

WB MEMBERS

- AMY SCHULZ
Sierra College
- BONNIE DAVIS
Snowline Hospice
- BRITT AZOUZ
Azouz Dental Practices
- CARIANNE HUSS
Employment Development Department
- CHRISTINA NICHOLSON
Whole Person Learning
- DANIELA DEVITT
California Employers Association
- JAMIE BROWN
JB Real Estate Group-Premier Property Management
- JASON BUCKINGHAM
Golden Sierra Job Training Agency
- JOHN TWEEDT
District Council 16
- KEVIN FERREIRA
Sacramento Sierra Building & Construction Trade Council
- LAUREL BRENT-BUMB
El Dorado Chamber of Commerce
- MICHAEL SNEAD
Sierra Consulting Services, Inc.
- MICHAEL ZIMMERMAN, *Vice Chair*
MTI College
- PAUL CASTRO
California Human Development
- RICK LARKEY, *Chair*
North State Building Industry Foundation
- ROBIN TRIMBLE
Rocklin Area Chamber of Commerce
- STEVEN CASPERITE
Placer School for Adults
- TINK MILLER
Placer Independent Resource Services
- VIC WURSTEN
PRIDE Industries
- VOLMA VOLCY
Sacramento Central Labor Council
AFL-CIO
- WILLIAM REED
United Domestic Workers of America

**GOLDEN SIERRA WORKFORCE BOARD
EXECUTIVE COMMITTEE
REGULAR MEETING
AGENDA**

Thursday, November 18, 2021 @ 12:00 pm

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Golden Sierra Job Training Agency Executive Committee 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 Executive Committee and included in the record.

Public Location:

<https://us02web.zoom.us/j/88323781335?pwd=VTI5cWh2NXpScmVWQlZpS1ZjK2hEUT09>

Meeting ID: 883 2378 1335

Passcode: 442269

Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting on

One tap mobile

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Mission: The Golden Sierra Workforce Board convenes industry leaders and key partners to identify workforce initiatives, create innovative solutions and measure the success of systems' ability to meet industry and workforce needs.

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. APPROVAL OF AGENDA 1-2
- III. BROWN ACT – AB 361 BOARD POLICY 3-4
- IV. 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 September 16, 2021 EC Meeting 5-6
 - b. Attendance Log 7

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.

V.	<u>PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA</u>	
VI.	<u>WORKFORCE BOARD MEMBERSHIP</u>	8
VII.	<u>FY 2021-2022 AGENCY BUDGET – MODIFICATION 1</u>	9-17
VIII.	<u>WORKFORCE & ECONOMIC RECOVERY UPDATE</u>	
	• COVID-19	
	• Fire Recovery [Bridge, Caldor, River, & Tamarack]	
IX.	<u>ONE-STOP OPERATOR</u>	
	• Report Out & Direction	18-20
	• AJCC Certification – Continuous Improvement Plan (CIP) “Priority Areas Of Focus” Update	21-22
	• 120 Day Evaluation	23-26
X.	<u>FUTURE AGENDA ITEMS/NEW BUSINESS</u>	
XI.	<u>NEXT MEETING</u>	
	Thursday, January 20, 2022 @ 12:00 pm	
XII.	<u>ADJOURNMENT</u>	

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: November 18, 2021

TO: Executive Committee EC

FROM: Jason Buckingham, GSJTA Executive Director

SUBJ: Brown Act – Teleconference Meeting Pursuant to Government Code Section 54953(e) (Assembly Bill 361)

Before the Board for review and approval is a vote to authorize modified teleconference meetings pursuant to Government Code section 54953(e), as modified by Assembly Bill 361.

Background:

On March 4, 2020, the Governor proclaimed a state of emergency due to the COVID-19 virus pandemic. That proclamation remains valid and applicable statewide today. On March 17, 2020, the Governor passed Executive Order N-29-20, which authorized modified teleconference meetings for public agency meetings subject to the Brown Act, Government Code section 54950 et seq. Executive Order N-29-20 expired September 30, 2021. Thus, all Brown Act meetings must now comply with the Brown Act without exception.

Traditional Brown Act provisions require all teleconference locations to be listed on the meeting agenda and be open to the public, and a quorum of members to be within the jurisdiction, among other things. As recently amended by Assembly Bill 361 (effective September 16, 2021), Government Code section 54953(e) permits a legislative body to meet via modified teleconference procedures in certain situations and so long as certain procedures are followed. One such situation is where (1) there is a Governor-proclaimed state of emergency and (2) as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

The Board must decide, via majority vote, that such a situation exists. Such a vote is only valid for 30 days. It must be reevaluated and renewed via majority vote, otherwise it expires as a matter of law.

When meeting pursuant to Section 54953(e) the Board and staff are required to take actions to preserve public access and public participation, give notice of the meeting and post agendas as otherwise required, allow members of the public to access the meeting via teleconference, provide details on the agenda on how to access the meeting and give public comment, give an opportunity to comment pursuant to Government Code section 54954.3 and allow a reasonable amount of time during public comment for a person to register, login, and comment, and monitor the line to ensure no disruption hinders access or ability to comment, if there is, take no action until public access is restored.

Facts for Board Consideration:

The Governor's March 4, 2020, proclamation of a state of emergency related to the COVID-19 virus pandemic remains valid and applicable statewide, including within the jurisdiction of Golden Sierra.

The COVID-19 virus, and its variants, is spread through the air when a person who is carrying the virus, whether he or she is showing symptoms or not, is in close proximity to another person. Further factors for the Board to consider:

- COVID-19 transmission rate in Golden Sierra Job Training Agency jurisdiction is 175%, higher than State transmission rate.
- Other Placer County and El Dorado County Brown Act public agencies have voted to meet pursuant to Section 54953(e), also known as AB 361, due to the threat to attendee health and safety from the COVID-19 virus pandemic.
- There is limited meeting room availability that would allow attendees to physically distance from one another.

Board Vote:

Shall the Golden Sierra Workforce Board's Executive Committee meet via teleconference pursuant to Government Code section 54953(e) because there is a governor-proclaimed state of emergency related to the COVID-19 virus pandemic and conditions of that emergency pose an imminent risk to meeting attendee health and safety and direct staff to take all actions necessary to comply with that section?

- If the Board votes to approve meeting pursuant to Section 54953(e), the Board may meet via teleconference for the next 30 days without complying with traditional Brown Act teleconference requirements but instead those requirement in Section 54953(e) that guarantee public access and participation.
- If the Board does not vote to approve meeting pursuant to Section 54953(e), the Board will be required to meet via traditional Brown Act teleconference requirements, or completely in-person.

**GOLDEN SIERRA WORKFORCE BOARD
EXECUTIVE COMMITTEE
REGULAR MEETING
MINUTES**

Thursday, September 16, 2021 @ 12:00 pm

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

Public Location:

<https://us02web.zoom.us/j/85658948938?pwd=Z1RCSWpQcXlPZENhbUQzOFhNT05KZz09>

Meeting ID: 856 5894 8938

Passcode: 866365

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting called to order at 12:03 pm by Chair Larkey

<input checked="" type="checkbox"/> Rick Larkey (Chair)	<input checked="" type="checkbox"/> Michael Zimmerman (Vice-Chair)
<input checked="" type="checkbox"/> Greg Geisler	<input checked="" type="checkbox"/> Jason Buckingham <input checked="" type="checkbox"/> John Tweedt
<input checked="" type="checkbox"/> Laurel Brent-Bumb	<input type="checkbox"/> Robin Trimble

GSJTA Staff:

Lorna Magnussen
 Lisa Nelson

One-Stop Operator:

Michael Indiveri

II. APPROVAL OF AGENDA

Motion to approve agenda by Brent-Bumb, second by Zimmerman

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 May 20, 2021 EC Meeting
- b) Attendance Log

Motion to approve consent agenda items a-b by Geisler, second by Zimmerman

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Brent-Bumb announced El Dorado County regional distribution center offering N95 masks for those in need.

V. FY 2021-2022 AGENCY BUDGET - FINAL

Buckingham reported out as outlined in agenda packet.

Motion to approve EC recommendation to move to Workforce Board for Approval, by Brent-Bumb, second by Zimmerman

Motion approved unanimously

VI. WORKFORCE & ECONOMIC RECOVERY UPDATE

COVID-19/FIRE RECOVERY [BRIDGE, CALDOR, RIVER, & TAMARACK]

Buckingham reported out, roundtable discussion took place, flyers and handouts provided to board members and attendees.

- Several job fairs have been planned to help address recruitment needs related to COVID-19 recovery
- El Dorado Business Protection Workgroup putting in request for business grant program which would be funded by American Recovery Plan Act monies in El Dorado County.
- National Dislocated Worker Grant funding may be available to address fire recovery.
- Additional Assistance funding may also be available.
- Golden Sierra working with the state to determine the best course of action and funding sources.

VII. ONE-STOP OPERATOR

Indiveri reported out as outlined in the agenda packet

- REPORT OUT & DIRECTION
- AJCC CERTIFICATION – CONTINUOUS IMPROVEMENT PLAN
“PRIORITY AREAS OF FOCUS”
- 60 DAY EVALUATION

VIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- Workforce & Economic Recovery Update
- AJCC Certification-Continuous Improvement Plan (CIP)
- 120-Day Evaluation

Brent-Bumb requested an El Dorado County Job Fair be put into motion; will coordinate efforts with Buckingham.

IX. NEXT MEETING

Thursday, November 18, 2021 @ 12:00 pm

X. ADJOURNMENT

Motion to adjourn meeting at 12:48 pm by Brent-Bumb, second by Geisler

Motion approved unanimously

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: November 18, 2021
TO: Executive Committee (EC)
FROM: Lorna Magnussen, WB Analyst
SUBJECT: Workforce Board Membership

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

Resignation(s)/Removal(s)

David Luke, Department of Rehabilitation, representing Vocational Rehabilitation, resignation effective 9/30/21.

Sherri Conway, Placer County Economic Development, representing Economic Development, resignation effective 10/15/21.

Jamie Brown, JB Real Estate, representing Business, resignation effective 11/08/21.

Vacancies:

Vocational Rehabilitation - 1: Mark Frayser is designated replacement; application in process.

Economic Development - 1

Business member - 1

Current recruitments are underway for all vacant seats.

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: November 18, 2021
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: FY 2021-2022 Agency Budget Modification

Before the Board for review is the Agency Fiscal Year 2021-2022 Mod. 1 Budget. The budget modification is necessary to incorporate the following additional funding streams; Ticket to Work, Tri-County Job Fair, and CAREER NDWG.

This budget will be forwarded to the Workforce Board for final review and recommendation to Governing Body for final approval.

Budget Introduction and Overview

Golden Sierra Job Training Agency is a Joint Powers Authority (JPA) organized between the counties of Placer, El Dorado and Alpine. The Agency's annual source of funds is the Title 1 award from the *Workforce Innovation and Opportunity Act (WIOA)*. Additionally, the Agency administers miscellaneous grants and awards that complement the WIOA Title 1 objectives and the stated purpose of the JPA.

Approach in Developing the Final Budget for Fiscal Year 2021/2022

The model used to develop the Consortium's annual budget is the 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 WIOA while providing quality services to participants and meeting the debt obligations of the Agency.

The Fiscal Year 2021/2022 Final Budget:

The funding used to develop the budget represents rollover funding from WIOA Title 1 formula fund allocations, Subgrant "AA11" and the new WIOA allocation. Other programs to be administered by the Agency are categorized as Non-Allocation grants. These grants have been awarded via competitive processes. The largest of which include the Prison to Employment Initiative and the SB1 High Road Training Project being awarded by the California Workforce Development Board. This funding is being administered by Golden Sierra on behalf of the Capital Region Workforce Boards including SETA, NCCC, and Yolo County. Additional non-allocation funding includes funding related to pandemic emergency response, services to individuals with disabilities, and California's High Road Construction Careers, California Climate Investments Initiative.

The budget meets 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.

The remaining cost objectives required of the Title I funding is to maintain a minimum of one *Comprehensive - America's Job Center (AJCC)* in the *Local Area*, strategically utilizing financial resources to meet the debt service required payments for the liabilities of the JPA, and participating in the continued development of both local and regional Workforce Systems.

Approved By:
Executive Committee:
Workforce Board:
Governing Body

Additional Notes

Note:

- The final budget presentation incorporates allowable carry-over.
- Final revenues show slight increase in WIOA funding for 2021/2022 over the assumptions made for draft presentation for fiscal year 2020/2021.
- Rapid Response and Layoff Aversion allocations were slightly lower than estimated, however, due to Covid-19, Rapid Response was extended, and the Funds Utilization Requirements have been lifted allowing a greater carryover than would normally be available.
- The Agency has been able to identify reductions in Professional Services as well as Services and Supplies from the Draft presentation.
- The Draft assumption for funding ADVANCE reflects a 5% decrease from PY 20/21 bringing their total PY 20/21 award to \$95,000. The final budget raises that back to full funding of \$100,000
- Included in the budget is a transfer of 70% of the Dislocated Worker funding to the Adult funding stream. The law allows a 100% transfer which increases access to funds for participants and eases eligibility documentation for the community.
- Overall pension costs have been reduced as the Agency completed payment for the outstanding Pension Side Fund. The final budget reflects and Additional Discretionary Payment of \$150,000 as directed by the Governing Body
- Staffing costs have been reduced from draft due to the reduction of one, limited-term position.
- There has been an increase in Financial Support Services for participants in recognition of anticipated need for such assistance due to longer term unemployment and a desire to reach those most in need.
- Support Services have been increased by an additional \$200,000 in anticipation of the need for these funds related to fire recovery.

Modification 1 (November 18, 2021)

Modification 1 to the FY21/22 Final Budget includes the following:

Modification 1 incorporates three funding sources including

DOL CAREER Grant award (\$140,000)

- Anticipated spending over 2 years
- \$60,000 for technology and outreach to expand virtual footprint
- \$60,000 For Direct clients service through the provision of Support Services including digital access
- \$20,000 for Case management
- \$0 for Administration
- \$73,329 carried over to second year.

Approved By:
Executive Committee:
Workforce Board:
Governing Body

Tri County Job Fair (\$8,127)

These are funds used to coordinate the Tri County Job Fairs. These are not WIOA funds and have not been required to be included into our annual budget until this Fiscal year.

Ticket to Work (\$186,904)

Ticket to Work funding is also non allocation funding that has not been required as a part of our budget process until this fiscal year. These funds are generated as a part of the Agency's designation as an Employment Network. By successfully assisting Persons With Disabilities (PWD) the agency earns milestone payments. These funds have been set aside for use at Agency, or Governing Body discretion for items that cannot be funded by other sources.

From Schedule 1:

Schedule 1 reflects a \$335,031 increase in source revenue which includes the fund sources mentioned above

Under "Expenditures" there is a proposed \$134,500 increase in services and supplies which includes a \$100,000 increase in outreach from WIOA, a \$30,000 increase for equipment and communications from CAREER, and \$4,500 for Staff Development.

Under "Direct Clients Expenditures" there is a proposed reduction in Support Services from Placer, and El Dorado in order to fund a greater outreach effort to enhance enrollments. There is also \$30,000 added for client Support Services funded by the CAREER award. Total reduction in funding for Direct Client Expenditures is \$70,000 however Support Services had been increased by \$200,000 in Final Budget. Because of this there is still a significant increase in Direct Client Expenditures from the previous fiscal year (see "Additional Notes" above).

Carryout reflects a \$270,531 increase which includes the second year funds from the CAREER grant, as well as the Tri County and Ticket to Work cost centers. There is also a small amount of WIOA allocation carryover that comes from a staffing offset related to the CAREER grant.

Approved By:
Executive Committee:
Workforce Board:
Governing Body

Description of Schedules		
<u>Schedule 1</u>	<u>Consortium Draft to Final Budget</u>	Schedule is based on rollover funding, non-allocation carry over, and new awards. Expenditures have been adjusted based on anticipated cost increases, WIOA spending requirements, and pension debt service requirements and shows a comparison of FY21/22 Draft Budget to the proposed Final Budget for FY21/22
<u>Schedule 2</u>	<u>Consortium Cost Center Detail</u>	
	Consortium Administration:	Includes fiscal management, procurement, and human resource functions.
	Consortium Program Operations:	Includes program oversight and technical assistance to member counties. Staff and consultants have expertise in ADA/EO compliance, program monitoring, WIOA continual refinement, and database management.
	Consortium Rapid Response and Layoff Aversion:	Includes activities related to business outreach, workshop facilitation, and labor exchange. Staff have expertise in helping affected employees return to work as quickly as possible following a layoff and developing early-warning systems to prevent layoffs altogether.
	Consortium Comprehensive One-Stop:	Includes the physical location and related operating expenses of the required job center that offers universal access and comprehensive employment-related programs and services.
	El Dorado County Career and Training Services:	Includes PY 20/21 carry-in funds and PY21/22 WIOA funding to be administered by the Agency.
	Placer County Career and Training Services:	Includes PY 20/21 carry-in funds and PY 21/22 WIOA funding to be administered by the Agency.
	South Lake Tahoe / Alpine County Career and Training Services:	Services awarded to <u>Advance</u> . Includes balance of contract for PY 20/21 and Planned PY 21/22 WIOA funding awarded to Advance

Approved By:
 Executive Committee:
 Workforce Board:
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Non-Allocation Career and Training Services:	<p><u>Cost Centers listed here are non-routine in nature managed by the Agency:</u></p> <p><u>The Disability Employment Accelerator</u>– purpose is for the Agency to provide Work based learning opportunities for college students with disabilities</p> <p>: Covid-19 National Dislocated Worker Grant (NDWG) Provides rapid reemployment services, training and SS for those who suffered job loss due to the Pandemic</p> <p><u>CAREER Grant</u> - Comprehensive and Accessible Reemployment through Equitable Employment Recovery.</p> <p><u>Tri County</u> – Non Allocation funds used to administer the Tri County Job Fairs</p> <p><u>Ticket to Work</u> – Funds received through the Ticket to Work program for successfully assisting Persons with Disabilities (PWD) find gainful, and long-term employment.</p>
Regional Grants	<p>The Prison to Employment Grant – Implementation Supportive Services</p> <p>The Prison to Employment Grant – Implementation Direct Services</p> <p>HRCC: SB1 – High Road Training Project</p> <p>HRCC: CCI – California Climate Investments</p>
Board Initiatives	<p>Not funded at draft however, initiatives funded under PY 20/21 are still underway and ar included in professional services</p>
Surplus Funds	<p><u>Surplus funds, if available, represent discretionary funding for allocation by the Governing Body and are generally used to reduce pension liabilities.</u></p>

Approved By:
 Executive Committee:
 Workforce Board:
 Governing Body

L i n e #		A		B		C		B/A	
		Consortium Fiscal Year 2021/2022 Final Budget	% of Total Funding	Consortium Fiscal Year 2021/2022 Final Budget Mod 1	% of Total Funding	Column A less Column B Change Between Final to Final Budget Mod 1	Percent Change from Final 2021/2022 to Final Budget Mod 1		
Funding Sources:									
1	Carry-In WIOA Allocation	\$ 1,198,386	18.42%	\$ 1,198,386	17.52%	\$ -		0.00%	SOURCES
2	Awarded WIOA Allocations	\$ 2,637,999	40.56%	\$ 2,637,999	38.57%	\$ -		0.00%	
3	Carry-In RR/LA	\$ 122,505	1.88%	\$ 122,505	1.79%	\$ -		0.00%	
4	Awarded Rapid Response Funds	\$ 210,221	3.23%	\$ 210,221	3.07%	\$ -		0.00%	
5	Awarded Layoff Aversion Funds	\$ 62,847	0.97%	\$ 62,847	0.92%	\$ -		0.00%	
6	Non Allocation Awards Carried In	\$ 2,002,693	30.79%	\$ 2,197,724	32.13%	\$ 195,031		9.74%	
7	Non-Allocation Awards (New)	\$ 269,794	4.15%	\$ 409,794	5.99%	\$ 140,000		51.89%	
8	Total Funding Sources PY 21	\$ 6,504,445		\$ 6,839,476		\$ 335,031		5.15%	
Expenditures:									
9	Retiree Benefits	\$ 682,300	10.49%	\$ 682,300	9.98%	\$ -		0.00%	EXPENDITURES
10	Salaries and Benefits	\$ 1,448,414	22.27%	\$ 1,448,414	21.18%	\$ -		0.00%	
11	Services and Supplies	\$ 311,919	4.80%	\$ 446,419	6.53%	\$ 134,500		43.12%	
12	Professional Services	\$ 157,190	2.42%	\$ 157,190	2.30%	\$ -		0.00%	
13	Salaries, Services, and Supplies Total	\$ 2,599,823	39.97%	\$ 2,734,323	39.98%	\$ 134,500		5.17%	
Career & Training Services									
14	Placer County	\$ 481,928	7.41%	\$ 431,928	6.32%	\$ (50,000)		-10.37%	DIRECT CLIENT EXPENDITURES
15	El Dorado County	405,130	6.23%	355,130	5.19%	(50,000)		-12.34%	
16	So Tahoe & Alpine County	200,000	3.07%	200,000	2.92%	-		0.00%	
17	Non Allocation Carried in From Prev FY	292,817	4.50%	292,817	4.28%	-		0.00%	
18	Non-Allocation Awards (New)	15,000	0.23%	45,000	0.66%	30,000		200.00%	
19	Regional Contracts	1,528,041	23.49%	1,528,041	22.34%	-		0.00%	
20	Career & Training Services Total	\$ 2,922,916	44.94%	\$ 2,852,916	41.71%	\$ (70,000)		-2.39%	
21	Board Initiatives	\$ -	0.00%	\$ -	0.00%	\$ -		0.00%	WORKFORCE BOARD EXPENDITURES
22	Non allocation Carry-out to New FY	49,580	0.76%	317,940	4.65%	268,360		541.27%	CARRYOUT
23	Allocation carry-out to New FY	\$ 932,126	14.33%	\$ 934,297	13.66%	2,171		0.23%	
24	Carry-out to PY 23 Total	\$ 981,706	15.09%	\$ 1,252,237	18.31%	\$ 270,531		27.56%	
25	TOTAL EXPENDITURES	\$ 6,504,445		\$ 6,839,476		\$ 335,031		5.15%	
26	Net Surplus vs (Deficit)	\$ -		\$ -		\$ -	#DIV/0!	Surplus vs (Deficit)	

Surplus reflected in Draft Budget applied to pension per direction from Governing Body

	H	I	J	K	L	M	N	O	P	Q
	HRCC: SB1	HRCC:CCI	DEA 6	Covid-ER	Prison to Employment Implementation Supportive Services	Prison to Employment Implementation Direct Services	NDWG CAREER	TriCounty	Ticket to Work	Total of all Funding Sources and Expenditures
Funding Sources:										
1 Carry-In Allocation Funds from PY 21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 1,198,386
2 Allocation Awards PY 22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 2,637,999
3 Carry-In Rapid Response	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 78,157
4 Carry-LA										\$ 44,348
6 Awarded Rapid Response Funds PY 22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 210,221
7 Awarded Layoff Aversion Funds PY 22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 62,847
8 Carry-In Non-Allocation from PY 21	\$ 1,346,045		\$ 216,327	\$ 26,119	\$ 330,601	\$ 83,601		\$ 8,127	\$ 186,904	\$ 2,197,724
8 Actual Non-Allocation Awards PY 22		\$ 254,794		\$ 15,000			\$ 140,000			\$ 409,794
9 Total Funding Sources	\$ 1,346,045	\$ 254,794	\$ 216,327	\$ 41,119	\$ 330,601	\$ 83,601	\$ 140,000	\$ 8,127	\$ 186,904	\$ 6,839,476
Expenditures:										
Consortium Operations:										
10 Retiree Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 532,300
11 Salaries and Benefits	250,631	14,330	92,092	3,742	2,466	1,411	6,671			\$ 1,448,414
12 Services and Supplies	12,272	6,557	448		3,100		30,000			\$ 446,419
13 Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 157,190
14 Consortium Operations Total	\$ 262,903	\$ 20,887	\$ 92,540	\$ 3,742	\$ 5,566	\$ 1,411	\$ 36,671			\$ 2,584,323
Career & Training Services										
Program Year 2020/2021 WIOA/Other - Rebudget										
15 Non-Allocation Awards	\$ 133,394		\$ 123,786	\$ 22,377	\$ 8,260	\$ 5,000				\$ 292,817
16 Placer County	-	-	-							\$ 57,863
17 El Dorado County	-	-	-							\$ 109,885
18 Alpine County	-	-	-							\$ 100,000
Program Year 2021/2022 WIOA/Other										
19 Non-Allocation Awards			\$ 15,000				\$ 30,000			\$ 45,000
20 Placer County	-	-	-							\$ 374,065
21 El Dorado County	\$ -	-	-							\$ 245,245
22 Alpine County	-	-	-							\$ 100,000
Regional Contracts	911,189	222,886			316,775	77,191				\$ 1,528,041
23 Career & Training Services Total	\$ 1,044,583	\$ 222,886	\$ 123,786	\$ 37,377	\$ 325,035	\$ 82,191	\$ 30,000	\$ -	\$ -	\$ 2,852,916
24 Board Initiatives	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
25 PY22 Award Expend in Second Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 934,297
26 Future Year Expend Non-Allocation	\$ 38,559	\$ 11,021	\$ -	\$ -	\$ -	\$ -	\$ 73,329	\$ 8,127	\$ 186,904	\$ 317,940
27 PY 21/22 WIOA Additional Pension Support (ADP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
28 TOTAL EXPENDITURES	\$ 1,346,045	\$ 254,794	\$ 216,326	\$ 41,119	\$ 330,601	\$ 83,602	\$ 140,000	\$ 8,127	\$ 186,904	\$ 6,839,476
29 Net Income/(Loss)	\$ -	\$ (0)	\$ 1	\$ -	\$ 0	\$ (1)	\$ -			\$ 0

ONE-STOP OPERATOR MEMO

To: Workforce Development Board Executive Committee

From: Michael Indiveri, One-Stop Operator (OSO)

Date: November 18, 2021

Subj: Progress Report

Introduction

This One-Stop Operator (OSO) Progress Report will cover the MOU Partner's Quarterly Meeting held September 15, 2021, the AJCC One-Stop Certification Improvement Plans, and the OSO Questionnaire sent to the WDB members this summer.

Use of terms.

AJCC: America's Job Centers of California

WIOA: Workforce Innovation and Opportunity Act of 2014

MOU: Memorandum of Understanding between One-stop Partners and the Golden Sierra
Workforce Development Board (WDB)

MOU Partner Update

OSO Report: The OSO gave the group an update on the AJCC One-Stop Certification and the roll-out of the subsequent required Continuous Improvement Plans (CIPs). The CIPs are to be addressed over the next program year starting at the next MOU Partner's meeting scheduled for December 2021. The OSO has prepared a timetable for future MOU Partner meetings for when these CIPs will be addressed. The OSO also covered the latest labor market data and how that is affecting services to clients. The key takeaway is the major labor market issue currently is the low labor market participation rate and how the "missing workers" are a drag on the economy. The OSO will update this at the November WDB meeting. The OSO also informed the Partners of the ongoing WDB priorities questionnaire. It is also to be noted that David Luke of the State Department of Vocational Rehab did not participate as he was retiring at the end of the month. Dave has been a key worker in the workforce preparation field for many years. He will be missed.

Advance: Advance gave an update on the current situation with the Caldor fire. The evacuations are over but there will be some economic impact on the Lake Tahoe economy, especially with Highway 50 being closed for a month. The Lake had been recovering from the Covid impact when the fire hit, a

double punch. Before the fire, the economy had been picking up, with TOT income beginning to recover from the pandemic hit. Income is pouring into the region due the hot real estate market. However, this has a downside as many rentals are being sold as homes and the workforce is losing affordable housing. Due to Delta, the college is pushing off in-person class attendance for a while. Advance is continuing to work with employers and worksites. They have been able to maintain their Maintenance and Culinary training worksites. They are sharing resources with Golden Sierra including using assessment results with "Career Coach" tools.

Placer School for Adults: They have continued using their hybrid model of in-person and virtual class options. All staff and students are masked, and staff must vax or have ongoing tests. They are informing MOU partners such as Golden Sierra and DOR to inform them that their Career Center is now open, and Job Counseling is available. They have some new class offerings in how to find jobs, Home Aide Basics and Construction Trades.

Golden Sierra: They have been contacted by many businesses seeking workers. They have reached out to El Dorado County to contact business who need services. They have been promoting a construction class, but enrollment is slow; it may be moved to Folsom. They have developed several OJTs. There have been some Rapid Response events in El Dorado Hills affecting eighty-five workers and Placer County affecting three hundred workers. The Placer County BAN group is conducting a job fair in October; so far sixty-seven employers have signed up. AI training is being developed for Old Navy. They have been informed that the regional Amazon Fulfillment Centers are needing thousands of workers now and in the near future. The One-Stop Centers in Roseville and Placerville are by appointment only. The Virtual Job Fair model will be continued.

Placer County HHS/CalWORKs: They are promoting a subsidized wage program: 100% reimbursement up to \$3,000. They working to get their CalWORKs participants to start engaging in the local labor market. Work requirements/Job Training requirements have been set aside during the pandemic. A key issue is lack of childcare. There are long waiting lists. Placer County government is planning realignments of their offices in 2022.

California Conservation Corps: Their workers have been putting in long hours in both the Dixie and Caldor fires Due to this many of them are good candidates for Cal Fire jobs. The workers at the Tahoe/Myers site were transferred Greenwood, near Georgetown. CCC is requesting help from GSJTA and PCHHS for their clients who are seeking career jobs. Golden Sierra and Advance provided CC with helpful information

Sierra College: SC reported that in spite of Covid, several of their courses are generating great interest from employers and potential students. That includes welding, mechatronics, and construction. They are also conducting training for Seamon's Corp with a combined classroom and worksite training. They are focusing on their MC3 for trade jobs. They will also be involved in Cyber Security training and participating in a construction boot camp with BIA.

EDD; They are opening their doors in mid-September for limited in-person services. They have been doing in-person group events in their parking lot. One of those events was a hiring event with BIA and

another was one with a medical focus. EDD is currently trying to promote the transition of people who are getting off UI and to connect them employers and job finding service.

AJCC Certification of the One-Stop System

Federal and State policy requires that the local One-Stop System and the Comprehensive One-Stop Career Center in Roseville to be certified every three years. This local assessment of our system was completed by and submitted to the State before the November 1, 2021, due date. The Certification was approved at the March WDB meeting. At the September Meeting, it was determined that the December MOU Partners Meeting will start the formatting and scheduling of the Cross Training of Partner Agency Customer Staff. This was a high priority noted in the assessment.

Key items from the 2021 Assessment that will be addressed later among the AJCC Partnership include: joint marketing, industry-recognized skill credentials, enhanced customer referral protocols, client data platforms, and feedback from employers. Also, the AJCC partnership is asked to achieve business results through data-driven continuous improvement. The OSO has developed a timetable to address the CIPS during PY 2021-22

WDB Questionnaire

This summer, the OSO sent a one-page questionnaire survey to all WDB members to be returned by September 10. This was discussed at the last two WDB meetings. As of early November, there has been seven responses. The intent of the survey was to obtain feedback from the members on priorities the MOU Partners should address. I will compile the current batch of results and share them with the Partner's group and the WDB.

CONTINUOUS IMPROVEMENT PLANS (CIP) AND TIMETABLE

The Golden Sierra Workforce Area continuous plan improvement efforts will start in 2021 to be addressed, scheduled, or completed by December 15, 2021, depending on the nature of the service/customer issue for each AJCC Certification Indicator (ACI). Continuous plan improvements will be an ongoing effort in 2022 in the workforce area.

ACI # 1 Continuous Improvement Goals and Recommendations:

- Determine the most advanced and up-to-date assistive technology and software that might be needed to better serve customers who use the resource room.
- Train staff in basic Spanish and sign language (customer-friendly phrases like hello, goodbye, please wait, I am getting an interpreter, what is your name, etc.)

ACI #2 Continuous Improvement Goals and Recommendations:

- The AJCC and MOU Partners to:
- Facilitate staff cross trainings.
- Enhance common customer referrals that entail follow-up.
- Identify system alignment & process improvements.
- Keep the Partnership informed on key funding, and policy challenges.
- Encourage all MOU Partners to participate in the Quarterly Meetings.

ACI # 3 Continuous Improvement goals would be:

- To continue the cross training of AJCC on-site and off-site staff.
- Develop a functional organizational chart for the AJCC which may also include off-site MOU Partners;
Make progress on co-enrollment protocells that can notate, record and track customer referrals and outcomes.

ACI # 4 Continuous Improvement Goals and Recommendations:

- The staff knowledge of LMI and regional sector career pathways can be expanded. LMID training for Center staff has been productive. In the future this should continue. Also, more Center staff training on regional sector pathways (Adult Schools/Community College) and industry recognized credentials would be extremely helpful to Center staff.
- The OSO will propose presentations to all AJCC staff on the current development of the local and regional WIOA Plan Development conducted by Valley Vision. This should be presented at the quarterly meetings of the WIOA MOU Partners. This should further strengthen the partners knowledge and awareness of the goals and strategies of the local and regional WIOA Plans.

ACI # 5 Continuous Improvement Goals and Recommendations:

The AJCC MOU Partners address the issue of obtaining employer advice and feedback in the design and delivery of demand services. The AJCC MOU Partners should review current business and employer feedback/satisfaction mechanisms (Cal Jobs, job fair surveys, online platforms) to see what could be used to better meet the intent of this Hallmark. Employer satisfaction results should be shared with the Workforce Development Board on a regular basis.

ACI # 6 Continuous Improvement Goals and Recommendations:

The AJCC Partners quarterly meetings should take up the issue of AJCC staff training, for both on-site and off-site MOU Partners. Meetings of that group include partner managers and staff supervisors. They are the best-informed persons who can deal with the resources available, and coordination needed to provide the indicated training for AJCC staff. Partner Comments: "On-going cross-training staff is highly recommended by all partners."

ACI # 7 Continuous Improvement Goals and Recommendations:

- The Golden Sierra Workforce Development Board should consider requesting summary data information from MOU Partners that shows customer outcomes within the local workforce area or region. Program outcomes for common customers would also be an important data point.
- In addition, the Golden Sierra Workforce Area Partners should explore ways to obtain customer satisfaction feedback, especially from business & industry employers.

CIP TIMETABLE:

September 2021 AJCC MOU Partner's Meeting.

The seven CIP areas were reviewed by One-Stop Operator. It was determined that each Quarterly Meeting of the MOU Partners will address the following: Identifying system alignment & process improvements and keeping the AJCC Partnership informed on key funding and policy challenges. In addition, each Quarterly Meeting will focus on specific CIP issues.

December 2021 AJCC MOU Partner's Meeting.

Planning for an upcoming cross training of AJCC Service staff. Also promoting any upcoming staff training in assistive technology/software. Also informing the partnership of basic Spanish language or sign language training.

March 2022 AJCC MOU Partner's Meeting.

Cross training of AJCC service staff on current service issues such as services/training available, customer outreach and enrollment criteria, including best practices for referring customers between partner programs.

June 2022 AJCC MOU Partner's Meeting.

LMID Presentation & Training. The partnership will review current employer feedback mechanisms and customer satisfaction outcomes.

September 2022 AJCC MOU Partner's Meeting.

Presentation by Valley Vision on regional concerns. Explore on how the Partnership can share MOU Partner customer outcomes.

Golden Sierra Workforce Board OSO Evaluation Tool
120 Day Evaluation [November 18, 2021]

<i>Service</i>	<i>Evaluation</i>	<i>One-Stop Operator Comments</i>
<p>In conjunction with Workforce Board oversight and designated administrative staff, the One-Stop Operator will coordinate the implementation of negotiated Memorandums of Understanding (MOUs) and Cost Sharing Agreements (CSA) with all mandated partners.</p>	<p>The OSO demonstrates an understanding of who the required One-Stop partners are, what they have agreed to, and what contributions they make to the local workforce development system and its one-stop center(s).</p>	<p>60 day evaluation (9/16/21): As is my established practice, the MOUs and the Cost Sharing Agreements are standard agenda items at the Quarterly MOU Partner's meeting. In this way I can follow-up on the status of the agreements and keep the WDB informed of any developments they should be aware of. If needed, these developments are reported back to the WDB. 120 day evaluation (11/18/21): This an on-going practice to keep the Partners in the loop regarding the status of the agreements. 180 day evaluation (1/20/22): Annual evaluation (5/19/22):</p>
<p>Conduct One-Stop Certification as required - In accordance with WIOA Section 121(g) and in compliance with https://edd.ca.gov/Jobs and Training/pubs/wsd16-20.pdf conduct the one-stop certification process. The certification process includes both Baseline and Hallmarks of Excellence; this will include but not be limited to Continuous Improvement Opportunities identified in Hallmarks of Excellence outcomes.</p>	<p>The OSO complies with relevant One-Stop Certification Directives and timelines, conducts an appropriate certification, identifies opportunities for improvement and implements a strategy that utilizes the findings to improve the local system.</p>	<p>60 day evaluation (9/16/21): We are currently in the processes of establishing the 2021-24 One-Stop Certification. It is to be submitted to the State by Nov. 1, 2021. As part of the Certification process, there is the required Continuous Improvement Plans (CIPs). The CIPs are an ongoing activity and as they roll out, development will be reported to the Board. 120 day evaluation (11/18/21): As reported at the most recent WDB meeting, as OSO I have developed a time table for the CIPS to be rolled out and addressed throughout PY 2021-22. At the December meeting cross training of Partner service staff will formatted and scheduled. 180 day evaluation (1/20/22): Annual evaluation (5/19/22):</p>

Golden Sierra Workforce Board OSO Evaluation Tool
120 Day Evaluation [November 18, 2021]

<i>Service</i>	<i>Evaluation</i>	<i>One-Stop Operator Comments</i>
<p>Convene and facilitate meetings with workforce leadership within the Golden Sierra region that focus on systems alignment, process improvement and building value added collaboration amongst system partners toward meeting industry need. These meetings should occur at least quarterly.</p>	<p>The OSO demonstrates an understanding of who the required partners are and has included these partners and other valued stakeholders to the integration meetings. These meetings are documented as having been conducted at least quarterly</p>	<p>60 day evaluation (9/16/21): We have a core group of partners who participate in the Quarterly MOU Partner's Meetings. They have included EDD, GSJTA, Sierra College, Placer School for Adults, Placer County HHS, Dept. of Voc Rehab, Calif. CCC, Lake Tahoe Advance and the WDB Chair). Other partners are hit and miss. Sierra College's rep has retired this Sept. An outreach to Sierra College has been made as to a replacement. A key element this program year is to conduct cross training of partner service staff in light of the impacts of the Pandemic, and how customer service platforms have been changed.</p> <p>120 day evaluation (11/18/21): The Quarterly MOU Partner's meeting are progressing as planned. The next is scheduled December 15, 2021. For the present we have a rep from Sierra College to replace Darlene Jackson. David Luke Of the State Dept. of Voc Rehab has retired as of Spet. 30. They are in the process of selecting a new rep.</p> <p>180 day evaluation (1/20/22):</p> <p>Annual evaluation (5/19/22):</p>
<i>Service</i>	<i>Evaluation</i>	<i>One-Stop Operator Comments</i>
<p>Support ongoing dialogue between labor, business, education, community, economic development, and all partners throughout the public workforce system in an effort to encourage alignment and promote services to individuals with barriers to employment.</p>	<p>The OSO integration meetings are designed to add value to all system partners by facilitating dialogue and partnership in order to meet business and industry need. This process is shared with, and discussed with the Executive Committee.</p>	<p>60 day evaluation (9/16/21): The Quarterly Meeting is crafted to stress service integration and the dialogue between all sectors of the workforce system. One-Stop partners, education partners & community groups make up our attendees. We are also fortunate to have the WDB Chair participate in many meetings to insure business & industry hiring needs are addressed. As these meetings are reported to the WDB, labor and economic development reps are also included in the dialogue and conversation.</p> <p>120 day evaluation (11/18/21): Service integration is a key feature of WIOA and service intergation issues is addressed at the MOu meetings. The CIPs are addressed during the 21-22 program year</p> <p>180 day evaluation (1/20/22):</p> <p>Annual evaluation (5/19/22):</p>

Golden Sierra Workforce Board OSO Evaluation Tool
120 Day Evaluation [November 18, 2021]

Service	Evaluation	One-Stop Operator Comments
<p>Support workforce leadership and the workforce board by cataloging relevant initiatives, identifying implementation opportunities, challenges, and policy obstacles within the Golden Sierra Region.</p>	<p>Reports out to the Workforce Board on promising opportunities, system challenges, and policy obstacles</p>	<p>60 day evaluation (9/16/21): The Quarterly meetings cover the full range of successes, initiatives and opportunities, such as new grant or funding sources, or collaboration planning. It is also a forum to share challenges and policy obstacles, be they State or local. This would include complex issues such as the pandemic's effect on services and the various MOU partners having different data and reporting platforms.</p> <p>120 day evaluation (11/18/21): Service integration and dialogue between all sectors of workforce community will continue via the quarterly meetings. In addition to reoccurring agenda items, it is the forum to share and address new issues that have popped up since the last meeting.</p> <p>180 day evaluation (1/20/22):</p> <p>Annual evaluation (5/19/22):</p>
<p>Support implementation of the Capital Region's Regional Plan by coordinating activities with the Capital Region's Regional Organizer.</p>	<p>Utilizes the expertise and work products of the Regional Organizer (and the Regional Plan) to inform the local workforce partnership in order to align services to meet relevant industry sector needs.</p>	<p>60 day evaluation (9/16/21): The 2021 Capital Region's Regional Plan has been completed with the coordination efforts of the Capital Region's Regional Organizer, Valley Vision. That plan has now been posted on the GSJTA Web-site. At the next Quarterly Meeting, the partners will be notified of their opportunity to review the plan. The OSO will urge the partners to do so as a prelude to inviting Valley Vision to address the partners at a future meeting.</p> <p>120 day evaluation (11/18/21): It is part of the OSO's CIP timetable to have Valley Vision participate in one of our Quarterly meetings to review the Regional Plan and its possible ramifications and opportunities for customer service integration.</p> <p>180 day evaluation (1/20/22):</p> <p>Annual evaluation (5/19/22):</p>
<p>Identify and share promising practices and successful convening efforts that link policy and practice.</p>	<p>Reports to the Workforce Board</p>	<p>60 day evaluation (9/16/21): Identifying and sharing promising practices & successful convening efforts are an ongoing practice of the OSO and the MOU Partners. This occurs regularly at our meetings.</p> <p>120 day evaluation (11/18/21): This an ongoing practice at our Quarterly meetings</p> <p>180 day evaluation (1/20/22):</p> <p>Annual evaluation (5/19/22):</p>

Golden Sierra Workforce Board OSO Evaluation Tool
120 Day Evaluation [November 18, 2021]

<i>Service</i>	<i>Evaluation</i>	<i>One-Stop Operator Comments</i>
The One-Stop Operator will act as a liaison between the Workforce Board and the system partners and as such will be required to attend meetings of workforce board or its Executive Committee to receive direction and to report on progress no less than three times annually.	The OSO participated as expected.	<p>60 day evaluation (9/16/21): As the OSO, I have participated in every WDB Meeting and Executive Committee since 2017.</p> <p>120 day evaluation (11/18/21): The OSO has attended every WDB meeting to date.</p> <p>180 day evaluation (1/20/22):</p> <p>Annual evaluation (5/19/22):</p>
Work with Regional Training Coordinators, regional coalitions, professional development partners, and the CWDB to build capacity of workforce and partner staff as needed.	The OSO demonstrates an understanding of the State, Regional, and Local Plans, as well as the goals of the system partners and can therefore, recommend and can promote staff development that adds value across the spectrum of partners.	<p>60 day evaluation (9/16/21): As OSO, I keep posted on national and state developments pertaining to workforce services being delivered to our customers. I review the State EDD Directives and Information Notices, and the Valley Vision and CWDB websites for updates. In the past year I have also participated in several seminars of the California Workforce Association (CWA). As the OSO for the Yolo Workforce Area, I have a regional perspective.</p> <p>120 day evaluation (11/18/21): As indicated above, I keep posted on major workforce developments in the local and regional area and also analyze major trends in the national, regional and local Labor Market Information that affects service providers and our customer based of job seekers, education seekers and employers who are seeking talent.</p> <p>180 day evaluation (1/20/22):</p> <p>Annual evaluation (5/19/22):</p>

Evaluation Schedule:

- September 16, 2021 – 60 days
- November 18, 2021 – 120 days
- January 20, 2022 – 180 days
- May 19, 2022 – Annual: need to complete eval at this time in order to issue 3rd year contract.