

# GOLDEN SIERRA JOB TRAINING AGENCY

## GOVERNING BODY SPECIAL MEETING MINUTES

Thursday, April 9, 2015 – 2:00 p.m.

Golden Sierra Job Training Agency  
1919 Grass Valley Hwy, Suite 100  
Auburn, CA 95603

(1) Alpine County Administration Bldg.  
Board of Supervisors  
Conference Room  
99 Water Street  
Markleeville, CA 96120

(2) Placer County District Office  
1700 Eureka Road, Suite 160  
Roseville, CA 95661

### I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order at 2:00 p.m. by Chair Rakow

Present: Katherine Rakow (1), Kirk Uhler (2)

Absent: Michael Ranalli

Guests: Jason Buckingham, Terrie Trombley, Lorna Magnussen, Michael Indiveri,  
Kristianne Seargeant, Herman Williams, Kathy Spindola

*(#) indicates teleconferencing location*

### II. APPROVAL OF AGENDA

Request to remove agenda items X and XI.

**Motion** to approve agenda as amended by Uhler, second by Rakow.

**Motion** approved by roll call vote.

### III. CONSENT AGENDA

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

A. Approval of Minutes from February 10, 2015 GB Meeting

**Motion** to approve the consent agenda by Uhler, second by Rakow

**Motion** approved by roll call vote

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

Rakow congratulated Golden Sierra, Placer County for their Economic Development Award.

*Rakow called the meeting into closed session at 2:10 p.m.*

V. CLOSED SESSION

CONFERENCE WITH LABOR NEGOTIATORS  
(Government Code §54957.6)

AGENCY DESIGNATED REPRESENTATIVES:  
JASON BUCKINGHAM; TERRIE TROMBLEY & KRISTIANNE SERGEANT

*Employee Organization: Stationary Engineers Local 39*

VI. CLOSED SESSION

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION  
(Government Code §54957)

TITLE: EXECUTIVE DIRECTOR

*Rakow called the meeting back into open session at 2:37 p.m.*

Report out: Board has given information and direction to labor negotiators.

VII. APPROVE FY 2013/2014 FINANCIAL STATEMENT AND SINGLE AUDIT; VAVRINEK, TRINE, DAY & CO

Buckingham introduced Herman Williams from Vavrinek, Trine, Day & Co. who presented the report from the 2013/2014 financial statement and single audit.

Williams explained that based on their audit, the financial statements are fairly presented in all material respects, and they issued a clean opinion on Golden Sierra's statements. No audit adjustments were added in regard to governance AUC260. Williams gave an overview of the three reports:

- Independent Auditors Report – A clean opinion was issued on the financial statements.

*Noted: Rakow did not have a complete agenda packet which included the auditor's report.*

- Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance – No deficiencies were found with no findings to report out.
- Independent Auditor's Report on Compliance for each Major Federal Program and on Internal Control over Compliance Required by OMB Circular A-133 – The Agency complied in all material respects with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2014.

Williams reported that the agency's Schedule of Expenditures of Federal Awards (SEFA) numbers were consistent with the financial statements that were audited as a whole. There were no disagreements with management or issues with documentation while performing the audit, therefore; a clean report was given.

**Motion** to approve the 2013/2014 Financial Statement and Single Audit by Uhler, second by Rakow.

**Motion** approved by roll call vote.

Indiveri asked for clarification on the decline of the total number of other postemployment benefits (OPEB) figures. Trombley explained that there are employees with retirement potential that are calculated in. The figures were showing 22 active employees and 32 retirees and beneficiaries receiving benefits. It was explained that should someone leave the agency and hire on with a reciprocity agency then eventually Golden Sierra will be responsible for their retirement, so they are included in the 32 calculation. Trombley also explained that there is an actuarial standard assumption put in place when considering whether someone is a full FTE or half FTE.

VIII. APPROVE LOCAL AREA DESIGNATION APPLICATION (WSD14-10)

Buckingham explained that receiving Local Area Designation is the first step in order to provide services under WIOA . The application must be approved by the Workforce Board as well as the Governing Body. The Workforce Board approved the application at their last meeting so the Agency is asking for approval by the Governing Body. It was submitted unsigned by the deadline in accordance with WSD14-10, but will be resubmitted with the final signatures.

**Motion** to approve Local Area Designation application by Uhler, second by Rakow.

**Motion** approved by roll call vote.

IX. APPROVE 2015/2016 MEETING SCHEDULE

**Motion** to approve the 2015/2016 meeting schedule by Uhler, second by Rakow.

**Motion** approved by roll call vote.

X. APPROVE GOVERNING BODY BYLAWS (removed)

XI. JOINT POWERS AGREEMENT (JPA) – INFORMATION (removed)

XII. GOVERNING BODY/WORKFORCE DEVELOPMENT BOARD (WDB) AGREEMENT

Buckingham explained that the GB/WDB agreement is devised between the Governing Body and the Workforce Board which outlines the responsibilities of the two parties. It has been updated to include the functions of the Workforce Board under the WIOA and makes reference to the WDB, as opposed to the WIB. It will initially go through the Workforce Board for approval, with the Governing Body having the ultimate authority. Buckingham explained that this draft will change the old agreement to a new agreement referencing the WIOA and the new responsibilities.

XIII. DIRECTOR'S UPDATE

A. EVENT REPORT OUTS

CWA Day at the Capitol

Buckingham stated that on March 4<sup>th</sup> the California Workforce Association (CWA) held the Day at the Capitol Event which he felt was very successful. He believes that the understanding of the workforce system at the state level is better now than in previous years. The success of the system and consistent messaging in California has contributed to this understanding.

### NAWB Conference

Buckingham felt that the National Association of Workforce Boards (NAWB) event would have been more beneficial if there were regulations or Notice of Proposed Rule Makings (NPRM) prior to the event. What he found very helpful were the ideas of how to frame the discussions around coming together as partners in the workforce system, both with funding the system and documenting what we all do. He will use this information to reach out to the core partners with WIOA and partners in the One-Stop system.

Rakow said she was informed that there were over 1,400 attendees at this event, and felt it was a great networking opportunity. She said that this was her first time attending and thoroughly enjoyed all the workshops. She came back with a wealth of knowledge, and was pleased with the emphasis on the out of school youth and the long term employed.

#### B. TEGL 19-14 VISION FOR THE WORKFORCE SYSTEM AND INITIAL IMPLEMENTATION OF WIOA

Buckingham combined Items B and C to report out. Regulations for the new legislation should have been received by the end of January, but notification was received by the Department of Labor that they would not be coming out until the spring. What is being issued are Notices of Proposed Rule Makings (NPRM) which are documents that allow organizations to comment on what the final regulations should include.

The TEGL 19-14 has been issued by the Department of Labor and Buckingham highlighted some of the items as follows:

- They are looking for an integrated job driven workforce system where the needs of business drive workforce solutions.
- America's Job Centers to provide excellent customer service with the focus on continuous improvement.

Buckingham stated that the Federal Government has branded the AJC's as the One-Stop Centers. In California the State Board has taken a different approach, having AJCC's, which are America's Job Centers of California. Buckingham believes there will be a shift in California for that federal branding to take place.

- The workforce system to support strong regional economies and play an active role in community and workforce development.
- Continuous improvements supported through evaluation, accountability, and identification through best practices and data driven decision making.

Buckingham's concern with the wording of this is whether there will be a continuous improvement measure attached.

- Active participation of the business community in the planning process.
- The Workforce Board to focus on strategy and facilitate public/private partnerships that primarily support sector strategies.
- Advance career pathways.
- Advance opportunities for job seekers.
- Foster innovation and streamline operations.
- That plans are closely aligned with economic development.

Working together regionally for procurement and Board management were discussed. Buckingham stated that five NPRMs were received, but the actual regulations may take some time. In the five notices received there are two from the Department of Labor that are directly relevant to the system, one focuses on Title 1 and the other focuses on the combined plan. Golden Sierra will work with the State Association to summarize and analyze.

Buckingham said that locally the Agency has been working on implementation ideas and strategies for moving forward, and will be focusing on the organization's strengths and providing these services to the community. The Agency will likely contract out services to organizations that may be able to be more responsive.

Other areas to focus on:

- Generate income outside of the standard workforce allocation that is received. The Ticket to Work Program has been successful, bringing in between \$15,000 to \$20,000.
- Increase Earn and Learn services by setting target percentages of the Agencies training, like On-the-job Training (OJT).
- Initiate a targeted Veteran's Initiative which the Agency has started the branding for. The brand is going to be "Service First."
- Sector strategies are great, but should likely be regional initiatives. It's difficult to put together a sector strategy for smaller communities. This region has already been established locally and will align with the states defined regional area.
- Expand the Agencies business engagement as part of WIOA, but also expand the NEXT brand identification. In doing so, the Agency should be centralizing Rapid Response activities hopefully eliminating some layers of administration by not subcontracting this money out as is currently done.

Buckingham stated that partner meetings are occurring including conversations centered on Memorandum of Understandings (MOUs) that are require by the Act; there is a 2 year period to accomplish this.

Buckingham stated that one of the responsibilities of the Governing Body is to make sure that the Workforce Board is in membership compliance within one year. Golden Sierra will be working on drafting policies and procedures to help the Board with this.

Rakow added that in one of the NAWB workshops the pressing question was asked....are we ready for WIOA on July 1, 2015; consensus was that a lot of areas may not be ready. Buckingham concurred, but added that the TEGL gives direction to move forward.

Buckingham stated that the One-Stop Operator procurement and defined roles could have an impact on the Agency based on the final rules; this is the key item being watched.

### C. WORKFORCE INNOVATION AND OPPORTUNITY ACT (WIOA)

Combined with Item B above.

*Connection was lost with Chair Rakow. There were no other action items on the agenda; therefore, the meeting was adjourned by Uhler.*

XIV. REPORT OUT OF TRAINING EXPENDITURES

K491016 – July 1, 2013 – June 30, 2015

XV. WIA PERFORMANCE RESULTS 2013-2014 (WSIN14-29)

XVI. WIA SERVICE PROVIDER PERFORMANCE Q2

XVII. FUTURE AGENDA ITEMS/NEW BUSINESS

None

XVIII. NEXT MEETING: June 3, 2015 – 10:00 am – Auburn Connections

XIX. ADJOURNMENT

**Motion** to adjourn by Uhler at 3:09