

**GOLDEN SIERRA WORKFORCE BOARD  
EXECUTIVE & FINANCE COMMITTEE  
REGULAR MEETING  
MINUTES**

**Monday June 29, 2015 – 1:00 pm**

**Roseville Connections  
115 Ascot Drive, Suite 180  
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Miller at 1:00 pm.

Present (EC): Tink Miller, Rick Larkey, Kevin Ferreira

Absent (EC): Laurel Brent-Bumb, Martha Escobedo

Present (FC): Tink Miller, Paul Castro

Absent (FC): None

Guests: Jason Buckingham, Darlene Galipo, Terrie Trombley, Lorna Magnussen,  
Michael Indiveri, Kathy Spindola

II. APPROVAL OF AGENDA (EC & FC)

Remove Item C under Executive Committee consent agenda.

**Motion** to approve agenda as amended by Castro, second by Ferreira.

**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 January 5, 2015 EC/FC meeting

B. Approval of Minutes from April 16, 2015 EC meeting

Informational

C. Attendance Log

**Motion** to approve Consent Agenda items A-C by Larkey, second by Ferreira.

**Motion** approved unanimously.

IV. CONSENT AGENDA (FC)

For Approval

- A. Approval of Minutes from January 5, 2015 EC/FC meeting
- B. Approval of Minutes from May 20, 2015 FC meeting

Informational

- C. Attendance Log

**Motion** to approve Consent Agenda items A-c by Castro, second by Miller.

**Motion** approved unanimously.

V. PUBLIC COMMENT – FOR THOSE ITEMS ON THE AGENDA

None

VI. APPROVE 2015/2016 EXECUTIVE COMMITTEE (EC) MEETING SCHEDULE

Motion to approve 2015/2016 Executive Committee meeting schedule; Third Thursday; even months; 1:00 pm, by Ferreira, second by Larkey.

VII. WIOA IMPLEMENTATION

- ACTION MATRIX

Buckingham said that a second round of System Mapping meetings with the core partners will take place in July.

- REVIEW WDB DIRECTIVES

Buckingham stated that all WIA directives will be expiring at the end of June. He recommends the board work with the core partners with a focus on developing career pathways and aligning core programs. Day to day operations of the Title I programs will be managed by internal policy or approved through submission of the local plan.

Larkey inquired about what is happening on the State level in relationship to the partners and mandates. Buckingham said that the partners are working together, but at this time not much is published. The State is having System Mapping meetings, and a WIOA implementation subcommittee is in discussions.

Indiveri stated that work groups within the State agencies, related to the WIOA, are trying to come up with a method that partners use to collect data and report it back out to the system. It is important that they are collecting and reporting the same information.

Larkey asked if there was any discussion with SETA or core partners about regional meetings. Buckingham said that at this time there haven't been.

- **WIB/WDB MEMBERSHIP COMPOSITION**

Buckingham stated that at this time, in order to meet compliance, the board is one member short in Adult Education. Buckingham felt that the bigger discussion will be making sure the Board composition meets the needs of future goals within the consortium and core partnerships. The Governing Body makes the final decision, but they will take recommendations from the committees.

Buckingham said that it's important that we structure the WIOA discussions so that they are focused not just on Title 1 but, toward Title 1 through 4. It's important that we work together in a partnership toward our collective goals. Buckingham prefers having as few subcommittees as are effective. This could mean eliminating the Youth Council and combining the Finance and Executive Committees. He will present a map of his recommendations regarding the committees in the near future.

Larkey asked if there will be an agenda item at the Workforce Board (WB) meeting in July discussing the membership composition. Buckingham said that there could be an agenda item explaining the required membership, the labor market information that we have at this time, and an explanation of the pathways that we find important.

VIII. K4 EXPENDITURES – STATUS

Buckingham gave an update on the El Dorado County Health and Human Services (HHS) K4 contract that ended May 31, 2015. There will be further expenditures related to this contract that will be posted by July 7, 2015. El Dorado has assured Golden Sierra that the direct training money will be expended in total.

IX. K5 EXPENDITURES – STRATEGY

Buckingham explained that El Dorado County and Alpine County are a little under on their K5 expenditures. A concern with El Dorado County is that there is only a one year time period to spend his money when generally the consortium has had difficulty fully expending the award in a two year timeframe. Golden Sierra wants the consortium to be successful and will work closely with El Dorado County to make sure they meet the required 80% expenditure by December 2015. The Agency has offered to send over a case manager to help with staff training and provide onsite technical assistance as needed.

Castro asked if there have been assessments to determine why El Dorado County HHS is having difficulties with their expenditures. Buckingham explained that staff turnover has attributed to it.

Buckingham stated that in the past any unspent Rapid Response money has been allowed to carry over into the next year, adding on to that year's allocated funds. This year is structured differently, meaning money can be carried over but any additional funds will be decreased by the amount carried over. The Agency is working to ensure that all Rapid Response money will be spent in order to prevent this; however, the award period was reduced by three months this last award period.

X. REPORT OUT OF TRAINING EXPENDITURES

- K491016 – July 1, 2013 – June 30, 2015
- K594759 – July 1, 2014 – June 30, 2016

Buckingham stated that this item was information only.

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

- WB Composition

XII. NEXT MEETING

August 20, 2015 – Joint Executive & Finance, Roseville Connections

Buckingham commented that Golden Sierra had applied for three grants. The Agency was awarded \$166,000 for DEA. The State was awarded \$7,000,000 for Sector NEG and Golden Sierra will receive a part of this. The Agency was not awarded any money through the Workforce Accelerator Grant.

Miller asked for clarification on the new hours for the Auburn Connections Center. Galipo stated that the Auburn office is considered a satellite or affiliate center and decision was made to modify the hours of operation. The center will be closed to the public on Mondays, Wednesdays and Fridays beginning July 1, 2015, however; staff will be there, with activities taking place. Tuesdays and Thursdays will be open to the public with limited hours. Sign-ups for classes will be available, with anticipation of full seating due to the popularity of these courses.

XIII. ADJOURNMENT

**Motion** to adjourn by Castro at 1:49 pm.

Meeting adjourned.