Wursten	1	1	0	1	1	1	0	71%
William Reed	1	1	0	1	0	0	0	43%
<b>Total</b>	<b>18</b>	<b>19</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>15</b>	<b>22</b>	

**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** September 18, 2014  
**TO:** Workforce Investment Board  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** WIA Final 14/15 Budget

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Resolution       Action Item       Information

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Attached is a Fiscal Year 2014/2015 final budget. The final budget reflects the newly awarded funding for PY 2014/2015 allocation award and actual PY 2013/2014 rollover funding.

## Budget Narrative

### Schedule 1 Schedule of Funding Sources & Expenditures: Draft Budget for Fiscal Year 2014/2015 vs Final budget for Fiscal Year 2014/2015.

**Funding Sources:**

WIA Allocations PY 2014 Actual allocation 9.35% less than PY 2013.  
Rapid Response PY 2014 Actual award .10% less than PY 2013.  
Layoff Aversion PY 2014 Award is new source of funding.

WIA Allocations PY 2013 Actual Program & Admin monies rolled into new fiscal year. Funds Utilization requirements have been waived.  
Rapid Response PY 2013 State waiver granted extension of grant period to 6/30/2015.

**Expenditures:**

Spending plan is in line with available funding and Agency's strategies to meet performance requirements, while delivering services in the most effective manner.

**Contingency:**

Reflects strategy to spend PY 2014 Administration funding in second year of award.  
Agency program administration for the first quarter of fiscal year.

### Schedule 2 Funding Sources: Detail of Actual funding sources and Carryover.

Actual Allocation awards for PY 2014 have been reduced as follows in comparing to PY 2013

<u>Actual Awards</u>	<u>PY 2013</u>	<u>PY 2014</u>	<u>Percent Change</u>
Adult	\$ 1,193,425	\$ 1,114,983	-6.57%
Dislocated Worker	\$ 1,596,870	\$ 1,378,183	-13.69%
Youth	\$ 1,216,899	\$ 1,139,435	-6.37%
	<u>\$ 4,007,194</u>	<u>\$ 3,632,601</u>	<u>-9.35%</u>
<u>Actual Awards</u>	<u>PY 2013</u>	<u>PY 2014</u>	<u>Percent Change</u>
Rapid Response	\$ 292,355	\$ 292,049	-0.10%
Layoff Aversion	\$ -	\$ 41,724	100.00%

Schedule provides the most current information at the time of this presentation.

## Budget Narrative

### Schedule 3 Operating Expenditures:

Schedule provides detail of all Agency expenditures.

### Schedule 4 Detail of Subcontracted Services

Schedule provides detail of contracts awarded for both Agency Administration and Placer Program.  
Schedule separated by funding source for each contract awarded.

<b>Source of Funding:</b>	Allocation Program Year	<b>2013</b>	<b>2014</b>
<b>Type of Contract:</b>	1) Agency Awarded		2) Placer County Client Services

### Schedule 5 Funding Allocation by Member County

Schedule reflects the strategy being implemented with PY 2014 new funding award.  
Funding taken for Agency Administration/Program Administration and legacy costs.  
From the Adult & Dislocated Worker awards 15% will be directly expended for Direct Training.  
Percentage of participation for each member county is based on the Disaggregate Allocation provided by the Employment Development Department.

### Schedule 5L Leverage Requirement by Member County

Schedule provides dollar amounts required to be leveraged resources in order to meet State imposed 25% Direct Training requirement.



Schedule of Funding Sources & Expenditures									
Fiscal Year Ending 6/30/2015									
Presented September 2014 - Final Budget									
		<u>A</u>		<u>B</u>		<u>C</u>		<u>C-A</u>	<u>C/A</u>
<i>L</i>		Fiscal Year	% of	Fiscal Year	% of	Fiscal Year	% of	Fiscal Year	Percent of
<i>i</i>		2013/2014	Total	2014/2015	Total	2014/2015	Total	2013/2014	Change from
<i>n</i>		Actual	Funding	Draft	Funding	Final	Funding	Actual	Fiscal Years
<i>e</i>									2014 to 2015
#									
<b>Funding Sources:</b>									
1	Carry-In Allocation Funds from PY 13	\$ 1,644,598		\$ 1,929,747		\$ 2,110,965		\$ 466,367	128.36%
2	Actual PY 14/15 WIA Allocations	4,007,194		3,632,601		3,632,601		(374,593)	90.65%
3	Actual Rapid Response Funds PY14	292,355		263,120		292,049		(306)	99.90%
4	Carry-In Allocation Rapid Response from PY 13	69,038		60,000		110,897		41,859	160.63%
5	Layoff Aversion Funds PY14	-		-		41,724		41,724	100.00%
6	Special Funding - SETA NEG-OJT	50,000		-		50,000		-	0.00%
7	<b>Total Funding Sources</b>	<b>\$ 6,063,185</b>		<b>\$ 5,885,468</b>		<b>\$ 6,238,236</b>		<b>\$ 175,051</b>	<b>102.89%</b>
<b>Expenditures:</b>									
<b>Agency &amp; Placer County Operations:</b>									
8	Retiree Benefits	\$ 63,407	1.05%	\$ 75,396	1.28%	\$ 82,387	1.32%	\$ 18,980	129.93%
9	Salaries and Benefits	1,779,715	29.35%	1,960,220	33.31%	2,076,524	33.29%	296,809	116.68%
10	Services and Supplies	706,258	11.65%	580,601	9.86%	616,087	9.88%	(90,171)	87.23%
11	<b>Agency &amp; Placer County Operations Total</b>	<b>\$ 2,549,380</b>	<b>42.05%</b>	<b>\$ 2,616,217</b>	<b>44.45%</b>	<b>\$ 2,774,998</b>	<b>44.48%</b>	<b>\$ 225,618</b>	<b>108.85%</b>
<b>Contracted Services:</b>									
12	Professional Services	\$ 78,838	1.30%	\$ 50,000	0.85%	\$ 79,537	1.27%	\$ 699	100.89%
13	Youth Services	175,001	2.89%	140,000	2.38%	152,510	2.44%	(22,491)	87.15%
14	Placer Client Direct Training & Intensive Services	523,526	8.63%	574,864	9.77%	529,162	8.48%	5,636	101.08%
15	<b>Contracted Services Total</b>	<b>\$ 777,365</b>	<b>12.82%</b>	<b>\$ 764,864</b>	<b>13.00%</b>	<b>\$ 761,209</b>	<b>12.20%</b>	<b>\$ (16,156)</b>	<b>97.92%</b>
<b>Member County One-Stop Operation Awards</b>									
16	El Dorado County HHS	\$ 1,414,878	23.34%	\$ 1,611,349	27.38%	\$ 1,714,370	27.48%	\$ 299,492	121.17%
17	Alpine County HHS	123,320	2.03%	107,275	1.82%	157,008	2.52%	33,688	127.32%
18	<b>Member County One-Stop Operation Awards Total</b>	<b>\$ 1,538,198</b>	<b>25.37%</b>	<b>\$ 1,718,624</b>	<b>29.20%</b>	<b>\$ 1,871,378</b>	<b>30.00%</b>	<b>\$ 333,180</b>	<b>121.66%</b>
19	<b>Committee Budget</b>	<b>\$ 8,245</b>	<b>0.14%</b>	<b>\$ 15,000</b>	<b>0.25%</b>	<b>\$ 15,000</b>	<b>0.24%</b>	<b>\$ 6,755</b>	<b>181.93%</b>
20	<b>Contingency Funds</b>	<b>\$ 1,189,997</b>	<b>19.63%</b>	<b>\$ 770,763</b>	<b>13.10%</b>	<b>\$ 815,651</b>	<b>13.08%</b>	<b>\$ (374,346)</b>	<b>68.54%</b>
21	<b>TOTAL EXPENDITURES</b>	<b>\$ 6,063,185</b>		<b>\$ 5,885,468</b>		<b>\$ 6,238,236</b>		<b>\$ 175,051</b>	<b>102.89%</b>
22	<b>Net Income/(Loss)</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	

Approved by:  
 Finance Committee  
 WIB  
 Governing Board

<b>Funding Sources</b>							
<b>Fiscal Year Ending 6/30/2015</b>							
<b>Presented September 2014 - Final Budget</b>							
<i>L i n e #</i>			<b>Agency PY 2014/2015 Actual Funding</b>	<b>Agency PY 2013/2014 Carry-In Program</b>	<b>Agency PY 2013/2014 Carry-In Admin</b>	<b>PY 2013/2014 Carry-In Program Contracts Rebudgeted</b>	<b>Final Grant Awards FY 2014/2015</b>
<b>WIA Formula Allocation</b>							
1	Adult	201/202	\$ 1,114,983	\$ 211,213	\$ 119,341	\$ 276,144	\$ 1,721,681
2	Adult Transferred from DW	499/500	-	200,885	20,088	-	220,973
3	Youth	301/302	1,139,435	\$ 77,012	49,463	\$ 319,393	1,585,303
4	Dislocated Worker	501/502	1,378,183	\$ 266,265	139,598	\$ 431,563	2,215,609
5	Special Funding - SETA NEG-OJT	343	-	\$ 50,000	-	\$ -	50,000
6	<b>WIA Allocation Totals</b>		<b>\$ 3,632,601</b>	<b>\$ 805,375</b>	<b>\$ 328,490</b>	<b>\$ 1,027,100</b>	<b>\$ 5,793,566</b>
<b>Rapid Response &amp; Other Grants</b>							
7	Layoff Aversion	292/293	\$ 41,724	\$ -	\$ -	\$ -	\$ 41,724
8	Formula Rapid Response	540/541	292,049	75,489	-	35,408	402,946
9	<b>Rapid Response &amp; Other Grants Totals</b>		<b>\$ 333,773</b>	<b>\$ 75,489</b>	<b>\$ -</b>	<b>\$ 35,408</b>	<b>\$ 444,670</b>
10	<b>Total Grant Awards</b>		<b>\$ 3,966,374</b>	<b>\$ 880,864</b>	<b>\$ 328,490</b>	<b>\$ 1,062,508</b>	<b>\$ 6,238,236</b>

Approved by:  
 Finance Committee  
 WIB  
 Governing Board

Operating Expenditure Detail Fiscal Year Ending 6/30/2015 Presented September 2014 - Final Budget			A	B	C	C-A	
Line #	Description	Object Level 3	Fiscal Year 2013/2014 Actual	Fiscal Year 2014/2015 Draft	Fiscal Year 2014/2015 Final	Fiscal Year 2014/2015 Final to Fiscal Year 2013/2014 Actual	Schedule 4 Reference for Fiscal Year 2014/2015
	<b>Placer &amp; Agency Operational Costs</b>						
	<b>Retirement Benefits</b>						
1	Retiree Health Care	1320	\$ 55,757	\$ 63,972	\$ 70,291	\$ 14,534	
2	Retiree Dental	1321	7,650	11,424	12,096	4,446	
3	<b>Total Retirement Benefits:</b>		<b>\$ 63,407</b>	<b>\$ 75,396</b>	<b>\$ 82,387</b>	<b>\$ 18,980</b>	
	<b>Salaries and Benefits</b>						
4	Salaries and Wages	1002	\$ 1,088,352	\$ 1,242,114	\$ 1,309,904	\$ 221,552	
5	Extra Help	1003	27,987	2,000	12,246	(15,741)	
6	Overtime Salaries & Wages	1005	122	-	-	(122)	
7	P.E.R.S. Retirement	1300	411,059	386,360	485,037	73,978	
8	F.I.C.A. - Staff - Medicare & UI Benefits	1301	24,403	25,932	28,275	3,872	
9	Other Post Employment Benefits	1303	132,662	201,604	139,613	6,951	
10	Employee Group Ins.	1310	74,280	80,442	86,633	12,353	
11	Staff Workers Comp	1315	20,850	21,768	14,816	(6,034)	
12	<b>Total Salaries and Benefits:</b>		<b>\$ 1,779,715</b>	<b>\$ 1,960,220</b>	<b>\$ 2,076,524</b>	<b>\$ 296,809</b>	
	<b>Services and Supplies:</b>						
13	Services and Supplies & Moving Expenses	2000	\$ -	\$ 500	\$ 30,000	\$ 30,000	
14	Communications	2051	12,671	14,000	14,000	1,329	
15	Gen. Liability Insurance	2140	14,340	17,000	17,000	2,660	
16	Maintenance - Equipment	2290	33,390	35,000	35,000	1,610	
17	Maintenance Bldg	2405	2,368	2,500	2,500	132	
18	Maintenance - Janitorial	2406	2,556	2,000	2,000	(556)	
19	Dues, Subs & Memberships	2439	10,741	12,000	12,000	1,259	
20	Printing	2511	22,373	10,000	10,000	(12,373)	
21	One Stop & Performance Systems	2522	91,547	85,151	76,735	(14,812)	<b>Schedule 4 - A2, A3, A4</b>

Approved by:  
Finance Committee  
WIB  
Governing Board

Operating Expenditure Detail							
Fiscal Year Ending 6/30/2015							
Presented September 2014 - Final Budget							
			<u>A</u>	<u>B</u>	<u>C</u>	<u>C-A</u>	
<i>L</i>		<b>Object</b>	<b>Fiscal Year</b>	<b>Fiscal Year</b>	<b>Fiscal Year</b>	<b>Fiscal Year</b>	<b>Schedule 4 Reference</b>
<i>i</i>		<b>Level 3</b>	<b>2013/2014</b>	<b>2014/2015</b>	<b>2014/2015</b>	<b>2013/2014</b>	<b>for Fiscal Year</b>
<i>n</i>			<b>Actual</b>	<b>Draft</b>	<b>Final</b>	<b>Actual</b>	<b>2014/2015</b>
<i>e</i>							
<b>#</b>	<b>Description</b>						
22	Office Supplies	2456,2523	12,256	13,000	13,000	744	
23	Postage	2524	4,554	3,000	3,000	(1,554)	
24	Operating Materials	2534	1,941	3,000	3,000	1,059	
25	Audits, Actuarial & Other Services	2555	31,351	18,500	18,500	(12,851)	<b>Schedule 4 - A5</b>
26	Prof/Special Services, County	2556	24,859	24,000	24,000	(859)	
27	Legal Services	2561	34,335	25,000	34,336	1	<b>Schedule 4 - A6</b>
28	Advertising/Legal Notices	2701	9,165	5,000	5,000	(4,165)	
29	Rents & Leases - Equipment	2710	110	1,500	1,500	1,390	
30	Hazard Elimination & Safety	2724	1,026	1,000	1,000	(26)	
31	Rents & Leases - Buildings	2727	238,735	165,000	164,066	(74,669)	<b>Schedule 4 - A7, A8</b>
32	Small Equipment	2821	15,960	2,500	2,500	(13,460)	
33	Media Services/Outreach/Events	2829	58,706	50,000	51,000	(7,706)	<b>Schedule 4 - A1</b>
34	Training Staff	2844	9,838	12,500	12,500	2,662	
35	Travel & Transportation	2931	22,556	10,000	15,000	(7,556)	
36	Mileage	2932	10,007	10,000	10,000	(7)	
37	Meals/Food Purchases	2964	2,600	5,000	5,000	2,400	
38	Utilities	2965	10,679	15,450	15,450	4,771	
39	A-87 Costs	3551	20,757	38,000	38,000	17,243	
40	Capitalized Equipment	4451	6,837	-	-	(6,837)	
41	<b>Total Services &amp; Supplies:</b>		<b>\$ 706,258</b>	<b>\$ 580,601</b>	<b>\$ 616,087</b>	<b>\$ (90,171)</b>	

Approved by:  
Finance Committee  
WIB  
Governing Board

Operating Expenditure Detail							
Fiscal Year Ending 6/30/2015							
Presented September 2014 - Final Budget							
			<u>A</u>	<u>B</u>	<u>C</u>	<u>C-A</u>	
<i>L</i>		Object	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Schedule 4 Reference
<i>i</i>		Level 3	2013/2014	2014/2015	2014/2015	2013/2014	for Fiscal Year
<i>n</i>			Actual	Draft	Final	Actual	2014/2015
<i>e</i>							
#	Description						
	<b>Subcontracted Services</b>						
	<b>Program Year 2012/2013</b>						
42	Professional Services	2555	\$ -	\$ -	\$ -	\$ -	
43	Business Services	2555	26,149	-	-	(26,149)	
44	Youth Services Placer County	2555	-	-	-	-	
45	El Dorado County One-Stop	2555	450,031	-	-	(450,031)	
46	Alpine County One-Stop	2555	34,098	-	-	(34,098)	
	<b>Program Year 2013/2014</b>						
47	Professional Services	2555	52,689	10,000	13,343	(39,346)	<b>Schedule 4 - B6</b>
48	Youth Services Placer County	2555	175,001	50,000	62,510	(112,491)	<b>Schedule 4 - B5</b>
49	Core Workshops Placer County	2555	-	-	-	-	
50	El Dorado County One-Stop	2555	964,847	675,508	783,172	(181,675)	<b>Schedule 4 - B1, B2</b>
51	Alpine County One-Stop	2555	89,222	18,193	60,721	(28,501)	<b>Schedule 4 - B3, B4</b>
	<b>Program Year 2014/2015</b>						
52	Professional Services	2555	-	10,000	41,194	41,194	<b>Schedule 4 - C1, C10</b>
53	Youth Services Placer County	2555	-	90,000	90,000	90,000	<b>Schedule 4 - C3</b>
54	Core Workshops Placer County	2555	-	30,000	25,000	25,000	<b>Schedule 4 - C2</b>
55	El Dorado County One-Stop	2555	-	935,841	931,198	931,198	<b>Schedule 4 - C4, C5, C6</b>
56	Alpine County One-Stop	2555	-	89,082	96,287	96,287	<b>Schedule 4 - C7, C8, C9</b>
57	<b>Total Subcontracted Services</b>		<b>\$ 1,792,037</b>	<b>\$ 1,908,624</b>	<b>\$ 2,103,425</b>	<b>\$ 311,388</b>	

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Operating Expenditure Detail							
Fiscal Year Ending 6/30/2015							
Presented September 2014 - Final Budget							
			<u>A</u>	<u>B</u>	<u>C</u>	<u>C-A</u>	
<i>L</i>		Object	Fiscal Year	Fiscal Year	Fiscal Year	Fiscal Year	Schedule 4 Reference
<i>i</i>		Level 3	2013/2014	2014/2015	2014/2015	2013/2014	for Fiscal Year
<i>n</i>			Actual	Draft	Final	Actual	2014/2015
<i>e</i>							
#	Description						
	<b>Placer County Client Direct</b>						
	Program Year 2012/2013 Direct Training						
58	G. S. IR/ITA /OJTContracts	2841	\$ 139,817	\$ -	\$ -	\$ (139,817)	
	Program Year 2013/2014 Direct Training						
59	G. S. IR/ITA /OJTContracts	2841	320,430	250,000	182,357	(138,073)	Schedule 4 - D3, D4,D5
	Program Year 2014/2015 Direct Training						
60	G. S. IR/ITA /OJTContracts	2841	-	231,864	241,864	241,864	Schedule 4 - E1
	Program Year 2012/2013 Intensive Services						
61	Golden Sierra WEX Payable Wages	1015/1565	23,702	-	-	(23,702)	
	Program Year 2013/2014 Intensive Services						
62	Golden Sierra WEX	1015/1565	21,311	10,000	23,941	2,630	Schedule 4 - D1, D2
63	Client Supportive Services	2840	18,266	-	-	(18,266)	
	Program Year 2014/2015 Intensive Services						
64	Golden Sierra WEX	1015/1565	-	42,000	41,000	41,000	Schedule 4 - E2
65	Client Supportive Services	2840	-	41,000	40,000	40,000	Schedule 4 - E3
	<b>Total Placer County Client Direct</b>		<b>\$ 523,526</b>	<b>\$ 574,864</b>	<b>\$ 529,162</b>	<b>\$ 5,636</b>	
66	<b>Committee Expenses</b>	2935	<b>\$ 8,245</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 6,755</b>	
67	<b>Administration Second Year Funding</b>	5600	<b>\$ 328,490</b>	<b>\$ 363,260</b>	<b>\$ 363,260</b>	<b>\$ 34,770</b>	
68	<b>Program Operations Second Year Funding</b>	5600	<b>\$ 861,507</b>	<b>\$ 407,503</b>	<b>\$ 452,391</b>	<b>\$ (409,116)</b>	
69	Undistributed PY 2014/2015 Potential Sequestration	5600	\$ -	\$ -	\$ -	\$ -	
70	<b>Total Expenditures</b>		<b>\$ 6,063,185</b>	<b>\$ 5,885,468</b>	<b>\$ 6,238,236</b>	<b>\$ 175,051</b>	

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Finance Committee  
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Subcontracted Services								
Fiscal Year Ending 6/30/2015					Dislocated			
Presented September 2014 - Final Budget					Worker	Dislocated	Rapid	Other Funding &
		Adult	Youth	Transfer to Adult	Worker	Response	Layoff Aversion	TOTAL
<b>A</b>	<b>Program Year 13/14 Rebudgeted &amp; 14/15 - Line 22-42 Schedule 3</b>							
1	Outreach Contracted Services	\$ 15,000	\$ 15,000	\$ -	\$ 15,000	\$ 5,000	\$ 1,000	\$ 51,000
2	Future Works	4,875	5,025	1,000	5,730	870	-	17,500
3	EMSI	-	-	-	-	16,000	2,750	18,750
4	Geographic Solutions (Case Management System)	13,495	13,495	-	13,495	-	-	40,485
5	Financial Audit	5,500	5,700	-	5,640	1,660	-	18,500
6	Kronick, Moskovitz, Tiedemann & Girard	8,584	8,584	8,584	7,584	1,000	-	34,336
7	State of California Employment Development Department (Roseville Rent)	22,430	22,731	-	29,769	4,520	-	79,450
8	Duff Brothers (Auburn Rent)	23,558	24,690	-	31,649	4,719	-	84,616
	<b>Agency Operations - Contracted Services Total</b>	<b>\$ 93,442</b>	<b>\$ 95,225</b>	<b>\$ 9,584</b>	<b>\$ 108,867</b>	<b>\$ 33,769</b>	<b>\$ 3,750</b>	<b>\$ 344,637</b>
<b>B</b>	<b>Program Year 13/14 - Lines 44-46 Schedule 3 Rebudgeted</b>							
1	El Dorado County One-Stop	\$ 134,141	\$ 210,937	\$ 105,632	\$ 105,632	\$ 41,298	\$ -	\$ 597,640
2	El Dorado County Direct Training	72,861	-	61,394	51,277	-	-	185,532
3	Alpine County One-Stop	1,253	2,481	30,666	21,085	-	-	55,485
4	Alpine County Direct Training	2,043	-	3,193	-	-	-	5,236
5	Placer County Youth Pride Industries	-	62,510	-	-	-	-	62,510
6	Placer County Business Assistance (Various Providers)	-	-	-	-	13,343	-	13,343
<b>C</b>	<b>Program Year 14/15 - Lines 47-56 Schedule 3</b>							
1	Mike Indiveri (WIA Agency Consultant)	\$ 2,750	\$ 2,850	\$ 1,910	\$ 1,910	\$ 580	\$ -	\$ 10,000
2	Placer County Core Services (Vendor TBD)	15,000	3,000	3,500	3,500	-	-	25,000
3	Placer County Youth (Vendor TBD)	-	90,000	-	-	-	-	90,000
4	El Dorado County Youth Contracted Services	-	272,980	-	-	-	-	272,980
5	El Dorado County One-Stop	205,240	-	126,845	126,844	60,918	-	519,847
6	El Dorado County Direct Training	61,882	-	38,245	38,244	-	-	138,371
7	Alpine County Youth Contracted Services	-	7,378	-	-	-	-	7,378
8	Alpine County One-Stop	5,547	-	3,428	3,428	72,767	-	85,170
9	Alpine County Direct Training	1,672	-	1,034	1,033	-	-	3,739
10	Consortium Layoff Aversion	-	-	-	-	-	31,194	31,194
	<b>Agency Program - Subcontracted Services Total</b>	<b>\$ 502,389</b>	<b>\$ 652,136</b>	<b>\$ 375,847</b>	<b>\$ 352,953</b>	<b>\$ 188,906</b>	<b>\$ 31,194</b>	<b>\$ 2,103,425</b>
	<b>Placer County</b>							
<b>D</b>	<b>Program Year 13/14 - Lines 53-66 Schedule 3</b>							
1	Placer County Client WEX Training (Intensive) Rebudgeted	\$ 7,375	\$ 12,110	\$ -	\$ -	\$ -	\$ -	\$ 19,485
2	Placer County Client WEX Training (Intensive) Remaining Funding	-	4,456	-	-	-	-	4,456
3	Placer County Client ITA, IR's & OJT Training Contracts Rebudgeted	9,239	-	-	13,240	18,314	-	40,793
4	Placer County Client ITA, IR's & OJT Training Contracts Remaining Funding	30,519	-	-	61,045	-	-	91,564
5	SETA NEG--OJT Training Contracts	-	-	-	-	-	50,000	50,000
<b>E</b>	<b>Program Year 14/15 - Lines 64-65 Schedule 3</b>							
1	Placer County Client ITA, IR's & OJT Training Contracts	\$ 103,693	\$ 10,000	\$ 64,085	\$ 64,086	\$ -	\$ -	\$ 241,864
2	Placer County Client WEX Training (Intensive)	15,000	26,000	-	-	-	-	41,000
3	Placer County Client Supportive Services (Intensive)	5,000	30,000	2,500	2,500	-	-	40,000
	<b>Placer County Total</b>	<b>\$ 170,826</b>	<b>\$ 82,566</b>	<b>\$ 66,585</b>	<b>\$ 140,871</b>	<b>\$ 18,314</b>	<b>\$ 50,000</b>	<b>\$ 529,162</b>
	<b>Agency Program Contracted Services Total</b>	<b>\$ 673,215</b>	<b>\$ 734,702</b>	<b>\$ 442,432</b>	<b>\$ 493,824</b>	<b>\$ 207,220</b>	<b>\$ 81,194</b>	<b>\$ 2,632,587</b>
	<b>Contracted Services - Administration &amp; Program Total</b>	<b>\$ 766,657</b>	<b>\$ 829,927</b>	<b>\$ 452,016</b>	<b>\$ 602,691</b>	<b>\$ 240,989</b>	<b>\$ 84,944</b>	<b>\$ 2,977,224</b>

Approved by:  
Finance Committee  
WIB  
Governing Board

Funding Allocation by County		Funding Categories						
WIA Formula Funds								
Program Year Ending 2015								
Presented September 2014 - Final Budget								
		Rapid Response	Layoff Aversion	Youth	Adult	Dislocated Worker	Total	
		<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>	<i>Actual</i>		
<b>Funding Awards Actual</b>		\$ 292,049	\$ 41,724	\$ 1,139,435	\$ 1,114,983	\$ 1,378,183	\$ 3,966,374	
<b>Agency Operations</b>								
Administration	10.00%	\$ -	\$ -	\$ 113,944	\$ 111,498	\$ 137,818	\$ 363,260	
Committee's/Legacy /Operations	25.25%	\$ 73,742	\$ 10,535	\$ 287,707	\$ 281,533	\$ 347,991	\$ 1,001,508	
<b>Agency Operation's Totals</b>		\$ 73,742	\$ 10,535	\$ 401,651	\$ 393,031	\$ 485,809	\$ 1,364,768	
<b>Award less Agency Operations</b>		\$ 218,307	\$ 31,189	\$ 737,784	\$ 721,952	\$ 892,374	\$ 2,601,606	
<b>Required Direct Training</b>		15.00%	\$ -	\$ -	\$ -	\$ 167,247	\$ 373,974	
<b>Allocation for Core &amp; Intensive Services</b>		\$ 218,307	\$ 31,189	\$ 737,784	\$ 554,705	\$ 685,647	\$ 2,227,632	
		<b>Adult &amp; Dislocated Worker Allocation</b>						
<b>Core &amp; Intensive Services</b>								
Placer	62.00%	\$ -	\$ -	\$ -	\$ 343,917	\$ 425,101	\$ 769,018	
El Dorado	37.00%	\$ -	\$ -	\$ -	\$ 205,241	\$ 253,689	\$ 458,930	
Alpine	1.00%	\$ -	\$ -	\$ -	\$ 5,547	\$ 6,856	\$ 12,403	
<b>Direct Training</b>								
Placer	62.00%	\$ -	\$ -	\$ -	\$ 103,693	\$ 128,172	\$ 231,865	
El Dorado	37.00%	\$ -	\$ -	\$ -	\$ 61,881	\$ 76,489	\$ 138,370	
Alpine	1.00%	\$ -	\$ -	\$ -	\$ 1,672	\$ 2,067	\$ 3,739	
		<b>Youth Allocation</b>						
Placer	62.00%	\$ -	\$ -	\$ 457,426	\$ -	\$ -	\$ 457,426	
El Dorado	37.00%	\$ -	\$ -	\$ 272,980	\$ -	\$ -	\$ 272,980	
Alpine	1.00%	\$ -	\$ -	\$ 7,378	\$ -	\$ -	\$ 7,378	
		<b>Rapid Response Allocation</b>						
Placer	33.3325%	\$ 72,767	\$ 10,398	\$ -	\$ -	\$ -	\$ 83,165	
El Dorado	33.3325%	\$ 72,767	\$ 10,399	\$ -	\$ -	\$ -	\$ 83,166	
Alpine	33.3325%	\$ 72,767	\$ 10,399	\$ -	\$ -	\$ -	\$ 83,166	
		<b>Allocations by County Totals</b>						
Placer		\$ 72,767	\$ 10,398	\$ 457,426	\$ 447,610	\$ 553,273	\$ 1,541,474	
El Dorado		\$ 72,767	\$ 10,399	\$ 272,980	\$ 267,122	\$ 330,178	\$ 953,446	
Alpine		\$ 72,767	\$ 10,399	\$ 7,378	\$ 7,219	\$ 8,923	\$ 106,686	
<b>Approved by:</b>								
<b>Finance Committee</b>						<b>Check Figure</b>	<b>\$ 3,966,374</b>	

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<b>Schedule for Leverage Requirements</b>				
<b>Direct Training Compliance</b>				
<b>Presented September 2014 - Final Budget</b>				
<b><u>Funding Categories</u></b>				
		<b>Adult</b>	<b>Dislocated Worker</b>	
		<b><u>Actual</u></b>	<b><u>Actual</u></b>	<b>Total</b>
<b>Funding Awards PY 2014/2015</b>		\$ 1,114,983	\$ 1,378,183	\$ 2,493,166
<b>Direct Training Requirement*</b>	<b>25.00%</b>	<b>\$ 278,746</b>	<b>\$ 344,546</b>	<b>\$ 623,291</b>
<b>Requirement met via:</b>				
<b>Program Year 2014/2015 WIA Cash</b>	<b>15.00%</b>	\$ 167,247	\$ 206,727	\$ 373,974
<b>Program Year 2014/2015 Planned Leverage</b>	<b>10.00%</b>	\$ 111,499	\$ 137,818	\$ 249,317
<b><u>Adult &amp; Dislocated Worker Distribution</u></b>				
<b>15% WIA Cash Award</b>				
Placer	62.00%	\$ 103,693	\$ 128,172	\$ 231,865
El Dorado	37.00%	61,881	76,489	138,370
Alpine	1.00%	1,672	2,067	3,739
<b>10% Leveraged Funds</b>				
Placer	62.00%	\$ 69,129	\$ 85,447	\$ 154,576
El Dorado	37.00%	41,255	50,993	92,248
Alpine	1.00%	1,115	1,378	2,493
<b>Total Required Direct Training (Check Figure)</b>		<b>\$ 278,745</b>	<b>\$ 344,546</b>	<b>\$ 623,291</b>
<b>* <u>Employment Development Department Workforce Services Directive 11-9</u></b>				
<b><u>WIA Training Expenditure Requirements as imposed by Senate Bill (SB)734.</u></b>				

Approved by:  
 Finance Committee  
 WIB  
 Governing Board

**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** September 18, 2014  
**TO:** Workforce Investment Board  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** DEI Final 14/15 Budget

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Resolution       Action Item       Information

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Attached is a Fiscal Year 2014/2015 final budget. The final budget reflects the third year of grant award spending plan.

**Budget Narrative for Disability Employment Initiative  
For Fiscal Year 2014/2015**

**Schedule 1 Schedule of Funding Sources & Expenditures**

Schedule shows in summary planned cash draws and expenditures for FY 2014/2015.  
The DEI Grant award period is 10/1/2011 thru 9/30/2014. Portions of award have been extended to 3/30/2015.

**Schedule 2 Funding Sources: Detail of New Funding and Actual Carryover**

Three funding streams support this grant.  
326 & 329 are Wagner Peyser funding.  
327 is in the form of WIA - Adult funding.

**Schedule 3 Operating Expenditures:**

10% of the grant award to support Administration expenditures.  
**Expenses covered:** partial cost of salaries, benefits, and rent.

**Program expenditures:** Disability Resources Coordinator, Case Manager salary & benefits  
Outreach to bring awareness about the services available under the program.  
Education for staff along with Client supported activities of WEX and Supportive Services.

**Schedule 4 Summary of Subcontracted Services**

Schedule presents funding being utilized for contracted services.  
El Dorado County awarded from two funding streams, 329 and 327 allowing for case management  
participant training and related services.

**Approved by:  
Finance Committee  
WIB  
Governing Board**

**Disability Employment Initiative  
Budget Summary  
For the Fiscal Year Ending 6/30/2015**

L i n e  #		<u>Expended Grant Life to Date as of 6/30/2014</u>	% of Total Funding	<u>Fiscal Year 2014/2015 Budget</u>	% of Total Funding
<b>1</b>	<b>Funding Sources:</b>				
2	DEI - Wagner Peyser	\$ 329,933		\$ 54,705	
3	DEI - Workforce Investment Act (WIA)	328,904		5,448	
4	DEI - Flex Funding	100,000		26,708	
<b>5</b>	<b>Total Funding Sources</b>	<u><b>\$ 758,837</b></u>		<u><b>\$ 86,861</b></u>	
	<b>Expenditures:</b>				
	Operations:				
6	Salaries and Benefits	449,392	59.22%	48,542	55.88%
7	Services and Supplies	60,928	8.03%	5,765	6.64%
<b>8</b>	<b>Total Operating Expenses</b>	<u><b>\$ 510,320</b></u>	<u><b>67.25%</b></u>	<u><b>\$ 54,307</b></u>	<u><b>62.52%</b></u>
9	Placer Direct & Intensive Services	\$ 42,243	5.57%	\$ 10,416	
10	El Dorado County	119,413	15.74%	22,138	25.49%
<b>11</b>	<b>Total Contracted Services</b>	<u><b>161,656</b></u>	<u><b>21.30%</b></u>	<u><b>32,554</b></u>	<u><b>37.48%</b></u>
<b>12</b>	<b>Second &amp; Third Year Funding</b>	<u>86,861</u>	<u><b>11.45%</b></u>	<u>-</u>	<u><b>0.00%</b></u>
<b>13</b>	<b>TOTAL EXPENDITURES</b>	<u><b>\$ 758,837</b></u>		<u><b>\$ 86,861</b></u>	
	<b>Net Income/(Loss)</b>	<b>\$ -</b>		<b>\$ -</b>	

Approved by:  
Finance Committee  
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Governing Board

Disability Employment Initiative Funding Sources For the Fiscal Year Ending 6/30/15						
					<u>Funding</u>	<u>Remaining</u>
				<u>Total Grant</u>	<u>Expended as of</u>	<u>Grant Awards</u>
				<u>Awarded</u>	<u>6/30/2014</u>	<u>Available 2014/2015</u>
<b>California Disability Employment Initiative</b>						
1		DEI - Wagner Peyser	326	\$ 329,933	\$ 275,228	\$ 54,705
2		DEI - WIA	327	328,904	323,456	5,448
3		DEI - Potential Flex Funding	329	100,000	73,292	26,708
4		<b>Total DEI Allocations</b>		<b>\$ 758,837</b>	<b>\$ 671,976</b>	<b>\$ 86,861</b>

Approved by:  
 Finance Committee  
 WIB  
 Governing Board

<b>Summary of Operating Expenditures</b>					
<b>Disability Employment Initiative</b>					
<b>For the Fiscal Year Ending 6/30/2015</b>					
	<u>Description</u>	<u>Object Level 3</u>	<u>Disability Employment Actual 6/30/2014</u>	<u>Disability Employment Final Budget 6/30/2015</u>	
			<u>Life to Date</u>		
	<b>Active Employee Salaries and Benefits</b>				
1	Salaries and Wages	1002	\$ 294,729	\$ 38,203	
2	P.E.R.S. Retirement	1300	84,697	6,859	
3	F.I.C.A. - Staff - Medicare & UI Benefits	1301	6,589	880	
4	Other Post Employment Benefits	1303	41,870	-	
5	Employee Group Ins.	1310	18,396	1,844	
6	Staff Workers Comp	1315	3,111	756	
7	<b>Total Salaries &amp; Employee Benefits:</b>		<b>\$ 449,392</b>	<b>\$ 48,542</b>	
	<b>Services and Supplies:</b>				
8	Office Supplies	2523	\$ 3,463	\$ -	
9	Postage	2524	50	-	
10	Printing	2511	2,683	1,000	
11	Operating Materials	2534	4,589	-	
12	Miscellaneous Expense	2456	147	-	
13	Rents & Leases - Buildings	2727	17,874	-	
14	Signing & Safety Material	2778	162	-	
15	Small Equipment	2821	3,566	-	
16	Media Services/Outreach/Events	2829	6,322	1,000	
17	Training Staff	2844	6,433	1,500	
18	Staff Mileage	2931	7,429	500	
19	Travel & Transportation	2932	5,564	1,765	
20	Meals/Food Purchases	2964	2,646	-	
21	<b>Total Services &amp; Supplies:</b>		<b>\$ 60,928</b>	<b>\$ 5,765</b>	
22	Golden Sierra WEX	1015/1565	\$ 14,738	\$ 9,050	Schedule 4 B1 & B2
23	Supportive Services	2840	3,870	-	
24	G.S. IR/ITA/OJT Contracts	2841	23,635	1,366	Schedule 4 B3
25	Sub Contracted Services	2555	119,413	22,138	Schedule 4 A1 & A2
26	Final Year Funding for Grant 326,327 & 329	5600	\$ 86,861	\$ -	
27			<b>\$ 248,517</b>	<b>\$ 32,554</b>	
28	<b>TOTAL EXPENDITURES</b>		<b>\$ 758,837</b>	<b>\$ 86,861</b>	

Approved by:  
Finance Committee  
WIB  
Governing Board

<b>Summary of Subcontracted Services</b>					
<b>Disability Employment Initiative</b>					
<b>For the Fiscal Year Ending 6/30/2015</b>					
<b>A</b>	<b>Lines Supported in Schedule 3</b>	<b>Wagner Peyster</b>	<b>WIA - Adult</b>	<b>Flex Funding</b>	<b>Final Budget</b>
1	El Dorado Consortium	\$ -	\$ 2,886	\$ -	\$ 2,886
2	El Dorado Consortium	-	-	19,242	19,242
<b>B</b>	<b>Placer County</b>				
3	Client WEX Training Contracts Rebudgeted	\$ 5,126	\$ -	\$ -	\$ 5,126
4	Client WEX Training Contracts Available	3,824	-	-	3,824
5	Client ITA & OJT Contracts	-	1,366	-	1,366
<b>Total Contracted Services</b>		<b>\$ 8,950</b>	<b>\$ 4,252</b>	<b>\$ 19,242</b>	<b>\$ 32,444</b>

Approved by:  
 Finance Committee  
 WIB  
 Governing Board

**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** September 18, 2014  
**TO:** Workforce Investment Board  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Prop 39 Final 14/15 Budget

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Resolution       Action Item       Information

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Attached is a Fiscal Year 2014/2015 final budget. The final budget reflects the spending plan for grant award.



**Budgt Narrative for Proposition 39 Contract Award  
For Fiscal Year 2014/2015**

**Schedule 1 Schedule of Funding Sources & Expenditures**

Schedule shows in summary planned expenditures for FY 2014/2015.  
The Prop 39 Contract award period is 6/1/2014 thru 12/31/2015.  
Plan is to expend all funding in current fiscal year.

Golden Sierra Job Training Agency will coordinate services with Sierra College, CCC & NSBIA.  
for the consortium. The goal is to serve 15 participants.

**Approved by:  
Finance Committee  
WIB  
Governing Board**

Proposition 39  
Budget Summary  
For the Fiscal Year Ending 6/30/2015

L i n e  #		<u>Fiscal Year</u> <u>2014/2015</u> <u>Budget</u>	% of Total Funding
1	<b>Funding Sources:</b>		
2		\$ 104,675	
	<b>Total Funding Sources</b>	<u>\$ 104,675</u>	
	<b>Expenditures:</b>		
	Operations:		
3	Salaries and Benefits	53,879	51.47%
4	Services and Supplies	11,837	11.31%
5	<b>Total Operating Expenses</b>	<u>\$ 65,716</u>	<u>62.78%</u>
6	Placer Direct & Intensive Services	\$ 38,959	
7	<b>Total Contracted Services</b>	<u>38,959</u>	<u>37.22%</u>
8	<b>Second &amp; Third Year Funding</b>	<u>-</u>	<u>0.00%</u>
9	<b>TOTAL EXPENDITURES</b>	<u>\$ 104,675</u>	
	<b>Net Income/(Loss)</b>	\$ -	

Approved by:  
Finance Committee  
WIB  
Governing Board

**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** September 18, 2014  
**TO:** WIB members  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** BSC Matrix

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Resolution       Action Item       Information

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The Business Services Committee is requesting your approval to proceed with populating and implementing the attached BSC Matrix as a staff/partner resource tool.

This is a working document. The intent is to populate the document based on current partnerships, and then distribute to staff and partners. There will be an educational component provided to the staff/partners to ensure that the document is used properly.



**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** September 18, 2014  
**TO:** Workforce Investment Board  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Memorandum of Understanding (MOU)

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Resolution       Action Item       Information

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Your approval is requested for the attached Memorandum of Understanding (MOUs) between Golden Sierra Job Training Agency, Golden Sierra Workforce Investment Board and:

- PCOE – 49er ROP
- Project GO, Inc. (CSBG)
- Placer County HHS  
Employment Services & Housing Authority

# **Memorandum of Understanding**

Between

**Golden Sierra Job Training Agency**

And

**The Golden Sierra Workforce Investment Board**

And

**Placer County Office of Education: 49er Regional Occupational Program**

**I. Purpose**

The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities as mutually agreed by the parties for the operation of the America's Job Centers of California (AJCC) located within Placer County as required under the Workforce Investment Act (WIA).

It is expressly understood by all parties that this MOU does not constitute a binding financial commitment, but rather the intent to work cooperatively to improve services to the community.

**II. Term of Agreement**

This MOU will be in effect from **July 1, 2014 to June 30, 2017**. In the event that it becomes necessary for a party to cease being a part of this MOU, said party shall notify the other parties, in writing, 60 days in advance of that intention. The other parties to this MOU shall then determine how to replace or offset the loss of participation and resources to the AJCCs.

**III. Modification**

This MOU may be modified, altered, or revised, as necessary, by the issuance of a written amendment signed and dated by all parties.

If any provision of this MOU is held invalid or otherwise stricken, the remainder of this MOU shall remain in full force and effect.

**IV. Resource Sharing Agreement**

WIA 121(c)(2)(A)(ii) and 20 CFR 662.270 require that the funding arrangements for services and operating costs of the AJCCs be described in this MOU. Placer County Office of Education (PCOE) will negotiate any financial participation in the operating costs of those AJCCs in which PCOE staff is co-located. Allocation and payment of the operating costs of the AJCC that is attributable to PCOE, if any, will be addressed in a

separate Resource Sharing Agreement (RSA). Such financial participation agreements shall be done in conformance with all state and federal guidelines as outlined in EDD Monitoring Guide (WIAMG-13). This MOU shall be referenced in such financial participation contracts.

**V. Agreements/Functions**

- A. Parties to this MOU mutually agree to coordinate and perform the activities and services described herein as authorized by applicable laws and regulations governing the parties' respective programs and agencies. All parties agree to:
1. Acknowledge Auburn Connections and/or Roseville Connections as the AJCCs operating in Placer County.
  2. Participate in good faith in routine partner meetings devoted to the continuous improvement of the AJCCs in Placer County.
  3. Share data, information, and resources (consistent with confidentiality requirements) that will enhance services to customers.
  4. Support the three strategic goals of the AJCC network:
    - i. Meet the workforce needs of high demand sectors of the state and regional economies, by providing quality training, employment services, and business resources to California's workforce system with integrity, accountability, and fiscal responsibility.
    - ii. Ensure the services and resources throughout the network meet the needs of an evolving economic climate.
    - iii. Strengthen awareness of network services and resources to California's workforce by supporting system alignment and continuous improvement efforts.
- B. Golden Sierra Job Training Agency agrees to:
1. Determine eligibility for WIA services.
  2. Provide priority of service to veterans and covered spouses for any qualified job training program pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.
  3. Provide outreach, recruitment, intake, and orientation activities.
  4. Provide job search, placement assistance, and career guidance.
  5. Provide labor market information and information on job vacancies.
  6. Provide information on local and regional training providers.
  7. Provide information on community support services.
  8. Provide information and services to employers which may include:
    - i. Labor market information
    - ii. Wage and benefit information
    - iii. Local labor pool information
    - iv. Internet talent search and job posting
    - v. Financial assistance for employee training
    - vi. Employee recruitment and pre-screening services
    - vii. Employee assessment and testing services
    - viii. Job fairs

- ix. Tax credit information
- x. Outplacement assistance
- xi. Local economic development efforts
- xii. Employer workshops and seminars

C. Placer County Office of Education: 49er Regional Occupational Program agrees to:

1. Determine eligibility for career and educational opportunities funded by the 49er Regional Occupational Program.
2. Provide outreach, recruitment, intake, and orientation activities for the individuals attributable to the 49er Regional Occupational Program.
3. Provide information on community support services.
4. Provide information about course offerings and upcoming events.
5. Provide brochure holders and literature about the 49er Regional Occupational Program for both Auburn Connections and Roseville Connections.
6. Provide a training session (once a year) to AJCC staff. Topics may include eligibility criteria, program changes, outreach strategies, etc.

**VI. Referral Process**

After an initial interview, evaluation, or assessment of a customer's needs, AJCC staff will recommend a referral to one or more partner agencies as appropriate. The referral recommendation will be discussed with the customer in a courteous and professional manner to ensure agreement. Parties to the MOU agree to accept a variety of referral methods including in-person, telephone, Internet, and hard copy referral forms.

**VII. Identity**

The physical locations of Roseville Connections and Auburn Connections will be identified with signage indicating, "Connections - A Proud Partner of America's Job Centers of California." Public information products shall reflect all invested partners, as agreed to by the partners.

**VIII. Supervision**

All parties shall maintain operational responsibility and fiscal control for their staff assigned to Roseville Connections and/or Auburn Connections. All parties shall ensure their staff adheres to the job center's policies and procedures.

**IX. Method of Dispute Resolution**

The parties shall first attempt to resolve all disputes informally. Either party may call a meeting of all parties to discuss and resolve disputes. Should informal resolution efforts fail, the dispute shall be referred in writing to the Executive Director of Golden Sierra Job Training Agency (the designated job center operator). The Executive Director shall issue his/her resolution in writing within ten working days to both parties. If the Executive Director's resolution is not acceptable, the parties may then request in writing that Golden Sierra's Executive Director place a dispute on the agenda of the next regular or special meeting of the Workforce Investment Board's Executive Committee. The decision of the Executive Committee shall be final.



**X. Confidentiality**

Client information shall be shared solely for the purpose of registration, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other party.

**XI. Press Release and Communications**

Each party shall acknowledge Connections when communicating with the press, television, radio or any other form of media regarding the duties or performance under this MOU. Participation of the parties in press/media presentations will be determined by each party's public relations policies.

**XII. Insurance**

Each party agrees to maintain in full force and effect during the term of this MOU and any extension thereof, commercial general liability insurance, or self-insurance, with limits of not less than \$1,000,000 single limit coverage per occurrence for bodily injury, personal injury, and property damage. Upon request from either party, the other party shall provide an appropriate certificate evidencing such insurance, or self-insurance, to the requesting party.

**XIII. Hold Harmless/Indemnification**

In accordance with provisions of Section 895.4 of the California Government Code, all parties to this MOU hereby agrees to indemnify, defend and hold harmless the other parties to this MOU from and against any and all claims, demands, damages and cost arising out of or resulting from any acts of omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. Such an indemnification includes any attorney's fees and costs. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU as long as the disputed acts or omission occurred during the term of the MOU.

**XIV. Discrimination Clause**

Parties to this MOU shall not unlawfully discriminate, harass, or allow harassment against any employee, customer or applicant due to gender, race, color, ancestry, religion, national origin, physical disability, mental disability, medical conditions, age, or marital status. Parties shall comply with provisions of the Fair Employment and Housing Act (Government Code Section 12990), the Americans with Disabilities Act of 1990 (ADA), and related applicable regulations.

**XV. Authority and Signatures**

<p><b>THE GOLDEN SIERRA WORKFORCE INVESTMENT BOARD</b></p> <hr/> <p><b>Signature and Date</b></p> <p><b>Susan “Tink” Miller, Chairperson</b></p> <hr/> <p><b>Name and Title</b></p>	<p><b>GOLDEN SIERRA JOB TRAINING AGENCY</b></p> <hr/> <p><b>Signature and Date</b></p> <p><b>Jason Buckingham, Executive Director</b></p> <hr/> <p><b>Name and Title</b></p>
<p><b>CHIEF ELECTED OFFICIAL</b></p> <hr/> <p><b>Signature and Date</b></p> <p><b>Katherine Rakow, Chairperson</b></p> <hr/> <p><b>Name and Title</b></p>	<p><b>PLACER COUNTY OFFICE OF EDUCATION</b></p> <hr/> <p><b>Signature and Date</b></p> <p><b>Sheryl Ryder, Executive Director</b></p> <hr/> <p><b>Name and Title</b></p>

# **Memorandum of Understanding**

Between

**Golden Sierra Job Training Agency**

And

**The Golden Sierra Workforce Investment Board**

And

**The Community Services Block Grant Provider – Project GO, Inc.**

## **I. Purpose**

The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities as mutually agreed by the parties for the operation of the America's Job Centers of California (AJCC) located within Placer County as required under the Workforce Investment Act (WIA).

It is expressly understood by all parties that this MOU does not constitute a binding financial commitment, but rather the intent to work cooperatively to improve services to the community.

## **II. Term of Agreement**

This MOU will be in effect from **July 1, 2014 to June 30, 2017**. In the event that it becomes necessary for a party to cease being a part of this MOU, said party shall notify the other parties, in writing, 60 days in advance of that intention. The other parties to this MOU shall then determine how to replace or offset the loss of participation and resources to the AJCCs.

## **III. Modification**

This MOU may be modified, altered, or revised, as necessary, by the issuance of a written amendment signed and dated by all parties.

If any provision of this MOU is held invalid or otherwise stricken, the remainder of this MOU shall remain in full force and effect.

## **IV. Resource Sharing Agreement**

WIA 121(c)(2)(A)(ii) and 20 CFR 662.270 require that the funding arrangements for services and operating costs of the AJCCs be described in this MOU. Project GO, Inc. will negotiate any financial participation in the operating costs of those AJCCs in which Project GO, Inc. staff is co-located. Allocation and payment of the operating costs of the AJCC that is attributable to Project GO, Inc., if any, will be addressed in a separate

Resource Sharing Agreement (RSA). Such financial participation agreements shall be done in conformance with all state and federal guidelines as outlined in EDD Monitoring Guide (WIAMG-13). This MOU shall be referenced in such financial participation contracts.

**V. Agreements/Functions**

- A. Parties to this MOU mutually agree to coordinate and perform the activities and services described herein as authorized by applicable laws and regulations governing the parties' respective programs and agencies. All parties agree to:
1. Acknowledge Auburn Connections and/or Roseville Connections as the AJCCs operating in Placer County.
  2. Participate in good faith in routine partner meetings devoted to the continuous improvement of the AJCCs in Placer County.
  3. Share data, information, and resources (consistent with confidentiality requirements) that will enhance services to customers.
  4. Support the three strategic goals of the AJCC network:
    - i. Meet the workforce needs of high demand sectors of the state and regional economies, by providing quality training, employment services, and business resources to California's workforce system with integrity, accountability, and fiscal responsibility.
    - ii. Ensure the services and resources throughout the network meet the needs of an evolving economic climate.
    - iii. Strengthen awareness of network services and resources to California's workforce by supporting system alignment and continuous improvement efforts.
- B. Golden Sierra Job Training Agency agrees to:
1. Determine eligibility for WIA services.
  2. Provide priority of service to veterans and covered spouses for any qualified job training program pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.
  3. Provide outreach, recruitment, intake, and orientation activities.
  4. Provide job search, placement assistance, and career guidance.
  5. Provide labor market information and information on job vacancies.
  6. Provide information on local and regional training providers.
  7. Provide information on community support services.
  8. Provide information and services to employers which may include:
    - i. Labor market information
    - ii. Wage and benefit information
    - iii. Local labor pool information
    - iv. Internet talent search and job posting
    - v. Financial assistance for employee training
    - vi. Employee recruitment and pre-screening services
    - vii. Employee assessment and testing services
    - viii. Job fairs

- ix. Tax credit information
- x. Outplacement assistance
- xi. Local economic development efforts
- xii. Employer workshops and seminars

C. Project GO, Inc. agrees to:

1. Provide brochure holders and promotional materials about Community Service Block Grant Programs (when they become available) for both Auburn Connections and Roseville Connections.
2. Provide a training session (once a year) to AJCC staff. Topics may include eligibility criteria, program changes, outreach strategies, etc.
3. Provide information related to Project GO Weatherization, Energy Assistance, Housing and Community Services Block Grant Programs.
4. Collaborate to provide appropriate referrals to the job center and Golden Sierra's job seeker assistance programs.

**VI. Referral Process**

After an initial interview, evaluation, or assessment of a customer's needs, AJCC staff will recommend a referral to one or more partner agencies as appropriate. The referral recommendation will be discussed with the customer in a courteous and professional manner to ensure agreement. Parties to the MOU agree to accept a variety of referral methods including in-person, telephone, Internet, and hard copy referral forms.

**VII. Identity**

The physical locations of Roseville Connections and Auburn Connections will be identified with signage indicating, "Connections - A Proud Partner of America's Job Centers of California." Public information products shall reflect all invested partners, as agreed to by the partners.

**VIII. Supervision**

All parties shall maintain operational responsibility and fiscal control for their staff when assigned to (and/or visiting) Roseville Connections and/or Auburn Connections. All parties shall ensure their staff adheres to the job center's policies and procedures.

**IX. Method of Dispute Resolution**

The parties shall first attempt to resolve all disputes informally. Either party may call a meeting of all parties to discuss and resolve disputes. Should informal resolution efforts fails, the dispute shall be referred in writing to the Executive Director of Golden Sierra Job Training Agency (the designated job center operator). The Executive Director shall issue his/her resolution in writing within ten working days to both parties. If the Executive Director's resolution is not acceptable, the parties may then request in writing that Golden Sierra's Executive Director place a dispute on the agenda of the next regular or special meeting of the WIB's Executive Committee. The decision of the Executive Committee shall be final.

**X. Confidentiality**

Client information shall be shared solely for the purpose of registration, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other party.

**XI. Press Release and Communications**

Each party shall acknowledge Connections when communicating with the press, television, radio or any other form of media regarding the duties or performance under this MOU. Participation of the parties in press/media presentations will be determined by each party's public relations policies.

**XII. Insurance**

Each party agrees to maintain in full force and effect during the term of this MOU and any extension thereof, commercial general liability insurance, or self-insurance, with limits of not less than \$1,000,000 single limit coverage per occurrence for bodily injury, personal injury, and property damage. Upon request from either party, the other party shall provide an appropriate certificate evidencing such insurance, or self-insurance, to the requesting party.

**XIII. Hold Harmless/Indemnification**

In accordance with provisions of Section 895.4 of the California Government Code, all parties to this MOU hereby agrees to indemnify, defend and hold harmless the other parties to this MOU from and against any and all claims, demands, damages and cost arising out of or resulting from any acts of omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. Such an indemnification includes any attorney's fees and costs. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU as long as the disputed acts or omission occurred during the term of the MOU.

**XIV. Discrimination Clause**

Parties to this MOU shall not unlawfully discriminate, harass, or allow harassment against any employee, customer or applicant due to gender, race, color, ancestry, religion, national origin, physical disability, mental disability, medical conditions, age, or marital status. Parties shall comply with provisions of the Fair Employment and Housing Act (Government Code Section 12990), the Americans with Disabilities Act of 1990 (ADA), and related applicable regulations.

**XV. Authority and Signatures**

<p><b>THE GOLDEN SIERRA WORKFORCE INVESTMENT BOARD:</b></p> <hr/> <p><b>Signature and Date</b></p> <hr/> <p><b>Susan “Tink” Miller, Chairperson</b></p> <hr/> <p><b>Name and Title</b></p>	<p><b>GOLDEN SIERRA JOB TRAINING AGENCY:</b></p> <hr/> <p><b>Signature and Date</b></p> <hr/> <p><b>Jason Buckingham, Executive Director</b></p> <hr/> <p><b>Name and Title</b></p>
<p><b>CHIEF ELECTED OFFICIAL:</b></p> <hr/> <p><b>Signature and Date</b></p> <hr/> <p><b>Katherine Rakow, Chairperson</b></p> <hr/> <p><b>Name and Title</b></p>	<p><b>PROJECT GO, INC.:</b></p> <hr/> <p><b>Signature and Date</b></p> <hr/> <p><b>Lynda Timbers, Executive Director</b></p> <hr/> <p><b>Name and Title</b></p>

# **Memorandum of Understanding**

Between

**Golden Sierra Job Training Agency**

And

**The Golden Sierra Workforce Investment Board**

And

**Placer County Health and Human Services  
(Employment Services & Housing Authority)**

## **I. Purpose**

The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities as mutually agreed by the parties for the operation of the America's Job Centers of California (AJCC) located within Placer County as required under the Workforce Investment Act (WIA).

It is expressly understood by all parties that this MOU does not constitute a binding financial commitment, but rather the intent to work cooperatively to improve services to the community.

## **II. Term of Agreement**

This MOU will be in effect from **July 1, 2014 to June 30, 2017**. In the event that it becomes necessary for a party to cease being a part of this MOU, said party shall notify the other parties, in writing, 60 days in advance of that intention. The other parties to this MOU shall then determine how to replace or offset the loss of participation and resources to the AJCCs.

## **III. Modification**

This MOU may be modified, altered, or revised, as necessary, by the issuance of a written amendment signed and dated by all parties.

If any provision of this MOU is held invalid or otherwise stricken, the remainder of this MOU shall remain in full force and effect.

## **IV. Resource Sharing Agreement**

WIA 121(c)(2)(A)(ii) and 20 CFR 662.270 require that the funding arrangements for services and operating costs of the AJCCs be described in this MOU. Placer County Health and Human Services (PCHHS) will negotiate any financial participation in the operating costs of those AJCCs in which PCHHS staff is co-located. Allocation and



payment of the operating costs of the AJCC that is attributable to PCHHS, if any, will be addressed in a separate Resource Sharing Agreement (RSA). Such financial participation agreements shall be done in conformance with all state and federal guidelines as outlined in EDD Monitoring Guide (WIAMG-13). This MOU shall be referenced in such financial participation contracts.

**V. Agreements/Functions**

- A. Parties to this MOU mutually agree to coordinate and perform the activities and services described herein as authorized by applicable laws and regulations governing the parties' respective programs and agencies. All parties agree to:
1. Acknowledge Auburn Connections and/or Roseville Connections as the AJCCs operating in Placer County.
  2. Participate in good faith in routine partner meetings devoted to the continuous improvement of the AJCCs in Placer County.
  3. Share data, information, and resources (consistent with confidentiality requirements) that will enhance services to customers.
  4. Support the three strategic goals of the AJCC network:
    - i. Meet the workforce needs of high demand sectors of the state and regional economies, by providing quality training, employment services, and business resources to California's workforce system with integrity, accountability, and fiscal responsibility.
    - ii. Ensure the services and resources throughout the network meet the needs of an evolving economic climate.
    - iii. Strengthen awareness of network services and resources to California's workforce by supporting system alignment and continuous improvement efforts.
- B. Golden Sierra Job Training Agency agrees to:
1. Determine eligibility for WIA services.
  2. Provide priority of service to veterans and covered spouses for any qualified job training program pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.
  3. Provide outreach, recruitment, intake, and orientation activities.
  4. Provide job search, placement assistance, and career guidance.
  5. Provide labor market information and information on job vacancies.
  6. Provide information on local and regional training providers.
  7. Provide information on community support services.
  8. Provide information and services to employers which may include:
    - i. Labor market information
    - ii. Wage and benefit information
    - iii. Local labor pool information
    - iv. Internet talent search and job posting
    - v. Financial assistance for employee training
    - vi. Employee recruitment and pre-screening services
    - vii. Employee assessment and testing services

- viii. Job fairs
  - ix. Tax credit information
  - x. Outplacement assistance
  - xi. Local economic development efforts
  - xii. Employer workshops and seminars
  - 9. Offer meeting room space to Employment Services based on availability.
- C. Employment Services agrees to:
- 1. Determine eligibility for Welfare to Work activities authorized under section 403(a)(5) of the Social Security Act.
  - 2. Provide outreach, recruitment, intake, and orientation activities for the individuals attributable to the Welfare to Work program.
  - 3. Provide job search, placement assistance, and career guidance for the individuals attributable to the Welfare to Work program.
  - 4. Provide information on community support services.
  - 5. Provide information and services to employers which may include:
    - i. Hiring incentives for training Welfare to Work participants
  - 6. Provide brochure holders and literature about Employment Services for both Auburn Connections and Roseville Connections.
  - 7. Provide a training session (once a year) to AJCC staff. Topics may include eligibility criteria, program changes, outreach strategies, etc.
  - 8. Collaborate to provide work readiness workshops as negotiated.
- D. Housing Authority agrees to:
- 1. Determine eligibility for housing assistance benefits funded by the U.S. Department of Housing and Urban Development.
  - 2. Provide outreach, recruitment, intake, and orientation activities for the individuals attributable to the County's housing programs.
  - 3. Provide information on community support services related to housing.
  - 4. Provide information about fair housing practices, including a customer's rights as a renter.
  - 5. Provide brochure holders and literature about the Housing Choice Voucher program and the HUD-Veteran's Affairs Supportive Housing program for both Auburn Connections and Roseville Connections.
  - 6. Provide a training session (once a year) to AJCC staff. Topics may include eligibility criteria, program changes, outreach strategies, etc.

## **VI. Referral Process**

After an initial interview, evaluation, or assessment of a customer's needs, AJCC staff will recommend a referral to one or more partner agencies as appropriate. The referral recommendation will be discussed with the customer in a courteous and professional manner to ensure agreement. Parties to the MOU agree to accept a variety of referral methods including in-person, telephone, Internet, and hard copy referral forms. In the event the parties are unable to accept referrals, customers will be provided with information about alternative community resources.

**VII. Identity**

The physical locations of Roseville Connections and Auburn Connections will be identified with signage indicating, "Connections - A Proud Partner of America's Job Centers of California." Public information products shall reflect all invested partners, as agreed to by the partners.

**VIII. Supervision**

All parties shall maintain operational responsibility and fiscal control for their staff assigned to Roseville Connections and/or Auburn Connections. All parties shall ensure their staff adheres to the job center's policies and procedures.

**IX. Method of Dispute Resolution**

The parties shall first attempt to resolve all disputes informally. Either party may call a meeting of all parties to discuss and resolve disputes. Should informal resolution efforts fail, the dispute shall be referred in writing to the Executive Director of Golden Sierra Job Training Agency (the designated job center operator). The Executive Director shall issue his/her resolution in writing within ten working days to both parties. If the Executive Director's resolution is not acceptable, the parties may then request in writing that Golden Sierra's Executive Director place a dispute on the agenda of the next regular or special meeting of the Workforce Investment Board's Executive Committee. The decision of the Executive Committee shall be final.

**X. Confidentiality**

Client information shall be shared solely for the purpose of registration, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other party.

**XI. Press Release and Communications**

Each party shall acknowledge Connections when communicating with the press, television, radio or any other form of media regarding the duties or performance under this MOU. Participation of the parties in press/media presentations will be determined by each party's public relations policies.

**XII. Insurance**

Each party agrees to maintain in full force and effect during the term of this MOU and any extension thereof, workers compensation insurance and commercial general liability insurance, or self-insurance, with limits of not less than \$1,000,000 single limit coverage per occurrence for bodily injury, personal injury, and property damage. Upon request from either party, the other party shall provide an appropriate certificate evidencing such insurance, or self-insurance, to the requesting party.

**XIII. Hold Harmless/Indemnification**

In accordance with provisions of Section 895.4 of the California Government Code, all parties to this MOU hereby agree to indemnify, defend and hold harmless the other parties to this MOU from and against any and all claims, demands, damages and cost arising out of or resulting from any acts of omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. Such an indemnification includes any attorney's fees and costs. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU as long as the disputed acts or omission occurred during the term of the MOU.

**XIV. Discrimination Clause**

Parties to this MOU shall not unlawfully discriminate, harass, or allow harassment against any employee, customer or applicant due to gender, race, color, ancestry, religion, national origin, physical disability, mental disability, medical conditions, age, or marital status. Parties shall comply with provisions of the Fair Employment and Housing Act (Government Code Section 12990), the Americans with Disabilities Act of 1990 (ADA), and related applicable regulations.

**XV. Authority and Signatures**

<p><b>THE GOLDEN SIERRA WORKFORCE INVESTMENT BOARD</b></p> <hr/> <p><b>Signature and Date</b></p> <p><b>Susan “Tink” Miller, Chairperson</b></p> <hr/> <p><b>Name and Title</b></p>	<p><b>GOLDEN SIERRA JOB TRAINING AGENCY</b></p> <hr/> <p><b>Signature and Date</b></p> <p><b>Jason Buckingham, Executive Director</b></p> <hr/> <p><b>Name and Title</b></p>
<p><b>CHIEF ELECTED OFFICIAL</b></p> <hr/> <p><b>Signature and Date</b></p> <p><b>Katherine Rakow, Chairperson</b></p> <hr/> <p><b>Name and Title</b></p>	<p><b>PLACER COUNTY HEALTH AND HUMAN SERVICES</b></p> <hr/> <p><b>Signature and Date</b></p> <p><b>Jeffrey S. Brown M.P.H., M.S.W., Director of Health &amp; Human Services</b></p> <hr/> <p><b>Name and Title</b></p>