

**GOLDEN SIERRA WORKFORCE BOARD  
REGULAR MEETING  
MINUTES**

**Thursday, January 18, 2018 – 1:00 PM**

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

**I. ROLL CALL AND INTRODUCTION OF GUESTS**

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

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), April Ballestero, Bill Bettencourt, Christina Nicholson, Daniela Devitt\*, Diana Souza, Jaqui Humenick, Jason Buckingham, Eric Cooper, John Tweedt, , Lisa Hutchinson, Marcy Schmidt, Mark Frayser, Martha Escobedo, Robert Verdugo, Tink Miller, Vic Wursten

Absent: Aamir Deen, Carol Pepper-Kittredge, Eric Ullrich, Laurel Brent-Bumb, Paul Castro, Robin Trimble, Yvette Elam

Guests: Carline Chavez, Lorna Magnussen, Michael Indiveri, Cara Welch, Felicia Buasan

*\*Denotes late arrival or early departure*

**II. APPROVAL OF AGENDA**

**Motion** to approve agenda by Cooper, second by Tweedt

**Motion** approved unanimously

*\*Devitt arrived 1:04 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 September 21, 2017 WB Meeting
- b) Review of Minutes from September 21, 2017 EC Meeting
- c) Review of Minutes from October 19, 2017 EC Meeting
- d) Review of Minutes from December 21, 2017 EC Meeting
- e) Attendance Log

**Motion** to approve consent agenda items a-e by Miller, second by Souza

**Motion** approved unanimously.

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Buckingham announced the upcoming Tech Forum “Technology Impacts on the Workforce” on February 9, 2018.

Buckingham informed the board that on Monday, January 22, 2018, the RFP for Career Services for Alpine County and South Lake Tahoe Basin will be released.

V. LEGISLATIVE PLATFORM

Buckingham explained that the purpose of this platform is to grant the GSWDB Chair the authority to take positions on legislation on behalf of the board when appropriate.

This was presented to the Executive Committee for review.

Cooper requested to add Native American under Targeted Populations. Miller asked how the information will flow back to the full board on positions taken and presented. Buckingham answered that they will establish a “watch list” and note on the side if the board is taking a position or not.

**Motion** to approve Legislative Platform as amended by Cooper, second by Zimmerman

**Motion** approved unanimously

VI. ONE-STOP OPERATOR REPORT OUT AND DIRECTION

Indiveri stated that in the agenda packet there is a progress report including partner meeting notes; during the partners meeting they discussed the future of the comprehensive center. The lease will expire February 2019, and EDD will not continue to be the lease holder. Indiveri stated that usually the city, county, or school district is the lease holder in the majority of other centers.

The idea was to make sure that all the partners were informed, and if they had any ideas or suggestions to bring to the table there is still time to do so.

At the last Executive Committee meeting the issue was discussed relating to reporting outcomes from the various partners in the system. The partners are preparing for a standardized reporting system in the program year 2018/2019, and it will be reported to the board. In the meantime they are willing to share their outcomes and results.

This information will help on following up with a customer as well as verifying if customers are co-enrolled.

The Executive Committee would like to see reports on systems the partners are currently using.

Larkey asked if the partners agreed on a deadline for reports to be due. Indiveri stated that they did not establish a deadline, but a timeframe; mid-year, quarter and end of year report.

Miller asked if the reports will be sent to the board as opposed to the ones submitted to Golden Sierra to oversee contract performance. Buckingham said that these reports would be presented to the board.

Cooper asked if the Native American program will have to submit a copy of their report that they submit quarterly or yearly. Indiveri answered that that was correct.

Devitt asked what does Indiveri mean by partners; is it state, city, or county. Indiveri answered that it's the entities that signed a memorandum of understanding with the local workforce board.

Indiveri added that the other item on the report is the upcoming certification process for the AJCC (America's Job Center of California). It's a two part process for this year; the first part was the baseline matrix, and it has been completed. The next step is the hallmarks of excellence which contains eight areas; they are outlined in the report. Indiveri stated that he is developing a questionnaire to interview people; he will start with the one-stop, and then interview the managers and staff. The first set of interviews will be held on January 30, 2018, at the Roseville Connections location. The hallmarks must be submitted by the end of June 2018; he believes that he will be able to give a report to the board in May.

Nicholson suggested that the agency consider Sierra College Gateway Center as a possible location. Buckingham added that many factors regarding the location of the comprehensive center will be driven by the final budget. A significantly reduced budget will require the reduction of fixed costs such as rent. Should this be the case Golden Sierra staff will likely be distributed among partner organizations that offer career services.

Miller asked if the Governing Body has discussed this matter. Buckingham answered that they have been informed but have not discussed it further.

## VII. WORKGROUPS

Larkey asked the current facilitators of the workgroups to provide a brief update.

Schmidt/Employer Outreach:

The group provided a recap, and talked about ongoing tasks. They also talked about the matrix they are creating with the different initiatives. In addition, they are connecting with different groups like Valley Vision to understand better how they are working with specific industries, and how to build expertise as partners. A Construction Forum is scheduled for tomorrow.

Schmidt shared that she had recently listened to a webinar on rapid response and layoff assistance, and one of the things discussed was a flyer created by the Bay area. This flyer lists the different One-stop centers and other resource centers all compiled in one flyer; they are distributed when there is a layoff, and provide those impacted with information on the most convenient center for them. She believes that this is something to pursue as a region with all the partners.

Buckingham recommended that he could bring this idea to the regional group to discuss.

Frayser/Integrated Training and Best Practices:

Frayser commented that the group had met twice. Bettencourt added that they discussed building partnerships with the unions, and the possibility of providing instructors for the MC3 curriculum. They are working on understanding the barriers, and the dynamics on how to move forward. Verdugo added that they are trying to figure out how to work around the barriers, such as the training center locations, and how to cover the costs.

Verdugo also stated that there is funding for pre-apprenticeship, but people don't understand the difference between apprenticeship and pre-apprenticeship. There is no legal definition for pre-apprenticeship, and that hinders the program.

Tweedt said that the issue with the pre-apprenticeship program is that apprentices are not allowed on certain projects. He also added that while they have jobs available, people are not being referred or they are not qualified to enter the programs.

Ballestero expressed that the group wants to make sure they accomplish specific goals this year. She recapped that the group wants to know the different breakdown of programs currently available; what is realistic for them to focus on to fill those needs; specify action items and concise timelines; and how to measure the results.

Miller/Storytelling:

Miller reported that the group had 2 teleconference meetings; they are also in the process of scheduling a meeting with Buckingham. They are focusing on the website as the first target. Ullrich, who has experience in digital marketing, is analyzing the Golden Sierra website, and has suggestions to offer to Buckingham on January 31st. The purpose is to build in functionality that forwards the information into the service delivery system, and the customer or employer are able to get connected to the one-stop.

#### VIII. NETWORKING WORKSHOP

La Vonnia De Loach was the facilitator for the workshop. Members were asked to introduce themselves and give a 2 minute summary of what organization they represent, what services they offer, and what does the organization needs.

Overall the members engaged in exchanging contact information and had a better understanding of what the members are able to provide to the board and the community. Handouts were given.

#### IX. FUTURE AGENDA ITEMS/NEW BUSINESS

- WORKFORCE BOARD
  - Report on technology events
  - Report on networking results
  - Legislative Update
  
- EXECUTIVE COMMITTEE

#### XII. NEXT MEETING

Thursday, March 15, 2018 – 1:00 PM. North State BIA

#### XIII. ADJOURNMENT

**Motion** to adjourn the meeting at 2:53 pm by Miller, second by Cooper

**Motion** approved unanimously