

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
EXECUTIVE COMMITTEE
REGULAR MEETING
AGENDA**

Thursday, December 21 2017 –1:00 PM

**Roseville Connections
Conference Room B
115 Ascot Drive, Suite 180
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
- 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.
 - Approval of Minutes from October 19, 2017 EC Meeting 2-5
 - Attendance Log 6
- IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA
- V. ONE-STOP OPERATOR REPORT OUT & DIRECTION 7-10
- VI. AJCC BASELINE CERTIFICATION MATRIX 11-17
- VII. DRAFT LEGISLATIVE PLATFORM 18-20
- VIII. WORKGROUPS 21-25
- IX. FUTURE AGENDA ITEMS
Executive Committee
 - Workforce Board bylaws
 Workforce Board
 - Networking Workshop
- X. NEXT MEETING
Thursday, February 15, 2017 – 1:00 PM. Roseville Connections
- XI. ADJOURNMENT

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.

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

Thursday, October 19, 2017 –1:00 PM

**Roseville Connections
Conference Room A
115 Ascot Drive, Suite 180
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order by Chair Larkey at 1:02 pm.

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), Martha Escobedo, Carol Pepper-Kittredge, Laurel Brent-Bumb, Jason Buckingham.

Absent: Greg Geisler

Guests: Lorna Magnussen, Darlene Galipo. Michael Indiveri, Carline Chavez

II. APPROVAL OF AGENDA

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

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.

a) Approval of Minutes from September 21, 2017 EC Special Meeting

b) Review of Minutes from September 21, 2017 WB Meeting

c) Attendance Log

Motion to approve the Consent Agenda items a-c by Zimmerman, seconded by Brent-Bumb

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Larkey noted a discussion at a recent conference regarding AB1009 Ban the Box, this prohibits [without justification] asking about previous convictions on job applications. He suggested looking into it and adding it to the list of things employers may want know about.

Buckingham added that AB1111 was signed by the Governor, Breaking Barriers to Employment Initiative. Funding will need to be incorporated into the State budget; initial ask was \$100 million. This initiative essentially ties workforce services to community based organizations building partnerships to serve targeted populations.

V. ONE-STOP OPERATOR REPORT OUT & DIRECTION

Indiveri stated that his report has two main items that the One-Stop Operator (OSO) is dealing with.

The first is being completing recommendations for the AJCC (America's Job Centers in California) certification process. The Certification has 2 parts: the Basic criteria to be conducted over the fall, and the Hallmarks of Excellence which needs to be completed by June 2018.

The Hallmarks of Excellence will focus on the AJCC job seeking customers; asking and assessing "where you've been, where are you going and where can you go". Indiveri will be asking for input from the Executive Committee and the Workforce Board members on certain areas for this level of certification; certain areas may include employer services, coordination, integration and alignment.

The Basic criteria level provides a basic checklist to see what is in place in the AJCCs. Indiveri is currently working on this process, and will be submitted for board approval in November or December to meet the December 31, 2017, deadline.

The second item pertains to quarterly meeting of the One-stop partners; one meeting has been held. At this first meeting the partners discussed reporting aspects in great detail. Indiveri would like to obtain program outcomes from the partners.

Indiveri commented that having a common base of looking at partner outcomes can be an important part of how the Workforce Board moves forward with developing the regional partnership.

Buckingham mentioned that the board had previously been provided Title I performance data only; however, the desire was for the Workforce Board to focus more on the systems approach. Indiveri suggested that there be an ongoing agenda item at the partners meetings regarding data so that information from the partner systems can be collected.

Larkey asked what the Workforce Board can do to be the most productive. Indiveri stated that some of the big ticket items would be employer engagement/business outreach and partner service coordination, referral & alignment.

Buckingham stated that while that board doesn't set the performance measures of job seekers, there is an expectation that the board will set measures for employer engagement/business outreach to ensure the partners are meeting the needs of the businesses.

Pepper-Kittredge stated that the role of the board is to be future looking, and anticipating the impact of ongoing changes in our region.

Larkey asked Indiveri if he has seen a metric crosswalk containing input and output of the different agencies; if not when does he anticipate one being developed. Buckingham noted that Community-pro suite, is a third party system that allows multiple partners to report to it is currently being used in South Lake Tahoe.

Larkey asked when to expect some baseline data. Buckingham said we can start by finding out what data is currently being collected within Community Pro and what is being reported. Buckingham also noted that it is more important to work with the businesses at the Workforce Board table, create partnerships and provide services that the customers need.

Buckingham added that there is some uncertainty with the Roseville Comprehensive One-Stop Center's lease. The Employment Development Department (EDD) is currently the master leaseholder of this center, and subleases space to Golden Sierra. We have recently been made aware that EDD may not renew the lease that ends February 2019. Buckingham noted that a comprehensive center is required by law, and believes that there should be conversations about how to design a system that insulates against the loss of a comprehensive center. Indiveri suggested that it can be an agenda item for the partners meeting.

VI. WORKGROUPS

Larkey reported that the Business Engagement group had a meeting on Monday, handouts were provided. During the meeting the group resurrected a couple of issues; 1) EC commitment to the Governing Body to meet with Barry Broom, and 2) to identify the various initiatives; Larkey noted that Valley Vision is already doing a similar project. Larkey suggested it would be helpful to reach out to them and see if this is something they want to take on instead of the Board duplicating the effort.

The Training and Storytelling groups do not have a report as of yet though Larkey and Buckingham have been in communications with Miller.

VII. FUTURE AGENDA ITEMS

Workforce Board

- Networking session on November 16, 2017
- AJCC Certification
- Workgroups
- Technology forums update

Executive Committee

- Workforce Board Bylaws

VIII. NEXT MEETING

Thursday, December 21, 2017 – 1:00 PM. Roseville Connections

IX. ADJOURNMENT

Motion to adjourn at 2:18 pm by, Zimmerman second by Escobedo

Motion approved unanimously.

Date:	2/6/17	5/15/17	8/2/17	8/31/17	9/21/17	10/19/17	Rate
Executive Committee	EC	EC	EC/GB	EC	EC	EC	
Meeting Type	Special	Regular	Joint	Regular	Special	Regular	
Rick Larkey-CHAIR	1	1	1	1	1	1	100%
Michael Zimmerman-VICE CHAIR	1	1	1	1	0	1	83%
Laurel Brent-Bumb	0	1	0	1	1	1	67%
Jason Buckingham	0	1	1	1	1	1	83%
Martha Escobedo	1	1	1	1	1	1	100%
Carol Pepper-Kittredge	1	1	1	0	0	1	67%
Gregg Geisler			1	1	1	0	75%

ONE-STOP OPERATOR (OSO) MEMO

To: Workforce Development Board (WDB) Executive Committee (EC)

From: Michael A. Indiveri, OSO

Date: December 8, 2017

Subj: Progress Report/AJCC Certification Process

This progress report covers; an update on the Certification Process for Comprehensive AJCCs , the approval of the Baseline Certification contained in the following action item on your agenda, as well as updates the EC on last month's Quarterly AJCC partners Meeting.

Baseline Criteria/Hallmarks of Excellence

The Comprehensive AJCC Certification Matrix Baseline Criteria process has been completed and is in your December 21, 2017 agenda for approval. It is the OSO's determination that the Roseville Connections One-Stop meets all baseline criteria for an AJCC Comprehensive Center. The Matrix Rational details the reasons for this determination. This positions us for the next stage in the Certification process, *the Hallmarks of Excellence*.

This stage details our self-evaluation of our local One-Stop system. The overall goal is to get feedback from as many actors in the local AJCC system as possible; local elected officials, WDB members, partner agencies and staff and One-Stop customers. Since several AJCC Partners serve on the WDB, there is some automatic interface. The OSO will be requesting of WIOA Title I staff and Partner agency staff to participate in the self-evaluation. At the very least, other WDB members should also participate. This can happen through the EC, or with specific WDB members who have a special interest or expertise in a Hallmark area. The EC should encourage WDB members to participate if they can. To review, The 8 Hallmarks are:

- 1) AJCC physical location & facility.
- 2) Universal Access, especially individuals with barriers to employment.
- 3) Effective Partnerships in the One-Stop.
- 4) Integrated customer-centered services.
- 5) Skill development/training available meets needs of regional clusters/pathways.
- 6) Integrated business services strategy.
- 7) High quality, well-informed, cross trained staff.
- 8) Local system achieves business results (outcomes) that are data-driven, looking for continuous improvement.

The EC and the OSO should address how the WDB members can participate in the self-evaluation of our local system.

AJCC Partners Quarterly Meeting Outcomes

The OSO conducted a Quarterly Meeting of the AJCC One-Stop Partners on November 15, 2017. The summary report that meeting was issued on November 27, 2017. (and is part of your December agenda materials).

The Partners have been made aware of the lease situation affecting the AJCC Comprehensive Roseville Connections One-Stop Center. As that lease is ending in February 2019, the Partners were to take this information back to their agencies. It was noted that in many, if not most One-Stop Centers, the lease holder was a county, city or school district.

There was discussion of the Partner's current reporting of program/customer outcomes. It is understood that all partners are now preparing for the WIOA required performance standards benchmarks format. It is anticipated that these outcomes will be shared with the WDB on a forthcoming regular basis in Program Year (PY) 2018-2019. As for this current PY, the Partners are willing to share their current performance outcomes format results. They inquired as to what period of time the WDB would like to see results for. I would recommend as possibilities, mid-year and end of the year reports with their current PY 2017-18 format systems.

ONE-STOP OPERATOR (OSO) MEMO

To: WDB Executive Committee

From: Michael A. Indiveri (OSO)

Date: November 27, 2017

Subj: One-Stop AJCC Partners Quarterly Meeting Report

The second Quarterly Meeting of the Golden Sierra AJCC One-Stop Partners was held on November 15, 2017 at the Roseville Connections AJCC One-Stop, Conference Room B, 115 Ascot Drive, Roseville, California, 95661.

Attendance:

Jason Buckingham, GSJTA; Bill Bettencourt, Placer School for Adults; Mark Frayser, Dept. of Voc Rehab; Jenny Wilson, El Dorado County HHS; Marcy Schmidt, Placer County HHS; Dennis Pearson, EDD Roseville, Michael A. Indiveri, OSO **(MAI)**.

Not Present: Sierra College, AARP, California Human Development Corp.; Indian Manpower Consortium; Lake Tahoe Community College.

Direction from the WDB Executive Committee:

-The **lease** for the Roseville Connections One-Stop, (the only comprehensive center in the workforce area), will expire in February 2019. The lease holder is EDD and they have indicated they will not renew the lease or continue their role as lease holder for the One-Stop. After discussion of the issue, the partners indicated that they will take this issue back to their agencies for review. GSJTA has indicated that they also would not want to be the lease holder. It was noted that in many workforce areas, local government (cities, counties) or a school district or community college is the lease holder for the One-Stop Partners.

-**Current Reporting Systems:** The partners present indicated that they would be willing and able to share with the WDB their current performance outcomes. They are currently developing their new WIOA reporting systems which the WDB should be receiving on a regular basis in PY 2018-19. They inquired if the WDB would prefer quarterly or end of the program year outcomes. Bill Bettencourt also shared the PSA Board Showcase that summarizes the current mission of the Adult School and its collaboration interactions.

System Integration, Coordination & Alignment Issues:

-**Partners Customer Referral Process:** Mark (DOR) and Bill (PAS) have initiated a collaboration process that serves common customers. DOR is also doing this with PRIDE Industries. It was discussed that there may be Case Management platforms that the Partners can use for customer co-enrollment case management and tracking of outcomes. One of those platforms, "Community Pro-Suite" is currently

undergoing an extensive demonstration at Lake Tahoe Community College. MAI shared with the group a WIOA Partner Services Referral Form developed by the San Diego WDB. This may be a good place to start in developing a local version.

Cross Training of Partner staff: It is happening now, but in an informal way. At the very least, all partners should have an updated Partner Services Binder, that informs staff of what each agency requires of a potential applicant/enrollee to be considered for services (right to work docs, SS cards, etc.).

AJCC Certification Status:

MAI gave an update of the AJCC Certification process. The *Baseline Matrix* is to be completed by the OSO by December 8. The *Hallmarks of Excellence* will be conducted from January to May 2018. Marcy made the suggestion that at some point AJCC process should be looking beyond the MOU Partners to organizations/agencies that deal with special populations.

ONE STOP OPERATOR (OSO) MEMO

To: Workforce Development Board (WDB) Executive Committee (EC)

From: Michael A. Indiveri, OSO

Date: December 21, 2017

Subj.: Approval of Certification Process for Comprehensive AJCCs:

Timeline, Matrix Baseline Criteria and Rational

Background

At the Golden Sierra Workforce Development Board meeting of July 20, 2017, the Board approved the AJCC (America's Job Center of California) Certification Process for Comprehensive AJCCs, as issued by the EDD Workforce Services Division's Directive 16-20. The process consists of two major activities conducted during Program Year 2017-18. First, the completion of the *AJCC Baseline Criteria Matrix* which must be submitted to the State by December 31, 2017, and then the completion of the 8 *Hallmarks of Excellence* which must be submitted by June 30, 2018. Along with the Hallmarks submittal, a continuous improvement plan must also be submitted.

Included in your December 21 agenda packet is the AJCC Timeline, Baseline Criteria Matrix, and Rational. Also included is a progress report from the One-Stop Operator which speaks to the current stage of the approval process and what is going to happen in the next six months.

Recommendation

The One Stop Operator recommends that the Executive Committee of the Workforce Development Board approve this action item and authorizes the WDB Chair to sign the Certification to be submitted to the State.

Michael Rossi, Chair ▪ Tim Rainey, Executive Director ▪ Edmund G. Brown, Jr., Governor

October 24, 2017

Mr. Jason Buckingham, Executive Director
Golden Sierra Workforce Development Board
1919 Grass Valley Hwy., Suite 100
Auburn, CA 95603

Dear Mr. Buckingham,

In accordance with [Workforce Services Directive 16-20](#), the State Board has reviewed your local area's plan and outline of your process to certify each comprehensive AJCC in your local area. The State Board has approved your outline. As such, your next step(s) will be:

- December 31, 2017: Submit the Baseline Criteria Matrix (attachment 1 of WSD16-20) and, if necessary, corrective action plans for each comprehensive AJCC;
- April 1, 2018: If you have AJCC(s) that were deemed "not yet able to certify", the AJCC(s) must have corrected any Baseline AJCC Certification compliance issues, in line with their corrective plans, and submit an updated Baseline Criteria Matrix; and,
- June 30, 2018: Submit the Hallmarks of Excellence Criteria Matrix (attachment 2 of WSD16-20) and continuous improvement plans for each comprehensive AJCC.

We look forward to working with you and providing any assistance that we can to help you with your AJCC Certification process. If you have any questions, please contact Carlos Bravo at (916) 651-6392 / carlos.bravo@cwdb.ca.gov.

A hard copy of this letter will be sent to you this week.

Sincerely,



Tim Rainey, Executive Director

Cc: Andre Schoorl, *Undersecretary, California Labor and Workforce Development Agency*
Stewart Knox, *Executive Director, Employment Training Panel*
Dennis Petrie, *Deputy Director, Workforce Services Division, EDD*
Jaime Gutierrez, *Chief, Workforce Services Division, EDD*

GOLDEN SIERRA WORKFORCE AREA

BASELINE CRITERIA CERTIFICATION MATRIX RATIONAL

Implements the Signed Memorandums of Understanding (MOU)

- * One-Stop Operator (OSO) reviewed all MOUs and recorded the date each partner signed.
- * There are several citations in the MOU (Attachments B and C) that identifies The Roseville Connections One-Stop as the comprehensive AJCC in the Golden Sierra Workforce Area. There are also several mentions in the approved Local WIOA Plan.
- * Through on-site reviews, and examining One-Stop documents, handouts, posted information & notices, information on customer available computers and Golden Sierra web page data, the OSO determines that the Roseville AJCC is meeting the MOU Specifications

Implements the Local Board defined roles and responsibilities of the AJCC Operator and Career Services Provider

- * One-Stop Operator (OSO) Michael A. Indiveri was brought on board as of May 2017.

OSO roles and responsibilities are clearly identified in the contract agreement between Golden Sierra Job Training Agency (GSJTA) and Michael A. Indiveri (OSO).
- * The Career Service Provider (CSP) was selected in compliance with WSD 16-14. The Chief Elected Official and the Chair of the Workforce Development Board in January 2017 requested of the State for GSJTA to be the CSP. The California Workforce Development Board approved this request on April 27, 2017.
- * Attachment B to the MOU clearly identifies roles and responsibilities of all the AJCC Partners and the CSP.

Meets all regulatory requirements to be a comprehensive AJCC (WIOA Joint Final Rule Section 678.305)

- * OSO determined that at least one Title I staff person is physically present at all times. This was determined by four site visits and reviewing Partners staffing charts and One-Stop Resource Room staffing schedule.

- * The Roseville AJCC provides access to all basic and individualized services identified in WOIA Joint Final Rule Section 678.430. This was documented by on-site visits by the OSO and review of services information available and the referral process to Partner program/services used by One-Stop staff.
- * As required by WIOA Joint Final Rule Section 680.200 and WIOA Section 134(d), training services and employment & training activities are accessible to all AJCC customers via on-line ETPL information, and direct referral information provided by local training providers (such as Sierra College, Placer School for Adults, Placer County Office of Education and Lake Tahoe Community College). There are many workshops offered each month to customers that include info on training options such as On-the Job Training, Apprenticeships, Internships and Vocational Classroom Training.
- * The Roseville AJCC provides access to all services; programs and activities of the Partners by having Title I and EDD staff present in the One-Stop. The Staff are crossed trained on a one-to-one basis and attend staff meetings to be updated on One-Stop protocols, procedures and new updated Partner information. The Staff can also provide info on off-site Partner's programs by direct linkage through technology. This referral process can be improved. They are working on an improved "warm handoff" of customers being referred between Partners.
- * Labor Market Information (LMI) is via CalJOBS, Labor Market Information Division (LMID) Monthly Press Releases, 2015 Golden Sierra Industry Cluster Report and access to the LMID web-site.
- * AJCC customers can access and receive the above noted services, programs and activities Monday through Friday between the hours of 8:00-5:00 (computers M-F 8:30-4:30).

Ensures Equal Opportunity for Individuals with Disabilities

- * The Roseville Connection AJCC One-Stop underwent an ADA accessibility review in 2014-2015. It was determined that the center was non-compliant with certain ADA Accessibility Guidelines. Work orders were issued and all non-compliant items were resolved in 2015. (Documentation is on file).
- * The Center has the following Technology and Auxiliary Aids necessary to afford individuals with disabilities an equal opportunity to participate in and enjoy the benefits of the Center: table lifts for wheelchair accommodation, video relay systems, amplified and hearing aid compatible telephones, book holders, and several computer assistance devices such as screen reading software, text & screen magnifying software, large print keyboards, power-assisted workstation and a hands-free computer mouse.
- * The Center provides reasonable accommodations for individuals with disabilities and providing for the physical accessibility of all AJCC customers.

Comprehensive AJCC Certification Matrix Baseline Criteria

The Baseline America’s Job Center of CaliforniaSM (AJCC) Certification is intended to ensure that every comprehensive AJCC is in compliance with key *Workforce Innovation and Opportunity Act* (WIOA) statutory and regulatory requirements. If an AJCC does not meet one or more of the criteria, they will be considered “not yet able to certify.” In this instance, the Local Workforce Development Board (Local Board) must develop a corrective action plan that outlines how they will bring the AJCC into compliance by April 1, 2018.

Local Boards must submit a completed matrix and, if needed, a corrective action plan to their Regional Advisor for each comprehensive AJCC by December 31, 2017.

Name of Local Board Golden Sierra Workforce Development Board

Name of AJCC Roseville Connections One-Stop Center

Baseline Criteria	Yes	No
Implements the signed Memorandums of Understanding (MOU)		
A Memorandum of Understanding (meeting the Phase I and Phase II requirements in Workforce Services Directive WSD15-12 and WSD16-09) has been signed by all the required AJCC partners.	X	
The signed MOU identifies the AJCC as a comprehensive center.	X	
The AJCC is implementing the MOU specifications applicable to comprehensive centers.	X	
Implements the Local Board defined roles and responsibilities of the AJCC Operator and Career Services Provider		
AJCC Operator selected in compliance with WSD16-14.	X	
Roles and responsibilities of AJCC Operator are clearly identified.	X	
Career Services Provider selected in compliance with WSD16-14.	X	
Roles and responsibilities of the Career Services Provider within the AJCC are clearly identified.	X	

Meets all regulatory requirements to be a comprehensive AJCC (WIOA Joint Final Rule Section 678.305)		
AJCC has least one Title I staff person physically present.	X	
AJCC provides access to all basic and individualized career services identified in WIOA Joint Final Rule Section 678.430.	X	
AJCC provides access to training services identified in WIOA Joint Final Rule Section 680.200.	X	
AJCC provides access to any employment and training activities carried out under WIOA Section 134(d).	X	
AJCC provides access to programs, services, and activities of all required AJCC partners by having partner staff physically co-located at the AJCC, having a staff person at the AJCC who has been cross-trained to provide information about partner programs, or having direct linkage through technology to staff who can provide meaningful information or services.	X	
AJCC provides workforce and labor market information.	X	
AJCC provides customers with access programs, services, and activities during regular business hours.	X	
Ensures Equal Opportunity for Individuals With Disabilities		
<p>The AJCC is physically and programmatically accessible to individuals with disabilities, as described in WIOA Section 188 and Title 29 Code of Federal Regulations Part 38.</p> <p>Americans with Disabilities Act Title V provides that state requirements may supersede the ADA when state requirements provide greater or equal protection for the rights of individuals with disabilities. Therefore, the AJCC must also be in compliance with following California guidance related to equal access for individuals with disabilities:</p> <ul style="list-style-type: none"> • Fair Employment and Housing Act (California Government Code Section 12900-12996) • Unruh Civil Rights Act (California Civil Code Section 51-52) • Disabled Persons Act (California Civil Code Section 54-55) • California Building Code Title 24 Chapter 11B • California Government Code 7405 • California Government Code 11135 	X	

<p>Such requirements include, but are limited to, the following:</p> <ul style="list-style-type: none"> • Providing reasonable accommodations for individuals with disabilities • Making reasonable modifications to policies, practices, and procedures where necessary to avoid discrimination against persons with disabilities • Administering programs in the most integrated setting appropriate • Communicating with persons with disabilities as effectively as with others • Providing appropriate auxiliary aids and services, including assistive technology devices and services, where necessary to afford individuals with disabilities an equal opportunity to participate in, and enjoy the benefits of, the program or activity • Providing for the physical accessibility of the AJCC to individuals with disabilities 		
<p>The AJCC meets all Baseline Criteria for Baseline AJCC Certification</p>	<p>X</p>	

The Local Board Chair must attest the Local Board’s certification decision by signing below.

Signature

Rick Larkey

Name

Workforce Board Chair

Title

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: December 21, 2017
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Draft Legislative Platform

Representatives of the state legislature will be introducing bill propositions impacting workforce and economic development between January and February 2018. Based on the Board's desire to have a voice on the impacts of these propositions we are recommending approval of the attached legislative platform for 2018-2019. The platform will provide an approved guideline by which the Board grants authority to the Chair to take official positions on legislation on their behalf when appropriate. In addition, the Board's platform will also be sent to the member counties with a request for inclusion in the respective county platforms.

GOLDEN SIERRA REGIONAL WORKFORCE BOARD LEGISLATIVE PLATFORM – 2018-2019

Mission:

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

Vision:

A fully integrated workforce system that capitalizes on the expertise of industry and workforce partners to continuously meet the needs of business, and facilitate pathways to success for students, workers and job seekers.

The Golden Sierra Regional Workforce Board's (GSWDB) legislative platform serves as a basis by which the GSWDB and the Executive Committee take positions on legislation. This platform grants the GSWDB Chair the authority to take positions/action on legislation that falls within the following guidelines. For legislation that does not fall within these guidelines, the Chair will seek input from the full Board or the Executive Committee prior to taking a position on legislation.

General Policy Guidelines

- **Workforce System** – GSWDB supports policies that meet the needs of serving businesses, job seekers, workers, & youth. GSWDB opposes policies that seek to erode California's workforce development system.
- **Local Decision Making and Accountability**- GSWDB supports policies that preserve local decision making in terms of spending, direction of work, and other functions of local workforce boards, local areas and their partners.
- **Job Creation** – GSWDB supports policies that increase employment, and the creation of jobs in both the public and private sector.
- **Increase/Preserve Funding for Workforce** – GSWDB supports policies that provide increased funding to support job seeker and business services, as well as policies that make strategic investments to leverage existing funding in the workforce field.
- **Business** – GSWDB supports policies that enhance business' access to a qualified talent pool, and promotes business growth through the development of a skilled workforce.
- **Education** – GSWDB supports policies that connect K-12 and higher education to businesses. In addition, the organization supports policies that place greater focus and attention to career preparation in K-12 and higher education – especially for in-demand and emerging sectors and occupations.
- **Targeted Populations** – GSWDB supports policies that streamline or improve services for targeted populations including Veterans, people with disabilities, disconnected youth/young adults, formerly incarcerated, and low-income populations, that lead to jobs, training, and education.

GOLDEN SIERRA REGIONAL WORKFORCE BOARD LEGISLATIVE MATRIX

Bill Number (Author):
 Sponsoring Organization:
 Organizations in Support:
 Organizations in Opposition:

Criteria for Supporting/Opposing Workforce-Related Legislation			
Category	Yes	No	Comments
Business-Led WDBs. Would it enhance or maintain business-led governance and the ability of the system to reflect the needs of business?			
Local Governance. Would it enhance or maintain the flexibility and capacity of local areas to autonomously determine the use of funding?			
Responsiveness to Business and Job-Seekers. Would it enhance or maintain the capacity of the system to provide relevant and customizable services?			
One-Stop Delivery. Would it enhance or maintain the capacity and resources available to the One-Stop system to provide and broker services?			
Would it add “red tape” or impede service delivery?			
Would it impact funding?			
Would the list of opponents reflect our partners or customers?			
Would it support or maintain collaboration with the workforce system?			
Would it encumber individual WDBs?			
Recommendation	Support	Oppose	
Additional Comments			

Practical Actions

INTEGRATED TRAINING & BEST PRACTICES

The purpose of this group will be to identify opportunities for collaborative training efforts. These may come from member businesses or from opportunities identified by the Employer Outreach/Business Engagement group.

Team Members

Facilitator: Vic Wursten

Team Members:

April Ballestero Robert Verdugo
 Bill Bettencourt John Tweedt
 Mark Frayser

Proposed at Retreat

1. Meet with AB86 & Doing what matters / Strong workforce initiative & CRANE to determine the workforce initiatives & How we can work together
2. Work with vocational agencies (college, adult education, etc.) to develop efficient training
3. Reach out to our union reps to discuss workforce & training needs.
4. Find a business partner to develop and deliver training

Next Steps

November 17, 2016

1. Align Group with broader range or disciplines and create opportunities and prioritize.
2. CTE
3. Hospitality, journalism, cyber security, advanced manufacturing, career tech Ed fields
4. Stackable certifications including soft skills

January 19, 2017

1. Have a group meeting and determine how to network better and get participants the right job and training.

March 16, 2017

1. Report on meeting is sent out to the board.

September 21, 2017

1. Group was re-organized and new members were added. They're scheduled to meet on 9/28/17 and will report back on the next Workforce Board meeting in November

Practical Actions

EMPLOYER OUTREACH/BUSINESS ENGAGEMENT

The focus of the Employer Outreach/Business Engagement group is the integration of partner efforts across the Golden Sierra (Placer, El Dorado, and Alpine Co Region) to collectively reach businesses, identify and solve needs in part by brokering the services of the partner stakeholders.

Team Members

Facilitator: Marcy Schmidt

Team Members:

Daniela Devitt	Lisa Hutchinson
Diana Souza	Robin Trimble
Jaqui Humenick	

Proposed at Retreat

1. Meet with SETA’s employer outreach committee to determine how we might work together
2. Identify initiatives that we can work with.
3. Engage key employers with specific examples of assistance core partners provide
4. Organize a summit within the industry to look at labor and skill sets needed
5. Step out of comfort zone and engage those people of businesses you normally would not engage
6. Strengthen Regional Partnerships, ie. Data
7. Identify initiatives that we support - don’t reinvent/duplicate efforts
8. Contact 2 leaders in each cluster and ask what their emergency/recovery plan includes and what should ours include to help them.
9. Identify Industry Sectors that we want to work with for opportunities (Survey initiatives w/community colleges)
10. Strategic Engagement of Industry Clusters
11. Meet with Greater Sacramento Metro Chamber & Valley Vision to determine their interest I developing a workforce initiative with us.
12. Survey which chambers business improvement Districts & Economic Development organizations are interested in workforce Development & meet with those who are interested.
13. Annual or Bi-annual meetings/summits to measure positive/negative

Next Steps

November 17, 2016

1. Daniela working with SETA on another project, can discuss
 - Rick & Daniela will meet with SETA (Rick met with SETA already so can change to complete)
 - ID initiatives put together w/meet as a WDB and det. Sectors together in Jan.
 - Process compared calendar w/list & grouped on calendar

January 19, 2017

1. Meet with SETA’s employer outreach; explore process for Roseville & Sacramento to work together
2. Meet with Valley Vision to discuss SlingShot
3. Map out initiatives: What initiative is it and who is involved to better understand who to reach out to.

March 16, 2017

1. List the initiatives and what services they provide as well as an acronyms glossary.

May 15, 2017

1. 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.
2. Attended the rapid response roundtable meeting in April hosted by SETA.
3. Larkey and Buckingham requested a meeting with SETA; scheduled on May 23, 2017 to discuss regional efforts.
4. 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.

Continued on next page

Practical Actions

EMPLOYER OUTREACH/BUSINESS ENGAGEMENT

Next Steps

May 15, 2017 (continued)

- 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.

6. 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 were active and who on the board is participating in them to be able to transmit to the board the information.

September 21, 2017

- Group was re-organized and new members were added. They will schedule a time and date to meet via teleconference before the next workforce Board meeting in November.

On 10/16/17 the group had a meeting and the next steps they established are:

- Invite Valley Vision to provide a report to the Workforce Board on the community college's work through the Strong Workforce Initiative & how we might leverage the work for the Industry Advisory Groups
- Identify other industries specific to our region that may not be represented in the community college list (such as wine producers, hospitality etc.)
- Jason & Rick to meet with Greater Sacramento to find out how we can meet their needs when recruiting companies to the region
- Reach out to minority chambers (Asian & Hispanic Chambers etc.) and Women-owned business groups to find out their needs
- Further discussion is needed on data tracking/collection & data sharing since each group tracks business needs differently (CalJOBS verses other data tracking systems).
- Connect with local chambers of commerce to find out which ones are interested in workforce issues. Robin will assist with helping us reach out. Robin provided feedback on reaching out to chamber members on their interest

Next Steps

- Hosting an intern. There was some discussion of marketing the benefits of hiring interns and showcasing some of our success stories such as Cokeva.
 - Questions: What kind of outreach are we conducting beyond our board members? How do we identify gaps and how do we fill them with our board members? How do we differentiate ourselves from other groups?
 - Discussion about hosting more recruiting events & job fairs. This is especially needed in El Dorado County. Idea to hold smaller events more frequently to meet business needs like Job Connections.
 - Marcy discussed the Northern CA Rapid Response (layoff) meetings and the response to the fires in the state. Robin asked for information on lessons learned and there was some discussion about relocation assistance for those who no longer have jobs in the affected areas. Hospitality businesses are closing due to lack of workforce.
- *The minutes, initiatives, and acronyms documents are retained on the workgroup master file*

Practical Actions

LEADERSHIP & STRATEGY

Team Members

Facilitator: Rick Larkey

Team Members:

Martha Escobedo
Jason Buckingham
Greg Geisler

Carol Pepper-Kittredge
Michael Zimmerman
Laurel Brent-Bumb

Proposed at Retreat

1. Engage Economic Development
2. Follow-Through
3. Development Agenda around completing tasks
4. BOS meet with what are their goals/vision of system

Next Steps

November 17, 2016

1. Create success measures for partnerships
2. Strategy plan that includes marketing
3. Clear concise proven value added proposition statement developed
4. Consider contracting out this work! Strategy action plan implementation
5. Capital (EQ \$) Necessary to sustain effort to completion

January 19, 2017

1. Contact CWA regarding business engagement & sector initiatives
2. Joint meeting with Governing Body on February 1, 2017 to review board goals and solicit input

March 16, 2017

1. Items will be carried over from last meeting due to meeting being rescheduled.

May 15, 2017

1. Working on scheduling joint Executive & Governing Body meeting

September 21, 2017

1. Groups were re-organized and new members were added.

Practical Actions

STORYTELLING

The purpose of this group is to develop and oversee more effective strategies for storytelling that enhance the value, recognition, participation, and support of job seekers, business/industry, students, and other funding organizations.

Team Members

Facilitator: Tink Miller

Team Members:

Eric Cooper
Eric Ullrich
Yvette Elam

Proposed at Retreat

1. Bring in one stop users, customers. What are their view/expectations of system.
2. Develop communication Strategy to market successes
3. Marketing “Roadshow” Presentation, customized for each cluster, about what we can offer them.
4. Organize past WDB accomplishments into marketable message.

Next Steps

November 17, 2016

1. Who
Users
Customers (One-stop users)
Business chambers (List of top 25 employers)
Partners (current list)
2. Access business journal for each county (top 25 employers)
3. Speak to people we currently work with
Gather all info
Look at info, this will drive how to market
4. Marketing road show will result from steps 1-3
“Promotional” aspect will come

January 19, 2017

1. Do an online Survey regarding services provided to former participants of Golden Sierra to identify services used, goals met or not met.
2. What can we do to improve?
Use results to create marketing strategy and message to potential users of our services

March 16, 2017

1. Create questions to ask on survey.

September 21, 2017

1. Group was re-organized and new members were added. They are requesting contact information for the members that did not attend this meeting to be able to communicate with them and establish a time and date to meet in October.

Group will meet on 11/28/17