

GOLDEN SIERRA JOB TRAINING AGENCY

GOVERNING BODY MINUTES

Wednesday, February 3, 2016 – 10:00 a.m.

El Dorado County Government Center
Conference Room A
330 Fair Lane
Placerville, CA 95667

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order at 10:00 a.m. by Chair Uhler.

Present: Kirk Uhler - Chair, Michael Ranalli – Vice Chair

Absent: Katherine Rakow

Guests: Jason Buckingham, Lorna Magnussen, Kathy Spindola, Terrie Trombley

II. APPROVAL OF AGENDA

Uhler called for opposition to the agenda; hearing none he moved on to the consent agenda.

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 December 16, 2015 GB Meeting

Motion to approve the consent agenda by Ranalli, second by Uhler.

Motion approved unanimously.

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

None

V. APPROVE 2015/16 REVISED BUDGET

Buckingham explained that the direct training requirement mandates that a certain percentage of money that is received for the Adult and the Dislocated Worker allocation must be spent on direct training activities. The current requirement is 25%; of that, 100% can be spent in cash or up to 10% can be used from leveraged sources. In order to meet the direct training requirement the budget has been modified to 20% WIOA cash and 5% leverage from the previously approved 15% WIOA cash and 10% leverage. This budget revision was recommended for approval by the Finance Committee on December 17, 2015, and the Workforce Board on January 21, 2016.

Buckingham stated that Item 3 of the budget revision transfers \$60,000 from Consortium Program Administration to Placer County in order to increase training expenditures needed to meet the consortium's direct training requirement.

Motion to approve the revised budget by Ranalli, second by Uhler.

Motion approved unanimously.

VI. APPROVE WORKFORCE BOARD BYLAWS

Buckingham explained that the Bylaws were amended to conform to the WIOA language; membership changes were made to ensure the Workforce Board is in compliance; the Executive Committee is identified as the only standing committee, yet, the language allows flexibility for additional standing committees if needed.

Buckingham stated that the Workforce Board approved the Bylaws at their meeting in January.

Motion to approve the amended Bylaws by Ranalli, second by Uhler.

Motion approved unanimously.

VII. APPOINT LOCAL WORKFORCE DEVELOPMENT BOARD

Buckingham said that the Workforce Investment Board (WIB) is now referred to as the Workforce Development Board (WDB). He also stated that the Workforce Board is fully compliant with membership at this time and asked the Governing Body to appoint the new WDB.

Motion to approve and appoint the local Workforce Development Board by Ranalli, second by Uhler.

Motion approved unanimously.

VIII. DIRECTOR'S UPDATE

A. WIOA Matrix

Buckingham explained that the matrix identifies the change process, with blue or green areas being completed or in action. Highlights include completion of the JPA; redrafting of the Bylaws; completion of the Mission and Vision of the WDB; and an ongoing convening of the Core Partners with discussions of system alignment, MOUs and cost sharing.

B. Memorandums Of Understanding (MOU)

Buckingham stated that the Memorandums of Understanding (MOUs) are required documents that describe how the partners will work together to support the One Stop Centers and the Workforce Development System. The State has put out a directive that gives the partners a template indicating what needs to be included in the MOUs. The first phase, due by July 2016, will outline operations and establish how the partners will work together. The second phase will outline the cost sharing agreements. Buckingham believes there is a third phase due to the fact that the local/regional plan is due March 2017; therefore, it will be necessary to review and possibly make adjustments to the MOUs. He also stated that this is a very tight timeframe. Staff will strive, on behalf of the WDB, to make the deadline but may need additional time for signatures.

Ranalli asked if the MOUs are passed through the county boards and Buckingham said that typically they are not.

Ranalli also asked if there were any consequences of not meeting the deadline and Buckingham said that this is all transitional so he doesn't expect there will be. Golden Sierra should have the documentation completed and turned in on time, possibly without signatures, which will come at a later date.

IX. FUTURE AGENDA ITEMS/NEW BUSINESS

Uhler said that he met with Right Hand Auburn and Volunteers of America who are running the Auburn shelter for the homeless. They have identified a subset of the individuals who are transitioning in and out of homelessness who are imminently employable. They are trying to help them by posting jobs in the shelter that are available locally. Uhler let them know that there is a One Stop Center close by and that they may be reaching out to us. Uhler suggested that staff reach out to the organizations.

Ranalli mentioned that El Dorado County was notified of a Blue Shield reduction in force. Buckingham said that Golden Sierra was also notified and that these situations are handled by reaching out to the companies, offering the services of the partners, and if accepted, then Rapid Response funding is used to provide assistance.

Magnussen said that Alexis Zoss with El Dorado Health and Human Services was notified in case individuals dropped by the One Stop Center and that our Rapid Response team has reached out to Sacramento Employment & Training (SETA) to include anyone affected who may reside in Sacramento County.

X. NEXT MEETING: April 6, 2016 – 10:00 am – Auburn Connections

XI. ADJOURNMENT

Meeting adjourned by Chair Uhler at 10:18 a.m.