

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
REGULAR MEETING
MINUTES**

Wednesday, April 1, 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

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

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

GSJTA Staff:

Jason Buckingham Darlene Galipo Lorna Magnussen

Guests:

Tommy Bowen

II. APPROVAL OF AGENDA

Amend agenda to swap order of Items XI and XII

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

Motion approved unanimously by roll call

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 February 5, 2020 GB Meeting

Motion to approve consent agenda by Uhler, second by Parlin

Motion approved unanimously by roll call

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

None

V. FY 2018/2019 FINANCIAL STATEMENTS/SINGLE AUDIT EIDE BAILLY LLP

Tommy Bowen, provider report out:

- Unmodified and clean opinion issued
- Finding: use of incorrect pension liability formula ; corrective active provided

Motion to approve FY 2018/2019 Financial Statement & Single Audit by Uhler, second by Parlin

Motion approved unanimously by roll call

VI. FY 2019/2020 AGENCY BUDGET MODIFICATION

Budget modification reported out as detailed in agenda

Motion to approve 19/20 Budget Modification by Uhler, second by Parlin

Motion approved unanimously by roll call

VII. FY 2020/2021 APPROVAL OF ALLOCATION DRAFT PLANNING ASSUMPTIONS

Summary of Assumptions located on Pg.17, prepared prior to COVID-19 and subject to change based on actual funding awarded.

Motion to approve 20/21 Draft Planning Assumptions by Uhler, second by Rakow

Motion approved unanimously by roll call

VIII. PY 2020/2021 SUBGRANT SIGNATURE AUTHORITY

Motion to approve signature authority by Parlin; second by Uhler

Motion approved unanimously by roll call

IX. DIRECTOR'S UPDATE

Monitoring:

- Just completed:
 - o Financial and Single Audit
 - o Universal Access (188) Monitoring
 - o Program Monitoring
- Scheduled in August for on-site; moved to May as desk review:
 - o Fiscal & Procurement Monitoring

Performance negotiations coming up in July-August as well as a review for designation as a High Performance Board Certification

State has extended our approval to provide Career Services

One-Stop Operator Procurement has been drafted in accordance with the law, expected to be complete and in place by July 2020.

Funding:

Disability Accelerator Program (DEA) awarded \$350,000 to build earn & learn opportunities for people with disabilities.

Three (3) Applications out for funding include:

- 1) WAF Digital Literacy in partnership with Placer School for Adults \$150,000
- 2) SB1, 1.5 million to provide MC3 Certifications (state approved pre-apprenticeship program) in the Capital Region (\$450,000 to GSJTA)
- 3) NDWG for \$450,000 temporary jobs program in response to COVID-19

COVID-19:

Centers are closed to the public, staff are on restricted travel & limiting time on-site, communicating via Zoom, Skype, email, and phones.

GSJTA providing services remotely. Most calls are related to filing for unemployment.

WARN's increased; primarily in food service, retail, and lodging.

State issued waivers: 80% of grant to be spent in first year and Rapid Response funding "time extension" (Rapid Response funding is used to avert or respond to layoff events and closures).

X. WIOA SERVICE PROVIDER REPORTS

Reported out provided in packet.

Parlin to connect with Galipo to define future reports.

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

Moved to agenda item XII per amended agenda

XII. CLOSED SESSION

Rakow called meeting into closed session at 10.43 am

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION AND EMPLOYMENT AGREEMENT (GOVERNMENT CODE §54957)

TITLE: EXECUTIVE DIRECTOR

Rakow called meeting back into open session at 10:50 am

Rakow reported out of closed session that information was given. Continue item until June 3, 2020

Uhler recused himself at 10:50 am

XI. CLOSED SESSION

Rakow called meeting into closed session at 10:51am

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

AGENCY DESIGNATED REPRESENTATIVES:
JASON BUCKINGHAM, DARLENE GALIPO,
LORNA MAGNUSSEN

Rakow called meeting back into open session at 10:57am

Rakow reported out of closed session that information was given.

XIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- 20/21 Draft budget
- Annual Signature Authority
- Dry Period Financing
- Out of State Travel

XIV. NEXT MEETING

Wednesday, June 3, 2020 – Golden Sierra Job Training Agency

XV. ADJOURNMENT

Motion to adjourn by Rakow at 10:59 am