

WB MEMBERS

AAMIR DEEN
Unite Here Local 49

APRIL BALLESTERO
One Light Ahead

BILL BETTENCOURT
Placer School for Adults

CAROL PEPPER-KITTREDGE
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

DIANA SOUZA
NorCal Kenworth

ERIC COOPER
California Indian Manpower Consortium

ERIC ULRICH
Hacker Lab

JACQUELINE HUMENICK
Ponte Palmero

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JOHN TWEEDT
District Council 16

LAUREL BRENT-BUMB
El Dorado Chamber of Commerce

LISA HUTCHINSON
Cokeva

MARCY SCHMIDT
Placer Co. Business Advantage Network

MARK FRAYSER
Department of Rehabilitation

MARTHA ESCOBEDO
Employment Development Department

MICHAEL ZIMMERMAN, *Vice Chair*
MTI College

PAUL CASTRO
California Human Development

RICK LARKEY, *Chair*
North State Building Industry Foundation

ROBERT VERDUGO
Northern California Valley Sheet Metal JATC

ROBIN TRIMBLE
Rocklin Area Chamber of Commerce

TINK MILLER
Placer Independent Resource Services

VIC WURSTEN
PRIDE Industries

YVETTE ELAM
United Domestic Workers of America

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
AGENDA**

Thursday, September 21, 2017 – 1:00 PM

**North State BIA
Board Room
1536 Eureka Rd
Roseville, CA 95661**

Mission: The Golden Sierra Workforce Board convenes industry leaders and key partners to identify workforce initiatives, create innovative solutions and measure the success of the systems' ability to meet industry and workforce needs.

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. APPROVAL OF AGENDA 1-2
- 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 July 20, 2017 WB Meeting 3-7
 - b) Review of Minutes from August 2, 2017 GB/EC Meeting 8-11
 - c) Review of Minutes from August 31, 2017 EC Meeting 12-14
 - d) Attendance Log 15
- IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA
- V. 2017-2018 WIOA TITLE I DW TO ADULT TRANSFER 16
- VI. 2017-2018 WIOA TITLE I FINAL BUDGET 17-26
- VII. WIOA TITLE I YOUTH PROGRAM REPORT OUT – COKEVA PROJECT
- VIII. TECHNOLOGY IMPACTS ON THE WORKFORCE FORUM 27-28
- IX. ONE-STOP OPERATOR REPORT OUT AND DIRECTION
- X. WORKGROUPS
 - Strategic Planning Priorities & Workgroup Membership

EQUAL OPPORTUNITY

Golden Sierra is an equal opportunity employer/program. Auxiliary aids and services are available upon request. Special requests for services, aids and/or special formats need to be made by calling (530) 823-4635 (Voice). TTY users please call the California Relay Service at 711.

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

- WORKFORCE BOARD

- Networking Workshop on 11/16/17

The purpose of this session is to give every member a chance to:

- Learn about each members organizations,
- What each member has to offer in the way of information, resources, and services.
- What each member needs in the way of information, resources, and services.
- The time to match needs with resources.

- EXECUTIVE COMMITTEE

XII. NEXT MEETING

Thursday, November 16 – 1:00 PM. North State BIA

XIII. ADJOURNMENT

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, July 20, 2017 – 1:00 PM

**Folsom Lake College
Community Room C-102
6699 Campus Drive
Placerville, CA 95667**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Chair Larkey at 1:04 pm.

Larkey announced the following membership changes:

New appointments: Robin Trimble, Jaqui Humenick, and Diana Souza representing business

Renewals: Carol Pepper-Kittredge; Christina Nicholson; Eric Cooper; John Tweedt; Marcy Schmidt; Mark Frayser; Michael Zimmerman; Paul Castro; Rick Larkey; Vic Wursten

New appointments and renewals approved by the Governing Body on June 7, 2017.

Roll call:

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), Aamir Deen*, Carol Pepper-Kittredge*, Christina Nicholson Daniela Devitt, Jaqui Humenick, Jason Buckingham, Laurel Brent-Bumb, Marcy Schmidt, Martha Escobedo, Paul Castro*, Robin Trimble, Tink Miller.

Absent: Bill Bettencourt, Diana Souza, Eric Cooper, John Tweedt, Mark Frayser, Vic Wursten.

Guests: Robert Verdugo, Machel Rae, Janis Aydelott, Felicia Buasan, Carline Chavez, Lorna Magnussen, Michael Indiveri.

**Denotes late arrival or early departure*

II. APPROVAL OF AGENDA

Larkey requested the following amendment to agenda item VII memo on page 58; should be from Rick Larkey no Jason Buckingham.

Motion to approve agenda as amended by Miller, second by Zimmerman

Motion approved unanimously

** Deen arrived at 1:09 pm*

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 May 18, 2017 WB Meeting
- b) Review of Minutes from May 15, 2017 EC Meeting
- c) Attendance Log

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

Motion approved by unanimously

IV. PHASE II MOUs

Buckingham explained that in the board packet is detailed information regarding the Phase II MOU process. The second phase is the effort that focuses on documenting the partner contributions to the workforce development system specifically as it relates to the comprehensive center. Each partner MOU requires signatures from the Partner, Workforce Board Chair and the Chair of the Chief Local Elected Official (Governing Body).

The request is to grant signature authority to the board chair to sign these agreements as they come in so that the board can meet the September submission deadline.

Phase II MOUs will be required for the affiliate centers in Program year 2018/2019.

Motion to approve Phase II MOUs by Miller, second by Zimmerman.

Motion approved unanimously

** Castro arrived at 1:15 pm*

V. AJCC CERTIFICATION PROCESS WSD16-20

Buckingham mentioned that there are two types of certification: Baseline and Hallmarks of Excellence:

- Baseline contains 4 items (described on page 46) and must be completed by December 2017. Additionally, the local board may select additional criteria to include in the review.
- Hallmarks of excellence contain 8 items (described on page 47) focused on continuous improvement and must be completed by July 2018

Certification is a local board determination and recommendations must be provided by a neutral party (someone not providing direct services). Additionally, the board may include additional items if deemed necessary. Certification of the comprehensive center is due the first round and the affiliate sites will be due in the 2018/2019 program year.

Buckingham made the recommendation to adopt as is for baseline submission, and make changes as feedback and information is received.

Indiveri noted that the next partner meeting is scheduled for August 22, 2017, and welcomes input from board members by email.

** Pepper-Kittredge arrived at 1:29 pm*

Motion to approve AJCC Certification process by Nicholson, second by Zimmerman.

Motion approved unanimously

VI. BOARD MEMBER ORIENTATION

A draft outreach video was presented to members.

Feedback from board members was collected and provided to Buckingham.

VII. PAST YEAR REFLECTION AND NEW YEAR PROJECTIONS

Larkey engaged group in discussion surrounding past year strategic planning, challenges and moving ahead.

Future focus: Storytelling; Business Engagement and Integrated Services

Information was collected from members and presented to the Board's Chair.

Larkey will work with Buckingham to come up with a list of the items discussed and share with the board via a survey in order to rank and prioritize next steps. These results will be taken to the Executive Committee for review and recommendations that will be taken to full board at a future meeting for approval.

VIII. TECHNOLOGY IMPACTS AT WORK

Buckingham stated that based on recent discussions of this board on the impacts of technology on the workforce and employer demand, he proposed to the Capital Region Planning Unit (RPU) (consisting of Sacramento, Yolo, NCCC and Golden Sierra) that they apply for funding through round 2 of SlingShot to host regional technology forums. The idea is to bring business from within our key sectors to discuss and inform workforce practitioners, economic developers and educators on how they see technology impacting their business and workforce needs locally. The proposal was awarded and the region will receive \$66,000 for this purpose. The agency may be reaching out to members to help identify business leaders to participate in these forums. It's likely that the RPU will be contracting with Valley Vision to coordinate the efforts.

IX. ONE-STOP OPERATOR REPORT OUT

Indiveri said that in the packet is a clarification on what is a One-stop Operator; he considers the more appropriate term would be coordinator-integrator-facilitator; his function is to identify the major issues that are occurring in establishing and maintaining the future operations of the partnership. The idea is to keep communications up. His role is to gather feedback from all the partners and share all the information with the Workforce Board.

X. WORKGROUPS

Marketing: Miller is requesting members to join the marketing group.

Business Engagement: Buckingham and Schmidt met with Sacramento (SETA) regarding communicating on business engagement and rapid response.

Leadership & Best Practices: Larkey noted that the Executive Committee will be meeting with the Governing Body in August.

XI. WORKFORCE BOARD MEMBERSHIP UPDATE

Magnussen updated the board that there are 5 vacancies: 3 for business, 1 joint Labor and 1 Organized Labor.

At this time we have 2 business and 1 joint labor applications in the process pending Executive Committee recommendation and Governing Body approval in August. In addition, Hacker Lab has shown an interest in serving on the board and staff will continue to work with the Labor Council to fill the remaining labor seat.

XII. WORKFORCE BOARD BYLAW REVISION UPDATE

Magnussen stated that the due to finalized legislation and changes in current operating practices the Bylaws are in need of revision. The revised Bylaws should be reviewed and approved by December 2017.

XIII. WIOA SERVICE PROVIDER AND PARTNER UPDATES

- Alpine County – Alpine County HHS

Buckingham explained that Alpine County has some recent developments with regards to their WIOA efforts. One of which is the resignation of their WIOA funded staff person. Alpine is taking this time to investigate various service delivery models to see if there are better ways to serve the county with reduced funding. This includes looking at alternative models within the Golden Sierra JPA as well as reviewing options through other local areas.

Buckingham has been in close communication with Alpine County looks forward to ensuring that the county is well represented within the JPA.

It is likely that the agency will release an RFI to determine interest from other entities in the area that might be interested in serving Alpine County.

Written reports for remainder of providers included in agenda packet:

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

XIV. FUTURE AGENDA ITEMS/NEW BUSINESS

FUTURE AGENDA ITEMS

- WORKFORCE BOARD

Update on Youth programs; report out from partners

Orientation (Video improvements)

The impact of Amazon and bringing Jobs to Sacramento area

Workgroup report outs

- EXECUTIVE COMMITTEE

Workgroups

- NEW BUSINESS

Schmidt commented on Job shadowing pilot programs

Brent-Bumb is suggesting that the board should look into the upcoming cannabis industry

XV. NEXT MEETING

Thursday, September 21, 2017 – 1:00 PM. North State BIA

XVI. ADJOURNMENT

Motion to adjourn the meeting at 2:22 pm by Larkey

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
AND
WORKFORCE BOARD
EXECUTIVE COMMITTEE
JOINT REGULAR MEETING
AGENDA**

Wednesday, August 2, 2017 – 10:30 am

**North State BIA
Board Room
1536 Eureka Rd
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order at 11:00 a.m. by Governing Body Vice-Chair Rakow

Present: (GB) Katherine Rakow (Vice-Chair), Kirk Uhler

Absent: (GB) Michael Ranalli (Chair)

Present: (EC) Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), Martha Escobedo, Carol Pepper-Kittredge, Greg Geisler, Jason Buckingham (Ex-Officio)

Absent: (EC) Laurel Brent-Bumb

Guests: Michael Indiveri, Patty Moley, Lorna Magnussen, Carline Chavez

II. APPROVAL OF AGENDA

Motion to approve agenda by Escobedo, second by Zimmerman.

Motion approved unanimously.

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

None

IV. 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.

a) Approval of Minutes from May 15, 2017 EC Meeting

b) Attendance Log

Motion to approve consent agenda items a-b by Zimmerman, second by Escobedo

Motion approved unanimously

V. WORKFORCE BOARD APPLICATION RECOMMENDATIONS (EC)

Magnussen stated that the 5 applications contained in the agenda packet are for review and recommendation by the Executive committee prior to being forwarded to the Governing Body for approval. Approval of these applications would bring the Workforce Board into full compliance.

Motion to recommend current applicants to the Governing Body for approval by Escobedo, second by Zimmerman.

Motion approved unanimously

VI. WORKFORCE BOARD APPLICATION APPROVAL (GB)

Request to approve 5 Workforce Board applicants for membership.

Motion to approve Workforce Board Membership by Uhler, second by Rakow

Motion approved unanimously

VII. EC/GB DISCUSSION ON WDB DIRECTION

Larkey provided an outline of efforts over the last year by the Workforce Board that included holding a strategic planning session and developing a work plan from ideas/needs identified. This information has been used to explore how they could make the board's work more meaningful for the members and the people they serve. The six ideas/needs identified were training, leadership & strategy, marketing, best practices, business engagement and project management. Subsequently several of workgroups have been consolidated.

At the board's July meeting the progress and outcomes from the workgroups were reviewed and input collected to allow the board to refocus their efforts for the next year. The board also felt it was important to check in with the Governing Body to ensure that their efforts aligned with Governing Body expectations.

In addition to the board's efforts, the One-Stop Operator, Michael Indiveri, has the charge of trying to promote certain values such as partnering and integrating services as well as looking at data and the integration of it.

Larkey solicited input from the Governing Body regarding practical steps that might encourage jurisdictions to work together.

Rakow believes the strategic plan aligns with the current needs, but expressed concern about being from a small county; she feels they are unique in their needs and that due to lack of resources they are limited in what can be offered and she does not know how to remedy that situation..

Uhler noted that the services the agency provides are not widely known in our counties. He was encouraged to see a focus on communication and outreach. Uhler added that while the current plan is a good plan right now we may see changes over the next few years due to the new administration. The best role the board can play is being the liaison for the private sector to make them aware of the opportunities available through

the workforce system and assisting them in accessing those resources to meet their needs. In addition, help the Governing Body understand the needs of the private sector, what implications the final budget could have on service models and aligning resources to meet their needs according to these factors. This message can then be carried by the Governing Body to their constituents and Washington DC. Uhler noted that the paperwork process has historically been a deterrent for businesses in utilizing the services and could be a key area to address.

Zimmerman commented that what Uhler spoke of aligns very well with what Indiveri is doing as a One-Stop Operator; trying to figure out how all these different processes work together. Part of that task should be framed with the deficiencies and how can we do more with less.

Buckingham added that this clearly aligns with the Workforce Board's latest discussion regarding a need to focus on storytelling, using that as an outreach tool and a communication tool with stakeholders.

Larkey said that during the Bush administration he worked with some programs and he was impressed with how their initiatives were trying to utilize the private sector to provide these workforce development services. Historically these programs don't allocate funds to provide services to employers even though they talk about serving employers. He would like the Governing Body to send a message that encourages the State and the Federal level to provide services that empowers the agency to serve employers more directly, and encourages public/private partnerships in a way that they can grow together and meet the needs of the workforce.

Rakow asked if the budget for internship and apprenticeship was reduced.

Indiveri explained that the outline of the budget did have significant cuts across the board.

Larkey stated that this will be an interesting opportunity for the board to see if they just exist only because of the federal funding; or is there something more, regardless where the resources come from; see how the members can commit to achieve something focusing on providing value.

Buckingham commented that WIOA is one of the only systems whose charter is for business to lead the way, although the system is serving business, it should be tied to industry demand and on how we do that as a system locally should be by brokering the available programs to meet that demand.

Indiveri said the current legislation is very clear that they want the private sector buy in. Indiveri's job is to coordinate, align, and integrate all the partners.

Pepper-Kittredge stated that currently job placement is very difficult due to the bureaucracy on the federal level and how employers don't fit certain parameters or categories; it's not customer driven to the employer, it is government driven.

Escobedo added that she is anxious about the budget and how it will affect their organizations; she believes the board is heading in the right direction.

Geisler agreed that there are barriers put in place by all the regulations and paperwork necessary to access the programs for employers; however, Placer County has been able to streamline the employer paperwork for the CalWorks program.

Rakow asked what the next steps in the Board's strategic plan would be.

Larkey answered that the plan is to reorganize the board with the new membership, using the strategic plan to establish priorities.

Uhler encouraged the board to reach out to the Greater Sacramento Economic Council and inform them of who this board/agency is and what they do. Uhler suggested modifications to programs making them more employer friendly and to allow for better engagement. The Council is hearing from the existing businesses in the Sacramento region what their challenges are from the workforce standpoint. In addition they are hearing from employers across the country that they are trying to recruit to our area, on 1) what their workforce needs are; and 2) what these businesses are evaluating in the local economy. With this information, how Golden Sierra and SETA work together to provide training on particular disciplines or technologies, that assist the council with their efforts.

VIII. FUTURE AGENDA ITEMS/NEW BUSINESS

Governing Body

- Final Budget

Executive Committee

- OSO report on partners meeting on 8/22/17
- Strategic Planning Priorities
- Workgroup report

IX. NEXT MEETING

EC – Thursday, August 31, 2017 1:00 pm – Roseville Connections

GB – Wednesday, October 4, 2017 10:00 am – Placer County Board of Supervisors Office Roseville

EC – Thursday, October 19, 2017 1:00 pm – Roseville Connections

X. ADJOURNMENT

Meeting adjourned by Escobedo, second by Geisler at 11:45 am.

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

Thursday, August 31, 2017 – 1:00 PM

**Roseville Connections
115 Ascot Drive, Suite 180
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), Martha Escobedo, Laurel Brent-Bumb, Jason Buckingham, Greg Geisler

Absent: Carol Pepper-Kittredge

Guests: Michael Indiveri, Lorna Magnussen, Carline Chavez

II. APPROVAL OF AGENDA

Motion to approve the agenda by Brent-Bumb, second by Escobedo

Motion approved unanimously

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.

Request to amend Consent Agenda to remove Approval of Minutes from August 2, 2017 EC/GB Meeting

- Approval of Minutes from August 2, 2017 EC/GB Meeting [removed – refer to item III.a.]
- Review of Minutes from July 20, 2017 WB Meeting
- Attendance Log

Motion to approve the Consent Agenda as amended, by Brent-Bumb, seconded by Escobedo.

Motion approved unanimously

III.a. APPROVAL OF MINUTES FROM AUGUST 2, 2017 EC/GB MEETING

Amended minutes were distributed to clarify language on page 4 paragraphs 1-3.

Motion to approve the amendment to the August 2, 2017 minutes by Zimmerman, second by Geisler.

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA.

Magnussen announced that the Workforce Board membership is in full compliance and now has 25 active members.

V. WORKGROUP - LEADERSHIP & BEST PRACTICES

- Strategic Planning Priorities

Buckingham requested clarification regarding the survey discussed at the last meeting; should the survey be based on the three focus areas discussed at the last meeting or on the items from the retreat.

Larkey stated that his intent was to continue with the planning groups and assign members to a group they would like to participate in. He also believes that the groups need to be reformed and repopulated.

Brent-Bumb added that the members should revisit the fundamentals of the workgroups to give them the opportunity to choose a workgroup they would prefer.

Magnussen suggested reaching out to the members and asking them to choose first and second choice from the three groups in which they would like to be assigned to.

The Executive Committee members decided to include an orientation prior to the Workforce Board meeting on 9/21/17 from 11:30 am to 12:30 pm.

Larkey asked staff to send out emails to the new members for the orientation and, an additional email to ask all the members to solicit what workgroups they would prefer to be a part of. Buckingham agreed to write summary of each planning group and send out a survey.

Brent-Bumb expressed that networking could be further developed on the board.

Larkey agreed and has seen models for facilitated workshops that would aid the board with this role.

Zimmerman commented that the workshop model might encourage members to be more engaged during meetings.

Buckingham added that the workshop would generate conversations around the table on how members can meet each other's needs.

Members agreed to hold the workshop at the November 16, 2017 Workforce Board meeting.

VI. ONE-STOP OPERATOR REPORT OUT AND DIRECTION

Indiveri handed out his summary notes to the members regarding the meeting with the partners that was held on August 22, 2017. The notes outline the first encounter with the One-Stop Operator and the partners of the AJCC system.

The purpose of this meeting was to establish or reestablish relationships between the partners. His role is to facilitate communication between the partners and the Workforce Board.

The 2 year process for the AJCC certification was discussed; the initial phase will be helpful in identifying who is doing what and how it is affecting customers, and later to know how to improve the delivery of services through coordination, integration and alignment.

Indiveri noted to the members that input is welcome. He will also be getting feedback from customers and partners.

Future items will include updates to the board on outreach efforts to the community, especially on how the employer outreach is happening, and what the view from the private sector is.

Another important item is the coordination between the partners to identify value added services such as joint activities with customers that could include co-enrollments and/or co-funding of customers training.

Reporting and universal outcomes were discussed including the possibility of a future dashboard to summarize the data system wide to assist the board in reviewing and responding to the data.

Larkey requested that as Indiveri develops, with the partners, a common set of reporting elements for performance outputs and outcomes, this information be presented to the board.

Larkey would like a report on the status of the regional collaboration and combining data.

VII. FUTURE AGENDA ITEMS/NEW BUSINESS

- WORKFORCE BOARD

Workshop on 11/16/17

Orientation on 9/21/17

Workgroups

- EXECUTIVE COMMITTEE

VIII. NEXT MEETING

Special - Thursday, September 21, 2017 – 12:30 PM. NSBIA

Regular – Thursday, October 19, 2017 – 1:00 PM. Roseville Connections

IX. ADJOURNMENT

Larkey adjourned the meeting at 2:30 pm.

Date:	9/15/16	11/17/16	1/19/17	3/16/17	5/18/17	7/20/17	
Workforce Board	WB	WB	WB	WB	WB	WB	
Meeting Type	Special	Regular	Regular	Regular	Regular	Regular	Rate
Aamir Deen			0	0	0	1	25%
April Ballestero							0%
Bill Bettencourt	1	1	1	1	1	0	83%
Carol Pepper-Kittredge	1	0	1	0	0	1	50%
Christina Nicholson	1	1	1	1	1	1	100%
Daniela Devitt	1	1	0	1	1	1	83%
Diana Souza						0	0%
Eric Cooper	1	1	0	1	0	0	50%
Eric Ullrich							0%
Jacqueline Humenick						1	100%
Jason Buckingham	1	1	1	1	1	1	100%
John Tweedt	0	0	1	0	1	0	33%
Laurel Brent-Bumb	1	1	1	1	0	1	83%
Lisa Hutchinson							0%
Marcy Schmidt	1	1	1	1	1	1	100%
Mark Frayser	1	1	1	1	1	0	83%
Martha Escobedo	1	1	1	1	1	1	100%
Michael Zimmerman	1	0	0	0	0	1	33%
Paul Castro	1	0	0	0	0	1	33%
Rick Larkey	1	1	1	1	0	1	83%
Robin Trimble						1	100%
Robert Verdugo							0%
Susan "Tink" Miller	1	0	1	0	1	1	67%
Victor Wursten	0	1	1	1	1	0	67%
Yvette Elam							0%

**GOLDEN SIERRA
WORKFORCE DEVELOPMENT BOARD**

MEMORANDUM

DATE: September 21, 2017

TO: Workforce Board (WB) members

FROM: Jason Buckingham, GSJTA Executive Director

SUBJECT: 2017-2018 Transfer of Funds Dislocated Worker to Adult

In an effort to serve the local population, Golden Sierra is seeking approval to transfer up to 50% of the WIOA Title I Program Year 2017-2018 awards from the Dislocated Worker stream to the Adult funding stream. The submission of the required documents will occur when the Agency receives formal notification via subgrant documentation from the Employment Development Department for the K8106175 Subgrant award. All transferred funds will be taken from the second round of awarded funding made available for use October 1st, 2017. The procedures for this transfer are available for review in Directive WSD15-23 dated March 29, 2016.

As the members of the Board may be aware, all Dislocated Workers are eligible to receive funding via the Adult funding stream, however, the reverse is not true. This transfer will enable Golden Sierra to serve clients with the greatest need with minimal impact on Dislocated Worker services.

**GOLDEN SIERRA
WORKFORCE BOARD**

MEMORANDUM

DATE: September 21, 2017
TO: Workforce Board (WB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Workforce Innovation and Opportunity Act (WIOA) Title I Final Budget

Before the Board for review is the WIOA Title I Fiscal Year 2017/2018 Final Budget. The WIOA Title I budget is a part of Workforce Board responsibilities as per WIOA. The Act requires the Board to develop a program budget in partnership with the Governing Body. The Action requested is to make a recommendation to the Governing Body to approve the WIOA Title I final budget for 2017/2018. The budget has been developed with a focus on the WIOA Local Workforce System requirements. See the budget narrative for additional details.

Budget Introduction and Overview

Golden Sierra Job Training Agency is a Joint Powers Authority (JPA) organized between the counties of Placer, El Dorado and Alpine. The Agency's primary purpose is to administer the JPA's Title 1 award from the *Workforce Innovation and Opportunity Act (WIOA)*. Additionally, the Agency administers miscellaneous grants and awards that complement the WIOA Title 1 objectives and stated purpose of the JPA.

Approach in Developing the Final Budget for Fiscal Year 2017/2018

The model used to develop the Consortium's annual budget is the Priority Based Budget model. The goal is to develop a budget based on the relationship between program funding levels and expected results from that program. The objectives are to retain cost-efficient and effective ways to meet the requirements of the *Workforce Innovation and Opportunity Act (WIOA)* while providing quality services to participants.

The *Fiscal Year 2017/2018 Final Budget*:

The primary sources of funding are the unaudited rollover funding from Sub-grant K-7102029 and the newly awarded Sub-grant K-8106175 in the form of Adult, Dislocated Worker, Youth, Rapid Response and Layoff Aversion funding. Currently, all figures in the final budget have been communicated by the Employment Development Department (EDD) via Workforce Services Information Notices (WSIN). The Agency received its allotted portions for Round 1 (July 1, 2017 release). However, Round 2 (October 1, 2017 release) funding was not finalized as of this update and EDD has not received the Notice of Award (NOA) from the Department of Labor. The NOA confirms the funding of an appropriated award. It is anticipated to be completed when the Federal Fiscal Year 2018 budget is adopted or a Continuing Resolution is put in place.

The budget meets mandated funding requirements as follows:

20% of the Adult and Dislocated Worker funding will support *Direct Training* with a planned assumption of 10% leverage in order to meet the full requirement of 30% with a 20/10 ratio of WIOA cash/leverage.

20% of the Youth funding is earmarked to meet the *Youth Work Based Learning (WBL)* requirement as outlined in the WIOA Title I award. To clarify, *Work Based Learning* only includes a participant's enrollment in an employment related training such as an On-The-Job Training (OJT) or Work Experience (WEX). It does not include classroom training. Fifty percent of the earmarked WBL funding is used to support the career services to eligible participants in the program.

The remaining cost objectives required of the Title I funding are to maintain a *Comprehensive One-Stop Center* in the *Local Area* while strategically utilizing financial resources to meet obligations of the JPA and while both leading and participating in the continued development of both local and regional *Workforce Systems*.

Approved By:
Executive Committee:
Workforce Board:
Governing Body

What we have been able to maintain in spite of reductions in funding:

- Over the past two fiscal years the Agency has scheduled the use of 50% of funding from the new allocation for the combined support of Administration, Program Operations & the Consortium's Comprehensive One-Stop. This percentage has remained the same however, the allocation has been reduced. In addition to not filling a vacant position, a 3% reduction in support for the Comprehensive One-Stop is required in order to maintain Program Operations and Administration.
- Continued financial support to member counties for Career Services and Direct Training is being maintained with additional financial resources coming from taking advantage of the allowable 10% for Direct Training Leverage instead of the 5% which has been utilized in the past.

Description of Schedules

Schedule 1 Consortium Sources and Uses

Schedule is based on unaudited rollover funding, carry over, and new awards. Expenditures have been adjusted based on anticipated cost increases, WIOA spending requirements, and pension funding requirements.

Schedule 2 Consortium Cost Center Detail

Consortium Administration: Includes fiscal management, procurement, and human resource functions.

Consortium Program Operations: Includes program oversight and technical assistance to member counties. Staff and consultants have expertise in ADA/EO compliance, program monitoring, WIOA continual refinement, and database management.

Consortium Rapid Response and Layoff Aversion: Includes activities related to business outreach, workshop facilitation, and labor exchange. Staff have expertise in helping affected employees return to work as quickly as possible following a layoff and developing early-warning systems to prevent layoffs altogether.

Consortium Comprehensive One-Stop: Includes the physical location and related operating expenses of the required job center that offers universal access and comprehensive employment-related programs and services.

El Dorado County Career and Training Services: Includes unaudited PY 16/17 carry-in funds to be administered by El Dorado County HHS and planned PY 17/18 WIOA funding.

Placer County Career and Training Services: Includes unaudited PY 16/17 carry-in funds and planned PY 17/18 WIOA funds to be administered by the Agency staff.

Alpine County Career and Training Services: Includes unaudited PY 16/17 carry-in funds to be administered by Agency staff. Planned PY 17/18 WIOA funding currently in development stage of new service delivery model.

Approved By:
 Executive Committee:
 Workforce Board:
 Governing Body

	<p>Non-Allocation Career and Training Services:</p>	<p>Includes remaining second year training dollars from the Disability Employment Accelerator (DEA) award and third year of the Sector Partnerships National Emergency Grant (SP-NEG). The Disability Employment Initiative technical assistance funding to participate in quarterly meetings. In addition, the Agency continues to expend prior year awarded non-allocation awards AB2060, Round Two and Three of the Disability Employment Accelerator grant.</p>
<p>Schedule 3</p>	<p>Consortium Contracted Services</p>	<p>Schedule provides detail for contracts administered by the Agency for newly awarded funds and re-budgeted contracts for Consortium Operations and Programmatic Career Services and Training.</p>
<p>Schedule 4</p>	<p>Consortium Allocation of Sub grant Award</p>	<p>Schedule is based on a funding award for the new WIOA Allocation Awards and Rapid Response and Layoff Aversion. The schedule is separated by funding based on the WIOA legislation.</p>
<p>Schedule 5</p>	<p>Consortium Leverage Requirements</p>	<p>Schedule provides dollar amounts required to be captured as "leverage" in order to meet the state imposed 30% Direct Training requirement for Adult and Dislocated Working funding streams.</p>

Approved By:
 Executive Committee:
 Workforce Board:
 Governing Body

Line #	A		B		C		D	D-C		1-(D/C)
	Actual Expenditures and Encumbrances as of June 30th 2016	% of Total Funding	Unaudited Actual Expenditures and Encumbrances as of June 30th 2017	% of Total Funding	Consortium Fiscal Year 2017/2018 Draft Budget	% of Total Funding	Consortium Fiscal Year 2017/2018 Final Budget	Change Between Fiscal Year 2017/2018 Draft to Final Budget	Percent Change from Fiscal Year 2017/2018 Budget Draft to Final	
Funding Sources:										
1	\$ 1,888,875		\$ 1,853,531		\$ 2,007,471		\$ 1,709,676	\$ (297,795)	-14.83%	
2	2,015,896		2,252,121		2,885,517		2,824,646	(60,871)	-2.11%	
3	166,430		83,300		50,375		150,795	100,420	199.34%	
4	65,401		-		210,112		209,395	(717)	-0.34%	
5	-		10,691		-		51,262	51,262	100.00%	
6	-		-		59,514		35,641	(23,873)	-40.11%	
7	237,493		458,801		414,738		513,004	98,266	23.69%	
8	\$ 4,374,095		\$ 4,658,444		\$ 5,627,727		\$ 5,494,419	\$ (133,308)	-2.37%	
Expenditures:										
Consortium Operations										
9	\$ 516,385	8.35%	\$ 575,787	9.46%	\$ 594,522	10.56%	\$ 593,374	\$ (1,148)	-0.19%	
10	1,171,392	18.95%	833,543	13.70%	927,322	16.48%	953,528	26,206	2.83%	
11	364,971	5.90%	318,179	5.23%	489,455	8.70%	486,668	(2,787)	-0.57%	
12	27,616	0.45%	28,200	0.46%	60,403	1.07%	51,268	(9,135)	-15.12%	
13	\$ 2,080,364	33.65%	\$ 1,755,709	28.85%	\$ 2,071,702	36.81%	\$ 2,084,838	\$ 13,136	0.63%	
Career & Training Services										
14	\$ 1,162,141	18.80%	\$ 997,392	16.39%	\$ 1,156,828	20.56%	\$ 941,548	\$ (215,280)	-18.61%	
15	813,362	13.16%	1,117,783	18.37%	1,093,162	19.42%	932,281	(160,881)	-14.72%	
16	72,767	1.18%	102,433	1.68%	103,924	1.85%	98,731	(5,193)	-5.00%	
17	237,403	3.84%	683,602	11.23%	411,738	7.32%	482,651	70,913	17.22%	
18	\$ 2,285,673	36.97%	\$ 2,901,210	47.68%	\$ 2,765,652	49.14%	\$ 2,455,211	\$ (310,441)	-11.22%	
19	\$ 8,058	0.13%	\$ 1,525	0.03%	\$ 15,000	0.27%	\$ 14,991	\$ (9)	-0.06%	
20	\$ 1,807,695	29.24%	\$ 1,426,641	23.44%	\$ 775,373	13.78%	\$ 939,379	\$ 164,006	21.15%	
21	\$ 6,181,790		\$ 6,085,085		\$ 5,627,727		\$ 5,494,419	\$ (133,308)	-2.37%	
22	\$ (1,807,695)		\$ (1,426,641)		\$ -		\$ -	\$ -		
** Funding primarily from unobligated and unspent prior year WIOA award.										

Approved by:
 Executive Committee:
 WB:
 Governing Board:

Line #	A	B	C	D	E	F	G
	Consortium Admin	Consortium Program Operations	Consortium Rapid Response and Layoff Aversion	Local Area One-Stop Delivery System	El Dorado County Career and Training Services	Placer County Career and Training Services	Alpine County Career and Training Services
Funding Sources:							
1	\$ 280,726	\$ 501,967		\$ 37,830	\$ 408,118	\$ 450,304	\$ 30,731
2	282,466	878,257		197,726	524,163	874,034	68,000
3	-	62,888	87,907	-	-	-	-
4	-	69,100	125,637	14,658	-	-	-
5	-	51,262	-	-	-	-	-
6	-	11,762	21,384	2,495	-	-	-
7	-	8,761	-	-	-	-	-
8	\$ 563,192	\$ 1,583,997	\$ 234,928	\$ 252,709	\$ 932,281	\$ 1,324,338	\$ 98,731
Expenditures:							
Consortium Operations:							
9		\$ 593,374					
10	280,797	421,257	175,814	75,660			
11	82,384	245,223	33,992	125,069			
12			\$ 25,122	26,146			
13	\$ 363,181	\$ 1,259,854	\$ 234,928	\$ 226,875	\$ -	\$ -	\$ -
Career & Training Services							
Program Year 2016/2017 WIOA/Other - Rebudget							
14							
15							
16						450,304	
17					408,118		30,731
Program Year 2017/2018 WIOA/Other							
18							
19						491,244	
20					524,163		
21							68,000
22					\$ 932,281	\$ 941,548	\$ 98,731
Career & Training Services Total							
23							
24							
25	\$ 200,011	\$ 313,652	\$ -	\$ 21,334	\$ -	\$ 382,790	\$ -
26	\$ 563,192	\$ 1,583,997	\$ 234,928	\$ 252,709	\$ 932,281	\$ 1,324,338	\$ 98,731
27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Cost Center Share of Available Funding				4.28%	16.97%	24.10%	1.80%

L i n e #	H Disability Employment Initiative Round Two & Seven	I Disability Employment Accelerator Round Two & Three	K Sector Partnerships National Emergency Grant	K Supervised Population Training Grant AB2060	L Total of all Funding Sources and Expenditures
	Funding Sources:				
1	Carry-In Allocation Funds from PY 16	\$ -	\$ -	\$ -	\$ 1,709,676
2	Awarded - PY 17 WIOA Allocations	-	-	-	2,824,646
3	Carry-In Rapid Response Funds PY16	-	-	-	150,795
4	Awarded Rapid Response Funds PY17	-	-	-	209,395
5	Carry-In Layoff Aversion Funds PY16	-	-	-	51,262
6	Awarded Layoff Aversion Funds PY 17	-	-	-	35,641
7	Actual Non-Allocation Awards	10,230	248,005	51,953	513,004
8	Total Funding Sources	\$ 10,230	\$ 248,005	\$ 51,953	\$ 5,494,419
	Expenditures:				
	Consortium Operations:				
9	Retiree Benefits	\$ -	\$ -	\$ -	\$ 593,374
10	Salaries and Benefits	-	-	-	953,528
11	Services and Supplies	-	-	-	486,668
12	Professional Services	\$ -	\$ -	\$ -	51,268
13	Consortium Operations Total	\$ -	\$ -	\$ -	\$ 2,084,838
	Career & Training Services				
	Program Year 2016/2017 WIOA/Other - Rebudget				
14	Non-Allocation Awards	\$ 2,230	\$ 71,559	\$ 51,953	\$ 319,797
15	Placer County	-	-	-	450,304
16	El Dorado County	-	-	-	408,118
17	Alpine County	-	-	-	30,731
	Program Year 2017/2018 WIOA/Other				
18	Non-Allocation Awards	4,000	158,854	-	162,854
19	Placer County	-	-	-	491,244
20	El Dorado County	-	-	-	524,163
21	Alpine County	-	-	-	68,000
22	Career & Training Services Total	\$ 6,230	\$ 230,413	\$ 51,953	\$ 2,455,211
23	Committee Budget	\$ -	\$ -	\$ -	\$ 14,991
24	PY 17 Award Expend in Second Year	\$ 4,000	\$ 17,592	\$ -	\$ 939,379
25	TOTAL EXPENDITURES	\$ 10,230	\$ 248,005	\$ 51,953	\$ 5,494,419
26	Net Income/(Loss)	\$ -	\$ -	\$ -	\$ -
27	Cost Center Share of Available Funding	0.19%	4.51%	0.95%	100.00%

Executive Committee:

WB:

Governing Board:

Line #	Description	A		B		C		D		E		F		G	
		Dislocated	Worker	Dislocated	Tran to Adult	Adult	Youth - Out	Layoff Aversion	Non-Allocation	TOTAL					
WIOA Allocation Career Services & Direct Training Budgeted and Rebudgeted															
WIOA - Career Services PY16/17 Re-Budgeted															
Career Services															
1	El Dorado County - Awarded via Competitive Procurement	\$ 13,251	-	\$ 183,807	\$ 109,094	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 306,152
2	Alpine County - Awarded via Competitive Procurement	-	-	16,309	7,108	-	-	-	-	-	-	-	-	-	23,417
Direct Training															
3	El Dorado County - Awarded via Competitive Procurement	-	-	77,143	-	-	-	-	-	-	-	-	-	-	77,143
4	Alpine County - Awarded via Competitive Procurement	767	-	4,746	-	-	-	-	-	-	-	-	-	-	5,513
5	Placer County Agency	2,538	14,680	81,654	-	-	130,623	-	-	-	-	-	-	-	229,495
Work Based Learning (Youth)															
6	El Dorado County - Awarded via Competitive Procurement	\$ -	\$ -	\$ -	\$ 24,823	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 24,823
7	Alpine County - Awarded via Competitive Procurement	-	-	-	1,802	-	-	-	-	-	-	-	-	-	1,802
8	Placer County	-	-	-	76,766	-	-	-	-	-	-	-	-	-	76,766
WIOA - Career Services PY17/18 Budgeted															
Career Services															
9	El Dorado County - Awarded via Competitive Procurement	\$ 58,934	\$ 58,934	\$ 96,761	\$ 105,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320,129
10	Alpine County - Awarded via Competitive Procurement	1,593	1,593	56,492	2,851	-	-	-	-	-	-	-	-	-	62,529
11	Placer County - Agency	98,754	98,754	162,141	176,783	-	-	-	-	-	-	-	-	-	536,432
Direct Training															
12	El Dorado County - Awarded via Competitive Procurement	39,289	39,290	64,508	-	-	-	-	-	-	-	-	-	-	143,087
13	Alpine County - Awarded via Competitive Procurement	1,062	1,062	1,743	-	-	-	-	-	-	-	-	-	-	3,867
14	Placer County - Agency	65,836	65,837	108,094	-	-	80,190	-	-	-	-	-	-	-	319,957
Work Based Learning (Youth)															
15	El Dorado County - Awarded via Competitive Procurement	\$ -	\$ -	\$ -	\$ 60,947	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,947
16	Alpine County - Awarded via Competitive Procurement	-	-	-	1,604	-	-	-	-	-	-	-	-	-	1,604
17	Placer County - Agency	-	-	-	97,837	-	-	-	-	-	-	-	-	-	97,837
18	Consortium Career Services - Contracted Total	\$ 282,024	\$ 280,150	\$ 853,398	\$ 665,115	\$ -	\$ 210,813	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,291,500
19	Total Contracted Services	\$ 282,024	\$ 280,150	\$ 853,398	\$ 665,115	\$ -	\$ 210,813	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,291,500

		A	B	C	D	E	F	G
Allocation Funding Categories								
		Dislocated Worker	50% Dislocated Transfer to Adult	Adult	Youth Out 100%	Rapid Response	Layoff Aversion	Total
1	Funding Awards for New Fiscal Year Consortium Operations	\$ 530,937	\$ 530,938	\$ 871,726	\$ 891,045	\$ 209,395	\$ 35,641	\$ 3,069,682
2	Administration	\$ 53,094	\$ 53,094	\$ 87,173	\$ 89,105	\$ -	\$ -	\$ 282,466
3	WDB Support/Legacy Costs/Program Operations	\$ 175,209	\$ 175,210	\$ 287,670	\$ 294,045	\$ 69,100	\$ 11,762	\$ 1,012,996
4	Consortium Sponsored Cost Centers	\$ 37,166	\$ 37,166	\$ 61,021	\$ 62,373	\$ 14,658	\$ 2,495	\$ 214,879
5	Consortium Operating Cost Totals	\$ 265,469	\$ 265,470	\$ 435,864	\$ 445,523	\$ 83,758	\$ 14,257	\$ 1,510,341
6	Award less Consortium Operating Cost	\$ 265,468	\$ 265,468	\$ 435,862	\$ 445,522	\$ 125,637	\$ 21,384	\$ 1,559,341
7	Rapid Response/Layoff Aversion Cost Center	\$ -	\$ -	\$ -	\$ -	\$ 125,637	\$ 21,384	\$ 147,021
8	Required Direct Training Adult & DW	\$ 106,187	\$ 106,188	\$ 174,345	\$ -	\$ -	\$ -	\$ 386,720
9	Work Based Learning (Youth)	\$ -	\$ -	\$ -	\$ 160,388	\$ -	\$ -	\$ 160,388
10	Allocation for Career Services	\$ 159,281	\$ 159,280	\$ 261,517	\$ 285,134	\$ -	\$ -	\$ 865,212
Youth - Adult - Dislocated Worker Allocation								
Career Services								
11	Placer	\$ 98,754	\$ 98,754	\$ 162,141	\$ 176,783	\$ -	\$ -	\$ 536,432
12	El Dorado	\$ 58,934	\$ 58,934	\$ 96,761	\$ 105,500	\$ -	\$ -	\$ 320,129
13	Alpine	\$ 1,593	\$ 1,593	\$ 2,615	\$ 2,851	\$ -	\$ -	\$ 8,652
Direct Training								
14	Placer	\$ 65,836	\$ 65,837	\$ 108,094	\$ -	\$ -	\$ -	\$ 239,767
15	El Dorado	\$ 39,289	\$ 39,290	\$ 64,508	\$ -	\$ -	\$ -	\$ 143,087
16	Alpine	\$ 1,062	\$ 1,062	\$ 1,743	\$ -	\$ -	\$ -	\$ 3,867
Work Based Learning (Youth)								
17	Placer	\$ -	\$ -	\$ -	\$ 97,837	\$ -	\$ -	\$ 97,837
18	El Dorado	\$ -	\$ -	\$ -	\$ 60,947	\$ -	\$ -	\$ 60,947
19	Alpine	\$ -	\$ -	\$ -	\$ 1,604	\$ -	\$ -	\$ 1,604
Total Title 1 Allocations by County								
20	Placer	\$ 164,590	\$ 164,591	\$ 270,235	\$ 274,620	\$ -	\$ -	\$ 874,036
21	El Dorado	\$ 98,223	\$ 98,224	\$ 161,269	\$ 166,447	\$ -	\$ -	\$ 524,163
22	Alpine	\$ 2,655	\$ 2,655	\$ 4,358	\$ 4,455	\$ -	\$ -	\$ 14,123
23							Check Figure	\$ 3,069,683

ONE-STOP OPERATOR (OSO) MEMO

To: WDB Executive Committee

From: Michael A. Indiveri (OSO)

Date: August 31, 2017

Subj: One-Stop Partners Quarterly Meeting Notes

The first Quarterly Meeting of the Golden Sierra AJCC One-Stop partners was held on August 22, 2017 at:

North State BIA Board Room

1536 Eureka Road

Roseville, CA, 95661

Attendance:

Darlene Galipo, Jason Buckingham, GSJTA; Machel Rae, Jenny Wilson, EDC HHSA; Rick Helmer, Lisa Lugwig, EDD; Marcy Schmidt, Placer Co. HHS; Bill Bettencourt, Placer School for Adults; Darlene Jackson, Sierra College; Brenda Harden, AARP; Jason Harm, RJUHSD, Michael Indiveri, OSO.

Not in attendance were: Dept. of Voc Rehab (DOR); CA. Human Dev. Corp, CA. Indian Manpower Consortium and Lake Tahoe C.C.

Role of The OSO: MAI reviewed the role of the OSO and the two major components of the role. The first is a facilitation role between the WDB and the Partners and also among the partners. These facilitation activities relate to One-Stop system coordination, integration and alignment. This also includes the reviewing and tracking of the One-Stop MOUs and Cost Sharing Agreements. The second major role is assisting in the completion of the AJCC Certification process.

AJCC Certification Process: The process and timeline were reviewed including review activities, types of responses and self-evaluation feedback. The **Baseline Matrix** is to be completed locally by Nov. 30 and submitted to the State by December 31, 2017. The **Hallmarks of Excellence** to be completed locally by May 30, submitted to State by June 30, 2018.

System Outputs & Outcomes: It was explained that The WDB and the OSO would be reviewing several 'big picture' WIOA subject areas. First up for discussion is a local system dash board to review and analyze system outcomes. This was discussed by all present. Among the significant information shared were the universal performance standards for the core partners and the community colleges *Strong Workforce Program Metrics*. EDD offered the possibility that *CalJOBS* can be a source of partner activity outcomes that might be able to be distilled for WDB analysis and possible inclusion into a reviewable

dashboard. There may be the possibility that joint partner activity, such as joint case management of specific customers, could also be pulled from *Cal JOBS*. The intent is to show value added activity, such as partner joint funding of customers that can be counted and reported. This would be in addition to current customer tracking of One-Stop visits and customer use of products/services. This is also with the understanding that current resources do not allow for the creation of new local reporting systems. The Adult Schools also shared that their required reporting format has been changed for the last three years in a row.

It was agreed that the OSO should review the *CalJOBS* on-line info, and that EDD and GSJTA will attempt to give him access. Also, Placer School for Adults will provide the OSO with more information on their reporting systems.