

**WB MEMBERS**

AMY SCHULZ  
Sierra College

CARIANNE HUSS  
Employment Development Department

CHRISTINA NICHOLSON  
Whole Person Learning

DANIELA DEVITT  
California Employers Association

JASON BUCKINGHAM  
Golden Sierra Job Training Agency

JOHN TWEEDT  
District Council 16

KEVIN FERREIRA  
Sacramento Sierra Building &  
Construction Trade Council

KYLE ZIMBELMAN  
County of El Dorado

LAUREL BRENT-BUMB  
El Dorado Chamber of Commerce

MICHAEL SNEAD  
Sierra Consulting Services, Inc.

MICHAEL ZIMMERMAN, *Vice Chair*  
MTI College

RANA GHADBAN  
Roseville Chamber of Commerce

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

VIVIAN HERNANDEZ-OBALDIA  
Department of Rehabilitation

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, March 16, 2023 @ 12:00 pm**

**Roseville Chamber of Commerce  
650 Douglas Blvd.  
Roseville, CA 95678**

**Teleconference Locations:**

El Dorado Chamber of Commerce  
542 Main Street  
Placerville, CA 95667

*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. 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 November 17, 2022 EC Meeting 3-4
  - b. Approval of Minutes from December 14, 2022 Special EC Meeting 5-6
  - c. Attendance Log 7
- IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA
- V. WORKFORCE BOARD MEMBERSHIP 8-26
- VI. BROWN ACT TELECONFERENCING POLICY 27
- VII. EXECUTIVE COMMITTEE MEMBERSHIP 28-29
- VIII. REGIONAL UPDATES 30-33

**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. ONE-STOP OPERATOR

- 6-Month Evaluation (rescheduled from January meeting) 34-35
- Report Out & Direction 36

X. FUTURE AGENDA ITEMS/NEW BUSINESS

- One-Stop Operator Annual Evaluation
- Workforce Board Membership
- FY 22-23 Agency Budget – Modification
- FY 23-24 Agency Budget - Draft
- FY 23-24 Meeting Schedule

XI. NEXT MEETING

Thursday, May 18, 2023 @ 12:00 pm

XII. ADJOURNMENT

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

**Thursday, November 17, 2022 @ 12:00 pm**

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

**Public Location:**

<https://us02web.zoom.us/j/81434221539?pwd=dWhwZ0NUcDZSVXI1eXNlM1lGL0JGQT09t>

Meeting ID: 814 3422 1539

Passcode: 721608

**I. ROLL CALL AND INTRODUCTION OF GUESTS**

Quorum was established and meeting called to order at 12:06 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 type="checkbox"/> John Tweedt                               |
| <input checked="" type="checkbox"/> Laurel Brent-Bumb             | <input checked="" type="checkbox"/> Robin Trimble                  |
| <input checked="" type="checkbox"/> Jason Buckingham (Ex Officio) |  |

GSJTA Staff:

- Lorna Magnussen
- Lisa Nelson

One-Stop Operator:

- Michael Indiveri

GUESTS:

**II. APPROVAL OF AGENDA**

**Motion** to approve agenda by Zimmerman, second by Trimble

**Motion** approved unanimously by roll call vote

**III. BROWN ACT – AB 361 BOARD POLICY**

**Motion** to approve AB 361 Board policy by Brent-Bumb, second by Trimble

**Motion** approved unanimously by roll call vote

**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 July 21, 2022 EC Meeting
- b) Approval of Minutes from September 21, 2022 Special EC Meeting
- c) Attendance Log

**Motion** to approve consent agenda items a-c by Brent-Bumb, second by Zimmerman

**Motion** approved unanimously by roll call vote

V. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Brent-Bumb shared – Miners on Main Scavenger Hunt; 10 medallions hidden throughout Main Street Placerville; scan the QR Code to hear Historical facts.

Larkey shared event – Trades Day Event, a regional event, 8 counties, with community colleges sharing commercial training programs.

VI. REGIONAL UPDATES

Buckingham provided a report out based on outline in the agenda packet. No action required.

VII. WORKFORCE BOARD STRATEGIC PLANNING DISCUSSION

Larkey opened session; round-table discussion occurred; suggestion to support and assist Roseville Chamber Talent Pipeline Management (TPM) Initiative using allocated strategic planning funds. TPM presentation scheduled at today's Workforce Board meeting. No action required.

VIII. ONE-STOP OPERATOR

- Report Out & Direction:

Indiveri reported out as outlined in the agenda packet. Next quarterly meeting will be December 14, 2022.

IX. FUTURE AGENDA ITEMS/NEW BUSINESS

- Special Executive Committee Meeting 12/14/22 @ 1 pm (Career Services RFP)
- One Stop Operator 6-month evaluation (January meeting)
- Discussion on Brown Act teleconferencing rules based on State of Emergency ending February 28, 2023.
- Continue Strategic Planning Discussion

X. NEXT MEETING

Thursday, January 19, 2023 @ 12:00 pm

XI. ADJOURNMENT

**Motion** to adjourn meeting at 12:40 pm by Larkey, second by Zimmerman

**Motion** approved unanimously by roll call vote

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

**Wednesday, December 14, 2022 @ 1:00 pm**

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

**PUBLIC LOCATION:**

<https://us02web.zoom.us/j/85495664503?pwd=SjU0ZmZkTnBMYki0TFIwVVI0dk5oUT09>

Meeting ID: 854 9566 4503

Passcode: 022309

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting called to order at 1:08 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 type="checkbox"/> John Tweedt                               |
| <input type="checkbox"/> Laurel Brent-Bumb                        | <input checked="" type="checkbox"/> Robin Trimble                  |
| <input checked="" type="checkbox"/> Jason Buckingham (Ex-Officio) |  |

GSJTA Staff:

- Lorna Magnussen
- Lisa Nelson
- Darlene Galipo

One-Stop Operator:

- Michael Indiveri

GUESTS:

II. APPROVAL OF AGENDA

**Motion** to approve agenda by Trimble, second by Geisler

**Motion** approved unanimously by roll call vote

III. BROWN ACT – AB 361 BOARD POLICY

**Motion** to approve AB 361 Board policy by Zimmerman, second by Trimble

**Motion** approved unanimously by roll call vote

IV. PUBLIC COMMENT – FOR ITEMS ONLY ON THE AGENDA

None

V. CAREER SERVICES – SOUTH LAKE TAHOE/ALPINE RFP

Magnussen reported out as outlined in the agenda packet. Two bidders attended the Bidder's Conference, 1 bid received (Sole Source Procurement)

**Motion** to approve Career Services South Lake Tahoe/Alpine RFP, sole source 4-year procurement by Geisler, second by Trimble

**Motion** approved unanimously by roll call vote

VI. NEXT MEETING

Thursday, January 19, 2023 @ 12:00 pm

VII. ADJOURNMENT

**Motion** to adjourn meeting at 1:13 pm by Larkey

**Motion** approved by Trimble

# EXECUTIVE COMMITTEE MEETING

## ATTENDANCE LOG

**3/16/2023**

<b>Date:</b>	1/20/22	2/24/22	3/17/22	5/19/22	7/21/22	9/21/22	11/17/22	12/14/22	Rate
<b>Executive Committee</b>	EC	EC	EC	EC	EC	EC	EC	EC	
<b>Meeting Type</b>	Regular	<i>Joint w/GB</i>	Regular	Regular	Regular	<i>Special</i>	Regular	<i>Special</i>	
Rick Larkey- <b>CHAIR</b>	1	1	1	1	1	1	1	1	100%
Michael Zimmerman- <b>VICE CHAIR</b>	1	1	1	0	1	0	1	1	75%
Laurel Brent-Bumb	1	1	1	1	1	1	1	0	88%
Jason Buckingham	1	1	1	1	1	0	1	1	88%
Greg Geisler	1	1	1	1	1	1	1	1	100%
Robin Trimble	0	0	0	1	1	1	1	1	63%
John Tweedt	1	0	1	0	1	1	0	0	50%

**GOLDEN SIERRA  
WORKFORCE BOARD  
EXECUTIVE COMMITTEE**

**MEMORANDUM**

**DATE:** March 16, 2023  
**TO:** Executive Committee (EC)  
**FROM:** Lorna Magnussen, WB Analyst  
**SUBJECT:** Workforce Board Membership

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

**Resignation(s):**

John Tweedt, District Council 16, representing Workforce – Labor Organization, resignation effective 03/01/2023.

**Application(s):**

Scott Alvord, Advanced Development Concepts, LLC, representing Business

William Gonzalez, District Council 16, representing Workforce - Labor Organization, Joint Labor

Nicholas Gunn, The NiVACK Group, representing Business

Jeff Sharp, Parker's Hot Dogs, representing Business

**Vacancies:**

None



## MEMBERSHIP APPLICATION FORM

Person Nominated: Scott Alvord Title: CEO

Business Name: Advanced Development Concepts, LLC

Business Address: 141 Bogart Ct., Roseville, CA 95747

Telephone: 916-799-0240 FAX: \_\_\_\_\_ E-mail: ScottA@ADCBiz.com

Organization submitting nomination: The Roseville Area Chamber of Commerce  
(In: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Rana Ghadban Title: CEO

Business Address: 650 Douglas Blvd, Roseville, CA

Telephone: (916) 783-8135 FAX: \_\_\_\_\_ E-mail: Rana@RosevilleAreaChamber.com

(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   |  |

  
\_\_\_\_\_  
Signature

3/8/23  
\_\_\_\_\_  
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.

Return all information to:

Melissa Kofo, Administrative Analyst  
Golden Sierra Job Training Agency  
115 Ascot Drive, Suite 140  
Roseville, CA 95661

## **NARRATIVE QUESTIONS**

**What specific experience/expertise do you possess which would be of value to the Workforce Development Board?**

Long-time business owner (various businesses). 36 year business services/consultant. 12 year award-winning restaurant owner. 9 year president of Downtown Roseville Merchants, Inc. 5 year adjunct business professor. 4-year chair Placer County Economic Development Board. 6 year chair of Roseville Economic Development Advisory Committee. 15 year president of business mastermind group. Long time chamber member. Numerous other chamber and city boards/commissions/committees. Roseville City Council member since 2016.

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

I thoroughly understand its value, am in touch with the business community, am trusted.

**You may attach additional information, including your resume or biography. Further questions should be directed to Melissa Keefe 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     If yes, please describe below:

Not sure if the City of Roseville counts but I'm technically not an employee, but a representative for the community.

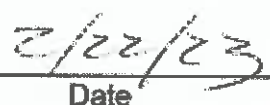
2. You will be setting policy for and possibly allocating funds to community-based organizations, profit and non-profit corporations, school districts and other governmental entities or program operators. Do you or any member of your immediate family have any affiliation with such entities (i.e., ownership; employment; contractual relationships, including Golden Sierra-funded On-the-Job Training (OJT) program participation; commission, board or committee membership)?    Yes  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.)*

See above.

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     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.**

  
\_\_\_\_\_  
Signature of Applicant

  
\_\_\_\_\_  
Date



650 Douglas Blvd.  
Roseville, CA 95678  
tel 916.783.8136  
fax 916.783.5261

Rana Ghadban  
Roseville Area Chamber of Commerce  
650 Douglas Blvd  
Roseville, CA 95678  
March 6, 2023

To Whom it May Concern:

It is with great pleasure that I write you today to nominate Scott Alvord for the Golden Sierra Workforce Development Board. I believe Scott is a great choice to serve on your board because of his dedicated work in both the private and public sector. Scott has always been a strong supporter of the Roseville Area Chamber of Commerce and our efforts to bolster workforce development in our community. He is a valued member of the Roseville Area Chamber of Commerce and was awarded the Ryan Haney Referral Partner of the Year award in 2022 for his commitment to the business community.

Scott has been an upstanding and engaged member of the Roseville community for many years. His entrepreneurial spirit has led him to open businesses in Roseville and be an avid supporter of the economic growth in the area. Scott continues to be a champion of businesses by advocating for a business-friendly environment on the Roseville City Council. When the Roseville Area Chamber of Commerce brought the Talent Pipeline Management project to the City Council, Scott was an ardent supporter and advocate for the program.

I strongly endorse Scott Alvord's nomination for the Golden Sierra Workforce Development Board and believe his considerable experience in the community will make him the ideal candidate. His firsthand knowledge of the struggles businesses face when recruiting suitable employees ensures he will bring a refreshing and well-informed perspective to your Board

Sincerely,

A handwritten signature in black ink, appearing to read "Rana Ghadban".

Rana Ghadban  
CEO  
Roseville Area Chamber of Commerce

## MEMBERSHIP APPLICATION FORM

**Person Nominated:** William Gonzalez **Title:** Business Representative

**Business Name:** District Council 16 IUPAT

**Business Address:** 7111 Governors Circle Sacramento CA

**Telephone:** (916)393-2742 **FAX:** (916)393-0244 **E-mail:** william@dc16sac.org

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**Organization submitting nomination:** Sacramento Central Labor Council  
(ie: Chamber of Commerce, Manufacturing Association, etc.)

**Contact Person:** Teresa Villasenor **Title:** Office Manager

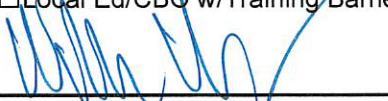
**Business Address:** 2617 K St #175 Sacramento, CA 95816

**Telephone:** 916-927-9772 **FAX:** \_\_\_\_\_ **E-mail:** Teresa@SacramentoLabor.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 type="checkbox"/> <b>Business</b>  | <input type="checkbox"/> <b>Governmental and Economic and Community Development</b> |
| <input checked="" type="checkbox"/> <b>Workforce</b>  | <input type="checkbox"/> Economic & Community Development                           |
| <input checked="" type="checkbox"/> Labor organizations   | <input type="checkbox"/> Wagner-Peyser Representative                               |
| <input checked="" 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"/> <b>Education &amp; Training</b>  | <input type="checkbox"/> <b>Other</b>   |
| <input type="checkbox"/> Adult Education/Literacy Representative  |   |
| <input type="checkbox"/> Higher Education Representative  |   |
| <input type="checkbox"/> Local Ed/CBO w/Training Barrier  |   |

  
\_\_\_\_\_  
**Signature**

2/7/2023  
\_\_\_\_\_  
**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.

Return all information to: **Lorna Magnussen, WB Analyst**

## **NARRATIVE QUESTIONS**

**What specific experience/expertise do you possess which would be of value to the Workforce Development Board?**

knowledge of apprenticeship programs and other pipelines to the union construction industry.

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

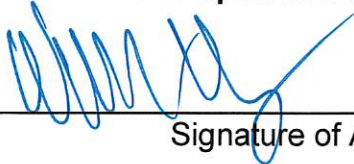
I understand and value hiring within local counties and providing union work opportunities.

**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     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  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.)*
  
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     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.**



\_\_\_\_\_  
Signature of Applicant



\_\_\_\_\_  
Date



**SACRAMENTO CENTRAL LABOR COUNCIL AFL - CIO**

*Embracing Amador, El Dorado, Nevada, Placer, Yolo and Sacramento Counties*

Melissa Keefe, Administrative Analyst  
Golden Sierra Job Training Agency  
115 Ascot Drive, Suite 140  
Roseville, CA 95861

March 3, 2023

Dear Ms. Keefe,

On behalf of the Sacramento Central Labor Council, AFL-CIO, we would like to officially support William Gonzalez of Painters & Tapers Local 487 and IUPAT District Council 16 to fill the current vacant labor seat on the Golden Sierra Workforce Board.

Mr. Gonzalez comes recommended as a dedicated advocate for workers and workforce development through his years of his experience working with Local 487 and DC16. We believe he will add great value to the Golden Sierra Workforce Board and hope you will select him to serve on this board.

Please feel free to contact me if you have any questions. Thank you.

Respectfully,

Fabrizio Sasso  
Executive Director



## MEMBERSHIP APPLICATION FORM

**Person Nominated:** Nicolas Gunn **Title:** Managing Partner & CEO

**Business Name:** The NiVACK Group

**Business Address:** 6200 Rutherford Canyon Road, Loomis, CA 95650

**Telephone:** 916 768-6099 **FAX:** \_\_\_\_\_ **E-mail:** nick.gunn@nivack.com

**Organization submitting nomination:** Sacramento Metro Chamber of Commerce  
(ie: Chamber of Commerce, Manufacturing Association, etc.)

**Contact Person:** Chloe Park **Title:** Member Services Manager

**Business Address:** 400 Capitol Mall, Suite 2500, Sacramento, CA 95814

**Telephone:** 630 306-8986 **FAX:** \_\_\_\_\_ **E-mail:** cpark@metrochamber.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"/> <b>Business</b>  | <input type="checkbox"/> <b>Governmental and Economic and Community Development</b> |
| <input type="checkbox"/> <b>Workforce</b>  | <input type="checkbox"/> <b>Economic &amp; Community Development</b>                |
| <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"/> <b>Education &amp; Training</b>   | <input type="checkbox"/> <b>Other</b>   |
| <input type="checkbox"/> Adult Education/Literacy Representative                                 |   |
| <input type="checkbox"/> Higher Education Representative   |   |
| <input type="checkbox"/> Local Ed/CBO w/Training Barrier   |   |

  
\_\_\_\_\_  
**Signature**

02/22/23  
\_\_\_\_\_  
**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.

**Return all information to:** **Melissa Keefe, Administrative Analyst**

## NARRATIVE QUESTIONS

### **What specific experience/expertise do you possess which would be of value to the Workforce Development Board?**

I have extensive experience as both a senior corporate executive at HP and Hewlett Packard Enterprise, and business entrepreneur of a successful boutique consulting firm.

As a senior leader at HP/HPE, I had to deal with every type of workforce challenge across multiple states in the USA as well as globally in multiple different countries. I had to develop and execute multi-year strategic workforce plans to support our business strategy by having the right people, with the right skills in the right location at the right pay. I had to do this within operational budget constraints while complying with applicable labor laws, and dealing with specific labor market challenges.

I use my experience and background to help businesses and public sector entities with similar challenges through my consulting firm, and I think would be a valuable addition to the Workforce Development Board to help solve similar challenges in our local area.

My full resume is attached.

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

I know how to start and grow businesses at scale, and I am acutely aware of the workforce challenges facing all businesses. I believe people are the greatest asset for a business, and businesses that can create and maintain an engaged workforce will be more successful than those that do not.

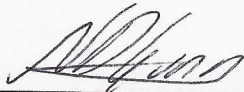
I have a unique perspective as both a corporate executive and consultant in solving complex workforce related challenges, ranging from creating the right culture and leadership that drives employee engagement, through strategic workforce planning, talent acquisition, development and retention.

**You may attach additional information, including your resume or biography. Further questions should be directed to Melissa Keefe 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     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     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.)*
  
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     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.**



\_\_\_\_\_  
Signature of Applicant

02/22/25

\_\_\_\_\_  
Date



FOR BUSINESS.

metrochamber

SACRAMENTO METROPOLITAN  
CHAMBER OF COMMERCE

March 6, 2023

Golden Sierra Job Training Agency  
115 Ascot Drive  
Suite 140  
Roseville, CA 95661

ATTN: Melissa Conci Keefe

It's my absolute pleasure to recommend Mr. Nick Gunn to serve on the Golden Sierra Workforce Development Board.

The NiVACK Group is a member of the Sacramento Metro Chamber.

Mr. Gunn is a valuable asset to absolutely any organization he interacts with. He is a proven leader and incredibly hard-working.

His expertise in customer service, problem-solving, strategic planning, and expertise makes Mr. Gunn an exceptional candidate to serve on Golden Sierra Workforce Development Board.

Without a doubt, I confidently recommend Mr. Gunn to join your Workforce Development Board. As a dedicated and knowledgeable business professional and an all-around great person, I know that he will be a beneficial addition to your organization's board.

Please feel free to contact me at [cpark@metrochamber.org](mailto:cpark@metrochamber.org) should you like to discuss Nick Gunn's qualifications and experience further. I'd be happy to expand on my recommendation.

Best wishes,

*Chloe Park*

Chloe Park  
Member Services Manager

# Nick Gunn

6200 Rutherford Canyon Road  
Loomis, CA 95650  
+1 (916) 768-6099  
[nick.gunn@nivack.com](mailto:nick.gunn@nivack.com)  
[www.linkedin.com/in/nickgunn1](http://www.linkedin.com/in/nickgunn1)

## PROFESSIONAL SUMMARY

A highly accomplished, performance-driven senior leader, with in-depth procurement, supply chain, operations, and real estate expertise. Decisive with strong analytical, financial, and problem-solving skills, supporting strategic, big-picture thinking to drive operational effectiveness. Possessing vision, passion, creativity, and influencing skills to motivate an organization to high levels of execution while quickly establishing credibility with senior executives at all levels, both internally and externally.

## EXPERIENCE

### Founder & CEO, The NiVACK Group: Mar 2019 - Present

**The NiVACK Group:** The smartest way to solve complex problems. By partnering with clients to improve operational and financial performance so they can deliver sustainable value to their customers.

**NiVACK** offers Business Transformation Services in three key areas: Business Strategy, Operational Capabilities, and Organization & Workforce Capabilities.

### HP / Hewlett Packard Enterprise: Aug 1989 - Feb 2019

One of the world's largest technology companies creating solutions for consumers and businesses with a portfolio spanning printing, personal computing, software, services, and IT infrastructure.

### SVP, Global Corporate Services, Roseville, CA: May 2014 - Feb 2019

Accountable for \$20BN spend, \$1.3BN OpEx, 1,500 employees, inc. 45 executives, across >30 countries. Includes strategy and operations for Procurement, Real Estate, Travel, Fleet, Aviation, Security.

#### Responsibilities / Objectives:

Include: A focus on driving continuous cost improvement, while improving the quality of services and the employee experience. Develop and execute Real Estate strategy to meet HPE OpEx reduction targets & improve the portfolio. Drive sustainable best-in-class procurement savings and supplier solutions to accelerate business performance and make it easy to buy.

#### Achievements:

Include: Executed multiple full company separations (HPI, DXC, and Micro Focus), then eliminated \$100M of OpEx while transforming Procurement and Real Estate. Delivered separations with <0.2%

## TRANSFERABLE EXPERTISE

### **Customer-first, customer last:**

Customers are the reason for our work, not an interruption to it! They are the north star.

**Vision:** Proven capability in developing and executing an innovative vision to deliver impactful business results.

### **Proven transformational**

**leadership:** In large global, multi-functional, and cross-cultural environments with a metrics-based approach to drive performance and challenge the status quo.

**Results-oriented:** Adaptable, collaborative, and transformational leader with executive presence, high integrity, and a proven track record of success.

### **Inspirational & dynamic:**

People leader focusing on developing diverse talent pipeline and future leaders.

### **Extensive knowledge and**

**expertise:** In operations functions

### **Sophisticated, authentic**

**communication:** Including relationship and influencing skills in a complex environment.

dis-synergy, on budget and savings above procurement benchmark at 7.7%. Created and executed a new employee experience-focused charter for Procurement and Travel.

#### **SVP, Global Procurement, Roseville, CA: Nov 2009 – April 2014**

~\$23BN spend, \$120M OpEx, 1000 FTE (inc. 36 Execs)

##### **Responsibilities / Objectives:**

Include: Develop a long-term strategic plan to ensure best-in-class procurement function. Execute “Customer Experience” strategy, improve tools & solutions. Deliver \$1.0BN in consistent run-rate savings at world-class OpEx. Execute all operations deliverables, while maintaining business controls compliance.  
Improve overall GP employee experience and engagement by >25%

##### **Achievements:**

Include Executed new GP Mission with underlying Value Proposition and multi-year savings plan. Improved customer satisfaction >20% and executed a new “Customer Experience” strategy. FY09-14, 3<sup>rd</sup> party spend reduced from \$23BN to \$19BN (-17%). GP OpEx declined from \$141M to \$104M (-26%). Successfully complied with operating metrics and Internal Audit standards. Executed multi-year strategic workforce plan to support a strategy of right people, right skills, the right pay, and the right location. Developed GP VP successor. Employee Engagement scores increased from 51% to 74%

#### **VP, Global Categories, Roseville, CA: Oct 2008 - Oct 2009**

##### **Responsibilities / Objectives:**

Include: Drive \$1.0BN in annual savings (Indirect and Services spend). Integrate HP and EDS Global Category resources into a team of approx. 450, \$45M OpEx. Execute Supplier Development Program and Supplier Forum.

##### **Achievements:**

Include Saved HP \$1.3BN and reduced supply base (approx. 20%). Fully integrated and rationalized HP and EDS Category teams to BIC benchmark of 450 FTE. Successfully launched Supplier Development Program and executed 2<sup>nd</sup> Annual Supplier Forum (100% of suppliers responded that the Forum was effective and worthwhile).

#### **Earlier Positions: Aug 1989 - Sep 2008**

- ❑ VP, Technology & R&D Procurement, Roseville, CA: Jan 06 – Sept 08
- ❑ Dir, IT & Print Procurement, Roseville, CA: Aug 05 – Dec 06
- ❑ Dir, Global Marketing Procurement, Roseville, CA: Oct 00 – Jul 05
- ❑ UK & Ireland Procurement Manager, UK: Oct 99 - Sep 00
- ❑ Business Development Manager, UK: Nov 97 - Oct 99
- ❑ UK Logistics Services Manager, UK: Sep 95 - Nov 97
- ❑ Integration Services Manager, UK: Nov 92 – Sep 95
- ❑ Business Analyst, IT, UK: Aug 89 - Nov 92

#### **Experience in Mergers,**

#### **Acquisitions & Divestitures:**

Integration of complex acquisitions (Compaq, EDS) and executing multifaceted divestitures (HPI/HPE/DXC/MF).

## **EDUCATION**

#### **Bournemouth University, UK**

Business & Information

Technology

Graduated May 1989

#### **Bournemouth Grammar School, UK**

A-Levels: Geography, History, Economics.

Passed: Entrance Exam for Oxford University Law

Graduated June 1986

**Lean Six Sigma:** Executive Belt Certified

## **REFERENCES**

**Professional and personal references available upon request.**

## **MEMBERSHIP APPLICATION FORM**

**Person Nominated:** Jeff Sharp **Title:** Owner

**Business Name:** Parker's Hot Dogs of Santa Cruz

**Business Address:** 1605 Douglas Blvd, Ste A, Roseville, CA 95661

**Telephone:** (916) 955-1922 **FAX:** \_\_\_\_\_ **E-mail:** jeff@parkershotdogs.com

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**Organization submitting nomination:** Roseville Chamber of Commerce  
(ie: Chamber of Commerce, Manufacturing Association, etc.)

**Contact Person:** Rana Ghadban **Title:** CEO

**Business Address:** 650 Douglas Blvd, Roseville, CA 95678

**Telephone:** 916-783-8136 **FAX:** \_\_\_\_\_ **E-mail:** ceo@rosevilleareachamber.com

**(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"/> <b>Business</b>  | <input type="checkbox"/> <b>Governmental and Economic and Community Development</b> |
| <input type="checkbox"/> <b>Workforce</b>  | <input type="checkbox"/> <b>Economic &amp; Community Development</b>                |
| <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"/> <b>Education &amp; Training</b>   | <input type="checkbox"/> <b>Other</b>   |
| <input type="checkbox"/> Adult Education/Literacy Representative                                 |   |
| <input type="checkbox"/> Higher Education Representative   |   |
| <input type="checkbox"/> Local Ed/CBO w/Training Barrier   |   |

  
\_\_\_\_\_  
**Signature**

2/26/23  
\_\_\_\_\_  
**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.

Return all information to: **Melissa Keefe, Administrative Analyst**

## **NARRATIVE QUESTIONS**

### **What specific experience/expertise do you possess which would be of value to the Workforce Development Board?**

I own a restaurant and food truck here in Roseville and one of the biggest challenges I have experienced is seeking out and hiring new employees. I place a high level of importance on having a strong, comprehensive training program so that new employees have all of the tools they require to succeed. In my opinion, this alleviates stress and confusion and aids in employee retention. I feel that my specific experience as related to hiring and training (for a small business) could be a benefit to the Golden Sierra Job Training Agency. Prior to owning Parker's Hot Dogs, I worked as a consultant for Newport Group. In this position I worked with non-profit agencies to onboard 403(b) plans for their employees.

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

As a local business owner I would love to share my experiences with all aspects of the hiring and training process. I can share the real time hurdles that business owners are facing, as well as ideas and solutions that have worked for us.

**You may attach additional information, including your resume or biography. Further questions should be directed to Melissa Keefe 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     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  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.)*
  
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     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.**

  
\_\_\_\_\_  
Signature of Applicant

  
\_\_\_\_\_  
Date



**Roseville Area  
CHAMBER  
of COMMERCE**

650 Douglas Blvd.  
Roseville, CA 95678  
tel 916.783.8136  
fax 916.783.5261

Rana Ghadban  
Roseville Area Chamber of Commerce  
650 Douglas Blvd  
Roseville, CA 95678  
March 6, 2023

To Whom it May Concern:

It is with great pleasure that I write you today to nominate Jeff Sharp for the Golden Sierra Workforce Development Board. Jeff's unique perspective as the owner of Parker's Hot Dogs of Santa Cruz will make him a valuable voice on your Board and for the business community. He is a valued member of the Roseville Area Chamber of Commerce and is active in the business community.

Jeff has a wide range of experiences when it comes to workforce development. Before owning his own business, he worked with non-profits to onboard employees with the Newport Group. This work has given him a perspective on what it takes to train new employees and what key information is needed in order to onboard a successful employee. As a local business owner, Jeff has firsthand knowledge and understanding of the hardships employers face when hiring.

I strongly endorse Jeff Sharp's nomination for the Golden Sierra Workforce Development Board and believe his many experiences, including being an employer, will make him the ideal candidate. His business acumen, along with his community engagement, will bring a valuable perspective to the Board.

Sincerely,

Rana Ghadban  
CEO  
Roseville Area Chamber of Commerce

**GOLDEN SIERRA  
WORKFORCE BOARD  
EXECUTIVE COMMITTEE**

**MEMORANDUM**

**DATE:** March 16, 2023  
**TO:** Executive Committee (EC)  
**FROM:** Lorna Magnussen, WB Analyst  
**SUBJ:** Brown Act Teleconferencing policy

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Due to the end to the State of Emergency on February 28, 2023, Golden Sierra boards are no longer able to operate under the teleconferencing guidelines provided under AB361. Effective March 1, 2023, Golden Sierra (GS) must comply with the standard Brown Act Section [54953](#) teleconferencing guidelines.

In an effort to continue to maximize the use of teleconferencing in compliance with the Brown Act, a proposed policy is outlined below for the board's review, input and approval. This policy is intended to ensure equitability and compliance.

Below is the proposed eligibility framework for the policy. The process to ensure equitability needs to be determined. 1) First come basis, or 2) rotating basis tracked by staff.

Executive Committee:

- Members wishing to attend virtually within the GS region are not limited on the number that can participate
- Members wishing to attend virtually outside of the GS region will be limited based on established quorum

Workforce Board:

- Members wishing to attend virtually within the GS region are not limited on the number that can participate
- Members wishing to attend virtually outside of the GS region will be limited based on the current membership. At this time the number of members that may participate would be 5 (ex. Current membership 19 / quorum 11 / a majority of that quorum must participate from within the GS region 6 / members outside the GS region 5 max.

Effective March 1, 2023, the below steps and requirements are necessary to comply with the Brown Act Section [54953](#) teleconferencing guidelines:

Location	<ul style="list-style-type: none"><li>• Address posted on agenda</li><li>• Agenda posted at each location</li><li>• ADA Accessible</li><li>• Open to Public</li></ul>
Quorum	A majority of the quorum must attend (including teleconference) from within the jurisdiction (Alpine, El Dorado & Placer Counties)
Vote	Roll Call

**GOLDEN SIERRA  
WORKFORCE BOARD  
EXECUTIVE COMMITTEE**

**MEMORANDUM**

**DATE:** March 16, 2023  
**TO:** Executive Committee (EC)  
**FROM:** Rick Larkey, Workforce Board Chairman  
**SUBJ:** Executive Committee Membership

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Due to the upcoming resignation of John Tweedt, the Executive Committee is tasked with identifying a suitable replacement to fill the upcoming vacancy on the Executive Committee.

Current board membership and attendance is attached for review. Once appropriate members have been identified by the Executive Committee, the Chair will solicit interest from candidates and confirm acceptance with Golden Sierra staff. The designee will be placed on the May 25, 2023 Workforce Board agenda for approval in accordance with Bylaws Section 6.4.

The term for this Executive Committee member will be in alignment with the Chair and Vice Chair Term of July 1, 2024 – June 30, 2024.

Required membership:

WDB Chairperson	Rick Larkey
WDB Vice Chairperson	Michael Zimmerman
WDB member (business)	Robin Trimble
WDB member	Laurel Brent-Bumb
WDB member	Vacant
Executive Director	Jason Buckingham (ex-officio)
Non-WDB member (6.4.2)	Greg Geisler

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In accordance with Bylaws Section 6.4 & 6.9.1, the appointment of the Golden Sierra Executive Committee membership shall be approved by the Workforce Board.

- 6.4. Committee members shall be appointed by the WDB Chairperson, with the approval of the WDB.
- 6.4.1. Committees may include WDB members.
- 6.4.2. Committees shall be supplemented by non-WDB members who the WDB has determined have the appropriate experience and expertise.

6.9.1. Executive Committee. The Executive Committee shall consist of six (6) voting members: WDB Chairperson, Vice Chairperson, three (3) additional WDB members, one of which shall be from the business community, and one (1) non-WDB as identified in 6.4.2. The Golden Sierra Executive Director shall sit as an ex-officio non-voting member of the Executive Committee, and will not be used in determining the existence of a quorum. The WDB Chairperson may also invite WDB committee chairpersons to participate in Executive Committee meetings as non-voting members. The membership term shall be the same as the chair term.

## WORKFORCE BOARD

Name	Organization	Category	Attendance	Appointed to Board
Amy Schulz	Sierra College	Education - Higher Education, Local Education for individuals with barriers	33%	02/05/2020
Carianne Huss	Employment Development Department	Gov/Econ/Comm Development - Wagner-Peyser Rep	67%	12/03/2020
Christina Nicholson	Whole Person Learning	Business; Workforce - Youth	100%	02/27/2006
Daniela Devitt	California Employers Association (CEA)	Business	83%	02/01/2012
Kevin Ferreira	Sacramento-Sierra's Building & Construction Trade Council	Workforce - Joint Labor	33%	07/01/2018
Kyle Zimbelman	County of El Dorado	Gov/Econ/Comm Development - Economic & Community Development	100%	02/24/2022
Michael Snead	Sierra Consulting Services, Inc.	Business	83%	10/07/2020
Rana Ghadban	Roseville Chamber of Commerce	Business	80%	02/24/2022
Steven Casperite	Placer School for Adults	Education - Adult Education/Literacy	100%	07/01/2019
Susan "Tink" Miller	Placer Independent Resource Services, Inc. (PIRS)	Business; Workforce - CBO	83%	08/09/2001
Vivian Hernandez-Obaldia	Department of Rehabilitation	Gov/Econ/Comm Development - Vocational Rehab	100%	04/22/2022
Volma Volcy	Sacramento Central labor Council AFL-CIO	Workforce - Organized Labor	67%	12/07/2018
William Reed	United Domestic Workers of America	Workforce - Organized Labor	100%	02/06/2019

## Golden Sierra Workforce Board Regional Updates 3/16/23

### **Regional Equity and Recovery Partnerships (RERP) Grant:**

Golden Sierra, on behalf of the Workforce Boards in the Capital Region completed an application for the Regional Equity Recovery Partnerships grant (RERP). The region was awarded \$1,550,000, which will provide funding for Valley Vision to continue to coordinate activities as the Regional Organizer and provide funding to assist low-income households and English Language Learners earn Industry Identified certifications. The region's application will support previous work done focusing on digital inclusion and will target providing digital literacy skills, access to broadband, and access to equipment. Training will support occupations in multiple sectors. Sierra College and Los Rios Community College districts were also awarded funding under RERP: [Announcement](#)

### **Status for the local boards:**

Received contract from state now working on modification to accommodate offsets for the Regional Organizer based on receiving additional funding from RPI 5.0 below.

### **Regional Planning Initiative 5.0 (RPI 5.0)**

The Capital Region Workforce Boards applied for \$150,000 of RPI 5.0 funding. This funding is intended to support the regional organizer role as well as to enhance regional staff development efforts related to the regional indicators identified in the previously awarded RPI 4.0.

The anticipated outcome of the RPI 5.0 is to progress towards achieving professional development and capacity building for staff and partners to move the needle on the regional indicators and metrics identified by each RPU in RPI 4.0. Applicants are expected to provide training, report on training outcomes, and evaluate the impact of the training on services provided by frontline staff and partners.

**Status:** [Notice of award received](#). Region awarded \$200,000 which will help offset expenditures for the Regional Organizer originally budgeted in the RERP grant above.

### **Prison to Employment 2.0 (P2E 2.0):**

The California Workforce Development Board (CWDB) announced the availability of approximately \$19,000,000 in state general funds for the implementation of regional plans to serve the formerly incarcerated and other justice-involved individuals in California (this funding is referred to as the P2E 2.0 Regional Partnership grant). These funds are available to Regional Planning Units (RPUs) and will be awarded based on the strength of the RPU's application and regional factors including recidivism rate, size of the formerly-incarcerated and justice-involved populations, and the RPU's performance under the first cycle of Prison to Employment Initiative grant funding. Golden Sierra and the Capital Region Planning Unit having had success under the P2E Implementation grant funds has applied for \$2,000,000 in funding under the P2E 2.0 initiative.

**Status:** Awarded \$1,111,298.33, pending contract from state

## **Valley Vision Activities directly supported by Workforce Boards:**

### **REGIONAL PLAN IMPLEMENTATION:**

#### **Digital Inclusion Efforts:**

The [Digital Inclusion portal](#) registered **70 users in January** with 20% being new users and 80% returning. While most users were directly using the website, we noted 5.4% of users coming in through SacramentoWorks, and continued connection through Los Rios colleges. The majority of users 80% accessed by desktop or laptop, with 20% by mobile devices. Valley Vision staff shared information about the portal with Sacramento Works job coaches during their recent Northstar training. We were also able to share the information with Golden Sierra's providers group at their last quarterly meeting along with key findings from our last several industry advisories.

Valley Vision met with Byte Back in consideration of hosting a staff member from their organization to serve the Greater Sacramento region in providing Digital Navigator training, curriculum to train community members, and ongoing support. Byte Back currently has grant funds for this activity in the region to help build capacity for CBOs and partners in delivery digital skill building and connectivity.

The next Coalition meeting will be virtual on [March 10th](#), 11 am to 12:30 pm and will likely be focused on Digital Skill building resources.

#### **Regional Plan 2-year Modification Update:**

The final version of the plan has been provided to the boards who have published the document for public comment. The final version of the plan is on the March Workforce Board agenda for approval. As a part of the regional plan process "Regional Indicators" A and B were included in the draft WIOA regional plan document. These indicators are as follows:

**Regional Indicator A: *Region has a process to communicate industry workforce needs to supply-side partners.*** To this end, the RPU has begun tracking data collected at industry sector convenings including the number of registrants, number of attendees, and type/category of workforce stakeholder in attendance. These metrics will demonstrate the reach of industry sector information throughout the regional workforce ecosystem and assist in developing specific strategies as needed for additional stakeholder engagement. Additionally, the RPU will be developing and tracking the number of connections made at convenings that resulted in pipeline expansion, alignment or development efforts through follow up surveys to convening participants. A list of convenings is included at the end of this update.

**Regional Indicator B: *Region has policies supporting equity and strives to improve job quality.*** The outcome the region will seek is to increase access for underinvested, high barrier communities. This will be completed through measuring the year-to-year changes in the percentage of customers with significant barriers to employment receiving services. In the past year, 87.8% of the RPU's adult customers served have one or more significant barriers to employment. The RPU has been tracking the total number of customers served, the percentage with barriers to employment, the enter employment percentage, and the average wage at employment for the past 18 months. These efforts will continue including establishing benchmark goals in the subsequent two years.

### **HRCC Update:**

Valley Vision held the **Building a Community Centered Clean Economy event** on February 13th. The hybrid event was well attended with 85 in person and 79 online. The highlight of the event was the community panel discussion facilitated by Kiara Reed, Civic Thread. The video compilation from the Community First Listening Series was also shown and available [HERE](#). Secretary Knox provided keynote remarks and noted the absence of conversations about barriers in economic development conversations, although he frequently hears them in workforce development conversations. The event culminated with information on the Community Economic Resilience Fund and how to connect to those efforts. A full recording is being prepared and can be shared soon. An article with information about the event is available [HERE](#).

### **Additional Valley Vision Activities aligned with regional workforce development efforts:**

[The Greater Sacramento Region's Workforce: A Status Report](#) - This recently completed report is a compilation of data from the livability poll and an employer survey across the region on employment, training and skill needs. Additionally, the full [Employer Survey Data Report](#) has information on respondent demographics, transportation needs, hiring and training challenges.

Community Economic Resilience Fund: Valley Vision is continuing efforts to operationalize the CERF planning grant including identifying consultant and staffing needs, conducting outreach to elected officials, and conducting meetings with interested partners and stakeholders. For the initial Pilot Grant phase there were **nine projects submitted from our region**.

### **Sector Specific Convenings:**

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**Energy, Construction, and Utilities** - This advisory occurred on August 11th, with a focus on construction careers and the impact of the advancement of **building electrification**. The event recording, presentation, and meeting proceedings are available [HERE](#).

**Information, Communications, and Technology** - This advisory occurred on November 11th on **Artificial Intelligence, Machine Learning and Data Science**. The full meeting proceedings are available [HERE](#). The next advisory for this sector may be scheduled on April 20th in conjunction with K-12 partners and focused on the career pipeline, entry to middle skill.

**Health and Life Sciences** - This -advisory occurred on December 2nd with a focus on **Biotech careers**. Panelists included Bayer Crop Science, BioConsortia, UC Davis, and Hygieia Biological Laboratories. The final meeting proceedings are available [HERE](#). The next advisory for this sector will focus on mental behavioral health occupations at entry, middle skill and beyond.

**Advanced Manufacturing** - This hybrid advisory took place on February 9th with physical location at Folsom Lake College's Rancho Cordova Center. Attendance included **41 in person and 54 online**. Lance Hastings of CMTA provided a keynote speaking to the growth in Manufacturing, the breadth of careers and talent needs. Additionally, The Century Foundation provided a presentation on their work with Sierra College and others across the nation in improving diversity and inclusion practices throughout the manufacturing pipeline.



Panelists included **Siemens, TSI Semiconductor, Origin Materials, Tomra and DMG MORI USA**. Panelists agreed on the lack of candidates to meet their talent needs and admitted to stealing from each other. They agreed on the need to diversify the industry and specified that while manufacturing is a male dominated industry, some of the best success stories have been from females. Automation and AI were presented as disrupting and advancing factors in the sector. Candidates expressed a need to work more with high schools. All employers had internship programs and were in need of additional candidates.

**Fire Technology Careers:** We will be hosting a Firefighting/Fire Technology virtual advisory on April 5th. This will include a soon to be released statewide report by COE (Far North) on these occupations. The advisory will have a focus on **diversifying the pipeline, skills needed for positions and understanding areas where candidates drop out of the hiring process**. Registration for the event is available [HERE](#).

**Hospitality, Culinary and Tourism:** This advisory is being planned for **May 12th** and will include a **tour of the Central Kitchen**. The focus will be on **“Where are the Careers?”** understanding where quality jobs with sufficient wages and benefits exist within the industry, career pathway opportunities, and skills needed to progress. More details and registration to come.

<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><b>Bi-annual evaluation (1/19/23):</b> As the One-Stop Operator (OSO), I have coordinated with the WDB administrative staff in the implementation process of the WIOA Partner MOUs and Cost Sharing agreements with WDB. There is a standing addenda item in our quarterly partner meetings relating to the MOUs/CSAs. This is where issues pertaining to the MOUs, such as updating language relating to coordination &amp; cooperation are addressed, timing of updates and notices of changes in the MOU process are announced. From time to time, the OSO will request updated info regarding the MOUs from the admin. Staff.</p> <p><b>Annual evaluation (5/18/23):</b></p>
<p>Conduct One-Stop Certification as required - In accordance with WIOA Section 121(g) and in compliance with <a href="https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd19-09.pdf">https://edd.ca.gov/siteassets/files/jobs_and_training/pubs/wsd19-09.pdf</a> 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><b>Bi-annual evaluation (1/19/23); Every 3 years the OSO conducts the State Required</b> One-Stop Certification, which contain the Baseline and Hallmarks of Excellence requirements. This also includes the Continuous Improvement Opportunities identified in the Hallmarks goals. Every quarterly meeting covers some aspect(s) of the Hallmark goals such as partner staff cross training, marketing, pathways, and off-ramp training that affect common customers and outreach to employers.</p> <p><b>Annual evaluation (5/18/23):</b></p>
<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><b>Bi-annual evaluation (1/19/23):</b> The OSO and the WIOA MOU Partners meet on a quarterly basis. These meetings focus on coordination, and where possible, integration of services for our common customers, be they job seekers, persons needing vocational training or upskilling, and appropriate business services to employers. At this forum, the Partners also discuss their innovated services and agency collaboration that outreach to businesses and employers. This ensures that there will be no service overlap that confused or frustrate customers.</p> <p><b>Annual evaluation (5/18/23):</b></p>
<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 needs. This process is shared with, and discussed with the Executive Committee.</p>	<p><b>Bi-annual evaluation (1/19/23): The quarterly Partner integration meetings ensure dialogue between labor, business, education, community, and economic development by having all MOU Partners part of the quarterly group. In addition, the OSO prepares regular Progress Reports of the issues addressed by the partners to meetings of the WDB, where those groups are also represented.</b></p> <p><b>Annual evaluation (5/18/23):</b></p>

<i>Service</i>	<i>Evaluation</i>	<i>One-Stop Operator Comments</i>
Support workforce leadership and the workforce board by cataloging relevant initiatives, identifying implementation opportunities, challenges, and policy obstacles within the Golden Sierra Region.	Reports out to the Workforce Board on promising opportunities, system challenges, and policy obstacles	<b>Bi-annual evaluation (1/19/23): As addressed in the above sections, the quarterly WIOA MOU Partner meetings, and the OSO's Reports to the WDB covers the requirements of this section</b> <b>Annual evaluation (5/18/23):</b>
Support implementation of the Capital Region's Regional Plan by coordinating activities with the Capital Region's Regional Organizer.	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.	<b>Bi-annual evaluation (1/19/23): The OSO and the Capital Regions' One-Stop Operator</b> are in regular contact and communication. The OSO urges the MOU Partners to review the Regional WIOA Plan. As a result of the last One-Stop Certification process, Valley View is notified and invited to the Partner's Quarterly meetings. And the Regional OSO is on the Quarterly Meeting agenda at least once a year to the address regional local workforce issue perspectives. <b>Annual evaluation (5/18/23):</b>
Identify and share promising practices and successful convening efforts that link policy and practice.	Reports to the Workforce Board	<b>Bi-annual evaluation (1/19/23):</b> The WDB and the WDB Executive receive regular updates from the OSO on promising practices being conducted by the WIOA Partners. <b>Annual evaluation (5/18/23):</b>
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 the 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.	<b>Bi-annual evaluation (1/19/23): The OSO participates in all regular meetings of the WDB and WDB Executive Committee through written Memos and Progress Reports and/or verbal presentations.</b> <b>Annual evaluation (5/18/23):</b>
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.	<b>Bi-annual evaluation (1/19/23):</b> The OSO reviews the local and regional WIOA plans as they are released. The OSO also tracks activities of the California WDB and the California Workforce Association to see the current issues affecting regional and local workforce activities and services. <b>Annual evaluation (5/18/23):</b>

*Evaluation Schedule:*

- January 19, 2023 – Bi-annual
- May 18, 2023 – Annual - need to complete eval at this time in order to issue 4th year contract.

# **GOLDEN SIERRA AJCC PARTNERS MEETING**

**March 15, 2023**

**2:00-4:00**

**Call-in meeting**

Join Zoom Meeting

<https://us06web.zoom.us/j/82264620423?pwd=M2ZlcFBUMnV4UVpZRWtYT24wYWYzUT09>

## **AGENDA**

1. Introductions MOU Partners/guests:
  - Advance-Lake Tahoe CC
  - Sierra College
  - Placer Co HHS
  - El Dorado Co HHS
  - CA. Dept of Vocational Rehab
  - Roseville JUHSD
  - CA Indian Manpower Consortium
  - EDD
  - Placer School for Adults
  - CA Human Development Corp
  - Golden Sierra Job Training
2. One-Stop Operator Remarks
  - Labor Market Highlights
3. Partner Agency Roundtable
  - Partner Program Updates
  - Service Integration & Coordination Opportunities
  - Customer Access to Partner Programs/Activities
4. MOU/CSA Updates
5. Announcements/Notices
6. Next Meeting:
  - June 2023, 2:00 pm

## **Meeting Schedule for 2023**

June 14

September 20

December 20

(All meetings' Wednesdays 2:00-4:00 pm)