

**WB MEMBERS**

AMY SCHULZ  
Sierra College

CHRISTINA NICHOLSON  
Whole Person Learning

DANIELA DEVITT  
California Employers Association

JASON BUCKINGHAM  
Golden Sierra Job Training Agency

JEFF SHARP  
Parker's Hot Dogs

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

ROBERT KUKS  
SMART, SMW Local Union No.104

SCOTT ALVORD  
Advanced Development Concepts, LLC

STEVEN CASPERITE  
Placer School for Adults

TINK MILLER  
Placer Independent Resource Services

TODD BEINGESSNER Jr.  
Quick Quack Car Wash

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, March 21, 2024 @ 12:00 pm**

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

*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
- 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 January 18, 2024 EC Meeting 2-3
  - b. Approval of Minutes from February 27, 2024 EC Special Meeting 4-5
  - c. Attendance Log 6
- IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA
- V. WORKFORCE BOARD MEMBERSHIP 7-11
- VI. NOMINATING COMMITTEE UPDATE
- VII. STRATEGIC PLAN DESIGN AND PROCUREMENT UPDATE
- VIII. ONE-STOP OPERATOR
  - Report Out & Direction 12-15
- IX. FUTURE AGENDA ITEMS/NEW BUSINESS
  - Workforce Board Membership Renewals
  - FY 24-25 Agency Budget – Draft
  - FY 24-25 Meeting Schedule
  - One-Stop Operator Annual Evaluation
- X. NEXT MEETING  
Thursday, May 16, 2024 @ 12:00 p.m.
- XI. ADJOURNMENT

**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.

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

**Thursday, January 18, 2024 @ 12:00 pm**

**North State BIA  
1536 Eureka Rd  
Roseville, CA 95661**

**Teleconference Locations:**

Campus, formerly MTI College  
5221 Madison Ave.  
Sacramento, CA 95841

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

Quorum was established and meeting called to order at 12:02 pm by Chair Larkey

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Rick Larkey (Chair)           | <input checked="" type="checkbox"/> Michael Zimmerman (Vice-Chair) |
| <input checked="" type="checkbox"/> Greg Geisler                  | <input checked="" type="checkbox"/> Daniela Devitt                 |
| <input type="checkbox"/> Laurel Brent-Bumb                        | <input checked="" type="checkbox"/> Steven Casperite               |
| <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 Devitt, second by Geisler

**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 16, 2023 EC Meeting
- b. Attendance Log

**Motion** to approve consent agenda items a-b by Devitt, second by Casperite

**Motion** approved unanimously by roll call vote

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

None

V. FY 2023-2024 AGENCY BUDGET – MODIFICATION 1

Buckingham reported out as outlined in the agenda packet; appropriating STEP Grant Award

**Motion** to approve FY 2023-2024 Agency Budget – Modification 1 by Geisler, second by Casperite

**Motion** approved unanimously by roll call vote

VI. WORKFORCE BOARD MEMBERSHIP

Keefe reported out as outlined in the agenda packet

**Motion** to approve a recommendation to forward to the Governing Body, application for Beingessner by Devitt, second by Zimmerman

**Motion** approved unanimously by roll call vote

VII. BOARD INITIATIVES PLAN & DISCUSSION

Roundtable discussion occurred; several investment options were identified:

New Member Retreat, CA Jobs First, Bosch Training/Hiring, Wildfire Mitigation, TPM

**Motion** to approve a percentage of discretionary funding be allocated for Workforce Board Retreat by Casperite, second by Geisler

**Motion** approved unanimously by roll call vote

VIII. ONE-STOP OPERATOR

Report Out: Indiveri reported out as outlined in the agenda packet. Poor/Low attendance at December MOU Partners Quarterly meeting. Next meeting scheduled March 13, 2024. Information only-No action required

IX. FUTURE AGENDA ITEMS/NEW BUSINESS

- Continue Workforce Board Initiatives Plan/EC Retreat Discussion

X. NEXT MEETING

Thursday, March 21, 2024 @ 12:00 pm

XI. ADJOURNMENT

**Motion** to adjourn meeting at 12:45 pm by Larkey

**Motion** approved by Casperite, second by Devitt

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

**Tuesday, February 27, 2024 @ 11:00 am**

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

**Teleconference Locations:  
Hapuna Resort Business Center  
62-100 Kauna'oa Dr.  
Waimea, HI 96743**

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

Quorum was established and meeting called to order at 12:05 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 checked="" type="checkbox"/> Daniela Devitt
<input type="checkbox"/> Laurel Brent-Bumb	<input checked="" type="checkbox"/> Steven Casperite
<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 Casperite

**Motion** approved unanimously by roll call vote

**III. PUBLIC COMMENT – FOR ITEMS ONLY ON THE AGENDA**

None

**IV. STRATEGIC PLAN DESIGN AND PROCUREMENT**

Buckingham reported out as outlined in the agenda packet, Roundtable discussion occurred to define the scope of work for the strategic plan procurement.

**Motion** to approve development of scope of work for a strategic plan consultant procurement to include a long-term strategic plan of 12-18 months in lieu of a 1-day Workforce Board member retreat; by Casperite, second by Geisler

**Motion** approved unanimously by roll call vote

V. NEXT MEETING

Thursday, March 21, 2024 @ 12:00 pm

VI. ADJOURNMENT

**Motion** to adjourn meeting at 11:54 pm by Larkey

**Motion** approved by Geisler, second by Casperite

# EXECUTIVE COMMITTEE MEETING

## ATTENDANCE LOG

**3/21/2024**

<b>Date:</b>	<b>3/22/23</b>	<b>5/18/23</b>	<b>11/16/23</b>	<b>1/18/24</b>	<b>2/27/24</b>	<b>Rate</b>
<b>Executive Committee</b>	<b>EC</b>	<b>EC</b>	<b>EC</b>	<b>EC</b>	<b>EC</b>	
<b>Meeting Type</b>	<i>Special</i>	Regular	Regular	Regular	<i>Special</i>	
Rick Larkey- <b>CHAIR</b>	1	1	1	1	1	100%
Michael Zimmerman- <b>VICE CHAIR</b>	0	1	0	1	0	40%
Daniela Devitt			1	1	1	100%
Laurel Brent-Bumb	1	1	1	0	0	60%
Steven Casperite				1	1	100%
Jason Buckingham	1	1	1	1	1	100%
Greg Geisler	1	1	0	1	1	80%
<b>Total</b>	4	5	4	4	4	

**GOLDEN SIERRA  
WORKFORCE BOARD  
EXECUTIVE COMMITTEE**

**MEMORANDUM**

**DATE:** March 21, 2024  
**TO:** Executive Committee (EC)  
**FROM:** Melissa Keefe, Administrative 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:**

Robert Kuks, Business Representative, Sheet Metal Workers' (SMART) Local Union No. 104, representing Workforce-Labor/Joint Labor, resignation effective 03/07/2024.

Laurel Brent-Bumb, CEO, El Dorado County Chamber of Commerce, representing Business, resignation effective 3/13/2024.

**Application(s):**

Jeff Richard, Cluster Manager, Employment Development Department, representing Government/Economic and Community Development, Wagner-Peyser.

**Vacancies:**

- 1 – Workforce-Labor/Joint Labor vacancy
- 1 – Business vacancy

**Recruitment Efforts:**

The Sacramento Central Labor Council (SCLC) is in the process of assisting Golden Sierra to identify a replacement for the Joint Labor vacancy.

Laurel Brent-Bumb is in the process of assisting Golden Sierra to identify a replacement located within El Dorado County.

## **MEMBERSHIP APPLICATION FORM**

**Person Nominated:** Jeff Richard **Title:** Cluster Manager

**Business Name:** Employment Development Department

**Business Address:** 2901 50<sup>th</sup> Street, Sacramento, CA 95817

**Telephone:** 916-227-2015 **FAX:** 916-227-0211 **E-mail:** jeff.richard@edd.ca.gov

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

**Contact Person:** Shelly Tarver **Title:** Chief, NWSD

**Business Address:** 2901 50th Street, Sacramento, CA 95817

**Telephone:** 916-227-0291 **FAX:** 916-227-0286 **E-mail:** shelly.tarver@edd.ca.gov

**(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 type="checkbox"/> <b>Workforce</b>  | <input type="checkbox"/> Economic & Community Development                           |
| <input type="checkbox"/> Labor organizations   | <input checked="" 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**

2/8/24

**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 am currently the Employment Program Manager III, responsible for the day-to-day workforce service delivery in this region. This is my fourth year with the Employment Development Department (EDD) and in this role. My background is in leadership, change management and recruiting.

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

It would be an honor to serve on the board. As the EDD leader tasked with service delivery in this region, I have an understanding of the local opportunities and challenges the region faces. I am committed to serving this community and have collaborated with other areas leaders to link employers and job seekers. In 2018, I became a Golden Sierra and EDD Customer, that experience inspired me towards a career in workforce development and continuing commitment to help others.

**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

2/8/24

\_\_\_\_\_  
Date



March 11, 2024

Golden Sierra Workforce Development Board  
115 Ascot Drive, Suite 140  
Roseville, CA 95661

Dear Members of the Golden Sierra Workforce Development Board:

With great pleasure, I offer my nomination for Jeff Richard to serve on the Golden Sierra Workforce Development Board as the Employment Development Department's (EDD) Wagner-Peyser representative.

As a Cluster Manager with the EDD Workforce Services Branch, Jeff has demonstrated exceptional dedication and expertise in workforce development. Jeff's leadership in spearheading service delivery initiatives has been exemplary and his understanding of the local workforce landscape, cultivated through extensive experience and collaboration with various stakeholders, uniquely positions him to contribute significantly to the board's objectives.

Having worked alongside Jeff, I have observed an unwavering commitment to bridging the gap between employers and job seekers, resulting in impactful partnerships that drive positive outcomes for the local workforce development area. In addition, Jeff advocates for equity, diversity, and inclusion, recognizing the transformative potential of harnessing our community's collective strengths to address complex workforce challenges. His passion for empowering individuals to achieve their full potential in the workforce system is deeply rooted in his own experience as a previous customer of Golden Sierra and the EDD.

I am confident that Jeff will bring invaluable insights, dedication, and leadership to the Golden Sierra Workforce Development Board, contributing to its mission to "*Convene industry leaders and key partners to identify workforce innovative solutions and measure the success of systems' ability to meet industry and workforce needs.*"

Thank you for considering Jeff Richard's nomination. I wholeheartedly endorse his application and am certain he will serve with distinction and integrity.

Sincerely,

*Shelly Tarver*

Shelly Tarver  
Chief, Northern Workforce Services Division  
Employment Development Department

# OSO PROGRESS REPORT

**To: Workforce Development Board Executive Committee**

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

**Date: March 21, 2024**

**Subj: Progress Report**

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This written OSO Progress Report is being prepared in advance of the March 13, 2024, AJCC MOU Partner Meeting and thus it is abbreviated. I will be giving a verbal update at the March Workforce Development Board meetings. The MOU Partner meeting agenda is included in your agenda for your information. A full Progress Report will be provided at your next meeting. There are other updates to report on.

## **The 2024 AJCC One-Stop System Certification:**

The State has issued a directive giving us the deadline to conduct and complete the 2024 self-certification of our local One-Stop System. That deadline is November 1, 2024. The certification is to respond to seven indicators that speak to customer service and agency partnership issues. A timetable has been developed that gives the key activities and dates in this process. That timetable has been shared with the WDB members and the MOU Partners, who are encouraged to review and comment on the draft Certification response. The comment period is scheduled to be from June 1 through July 1.

## **Labor Market Update:**

The March 8th U.S. Department of Labor Jobs Report for February showed that the job market is still in a steady growth mode. The U.S. economy has added an average of 230,000 net new jobs per month over the past year. The February amount was estimated to be 275,000, while January was revised down to 229,000. The *Unemployment Rate* rose to 3.9 %, which indicates that more persons are actively seeking work. The *Labor Market Participation Rate* held steady at 62.5 %. Pre-pandemic the rate was 63.3, and at the height of the pandemic it fell to 60.1 %. Current wage gains were moderate. And in a boost to employers, the *Quit Rate* continued to decrease to normal pre-pandemic lows at 2.1 %. In 2022, the rate was near 4.0 %.

# GOLDEN SIERRA AJCC MOU PARTNERS MEETING

March 13, 2024

2:00-4:00

Call-in meeting

Join Zoom Meeting

<https://us06web.zoom.us/j/85817712720?pwd=Ua48Ja0i1w8aSxbVn74WV7dHaAYqXQ.1>

Meeting ID: 858 1771 2720

Passcode: 738471

***Purpose Statement:** The Golden Sierra AJCC MOU Partners convene on a regular basis to coordinate, align, and where possible, integrate our workforce development activities. Our workforce services are provided regionwide to employers/businesses and job/career seekers.*

## AGENDA

1. Introductions: MOU Partners/guests:
  - Advance-Lake Tahoe Community College
  - Sierra College
  - Placer County HHS
  - El Dorado County HHS
  - Calif. Dept of Vocational Rehabilitation
  - Roseville JUHSD
  - Calif. Indian Manpower Consortium
  - Employment Development Department (EDD)
  - Placer School for Adults (PSA)
  - Calif. Human Development Corp.
  - Golden Sierra Job Training
  - Valley Vision-Regional OSO
2. One-Stop Operator Remarks:
  - Labor Market Highlights
  - 2024 One-Stop System Certification Timetable-updated
  - [Workforce Investment Board | Golden Sierra](#)

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 12, 2024, 2:00 pm, Discussion Item

### **Meeting Schedule for 2024**

March 13

June 12

September 18

December 11

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

# GOLDEN SIERRA WORKFORCE AREA

## 2024 ONE-STOP SYSTEM CERTIFICATION TIMETABLE (Updated)

<u>PERIOD</u>	<u>EVENT/MILESTONE</u>
March 2024	OSO emails to MOU Partners the link to the 2021 Golden Sierra Certification and 2024 Timetable. Request the Partners to review it.
March-May 2024	OSO drafts the updated 2024 Certification.
June 1, 2024	Draft is sent to WDB staff, Partners & WDB for review <b><u>Comments due by July 1, 2024.</u></b>
August 2024	OSO incorporates comments into draft.
September 2024	WDB Executive Committee reviews & approves 2024 Certification.
September 2024	WDB reviews & approves the 2024 Certification.
October 2024	Golden Sierra 2024 One-Stop System Certification submitted to the State.

Link to the 2021 Golden Sierra One-Stop System Certification:

<https://goldensierra.com/wdb/>