

# GOLDEN SIERRA JOB TRAINING AGENCY

## GOVERNING BODY REGULAR MEETING MINUTES

**Wednesday, June 29, 2022 @ 10:00 am**

This meeting was held in compliance with AB 361 to mitigate the spread of the COVID-19 Pandemic, the Golden Sierra Job Training Agency Governing Body conducted this meeting on Zoom.

### **Public Location:**

<https://us02web.zoom.us/j/85279188910?pwd=dE1yZ3NSQndwRU1yQTZQUXpHV2FjUT09>

Meeting ID: 852 7918 8910

Passcode: 00945

### I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order at 10:01 am by Chair Jones

Governing Body:

Suzanne Jones (Chair)       Lori Parlin (Vice-Chair)  
 Irvin Jim

GSJTA Staff:

Jason Buckingham       Lorna Magnussen       Lisa Nelson

### II. APPROVAL OF AGENDA

**Motion** to approve agenda by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

### 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.

Parlin requested correction to April 22, 2022 GB Meeting Minutes to read Lori Parlin as Vice Chair.

a. Approval of Minutes from April 22, 2022 GB Meeting

### IIIa. APPROVAL OF MINUTES FROM APRIL 22, 2022 GB MEETING

Correction: Jones to read as Chair, Parlin to read as Vice-Chair

**Motion** to approve minutes as amended by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

IV. BROWN ACT - AB 361 BOARD POLICY

**Motion** to adopt Brown Act – AB 361 Board Policy by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

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

None

VI. RESOLUTION 21-05 – POSITION ROSTER (MOU 1% COLA)

Magnussen reported out as outlined in the agenda packet.

**Motion** to approve Resolution 21-05 Position Roster (MOU 1% COLA) by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

VII. RESOLUTION 21-06 – FY 22-23 MEETING SCHEDULE

Magnussen reported out as outlined in the agenda packet.

**Motion** to approve Resolution 21-06 FY 22-23 Meeting Schedule with the following revisions: Move meetings to the 4<sup>th</sup> Thursday of Odd Months, July 28, 2022 will start at 9am, and the November meeting date is “to-be-determined”, by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

VIII. RESOLUTION 21-07 – FY 22-23 SIGNATURE AUTHORITY

Magnussen reported out as outlined in the agenda packet.

**Motion** to approve Resolution 21-07 FY 22-23 Signature Authority by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

IX. RESOLUTION 21-08 – DRY PERIOD FINANCING

Buckingham reported out as outlined in the agenda packet.

**Motion** to approve Resolution 21-08 Dry Period Financing by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

X. FY 22-23 AGENCY DRAFT BUDGET

Buckingham reported out as outlined in the agenda packet.

**Motion** to approve FY 22-23 Agency Draft Budget by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

XI. WORKFORCE BOARD MEMBERSHIP

Magnussen reported out as outlined in the agenda packet.

**Motion** to approve Workforce Board membership renewals for Term Dates: 7/01/22 to 6/30/26 by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

XII. OUT OF STATE TRAVEL

Magnussen reported out as outlined in the agenda packet.

**Motion** to approve Out of State Travel by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

XIII. DIRECTOR'S UPDATE

Buckingham reported out as outlined in the agenda packet; no action required

XIV. WIOA SERVICE PROVIDER REPORTS (INFO)

Information & Reports shared in agenda packet; no action required

a. ADVANCE - Alpine / South Lake Tahoe

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

XV. CLOSED SESSION – EXECUTIVE DIRECTOR'S EVALUATION & CONTRACT NEGOTIATION

Jones called meeting into closed session at 10:33 am

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION  
(GOVERNMENT CODE §54957)

TITLE: EXECUTIVE DIRECTOR

Jones called meeting back into open session at 10:47 am

Jones reported out of closed session that contract discussions occurred in closed session, and will continue in open session to ratify any agreed upon changes to the contract.

XVI. EXECUTIVE DIRECTOR'S COMPENSATION

Jones reported out - Existing contract Section 3.2 will be amended to increase the COLA to 5% effective July 1, 2022. All other terms and conditions of the contract will remain in tack.

**Motion** to approve the Executive Director's Compensation by Parlin, second by Jones

**Motion** approved unanimously by roll call vote

XVII. FUTURE AGENDA ITEMS

- Workforce Board Application
- OPEB Report out
- FY 22-23 Agency Budget

XVIII. NEXT MEETING

Thursday, September 22, 2022 @ 10:00 am

XIX. ADJOURNMENT

**Motion** to adjourn at 10:50am by Jones

**Motion** approved unanimously