

**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.