

**GOLDEN SIERRA JOB TRAINING AGENCY**

**GOVERNING BODY  
REGULAR MEETING  
MINUTES**

**Wednesday, June 3, 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 10:03 am by Vice Chair Parlin

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

GSJTA Staff:

Jason Buckingham     Lisa Nelson     Lorna Magnussen

II. APPROVAL OF AGENDA

**Motion** to approve agenda as presented by Uhler, second by Parlin

**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 1, 2020 GB Meeting

**Motion** to approve consent agenda by Uhler, second by Parlin

**Motion** approved unanimously

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

None

V. RESOLUTION 19-01 ANNUAL SIGNATURE AUTHORITY

Buckingham reported out as detailed in the agenda packet:

**Motion** to approve Resolution 19-01 Annual Signature Authority by Uhler, second by Parlin

**Motion** approved unanimously

VI. RESOLUTION 19-02 DRY PERIOD FINANCING

Buckingham reported out as detailed in agenda packet

**Motion** to approve Resolution 19-02 Dry Period Financing by Uhler, second by Parlin

**Motion** approved unanimously

VII. RESOLUTION 19-03 AMENDED POSITION ROSTER

Buckingham reported out as detailed in agenda packet

**Motion** to approve Resolution 19-03 Amended Position Roster by Uhler, second by Parlin

**Motion** approved unanimously

VIII. RESOLUTION 19-04 FY 2020/2021 MEETING SCHEDULE

**Motion** to approve and maintain current meeting schedule as detailed in agenda packet by Parlin; second by Uhler

**Motion** approved unanimously

IX. FY 2020-2021 AGENCY BUDGET – MODIFICATION

Buckingham reported as detailed in the agenda packet

**Motion** to approve Agency budget modification by Parlin, second by Uhler

**Motion** approved unanimously by roll call

X. FY 2020-2021 AGENCY BUDGET – DRAFT

Buckingham reported as detailed in the agenda packet

**Motion** to approve Agency budget modification by Parlin, second by Uhler

**Motion** approved unanimously by roll call

XI. BYLAWS EXEMPTION FOR OFFICER ELECTION

Magnussen reported as detailed in agenda packet

**Motion** to approve Bylaws exemption by Uhler, second by Parlin

**Motion** approved unanimously by roll call

XII. WORKFORCE BOARD MEMBERSHIP

Information given - No action required.

XIII. DIRECTOR'S UPDATE

COVID-19

- Unemployment rate at approx. 15%; higher than last recessions.
- Lots of calls from small businesses regarding reduced workforce.
- Working with El Dorado County Workforce Protection Workgroup.
- Working with Placer County Business Advantage Workgroup.
- Golden Sierra Job Centers:
  - closed to the public as of mid-March, but continued services are occurring using electronic means.
  - staff are on restricted travel, teleworking & limiting time on-site.
  - re-opening will be based on availability of PPE and COVID-19 data; services will be provided by appointment only with staggered staffing to allow for social distancing.
- Regional Virtual Job Fair in the beginning phase, RFP to be developed.

Misc

- One-Stop Operator Procurement has been drafted in accordance with the law; expected to be complete and in place by July 2020.
- High Performance board application:
  - Performance negotiations coming up in July-August as well as a review for designation as a High Performance Board Certification – Application completed
  - \$100,000 available, offer to disburse across 46 high performing local boards

Funding

- Disability Accelerator Program (DEA) (awarded) \$350,000 to build earn & learn opportunities for people with disabilities.
- WAF Digital Literacy (applied for) in partnership with Placer School for Adults \$150,000
- SB1 (awarded) 1.5 million to provide MC3 Certifications (state approved pre-apprenticeship program) in the Capital Region (\$450,000 to GSJTA)
- NDWG (awarded) for \$450,000 temporary jobs program in response to COVID-19

XIV. WIOA SERVICE PROVIDER REPORTS

Reported out provided in packet.

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

XV. CLOSED SESSION

Parlin called meeting into closed session at 10:36 am

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

TITLE: DIRECTOR'S EVALUATION

Parlin called meeting back into open session at 10:42 am

Parlin reported out of closed session that employment agreement was approved as amended; to be approved in open session at a future meeting.

XVI. FUTURE AGENDA ITEMS/NEW BUSINESS

- Executive Director Employment Agreement
- Virtual Job Fair RFP development

XVII. NEXT MEETING

Wednesday, August 5, 2020 (Zoom)

XVIII. ADJOURNMENT

**Motion** to adjourn at 10:46 am by Parlin, second by Uhler

**Motion** approved unanimously