

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

JEFF SHARP
Parker's Hot Dogs

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*
Campus, formerly known as MTI College

NICK GUNN
The NiVACK Group

RANA GHADBAN
Roseville Chamber of Commerce

RICK LARKEY, *Chair*
Associated Resources, LLC

ROBIN TRIMBLE
Rocklin Area Chamber of Commerce

SCOTT ALVORD
Advanced Development Concepts, LLC

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 GONZALEZ
District Council 16

WILLIAM REED
United Domestic Workers of America

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

Thursday, May 18, 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 March 22, 2023 Special EC Meeting 3-4
 - b. Attendance Log 5
- IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA
- V. FY 2022-2023 AGENCY BUDGET – MODIFICATION 1 6-12
- VI. FY 2023-2024 AGENCY BUDGET – DRAFT 13-19
- VII. FY 2023-2024 MEETING SCHEDULE 20-21
- VIII. WORKFORCE BOARD MEMBERSHIP 22-26
- IX. ONE-STOP OPERATOR
 - c. Annual Evaluation 27-29
 - d. Report Out & Direction 30-32
- X. REGIONAL UPDATES 33-35

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.

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

XII. NEXT MEETING

Thursday, July 20, 2023 @ 12:00 p.m.

XIII. ADJOURNMENT

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

Wednesday, March 22, 2023 @ 2:00 pm

**Golden Sierra Job Training Agency
Board Room
115 Ascot Drive, Suite 100
Roseville, CA 95661**

Teleconference Locations:

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting called to order at 2:02 pm by Chair Larkey

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

GSJTA Staff:

- Melissa Keefe
 Lisa Nelson

One-Stop Operator:

- Michael Indiveri

GUESTS: None

II. APPROVAL OF AGENDA

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

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.

- a. Approval of Minutes from November 17, 2022 EC Meeting
- b. Approval of Minutes from December 14, 2022 Special EC Meeting
- c. Attendance Log

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

Motion approved unanimously by roll call vote

IV. PUBLIC COMMENT – FOR ITEMS ONLY ON THE AGENDA

None

V. WORKFORCE BOARD MEMBERSHIP

Buckingham reported out as outlined in the agenda packet; Open discussion occurred, Larkey recommended a new board member orientation

Motion to approve a recommendation to forward to the Governing Body, Workforce Board membership updates and applications by Brent-Bumb, second by Geisler

Motion approved unanimously by roll call vote

VI. BROWN ACT TELECONFERENCING POLICY

Buckingham reported out as outlined in the agenda packet

Motion to adopt the Proposed Brown Act Teleconferencing policy by Geisler, second by Brent-Bumb

VII. EXECUTIVE COMMITTEE MEMBERSHIP

Buckingham reported out as outlined in the agenda packet; Board membership and attendance listing was distributed; Open discussion occurred, with a recommendation to offer vacancy to Daniela Devitt; no action required

VIII. REGIONAL UPDATES

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

IX. ONE-STOP OPERATOR

- 6-Month Evaluation: OSO Evaluation Tool Report provided in the agenda packet; information only, no action required
- Report Out & Direction: Report out provided in the agenda packet. information only, no action required

X. FUTURE AGENDA ITEMS/NEW BUSINESS

- New Workforce Board Members Orientation and Introductions

XI. NEXT MEETING

Thursday, May 18, 2023 @ 12:00 pm

XII. ADJOURNMENT

Motion to adjourn meeting at 2:43 pm by Larkey

Motion approved by Geisler, second by Brent-Bumb

EXECUTIVE COMMITTEE MEETING

ATTENDANCE LOG

5/18/2023

Date:	5/19/22	7/21/22	9/21/22	11/17/22	12/14/22	3/22/23	Rate
Executive Committee	EC	EC	EC	EC	EC	EC	
Meeting Type	Regular	Regular	Special	Regular	Special	Special	
Rick Larkey- CHAIR	1	1	1	1	1	1	100%
Michael Zimmerman- VICE CHAIR	0	1	0	1	1	0	50%
Laurel Brent-Bumb	1	1	1	1	0	1	83%
Jason Buckingham	1	1	0	1	1	1	83%
Greg Geisler	1	1	1	1	1	1	100%
Robin Trimble	1	1	1	1	1	0	83%

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: May 18, 2023
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: Fiscal Year 2022-2023 Agency Budget Modification 1

Before the Board for review and approval is Fiscal Year 2022-2023 Agency Budget Modification 1. The budget modification is necessary to allocate Prison to Employment 2.0 (P2E 2.0) funds.

The budget modification is scheduled for review by the Workforce Board on May 18, 2023, and will be recommended for approval by the Governing Body on May 25, 2023, pending approval by the Executive Committee and the Workforce Board.

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 Draft Budget for Fiscal Year 2022/2023

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 2022/2023 Final Budget:

The funding used to develop the budget includes rollover funding as well as newly awarded WIOA Title 1 formula fund allocations. 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 is the Regional Equity and Recovery Partnership Grant 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 SB1, fire recovery within the Golden Sierra region, expansion of the agency's virtual footprint, technology supports for clients, and California's High Road Construction Careers, California Climate Investments Initiative.

The Prison to Employment implementation grant, the Disability Employment Accelerator grant, and the Pandemic Assistance Grants have concluded.

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.
- 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.

Additional Notes – Mod 1

Note:

Comparison of Final vs Final - Mod 1 via Schedule 1 shows:

- An increase in new non-allocation funding for the Prison to Employment 2.0 (P2E 2.0) awarded to the Capital Region Planning Unit (Cap RPU).
 - The Budget Strategy reflects contracts awarded to the partnering Cap Region Workforce Boards in the amount of \$811,248. The Boards include Sacramento Employment and Training Agency (SETA), North Central Counties Consortium (NCCC), and Yolo County.
- Golden Sierra’s Expenditure Strategy is to begin funded services in July 2023 which is Program Year 2023/2024, therefore, we have reflected this funding in the non-allocation carryout which will be “rebudgeted” in the Draft FY 2023/2024 Budget.

Description of Schedules		
<u>Schedule 1</u>	<u>Consortium Final 2021/2022 to Draft 2022/2023 Budget</u>	Schedule is based on rollover funding, non-allocation carry over, and new awards. Expenditures have been adjusted based on anticipated costs, WIOA spending requirements, and pension debt service requirements and shows a comparison of FY21/22 Final Budget to the proposed Draft Budget for FY22/23.
<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 21/22 carry-in funds and PY22/23 WIOA funding to be administered by the Agency.
	Placer County Career and Training Services:	Includes PY 21/22 carry-in funds and PY 22/23 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 21/22 and Planned PY 22/23 WIOA funding awarded to Advance.
	Non-Allocation Career and Training Services:	<u>Cost Centers listed here are non-routine in nature managed by the Agency:</u> <u>CAREER Grant</u> – Comprehensive and Accessible Reemployment through Equitable Employment Recovery. <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. <u>Tamarack and Caldor Additional Assistance Funds</u> – Provide assistance to those dislocated workers in the River, Bridge, Tamarack, and Caldor fire regions.
	Regional Grants	<u>RRP</u> – Regional Equity and Recovery Partnership Grant <u>HRCC: SB1</u> – High Road Training Project <u>HRCC: CCI</u> – California Climate Investments
	Board Initiatives	Not funded at draft budget, but funded in final budget.
	Surplus Funds	<u>Surplus funds, if available, represent discretionary funding for allocation by the Governing Body and are generally used to reduce pension liabilities.</u>

Approved By:
 Executive Committee:
 Workforce Board:
 Governing Body

L i n e #		A		B		C		B/A
		Consortium Fiscal Year 2022/2023 Final Budget	% of Total Funding	Consortium Fiscal Year 2022/2023 Final Budget - Mod 1	% of Total Funding	Column A less Column B Change Between 2022/2023 Final Budget to 2022/2023 Final Budget - Mod 1	Percent Change from 2022/2023 Final Budget to 2022/2023 Final Budget - Mod 1	
Funding Sources:								
1	Carry-In WIOA Allocation	\$ 996,753	13.77%	\$ 996,753	11.86%	\$ -	0.00%	SOURCES
2	Awarded WIOA Allocations	\$ 2,788,770	38.51%	\$ 2,788,770	33.17%	\$ -	0.00%	
3	Carry-In RR/LA	\$ 58,301	0.81%	\$ 58,301	0.69%	\$ -	0%	
4	Awarded Rapid Response Funds	\$ 278,319	3.84%	\$ 278,319	3.31%	\$ -	0.00%	
5	Awarded Layoff Aversion Funds	\$ 81,879	1.13%	\$ 81,879	0.97%	\$ -	0.00%	
6	Non Allocation Awards Carried In	\$ 1,486,899	20.53%	\$ 1,486,899	17.69%	\$ -	0.00%	
7	Non-Allocation Awards (New)	\$ 1,550,000	21.41%	\$ 2,715,665	32.30%	\$ 1,165,665	75%	
8	Total Funding Sources PY 23	\$ 7,240,921		\$ 8,406,586		\$ 1,165,665	16.10%	
Expenditures:								
9	Retiree Benefits	\$ 699,933	9.67%	\$ 699,933	8.33%	\$ -	0.00%	EXPENDITURES
10	Salaries and Benefits	\$ 1,733,389	23.94%	\$ 1,733,389	20.62%	\$ -	0.00%	
11	Services and Supplies	\$ 432,325	5.97%	\$ 432,325	5.14%	\$ -	0.00%	
12	Professional Services	\$ 135,805	1.88%	\$ 135,805	1.62%	\$ -	0.00%	
13	Salaries, Services, and Supplies Total	\$ 3,001,452	41.45%	\$ 3,001,452	35.70%	\$ -	0.00%	
Career & Training Services								
14	Placer County	\$ 505,479	6.98%	\$ 505,479	6.01%	\$ -	0.00%	DIRECT CLIENT EXPENDITURES
15	El Dorado County	358,042	4.94%	358,042	4.26%	\$ -	0.00%	
16	SLT & Alpine County	238,524	3.29%	238,524	2.84%	\$ -	0.00%	
17	Non Allocation Carried in From Prev FY	64,688	0.89%	64,688	0.77%	\$ -	0.00%	
18	Non-Allocation Awards (New)	16,103	0.22%	16,103	0.19%	\$ -	0%	
19	Regional Contracts	1,843,574	25.46%	2,654,822	31.58%	\$ 811,248	44.00%	
20	Career & Training Services Total	\$ 3,026,410	41.80%	\$ 3,837,658	45.65%	\$ 811,248	26.81%	
21	Board Initiatives	\$ 10,000	0.14%	\$ 10,000	0.12%	\$ -	0.00%	WORKFORCE BOARD EXPENDITURES
22	Non allocation Carry-out to New FY	441,288	6.09%	795,705	9.47%	\$ 354,417	80.31%	CARRYOUT
23	Allocation carry-out to New FY	\$ 761,771	10.52%	\$ 761,771	9.06%	\$ -	0.00%	
24	Carry-out to PY 23 Total	\$ 1,203,059	16.61%	\$ 1,557,476	18.53%	\$ 354,417	29.46%	
25	TOTAL EXPENDITURES	\$ 7,240,921		\$ 8,406,586		\$ 1,165,665	16.10%	
26	Net Surplus vs (Deficit)	\$ -		\$ -		\$ -		Surplus vs (Deficit)

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

Approved by:
 Executive Committee:
 Workforce Board:
 Governing Body:

		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
		Consortium Admin (WIOA)	Consortium Program Operations (WIOA)	Consortium Rapid Response and Layoff Aversion	Local Area One-Stop Delivery System	El Dorado County Career and Training Services	Placer County Career and Training Services	Alpine County & South Lake Tahoe Career and Training Services
Funding Sources:								
1	Carry-In Allocation Funds from PY 22	\$ 251,604	\$ 258,812	\$ -	\$ 1,838	\$ 144,041	\$ 225,458	\$ 115,000
2	Allocation Awards PY 23	\$ 278,132	\$ 1,071,905	\$ -	\$ 341,201	\$ 367,200	\$ 645,333	\$ 85,000
3	Carry-In Rapid Response	\$ -	\$ -	\$ 41,392	\$ -	\$ -	\$ -	\$ -
4	Carry-LA	\$ -	\$ -	\$ 16,910	\$ -	\$ -	\$ -	\$ -
5	Awarded Rapid Response Funds PY 23	\$ -	\$ -	\$ 278,319	\$ -	\$ -	\$ -	\$ -
6	Awarded Layoff Aversion Funds PY 23			\$ 81,879	\$ -	\$ -	\$ -	\$ -
7	Carry-In Non-Allocation from PY 22							
8	Actual Non-Allocation Awards PY 23			\$ -	\$ -	\$ -	\$ -	\$ -
9	Total Funding Sources	\$ 529,736	\$ 1,330,717	\$ 418,500	\$ 343,039	\$ 511,241	\$ 870,791	\$ 200,000
Expenditures:								
Consortium Operations:								
10	Retiree Benefits	\$ -	\$ 494,940	\$ 54,993	\$ -	\$ -	\$ -	\$ -
11	Salaries and Benefits	\$ 182,832	\$ 207,139	\$ 325,935	\$ 195,212	\$ 142,267	\$ 239,157	\$ -
12	Services and Supplies	\$ 18,837	\$ 201,012	\$ 17,546	\$ 68,475	\$ 14,541	\$ 35,612	\$ -
13	Professional Services	\$ 49,935	\$ 78,245	\$ 5,025	\$ 2,600	\$ -	\$ -	\$ -
14	Consortium Operations Total	\$ 251,604	\$ 981,336	\$ 403,499	\$ 266,287	\$ 156,808	\$ 274,769	\$ -
Career & Training Services								
Program Year 2021/2022 WIOA/Other - Rebudget								
15	Non-Allocation Awards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Placer County	-	-	-	-	-	\$ 149,169	\$ -
17	El Dorado County	-	-	-	-	\$ 87,607	\$ -	\$ -
18	SLT and Alpine County	-	-	-	-	\$ -	\$ -	\$ 100,000
Program Year 2022/2023 WIOA/Other								
19	Non-Allocation Awards	-	-	-	-	\$ -	\$ -	\$ -
20	Placer County	-	-	-	-	\$ -	\$ 317,786	\$ -
21	El Dorado County	-	-	-	-	\$ 193,386	\$ -	\$ -
22	SLT and Alpine County	-	-	-	-	\$ -	\$ -	\$ 100,000
23	Regional Contracts							
24	Career & Training Services Total	\$ -	\$ -	\$ -	\$ -	\$ 280,993	\$ 466,955	\$ 200,000
25	Board Initiatives	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -
26	PY23 Award Expend in Second Year	\$ 278,132	\$ 214,381	\$ -	\$ 66,752	\$ 73,440	\$ 129,067	\$ -
27	Future Year Expend Non-Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	PY 22/23 WIOA Additional Pension Support (ADP)	\$ -	\$ 135,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -
29	TOTAL EXPENDITURES	\$ 529,736	\$ 1,330,717	\$ 418,499	\$ 343,039	\$ 511,241	\$ 870,791	\$ 200,000
30	Net Income/(Loss)	\$ -	\$ 0	\$ 1	\$ 0	\$ -	\$ 0	\$ -

Approved by:
 Executive Committee:
 Workforce Board:
 Governing Body:

		<u>H</u>	<u>I</u>	<u>N</u>	<u>O</u>		<u>Q</u>		<u>R</u>
		HRCC: SB1	HRCC:CCI	NDWG CAREERS	Tamarack and Caldor Wildfires AA (PG710029)	RERP (PG710030)	P2E 2.0 (PG710031)	Ticket to Work	Total of all Funding Sources and Expenditures
Funding Sources:									
1	Carry-In Allocation Funds from PY 22	\$ -	\$ -						\$ 996,753
2	Allocation Awards PY 23	\$ -	\$ -						\$ 2,788,771
3	Carry-In Rapid Response	\$ -	\$ -						\$ 41,392
4	Carry-LA	\$ -	\$ -						\$ 16,910
5	Awarded Rapid Response Funds PY 23	\$ -	\$ -						\$ 278,319
6	Awarded Layoff Aversion Funds PY 23	\$ -	\$ -						\$ 81,879
7	Carry-In Non-Allocation from PY 22	\$ 652,363	\$ 205,503	\$ 101,441	\$ 340,688			\$ 186,904	\$ 1,486,899
8	Actual Non-Allocation Awards PY 23			\$ -		\$ 1,550,000	\$ 1,165,665		\$ 2,715,665
9	Total Funding Sources	\$ 652,363	\$ 205,503	\$ 101,441	\$ 340,688	\$ 1,550,000	\$ 1,165,665	\$ 186,904	\$ 8,406,588
	Expenditures:								
	Consortium Operations:								
10	Retiree Benefits	\$ -	\$ -						\$ 549,933
11	Salaries and Benefits	\$ 133,444	\$ 92,535	\$ 9,972	\$ 160,112	\$ 44,784			\$ 1,733,389
12	Services and Supplies	\$ 9,274	\$ 6,557	\$ 31,667	\$ 26,479	\$ 2,325			\$ 432,325
13	Professional Services	\$ -	\$ -						\$ 135,805
14	Consortium Operations Total	\$ 142,718	\$ 99,092	\$ 41,639	\$ 186,591	\$ 47,109	\$ -	\$ -	\$ 2,851,452
	Career & Training Services								
	Program Year 2021/2022 WIOA/Other - Rebudget								
15	Non-Allocation Awards	\$ 6,420		\$ 58,268	\$ -				\$ 64,688
16	Placer County	-	-		\$ 38,525				\$ 187,694
17	El Dorado County	-	-		\$ 77,049				\$ 164,656
18	SLT and Alpine County	-	-		\$ 38,524				\$ 138,524
	Program Year 2022/2023 WIOA/Other								\$ -
19	Non-Allocation Awards	-	-			\$ 16,103			\$ 16,103
20	Placer County	-	-		\$ -				\$ 317,786
21	El Dorado County	\$ -	-		\$ -				\$ 193,386
22	SLT and Alpine County	-	-		\$ -				\$ 100,000
23	Regional Contracts	503,225	106,411			\$ 1,233,938	\$ 811,248		\$ 2,654,822
24	Career & Training Services Total	\$ 509,645	\$ 106,411	\$ 58,268	\$ 154,097	\$ 1,250,041	\$ 811,248	\$ -	\$ 3,837,658
25	Board Initiatives	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
26	PY23 Award Expend in Second Year	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 761,771
27	Future Year Expend Non-Allocation	\$ -	\$ -	\$ 1,534	\$ -	\$ 252,850	\$ 354,417	\$ 186,904	\$ 795,705
28	PY 22/23 WIOA Additional Pension Support (ADP)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150,000
29	TOTAL EXPENDITURES	\$ 652,363	\$ 205,503	\$ 101,441	\$ 340,688	\$ 1,550,000	\$ 1,165,665	\$ 186,904	\$ 8,406,586
30	Net Income/(Loss)	\$ (0)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2

Approved by:
 Executive Committee:
 Workforce Board:
 Governing Body:

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: May 18, 2023
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: Fiscal Year 2023-2024 Agency Budget – Draft

Before the Executive Committee for review is the Fiscal Year (FY) 2023-2024 Agency Budget - Draft. The budget has been developed based on estimated allocation awards for the *Workforce Innovation and Opportunity Act* (WIOA) FY 2023-2024 funding stream as well as related workforce development grants operated by Golden Sierra Job Training Agency. The budget utilizes a priority-based model, approved by the Governing Body, intended to meet the requirements of the awarded grants while funding Agency debt obligations.

The draft budget is scheduled for review by the Workforce Board on May 18, 2023 and will be recommended for approval by the Governing Body on May 25, 2023, pending approval by the Executive Committee and the Workforce Board.

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 Draft Budget for Fiscal Year 2023/2024

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 2023/2024 Draft Budget:

The funding used to develop the Draft budget includes estimations of rollover funding as well as estimations on the newly awarded WIOA Title 1 formula fund allocations. 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 is the Regional Equity and Recovery Partnership Grant (RERP) awarded by the California Workforce Development Board, followed by the Prison to Employment 2.0 Grant (P2E 2.0). This funding is being administered by Golden Sierra on behalf of the Capital Region Workforce Boards including SETA, NCCC, and Yolo County. The Agency anticipates the receipt of additional RERP funding from Sierra College which will directly support the RERP effort within the Golden Sierra Region. Furthermore, the Agency continues the effort to close out the National Dislocated Worker Careers Grant for FY 2023/2024.

The High Road Construction Careers, SB1 Grant, High Road - California Clean Investments Grant, and the Disaster Recovery funding received for the region's fire recovery efforts have all concluded.

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.
- The remaining cost objectives required of the Title I funding are 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.

Additional Notes – Draft Budget FY 2023/2024

Note:

- The Draft Budget for FY 2023/2024 is being presented without having actual carry over figures.
- The funding Notice of Award for FY 2023/2024 has not been published at the time of the development of the budget. For this reason the assumption is that the allocation funding award will match the funds received for 2022/2023.
- The Draft Budget assumes that 75% of the Dislocated Worker funding will be transferred to the Adult funding stream in order to ease access to services by reducing the eligibility documentation requirements for those seeking services. Up to 100% is allowable by law.

From Schedule 1:

- Total funding is reduced by approximately 16%. This is primarily a result of the completion of regional grants and grants related to disaster recovery in FY 2022/2023. Additionally, the Agency was allowed to carry-in to FY 2022/2023 a small amount of Rapid Response/Layoff Aversion funding. This flexibility is not available for FY 2023/2024 at this time. WIOA carry-in from FY2022/2023 is slightly lower than the previous fiscal year. This is a result of having fewer encumbered, or earmarked contracts that carry in to FY 2023/2024.
- Retiree benefits have slightly reduced, but the line item does include \$150,000 for an Additional Discretionary Payment that goes to reduce the Agency's unfunded pension liability.
- Salaries have been reduced in alignment with grant funding amounts as well as reflecting reductions from retirements/staff development efforts occurring prior to the end of FY 2022/2023.
- Services and Supplies as well as professional services have been reduced in alignment with grant funding resources.
- Career and Training Services expenditures are reduced primarily related to the reduction of non-allocation and disaster recovery grant funds.

Description of Schedules		
<u>Schedule 1</u>	<u>Consortium Final Mod 1 2022/2023 to Draft 2023/2024 Budget</u>	Schedule is based on rollover funding, non-allocation carry over, and new awards. Expenditures have been adjusted based on anticipated costs, WIOA spending requirements, and pension debt service requirements and shows a comparison of FY22/23 Final Budget Mod 1 to the proposed Draft Budget for FY23/24.
<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 22/23 carry-in funds and PY23/24 WIOA funding to be administered by the Agency.
	Placer County Career and Training Services:	Includes PY 22/23 carry-in funds and PY 23/24 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 22/23 and Planned PY 23/24 WIOA funding awarded to Advance.
	Non-Allocation Career and Training Services:	<u>Cost Centers listed here are non-routine in nature managed by the Agency:</u> <u>CAREER Grant</u> – Comprehensive and Accessible Reemployment through Equitable Employment Recovery. <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. <u>RERP Sierra College</u> - Regional Equity and Recovery Partnership Grant funds received by Sierra College and subcontracted to Golden Sierra to support staffing of the RERP efforts.
	Regional Grants	<u>RERP</u> – Regional Equity and Recovery Partnership Grant <u>P2E 2.0</u> - Prison to Employment 2.0
	Board Initiatives	Workforce Board Discretionary Funding
	Surplus Funds	<u>Surplus funds, if available, represent discretionary funding for allocation by the Governing Body and are generally used to reduce pension liabilities.</u>

Approved By:
 Executive Committee:
 Workforce Board:
 Governing Body

#		<u>A</u>		<u>B</u>		<u>C</u>		<u>B/A</u>	
		Consortium Fiscal Year 2022/2023 Final Mod 1	% of Total Funding	Consortium Fiscal Year 2023/2024 Draft Budget	% of Total Funding	Column A less Column B Change Between 2022/2023 Mod 1 Budget to 2023/2024 Draft Final Budget	Percent Change from 2022/2023 Mod 1 Budget to 2023/2024 Final Budget		
Funding Sources:									
1	Carry-In WIOA Allocation	\$ 996,753	11.86%	\$ 928,772	13.20%	\$ (67,981)	-6.82%	SOURCES	
2	Awarded WIOA Allocations	\$ 2,788,770	33.17%	\$ 2,781,328	39.52%	\$ (7,442)	-0.27%		
3	Carry-In RR/LA	\$ 58,301	0.69%	\$ -	0.00%	\$ (58,301)	-100%		
4	Awarded Rapid Response Funds	\$ 278,319	3.31%	\$ 278,319	3.95%	\$ -	0.00%		
5	Awarded Layoff Aversion Funds	\$ 81,879	0.97%	\$ 81,879	1.16%	\$ -	0.00%		
6	Non Allocation Awards Carried In	\$ 1,486,899	17.69%	\$ 2,876,069	40.86%	\$ 1,389,170	93.43%		
7	Non-Allocation Awards (New)	\$ 2,715,665	32.30%	\$ 92,000	1.31%	\$ (2,623,665)	-97%		
8	Total Funding Sources PY 24	\$ 8,406,586		\$ 7,038,368		\$ (1,368,218)	-16.28%		
Expenditures:									
9	Retiree Benefits	\$ 699,933	8.33%	\$ 667,960	9.49%	\$ (31,973)	-4.57%	EXPENDITURES	
10	Salaries and Benefits	\$ 1,733,389	20.62%	\$ 1,685,506	23.95%	\$ (47,883)	-2.76%		
11	Services and Supplies	\$ 432,325	5.14%	\$ 355,414	5.05%	\$ (76,911)	-17.79%		
12	Professional Services	\$ 135,805	1.62%	\$ 102,290	1.45%	\$ (33,515)	-24.68%		
13	Salaries, Services, and Supplies Total	\$ 3,001,452	35.70%	\$ 2,811,170	39.94%	\$ (190,282)	-6.34%		
Career & Training Services									
14	Placer County	\$ 505,479	6.01%	\$ 327,786	4.66%	\$ (177,693)	-35.15%	DIRECT CLIENT EXPENDITURES	
15	El Dorado County	\$ 358,042	4.26%	\$ 273,744	3.89%	\$ (84,298)	-23.54%		
16	SLT & Alpine County	\$ 238,524	2.84%	\$ 170,000	2.42%	\$ (68,524)	-28.73%		
17	Non Allocation Carried in From Prev FY	\$ 64,688	0.77%	\$ 3,500	0.05%	\$ (61,188)	-94.59%		
18	Non-Allocation Awards (New)	\$ 16,103	0.19%	\$ 96,568	1.37%	\$ 80,465	500%		
19	Regional Contracts	\$ 2,654,822	31.58%	\$ 2,023,435	28.75%	\$ (631,387)	-23.78%		
20	Career & Training Services Total	\$ 3,837,658	45.65%	\$ 2,895,033	41.13%	\$ (942,625)	-24.56%		
21	Board Initiatives	\$ 10,000	0.12%	\$ 10,000	0.14%	\$ -	0.00%	WORKFORCE BOARD EXPENDITURES	
22	Non allocation Carry-out to New FY	\$ 795,705	9.47%	\$ 543,393	7.72%	\$ (252,312)	-31.71%	CARRYOUT	
23	Allocation carry-out to New FY	\$ 761,771	9.06%	\$ 778,772	11.06%	\$ 17,001	2.23%		
24	Carry-out to PY 24 Total	\$ 1,557,476	18.53%	\$ 1,322,165	18.79%	\$ (235,311)	-15.11%		
25	TOTAL EXPENDITURES	\$ 8,406,586		\$ 7,038,368		\$ (1,368,218)	-16.28%		
26	Net Surplus vs (Deficit)	\$ -		\$ (0)		\$ (0)		Surplus vs (Deficit)	

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

Approved by:
 Executive Committee:
 Workforce Board:
 Governing Body:

		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>	<u>H</u>
		Consortium Admin (WIOA)	Consortium Program Operations (WIOA)	Consortium Rapid Response and Layoff Aversion	Local Area One-Stop Delivery System	El Dorado County Career and Training Services	Placer County Career and Training Services	Alpine County & South Lake Tahoe Career and Training Services	NDWG CAREERS
Funding Sources:									
1	Carry-In Allocation Funds from PY 22	\$ 278,132	\$ 214,381	\$ -	\$ 6,752	\$ 175,440	\$ 169,067	\$ 85,000	
2	Allocation Awards PY 23	\$ 278,132	\$ 952,947	\$ -	\$ 449,191	\$ 342,429	\$ 673,630	\$ 85,000	
5	Awarded Rapid Response Funds PY 24	\$ -	\$ -	\$ 278,319	\$ -	\$ -	\$ -	\$ -	
6	Awarded Layoff Aversion Funds PY 24			\$ 81,879	\$ -	\$ -	\$ -	\$ -	
7	Carry-In Non-Allocation from PY 23								\$ 3,500
8	Actual Non-Allocation Awards PY 24			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Total Funding Sources	\$ 556,264	\$ 1,167,328	\$ 360,198	\$ 455,943	\$ 517,869	\$ 842,697	\$ 170,000	\$ 3,500
	Expenditures:								
	Consortium Operations:								
10	Retiree Benefits	\$ -	\$ 466,164	\$ 51,796	\$ -	\$ -	\$ -	\$ -	
11	Salaries and Benefits	\$ 214,282	\$ 164,508	\$ 254,115	\$ 295,724	\$ 157,133	\$ 348,749	\$ -	
12	Services and Supplies	\$ 24,270	\$ 137,197	\$ 34,262	\$ 80,467	\$ 4,665	\$ 25,982		
13	Professional Services	\$ 39,580	\$ 53,078	\$ 5,025	\$ 3,000	\$ -	\$ -		
14	Consortium Operations Total	\$ 278,132	\$ 820,947	\$ 345,198	\$ 379,191	\$ 161,798	\$ 374,731	\$ -	\$ -
	Career & Training Services								
	Program Year 2022/2023 WIOA/Other - Rebudget								
15	Non-Allocation Awards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500
16	Placer County						\$ 40,000	\$ -	
17	El Dorado County					\$ 102,000	\$ -	\$ 85,000	
18	SLT and Alpine County					\$ -	\$ -		
	Program Year 2023/2024 WIOA/Other								
19	Non-Allocation Awards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
20	Placer County					\$ -	\$ 287,786	\$ -	
21	El Dorado County					\$ 171,744	\$ -	\$ -	
22	SLT and Alpine County					\$ -	\$ -	\$ 85,000	
23	Regional Contracts								
24	Career & Training Services Total	\$ -	\$ -	\$ -	\$ -	\$ 273,744	\$ 327,786	\$ 170,000	\$ 3,500
25	Board Initiatives	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -
26	PY23 Award Expend in Second Year	\$ 278,132	\$ 211,381	\$ -	\$ 66,752	\$ 82,327	\$ 140,180	\$ -	\$ -
27	Future Year Expend Non-Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	PY 22/23 WIOA Additional Pension Support (ADP)	\$ -	\$ 135,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -
29	TOTAL EXPENDITURES	\$ 556,264	\$ 1,167,328	\$ 360,198	\$ 455,943	\$ 517,869	\$ 842,697	\$ 170,000	\$ 3,500
30	Net Income/(Loss)	\$ -	\$ 0	\$ -	\$ 0	\$ (0)	\$ -	\$ -	\$ -

Approved by:
 Executive Committee:
 Workforce Board:
 Governing Body:

		I	J	K	L	M
L i n e #		RERP	P2E 2.0	RERP Sierra College	Ticket to Work	Total of all Funding Sources and Expenditures
	Funding Sources:					
1	Carry-In Allocation Funds from PY 22					\$ 928,772
2	Allocation Awards PY 23					\$ 2,781,328
5	Awarded Rapid Response Funds PY 24					\$ 278,319
6	Awarded Layoff Aversion Funds PY 24					\$ 81,879
7	Carry-In Non-Allocation from PY 23	\$ 1,530,000	\$ 1,155,665		\$ 186,904	\$ 2,876,069
8	Actual Non-Allocation Awards PY 24			\$ 92,000		\$ 92,000
9	Total Funding Sources	\$ 1,530,000	\$ 1,155,665	\$ 92,000	\$ 186,904	\$ 7,038,368
	Expenditures:					
	Consortium Operations:					
10	Retiree Benefits					\$ 517,960
11	Salaries and Benefits	\$ 111,959	\$ 100,536	\$ 38,500		\$ 1,685,506
12	Services and Supplies	\$ 17,000	\$ 31,571			\$ 355,414
13	Professional Services		\$ 1,607			\$ 102,290
14	Consortium Operations Total	\$ 128,959	\$ 133,714	\$ 38,500	\$ -	\$ 2,661,170
	Career & Training Services					
	Program Year 2022/2023 WIOA/Other - Rebudget					
15	Non-Allocation Awards					\$ 3,500
16	Placer County					\$ 40,000
17	El Dorado County					\$ 187,000
18	SLT and Alpine County					\$ -
	Program Year 2023/2024 WIOA/Other					\$ -
19	Non-Allocation Awards	\$ 35,883	\$ 60,685			\$ 96,568
20	Placer County					\$ 287,786
21	El Dorado County					\$ 171,744
22	SLT and Alpine County					\$ 85,000
23	Regional Contracts	\$ 1,212,187	\$ 811,248			\$ 2,023,435
24	Career & Training Services Total	\$ 1,248,070	\$ 871,933	\$ -	\$ -	\$ 2,895,033
25	Board Initiatives	\$ -	\$ -	\$ -	\$ -	\$ 10,000
26	PY23 Award Expend in Second Year	\$ -	\$ -	\$ -	\$ -	\$ 778,772
27	Future Year Expend Non-Allocation	\$ 152,971	\$ 150,018	\$ 53,500	\$ 186,904	\$ 543,393
28	PY 22/23 WIOA Additional Pension Support (ADP)	\$ -	\$ -	\$ -	\$ -	\$ 150,000
29	TOTAL EXPENDITURES	\$ 1,530,000	\$ 1,155,665	\$ 92,000	\$ 186,904	\$ 7,038,368
30	Net Income/(Loss)	\$ -	\$ -	\$ -	\$ -	\$ 1

Approved by:
 Executive Committee:
 Workforce Board:
 Governing Body:

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: May 18, 2023
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: FY 2023-2024 Executive Committee Meeting Schedule

Staff are seeking approval of the following for the FY 2023-2024 Executive Committee meeting schedule.

The current schedule for FY 2022-2023 is the 3rd Thursdays of odd months; 12:00 pm-1:00 pm.

FY 2023/2024 Meeting Schedule

Month/Year	Governing Body (GB)	Workforce Board (WB)	Executive Committee (EC)
July/2023	7/27/23	7/20/23	7/20/23
August/2023			
September/2023	9/28/23	9/21/23	9/21/23
October/2023			
November/2023	TBD *	11/16/23	11/16/23
December/2023			
January/2024	1/25/24	1/18/24	1/18/24
February/2024			
March/2024	3/28/24	3/21/24	3/21/24
April/2024			
May/2024	5/23/24	5/16/24	5/16/24
June/2024			
Day	4 th Thursday	3 rd Thursday	3 rd Thursday
Frequency	Odd Months	Odd Months	Odd Months
Time	10:00-12:00	1:00-3:00	12:00-1:00
Location	Golden Sierra Office	Roseville Chamber	Roseville Chamber

**November meeting TBD, to avoid conflict with the holiday*

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: May 18, 2023
TO: Executive Committee (EC)
FROM: Melissa Keefe, Administrative Analyst
SUBJECT: Workforce Board Membership

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

Resignation(s)/Removal(s):

Kevin Ferreira, Sacramento-Sierra's Building and Construction Trades Council, representing Workforce – Labor Organization and Joint Labor, effective May 2, 2023.

Application(s):

Robert Kuks, Sheet Metal, Air, Rail, Transportation (SMART), Sheet Metal Workers' (SMW) Local Union No. 104., representing Workforce – Labor Organization and Joint Labor

Renewal(s) – Term date 7/1/23 – 6/30/27:

Amy Schulz, Sierra College, representing Education

Steven Casperite, Placer School for Adults, representing Education

Vacancies:

None.

MEMBERSHIP APPLICATION FORM

Person Nominated: Robert Kuks **Title:** Business Representative

Business Name: SMART, SMW Local Union No. 104

Business Address: 4040 Lennane Drive, Sacramento CA 95834

Telephone: (916) 922-1133 **FAX:** (916) 922-2969 **E-mail:** robertk@smw104.org

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

Contact Person: Fabrizio Sasso **Title:** Executive Director

Business Address: 2617 K St., #175

Telephone: 9167121238 **FAX:** _____ **E-mail:** fabrizio@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"/> Business | <input type="checkbox"/> Governmental and Economic and Community Development |
| <input checked="" type="checkbox"/> Workforce | <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"/> 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

3/22/2023

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: **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 current certifications for testing and inspection of HVAC equipment and installation. I am also a delegate on the Northern California Sheet Metal Joint Apprenticeship Training Center Board and has over 150 apprentices registered in our apprenticeship program.

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

I want to be apart of the board in working towards successful careers and educating workers to provide the best possible working enviornments for community members.

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



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 22, 2023

Dear Ms. Keefe,

The Sacramento Central Labor Council, AFL-CIO, consists of 100 Labor organizations representing over 180,000 workers in the greater Sacramento metropolitan region. We would like to officially nominate Robert Kuks, Business Representative from the Sheetmetal Workers Union (SMART) local 104 to fill the recently vacated labor seat on the Golden Sierra Workforce Board left by Kevin Ferreira.

Mr. Kuks comes recommended as a dedicated advocate for workers and workforce development through his years of his experience working with Local 104 and their joint labor management apprenticeship program. 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.

Fabrizio Sasso
Executive Director

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: May 18, 2023
TO: Executive Committee (EC)
FROM: Melissa Keefe, Administrative Analyst
SUBJECT: One-Stop Operator Evaluation Tool & Schedule

Before the board for review is the One-Stop Operator annual evaluation in accordance with the RFQ and Service Agreement. The board may recommend awarding a 4th year service agreement based on successful outcomes identified in the evaluation.

Extracted from the RFQ & Service Agreement:

An evaluation will be conducted no less than annually by the workforce board, or the executive committee on the Board's behalf. The tools and mechanism for this evaluation will be established by the workforce board, and finalized during the contract negotiation process.

The current evaluation as approved by the EC on 5/21/2020:

Incremental evaluations at 60, 120 & 180 days upon execution of agreement will occur in addition to annual reviews. Successful annual reviews will be necessary prior to approval of years 2-4 of services.

The current evaluation schedule approved 7/21/2022 by the EC:

Incremental evaluations bi-annual (7 months) and annual (11 months) upon execution of agreement will occur; the 11 month evaluation will be considered as the annual review.

A procurement will be necessary to award services after the completion of this 4th year contract.

Golden Sierra Workforce Board OSO Evaluation Tool
Bi-Annual or Annual Evaluation [5/18/2023]

<i>Service</i>	<i>Evaluation</i>	<i>One-Stop Operator Comments</i>
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.	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).	Bi-annual evaluation (1/19/23): 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 & 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. Annual evaluation (5/18/23): As stated above, all the noted deliverables are being developed and provided on a timely basis.
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.	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.	Bi-annual evaluation (1/19/23); Every 3 years the OSO conducts the State Required 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. Annual evaluation (5/18/23): A key fulfillment is service staff cross-training between the MOU Partners. This will happen at the upcoming Quarterly June MOU Partner’s meeting. This will be in-person and key service staff and their supervisors are urged to attend.
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.	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	Bi-annual evaluation (1/19/23): 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. Annual evaluation (5/18/23): This is ongoing and occurs at least once every quarter.
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.	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.	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. Annual evaluation (5/18/23): The Quarterly Partner meetings continues to be productive, and the forum allows partners share and work on coordination, alignment and service integration issues.

Golden Sierra Workforce Board OSO Evaluation Tool
Bi-Annual or Annual Evaluation [5/18/2023]

<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	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. Annual evaluation (5/18/23): The Workforce Development Board and its Executive Committee regularly receive verbal and written progress reports.
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.	Bi-annual evaluation (1/19/23): The OSO and the Capital Regions' One-Stop Operator 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. Annual evaluation (5/18/23): The regional One-Stop Operator participates in the Quarterly MOU Partner Meeting forum.
Identify and share promising practices and successful convening efforts that link policy and practice.	Reports to the Workforce Board	Bi-annual evaluation (1/19/23): The WDB and the WDB Executive receive regular updates from the OSO on promising practices being conducted by the WIOA Partners. Annual evaluation (5/18/23): The regular OSO reports details how the partners share and work together.
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.	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. Annual evaluation (5/18/23): This continues unabated.
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.	Bi-annual evaluation (1/19/23): 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. Annual evaluation (5/18/23): This is an ongoing activity of the OSO.

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.

OSO PROGRESS REPORT

To: Workforce Development Board Executive Committee

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

Date: May 18, 2023

Subj: Progress Report

Introduction

This OSO Progress Report is an update on the recent activities and future planning for the MOU One-Stop Partners and the One-Stop Operator. The OSO and the Golden Sierra AJCC MOU Partners conducted their last quarterly meeting on March 15, 2023, via Zoom. The next meeting is scheduled for June 14, 2023. What follows is the main take aways from the partners in terms of services to their customers/students over the summer and early fall. In addition, the OSO's analysis of the latest labor market information focused on important trend lines in the labor market that affect our local employers/businesses and our MOU Partner's services and training offerings.

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)

BLS: The Bureau of Labor Statistics; U.S. Department of Labor

Update on MOU Partners

This section covers the vital areas of service integration, coordination and alignment opportunities. The goal is to enhance customer access to all workforce services in the region. In attendance: Sierra College, Placer County HHS, State Department of Vocational Rehabilitation (DOR), Placer School for Adults (PSA), Employment Development Department (EDD), California Conservation Corps (CCC), Golden Sierra Job Training Agency, (GSJTA), EDD's Labor Market Analyst, North State BIA & WDB Chair, Valley Vision, and the Golden Sierra Region OSO. During the Partner Roundtable, they highlighted current and upcoming activities. Most of them reported that they are offering a hybrid of in-person services and digital on-line services.

EDD: Their latest job fair was very busy with many employers and job seekers participating. The Mark Sanders Center has seen a significant up tick in activity compared to last year. Over the pandemic period they lost staff. They are still down by about 10 staff members. Also noted was that their most tenured Veteran Services staff retired during the pandemic. They are anticipating that the vets' staffing will be filled in the coming months. They are also outreaching to customers with disabilities.

GSJTA: The Roseville One-Stop Career Center is fully open to the public. There are in-person orientations on the first and third Wednesdays of the month. In April they will be conducting, with several partners, the **Tri-County Job Fair**. This will be a hybrid event with in-person and on-line services. They are promoting a new round of Prison-to-Employment funding and they are working with the adult schools to serve ESL folks.

Sierra College: April will be a busy month for the College. They are preparing for the Fall 2023 enrollment registration process. Their Fall Scheduled is now available on-line. In May they will host a career fair at the Rocklin campus. They are implementing a basic needs assessment system for students who need assistance or referrals for important situations such as childcare. They are currently conducting their 6-week non-credit Construction Skills Bootcamp. They are also partnering with Adventist Health for healthcare training and a private firm to promote woman in the I.T. field.

Placer County HHS: In addition to the CalWORKs program, they are starting a new program with the Housing Authority. It is a 5-year program to get participants to self-sufficiency. AS the State has ended all COVID deferrals for CalWORKs participants, the program has resumed all education and work requirements. Their **Business Assistance Network (BAN)** is a co-sponsor of the upcoming Tri-County Job Fair.

DOR: They are introducing a pre-loaded credit card for their participants' support costs such as books, supplies and tools. They have a recommended vendor list for them to use. They are promoting their Student Services in the Golden Sierra region by partnering with other agencies. Their budget for this effort has extended to \$60K this year. They also have customized employment for certain participants. They are promoting their Pathways to Employment for high demand-high wage jobs in IT and Green Energy. With the advent of working from home, this has become a game changer for some of their clients. In the medical field they are seeking apprenticeships.

PSA: A very positive report from PSA, their student count is increasing, especially in-person. The trendline for normal enrollment levels is moving up. In addition to their ongoing Vocational-Ed courses, they are working to add truck driving training. They are coordinating this with GSJTA and Western Truck Driving School for a four week course that obtains a Class A license. They are working with Sierra College on forestry and firefighting classes. And they have a presence in Lincoln and Tahoe-Truckee High Schools. Their district with soon have new Superintendent.

CCC: The Auburn-Placer Service Center is reporting increased activity as they prepare for their spring and summer courses in forestry and firefighting. They are coordinating with Sierra College and **Advance South Lake Tahoe** in these areas. Over the last several years many of their graduates have obtained jobs with Cal Fire and the Forestry Service.

EDD-Labor Market Information Division: Cara reported that the LMID has just issued the February employment report for the Sacramento Region, including Placer and El Dorado Counties. Regionwide

the unemployment rate is 4.3% up from 3,6%. Placer and El Dorado are under 4.0%. Their new Occupational Guideline that details some 800 jobs is being released. She will make a full report at the next WDB meeting.

BIA: Rick gave an update on the upcoming April Job Fair, the summer internship program, HBI Training Program and various classes summer and fall classes at the local community colleges: CRC, Sierra College, Sac Community College and ARC.

Valley Vision: As the Regional One-Stop Operator they have been involved in activities in Yolo and Yuba Counties with Youth Services and Service Assessments. They also reported on their **Industry Cluster Resources, Capital Region Portal**, and their **March 10th CRCDI Presentation on the Digital Divide**. These reports are on their web-site and have been shared with the local Work Force Development Boards.

Labor Market Update

The top-level numbers from the January and February **US Dept. Of Labor's** monthly Jobs Report are very good. 517k net new jobs in January and 311k in February. The current national unemployment rate is 3.6%, up from 3.4%, which was a 60 year low. There are still some drags in the labor market. In January there were still some 2 million plus workers missing from the labor market. In February some 400K of these folks returned to the job market. Also, the number of child-care workers in the county is still less than March 2020, the start of the pandemic. Latest reports showed that more women are starting to come back into the labor force. There is still a concern with drop-off of males in the 25-54 age group participation in the labor market. Our program's outreach to this group should be increased.

Next Meeting

The next meeting is scheduled for June 14, 2023. The current plan is for the meeting to be in person In Auburn at Placer School for Adults. This meeting will include coordination and integration efforts to enhance customer service. Each Partner will be encourage to bring several front line staff members to share and learn about the other Partner's services and how can customers access those service. This will be an important cross training event.

Golden Sierra Workforce Board Regional Updates 5/18/23

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](#)

Golden Sierra continues to coordinate with Sierra College and has met with Folsom Lake Center (Los Rios) to develop strategies that meet the needs of Placer and El Dorado County residents. The colleges are currently in the process of submitting work plans for the use of their awarded RERP funding.

Status for the local boards: Received contract from state. Subcontracts with Valley Vision and the Capital Region Workforce Boards complete.

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) have applied for \$2,000,000 in funding under the P2E 2.0 initiative.

Status: Awarded \$1,111,298.33. Contract received from State. Subcontracts with the Capital Region Workforce Boards have been sent.

The CHIPS and Science Act (CHIPS)

Initial discussions have been occurring related to the region's interest in applying for CHIPS Act funding. Though these conversations are in the preliminary stages, there does appear to be some interest in coordinating efforts around this opportunity. [The CHIPS Act](#) "Creates Helpful Incentives for the Production of Semiconductors". These incentives include funding for the modernization of equipment, retrofitting of facilities, and workforce development among others.

Valley Vision Activities directly supported by the Workforce Boards:

REGIONAL PLAN IMPLEMENTATION:

Digital Inclusion Efforts:

The [Digital Inclusion portal](#) registered **118 users in March** with 70.1% being new users. The highest users of the website were accessing directly (52), through the Capital Regional Digital Inclusion Coalition website (12), Google (9), and SETA/SacramentoWorks (9) and various Los Rios colleges. With the highest number of users from Sacramento County, we also saw users in Yolo, Placer and surrounding areas.

Byte Back is launching their 360 Digital Navigators Program in Sacramento and invites workforce and nonprofit organization team members to participate in free training. The training will equip direct service workers with the skills, resources, and knowledge necessary to support community members with gaining access to the internet and navigating everyday tasks imperative to work, health, education, and life opportunities. This training also teaches the fundamentals of adult learning science, effective teaching strategies, and how to work with someone new to the digital world. The only ask is that within 10-months of completing training the participants will have supported 20 community members with gaining access to the internet and navigating digital tasks. They will be holding their first training cohort from May 8th through May 11th from 11am - 2pm at Valley Vision's office location.

Activities aligned with regional workforce development efforts:

Community Economic Resilience Fund (CERF): 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. Two of three Launch Committee meeting have occurred. Golden Sierra is participating in these committee meetings.

Talent Pipeline Management (TPM):

The Roseville Chamber has brought the U.S. Chamber of Commerce Foundation's Talent Pipeline Management (TPM) Academy to the City of Roseville. The TPM process is intended to advance employer leadership in building high-performing talent pipelines. TPM leverages lessons learned from supply chain management, strategies, and tools to help employers and employer associations play the role of an end-customer in a talent supply chain. The TPM framework is delivered through the TPM Academy. TPM facilitates change management and attempts to close the gap between supply and demand, therefore, preparing students and workers for the most in-demand jobs and careers.

Top benefits of TPM include:

- Built on industry best practices
- Authentically employer-led
- Generates granular, actionable data on employer demand
- Provides a structured and agile process for collective action and decision making
- Engages the full spectrum of talent sourcing providers
- Creates shared value, competitiveness, and accountability
- Focused on employer ROI

The TPM effort is supported by the City of Roseville, Kaiser Permanente, and Golden Sierra.

Sector Specific Convenings:

Energy, Construction and Utilities - We are working on a water related careers advisory for fall which may intersect with Ag careers. Although growth in utility related water careers is not extremely high, jurisdictions are reporting continual shortages in finding qualified candidates for these well-paying careers.

Information, Communications and Technology - The next ICT advisory will be hybrid on October 12th at SCOE with post-event collaboration and networking. A theme has been selected, "Building the Full Stack," looking at short term stackable credentials in addition to overall skills requested by employers. Registration is available [HERE](#).

Health and Life Sciences - We are beginning planning toward a Mental and Behavioral health advisory focused on entry and mid-level occupations in the field. There is a large shortage of available candidates including peer counselors/specialists with a projected growth rate in the field of 22% by 2031.

Advanced Manufacturing - This hybrid advisory took place on February 9th. Panelists agreed on a lack of candidates to meet their talent needs and agreed on the need to diversify the industry. They 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 school pipeline programs and provide career exploration in the field. All employers had internship programs and were in need of additional candidates. The recording and presentation are available [HERE](#).

Fire Technology Careers: The **Firefighting Careers** advisory occurred on April 5th, 2023 with 52 registrants and 38 in attendance. The keynote speaker was from the Regional Fire Diversity Committee and panelists included CalFire, US Forest Service, Sac Metro Fire Department, Cosumnes Fire Department and Roseville Fire Dept. This advisory was virtual with 52 registered and 38 in attendance, and concluded with a share out of Los Rios and North community college fire programs. An article on the main takeaways from the advisory is available [HERE](#).

Hospitality, Culinary and Tourism: This hybrid advisory is scheduled for **Thursday, May 11th, 11am to 1pm**, and includes an optional tour of The Central Kitchen for the first 20 registrants, showcasing large scale institutional occupations in the field. The event will include keynote speaker, Margaret Wong, International Business Woman, Entrepreneur and Restaurateur, including restaurants in Sacramento and Napa. She has served on several state and federal commissions, and will speak to trends in the field. Panel outreach is currently in process.