

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

Monday, May 15, 2017 – 1:30 PM

**North State BIA
1536 Eureka Rd.
Roseville, CA 95661**

Teleconferencing locations

**El Dorado (1)
Chamber of Commerce
542 Main Street
Placerville, CA 95667**

**Sierra College (2)
Building B-1
5100 Sierra College Blvd
Rocklin, CA 95677**

**135 Merritt Way (3)
Sacramento, CA 95864**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order at 1:30 p.m. by Chair Larkey

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair) (3), Martha Escobedo, Carol Pepper-Kittredge (2), Laurel Brent-Bumb (1)

Absent: None

Guests: Michael Indiveri, Marcy Schmidt, Lorna Magnussen, Terrie Trombley, Carline Chavez,

**Denotes late arrival or early departure*

(#) Indicates teleconference location

II. APPROVAL OF AGENDA

Motion to approve agenda by Zimmerman, second by Brent-Bumb

Motion approved unanimously by roll call vote

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 February 6, 2017 EC Meeting

b) Review of Minutes from March 16, 2017 WB Meeting

c) Attendance Log

Motion to approve consent agenda items A-C by Zimmerman, second by Brent-Bumb

Motion approved unanimously by roll call vote

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

None

V. 2017-2018 WIOA TITLE I DRAFT BUDGET

Buckingham explained that the board has two main types of responsibilities. System responsibilities and responsibilities associated with Title I of the Act. Most of the action items today are related to WIOA Title I. This budget represents a draft budget presentation for WIOA Title I.

The key points are:

- Built with an assumed 10% reduction in funds. While the federal award is rumored to be flat, the agency does not believe that California's award or the local award formula will be flat.
- Increased the Direct Training Leverage percentage from 5% to 10% which frees up funding from the training pool for other purposes such as staffing.
- Meets all required components of the Act such as work based learning and support for the required Comprehensive Center.
- Transfer 50% dislocated worker to Adult.

The following correction was noted on Page 16:

Row 15 – Placer
Row 16 – El Dorado
Row 17 - Alpine

Motion to approve WIOA Title I Draft Budget as corrected by Escobedo, second by Zimmerman

Motion approved unanimously by roll call vote

VI. CTEIG SUMMER INTERNSHIP APPROPRIATIONS

Buckingham commented that the agency has been working on a partnership with the Placer County Office of Education, North State BIA, and Lennar Homes to put on a summer construction internship. Appropriating the funds from this award allows Golden Sierra to act as the employer of record for the instructors providing the educational component of the internship. Students will learn and work in the construction industry for 8 weeks. The funding comes from Placer County Office of Education Career Technical Education Incentive Grant (CTEIG).

Motion to approve CTEIG Summer Internship Appropriations by Escobedo, second by Zimmerman

Motion approved unanimously by roll call vote

VII. 2017-2018 MEETING SCHEDULE

Larkey noted that a poll had been taken to establish the best time and day of the week for the meeting; the results were to keep meetings on the 3rd Thursdays of even months from 1:00 pm to 3:00 pm.

Motion to approve 2017-2018 Meeting Schedule by Brent-Bumb, second by Escobedo

Motion approved unanimously by roll call vote

VIII. EXECUTIVE COMMITTEE MEMBERSHIP

Buckingham stated that Greg Geisler, Program Manager for Placer County Health and Human Services is the current nominee to fill the vacant seat on the Executive Committee. Greg has been an active member in workforce development issues in Placer County for a number of years and will continue to provide a HHS perspective that would otherwise be lost with the absence of Alexis Zoss.

Geisler would fill the Non-Workforce Board member seat on the Executive Committee.

Motion to approve Executive Committee Membership by Zimmerman, second by Escobedo.

Motion approved unanimously by roll call vote

IX. WB MEMBERSHIP REVIEW PROCESS

Larkey stated that that the Workforce Board currently has the following vacancies:

6 business member, 1 organized labor and, 1 joint labor.

The current members whose terms will be ending June 30, 2017, have agreed to serve an additional 4 year term.

There are 3 applications for business members pending approval by the Governing Body on June 7, 2017.

Magnussen is currently in communication with the labor council to nominate 2 members.

Larkey asked the committee members for their input on the review/screening process. Brent-Bumb said most applicants have been vetted by their nominating entity and doesn't feel an interview process would be necessary.

Pepper-Kittredge asked if the committee's recruitment efforts are targeting certain sectors. Larkey responded that hospitality, healthcare and business associations such as chamber were targeted.

Magnussen noted that the screening process could be to review applicants for appropriateness and forward recommendations on all applicants to Governing Body for consideration and approval if appropriate.

Motion to approve WB Membership Review process and recommend current applicants to the Governing Body by Brent-Bumb, second by Pepper-Kittredge

Motion approved unanimously by roll call vote

X. WIOA LOCAL PLAN UPDATE

Buckingham stated that the Agency received notice from the State Workforce Board on May 1, 2017, that the Local Plan was conditionally approved, and noted that the approval from the board allows for modifications for requested changes.

XI. CAREER SERVICES APPLICATION UPDATE

Buckingham stated the Agency's application to provide career services was also conditionally approved by the State Workforce Board's Executive Committee on April 27, 2017.

XII. ONE-STOP OPERATOR INTRODUCTION AND DISCUSSION OF ROLES & RESPONSIBILITIES

Buckingham wanted the committee to have an opportunity to hear from Indiveri on his vision on how he will bring value to the group and seek direction from the committee.

Indiveri stated that there are three major areas to start off with; the first is the One Stop Operator (OSO) has the responsibility of tracking and reviewing the provisions and agreements that are outlined in the MOUs. Such as how services are delivered, how customers receive the services, and the associated costs.

The second part of the process will be obtaining the partners reviews on the system and how it operates, and what are their priorities. This would include establishing a matrix that can be used locally for the core partners; knowing the funding sources, how do customers come in and what are the outcomes.

The third part would be to establish communication/feedback dynamic between the OSO and the partners.

Buckingham added that when the scope of work for the OSO was written the following was considered: The board's mission which includes measuring if the board is effectively meeting its goals; whatever metrics are developed should be to help the board move forward in ensuring that the partnership is meeting the needs of industry.

Larkey inquired about regional versus local relationships. Buckingham stated that the State Workforce Board did state in their approval of the career services providers and one-stop operators that they encouraged local areas to start exploring regional one-stop operator agreements. Buckingham felt that this would be the role of the Regional Planning Unit (RPU).

**Brent-Bumb departed at 3:00 pm*

XIII. WORKGROUP NEXT STEPS

Larkey asked if the groups would like to continue to meet outside of the board meetings to work on their projects.

Schmidt suggested that the groups should continue to meet outside the meetings to be able to achieve their goals since the meetings are only once every two months.

Larkey noted that Brown Act rules must be considered and adhered to when meeting outside of the regular meetings. If a majority of the Board or Executive Committee meet it should be announced and considered a Brown Act public meeting. He will suggest having special meetings if on the regular scheduled meetings the group is unable to work on the workgroup projects.

Partnership and Business Engagement [Schmidt]

- Sat in on SETA's employer outreach committee meeting. Heard about a project they are working called "Build your own workforce" training for staff; launching June with 4 half day training sessions. A Golden Sierra and Placer County staff member were invited to participate.
- Attended the rapid response roundtable meeting in April hosted by SETA.
- Larkey and Buckingham requested a meeting with SETA; scheduled on May 23, 2017 to discuss regional efforts.
- Goal was to meet with Valley Vision to learn more about the "Slingshot" initiative. Hacker Lab was one of the local awardees, and the will attend the upcoming Workforce Board meeting.
- Placer County will most likely move ahead with creating a business center, as it moves forward it will be an important for the business engagement piece.
- Group is going to map out the regional workforce initiatives for the boards, they created a draft, and the idea behind it was to understand what type of workforce initiatives and projects where active and who on the board is participating in them to be able to transmit to the board the information.

Leadership & Best Practices [Larkey]

- Working on scheduling joint Executive & Governing Body meeting
- Conference of Mayor link was provided by CWA that provides best practices; CWA is also developing survey to solicit best practices.

XIV. FUTURE AGENDA ITEMS/NEW BUSINESS

- Review Workforce Board applications
- Workgroups
- Short term deliverables for Local Plan

XV. NEXT MEETING

Thursday, June 15, 2017 – 1:00 PM. Roseville Connections

XVI. ADJOURNMENT

Motion to adjourn the meeting at 3:15 pm by Escobedo, second by Zimmerman

Motion approved unanimously