

**GOLDEN SIERRA JOB TRAINING AGENCY**

**GOVERNING BODY  
MINUTES**

**Wednesday, June 6, 2018 – 10:00 am**

**Placer County Board of Supervisors  
Eureka Field Office  
1700 Eureka Road, Suite 160  
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum of the Governing Body was established and the meeting was called to order at 10:00 a.m. by Chair Uhler

Present: Kirk Uhler – Chair, Katherine Rakow – Vice-Chair,

Absent: Michael Ranalli

Guests: Jason Buckingham, Lorna Magnussen, Terrie Trombley

II. APPROVAL OF AGENDA

**Motion** to approve agenda by Uhler, second by Rakow.

**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 April 4, 2018 GB Meeting

b) Approval of Minutes from April 23, 2018 GB Special Meeting

**Motion** to approve consent agenda items a-b by Rakow, second by Uhler.

**Motion** approved unanimously

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

None

V. RESOLUTION 17-03 MOU

**Motion** to approve Resolution 17-03 Employee MOU as presented, by Rakow, second by Uhler

**Motion** approved unanimously by roll call vote

VI. RESOLUTION 17-04 GOLDEN SIERRA JOB TRAINING AGENCY AMENDED EMPLOYEE HANDBOOK

**Motion** to approve Resolution 17-04 Golden Sierra Job Training Agency amended Employee Handbook, by Rakow, second by Uhler

**Motion** approved unanimously by roll call vote

VII. RESOLUTION 17-05 AMEND POSITION ROSTER

**Motion** to approve Resolution 17-05 amended Position Roster, by Rakow, second by Uhler

**Motion** approved unanimously by roll call vote

VIII. RESOLUTION 17-06 SIGNATURE AUTHORITY

**Motion** to approve Resolution 17-06 Signature Authority, by Rakow, second by Uhler

**Motion** approved unanimously by roll call vote

IX. RESOLUTION 17-07 2018-2019 MEETING SCHEDULE

**Motion** to approve Resolution 17-07 2018-2019 Meeting Schedule, by Rakow, second by Uhler

**Motion** approved unanimously by roll call vote

X. FY 2018-2019 WIOA TITLE I DRAFT BUDGET

Buckingham noted that budget assumptions discussed at previous meeting were developed prior to receipt of the state issued planning estimates. Since that time the planning estimates have been published; the draft budget is based on these figures, and may vary slightly from the previous assumptions.

Draft budget highlights are contained on page 57 of the agenda packet. Final budget will be presented in October for approval. Staff will coordinate with board members to confirm meeting date for October based on availability.

**Motion** to approve FY 2018-2019 WIOA Title I Draft Budget, by Rakow, second by Uhler

**Motion** approved unanimously

Buckingham opened up a discussion regarding draft to final budget assumptions.

*Handout: 18-19 Draft to Final planning assumptions packet distributed*

Highlights:

- Increase in Comprehensive Center %
- Increase direct training from 20% to 25%
- OPEB contributions – temporarily suspend to meet pension obligation

Uhler stated the agency shows 66% funded in OPEB, but inquired what % we were funded in Pension. Trombley stated 60-65%. Trombley added that Bartel & Assoc. will be presenting a new OPEB report at the August meeting, as well as a Pension Sustainability report. In addition, the agency is in the process of submitting another \$145,000.00 to the OPEB Trust for the current fiscal year.

Uhler stated his concern in not meeting the contribution requirements, is the potential liability put upon the jurisdictions if the agency is unable to meet their obligations. Placer County could become liable for filling in a major portion of the funding gap.

Uhler noted that if the agency believes it could achieve some savings through attrition, and subsequently direct these savings back into meeting these obligations he may be more comfortable with the strategy.

Buckingham acknowledged the concerns and stated that his intent was to be transparent by having this discussion with the Board before developing the final budget. He does not anticipate any attrition this year, and added that if the OPEB funding is not suspended staff reduction could be an option.

Trombley reminded the board that in the last couple of years the agency has sent additional funding to the pension, and they're doing their best to prioritize the debts. She is unsure if the OPEB liability would be passed on to the County.

Uhler added that he would feel more comfortable knowing that the \$140,000.00 will be available in an as-needed basis.

XI. WORKFORCE BOARD MEMBERSHIP

Renewals: Laurel Brent-Bumb and Tink Miller; both representing business

New application: Kevin Ferreira, representing joint labor.

**Motion** to approve Workforce Board Memberships as presented, by Rakow, second by Uhler

**Motion** approved unanimously

XII. OUT OF STATE TRAVEL

- NENA Convention – Louisville, KY

Annual training for a staff member to attend The National Employment Network Association Convention; the agency received the certification about five years ago; this is what allows the agency to receive funding for the "Ticket to Work Program"

**Motion** to approve Out of State Travel, by Rakow, second by Uhler

**Motion** approved unanimously

XIII. COMPREHENSIVE ONE-STOP STRATEGY

Buckingham presented the background and possible strategies as outlined in the packet.

Buckingham stated that the agency recommends option 5) assuming a smaller suite (140) in the same building; moving the administrative in to that suite, and the program staff and partners into the current admin suite (100). This will reduce the cost of the current lease.

XIV. DEFERRED COMPENSATION

Buckingham provided the board with Information regarding potential impacts to Agency employee's deferred compensation program.

*Handout: Deferred Compensation benefit memo distributed*

XV. DIRECTOR'S UPDATE

Two applications for funding that the agency recently submitted that were not funded.

- 1) STEPS (Summer Training Employment Program for Students) grant; the intent of the money was to provide a summer employment program for youth with disabilities.
- 2) An enhancement on the agency's previous award serving the re-entry population. Only previous awardees were eligible. Of the 12 previous awardees only 5 were awarded.

The Governor will be releasing \$37 million to serve justice involved individuals. The awards are to come to the 14 Regional Planning Units in the state. Some money is also set aside for a statewide evaluation. Buckingham stated that he anticipates that the agency will receive some awards.

In addition to this funding Buckingham believes that AB 1111 will be funded in the amount of \$26 million statewide over a two year period. This funding, known as "breaking barriers to employment" provides opportunities for Community Based Organizations serving targeted populations to work with Workforce Boards in an effort to provide services that move those individuals into employment opportunities.

Buckingham also explained that SB1 is funding made available via the recent gas tax. In the law the tax must make available \$5 million annually for training purposes. This money does not require (though it is encouraged) a local workforce Board, but does require local building trades councils. Additionally, there will be governor's discretionary funding made available throughout the year.

The state has issued revised planning guidance for local and regional plans. The guidance requires an emphasis on services to justice involved folks and community involvement in the planning process. The revisions will need to be completed by March of 2019. The agency will be planning a number of community planning forums to help inform those revisions.

Performance negotiations for 2019 and 2020 will begin shortly. The negotiations will need to be completed by the end of September. The state has been able to reduce in performance numbers with DOL which reflects WIOA emphasis on serving the harder to serve. It also reflects the current economy and the demographics of those seeking services.

Buckingham explained that the Workforce Board recently completed the required Hallmarks of Excellence certification. This is part of a two part required review process. The first was the baseline certification which essentially reviews the centers for compliance with the law. The second, or Hallmarks, rates the center based on items like universal access, referral programs, partner engagement etc. It's meant to be a measure of continuous improvement. The first year these certifications are focused on the comprehensive centers. The next year will perform the same reviews for the official affiliate sites.

He also added that the regional workforce boards are collaborating on a workforce summit that is initially planned for March 2019. The event will fall under the umbrella brand "Region Rising". Initial discussions are heading in the direction of a Ted Talk format and we are speaking with a couple of futurists to have a conversation about the workforce of the future.

The South Tahoe/Alpine contract is in the final phase of completion the agency is just waiting for the final review from ADVANCE , the subcontractor, on the contract language and is expected to be finalized that within the next week, services can begin with the new provider July 1. They are already attending staff training and they are eager to get started.

XVI. WIOA SERVICE PROVIDER REPORTS

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

XVII. CLOSED SESSION

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION  
(Government Code §54957)

TITLE: EXECUTIVE DIRECTOR

*Uhler called the meeting into closed session at 10:50 a.m.*

*Uhler called the meeting back into open session at 11:00 a.m.*

Uhler reported out of closed session: Satisfactory completion of Performance Evaluation

XVIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- OPEB Actuary
- Pension sustainability report out
- CalPERS Actuarial

XIX. NEXT MEETING

Wednesday, August 1, 2018 Golden Sierra Job Training Agency

XX. ADJOURNMENT

**Meeting Adjourned** by Chair Uhler at 11:03 am.