

WB MEMBERS

AMY SCHULZ
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

ERIC HENKEL
UFCW-8 Golden State

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
Campus, formerly known as MTI College

NICK GUNN
The NiVACK Group

RANA GHADBAN, *Vice-Chair*
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**

Wednesday, July 24, 2024 @ 12:00 pm

**Golden Sierra Job Training Agency (Boardroom)
115 Ascot Dr.
Roseville, CA 95661**

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.	<u>ROLL CALL AND INTRODUCTION OF GUESTS</u>	
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	All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.	
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IX.	<u>AJCC OPERATOR ANNUAL EVALUATION</u>	21-23
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XI.	<u>FUTURE AGENDA ITEMS/NEW BUSINESS</u>	
	<ul style="list-style-type: none"> • Strategic Plan Facilitation • FY 2024-2025 Agency Final Budget (September) • AJCC Operator Procurement/Award Cont. • AJCC Certification 	
XII.	<u>NEXT MEETING</u>	
	Thursday, September 19, 2024 @ 12:00 p.m.	
XIII.	<u>ADJOURNMENT</u>	

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.

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

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**

I. ROLL CALL AND INTRODUCTION OF GUESTS

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"/> Daniela Devitt	<input checked="" type="checkbox"/> Greg Geisler	<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 Devitt

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 March 21, 2024 EC Meeting
- b. Attendance Log

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

Motion approved unanimously by roll call vote

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Casperite shared Department of Rehabilitation and Placer School for Adults had a great meeting following event held at Sierra College

V. FY 2024-2025 AGENCY BUDGET – DRAFT

Buckingham reported out as outlined in the agenda packet; correction on Schedule 1, column B/A to read “Percent change from 2023/2024 Mod 1 Budget to **2024-2025** Draft Budget (currently reads 2023/2024 Draft Budget).

Motion to approve FY 2024-2025 Agency Budget – Draft as amended, by Devitt, second by Casperite

Motion approved unanimously by roll call vote

VI. FY 2024-2025 MEETING SCHEDULE

Buckingham reported out as outline in the agenda, to keep current schedule, 3rd Thursday of Odd months at 12pm.

Motion to approve FY 2024-2025 Meeting Schedule by Geisler, second by Casperite

Motion approved unanimously by roll call vote

VII. WORKFORCE BOARD MEMBERSHIP & RENEWALS

Keefe reported out as outlined in the agenda packet; Devitt noted corrections needed, Sierra College should read CEA, and Placer School for Adults should read Sierra Consulting Service, Inc.

Motion to approve a recommendation to forward to the Governing Body, Workforce Board membership application for Henkel and Term Renewals for Devitt, Snead, and Buckingham as amended, by Geisler, second by Devitt

Motion approved unanimously by roll call vote

VIII. STRATEGIC PLAN DESIGN AND PROCUREMENT UPDATE

Buckingham provided an update; Procurement will be necessary to find potential consultants. This means the timeline will be delayed/extended to allow proper response time on RFP.

IX. ONE-STOP OPERATOR – REPORT OUT

Indiveri provided a verbal report out, as outlined in the agenda packet.

Next AJCC quarterly meeting is scheduled for June 12, 2024 In-Person at Advance/Lake Tahoe Community College in South Lake Tahoe.

AJCC certification will have a public comment period from June 1 – July 1, with the certification due November 1, 2024. Information only - No action required.

X. ONE STOP OPERATOR ANNUAL EVALUATION

Buckingham reported out; OSO Evaluation Tool Report & Schedule provided in the agenda packet

Procurement for AJCC/One Stop Operator is in process, Indiveri contract has been extended until October, while procurement commences.

Casperite and Devitt requested some time to review the evaluation tool, request continued discussion at next meeting.

*Zimmerman departed @ 12:31pm

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

- Workforce Board Membership
- AJCC Certification
- One Stop Operator Procurement/Award
- One-Stop Operator Annual Evaluation Continued
- Strategic Plan Design and Procurement Update
- FY 2024-2025 Agency Budget – Final (September)

XII. NEXT MEETING

Thursday, July 18, 2024 @ 12:00 pm

XIII. ADJOURNMENT

Motion to adjourn meeting at 12:39 pm by Larkey

Motion approved by Devitt, second by Casperite

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EXECUTIVE COMMITTEE MEETING

ATTENDANCE LOG

7/24/2024

Date:	5/18/23	11/16/23	1/18/24	2/27/24	3/21/24	5/16/24	Rate
Executive Committee	EC	EC	EC	EC	EC	EC	
Meeting Type	Regular	Regular	Regular	<i>Special</i>	Regular	Regular	
Rick Larkey- CHAIR	1	1	1	1	1	1	100%
Rana Ghadban- VICE CHAIR 7/1/24							
Michael Zimmerman- VICE CHAIR	1	0	1	0	1	1	67%
Daniela Devitt		1	1	1	0	1	80%
Steven Casperite			1	1	1	1	100%
Jason Buckingham	1	1	1	1	1	1	100%
Greg Geisler	1	0	1	1	1	1	83%

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**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: July 24, 2024
TO: Executive Committee (EC)
FROM: Jason Buckingham, Executive Director
SUBJ: Strategic Planning Procurement

BACKGROUND:

Golden Sierra completed a competitive procurement via the Request for Proposal (RFP) process to identify qualified contractors to provide strategic plan services to the Golden Sierra Workforce Development Board (GSWDB).

In general, the plan services will consist of developing mission and vision statements, facilitating discussion for a strategic plan document spanning three years, and preparing a concise strategic plan document for the use and guidance of Golden Sierra Management and Workforce Development Board.

The responses were due on July 11, 2024. Golden Sierra received five proposals and they were reviewed and rated by staff.

Members of the Executive Committee have been given the opportunity to review the proposals. Their ratings will be presented for discussion and selection of the Strategic Planning facilitator.

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**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: July 18, 2024
TO: Executive Committee (EC)
FROM: Melissa Keefe, Administrative Analyst
SUBJECT: Workforce Board Membership

The Executive Committee is being asked for their review and recommendation for the following Workforce Board membership updates and applications.

Resignation(s)

None.

Application(s)

Jennifer Poff, Executive Director, North State Building Industry Association, representing Business

Vacancies:

One business vacancy.

Recruitments:

Efforts continue to identify a business replacement from El Dorado County.

JUN 3 '24 RWD

MEMBERSHIP APPLICATION FORM

Person Nominated: Jennifer Poff **Title:** Executive Director
Business Name: North State Building Industry Foundation
Business Address: 1536 Eureka Road, Roseville, CA 95661
Telephone: 916-751-2755 **FAX:** _____ **E-mail:** jennifer@northstatebia.org

Organization submitting nomination: North State Building Industry Association
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Tim Murphy **Title:** President and CEO
Business Address: 1536 Eureka Road, Roseville, CA 95661
Telephone: 916-751-2747 **FAX:** _____ **E-mail:** tim@northstatebia.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 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 checked="" type="checkbox"/> Youth | <input type="checkbox"/> Philanthropic Organization |
| <input type="checkbox"/> Education & Training | <input type="checkbox"/> Other |
| <input checked="" type="checkbox"/> Adult Education/Literacy Representative | |
| <input type="checkbox"/> Higher Education Representative | |
| <input type="checkbox"/> Local Ed/CBO w/Training Barrier | |



Signature

5-31-2024

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 spent most of my career assisting individuals with finding the right career path for them through training, upskilling and placing them into job opportunities for the industries I serve. I have created training programs, developed content for delivery on hot topics and worked with some of the most sought after thought leaders in the profession to make sure we are creating future ready workforces.

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

I would be a good candidate for the Board because of my ability to use foresight in making decisions at a board level. I don't just think about what is in front of a board at the present time, but rather think about the current position and also the future 5-10 years from now. With changes to economic drivers and labor shortages, my expertise in strategy, vision and foresight could be a great asset to the Board.

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.)*

The conflict could arise from my employment from the North State Building Industry Foundation and whether or not we would be eligible or have applied for a similar grant. I agree to recuse myself from anything that could be perceived as a Conflict of Interest.

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.

Jennifer Poff
Signature of Applicant

5-31-2024
Date



**NORTH STATE
BUILDING INDUSTRY
ASSOCIATION**

May 21, 2024

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

Dear Ms. Keefe:

I am writing to recommend Ms. Jennifer Poff for a position on the Board of Directors of the Golden Sierra Job Training Agency. As the Executive Director of the Building Industry Association Foundation, Ms. Poff has demonstrated exceptional leadership, vision, and dedication to workforce development within the construction industry, making them an ideal candidate for your board.

In her role at the Building Industry Association Foundation, Ms. Poff has been instrumental in advancing our mission to equip individuals with the introductory skills necessary to enter and thrive in the construction sector. Her strategic initiatives have expanded training programs, increasing job placement rates. Under her leadership, the foundation has forged robust partnerships with industry leaders, educational institutions, and community organizations, ensuring a comprehensive approach to workforce development.

Ms. Poff possesses a unique blend of strategic foresight and operational expertise. She has a proven track record of identifying emerging industry trends and responding with innovative programs that meet the evolving needs of employers and job seekers alike. Her commitment to diversity and inclusion has also been a cornerstone of her leadership, fostering a more inclusive workforce that mirrors the diverse communities we serve.

Beyond her professional accomplishments, Ms. Poff is a passionate advocate for lifelong learning and career advancement. She has been a mentor and role model to countless individuals, inspiring them to achieve her full potential. Her collaborative approach and exceptional communication skills have earned her the respect and admiration of colleagues and stakeholders across the industry.

I am confident that Ms. Poff would bring valuable insights, strategic thinking, and a deep commitment to workforce development to the Board of Directors of Golden Sierra Job Training Agency. Her experience and dedication align perfectly with your organization's goals, and I am certain she will significantly contribute to your continued success.

Thank you for considering Ms. Poff for this important role. Please do not hesitate to contact me if you require any further information.

Sincerely,

Timothy A. Murphy
President and CEO

1536 Eureka Road o: 916 677 5717

Roseville, CA 95661

northstatebia.org

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**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: July 24, 2024
TO: Executive Committee (EC)
FROM: Rick Larkey, Workforce Board Chairman
SUBJ: Approve Executive Committee Membership

In accordance with Bylaws Section 6.4 & 6.9.1, the formation of the Golden Sierra Executive Committee as outlined below was approved by the Workforce Board on behalf of the Executive Committee at its July 18, 2024 meeting.

The term for this Executive Committee will be in alignment with the Chair and Vice Chair Term of July 1, 2024 – June 30, 2026.

Required membership:

WDB Chairperson	Rick Larkey
WDB Vice Chairperson	Rana Ghadban
WDB member (business)	Daniela Devitt
WDB member	Vacant
WDB member	Steven Casperite
Executive Director	Jason Buckingham (ex-officio)
Non-WDB member (6.4.2)	Greg Geisler

6.4. Committee members shall be appointed by the WDB Chairperson, with the approval of the WDB.

6.4.1. Committees may include WDB members.

6.4.2. Committees shall be supplemented by non-WDB members who the WDB has determined have the appropriate experience and expertise.

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

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**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: July 24, 2024
TO: Executive Committee (EC)
FROM: Jason Buckingham, Executive Director
SUBJ: AJCC Operator Request for Quote (RFQ) Procurement Update

BACKGROUND:

The AJCC Operator RFQ opened May 29, 2024 with quotes due on Wednesday, July 3, 2024. One quote was received, therefore the procurement due date was extended to July 31, 2024. The [updated RFQ](#) has been posted to the Golden Sierra website.

As allowed under Golden Sierra Job Training Agency (*GSJTA*) *procurement procedures*:

6.a. If only one quote is received, procurement staff will review the circumstances to make a determination if the procurement qualifies as a sole source procurement. If not, efforts must be continued to secure at least one more quote.

Per [WSD 17-08](#), the competitive process for small purchase procurements was not met in that two qualified quotes were not received.

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**GOLDEN SIERRA
WORKFORCE BOARD
EXECUTIVE COMMITTEE**

MEMORANDUM

DATE: July 24, 2024
TO: Executive Committee (EC)
FROM: Melissa Keefe, Administrative Analyst
SUBJECT: AJCC Operator Evaluation Tool & Schedule

Before the board for review is the AJCC 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.

This evaluation was continued from the May Executive Committee meeting to provide additional time for review.

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.

Service	Evaluation	One-Stop Operator Comments
<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.</p> <p>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>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>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>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 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 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.</p> <p>The Quarterly Partner meetings continues to be productive, and the forum allows partners share and work on coordination, alignment, and service integration issues.</p>

Service	Evaluation	One-Stop Operator Comments
<p>Support workforce leadership and the workforce board by cataloging relevant initiatives, identifying implementation opportunities, challenges, and policy obstacles within the Golden Sierra Region.</p>	<p>Reports out to the Workforce Board on promising opportunities, system challenges, and policy obstacles</p>	<p>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.</p>
<p>Support implementation of the Capital Region's Regional Plan by coordinating activities with the Capital Region's Regional Organizer.</p>	<p>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.</p>	<p>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.</p>
<p>Identify and share promising practices and successful convening efforts that link policy and practice.</p>	<p>Reports to the Workforce Board</p>	<p>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.</p>
<p>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.</p>	<p>The OSO participated as expected.</p>	<p>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.</p>
<p>Work with Regional Training Coordinators, regional coalitions, professional development partners, and the CWDB to build capacity of workforce and partner staff as needed.</p>	<p>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.</p>	<p>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.</p>

Evaluation Schedule:

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

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OSO PROGRESS REPORT

To: Workforce Development Board Executive Committee

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

Date: July 18, 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 AJCC One-Stop Operator**. The OSO and the Golden Sierra AJCC MOU Partners conducted their last quarterly meeting on June 12, 2024. It was a hybrid in-person/ zoom meeting. The meeting was held on the campus of Lake Tahoe Community College, in South Shore Tahoe. The next meeting is scheduled for September 10, 2024. ***This was a joint meeting developed by the AJCC One-Stop Operator and the Sierra Joint Consortium for Adult Education.*** What follows is the summary of the partners and attendees in terms of services to their customers/students.

The event was attended by 22 persons. In attendance were Advance-South Lake Tahoe, Placer School for Adults (PSA), Sierra College, Employment Development Department (EDD), State Department of Vocational Rehabilitation (DOR), Placer County CalWORKs/Business Assistance Network, Golden Sierra Job Training Agency (GSJTA), Roseville Adult School, Lake Tahoe Community College, Nevada County Adult Education and the Tahoe-Truckee Unified School District and the OSO.

Each MOU Partner and Sierra Joint Consortium member was to highlight their program mission, activities/services, target groups, outreach efforts, contact information and application / enrollment requirements. In addition, they described the best method for other agencies to refer potential customers to their services. The overall idea is that there should be “no wrong door” when a job/career seeker or employer contacts one of the partners to find out what workforce development services may be available to assist them in the Golden Sierra Workforce Area and the greater Capital and Sierra regions. What follows is summaries of the partners and attendees of other notices and updates, in terms of services to their customers/students.

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

Frank Gerdeman of Advance welcomed the attendees to the College campus and South Shore Tahoe. He also highlighted the economy of South Lake Tahoe. He listed the top six industries in the south lake area as compared to the Golden Sierra and the Capitol regions. The biggest difference is that the tourist industry is the biggest by far at the lake. There is also some difference in the demographics, with a larger Hispanic cohort. One thing to note about the economy is that many of the skills that are needed in the tourist industry do not have good career ladders for workers to advance in. There is also an issue with the jobs that provide a livable wage for the Tahoe region. Forestry jobs pay well, but the total job numbers are limited.

Sierra College: They reported on their non-credit programs and credentials programs in the Career training area (CTE). The non-credit side has no fees or tuition, but you must apply through the regular registration process. These folks can access their Life services in which support staff and enrollment experts assist with on-boarding students. They also highlighted an upcoming construction boot camp. A discussion arose on how the MOU Partners can support an increase in the non-credit offering by the college.

Presentation by the Sierra Joint Consortium for Adult Education: Placer School for Adults led off the presentation for the Consortium. The presentation covered the Consortium's planning process, goals, funding, types of students served, and some of the key career job training programs/classes. They shared their website where the public can review their efforts and public comments are welcomed.

<https://www.placeronline.org/sierra-joint-consortium>

One of the key goals of their efforts is a seamless transition from career training into the workforce. They also stressed the nexus between the Adult Schools and the Community Colleges. This enables how the adult school classes of Adult Basic Ed., ESL, GED, Civics, pre-apprentice training and CTE can be leveraged to tailor a plan for a specific student. Many of these programs are virtual as well as in-person. Several of them offer distant learning, hybrid and Hy flex options in addition to the in-person experience. Just as Lake Tahoe CC students can train with employers in Nevada, the Tahoe-Truckee USD also uses the Reno labor market. **Roseville Adult School, Nevada County Adult Ed** and the **Tahoe-Truckee USD** also participated in this presentation.

Advance: Their services, which are located on campus, are available year-round. They provide the WIOA services for the California side of South Shore Tahoe and the Alpine County area. They have been involved with the Sugar Pine Project, which they expect to have some 200 applicants for housing openings. Advance is also working with the colleges on having their participants gain college credit for prior work histories.

Placer County HHS: They reported on their CalWORKs work and training activities and also their involvement with the Business Assistance Network (BAN). Their BAN activities include assisting employers with recruiting, ads, pre-screening applicants and running a clean slate clinic. They also provide layoff aversion services, and assistance to dislocated workers. They promoted their June Job Fair and the upcoming September **Tri-County Job Fair**. For their Cal Works customers, they can offer employers subsidized training wages, plus work experience and on-the-job training.

CA Dept of Vocational Rehab (DOR) : DOR has announced they will be changing their name. Their new name will be **Disability Works California (DWC)**. Also, their Grass Valley office has now moved to Nevada City. They are promoting the following initiatives: their employment opportunities within the State civil service for disabled persons and their Pathway Success Program for high tech/high skill jobs (that pay \$35 per hour). As an incentive for those who complete training, they are looking at a \$250 bonus during the 90-day follow-up period. They have reworked their customer application process so that the on-line and the walk-in customers can be seen a lot faster. Applicants are encouraged.

EDD: EDD was a virtual presence at the meeting. They presented a summary of all their major region wide services, which include Cal Jobs, Veterans Employment Services, farmworker employment service, and trade-adjustment services for laid off workers. They also detailed the on-site services that customers can access at their Mark Sanders Career Center in Sacramento. These include orientations and workshops. They also listed the job fairs they conduct and those they collaborate with regional One-Stops in the Capitol region.

GSJTA: Golden Sierra promoted their web site where the public and potential customers can view their calendar of events. The calendar highlights their complete line of WIOA services and activities. They serve both Placer County and the non-Tahoe portion of El Dorado County. They offer both in-person and virtual orientations and workshops. They also provide free on-line Metrix Learning which offer many entry-level pathways that make entry, re-entry and career advancement more doable.

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 AJCC One-Stop self-certification to be submitted by November 1, 2024. The certification is to respond to seven indicators that speak to customer service and agency partnership issues. I, as the AJCC Operator, have drafted a response to the certification. That draft is out for review with the MOU Partners. This draft, and with any comments, will be brought to the WDB for consideration and approval this fall.

Labor Market Update:

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.

The May and June U.S. Department of Labor national Jobs Reports showed that the job market is still in a steady growth mode. However, the job market has tightened over the last 6 months, in that there is more competition for the available job openings. At the end of 2022 and early 2023, there were over one million job openings nationwide. Now that figure is under 900,000. June saw 206,000 net new jobs filled, with a 4.1% overall unemployment rate. That indicates that more persons are joining the labor market, thus driving up the competition

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