

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
MINUTES**

Wednesday, October 5, 2016 – 10:00 a.m.

**Placer County District Office
1700 Eureka Road, Suite 160
Roseville, CA 95661**

Teleconferencing Location

**Alpine County Administration (1)
99 Waters Street
Markleeville, CA 96120**

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, Katherine Rakow (1)

Absent: Michael Ranalli – Vice Chair

Guests: Stephen Amezcua, Jennifer Kandi, Terrie Trombley, Jason Buckingham, Lorna Magnussen

(#) notes teleconference location

II. APPROVAL OF AGENDA

Uhler asked if there are any additions or deletions to the agenda that anyone would like to propose. Hearing none he moved to accept the agenda as distributed.

Motion to approve agenda by Rakow, second by Uhler.

Motion approved by roll call.

Aye:	Rakow, Uhler
Nay:	None
Abstain:	None
Absent:	Ranalli

III. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

None

IV. 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 June 1, 2016 GB Meeting

B. Approval of Minutes from August 3, 2016 GB Meeting

Motion to approve consent agenda items A & B by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

V. APPROVE RESOLUTION 16-01 – 2017 PEMHCA

Buckingham stated that this resolution sets Golden Sierra's employer contribution to healthcare in line with the negotiated bargaining unit MOU.

Motion to approve resolution 16-01 by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

VI. APPROVE RESOLUTION 16-02 – FUND BALANCE

Buckingham stated that the resolution was recommended by Golden Sierra's auditing firm to set policy that requires categorizing funds in a certain way. The firm's concern was that Golden Sierra follows the appropriate practice but has no policy in place.

Trombley stated that it is following GASB 54 reporting which states that Golden Sierra can categorize any of the residual funding through the budget approval process.

Motion to approve resolution 16-02 by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

VII. APPROVE 2016/2017 FINAL BUDGET

Buckingham stated that this is a priority based budget.

Highlights:

- decrease in allocation of funds
- increase in direct training requirement from 25% to 30%, and changing the ratio (actual:leverage) from a 20%:10% to a 25%:5% ratio.
- WIOA requirement to spend 20% of youth funding on work based learning activities is incorporated in the budget.
- Required to have one comprehensive one-stop center within their consortium. This budget ensures that this center remains open.

Motion to approve 2016/2017 Final Budget by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

VIII. APPROVE 2016/2017 & 2017/2018 OPEB FUNDING

Buckingham stated that this is a request to approve the continued funding of Golden Sierra's Other Post-Employment Benefits (OPEB) contributions. He stated that the agency is required to do an OPEB actuarial study every 2 years; this is the second year of the previous term. This approval updates the 2016/2017 and 2017/2018 OPEB liability. Buckingham stated that there are two parts to the OPEB contributions. There is a pay-as-you-go portion and a lump sum payment. He stated that the total OPEB contribution is \$236,072; \$104,367 of that is the pay-as-you-go piece and the remaining \$131,705 is an estimated amount for the lump sum.

Motion to approve 2016/2017 & 2017/2018 OPEB Funding by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

IX. DIRECTOR'S UPDATE

Buckingham reported that the agency had completed the Phase I MOUs which were due by July 2016; now the state has introduced Phase II.

Buckingham stated that Phase I addresses how the partners are going to work together. Phase II addresses cost/resource sharing. He stated that Phase II lays out how everyone is contributing to the local workforce development system. With a system that has 19 partners this can be a daunting task. The state's interpretation of the federal law has been released in a draft directive. The interpretation is that instead of collecting costs from all of those partners within the system, what they are really concerned with is collecting costs of the co-located partners within the comprehensive center first. He stated that in the Golden Sierra region, the comprehensive location is the Roseville center. The agency will also need to complete Phase II MOUs with the remaining partners to define contributions they are making to the overall workforce development system. The due date for Phase II is June 30, 2017.

The Agency was recently required to negotiate the region's Title I performance measures. The requirement was that performance negotiations needed to be completed by September 30, 2016. There are 4 Titles within the new law. The agency is not negotiating performance for the other partners which include: EDD, Adult Ed, and the Department of Rehab. Those agencies will negotiate those measures on their own but each group will be responsible for the same measures of accountability. Even though Title I is required to negotiate their performance measures, they are not being held accountable for the 16/17 performance measures. This data will be used as a baseline; however, this may not be accurate data as these measures have not been calculated in this way previously.

The Workforce Board recently held a retreat. The information that came out of the retreat will be used in part to develop the local plan. Golden Sierra spoke to the Governing Body in July about coming to the different Board of Supervisors and also having future joint meetings with Governing Body and the Workforce Board. Once the information from the retreat is collected and organized, the Executive Committee would like to meet with the Governing Body to discuss the goals that have been set and whether or not they align with Governing Body's direction. After the Executive Committee and Governing Body come to an agreement, the agency will come out to the respective Board of Supervisors and share this information.

The SlingShot Initiative is a regional initiative based on sector work that is going across the state. The Capital region is focused on the entrepreneurial sector. The region has been involved in planning efforts for approximately 2 years, and received final approval in January on their compact. They will be reconvening their business leadership council to discuss the upcoming release of RFPs. The RFPs will focus on the entrepreneurial sector and determine the direction of the services. One of them is for an online resource navigator to collect data in an easily identifiable and usable format for new businesses coming in or in the startup phase. The other piece is the business service piece centered on business mentorship and incubator spaces. These RFPs are really in place to help cultivate innovation ecosystem in their area. There is about \$700,000 that is available throughout that region that includes Golden Sierra, Sacramento, Yolo, and North Central counties.

The agency has discussed consolidating locations in Placer County. They are in discussions with the landlord at the Roseville comprehensive one-stop regarding additional space; they are looking at reducing costs and consolidating staff into one location. Golden Sierra is subletting half of their office space in Auburn to Placer School for Adults (PSA). PSA has taken over that space and is running their own version of a one-stop therefore, making up for some of the services that have been relocated.

There was further discussion regarding the consolidation. It was stated that EDD would like Golden Sierra to be the master lease holders for that property. It is a challenge for Golden Sierra to take over 11000-12000 square feet based on time and expertise required for lease negotiations and facilities management. Uhler noted that the county has a growing presence in the south county; they have decided to move forward with conversations about acquiring an additional building near the one they are currently occupying off of Sunset near Jessup University. It was suggested that Buckingham have a conversation with their facilities folks to see how it might fit into the overall facilities planning that they are looking at for the south Placer area. Buckingham stated that they could certainly revisit that. Consolidating to Ascot may not be the best option but does eliminate some of the costs associated with the Auburn office in the short term.

X. WIOA SERVICE PROVIDER UPDATES

Written reports included in packet; no further discussion.

- Alpine County – Alpine County HHS
- El Dorado County – El Dorado County HHS
- Placer County - Golden Sierra Job Training Agency
- Consortium Business Engagement / Rapid Response

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

Employee Handbook

Rakow requested having a workshop with the Governing Body & fiscal to do training on the budget. Trombley clarified that they would do a workshop before Golden Sierra staff present a draft budget to the Governing Body.

XII. NEXT MEETING

December 7, 2016 – 10:00 am
Golden Sierra Job Training Agency - Auburn

VIII. ADJOURNMENT

Meeting adjourned by Chair Uhler at 10:32 am.