

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, March 15, 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 1:05 pm.

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), April Ballestero, Christina Nicholson, Diana Souza, Eric Ullrich, Jaqui Humenick, Jason Buckingham, Lisa Hutchinson, Marcy Schmidt, Martha Escobedo, Robert Verdugo, Robin Trimble, Tink Miller

Absent: Aamir Deen, Bill Bettencourt Carol Pepper-Kittredge, Daniela Devitt, Eric Cooper, John Tweedt, Laurel Brent-Bumb, Mark Frayser, Paul Castro, Vic Wursten, Yvette Elam

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

**Denotes late arrival or early departure*

II. APPROVAL OF AGENDA

Motion to approve agenda by Miller, second by Souza

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 January 18, 2018 WB Meeting

b) Review of Minutes from February 22, 2018 EC Meeting

c) Attendance Log

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

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Schmidt distributed brochures for the new Placer County Resource Center; the grand opening is April 3rd from 1-3 pm. In addition, she noted that they are currently having a hiring event for McKesson with over 100 positions available; most of positions are for the warehouse. She also wanted to share that Align Capital Region group is having a “Career Day Challenge”; they are still on the planning stages.

Indiveri commented that there have been articles stating that several different industries are encouraging high school students to be more interested trade jobs.

Larkey added that the NSBIA Foundation, along with their partners, will be hosting their annual Skilled Trade Jobs Fair on April 21, 2018. The first half of the event will be for the general public; the second half of the event will be a senior placement event.

Larkey reminded members to complete their ethics training, and the conflict of interest form 700.

V. APPOINT NOMINATION COMMITTEE

Larkey announced that his term as Chair will end in June; he asked for three volunteers to join him on the Nomination Committee to identify qualified candidates for the election to serve as the Chair and Vice-Chair for the next two-year term.

Members Souza, Humenick, and Hutchinson volunteered as the nomination committee.

Motion to approve the Nomination Committee by Souza, second by Schmidt

Motion approved unanimously

VI. DRAFT WORKFORCE BOARD (WB) BYLAWS

Magnussen stated that the packet contained a redlined version outlining the changes, as well as a final draft. As noted in the memo, a majority of the changes were necessary to comply with final legislation

Motion to approve the Workforce Board Bylaws by Souza, second by Trimble

Motion approved unanimously

VII. CAREER SERVICES RFP

Buckingham stated that the agency had conducted a competitive procurement for career services for the Alpine and South Lake Tahoe region.

The group ADVANCE was awarded the contract via sole source procurement. ADVANCE was the only bidder, was rated as responsive

Motion to approve the Career Services RFP by Miller, second by Nicholson

Motion approved unanimously

VIII. LEGISLATIVE WATCH

a) AB1743 Career Technical Education Incentive Grant

AB1743 continues to fund the Career Technical Education Incentive Grant, and allows County offices to revamp their current career technical education programs. This legislation offers \$500 million for 3 years.

Buckingham is asking the board to submit a letter of support for this piece of legislation to continue to fund the grant.

Motion to approve the support of the AB1743 Legislation by Souza, second by Verdugo

Motion approved unanimously

b) Federal Appropriations Support Letter

Buckingham stated that the budget for Workforce Services has been contentious. The President initially proposed a 40% budget reduction, followed by an addendum lifting the 40% reduction and leaving programs level funded; even with the level funding the budget is still \$400 million short of what is authorized in WIOA. The support letter we submitted is asking to rise funding for WIOA services to authorized levels through all 4 titles; the letter was signed on behalf of the board.

Miller asked if the members can send individual letters in support as well. Buckingham answered yes, it would be helpful.

IX. NETWORKING WORKSHOP REPORT OUT

Buckingham commented that he appreciated the workshop, and is more informed about each member's organization. Several members concurred and have made connections as well.

Larkey is encouraging the board members to contact each other and reference back to the documents provided at the workshop. He also added that this item will continue to be in future agendas to provide updates on how the members are connecting.

Buckingham stated that it would be helpful to have a follow-up at regular intervals to allow people to talk about their needs.

X. ONE-STOP OPERATOR REPORT OUT AND DIRECTION

Indiveri explained that the current stage of certification process for the AJCC (America's Job Centers of California) is the Hallmarks of Excellence, which has to be submitted to the State in June.

The 8 Hallmarks have 3 response areas that will be prepared by Indiveri as initial draft. The first part will contain an assessment of the current strengths and opportunities currently in the comprehensive center; next year the process will be similar, but with the affiliated and satellite partners. The second part is the numerical 1-5 ranking scoring, and finally the third review area is the improvement and recommendations to achieve those goals and reach a better score.

Indiveri noted the partner meeting held yesterday, and stated that the majority of the time was spent discussing the Hallmarks. All the partners gave feedback on how they assess they are doing, how they would score themselves in the areas, and why. He also added that he is interested in soliciting ideas for improving the ratings and obtaining more funding.

Schmidt stated that the partners are taking this seriously, and all agreed there is room for improvement. She believes that they do a great job of working together, but there is more that can be done. She believes that staff would work better if they had more information and better communication tools. Schmidt also commented that there are great resources and information on Labor Market, however, staff sometimes don't know how to use them or are not aware of those resources.

Escobedo added that she agreed that EDD needs improvement on training staff about the other agencies by getting to know them and establishing a referral process. She noticed that not all of the staff in other agencies are aware of all the resources available.

Ballestero asked if the businesses are being surveyed as part of the Hallmarks; Indiveri said not specifically. She asked if there is a manual being created, project management program, or checklist for each of the hallmarks. Indiveri answered that it has come up when the initiative started. One does exist, but the issue is to get it updated; it has not been done for a while.

Buckingham stated that colocation helps with communication; he believes the partners try to join efforts and communicate, but there is no integrated business plan. It would be helpful to have a framework; will explore funding options to help support establishing the framework.

XI. WORKGROUPS

Schmidt/Employer Outreach:

She stated that the group has not met, and did not have anything to report. She mentioned the brochure developed by bay area of the different services provided at the previous meeting. The workgroup plans on meeting in the near future.

Buckingham noted that he had shared the bay area brochure with the regional group with the thought of implementing a similar brochure; it was proposed that this would be done in paper and electronically format; there has been no formal action on it as of yet.

Buckingham added that there is an upcoming training for CalJOBS CRM (Customer Relationship Management), in addition, he also stated a request had been submitted from the Regional Organizer Funding to support a Business Professional Certification. Schmidt commented that the training just occurred, and some of the staff attended for Business Outreach Professionals.

Verdugo/Integrated Training and Best Practices:

Verdugo reported that the group has not had a meeting.

Buckingham/Leadership & Strategy:

Buckingham stated that the Governing Body had recommended the Executive committee meet with Barry Broome from the Greater Sacramento Economic Council. Buckingham stated that he had been unable to connect with Mr. Broome; however, Brent-Bumb connected the committee with John Kreuger. Buckingham stated that he is currently working on scheduling a meeting.

Miller/Storytelling:

Miller reported that they had 2 teleconference meetings and an on-site meeting at Hacker Lab with Buckingham; they talked about ideas to create a newsletter. Ullrich added that he believes that small businesses will benefit from the one-stop services, but believes that they are not aware of them. After having a conversation with Buckingham he understood that the focus is telling the story to small businesses, key partners, government supporters, and congress people so they're aware where the money is going, and are able to tell that story to their constituents.

Ullrich brought a prototype of a newsletter that Hacker Lab created as a reference; he suggested the board could do something similar to be a physical and/or digital resource.

Miller stated that the group will need direction from this point forward as to what needs to be done next. Buckingham answered that he is envisioning the storytelling to be from the entire board not the agency; sharing of stories would need to be coordinated. Buckingham also added that budgetary needs to meet this goal would need to be addressed since it is not something that the committee members can complete.

Larkey suggested coordinating with different stakeholders to create something that would be cost effective, since it would require funding for a quality newsletter to be created and distributed.

XII. FUTURE AGENDA ITEMS/NEW BUSINESS

- WORKFORCE BOARD
 - AJCC Hallmarks of Excellence
 - Draft Budget
 - Meeting Schedule
 - Chair & Vice-Chair Nominations

- EXECUTIVE COMMITTEE
 - Draft Budget

XIII. NEXT MEETING

Thursday, May 17, 2018 – 1:00 PM. North State BIA

XIV. ADJOURNMENT

Motion to adjourn the meeting at 2:38 pm by Zimmerman, second by Humenick

Motion approved unanimously