

**GOLDEN SIERRA JOB TRAINING AGENCY
GOVERNING BODY
AND
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

**JOINT REGULAR MEETING
MINUTES**

Wednesday, February 1, 2017 – 10:00 am

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Executive Committee was unable to secure a quorum. Meeting will be Governing Body only and no longer considered a joint meeting.

Quorum of the Governing Body was established and the meeting was called to order at 10.06 a.m. by Chair Ranalli

Present: Michael Ranalli – Chair, Kirk Uhler

Absent: Katherine Rakow – Vice Chair

Guests: Jason Buckingham, Lorna Magnussen, Carline Chavez, Michael Indiveri, Terrie Trombley, legal counsel Laura Izon by teleconference

II. APPROVAL OF AGENDA

All EC items will be stricken from minutes.

Buckingham requested the following amendment to item VI: strike the Organizational Chart, amended packet distributed in meeting.

Motion to approve amended agenda by Uhler, second by Ranalli

Motion approved unanimously

III. PUBLIC COMMENT – FOR THOSE ITEMS NOT ON THE AGENDA

None

IV. CONSENT AGENDA (GB)

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 05, 2016 GB meeting

Motion to approve consent agenda items A by Uhler, second by Ranalli.

Motion approved unanimously

V. CONSENT AGENDA (EC)

Stricken from agenda

VI. RESOLUTION 16-04 – JOB DESCRIPTIONS, POSITION ROSTER & ORG CHART

Org Chart was removed from agenda item as noted in amended agenda item II.

Motion to approve Resolution 16-04 job descriptions and position roster, by Uhler, second by Ranalli

Motion approved by roll call.

Aye: Uhler, Ranalli

Nay: None

Abstain: None

Absent: Rakow

VII. APPLICATION TO PROVIDE CAREER SERVICES – DIRECTIVE WSD16-14

Buckingham stated that the State's interpretation of the regulations requires the administrative entity, Golden Sierra, to submit an application in order to provide Career Services. This application requires the approval of the Workforce Board, Chief Elected Official (Governing Body) and the Governor. The Workforce Board approved the application on January 19, 2017. Once approved by Governing Body the application will be submitted to the California Workforce Development Board/Governor for final consideration and approval.

Motion to approve application to provide Career Services per directive WSD16-14 by Uhler, second by Ranalli

Motion approved unanimously

VIII. LOCAL WORKFORCE PLAN APPROVAL AND SIGNATURE (EC)

Stricken from agenda

IX. LOCAL WORKFORCE PLAN APPROVAL AND SIGNATURE (GB)

Buckingham stated that Workforce Board offered a forum for public comment on the Plan at their January 19, 2017 meeting.

At this time we are asking for the Governing Body's approval on the Plan, with the intent to secure the Executive Committee's approval (on behalf of the full WB) via a special teleconference in order to meet the March 15, 2017 due date.

Buckingham stated that in addition to the local plan another requirement of the legislation is to submit a Regional Plan. Each state has designated regions identified as Regional Planning Units (RPUs); The Sacramento region also called the Capital Region Planning Unit includes Golden Sierra, Sacramento, North Central Counties Consortium and Yolo Co. The Draft Regional Plan was distributed to board members via email.

Motion to approve Local Workforce Plan and Signature by Uhler, second by Ranalli

Motion approved unanimously

X. WDB MEMBERSHIP, RECRUITMENT AND ATTENDANCE

Buckingham noted that the intent is to keep the Governing Body informed of any membership and attendance issues related to the Workforce Board. Recruitment efforts are currently in place.

Supervisor Uhler asked if this is affecting getting things done. Buckingham replied that the impact on attendance has been mostly current members who have been unable to attend due to conflicts not due to vacancies.

XI. STATUS OF ONE-STOP OPERATOR RFQ

Buckingham said that under WIOA, Career Services and the One-Stop Operator (OSO) may be separate functions. The OSO can be designated as the Career Services provider or it can be separate. The Golden Sierra region's OSO is designed to be a neutral third party and, therefore, it is in the best interest of the system to have these functions separate.

The procurement of the OSO requires a competitive process; this process was conducted using a RFQ. Rating, recommendations and request for approval of award will be brought to the Governing Body on April 5, 2017.

XII. FUNDING RESCISSION

Buckingham commented that the agency was notified of funding rescissions equaling approximately \$10,000. The agency will absorb these reductions in program administration so that the reductions will not impact the subcontractors.

XIII. HIGH PERFORMING BOARD INCENTIVE AWARD INFORMATION NOTICES
WSIN16-27

Buckingham informed the board that the agency was granted an incentive award of \$55,000 as identified in WSIN16-27 for being a high performance board. This will be divided to the subcontractors.

XIV. BUDGET WORKSHOP AND DIRECTION

Slideshow presented by Buckingham and Trombley outlining the priority based budget process.

XV. WDB/GB DISCUSSION ON WDB DIRECTION

Buckingham discussed the Workforce Board workgroups (Training, Marketing, Business Engagement, and Best Practices & Leadership) that were developed at a recent WB retreat. This framework, also included in the local plan, was designed to align services and ultimately the system.

XVI. WIOA SERVICE PROVIDER UPDATES

Buckingham commented that partner reports to the board will be provided in the future; these reports will similar to the provider reports.

XVII. FUTURE AGENDA ITEMS/NEW BUSINESS

Regional Plan
Executive Director's evaluation
Employee Handbook
Approval of the OSO Award
Financial Statements

XVIII. NEXT MEETING

GB – Wednesday, April 05, 2017 10:00 am– GSJTA Auburn

XIX. ADJOURNMENT

Meeting adjourned by Chair Ranalli at 10:50 am.