

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

Thursday December 17, 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 Chair Miller called the meeting to order at 1 p.m.

Executive Committee

Present: Tink Miller, Rick Larkey, Laurel Brent-Bumb, Martha Escobedo

Absent: Kevin Ferreira

Finance Committee

Present: Tink Miller, Michael Zimmerman, Paul Castro

Absent: None

Guests: Jason Buckingham, Lorna Magnussen, Terrie Trombley, Kathy Spindola, Yvonne Kollings, Ramona Diaz, Lori Walker

II. APPROVAL OF AGENDA (EC & FC)

Motion to approve the agenda by Zimmerman, second by Escobedo.

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 October 15, 2015 EC meeting

Informational

B. Attendance Log

Motion to approve the Executive Committee Consent Agenda items A and B by Brent-Bumb, second by Larkey.

Motion approved unanimously.

IV. CONSENT AGENDA (FC)

For Approval

A. Approval of Minutes from September 17, 2015 FC meeting

Informational

B. Attendance Log

Motion to approve the Finance Committee Consent Agenda items A and B by Zimmerman, second by Castro.

Motion approved unanimously.

V. PUBLIC COMMENT – FOR THOSE ITEMS ON THE AGENDA

Miller said that she is aware that the Federal Budget is winding its way through both houses and should be on the President's desk soon. Additional housing program money is included in the budget along with a funding stream dedicated to housing vouchers for people with disabilities returning to the community after being released from a rehabilitation or mental health facility.

VI. WIOA IMPLEMENTATION

- State Plan

Buckingham said that the State has released its draft State Plan which will be out for public comment until January 15, 2016. The plan is due to the Department of Labor (DOL) in March 2016. Once approved, the drafting of regional and local plans should begin. The Workforce Board will have until March 2017 to submit its regional/local plan. The State plan encourages the WIOA Core Partners to come together in a combined effort to realize the main goal of attaining 1 million middle-skill industry-valued postsecondary credentials by 2027. A middle-skill credential is defined as having demonstrable labor market value that requires more than a high school education but less than a 4-year college degree. The big objective is focused on income mobility, moving people from one level of socio-economic status to the next.

The three main objectives of the State plan are:

- Demand-driven Skills Attainment
- Upward Mobility
- Aligning, Coordinating, and Integrating Programs and Services

It's expected that the Core Partners and other required partners work toward using the same "cross-system" data reporting.

Brent-Bumb asked if this is required or suggested. Buckingham said that he believes the Federal Government has an expectation that shared data will occur. However, all partners sharing one data reporting system may not be plausible. There may be a reporting structure that is combined at the state level and then reported to the Federal Government.

Seven basic strategies have been outlined in the state plan:

- Organizing regionally
- Identifying sector strategies
- Developing career pathways
- Utilizing earn-and-learn models
- Providing supportive services
- Building cross system data capacity
- Integrating services and braiding resources

- Memorandum Of Understanding (MOU) Draft Directive

Buckingham said that the State has published a technical assistance guide around local MOU's which outlines how the partners will work together to reach their goals. The first phase of the MOU needs to be completed by July 2016. The final phase will describe the resource sharing agreements and is due December 2017.

Buckingham stated that the new resource sharing agreement has an expectation of financial commitment to the workforce development system. Costs of and contributions to the cost of the infrastructure would also be included.

Escobedo asked what Golden Sierra is doing in regard to beginning the process of Phase 1 of the MOU. Buckingham said that a template has been introduced to the Core Partners that includes requirements of the law and feedback is anticipated.

Larkey asked if there was anything in the works to discuss regional planning. Buckingham said that there are collaborative efforts discussing the NEG Sector Award, SlingShot Initiative and Prop 39 but formalizing the process needs to happen.

Miller said that she saw an announcement about a federal grant being released for proposals around Youth in transition. She will research the information and if still open for proposals, will forward to Buckingham since there is much emphasis on Youth in transition in the new law.

- Youth Needs Assessment

Buckingham stated that he wanted to discuss further with the Executive Committee the conversation regarding the youth council that occurred at the full board meeting. He contacted legal counsel and discussed the concerns along with what best provides the greatest flexibility to the Workforce Board within the Bylaws. A decision was made to allow committees to be built around the needs of the system and not name them in the bylaws, with the exception of the Executive Committee. Buckingham reiterated his understanding that before a decision is made on whether the board has a standing youth committee or not, that the needs of youth in the region be determined. Buckingham felt that there are no benefits to duplicating efforts or having a standing committee exert itself as experts in the field if there are experts already doing the work.

Castro supports having a standing Youth Committee. Brent-Bumb supports identifying the needs before a decision is made. Buckingham would like to identify the local planning requirements and then have the group who identified themselves as interested in youth issues go out to the community to find out if other groups are providing services according to the plan's requirements before making a decision about what, if anything should be done. The key would be that any standing committee or ad hoc work needs to add value to the partners and be in alignment with the Board's Mission and Vision.

Miller asked for this information to be communicated back to the individuals who were interested in forming a workgroup. Buckingham said that if it adds value to the partnership to have a standing Youth Committee then he is for it but, if there is no added value then he cannot support it.

VII. APPROVE 2015/16 REVISED BUDGET (FC)

Buckingham highlighted the revisions of the 2015/16 budget as follows:

- reallocation of Rapid Response monies to reflect the rescission of funding from EDD
- modify direct training requirement to expend 20% WIOA cash and 5% leverage; previously 15% WIOA cash and 10% leverage
- transfer of \$60,000 from Program Administration to Placer County in order to meet the consortium's direct training requirement

Motion to approve the 2015/16 revised budget by Zimmerman, second by Castro.

Motion approved unanimously.

Castro inquired about Items 4-7 on the revised budget. Buckingham stated that Item 4 would eliminate the One-Stop Operator and Regional Planning Cost Centers for this fiscal year. State plans are not requiring that we expend the dollars in this area this fiscal year and the \$10,000 will go into Program Administration. Item 5 refers to the creation of a new cost center that uses Rapid Response funding for WIOA transition costs. Item 6 trues up last fiscal year's rollover amount of unencumbered funds between Program Administration and Placer Program, which was an estimation at the time. Item 7 reallocates In-School Youth funding to Out-of-School Youth funding to better meet participants' needs and the focus on Out-of-School youth services.

VIII. K5 EXPENDITURE UPDATE

Buckingham explained that the K5 update was created out of expenditure talks with El Dorado County but it was decided that it would be beneficial to include all counties. El Dorado's expenditure is at a little over 76% at this time and due to the momentum that they have established, Buckingham recommends funding their new contract that will begin January 2016.

Trombley said that she would like to disclose that in the past Golden Sierra only reported cash transactions, but the current draft includes encumbered training contracts.

IX. K5 DIRECT TRAINING REPORT

Buckingham said that the K5 report shows where the consortium is with meeting the direct training requirement. The report shows Placer County at 133% and El Dorado County at 88% direct training expended contracts. The report also shows that the actual leverage collected is lower than anticipated; therefore, increasing the training funds will be required to meet the 25% training expenditure requirement. Buckingham said that discussions with the State Board reference SB 45 which is the long-term bill for implementing WIOA. The conversations address the leveraging definition and what should count toward it. Temporary Assistance for Needy Families (TANF), along with staffing that it takes to make them successfully complete should be included. Zimmerman asked if scholarships apply to the leverage. Buckingham said only certain types of Pell Grants qualify. Buckingham said he is working with the legislative committee of the State Association to try to get this changed.

Trombley said that next year's K7 funding will have a 30% direct training requirement.

X. FUTURE AGENDA ITEMS/NEW BUSINESS

- Prop 39

Castro asked where the board composition stands and it was explained that we are in compliance according to WIOA requirements.

Miller said that there is a new training program for video production that has moved in behind her office. It consists of a group of former production industry professionals who have come together to form a non-profit organization that trains in-the-field video production. A studio is being built where classes and rentals will be available. Miller suggested they meet with Golden Sierra and the Department of Rehabilitation (DOR) to consider on-the-job training for people with disabilities and youth in transition.

Brent-Bumb said that El Dorado Chamber of Commerce recently became a local agency for AARP Title 5 Program and currently has an opening for a part-time administrative assistant.

XI. NEXT MEETING

February 18, 2015 – Joint Executive & Finance, Roseville Connections

XII. ADJOURNMENT

Chair Miller adjourned the meeting at 2:04 p.m.