

GOVERNING BODY MEMBERS

KATHERINE RAKOW, *Vice Chair*
Board of Supervisors
Alpine County

LORI PARLIN
Board of Supervisors
El Dorado County

KIRK UHLER, *Chair*
Board of Supervisors
Placer County

JASON BUCKINGHAM
Executive Director

Golden Sierra Job Training Agency
115 Ascot Drive, Suite 140
Roseville, CA 95661

(916) 773-8540

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
REGULAR MEETING
AGENDA**

Wednesday, February 5, 2020 – 10:00 am

**Golden Sierra Job Training Agency
Board Room
115 Ascot Drive, Suite 100
Roseville, CA 95661**

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. APPROVAL OF AGENDA 1
- III. CONSENT AGENDA 2-5
 - 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 2, 2019 GB Meeting
- IV. PUBLIC COMMENT – FOR THOSE ITEMS NOT ON THE AGENDA
- V. CHAIR/VICE CHAIR NOMINATIONS FOR 2020
- VI. WORKFORCE BOARD MEMBERSHIP MEMO 6-14
- VII. DIRECTOR’S UPDATE
- VIII. WIOA SERVICE PROVIDER REPORTS 15-16
 - ADVANCE - Alpine / South Lake Tahoe
 - Golden Sierra Job Training Agency - Placer & El Dorado County
- IX. CLOSED SESSION
 - CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION (GOVERNMENT CODE 54956.9(b))
 - AGENCY DESIGNATED REPRESENTATIVES:
JASON BUCKINGHAM, DARLENE GALIPO,
LORNA MAGNUSSEN, KENNETH RUTHENBERG, JR.,
AND CHRISTOPHER ONSTOTT
- X. FUTURE AGENDA ITEMS/NEW BUSINESS
- XI. NEXT MEETING
 - Wednesday, April 1, 2020 – Golden Sierra Job Training Agency
- XII. 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 (916)-773-8540 (Voice). TTY users please call the California Relay Service at 711.

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
REGULAR MEETING
MINUTES**

Wednesday, October 2, 2019 – 10:00 am

**Golden Sierra Job Training Agency
Board Room
115 Ascot Drive, Suite 100
Roseville, CA 95661**

Teleconferencing location:

**Alpine County Administration
Conference Room
99 Waters Street
Markleeville, CA 96120**

I. ROLL CALL AND INTRODUCTION OF GUESTS

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

Kirk Uhler (Chair) Katherine Rakow (Vice-Chair) (T)
 Lori Parlin

T – Indicates teleconferencing

GSJTA Staff:

Jason Buckingham Darlene Galipo Lorna Magnussen

II. APPROVAL OF AGENDA

Remove Item IX – no update

Motion to approve agenda as amended by Rakow, second by Parlin

Motion approved unanimously by roll call

Aye: Parlin, Rakow, Uhler

Nay: None

Abstain: None

Absent: None

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 June 5, 2019 GB Meeting

Motion to approve consent agenda by Rakow, second by Parlin

Motion approved unanimously by roll call

Aye: Parlin, Rakow, Uhler

Nay: None

Abstain: None

Absent: None

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

None

V. FY 2019-2020 AGENCY FINAL BUDGET

Reviewed Narrative and Schedules.

Motion to Approve as Presented by Rakow, second by Parlin

Motion approved unanimously by roll call

Aye: Parlin, Rakow, Uhler

Nay: None

Abstain: None

Absent: None

VI. PENSION LIABILITY DISCUSSION

Buckingham reported, 06/30/17 Validation Report handout (dated 08/2018) addresses previous request for data of GSJTA Miscellaneous Plan Risk Pool.

VII. DIRECTOR'S UPDATE

Funding:

- DEI/DEA applied but did not receive funding.
- Submitted application for AB1111, Breaking Barriers to Employment, partnering with 3Strands Global in El Dorado County to provide services to victims of human trafficking.
- SB1 Public Works funding RFA to be released shortly, working with local building trade councils.
- Prison to Employment (P2E) Implementation award, awaiting final contract.

Misc:

- Local Plan Modification approved with additional changes
- Insurance in lieu of bonding for Golden Sierra was approved by courts.
- P2E planning, staff development and system alignment meetings have occurred.

Events:

- January 2020; Staff Training Event on behalf of the Capital Region
- May 2020; Youth Workforce Training Event – part of a Future Focus
- TBD -Future Focus Event coming soon

Locally:

- Transition Age Youth Housing Project, partnering with Whole Person Learning and AMIH Housing (focusing on providing resources, including training, for Youth who are precariously housed).
- Assisting Valley Vision with the completion of the latest CEDS plan (Comprehensive Economic Development Strategy). Next meeting sometime next week.

VIII. WIOA SERVICE PROVIDER REPORTS

Rakow requested a monthly report, sooner than GB meetings for her review. Buckingham will coordinate Katherine Rakow and Frank Gerdeman to discuss ADVANCE report

- ADVANCE - Alpine / South Lake Tahoe
- Golden Sierra Job Training Agency - Placer & El Dorado County

IX. CLOSED SESSION

Item removed per Agenda Item II

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
(GOVERNMENT CODE 54956.9(b))

AGENCY DESIGNATED REPRESENTATIVES:
JASON BUCKINGHAM, DARLENE GALIPO, LORNA MAGNUSSEN,
KENNETH RUTHENBERG, JR., AND CHRISTOPHER ONSTOTT

X. CLOSED SESSION

Uhler called meeting into closed session at 11:00 am

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION
(Government Code §54957)

TITLE: EXECUTIVE DIRECTOR

Uhler called meeting back into open session at 11:10am

Report out of closed session: positive feedback given

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

OPEB status/summary

XII. NEXT MEETING

Wednesday, December 4, 2019 – Golden Sierra Job Training Agency

XIII. ADJOURNMENT

Motion to Adjourn by Uhler at 11:12 am.

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: February 5, 2020
TO: Governing Body (GB)
FROM: Lorna Magnussen, WDB Analyst
SUBJECT: Workforce Board Membership

Before the board for review and approval are the following Workforce Board membership updates and pending application.

Resignation(s)

Carol Pepper-Kittredge, Sierra College, representing Education-Higher Education; Local Education; Amy Schulz to replace Carol.

Mark Frayser – CA Department of Rehabilitation, representing Gov/Econ Development, Community Development – Vocational Rehabilitation; David Luke to replace Mark.

Application(s)

Amy Schulz, Sierra College; representing Higher Education & Training.

David Luke, CA Department of Rehabilitation, Representing Economic Development, Vocational Rehabilitation.

Vacancies & Recruitment efforts

1 Vacant seat - Business

Currently working with Governing Body, Workforce Board and partners to recruit potential replacements.

Schulz

P: 916-773-8540 F: 916-771-2144 E: info@goldensierra.com
115 Ascot Drive, Suite 140, Roseville, CA 95661

MEMBERSHIP APPLICATION FORM

Person Nominated: Amy Schulz Title: Dean of Career, Continuing, & Technical Education

Business Name: Sierra College

Business Address: 5100 Sierra College Blvd, Rocklin, CA 95677

Telephone: 916-660-7802 FAX: 916-630-4523 E-mail: Aschulz1@sierracollege.edu

Organization submitting nomination: North State Building Industry Association Foundation
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Rick Larkey Title: Executive Director

Business Address: 1536 Eureka Rd, Roseville CA 95661

Telephone: 916-751-2760 FAX: 916-677-5734 E-mail: rick@northstatebia.org

(A letter of nomination is required and must be attached to this application or forwarded under separate cover.)

Area of Representation (check all that apply):

- Business
- Workforce
 - Labor organizations
 - Joint labor-management apprenticeship program or apprenticeship program
 - CBO w/Barrier
 - Youth
- Education & Training
 - Adult Education/Literacy Representative
 - Higher Education Representative
 - Local Ed/CBO w/Training Barrier
- Governmental and Economic and Community Development
 - Economic & Community Development
 - Wagner-Peyser Representative
 - Vocational Rehabilitation Representative
 - Transportation/Housing/Public Assistance
 - Philanthropic Organization
- Other


Signature

12/16/19
Date

I hereby submit my application for membership on the Local Workforce Development Board to Golden Sierra Job Training Agency. I have completed and included the following: narrative questions, conflict of interest and nomination letter.

NARRATIVE QUESTIONS

What specific experience/expertise do you possess which would be of value to the Workforce Development Board?

I serve as the Dean of Career, Continuing & Technical Education and the Dean of the Business & Technology Division at Sierra College. In my role, I oversee the Division of Business & Technology which includes 13 Career & Technical Education departments. In addition, I oversee fee-based continuing education, contract education for incumbent workers, the Strong Workforce Program, and various CTE grant projects.

Why would you be a good candidate to serve on the Workforce Development Board?

I believe that I can contribute to the Golden Sierra through my experience and current workforce development activities at Sierra College. In my current role, I work closely with industry partners and CTE faculty to develop relevant training to meet regional workforce needs. Recent projects include a partnership with North State Building Industry Association Foundation to develop and implement a construction fundamentals boot camp, partnering with K12 and adult education partners to develop an entry level automotive technician program, and hosting a Department of Defense-sponsored Project MFG advanced manufacturing competition. In addition, I am one of the original co-creators of the New World of Work 21st Century Employability Skills program, which is now a statewide initiative through the California Community College Chancellor's Office.

You may attach additional information, including your resume or biography. Further questions should be directed to Lorna Magnussen at Golden Sierra Job Training Agency at (916) 773-8544.

CONFLICT OF INTEREST INFORMATION

1. Does your employer/company provide goods and/or services to Golden Sierra Job Training Agency, or have any plans to provide goods and/or services to Golden Sierra Job Training Agency in the future? Yes No If yes, please describe below:

2. You will be setting policy for and possibly allocating funds to community-based organizations, profit and non-profit corporations, school districts and other governmental entities or program operators. Do you or any member of your immediate family have any affiliation with such entities (i.e., ownership; employment; contractual relationships, including Golden Sierra-funded On-the-Job Training (OJT) program participation; commission, board or committee membership)? Yes No If yes, identify below the name of the entity and the nature of the affiliation. *(Immediate family members are: wife, husband, son, daughter, mother, father, brother, brother-in-law, sister-in-law, father-in-law, mother-in-law, aunt, uncle, niece, nephew, step-parent or step-child.)*

3. Do you, or any member of your immediate family (as defined above), have any ownership interest in any commercial real property that is currently leased/rented by Golden Sierra Job Training Agency? Yes No If yes, please describe such property by size and location.

If your nomination or application is approved, you will be required to file a limited conflict of interest form with Golden Sierra Job Training Agency prior to assumption of Workforce Development Board membership.



Signature of Applicant

December 16, 2019

Date



**NORTH STATE
BUILDING INDUSTRY
ASSOCIATION
FOUNDATION**

December 13, 2019

Lorna Magnussen, WB Analyst
Golden Sierra Job Training Agency
115 Ascot Drive, Suite 140
Roseville, CA 95661

Lorna,

I am writing in support of Amy B. Schulz's, application to be a higher education representative on the Golden Sierra Workforce Development Board. I have worked with Amy for about two years in her capacity as Dean of Career, Continuing, & Technical Education, Division of Business & Technology, Sierra College in reorganizing and revitalizing the Construction Technology Program at Sierra College.

I have found Amy to be intelligent, collaborative, practical, focused, and conscientious in her approach to planning, problem solving, decision making and implementing programs. She is a genuinely nice person who has a caring manner. She listens well and is very articulate.

In short she will make a great addition to the Board and I look forward to working with her in that capacity.

Sincerely,

A handwritten signature in black ink that reads 'Rick Larkey'.

Rick Larkey
Executive Director
w: 916.751.2760
w:biaworkforce.com



**NORTH STATE
BUILDING INDUSTRY
ASSOCIATION
FOUNDATION**

1536 Eureka Road
Roseville CA, 95661
916 677 5717

Luke

P: 916-773-8540 F: 916-771-2144 E: info@goldensierra.com
115 Ascot Drive, Suite 140, Roseville, CA 95661

MEMBERSHIP APPLICATION FORM

Person Nominated: David Luke Title: Team Manager

Business Name: Department of Rehabilitation

Business Address: 11641 Blocker Drive, Suite 125, Auburn, CA 95603

Telephone: 5308234050 FAX: 5308234085 E-mail: David.luke@dor.ca.gov

Organization submitting nomination: Placer Independent Resource Services
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Tink Miller Title: Executive Director

Business Address: 11768 Atwood Road, Suite 29, Auburn, CA 95603

Telephone: 5308856100 FAX: 5308853032 E-mail: tmiller@pirs.org

(A letter of nomination is required and must be attached to this application or forwarded under separate cover.)

Area of Representation (check all that apply):

- | | |
|--|--|
| <input type="checkbox"/> Business | <input checked="" type="checkbox"/> Governmental and Economic and Community Development |
| <input type="checkbox"/> Workforce | <input type="checkbox"/> Economic & Community Development |
| <input type="checkbox"/> Labor organizations | <input type="checkbox"/> Wagner-Peyser Representative |
| <input type="checkbox"/> Joint labor-management apprenticeship program or apprenticeship program | <input checked="" type="checkbox"/> Vocational Rehabilitation Representative |
| <input type="checkbox"/> CBO w/Barrier | <input type="checkbox"/> Transportation/Housing/Public Assistance |
| <input type="checkbox"/> Youth | <input type="checkbox"/> Philanthropic Organization |
| <input type="checkbox"/> Education & Training | <input type="checkbox"/> Other |
| <input type="checkbox"/> Adult Education/Literacy Representative | |
| <input type="checkbox"/> Higher Education Representative | |
| <input type="checkbox"/> Local Ed/CBO w/Training Barrier | |


Signature

12-17-2019
Date

I hereby submit my application for membership on the Local Workforce Development Board to Golden Sierra Job Training Agency. I have completed and included the following: narrative questions, conflict of interest and nomination letter.

NARRATIVE QUESTIONS

What specific experience/expertise do you possess which would be of value to the Workforce Development Board?

I have worked in Vocational Rehabilitation for over 29 years; 12 years as a Vocational Rehabilitation Counselor in Placer County and then over 17 years in management of Vocational Rehabilitation providers. I've worked closely on contractual agreements with Placer County schools, Placer County adult system of care, and El Dorado county mental health, providing services aimed at providing employment opportunities for persons with disabilities. Most recently, I served on the Board of the Auburn Interfaith Food Closet in Auburn.

Why would you be a good candidate to serve on the Workforce Development Board?

As a resident of Placer County, and more importantly, as a provider of services aimed at employment of persons with disabilities in Placer County, I think I bring value to the table as a Board member. I have personally lived in Auburn for over 30 years, have developed relationships with Golden Sierra Job Training agency, PRIDE Industries, Placer County Office of Education, Adult System of Care, Placer Independent Resource Services, Placer School for Adults, along with other agencies and various employers.

You may attach additional information, including your resume or biography. Further questions should be directed to Lorna Magnussen at Golden Sierra Job Training Agency at (916) 773-8544.

CONFLICT OF INTEREST INFORMATION

1. Does your employer/company provide goods and/or services to Golden Sierra Job Training Agency, or have any plans to provide goods and/or services to Golden Sierra Job Training Agency in the future? Yes No If yes, please describe below:

2. You will be setting policy for and possibly allocating funds to community-based organizations, profit and non-profit corporations, school districts and other governmental entities or program operators. Do you or any member of your immediate family have any affiliation with such entities (i.e., ownership; employment; contractual relationships, including Golden Sierra-funded On-the-Job Training (OJT) program participation; commission, board or committee membership)? Yes No If yes, identify below the name of the entity and the nature of the affiliation. *(Immediate family members are: wife, husband, son, daughter, mother, father, brother, brother-in-law, sister-in-law, father-in-law, mother-in-law, aunt, uncle, niece, nephew, step-parent or step-child.)*

3. Do you, or any member of your immediate family (as defined above), have any ownership interest in any commercial real property that is currently leased/rented by Golden Sierra Job Training Agency? Yes No If yes, please describe such property by size and location.

If your nomination or application is approved, you will be required to file a limited conflict of interest form with Golden Sierra Job Training Agency prior to assumption of Workforce Development Board membership.



Signature of Applicant

12-9-2019

Date



Placer Independent Resource Services

December 16, 2019

Jason Buckingham
Executive Director
Golden Sierra Job Training Agency
115 Ascot Drive, Suite 140
Auburn, CA 95661

Dear Jason:

This is a letter of recommendation in support of David Luke's application to join the Golden Sierra Workforce Development Board (WDB) representing the State Dept. of Rehabilitation (DOR).

I have known and worked with David for almost twenty years in his capacity as manager of the local DOR office in Auburn. He is very knowledgeable about workforce issues as they relate to persons with disabilities, and very dedicated to continuous improvement of workforce development systems. He will be an excellent board member.

I urge you to recommend his appointment as a WDB member to the Governing Board. If you have any questions, please call me at 530-885-6100, x14.

Very sincerely,

Susan L. (Tink) Miller
Executive Director

SLM:
CC: David Luke

11768 Atwood Rd., Ste. 29 • Auburn, California 95603
(Voice) 1-800-833-3453 • (TTY) 530-885-0326 • (Fax) 530-885-3032

www.pirs.org

SERVICE PROVIDER REPORT

ADVANCE at Lake Tahoe Community College

Report Period: Nov - Dec 2019

Prepared By: Frank Gerdeman

PARTICIPANT STATUS			
	<u>Actual</u>	<u>Goal</u>	<u>% of Goal</u>
Number who received basic career services	81 (3)	100	81%
Number who received individualized career services	37(3)	50	74%
Number who received training services	17(2)	15	113%
On-site hours in Alpine County			

ACTIVITY SUMMARY

Please note that numbers above are cumulative for the entire contract period (and updated through the end of October 2019). Numbers in parenthesis represent those served in Alpine County. In addition to a number of collaboration meetings with partners in the Tahoe Basin and Nevada, we also launched a small-engine repair boot camp with participants from the South Shore and Alpine County. The pilot was successful and we will add more session in 2020 as well as look to equip and operate a smaller version in Alpine County to address potential transportation issues.

PRACTICES WITH PROMISE

Relationship building and integrating services (at the risk of sounding like a broken record). This not only allows for easier transitions for clients but also opens up new services and opportunities. Expanding upon our success with launching a culinary apprenticeship program, the small-engine repair boot camp referenced above is also the first step in building a national ski lift maintenance apprenticeship program in collaboration with many (if not most) of the 14 basin resorts as well as Ski California and the National Ski Areas Association. We have been invited to join a roundtable discussion to design an apprenticeship program and to present on a panel dedicated to connecting education to career opportunities at the upcoming Western Conference in January.

CHALLENGES/BARRIERS

Consistent data and data sharing continues to be a challenge, especially as the State looks to collect data in ways not necessarily within the original design parameters of CalJobs. One potential opportunity to address this may be more shared use of the Community Pro System currently in place for our consortium in Tahoe – some piloting and exploration is planned for the new year to determine if there is value in increased access for Golden Sierra staff.

EVENT PARTICIPATION	
<u>Date</u>	<u>Event</u>
11/5-21/19	Small-engine repair boot camp
11/6/19	Meeting with JOIN, Inc of Nevada Works to discuss increase in collaboration
11/15/19	Meeting with Tahoe Prosperity Center to discuss collaboration possibilities, esp north shore
11/22/19	Presentation to Community College and Conservation Corps partners re WIOA Title I opportunities that may be available for Corps members
12/12/19	Meeting with Liberty Utilities to discuss employer support and career pathways outreach opportunities
12/13/19	Meeting with the Tahoe Prosperity Center's Workforce Committee
12/18/19	Meeting with Sierra College to discuss integration of Career Coach-Tahoe Career Connect

SERVICE PROVIDER REPORT Golden Sierra Job Training Agency

Report Period: 07/01/19 – 12/31/19
Prepared By: Darlene Galipo

PARTICIPANT STATUS			
	<u>Placer</u>	<u>El Dorado</u>	<u>Total</u>
New WIOA Enrollments	51	18	69
Training Contracts (OST/WEX/OJT)	42	18	60
Cases Closed with Employment	36	11	47
Average Hourly Wage at Placement	\$23.41	\$21.69	
ACTIVITY SUMMARY			
<p>Prison to Employment (P2E): Project implementation began in September. The agency executed subrecipient agreements with SETA, Yolo, and North Central Counties Consortium.</p> <p>AB1111: The Agency's application for funding to provide assistance to survivors of human trafficking in partnership with El Dorado County's 3 Strands Global Foundation was not awarded.</p> <p>Disability Employment Accelerator (DEA): An application for \$162,840 in new funding was submitted on 12/02/19. It focused on providing work based learning opportunities to people with disabilities (PWD). The award announcement is expected in March 2020.</p> <p>Workforce Accelerator Funding (WAF): An application was submitted in the amount of \$150,000 to provide Digital Literacy Skills and "Durable Human Qualities" to individuals identified as precariously housed. This is a partnership between Golden Sierra, Placer School for Adults, and AMI Housing. The award announcement is expected in February 2020.</p> <p>SB1: An application was submitted for \$1.5 million in funding. If awarded, the funding will focus on providing pre-apprenticeship training through the Multi-Craft Core Curriculum (MC3). The grant will serve the boundaries of the Sacramento Sierra Building Trades Council with Golden Sierra as the Grant Administrator.</p>			
PRACTICES WITH PROMISE			
<p>Golden Sierra and El Dorado County Department of Child Support Services (DCSS) continue to build partnerships focused on achieving employment for non-custodial parents with child support orders.</p> <p>The Prison to Employment grants move from Planning to Implementation. The Planning grant is currently focused on employer engagement. The final partner meetings will occur (February and March 2020) prior to its end. The Implementation grants began in the last quarter of CY 2019.</p> <p>The Capital Area Regional Training (CART) Team is holding a staff development event on 01/31/20. Approximately 300 staff from various agencies across the region are registered for the event.</p>			
CHALLENGES/BARRIERS			
<p>SB734 (2011, DeSaulnier) continues to put pressure on providing training at the cost of decreasing access to, and assistance with providing services to individuals. The state mandate requires 30% of AD and DW WIOA funding gets spent on direct training contracts but does not include costs such as staff salaries, infrastructure, etc. Additionally, 734 sets up sets up duplicative and siloed workforce systems instead of fostering partnerships between entities such as community colleges and local workforce agencies. A more modern approach would be to allow the community college system to provide training (which they are well funded and equipped to do) and allow workforce agencies to provide connections with businesses thereby, leveraging the expertise of both.</p>			
EVENT PARTICIPATION			
<u>Date</u>	<u>Event</u>		
09/25/20	Employer Event: Internship Development		
10/03/19	Tahoe Culinary and Hospitality Expo		
11/15/19	Sacramento Area Reentry Collaborative		
11/19/19	P2E Community of Practice		
12/11/19	One-Stop Operator Meeting		