

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, May 21, 2015 - 1:00 p.m.

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Present: Carol Pepper-Kittredge, Christina Nicholson, Daniela Devitt, David DeLeonardis, Eric Cooper, Jason Buckingham, Kathleen Burris, Laurel Brent-Bumb, Marcy Schmidt, Mark Frayser, Martha Escobedo, Michael Zimmerman, Paul Castro, Randy Wagner, *Rick Larkey, Sherri Springer, Stewart Schurr, Tim Cook, Tink Miller, Victor Wursten

Absent: Anette Smith-Dohring, Bob Ward, John Tweedt, Kevin Ferreira, Kim Pellow, Maggie Valenzuela

Guests: Darlene Galipo, Lorna Magnussen, Terrie Trombley, Michael Indiveri, Kathy Spindola, Jenny Wilson, David Luke, Liz Bosley, Ambrosia Cramer

** Indicates arrival time*

II. APPROVAL OF AGENDA

Request to remove Item XI from agenda.

Motion to approve agenda as amended by Cooper, 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. Approve Minutes from March 19, 2015, WIB Meeting

Informational

B. Review Minutes from April 16, 2015, EC Meeting

C. Attendance Log

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

Motion approved unanimously.

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

Luke commented that he serves North Lake Tahoe area, which is lacking in services, and was present to observe the meeting. His focus is to underscore the need for services in the Kings Beach/Tahoe City/ West Shore Lake Tahoe area.

Brent-Bumb stated that the Los Rios system has an International Trade Division and delegates from Chihuahua, Mexico will be attending an economic development tour in El Dorado County at the end of June.

V. APPROVE 2015/2016 MEETING SCHEDULE

Motion to approve the 2015/2016 meeting schedule - Third Thursday's odd months; 1:00 pm by Brent-Bumb, second by Zimmerman.

Motion approved unanimously.

VI. APPROVE FY 2015/2016 CONSORTIUM DRAFT BUDGET

Buckingham explained that there are changes with the structure and organization of the 2015/16 draft budget. This is mostly due to the new requirements of the WIOA. He stated that the Agency looked to a priority based system when drafting the budget.

Buckingham stated that Career Services must be procured through a competitive process under WIOA. In the past, a mini consortium model could be used to issue monies. The mini consortium can still be used, but a competitive procurement is still mandatory. The Agency has set a timeline for issuing Request for Proposals (RFP's) for services beginning July 2015, with the contract award date set for December/January.

Youth Services will go through the same process although competitive procurement has always been necessary. Release of RFP's will begin in July and awarding of K6 monies expected to be in place December/January. The monies awarded at this time will be for an eighteen month contract going through the following program year. Golden Sierra will have a twelve month recapture period in case expenditures goals are not being met; the monies can be recaptured and expended in a timeframe that will serve the entire consortium. There is no impact on current providers, but they will need to respond to the RFP's if they would like K6 monies.

**1:15 pm Rick Larkey arrived*

Buckingham explained that Rapid Response is set on a twelve month timeframe and must also be procured through a competitive process. Recommendation is to retain the Rapid Response money in house. This was discussed and approved by the Finance Committee.

Castro asked if the contracts that are currently in place need to be extended. Buckingham explained that all of the K5 contracts end in May of 2016. There may be a six month overlap in services, depending on who is awarded the K6 funding.

Cooper asked if the current contractor will receive WIA or WIOA funding July of this year. Buckingham explained that the K5 money that was awarded under WIA will transition to WIOA services, with WIA performance. All WIA awarded contracts will have to provide WIOA services.

Brent-Bumb asked for clarification in relation to changes with Rapid Response transitioning from WIA to WIOA. Buckingham explained that it's basically the same but Golden Sierra will be anticipating the State's direction for Layoff Aversion versus Rapid Response.

Trombley stated that Alpine County does not want Rapid Response money at this time, but would like to direct it to another area of service. Golden Sierra will be working with the partners to find out what type of individual funding is needed.

Wilson asked for assurance that local money (El Dorado County) will be available to spend with local activity and Buckingham stated that this is the board's responsibility and acknowledged that it would.

Motion to approve the 2015/2016 draft budget by Devitt, second by Cook.

Motion approved unanimously.

VII. PARTNER PRESENTATION

Christina Nicolson- Whole Person Learning (WPL)

Nicolson is the owner of Whole Person Learning and has been with the organization for 22 years; the organization has been around for 30 years.

Nicolson stated that through the years the focus of WPL has been on youth and young adults. Their goal is to empower youth through an individually tailored collaborative positive youth development approach. WPL's vision is to have youth and young adults engaged in their community. These individuals who have "*lived experience*," meaning they are associated with system services, are hired by WPL and are provided direct support. WPL has doubled in staff support and has received national and statewide attention. The organization has been able to expand the age of youth that they work with, currently 12 to 26 years old.

The Youth Empowerment Support Program designed a *You Have Rights Too!* packet that received national attention and won an ECCO award (Excellence in Community Communications and Outreach.) Other highlights with this program are:

- o 96% of all participants completing an evaluation for a four day Youth Development Institute training felt that they had increased in their job satisfaction
- o In partnership with Auburn Hip Hop Congress and the Placer County Youth Commission, four "A New State of Mind" events were provided to help reduce stigma and discrimination around individuals struggling with mental health challenges.

Nicolson spoke about the HOPE Program (Housing Opportunities Providing Experience) which is the Transitional Housing Placement-Plus Program of Placer County. This is for young adults who have emancipated from court ordered foster or group home care at the age of 18 or older. The service is offered to individuals up to the age of 21 and includes housing, financial and life-skills support for 24 months.

HealthShack is another service that was designed in 2009. It offers individuals 18 years and older the ability to store their personal history in a safe spot and to control who has access to it.

Cooper asked if the individuals who used the services and aged out have, come back to WPL and commented that they would like to have had another service available to them. Nicolson said that annual surveys are sent out, and the program evolves to fit the needs of the individuals. Nicolson also commented that Youth Empowerment Support is currently serving Placer County only but that HOPE serves Placer and El Dorado Counties.

VIII. WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)

- ACTION MATRIX

Buckingham stated that the matrix will show areas bolded that have occurred since the last meeting.

- TEN 29-14 WIOA NOTICE OF PROPOSED RULE MAKING (NPRM)

- [WIOA](#)

- [WIOA; JOINT RULE FOR UNIFIED AND COMBINED STATE PLANS, PERFORMANCE ACCOUNTABILITY, AND THE ONE-STOP SYSTEM JOINT PROVISIONS - NOTICE OF PROPOSED RULE MAKING](#)

Buckingham stated that at this time, the Federal Government expects that the One-Stop Operator designation go through a competitive process. The Consortium has time to find out what the role of the One-Stop Operator will be since it doesn't need to be in place until July 2017. Right now the minimum criteria that the One-Stop Operator is responsible for is "coordination." Buckingham recommends waiting to see if there will be changes to the draft regulations before beginning the process.

Larkey asked if it will be the State to run the competitive process. Buckingham said that it depends on how things are structured at the local area but that this is not likely. He also said that at this point in time hiring a consultant to meet with the core partners to discuss how to improve the system might be a good recommendation; this could meet the definition of "coordination."

Wilson asked how Golden Sierra plans on coordinating this with each county. Buckingham suggests meeting with everyone in one group setting.

- LOCAL AREA DESIGNATION

Buckingham commented that Golden Sierra has received approval of local area designation.

- WDB DIRECTIVES

Buckingham stated that any directives that are in place under WIA will expire as of July 1, 2015.

- WIB/WDB MEMBERSHIP COMPOSITION

Magnussen stated that page 38 of the Board packet shows the required partner composition.

Buckingham explained that this graph shows current member composition and required composition for WIOA. He stated that the composition of the Board is a function of the Governing Body, but the Workforce Board can make recommendations. Compliance will need to be in place by June 2016.

Cooper asked if Golden Sierra needed to submit its plan to the State by June 16, 2015, because he is under the impression that his organization will need to submit theirs by this date. Buckingham said he was not aware of this; Cooper said he will recheck the date and send the information to Magnussen.

Devitt asked if there was still movement toward a regional WIB Board. Buckingham said that there was not, but through new legislation there is a requirement for regional planning; the governor is required to designate regional planning areas. At this time a draft of the regional planning areas shows no change for Golden Sierra. Buckingham also explained that there is a line item on the budget showing \$10,000 for regional cost sharing administration. Anyone involved in the regional planning efforts must contribute to the overall financial expense.

Indiveri explained that the Workforce Board is responsible for the local plan that ties in with the regional plan. Buckingham shared that he has been participating in a "Mapping the Field" State board group that is developing the statewide combined plan.

Larkey asked where the Career Pathways fits in this plan. Buckingham said that he believes it will be part of the regional planning initiative. There is no required coordination with local workforce boards in the Career Pathways Trust funding.

DeLeonardis asked for clarification on group meetings relating to disability. Buckingham explained that Placer School for Adults has been conducting five AB 86 planning workgroups, with Golden Sierra participating in three of them. One of the workgroups will be serving students with disabilities.

Buckingham further spoke of Golden Sierra's involvement in various disability initiatives since 2009. Most recently, the Agency has applied for the Disability Employment Accelerator (DEA) grant, and if awarded will receive \$150,000 which will be applied toward business engagement/job development. Another \$150,000 grant that the Agency has applied for is the Workforce Accelerator Funding (WAF) 2.0, which would be used to build on the same type of support for the work based learning component.

A consensus of the Board is to make sure we work together as a group when pursuing the organization's goals and not focus on individual identities.

IX. UPDATES

- SLINGSHOT

Buckingham explained that SlingShot is the region's start up business application for a State initiative that is awarded in three phases. The first phase is \$20,000 for planning; the second phase, which we are in right now, is \$100,000 for developing the compact that determines the services needed to be available; and phase three is implementation which is due to start in July. This initiative is not specific to an organization, but is meant to identify gaps in service and provide the monies to meet those needs. Buckingham stated that there will likely be discussion around the use of technology to better serve the business community.

X. REPORT OUT OF TRAINING EXPENDITURES

- K491016 – July 1, 2013 – June 30, 2015

Buckingham explained that the graphs show Golden Sierra's required spending for direct training, which is 25% total of our Adult and Dislocated Worker funding. The Agency is allowed to use up to 10% of money brought in by other sources as leverage for the training requirement. At a consortium level we are exceeding our leverage requirements.

- K594759 – July 1, 2014 – June 30, 2016

Buckingham explained that K5 has been in contract for a year, but there aren't significant expenditures outside the Placer County area.

XI. WIA SERVICE PROVIDER PERFORMANCE (Q3) (removed)

XII. WIA SERVICE PROVIDER UPDATES

- Alpine County Consortium (no report)
- El Dorado County Consortium

Wilson thanked the Board for their support. Enrollment has declined due to loss of staff. They have recently hired two new staff members, and have clients in the pipeline. El Dorado is currently recruiting for a case manager in South Lake Tahoe area. Wilson also highlighted the following:

- ✓ They will soon have two new youth enrollments for the forestry program.
- ✓ Their One-Stop Placerville site was chosen through a Federal lottery system to take part in a study on how to build One-Stop Services.
- ✓ An Employer Forum took place last month
- ✓ Wilson has met with Lake Tahoe Community College and they will be coordinating with the Fire Science Academy in the fall
- ✓ "How To" workshops are being offered in the Placerville office
- ✓ Participation in "How To" workshops will be offered in South Lake Tahoe
- ✓ El Dorado County has trained their CCC Partners in the Nextskills Program
- Golden Sierra Job Training Agency

Galipo updated the Board on the following:

- ✓ Golden Sierra participated in the Tahoe Regional Job Fair
- ✓ Participated in the Northern California Rapid Response Roundtable (NCRRR) meeting at the end of April. This is where all the Rapid Response practitioners in northern California get together to exchange best practices and come up with solutions

- ✓ Staff attended the Hacker Lab Open House where they were able to support Sierra College. Hundreds of community members, elected officials, business owners and students attended
- ✓ Golden Sierra mobilized a team with Placer County Employment Development Department and Department of Labor and organized a mini Rapid Response Job Fair for those affected by the sudden closing of all Heald Colleges
- ✓ Golden Sierra sponsored the Roseville 2015 event that is coordinated by the Roseville Chamber of Commerce. Our Agency took an informal poll and asked the business owners what their needs were for future trainings. This gave us good insight on planning Rapid Response and business service activities for the 2015/16 program year
- ✓ EDD recently put on an event called “Train the Trainer” which teaches the staff how to aid people applying for State jobs. Customers have been asking for help in securing a State job so this will be very helpful for Golden Sierra to be able bring this to them

Program Updates

- Adult/Dislocated Worker OJT recent placements
 - o 1 Medical Front Desk Receptionist
 - o 1 Operations Manager
 - o 1 Research & Resolution Lead
- Youth WEX
 - o Sales Support, Customer Service, Retail, Sign Making/Installation and Youth Resource Clerk

Cooper asked if Golden Sierra is planning any training for youth employment because his Agency has youth coming in wanting to know how to prepare resumes. Galipo said that Golden Sierra incorporates youth in our “How to Get Hired” series which covers the pre-employment training. In August/September the Agency will have a youth only cohort.

Schmidt asked if Golden Sierra does anything to help place youth in the community for internships. Galipo said that this would be our Work Experience Program (WEX).

- Ticket to Work Success

Since Golden Sierra became an employment network we have assigned 30 tickets and have received over \$20,000 in Milestone 1 payments on five unique ticket assignments.

Frayser said that it’s important to remember that not all disabilities are physical; that there are many youth with mental health disabilities and his organization is there to help them.

- PRIDE Industries

Wursten stated that they have a start date of August 1, 2015 for their pre-employment training program. These are certificated trainings, specifically transition age youth with disabilities, but open to anyone who wants to be involved. The training is a combination of curriculum and paid internships. The first three internships will be catered to logistics technician, wave soldering and construction trades helper. They hope to have 8 to 10 different disciplines running by the end of the calendar year.

Miller asked if there was an age limit on the trainings. Wursten said that there were not, but that they are focusing on transitional age people with disabilities. It's also going to depend on what's available through the WIOA.

Wagner stated that if there was anyone interested in Start-Up and Small Business growth, they will be sponsoring two workshops in conjunction with other non-profit groups. Auburn will hold a workshop on June 23, 2015 and Placerville on June 25, 2015. This will be two series of 2-hour workshops which is targeted at people in the greater Sacramento area. It is free of charge, and if interested, Wagner said to contact him or call the Sierra Economic Development Corporation.

XIII. COMMITTEE UPDATES

- Business Services Committee [on hold]
- Executive & Finance Committees

Miller announced that the Finance Committee met on May 20th and the Executive and Finance Committees will meet jointly on June 18, 2015.

- Youth Council [on hold]

XIV. FUTURE AGENDA ITEMS/NEW BUSINESS

- Construction Sector Report Out

XV. NEXT MEETING

Thursday, July 16, 2015 – 1:00 PM; Brandman University

Magnussen announced that the next Board meeting will be held at Folsom Lake College.

XVI. ADJOURNMENT

Motion to adjourn at 3:05 pm by Miller.

Meeting adjourned.