

**GOLDEN SIERRA JOB TRAINING AGENCY**

**GOVERNING BODY  
REGULAR MEETING  
MINUTES**

**Thursday, January 25, 2024 @ 1:00 pm**

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order at 1:07 pm by Supervisor Parlin

Governing Body:

Bonnie Gore                       Lori Parlin                       Irvin Jim

GSJTA Staff:

Jason Buckingham                       Melissa Keefe                       Lisa Nelson  
 Darlene Galipo

Guests: None

II. APPROVAL OF AGENDA

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

**Motion** approved unanimously

III. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.

a. Approval of Minutes from November 17, 2023 GB Meeting

**Motion** to approve Consent Agenda as presented, by Gore, second by Parlin

**Motion** approved unanimously

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

None

V. CHAIR AND VICE CHAIR NOMINATIONS EFFECTIVE 2024

Keefe reported out as outlined in the agenda packet.

Gore nominated Parlin to continue as Chair; Parlin accepted

Parlin nominated Gore as Vice Chair, Gore accepted

**Motion** to accept appointments for FY 2024-2025 as outlined above, by Gore, second by Parlin

**Motion** approved unanimously

VI. WORKFORCE BOARD MEMBERSHIP

Keefe reported out as outlined in the agenda packet; Correction to memo: remove (s) from Richards, correct spelling Jeff Richard, Application Beingessner Jr.

**Motion** to approve Workforce Board Membership as presented, by Gore, second by Parlin

**Motion** approved unanimously by roll call vote

VII. FY 2023-2024 AGENCY BUDGET - MODIFICATION

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

**Motion** to approve FY 2023-2024 Agency Budget Modification 1, as presented, by Gore, second by Parlin

**Motion** approved unanimously

VIII. STEP GRANT AWARD

Buckingham reported out as outlined in the agenda packet

**Motion** to approve and award STEP Grant contract to Meristem, Inc., as presented, by Gore, second by Parlin

**Motion** approved unanimously

IX. RESOLUTION 23-04 – PEMHCA RATE

Buckingham reported out as outlined in the agenda packet; Resolution 23-04 replaces Resolution 23-02

**Motion** to approve Resolution 23-04 – PEMHCA Rate, as presented, by Gore, second by Parlin

**Motion** approved unanimously

X. DIRECTOR'S UPDATE

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

XI. WIOA SERVICE PROVIDER REPORTS

Information & Reports shared in agenda packet; no action required

- a. ADVANCE - Alpine / South Lake Tahoe
- b. Golden Sierra Job Training Agency – Placer & El Dorado County

XII. FUTURE AGENDA ITEMS

- a. Conflict of Interest
- b. Amended Position Roster
- c. Executive Director's Evaluation (closed session)
- d. Signature Authority
- e. Future Joint Meeting with Executive Committee requested

XIII. NEXT MEETING

Thursday, March 28, 2024 @ 10:00 am

Supervisor Gore unavailable Thursday March 28<sup>th</sup>; @ 10:00 am, tentative new date Wednesday March 27, 2024 @ 10:00 am (Gore and Parlin to confirm)

XIV. ADJOURNMENT

**Motion** to adjourn at 1:58 am by Gore, second by Parlin

**Motion** approved unanimously