

GOVERNING BODY MEMBERS

IRVIN JIM
Board of Supervisors
Alpine County

LORI PARLIN, *Vice Chair*
Board of Supervisors
El Dorado County

SUZANNE JONES, *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, April 7, 2021 – 10:00 am

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Golden Sierra Job Training Agency Governing Body is conducting this meeting on Zoom.

Members of the public are encouraged to participate in the meeting by submitting written comments by email to magnussen@goldensierra.com. Public comments will be accepted until the adjournment of the meeting, distributed to the Governing Body and included in the record.

Public Location:

<https://us02web.zoom.us/j/87311032759?pwd=RldRZTZtNk0reUxyVlVWMC8wYXF2QT09>

Meeting ID: 873 1103 2759

Passcode: 591429

One tap mobile

+16699009128,,87311032759#,,,,*591429# US (San Jose)
+13462487799,,87311032759#,,,,*591429# US (Houston)

+1 669 900 9128 US (San Jose)
+1 346 248 7799 US (Houston)
+1 253 215 8782 US (Tacoma)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)

Find your local number: <https://us02web.zoom.us/j/87311032759?pwd=RldRZTZtNk0reUxyVlVWMC8wYXF2QT09>

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. APPROVAL OF AGENDA 1-2
- III. CONSENT AGENDA 3-5
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 3, 2021 GB Meeting
- IV. PUBLIC COMMENT – FOR THOSE ITEMS NOT ON THE AGENDA
- V. FY 2019-2020 FINANCIAL STATEMENTS/SINGLE AUDIT 6
JEFF PEEK, CLA
- VI. FY 2021-2022 APPROVAL OF ALLOCATION 7
DRAFT PLANNING ASSUMPTIONS
- VII. PY 2021-2022 SUBGRANT SIGNATURE AUTHORITY 8
- VIII. WORKFORCE BOARD MEMBERSHIP 9-13

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.

IX.	<u>LOCAL AREA DESIGNATION & BOARD RECERTIFICATION</u>	14-24
X.	<u>REGIONAL AND LOCAL PLAN</u>	25
XI.	<u>DIRECTOR'S UPDATE</u>	26-27
XII.	<u>WIOA SERVICE PROVIDER REPORTS</u>	28-31
	a) ADVANCE - Alpine / South Lake Tahoe	
	b) Golden Sierra Job Training Agency - Placer & El Dorado County	
XIII.	<u>CLOSED SESSION – EXECUTIVE DIRECTOR'S EVALUATION</u>	
	PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION (GOVERNMENT CODE §54957)	
	TITLE: EXECUTIVE DIRECTOR	
XIV.	<u>FUTURE AGENDA ITEMS</u>	
XV.	<u>NEXT MEETING</u>	
	Wednesday, June 2, 2021 – Golden Sierra Job Training Agency	
XVI.	<u>ADJOURNMENT</u>	

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
REGULAR MEETING
MINUTES**

Wednesday, February 3, 2021 – 10:00 am

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Golden Sierra Job Training Agency Governing Body is conducting this meeting on Zoom.

Public Location

<https://us02web.zoom.us/j/81541389073?pwd=blVQit4K1V1UU9Ib1RDa25RcTZlZz09>

Meeting ID: 815 4138 9073

Passcode: 842505

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order at 10:04 am by Vice-Chair Parlin.

Irvin Jim
 Suzanne Jones
 Lori Parlin (Vice-Chair)

GSJTA Staff:

Jason Buckingham
 Darlene Galipo
 Lisa Nelson
 Lorna Magnussen

GUESTS:

Rick Larkey, Michael Spelis

II. APPROVAL OF AGENDA

Motion to approve agenda as presented, by Jones, 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 December 3, 2020 GB Meeting

Motion to approve consent agenda by Parlin, second by Jones

Motion approved unanimously

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

None

V. 2021 CHAIR & VICE-CHAIR NOMINATIONS

Parlin nominated Jones as Chair; Jones accepted

Jones nominated Parlin as Vice Chair; Parlin accepted

Vice Chair Parlin to continue as Chair for the remainder of the meeting.

Motion to accept appointments as outlined above, by Parlin, second by Jones

Motion approved unanimously

VI. RESOLUTION 20-01 MOU

Motion to approve Resolution 20-01 as outlined in the agenda packet by Jones, second by Parlin

Motion approved unanimously

VII. RESOLUTION 20-02 POSITION ROSTER

Motion to approve Resolution 20-02 as outlined in the agenda packet by Jones, second by Parlin

Motion approved unanimously

VIII. FY 20-21 AGENCY BUDGET – MODIFICATION 1

Buckingham reported out as outlined in the agenda packet

Motion to approved Agency Budget – Modification 1 by Jones, second by Parlin

Motion approved unanimously

IX. DIRECTORS UPDATE

Buckingham reported out as outlined in the agenda packet.

Buckingham introduced Rick Larkey with North State Building Industry Association, and the current Workforce Board Chair; Larkey stated he was present as he wanted to build a stronger relationship between the Workforce Board, and the Governing Body.

X. WIOA SERVICE PROVIDER REPORTS

Buckingham and Galipo reported out as detailed in the agenda packet

a) ADVANCE - Alpine / South Lake Tahoe

b) Golden Sierra Job Training Agency - Placer & El Dorado County

XI. NEXT MEETING

Wednesday, April 7, 2021 – Golden Sierra Job Training Agency

Future Agenda items include:

Executive Director Evaluation

Financial Statements/Single Audit

Subgrant Signature Authority

Regional and Local Plan – Public Comment

Local Area Designation and Board Recertification

XII. ADJOURNMENT

Motion to adjourn at 10:40 am by Parlin

Motion approved unanimously

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: April 7, 2021
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: FY 2019-2020 Financial Statements/Single Audit

For your review and approval is the *SAS No. 114 Required Auditor's Communication with Those Charged with Governance letter* and the *Combined Annual Financial Reports for Fiscal Year 2019-2020*. The reports are the result of the annual financial audit completed by the firm Clifton Larson Allen LLP (CLA).

The Combined Annual Financial Reports can be reviewed by sections:

- Independent Auditors' Report to the Governing Board
- Management's Discussion and Analysis
- Basic Financial Statements
- Required Supplementary Information
- Single Audit

There is one Financial Statement or Single Audit Findings reported.

Documents can be accessed using the links below:

- 1) [114 Required Auditor's Communication with Those Charged with Governance letter](#)
- 2) [Combined Annual Financial Reports for Fiscal Year 2019-2020](#)
- 3) [Corrective Action Plan for Prior Year Finding](#)

GOLDEN SIERRA GOVERNING BODY

MEMORANDUM

DATE: April 7, 2021
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: FY 2021-2022 Approval of Allocation Draft Planning Assumptions.

Staff are presenting the budget assumptions for preparation of the draft 2021-2022 fiscal year budget. Historically, the Agency uses a Priority Based Budget model. The goal is to develop a budget based on the relationship between program funding levels and expected results from that program. The objectives are to retain cost-efficient and effective ways to meet the requirements of the *Workforce Innovation and Opportunity Act (WIOA)*, and state law while providing quality services to participants and meeting the debt obligations of the Agency.

The Fiscal Year 2021-2022 Draft Budget Assumptions:

- The primary source of funding will consist of the estimated rollover funding from the *Workforce Innovation and Opportunity Act (WIOA)* Title 1 formula fund allocations, Subgrant AA111006 and the estimated new allocation. WIOA funds have a two year lifespan at the local level.
- Currently staff are budgeting a 5% reduction in allocation awards as we have no notification of estimated awards for FY 2022 unless the Agency receives the Notice of Award for FY 2021-2022
- Other programs to be administered by the Agency are categorized as Non-Allocation grants. These grants have been awarded via competitive processes and will be included in the draft if they carry over into FY 2021, or we have a Notice of Award.
- The Agency will plan to carry 20% of the allocated Adult, Dislocated Worker, and Youth program dollars into FY 2022 as is allowable but may reconsider should the Funds Utilization Requirement be lifted.
- The Agency will plan to utilize the 10% Admin from allocation funds in the second year of the award as is allowable.

The budget will meet mandated funding requirements as follows:

- 20% of the Adult and Dislocated Worker funding will support *Direct Training* with a planned assumption of 10% leverage in order to meet the full requirement of 30% with a 20/10 ratio of WIOA cash/leverage.
- 20% of the Youth funding is earmarked to meet the *Youth Work Based Learning (WBL)* requirement as outlined in the WIOA Title I award. To clarify, *Work Based Learning* only includes a participant's enrollment in employment related training such as an On-The-Job Training (OJT) or Work Experience (WEX). It does not include classroom training. Seventy percent of the earmarked WBL funding is planned to support career services for eligible WBL participants in the program.
- Maintains a minimum of one *Comprehensive - America's Job Center (AJC)*
- Funds the system's required One-Stop Operator.
- Utilizes financial resources to meet the debt service required payments for the liabilities of the Joint Powers Authority (JPA)
 - Incorporates meeting the Agency's annual debt service obligation for the pension.
 - Assumes the Governing Body's desire is to use additional funds as investments reducing the Agency pension above Actuarially Required Contribution (ARC) payments
 - Assumes no investment in the Other Post-Employment Benefits (OPEB) Trust for 2021-2022

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: April 7, 2021
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: PY 2021-2022 Subgrant Signature Authority

Staff is requesting the Governing Body authorize signature authority for the Executive Director to sign the New Program Year PY 2021-2022 subgrant agreements not to exceed \$3,000,000. The dollar estimate for this request is based on the most recent subgrant award from PY 2019-2020 (AA111006) in the amount \$2,819,418, and inflated to allow for the potential of additional funding awarded.

Background: The State of California's Employment Development Department (EDD) acts as the Agency's pass thru for the annual Workforce Innovation and Opportunity Act (WIOA) funds. The policies and procedures for this agreement require immediate action from our office. Execution of the agreement and submittal back to the EDD office ensures the newly awarded funds will be made available in a timely fashion. Current signature authority for the Executive Director rests at \$1,000,000 for governmental entities.

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: April 7, 2021
TO: Governing Body (GB)
FROM: Lorna Magnussen, WB Analyst
SUBJECT: Workforce Board Membership

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

Resignation(s)

Lisa Hutchinson, Revere Packaging, representing Business, resigned 08/25/20

Application(s)

Bonnie Davis, Snowline Hospice, representing Business

Vacancies

None

Recommendations:

The Executive Committee reviewed and recommend approval of the outlined above on March 18, 2021.

B
MEMBERSHIP
APPLICATION FORM

Person Nominated: Bonnie Davis **Title:** Director, Workforce Development and Volunteer Services

Business Name: Snowline

Business Address: 6520 Pleasant Valley Rd. Diamond Springs, CA 95619

Telephone: 530-621-7820 **FAX:** _____ **E-mail:** bdavis@snowlinehospice.org

Organization nomination: submitting El Dorado County Chamber of Commerce
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Laurel Brent-Bumb **Title:** CEO

Business Address: 542 Main Street Placerville, CA 95667

Telephone: 530-621-5885 **FAX:** 530-642-1624 **E-mail:** chamber@eldoradocounty.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 checked="" type="checkbox"/> Business | <input 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 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 | |

Bonnie Davis
Signature

3/10/21
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 unique insights to contribute surrounding current and future workforce needs in healthcare. I also am eager to contribute in areas regarding business and technology needs through my experience with Snowline that has seen our needs in the area steadily grow with increased census and our expanding lines of business. It is exciting to help develop Snowline's plans to provide educational opportunities at learning institutions that will educate future clinical providers in our region. My perspective to offer the workforce board comes from my experience in strategic innovation in helping poise an agency to both offer and receive the benefits of workforce development.

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

I see the ability to sit on the Workforce Board as a way to contribute to the region in a meaningful way. Workforce boards maximize the power of innovation and partnerships to achieve local business goals and to support the competitive advantage of the region. I am interested in the creation of value for our community through the types of initiatives that Golden Sierra supports. My interest and work as a relationship builder and pragmatic approach to strategic, innovative solutions is what I hope help in meeting workforce development needs in the region. I recognize that effective workboards thrive off the coupling of area businesses relationship and training institutions collaborating and leading in such a way to foster and provide employers' skilled worker's needs. Working together, we are all stronger. I know Snowline is eager to participate in the community in a new way by having a member of the organization be part of the Workforce Development Board.

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 x 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 x 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.)*

Bonnie Davis (myself) --employed by non-profit Snowline

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 X 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.

Bonnie Davis

Signature of Applicant

3/10/21

Date



Still Finding Gold In El Dorado County

March 9, 2021

Mr. Jason Buckingham, Executive Director
Golden Sierra Job Training Agency
11549 F. Avenue, DeWitt Center
Auburn, CA 95603

| Dear Jason,

It gives me great pleasure to nominate Ms. Bonnie Davis, to the Golden Sierra Workforce Development Investment Board. She is a dedicated person that has a lot of energy and passion. Her expertise will help the WIB in their overall mission. Thank you for reviewing her application and I am sure you will agree that Bonnie will be an added asset to the Workforce Investment Board.

Sincerely,

A handwritten signature in cursive script that reads "Laurel Brent-Bumb".

Laurel Brent-Bumb, CEO

El Dorado County Chamber of Commerce

EL DORADO COUNTY CHAMBER OF COMMERCE

542 Main Street, Placerville, California 95667

(530) 621-5885 (800) 457-6279 Fax (530) 642-1624

GOLDEN SIERRA GOVERNING BODY

MEMORANDUM

DATE: April 7, 2021
TO: Governing Body (GB)
FROM: Jason Buckingham, Executive Director
SUBJECT: Local Area Subsequent Designation and Local Board Recertification

Before the Board for review and approval, in compliance with EDD Directive [WSD20-16](#), is the Golden Sierra Workforce Development Board's Local Area Subsequent Designation and Local Board Recertification Request for Program Years 2021-2023.

This recertification packet is quite similar to the initial designation and local board certification submitted April 2019, and local board recertification submitted April 2016.

The Workforce Board reviewed and approved this document at their March 18, 2021 meeting. A partially signed document was submitted to the State on March 26, 2021 to meet the March 30, 2021 deadline. A fully signed document will be submitted upon approval.

Highlights or changes from previous application

- Updated reference to current EDD Directives and/or legislation

Program, Fiscal and Board staff have reviewed the following sections and are confident that the Agency and Board are in compliance:

- Local Board Sustained Fiscal Integrity (Page 7)
- Local Board Assurances (Pages 8-9)

**Local Area Subsequent Designation and
Local Board Recertification
Application for Program Year 2021-23**

Local Workforce Development Area

Golden Sierra Workforce Development Board

Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2021-23 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to this application.

Golden Sierra Workforce Development Board

Name of Local Area

115 Ascot Drive., Suite #140

Mailing Address

Roseville, CA 95661

City, State, ZIP

03/30/2021; signed copy to be submitted 4/7/2021

Date of Submission

Jason Buckingham

Contact Person

(916) 773-8540

Contact Person's Phone Number

Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category. The WIOA Section 107(b)(2)(A) requires that business members constitute a majority of the Local Board. The chairperson shall be a business representative, per WIOA Section 107(b)(3).

The local Chief Elected Official (CEO) is required to provide the names of the individuals appointed for each category listed on the following pages, and attach a roster of the current Local Board which identifies each member's respective membership category.

Business – A majority of the members must be representatives of businesses in the Local Area who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority; (ii) represent businesses, including small businesses, or organizations; and (iii) are appointed from among individuals nominated by local business organizations and business trade association (WIOA Section 107[b][2][A]).

Please identify the Local Board chairperson by typing CHAIR after their name.

Name	Title	Entity	Appointment Date	Term End Date
Rick Larkey, Chair	Director	North State Building Industry Foundation	07/01/13	06/30/21
Michael Zimmerman, Vice Chair	Director of Operations	MTI College	02/04/14	06/30/21
Bonnie Davis	Director, Workforce Devl & Volunteer Oper	Snowline	04/07/21*	06/30/24*
Britt Randall-Azouz	COO	Azouz Dental Practices	10/07/20	06/30/24
Christina Nicholson	Owner	Whole Person Living	02/27/06	06/30/21
Daniela Devitt	Director, Outreach Department	California Employers Association (CEA)	02/01/12	06/30/24
Eric Ullrich	Chief Operating Officer	Hacker Lab	08/02/17	06/30/21
Jamie Brown	Broker, Owner	JB Real Estate Group	10/07/20	06/30/24
Laurel Brent-Bumb	Chief Executive Officer	El Dorado Chamber of Commerce	10/03/01	06/30/22
Michael Snead	President	Sierra Consulting Services, Inc.	10/07/20	06/30/24
Robin Trimble	Chief Executive Officer	Rocklin Chamber of Commerce	06/07/17	06/30/21
Tink Miller	Executive Director	Placer Independent Resource Services, Inc. (PIRS)	08/09/01	06/3/22
Vic Wursten	Vice President	PRIDE Industries	08/05/09	06/30/21

* Bonnie Davis application pending approval at Governing Body on 4/7/21

Labor – Not less than 20 percent of the members must be representatives of workforce within the Local Area who must include (i) representatives of labor organizations who have been nominated by state labor federations; (ii) a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area; and may include (iii) representatives of community-based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and (iv) representatives of organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth (WIOA Section 107[b][2][B]).

California Unemployment Insurance Code (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a local area in which no employees are represented by such organizations, other representatives of employees shall be appointed to the board, but any local board that appoints representatives of employees that are not nominated by local labor federations shall demonstrate that no employees are represented by such organizations in the local area.

Name	Title	Entity	Appointment Date	Term End Date
1. John Tweedt	Business Representative	District Council 16	06/04/14	06/30/21
2. Volma Volcy	Field Director	Sacramento Central Labor Council AFL-CIO	02/06/19	06/30/22
3. William Reed	District Chair	United Domestic Workers	12/07/18	06/30/22
4. Kevin Ferreira	Executive Director	Sacramento-Sierra's Building & Construction Trades Council	07/01/18	06/30/22
5. Christina Nicholson	Owner	Whole Person Learning	02/07/06	06/30/21
6. Jason Buckingham	Executive Director	Golden Sierra Job Training Agency	05/30/08	06/30/24
7. Paul Castro	Deputy Director, Farmworker Services	California Human Development Corporation	02/23/10	06/30/21
8. Tink Miller	Executive Director	Placer Independent Resource Services	08/09/01	06/30/22
9. Vic Wursten	Vice President	PRIDE Industries	08/05/09	06/30/21

Education – Each Local Board shall include representatives of entities administering education and training activities in the Local Area who must include (i) a representative of eligible providers administering WIOA Title II adult education and literacy activities; (ii) a representative of institutions of higher education providing workforce investment activities; and may include (iii) representatives of local educational agencies, and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment (WIOA Section 107[b][2][C]).

Name	Title	Entity	Appointment Date	Term End Date
1. Amy Schulz	Dean of CTE	Sierra College	05/05/20	06/30/23
2. Michael Zimmerman	Vice Chairperson / Director of Operations	MTI College	02/04/14	06/30/21
3. Paul Castro	Deputy Director, Farmworkers Services	California Human Development	02/23/10	06/30/21
4. Steven Casperite	Assistant Principal	Placer School for Adults	07/01/19	06/30/23

Economic and Community Development – Each Local Board shall include representatives of governmental, economic, and community development entities serving the Local Area who must include (i) a representative of economic and community development entities; (ii) a representative from the state employment service office under the *Wagner-Peyser Act*; (iii) a representative of the Vocational Rehabilitation program; and may include (iv) representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; (v) Representatives of philanthropic organizations serving the Local Area; and (E) individuals or representatives of entities as the local CEO in the Local Area may determine to be appropriate (WIOA Section 107[b][2][D] and [E]).

Name	Title	Entity	Appointment Date	Term End Date
1. Carianne Huss	Deputy Division Chief	Employment Development Department	12/03/20	06/30/24
2. David Luke	Team Manager	State of California, Department of Rehabilitation	02/05/20	06/30/23
3. Sherri Conway	Director	Placer County Economic Development	12/07/18	06/30/22

Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having met 80 percent of their negotiated performance goals in PY 2018-19 or PY 2019-20 for the following indicators:

- Employment Rate 2nd Quarter After Exit
- Median Earnings

PY 2018 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	68%	70%	65.4%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,157	\$7,600	BASELINE	Median Earnings

PY 2019 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	69%	71.5%	67%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,600	\$7,800	BASELINE	Median Earnings

Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 18-19 or PY 19-20:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation

Engaged in Regional Planning

Engaged in regional planning is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

Golden Sierra continues to be an active and engaged member of the Capital Region Planning Unit. Examples of our participation include:

- Developing regional/local plans and plan modifications for the Capital Region's Local Workforce Boards
- Convening regional public input and strategic planning meetings with Local Boards and partners
- Conducting regional industry cluster studies and convening regional industry advisory groups
- Creating regional policies, processes, web-sites and outreach strategies
- Coordinating regional grant applications and implementing regional programs/initiatives
- Jointly negotiating regional performance measures with the State
- Convening and participating in monthly Director's meetings
- Coordinating and participating in the provision of joint staff development efforts

Local Area Assurances

Through PY 21-23, the Local Area assures:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and State regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive WSD19-05, *Monthly and Quarterly Financial Reporting Requirements*, (December 4, 2019).
- All closeout reports will comply with the policies and procedures listed in WSD16-05, *WIOA Closeout Requirement*, (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold. (Title 2 CFR Section 200.338)

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of the *California Unemployment Insurance Code Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. The Local Board will select the America's Job Center of CaliforniaSM operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. The Local Board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. The Local Area will engage in and contribute to, regional planning and regional plan implementation (for example, Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. It will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

Application Signature Page

Instructions – The local CEO and Local Board chair must sign and date this form. Electronic signatures are permitted for the PY 21-23 application.

By signing the application below, the local CEO and Local Board chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official



Signature

Signature

Rick Larkey

Suzanne Jones

Name

Name

Chair

Chair

Title

Title

March 24, 2021

April 7, 2021

Date

Date

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: April 7, 2021
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: WIOA Regional & Local Plan PY 2021-2024

The Draft Regional & Local Plans were made publicly available and open for comment for the required 30 day period on March 26, 2021.

[WIOA Local Plan](#)

[WIOA Regional Plan](#)

An unsigned copy of the Regional & Local Plan will be provided to Sacramento Employment & Training Agency (SETA), for submission on behalf of the Capital Area Regional Planning Unit, by the April 30, 2021 deadline without the required signatures as allowed by EDD Directive [WSD20-05](#).

The Final Regional & Local Plans will be presented to the Workforce Board for signature on May 20, 2021, then forwarded to Governing Body for approval on June 2, 2021.



Golden Sierra

Governing Body Update 4/7/2021

American Recovery via the American Rescue Plan:

Key elements of the plan include:

- Economic Impact Payments (\$1400 for eligible individuals and their dependents)
- Unemployment Insurance Extensions through Sept 6, 2021 (makes the first \$10,200 non-taxable for many families.)
- State and Local funding: \$360 billion to states, counties, cities
 - Funds must be spent on:
 - Response to public health emergency with respect to COVID-19 or its negative economic impacts, including aid to households, small businesses or nonprofits, or aid to "impacted" industries like tourism, hospitality and travel.
 - Funding government services that reduced due to the pandemic-related hit to tax revenue.
 - To make "necessary investments" in water, sewer, or broadband infrastructure.
- Child Tax Credits and other childcare related assistance
- All funding must be spent by the end of December 2024.
- Plan includes no direct funding for workforce development activities though the money under the state and local element can be used for such investments. Workforces Boards across the state, in partnership with the California Workforce Association, will be working to encourage the state to invest in these activities. Additionally, we will be reaching out to our economic development and county partners to discuss local investments in the system. We may reach out to you for your support in these conversations.

High Road Construction Careers: California Climate Investments Fund:

Golden Sierra Job Training Agency, (in partnership with SETA, Yolo, and Valley Vision) was awarded \$254,000 from the High Road Construction Careers: California Climate Investments Fund. This grant compliments funding provided through the High Road Construction Careers: SB1 project and will be used to build partnerships, reach disenfranchised communities, and provide additional outreach resources for the Sacramento-Sierra Building and Construction Trades Council. Projects are expected to begin July 1, 2021.

Business Outreach Survey

Staff, based on input from the Workforce Board, have implemented a business outreach survey intended to assist us in gaining insights into the current business environment. What we are seeing currently is that businesses are looking to call back and/or hire but are having difficulty in finding available candidates. The survey will go out to our business partner distribution list and we are asking our workforce Board members, partner agencies, and Governing Body to send it out as they are willing.

Expanding Virtual Services

Premier Virtual:

Golden Sierra is continuing to expand its virtual service offerings and will be utilizing the Premier Virtual Job and Career Fair platform (<https://premiervirtual.com/>) in order to improve our virtual service offerings. The platform will greatly ease efforts to provide recruitment events for our business partners in coordination with our partners.

SERVICE PROVIDER REPORT

ADVANCE at Lake Tahoe Community College

Report Period: Jan-Feb 2021

Prepared By: Frank Gerdeman

PARTICIPANT STATUS			
	<u>Actual</u>	<u>Goal</u>	<u>% of Goal</u>
Number who received basic career services	74 (2)	100	74%
Number who received individualized career services	34 (2)	50	68%
Number who received training services	11(1)	15	73%
On-site hours in Alpine County			

ACTIVITY SUMMARY

Please note that numbers above are cumulative for the entire contract period and that numbers in parenthesis represent Alpine County participants. Continuing to operate an off-campus, in-person office (under strict county, state and CDC guidelines) remains critical in meeting the needs of community members who lack access to technology and/or connectivity.

PRACTICES WITH PROMISE

Continuing to operate an off-campus, in-person office (under strict county, state and CDC guidelines) remains critical in meeting the needs of community members who lack access to technology and/or connectivity. Rolled out a new resource that we are now able to share with the broader Golden Sierra team called Traitify which is a rapid, photo based personality/career interest survey. We have been using it for several years and find it more accessible to more participants than text-heavy tools. Since the rollout and training in early January Golden Sierra staff have been using this tool (over 40 administrations in the first 5-6 weeks) – this also represents an in-kind value of @ \$2,500 to date (\$45-50 per administration in the typical system). This also gives us some common language among all case managers as well.

CHALLENGES/BARRIERS

The continued surge in COVID cases, driven by holiday gatherings and the move to the state-wide stay at home order and the change in local business practices (especially the shutdown of outside dining) continues the challenges in our work. Resources to help those hardest hit will remain critical but without additional Federal funding, may also be scarce.

EVENT PARTICIPATION	
<u>Date</u>	
1/11/21	Meeting with Valley Vision re Local Plan
1/12/21	Alpine Economic Advisory Committee
1/21/21	Tahoe Chamber Board meeting
1/26/21	Employer conversation and apprenticeship set up with Edgewood Tahoe
2/9/21	Alpine Economic Advisory Committee
2/23/21	Employer meeting and apprenticeship initial set up with Round Hill Pines Resort

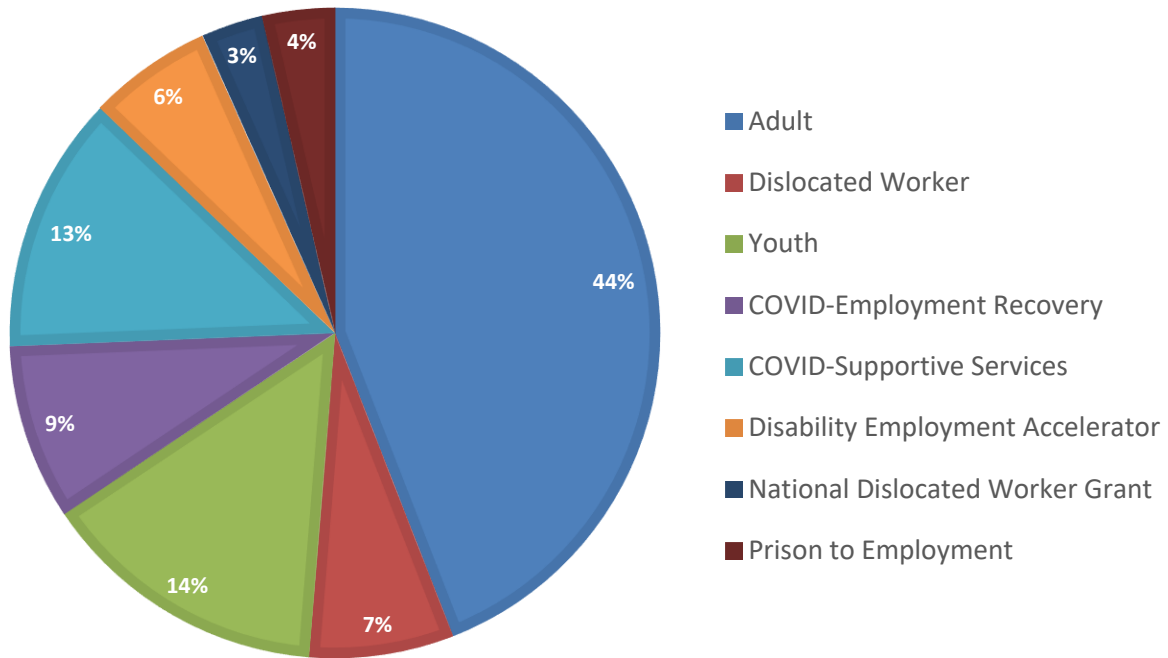
SERVICE PROVIDER REPORT
Golden Sierra Job Training Agency

Report Period: 07/01/20 – 02/28/21

Prepared By: Darlene M. Galipo

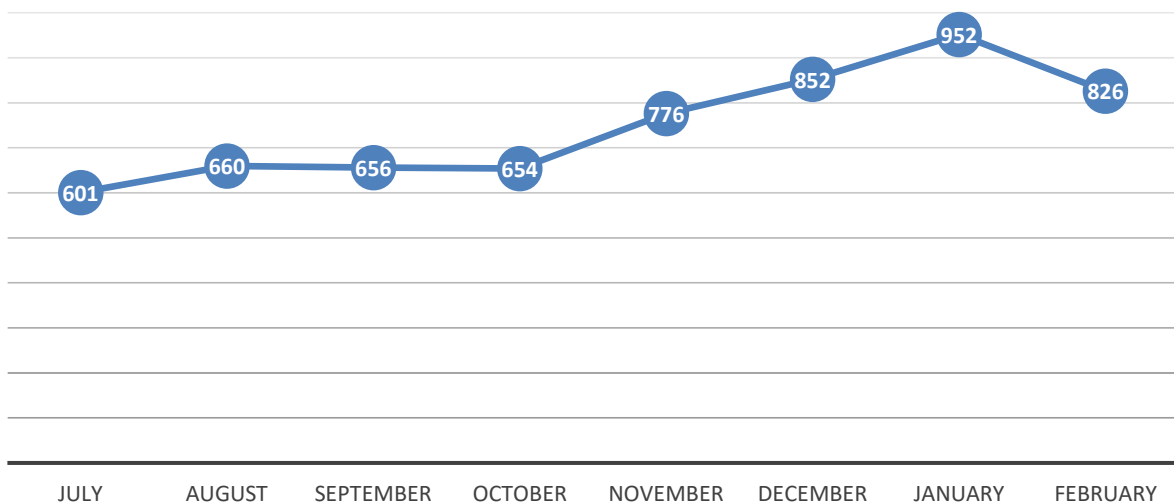
PY20/21 ENROLLMENTS BY GRANT

147 NEW INDIVIDUALS SERVED JULY-FEBRUARY 2021

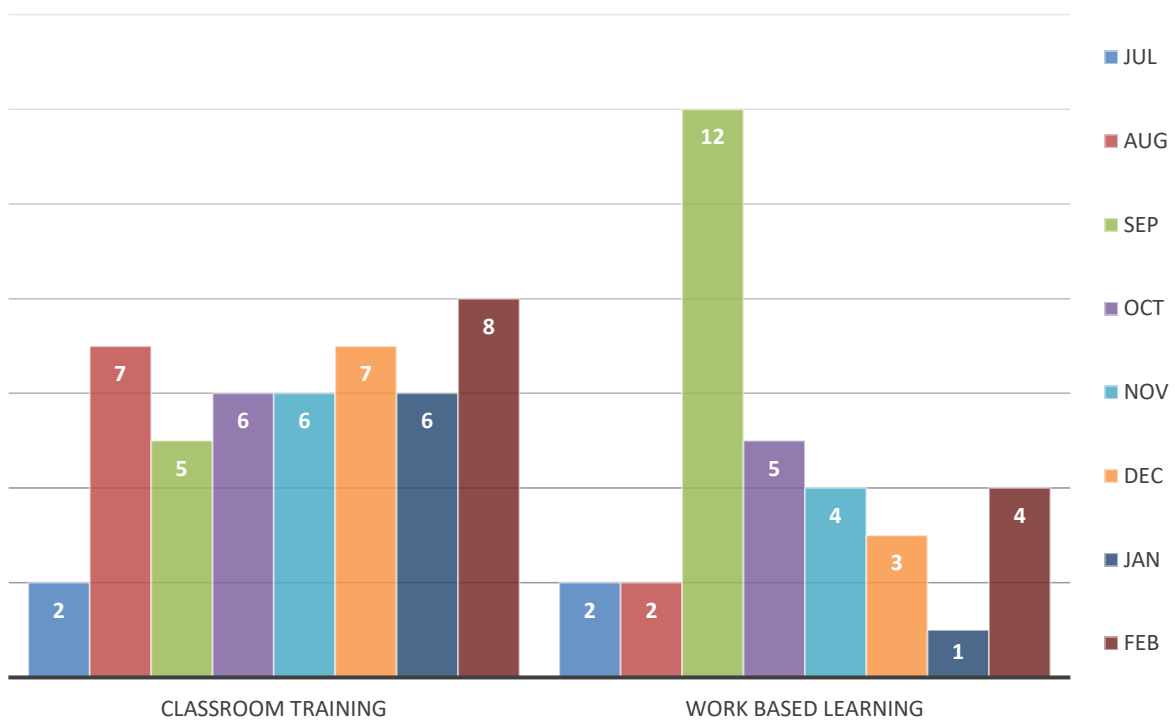


JOB CENTER VISITORS

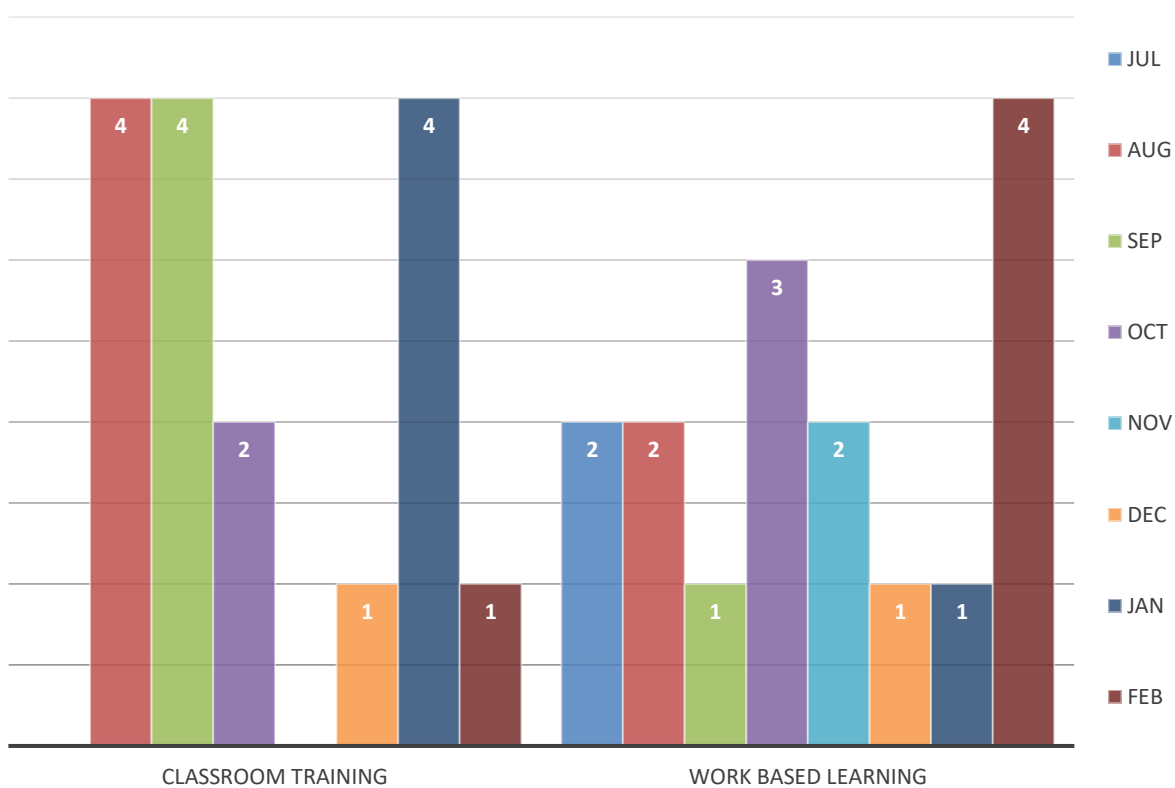
Virtual Visitor Traffic By Month



NEW TRAINING CONTRACTS PROVIDED (PLACER COUNTY)



NEW TRAINING CONTRACTS PROVIDED (EL DORADO COUNTY)



SUCCESS STORY

Jennifer prepared for her career by earning a Bachelor of Arts in Psychology and continuing her education with a Diploma in Bookkeeping. During that time, she continued to improve her work skills and give back to her community through extensive volunteer work.

COVID-19 changed the scope of her job search. Offices were closed and hiring was limited for newly educated bookkeepers. She heard of Golden Sierra Job Training Agency and during her first meeting learned about the possibility of a paid internship with a local employer.

After exploring several possibilities with her case manager, she learned that Goodwill provides people with disabilities training and support to begin their careers. This was perfect as she experiences a sight impairment disability and this opportunity would allow her to support others with disabilities!

The employer reviewed her application materials for a Finance Technician position and eagerly invited her for an interview. She was offered the internship right away! Every two weeks the employer submits a glowing review of how well she is doing in her new position and how well she fits in with the team.

Congratulations on a successful internship! Photo provided with permission.

