

WB MEMBERS

AMY SCHULZ
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JEFF RICHARD
Employment Development Department

JEFF SHARP
Parker's Hot Dogs

KYLE ZIMBELMAN
County of El Dorado

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

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, May 16, 2024 @ 12:00 pm

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

Teleconference Location:
Campus, formerly MTI College
5221 Madison Ave
Sacramento, CA 95841

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 21, 2024 EC Meeting 3-5
 - b. Attendance Log 6
- IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA
- V. FY 2024-2025 AGENCY BUDGET – DRAFT 7-13
- VI. FY 2024-2025 MEETING SCHEDULE 14-15
- VII. WORKFORCE BOARD MEMBERSHIP & RENEWALS 16-20
- VIII. STRATEGIC PLAN DESIGN AND PROCUREMENT UPDATE
- IX. ONE STOP OPERATOR - REPORT OUT 21-23
- X. ONE-STOP OPERATOR ANNUAL EVALUATION 24-26
- XI. FUTURE AGENDA ITEMS/NEW BUSINESS
 - AJCC Certification
 - One Stop Operator Procurement/ Award
 - Strategic Plan Design and Procurement Con't.
 - FY 2024-2025 Agency Final Budget (September)

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.

XII. NEXT MEETING

Thursday, July 18, 2024 @ 12:00 p.m. (TBD)

XIII. ADJOURNMENT

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

Thursday, March 21, 2024 @ 12:00 pm

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Chair Larkey announced the resignation of Laurel Brent-Bumb with over 23 years served on the Executive Committee.

Quorum was established and meeting called to order at 12:00 pm by Chair Larkey

<input checked="" type="checkbox"/> Rick Larkey (Chair)	<input checked="" type="checkbox"/> Michael Zimmerman (Vice-Chair)
<input checked="" type="checkbox"/> Greg Geisler	<input type="checkbox"/> Daniela Devitt
<input checked="" type="checkbox"/> Jason Buckingham (Ex-Officio)	<input checked="" type="checkbox"/> Steven Casperite

GSJTA Staff:

Melissa Keefe
 Lisa Nelson

One-Stop Operator:

Michael Indiveri

GUESTS: None

II. APPROVAL OF AGENDA

Motion to approve agenda by Casperite, 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 January 18, 2023 EC Meeting
- b. Approval of the Minutes from February 27, 2024 EC Special Meeting
- c. Attendance Log

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

Motion approved unanimously by roll call vote

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Casperite shared that Placer School for Adults is currently in negotiations to take over the Tahoe Truckee Adult School and the Nevada County Adult School

V. WORKFORCE BOARD MEMBERSHIP

Keefe reported out as outlined in the agenda packet; Resignations for Brent-Bumb and Kuks; Application received for Jeff Richard

Motion to approve a recommendation to forward to the Governing Body, application for Richard by Geisler, second by Zimmerman

Motion approved unanimously by roll call vote

VI. NOMINATING COMMITTEE UPDATE

Keefe provided a verbal report out and update; Nomination Committee held its 1st meeting on March 27th to determine process and timeline for selecting the 2024-2026 Chair and Vice-Chair; solicitation email was sent out March 13th and responses/nominations due by March 28th. Zimmerman stepped down as Vice-Chair for the 2024-2026 term. No action required.

VII. STRATEGIC PLAN DESIGN AND PROCUREMENT UPDATE

Discussion resulted in suggesting the “Identification of 2-3 Goals over the next 12-24 months” in the areas of:

- Labor Supply
- Labor Demand
- Geographic Region
- Within the potential target areas of: Youth (16-24), Low-Income Adults, and/or People with Disabilities

Next step is to identify 2-3 consultants to be interviewed by the Executive Committee. No action required.

VIII. ONE-STOP OPERATOR

- Report Out & Direction: Indiveri provided a verbal report out, as outlined in the agenda packet. Last meeting was March 13, 2024, full report will be provided at our next meeting. OSO Certification draft will be available June 1st, allowing a 30-day comment period, with certification final draft due in November. Next AJCC quarterly meeting is scheduled for June 12, 2024 In-Person at Advance/Lake Tahoe Community College in South Lake Tahoe. Information Only-No action required.

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
- Strategic Plan Design and Procurement Update

X. NEXT MEETING

Thursday, May 16, 2024 @ 12:00 pm (TBD)

XI. ADJOURNMENT

Motion to adjourn meeting at 12:53 pm by Larkey

Motion approved by Geisler

EXECUTIVE COMMITTEE MEETING

ATTENDANCE LOG

5/16/2024

Date:	5/18/23	11/16/23	1/18/24	2/27/24	3/21/24	Rate
Executive Committee	EC	EC	EC	EC	EC	
Meeting Type	Regular	Regular	Regular	Special	Regular	
Rick Larkey- CHAIR	1	1	1	1	1	100%
Michael Zimmerman- VICE CHAIR	1	0	1	0	1	60%
Daniela Devitt		1	1	1	0	75%
Steven Casperite			1	1	1	100%
Jason Buckingham	1	1	1	1	1	100%
Greg Geisler	1	0	1	1	1	80%

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: May 16, 2024
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: Fiscal Year 2024-2025 Agency Budget – Draft

Before the Executive Committee for review is the Fiscal Year (FY) 2024-2025 Agency Budget - Draft. The budget has been developed based on estimated allocation awards for the *Workforce Innovation and Opportunity Act* (WIOA) FY 2024-2025 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 budget draft is scheduled for review by the Workforce Board on May 16, 2024 and will be recommended for approval by the Governing Body on May 30, 2024, 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 I award from the *Workforce Innovation and Opportunity Act (WIOA)*. Additionally, the Agency administers miscellaneous grants and awards that complement the WIOA Title I objectives and the stated purpose of the JPA.

Approach in Developing the Draft Budget for Fiscal Year 2024/2025

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 2024/2025 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 I 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 received additional RERP funding from Sierra College which will directly support the RERP effort within the Golden Sierra Region. In FY 2023/2024 the Agency received funding for the Student Transition Employment Program (STEP). We expect \$339,276 to be spent in fiscal year 2024/2025.

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 utilize financial resources to meet the debt service required payments for the liabilities of the JPA, and participate in the continued development of both local and regional workforce systems.

Approved By:
Executive Committee:
Workforce Board:
Governing Body

Additional Notes – Draft Budget FY 2024/2025

Note:

- The funding Notice of Award for FY 2024/2025 has not been published at the time of the development of the budget. The assumption is that the allocation funding award may reflect a 5% reduction of the funds received for 2023/2024.
- The Draft Budget for FY 2024/2025 is being presented utilizing estimated carryover figures.
- The Draft Budget assumes that approximately 55% 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 20%. This is primarily a result of nearing the end of regional, National Dislocated Worker and recovery grants, and no new non-allocation grants being awarded. There is one pending application. WIOA carry-in from FY2023/2024 is slightly lower than the previous fiscal year. This is a result of having fewer encumbered, or earmarked contracts that carry in to FY 2024/2025.
- Retiree benefits reflect an increase due to a number of factors; 1) recent retirement and the change in Agency health care contributions in alignment with the Agency's collective bargaining agreement at an estimate of \$30,000, and 2) increased pension formula costs that accounts for \$55,000.
- Salaries and benefits reflect an increase due to a number of factors associated with the Agency's collective bargaining agreement. The largest being; 1) health care contributions at an estimate of \$35,000, and 2) merits and cost of living adjustments at an estimate of \$25,000.
- Services and Supplies as well as professional services have been reduced in alignment with grant funding resources.
- Career and Training Services expenditures are reduced in alignment with the anticipated 5% reduction in grant funding, as well as the reduction of non-allocation grant funds.

Description of Schedules		
<u>Schedule 1</u>	<u>Consortium Final Mod 1 2023/2024 to Draft 2024/2025 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 FY23/24 Final Budget Mod 1 to the proposed Draft Budget for FY24/25
<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 PY23/24 carry-in funds and PY24/25 WIOA funding to be administered by the Agency.
	Placer County Career and Training Services:	Includes PY23/24 carry-in funds and PY24/25 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 PY23/24 and Planned PY24/25 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>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 <u>STEP</u> - DOR Student Transitional Employment Program. W2 work experience for students with disabilities (SWD)
	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

L i n e #		A		B		C		B/A	
		Consortium Fiscal Year 2023/2024 Final Mod 1	% of Total Funding	Consortium Fiscal Year 2024/2025 Draft Budget	% of Total Funding	Column A less Column B Change Between 2023/2024 Final Mod 1 Budget to 2024/2025 Draft Budget	Percent Change from 2023/2024 Mod 1 Budget to 2023/2024 Draft Budget		
Funding Sources:									
1	Carry-In WIOA Allocation	\$ 1,299,215	16.60%	\$ 1,209,002	19.37%	\$ (90,213)		-6.94%	SOURCES
2	Awarded WIOA Allocations	\$ 2,581,311	32.99%	\$ 2,452,244	39.29%	\$ (129,067)		-5.00%	
3	Carry-In RR/LA	\$ -	0.00%	\$ -	0.00%	\$ -			
4	Awarded Rapid Response Funds	\$ 299,337	3.83%	\$ 284,370	4.56%	\$ (14,967)		-5.00%	
5	Awarded Layoff Aversion Funds	\$ 53,689	0.69%	\$ 51,005	0.82%	\$ (2,684)		-5.00%	
6	Non Allocation Awards Carried In	\$ 2,834,450	36.23%	\$ 2,244,690	35.97%	\$ (589,760)		-20.81%	
7	Non-Allocation Awards (New)	\$ 756,276	9.67%	\$ -	0.00%	\$ (756,276)		-100%	
8	Total Funding Sources	\$ 7,824,278		\$ 6,241,311		\$ (1,582,967)		-20.23%	
Expenditures:									
9	Retiree Benefits	\$ 667,960	8.54%	\$ 751,082	12.03%	\$ 83,122		12.44%	EXPENDITURES
10	Salaries and Benefits	\$ 1,846,492	23.60%	\$ 1,899,609	30.44%	\$ 53,117		2.88%	
11	Services and Supplies	\$ 461,336	5.90%	\$ 407,358	6.53%	\$ (53,978)		-11.70%	
12	Professional Services	\$ 120,795	1.54%	\$ 129,510	2.08%	\$ 8,715		7.21%	
13	Salaries, Services, and Supplies Total	\$ 3,096,583	39.58%	\$ 3,187,559	51.07%	\$ 90,976		2.94%	
Career & Training Services									
14	Placer County	\$ 365,997	4.68%	\$ 203,149	3.25%	\$ (162,848)		-44.49%	DIRECT CLIENT EXPENDITURES
15	El Dorado County	\$ 231,924	2.96%	\$ 125,959	2.02%	\$ (105,965)		-45.69%	
16	SLT & Alpine County	\$ 170,000	2.17%	\$ 165,750	2.66%	\$ (4,250)		-2.50%	
17	Non Allocation Carried in From Prev FY	\$ 59,734	0.76%	\$ 334,998	5.37%	\$ 275,264		460.82%	
18	Non-Allocation Awards (New)	\$ 321,622	4.11%	\$ -	0.00%	\$ (321,622)		-100%	
19	Regional Contracts	\$ 1,950,115	24.92%	\$ 1,256,244	20.13%	\$ (693,871)		-35.58%	
20	Career & Training Services Total	\$ 3,099,392	39.61%	\$ 2,086,100	33.42%	\$ (1,013,292)		-32.69%	
21	Board Initiatives	\$ 20,000	0.26%	\$ 30,000	0.48%	\$ 10,000		0.00%	WORKFORCE BOARD EXPENDITURES
22	Non allocation Carry-out to New FY	\$ 885,536	11.32%	\$ 251,026	4.02%	\$ (634,510)		-71.65%	CARRYOUT
23	Allocation carry-out to New FY	\$ 722,768	9.24%	\$ 686,628	11.00%	\$ (36,140)		-5.00%	
24	Carry-out to PY 24 Total	\$ 1,608,304	20.56%	\$ 937,654	15.02%	\$ (670,650)		-41.70%	
25	TOTAL EXPENDITURES	\$ 7,824,279		\$ 6,241,311		\$ (1,582,968)		-20.23%	
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 24	\$ 258,132	\$ 362,743		\$ 225,754	\$ 117,726	\$ 159,647	\$ 85,000
2	Allocation Awards PY 25	\$ 245,224	\$ 931,853	\$ -	\$ 294,269	\$ 336,329	\$ 563,819	\$ 80,750
5	Awarded Rapid Response Funds PY 25	\$ -	\$ -	\$ 284,370	\$ -	\$ -	\$ -	\$ -
6	Awarded Layoff Aversion Funds PY 25			\$ 51,005	\$ -	\$ -	\$ -	\$ -
7	Carry-In Non-Allocation from PY 24							
8	Actual Non-Allocation Awards PY 25				\$ -	\$ -	\$ -	\$ -
9	Total Funding Sources	\$ 503,356	\$ 1,294,596	\$ 335,375	\$ 520,023	\$ 454,055	\$ 723,466	\$ 165,750
	Expenditures:							
	Consortium Operations:							
10	Retiree Benefits	\$ -	\$ 540,974	\$ 60,108	\$ -	\$ -	\$ -	\$ -
11	Salaries and Benefits	\$ 181,815	\$ 240,862	\$ 188,336	\$ 332,865	\$ 250,084	\$ 337,727	\$ -
12	Services and Supplies	\$ 18,429	\$ 133,287	\$ 79,014	\$ 95,304	\$ 4,690	\$ 59,733	
13	Professional Services	\$ 57,888	\$ 45,020	\$ 6,000	\$ 3,000	\$ -	\$ -	
14	Consortium Operations Total	\$ 258,132	\$ 960,143	\$ 333,458	\$ 431,169	\$ 254,774	\$ 397,460	\$ -
	Career & Training Services							
	Program Year 2023/2024 WIOA/Other - Rebudget							
15	Non-Allocation Awards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
16	Placer County	-	-	-	-	-	\$ 40,416	\$ -
17	El Dorado County	-	-	-	-	\$ 29,000	-	-
18	SLT and Alpine County	-	-	-	-	-	-	\$ 85,000
	Program Year 2024/2025 WIOA/Other							
19	Non-Allocation Awards	-	-	-	-	\$ -	\$ -	\$ -
20	Placer County	-	-	-	-	\$ -	\$ 162,733	\$ -
21	El Dorado County	-	-	-	-	\$ 96,959	\$ -	\$ -
22	SLT and Alpine County	-	-	-	-	\$ -	\$ -	\$ 80,750
23	Regional Contracts							
24	Career & Training Services Total	\$ -	\$ -	\$ -	\$ -	\$ 125,959	\$ 203,149	\$ 165,750
25	Board Initiatives	\$ -	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -
26	PY 25 Award Expend in Second Year	\$ 245,224	\$ 186,371	\$ -	\$ 58,854	\$ 73,322	\$ 122,857	\$ (0)
27	Future Year Expend Non-Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
28	PY 25 WIOA Additional Pension Support (ADP)	\$ -	\$ 148,083	\$ 1,917	\$ -	\$ -	\$ -	\$ -
29	TOTAL EXPENDITURES	\$ 503,356	\$ 1,294,596	\$ 335,375	\$ 520,023	\$ 454,055	\$ 723,466	\$ 165,750
30	Net Income/(Loss)	\$ -	\$ (0)	\$ (0)	\$ 0	\$ (0)	\$ (0)	\$ 0

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

		<u>H</u>	<u>I</u>	<u>J</u>	<u>K</u>	<u>L</u>	<u>M</u>
		RERP	P2E 2.0	RERP Sierra College	STEP	Ticket to Work	Total of all Funding Sources and Expenditures
Funding Sources:							
1	Carry-In Allocation Funds from PY 24						\$ 1,209,002
2	Allocation Awards PY 25						\$ 2,452,244
5	Awarded Rapid Response Funds PY 25						\$ 284,370
6	Awarded Layoff Aversion Funds PY 25						\$ 51,005
7	Carry-In Non-Allocation from PY 24	\$ 1,025,166	\$ 636,976	\$ 56,946	\$ 339,276	\$ 186,326	\$ 2,244,690
8	Actual Non-Allocation Awards PY 25						\$ -
9	Total Funding Sources	\$ 1,025,166	\$ 636,976	\$ 56,946	\$ 339,276	\$ 186,326	\$ 6,241,311
	Expenditures:						
	Consortium Operations:						
10	Retiree Benefits						\$ 601,082
11	Salaries and Benefits	\$ 120,476	\$ 130,787	\$ 46,696	\$ 69,961		\$ 1,899,609
12	Services and Supplies	\$ 9,622	\$ 6,079		\$ 1,200		\$ 407,358
13	Professional Services		\$ 1,607		\$ 15,995		\$ 129,510
14	Consortium Operations Total	\$ 130,098	\$ 138,473	\$ 46,696	\$ 87,156	\$ -	\$ 3,037,559
	Career & Training Services						
	Program Year 2023/2024 WIOA/Other - Rebudget						
15	Non-Allocation Awards	\$ 38,560	\$ 44,318		\$ 252,120		\$ 334,998
16	Placer County						\$ 40,416
17	El Dorado County						\$ 29,000
18	SLT and Alpine County						\$ 85,000
	Program Year 2024/2025 WIOA/Other						\$ -
19	Non-Allocation Awards						\$ -
20	Placer County						\$ 162,733
21	El Dorado County						\$ 96,959
22	SLT and Alpine County						\$ 80,750
23	Regional Contracts	\$ 830,768	\$ 425,476				\$ 1,256,244
24	Career & Training Services Total	\$ 869,328	\$ 469,794	\$ -	\$ 252,120	\$ -	\$ 2,086,100
25	Board Initiatives	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,000
26	PY 25 Award Expend in Second Year	\$ -	\$ -			\$ -	\$ 686,628
27	Future Year Expend Non-Allocation	\$ 25,741	\$ 28,709	\$ 10,250	\$ -	\$ 186,326	\$ 251,026
28	PY 25 WIOA Additional Pension Support (ADP)	\$ -	\$ -			\$ -	\$ 150,000
29	TOTAL EXPENDITURES	\$ 1,025,166	\$ 636,976	\$ 56,946	\$ 339,276	\$ 186,326	\$ 6,241,311
30	Net Income/(Loss)	\$ -	\$ 0	\$ -	\$ (0)	\$ -	\$ (0)

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

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: May 16, 2024
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: FY 2024-2025 Executive Committee Meeting Schedule

Staff are seeking approval of the following for the FY 2024-2025 Executive Committee meeting schedule.

The current schedule for FY 2023-2024 is the 3rd Thursdays of odd months;
12:00 pm-1:00 pm.

FY 2024/2025 Meeting Schedule

Month/Year	Governing Body (GB)	Workforce Board (WB)	Executive Committee (EC)
July/2024	7/25/24	7/18/24	7/18/24
August/2024			
September/2024	9/26/24	9/19/24	9/19/24
October/2024			
November/2024	TBD *	11/21/24	11/21/24
December/2024			
January/2025	1/23/25	1/16/25	1/16/25
February/2025			
March/2025	3/27/25	3/20/25	3/20/25
April/2025			
May/2025	5/22/25	5/15/25	5/15/25
June/2025			
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 16, 2024
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.

Application(s):

- Eric Henkel, District Union Representative, United Food and Commercial Workers (UFCW 8, Golden State), representing Workforce-Labor

Renewal(s) – Term date 7/1/24 – 6/30/28:

- Daniela Devitt, Sierra College, representing Business
- Michael Snead, Placer School for Adults, representing Business
- Jason Buckingham, Golden Sierra Job Training Agency, representing Workforce Innovation and Opportunity Act (WIOA)

Vacancies:

1 – Business vacancy

Recruitment Efforts:

Golden Sierra is working to identify a business representative replacement located within El Dorado County.

MEMBERSHIP APPLICATION FORM

Person Nominated: Eric Henkel Title: District Union Rep.

Business Name: UFCW-8GS

Business Address: 2200 Professional Dr. Suite 100 Roseville, CA 95661

Telephone: 530-409-2318 FAX: _____ E-mail: ehenkel@ufcw8.org

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

Contact Person: Fabrizio Sasso Title: Executive Director

Business Address: 2617 K Street, Suite 175 Sacramento, CA 95816

Telephone: (916) 927-9772 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 checked="" 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 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 | |

Eric Henkel
Signature

3/6/24
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 have dedicated my life to labor and social justice. I was the former President of the San Joaquin/ Calaveras CLC, President of NVLF San Joaquin Chapter, NVLF- executive board member, organizer, and possess strong desire to learn more.

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

I have a brief understanding of the WDB from my time with the Labor council and working with past and current representatives of the WDB in San Joaquin/ Calaveras and Stanislaus Tuolumne CLC

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

5/6/24

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

May 6, 2024

Dear Ms. Keefe,

On behalf of the Sacramento Central Labor Council, AFL-CIO, we would like to officially support Eric Henkel of the United Food & Commercial Workers Local 8 to fill the current vacant labor seat on the Golden Sierra Workforce Board.

Mr. Henkel comes recommended as a dedicated advocate for workers and workforce development through his years of his experience working with UFCW 8. We believe he will add great value to the Golden Sierra Workforce Board and hope you will select him to serve on this board.

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

Respectfully,

Fabrizio Sasso
Executive Director

OSO PROGRESS REPORT

To: Workforce Development Board Executive Committee

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

Date: May 16, 2024

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 13, 2024. It was a Zoom event. The next meeting is scheduled for June 12, 2024. What follows is the summary of the partners in terms of services to their customers/students. The event was attended by Advance-South Lake Tahoe, Placer School for Adults (PSA), , Employment Development Department (EDD), State Department of Vocational Rehabilitation (DOR), Placer County CalWORKs/Business Assistance Network, Golden Sierra Job Training Agency (GSJTA), Valley Vision and the OSO. 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 (DOL)

Agenda Highlights

One-Stop Operator Remarks

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 %.

April Updates: In March, the U.S. economy added a seasonally adjusted net 303,000 jobs, lowering the national unemployment rate to 3.8%. Nearly all job sectors showed growth, especially Healthcare and Construction. (Information and Utilities were unchanged, while Manufacturing had a slight decline.) The Labor Market Participation Rate climbed to 62.7%. In California, the news was not as positive. As reported on April 9, the State has recovered 3.03 million jobs since the height of the pandemic, but California lost 3,400 net jobs in February. The State's unemployment rate was 5.3% up from 4.5% a year ago. The Sacramento area unemployment rate usually runs about a point lower than the State rate.

Partner Summaries:

Advance-Several key programs are going gangbusters. These are the Forestry and the Fire Academies (which is being revamped). They also offer local apprenticeships such as culinary Academy and Ski Lift Maintenance. They are developing a 100-bed dorm. There is good news to report on the housing issue for the Tahoe workforce. Sugar Pine Valley is opening up 68 moderately priced housing units. The goal is to get to 248 units.

PSA- Their enrollment has been solid the past year. They are currently providing pre-apprenticeships training, ESL, GED HS Diploma, inmate education and CTE in medical assisting and truck driving. They want to connect with GSJTA and DOR on this training. They are requesting partners to provide training options for the jail inmate program. They are present in Auburn and Lincoln. They are looking to provide education services in the Truckee-North Tahoe region. Golden Sierra and Advance may offer some ideas.

GSJTA-In addition to their ongoing WIOA allocation, they are currently running four special grants that are focused on students with disabilities, low-income folks, ESL and justice-involved persons. They are working with several partners on various upcoming job fairs this spring. GSJTA is also reaching out to the MOU Partners regarding updating local One-Stop Infrastructure funding for the upcoming period.

EDD- Their Sacramento Job Center is seeing around 160-170 customers on a daily basis for a variety of job search and career information. Their customers are also seeking UI and Veteran services information. In addition to working with regional partners on job fairs, they recently conducted an in-person job fair that featured 14 employers and 225 attendees. They have arranged regular employer presentations who are looking for workers. They are also promoting their Virtual Job Center that covers a wide range job search and career preparation information and guidance. GSJTA also promotes the Center. Placer County and State DOR will be seeking more ways their customers can connect with this service.

Placer County HHS/CalWORKs- Reported that their new service center in Auburn at the Dewitt Center has opened up and seeing customers. They provide in-person and virtual services, such as their virtual job fair. They have scheduled an April 18th meeting of the Business Engagement Team. This is where they coordinated with partners how to work with the employer community.

DOR-The Roseville office is serving an historic high in customer flow through in-person and virtual connections with information seekers and current enrollees. They have a mandate to move their enrollees along in their employment plans as they plan for the current and following budget cycles. Their STEP program for youth is growing. They are working close with GSJTA, Sierra College and PRIDE on common customers. Some of their customers are enrolling into Truck Driving training.

Valley Vision-They gave an update on their key current projects such as Advisory on Public Safety Dispatchers, Telecommunications/ Broadband Infrastructure, Agricultural technology, and the Regional Event on Master Education. For further updates please go their website, ValleyVision.org/events.

Next MOU Partner Meeting:

The next quarterly MOU Partner meeting is scheduled to be an In-Person meeting in South Lake Tahoe, hosted by Advance. The Advance program is located on the Lake Tahoe Community College campus. The meeting will be available by technology for those who cannot attend in person.

**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: May 16, 2024
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 future service agreements 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.

Successful annual reviews will be necessary prior to approval of any future contracts.

A procurement is currently underway to award services after the completion of this 4th year contract.

Golden Sierra Workforce Board OSO Evaluation Tool
Bi-Annual or Annual Evaluation [5/16/2024]

<i>Service</i>	<i>Evaluation</i>	<i>One-Stop Operator Comments</i>
<p>In conjunction with Workforce Board oversight and designated administrative staff, the One-Stop Operator will coordinate the implementation of negotiated Memorandums of Understanding (MOUs) and Cost Sharing Agreements (CSA) with all mandated partners.</p>	<p>The OSO demonstrates an understanding of who the required One-Stop partners are, what they have agreed to, and what contributions they make to the local workforce development system and its one-stop center(s).</p>	<p>As the One-Stop Operator (OSO), I have coordinated, and continue to work with the WDB administrative staff in the implementation process of the WIOA AJCC 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.</p>
<p>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.</p>	<p>The OSO complies with relevant One-Stop Certification Directives and timelines, conducts an appropriate certification, identifies opportunities for improvement and implements a strategy that utilizes the findings to improve the local system.</p>	<p>Every 3 years the OSO conducts the State Required One-Stop Certification, which contains 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. Currently I am conducting the AJCC 2024 One-Stop Certification. My draft is scheduled to be available for a 30-day review/comment period by the WDB and MOU Partners on June 1, 2024. Later this summer and fall, the WDB Executive Committee and WDB will review and approve the Certification to be submitted to the State by November 1.</p>
<p>Convene and facilitate meetings with workforce leadership within the Golden Sierra region that focus on systems alignment, process improvement and building value added collaboration amongst system partners toward meeting industry need. These meetings should occur at least quarterly.</p>	<p>The OSO demonstrates an understanding of who the required partners are and has included these partners and other valued stakeholders to the integration meetings. These meetings are documented as having been conducted at least quarterly</p>	<p>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 helps ensure that there will be no service overlap that confused or frustrate customers</p>
<p>Support ongoing dialogue between labor, business, education, community, economic development, and all partners throughout the public workforce system in an effort to encourage alignment and promote services to individuals with barriers to employment.</p>	<p>The OSO integration meetings are designed to add value to all system partners by facilitating dialogue and partnership in order to meet business and industry needs. This process is shared with, and discussed with the Executive Committee.</p>	<p>The quarterly MOU 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. The Quarterly Partner meetings continues to be productive, and the forum allows partners share and work on coordination, alignment, and service integration issues.</p>

Golden Sierra Workforce Board OSO Evaluation Tool
Bi-Annual or Annual Evaluation [5/16/2024]

<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	As addressed in the above sections, the quarterly WIOA MOU Partner meetings, and the OSO's Reports to the WDB cover the requirements of this section. The Workforce Development Board and its Executive Committee regularly receive both 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.	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 past One-Stop Certifications, 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. 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	The WDB and the WDB Executive receive regular updates from the OSO on promising practices being conducted by the WIOA Partners. 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.	The OSO participates in all regular meetings of the WDB and WDB Executive Committee through written Memos and Progress Reports and/or verbal presentations. 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.	The OSO reviews the local and regional WIOA plans as they are released. The OSO also tracks the activities of the California WDB and the California Workforce Association to see the current issues affecting regional and local workforce services.

Evaluation Schedule:

- May 16, 2024 – Annual - need to complete eval at this time in order to issue 4th year contract.