

WB MEMBERS

AAMIR DEEN
Unite Here Local 49

APRIL BALLESTERO
One Light Ahead

BILL BETTENCOURT
Placer School for Adults

CAROL PEPPER-KITTREDGE
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

DIANA SOUZA
NorCal Kenworth

ERIC COOPER
California Indian Manpower Consortium

ERIC ULRICH
Hacker Lab

JACQUELINE HUMENICK
Ponte Palmero

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JOHN TWEEDT
District Council 16

LAUREL BRENT-BUMB
El Dorado Chamber of Commerce

LISA HUTCHINSON
Cokeva

MARCY SCHMIDT
Placer Co. Business Advantage Network

MARK FRAYSER
Department of Rehabilitation

MARTHA ESCOBEDO
Employment Development Department

MICHAEL ZIMMERMAN, *Vice Chair*
MTI College

PAUL CASTRO
California Human Development

RICK LARKEY, *Chair*
North State Building Industry Foundation

ROBERT VERDUGO
Northern California Valley Sheet Metal
JATC

ROBIN TRIMBLE
Rocklin Area Chamber of Commerce

TINK MILLER
Placer Independent Resource Services

VIC WURSTEN
PRIDE Industries

YVETTE ELAM
United Domestic Workers of America

GOLDEN SIERRA WORKFORCE BOARD REGULAR MEETING AGENDA

Thursday, January 18, 2018 – 1:00 PM

**North State BIA
Board Room
1536 Eureka Rd
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.

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| II. | <u>APPROVAL OF AGENDA</u> | 1 |
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| IV. | <u>PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA</u> | |
| V. | <u>LEGISLATIVE PLATFORM</u> | 17-19 |
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| | Thursday, March 15, 2018 – 1:00 PM. North State BIA | |
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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 (530) 823-4635 (Voice). TTY users please call the California Relay Service at 711.

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, September 21, 2017 – 1:00 PM

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Chair Larkey at 1:00 pm.

Larkey announced the following membership changes:

New appointments: April Ballesterio, Lisa Hutchinson, Eric Ullrich representing business, Ivette Elam representing Organized Labor, and Robert Verdugo representing Joint Labor

New appointments and renewals approved by the Governing Body on August 2, 2017.

Present: Rick Larkey (Chair), April Ballesterio, Bill Bettencourt, Daniela Devitt, Diana Souza, Eric Ullrich, Jaqui Humenick, Jason Buckingham, Laurel Brent-Bumb, Lisa Hutchinson, Marcy Schmidt, Mark Frayser, Martha Escobedo, Robert Verdugo, Tink Miller, Vic Wursten

Absent: Michael Zimmerman (Vice-Chair), Aamir Deen, Carol Pepper-Kittredge, Christina Nicholson, Eric Cooper, John Tweedt, Paul Castro, Robin Trimble, Yvette Elam

Guests: Carline Chavez, Lorna Magnussen, Michael Indiveri, Terrie Trombley, Lori Hensley, Sarah Damerow, Diana Occhipinti, David Jones, Shannon Schenck, Sabrina Vangkhue, Machele Rae

II. APPROVAL OF AGENDA

Motion to approve agenda as amended by Souza, second by Miller

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.

Larkey requested item III – d) to be removed from consent agenda due to error.

- a) Approval of Minutes from July 20, 2017 WB Meeting
- b) Review of Minutes from August 2, 2017 GB/EC Meeting
- c) Review of Minutes from August 31, 2017 EC Meeting
- d) Attendance Log

Motion to approve consent agenda items a-c by Devitt, second by Escobedo

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Schmidt:

- Placer County is having their annual event “Placer Empowering People” on October 6, 2017. It is a free event for low income families, and the homeless. It will include free services such as vision and dental screenings, haircuts, counseling, etc.
- California Department of Social Services (CDSS) has released a Request for Information (RFI) to reach organizations that may be interested in contracting with CDSS to provide, or sub-contract to provide, regional or statewide CalFresh Employment & Training services (E&T). The State is trying to identify possible partners across the State that are interested in providing workforce and employment services; they are specifically looking for those who can offer funding with non-federal funds in order to meet the 50% match from the feds.

Brent-Bumb: Modern Family filmed in South Lake Tahoe – airing 9/26/17.

V. 2017-2018 WIOA TITLE I DW TO ADULT TRANSFER

Buckingham requested the board’s approval to transfer up to 50% of Dislocated Worker funds to Adult funds.

Motion to approve the WIOA Title I DW to adult transfer by Miller, second by Devitt

Motion approved unanimously

VI. 2017-2018 WIOA TITLE I FINAL BUDGET

Buckingham is requesting the board’s approval recommendation to the Governing Body for the 2017-2018 Final Budget which includes the following highlights:

- 50% Transfer from Dislocated Worker to Adult
- Direct Training: 20% direct training spend and 10% leverage
- 20% for Youth Work Base Learning
- Maintaining the Comprehensive One-stop
- Increased funding to support Alpine County to \$68,000; done in consultation with Alpine County representatives.
- Budget reviewed and recommended for approval by the Executive Committee directly prior to this meeting.

Motion to approve the Final Budget by Brent-Bumb second by Escobedo

Motion approved unanimously

VII. WIOA TITLE I YOUTH PROGRAM REPORT OUT – COKEVA PROJECT

Hensley provided an outline of the Cokeva internship project through a PowerPoint presentation. She noted that the interns had learned soldering and forklift operation; in addition to the training, they receive certifications. Hensley introduced the participants who discussed their success. Some of the interns have been hired as permanent employees at the company.

VIII. TECHNOLOGY IMPACTS ON THE WORKFORCE FORUM

Buckingham noted that the regional group met 2 days ago and discussed the upcoming forums. The plan is to hold 2 forums in 2017 and 2 more in 2018. They are looking into cross sector discussions on how technology is impacting the workforce of local employers. The process would start with a presentation from Valley Vision based on a policy brief they are developing, talking about emerging trends and the technology on the workforce and then convene a panel and have a Q & A. The process will also including surveying the stakeholders in the system to find out what kind of questions they would like the panel to answer. Yolo County would be the first and Buckingham volunteered Golden Sierra to host the second in the Capitol region.

Larkey commented that he would like a future presentation on the 5 most likely occupations displaced by technology in this area in the next 5 years, and additionally the 5 occupations that are going to be impacted by technological advancements

Schmidt added that it would be helpful to know what skills are going to be needed for the future.

IX. ONE-STOP OPERATOR REPORT OUT AND DIRECTION

Indiveri informed the board that in the agenda packet is a memo with the highlights from the first partner meeting. He explained that the One-stop Operator is the link between the partners, the agency and the Workforce Board.

He also said that he will be conducting interviews with the partner's staff, the Golden Sierra staff, the affiliated partners, customer groups and some of the Workforce Board members as part of the certification process.

He also plans to look into one of the "big picture items" for the One-stop system where all the various partners/entities are involved in the partnership and report their outcomes and performance through their funding source. All the information gathered on the outcomes will be reported back to the Workforce Board.

X. WORKGROUPS

Strategic Planning Priorities & Workgroup Membership

Larkey explained that workgroups were initially created by the board in the fall of 2016; however, the workgroup membership has been significantly impacted by Workforce Board turnover. Now that the board is back to full membership the workgroups are being repopulated. Each member has been asked to choose what workgroup they would like to serve on.

Larkey asked the current facilitators of the workgroups to provide a brief update.

Schmidt/Employer Outreach:

- Initially planned to come up with a list of all of the initiatives and groups that work with businesses.
- Looking at a regional business engagement strategy. Schmidt and Welch went to sit at a meeting with SETA, they sent staff to do cross-training on business training program that SETA was launching, and they also went to a meeting with SETA to talk about staff working together on business outreach and business engagement.

Miller/Storytelling:

- Group was focusing on marketing using storytelling.
- Learned that there is a lot of existing data from previous surveys that were done through the agency about the scope of services; however, there was not much on storytelling.
- Workgroup has dissolved due to members leaving the board, and now it needs to be repopulated.

Frayser/Integrated Training and Best Practices:

- Group held several meetings in the beginning and things started to filter out due to scheduling problems.
- Came up with innovative ideas on how to incorporate the sharing of cost and get success stories through the internships and on the job training. The hard part is how to get things to come together and to have the entities work together, they are trying to face these problems and make it better.

Larkey asked the members to decide on a group and reform the groups, he also instructed the members to establish meeting times and dates for each group.

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

New Business:

- AB1234 Ethics Training email was sent out for members to complete
- Links to each member's organizations will be on the Golden Sierra website

Future Agenda Items:

Networking Workshop on 11/16/17

The purpose of this session is to give every member a chance to:

- Learn about each members organizations,
- What each member has to offer in the way of information, resources, and services.
- What each member needs in the way of information, resources, and services.
- The time to match needs with resources.

Framework will be sent out to member to collect bios for the networking session.

XII. NEXT MEETING

Thursday, November 16 – 1:00 PM. North State BIA

XIII. ADJOURNMENT

Motion to adjourn the meeting at 2:22 pm by Miller, second by Souza

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

Thursday, September 21, 2017 –12:30 PM

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order by Chair Larkey at 12:42 pm.

Present: Rick Larkey (Chair), Martha Escobedo, Laurel Brent-Bumb, Jason Buckingham, Greg Geisler

Absent: Michael Zimmerman (Vice-Chair), Carol Pepper-Kittredge

Guests: Lorna Magnussen, Terrie Trombley

II. APPROVAL OF AGENDA

Motion to approve the agenda by Escobedo, second by Brent-Bumb

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 August 31, 2017 EC Meeting

b) Attendance Log

Motion to approve the Consent Agenda items by Escobedo, seconded by Geisler.

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS ON THE AGENDA

None

V. 2017-2018 WIOA TITLE I FINAL BUDGET

Buckingham provided the following highlights for the final budget:

- Dislocated Worker to Adult funding transfer – up to 50%; allowable transfer is up to 100%
- 20% to Direct Training and 10% leverage
- 20% is available for Youth Work Base Learning
- Maintaining the Comprehensive One-stop
- Increased funding to support Alpine County to \$68,000.

Motion to recommend the Final Budget to the Workforce Board by Brent-Bumb, second by Geisler.

Motion approved unanimously.

VI. NEXT MEETING

Thursday, October 19, 2017 – 1:00 PM. Roseville Connections

VII. ADJOURNMENT

Motion to adjourn at 12:46 pm by Escobedo, second by Geisler.

Motion approved unanimously.

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

Thursday, October 19, 2017 –1:00 PM

**Roseville Connections
Conference Room A
115 Ascot Drive, Suite 180
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order by Chair Larkey at 1:02 pm.

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), Martha Escobedo, Carol Pepper-Kittredge, Laurel Brent-Bumb, Jason Buckingham.

Absent: Greg Geisler

Guests: Lorna Magnussen, Darlene Galipo. Michael Indiveri, Carline Chavez

II. APPROVAL OF AGENDA

Motion to approve the agenda by Brent-Bumb, second by Zimmerman

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 September 21, 2017 EC Special Meeting

b) Review of Minutes from September 21, 2017 WB Meeting

c) Attendance Log

Motion to approve the Consent Agenda items a-c by Zimmerman, seconded by Brent-Bumb

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Larkey noted a discussion at a recent conference regarding AB1009 Ban the Box, this prohibits [without justification] asking about previous convictions on job applications. He suggested looking into it and adding it to the list of things employers may want know about.

Buckingham added that AB1111 was signed by the Governor, Breaking Barriers to Employment Initiative. Funding will need to be incorporated into the State budget; initial ask was \$100 million. This initiative essentially ties workforce services to community based organizations building partnerships to serve targeted populations.

V. ONE-STOP OPERATOR REPORT OUT & DIRECTION

Indiveri stated that his report has two main items that the One-Stop Operator (OSO) is dealing with.

The first is being completing recommendations for the AJCC (America's Job Centers in California) certification process. The Certification has 2 parts: the Basic criteria to be conducted over the fall, and the Hallmarks of Excellence which needs to be completed by June 2018.

The Hallmarks of Excellence will focus on the AJCC job seeking customers; asking and assessing "where you've been, where are you going and where can you go". Indiveri will be asking for input from the Executive Committee and the Workforce Board members on certain areas for this level of certification; certain areas may include employer services, coordination, integration and alignment.

The Basic criteria level provides a basic checklist to see what is in place in the AJCCs. Indiveri is currently working on this process, and will be submitted for board approval in November or December to meet the December 31, 2017, deadline.

The second item pertains to quarterly meeting of the One-stop partners; one meeting has been held. At this first meeting the partners discussed reporting aspects in great detail. Indiveri would like to obtain program outcomes from the partners.

Indiveri commented that having a common base of looking at partner outcomes can be an important part of how the Workforce Board moves forward with developing the regional partnership.

Buckingham mentioned that the board had previously been provided Title I performance data only; however, the desire was for the Workforce Board to focus more on the systems approach. Indiveri suggested that there be an ongoing agenda item at the partners meetings regarding data so that information from the partner systems can be collected.

Larkey asked what the Workforce Board can do to be the most productive. Indiveri stated that some of the big ticket items would be employer engagement/business outreach and partner service coordination, referral & alignment.

Buckingham stated that while that board doesn't set the performance measures of job seekers, there is an expectation that the board will set measures for employer engagement/business outreach to ensure the partners are meeting the needs of the businesses.

Pepper-Kittredge stated that the role of the board is to be future looking, and anticipating the impact of ongoing changes in our region.

Larkey asked Indiveri if he has seen a metric crosswalk containing input and output of the different agencies; if not when does he anticipate one being developed. Buckingham noted that Community-pro suite, is a third party system that allows multiple partners to report to it is currently being used in South Lake Tahoe.

Larkey asked when to expect some baseline data. Buckingham said we can start by finding out what data is currently being collected within Community Pro and what is being reported. Buckingham also noted that it is more important to work with the businesses at the Workforce Board table, create partnerships and provide services that the customers need.

Buckingham added that there is some uncertainty with the Roseville Comprehensive One-Stop Center's lease. The Employment Development Department (EDD) is currently the master leaseholder of this center, and subleases space to Golden Sierra. We have recently been made aware that EDD may not renew the lease that ends February 2019. Buckingham noted that a comprehensive center is required by law, and believes that there should be conversations about how to design a system that insulates against the loss of a comprehensive center. Indiveri suggested that it can be an agenda item for the partners meeting.

VI. WORKGROUPS

Larkey reported that the Business Engagement group had a meeting on Monday, handouts were provided. During the meeting the group resurrected a couple of issues; 1) EC commitment to the Governing Body to meet with Barry Broom, and 2) to identify the various initiatives; Larkey noted that Valley Vision is already doing a similar project. Larkey suggested it would be helpful to reach out to them and see if this is something they want to take on instead of the Board duplicating the effort.

The Training and Storytelling groups do not have a report as of yet though Larkey and Buckingham have been in communications with Miller.

VII. FUTURE AGENDA ITEMS

Workforce Board

- Networking session on November 16, 2017
- AJCC Certification
- Workgroups
- Technology forums update

Executive Committee

- Workforce Board Bylaws

VIII. NEXT MEETING

Thursday, December 21, 2017 – 1:00 PM. Roseville Connections

IX. ADJOURNMENT

Motion to adjourn at 2:18 pm by, Zimmerman second by Escobedo

Motion approved unanimously.

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

Thursday, December 21 2017 –1:00 PM

**Roseville Connections
Conference Room B
115 Ascot Drive, Suite 180
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order by Chair Larkey at 1:08 pm.

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), Greg Geisler, Carol Pepper-Kittredge, *Laurel Brent-Bumb, Jason Buckingham.

Absent: Martha Escobedo

Guests: Lorna Magnussen, Michael Indiveri, Carline Chavez

**Denotes late arrival or early departure*

II. APPROVAL OF AGENDA

Motion to approve the agenda by Zimmerman, second by Pepper-Kittredge

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

- Approval of Minutes from October 19, 2017 EC Meeting
- Attendance Log

Motion to approve the Consent Agenda by Geisler second by Zimmerman

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Indiveri commented on a Wall Street Journal article relating to the manufacturing industry in our country; there are some groups of mini consortiums of manufacturers in the mid-west and the east coast that are sponsoring what they call “parent night”.

They inform the community at these events about the industry, job openings, etc. There are currently 40,000 manufacturing jobs that need to be filled; there is a labor shortage, and there are no skilled workers to fill these positions.

V. ONE-STOP OPERATOR REPORT OUT & DIRECTION

Indiveri noted that there is information contained in the packet regarding the partner meetings that occurred in November and December.

He explained during these meetings there was discussion regarding the upcoming lease termination in February of 2019 for the comprehensive center in Roseville. The outcome was to inform all the partners of this issue and to think about possible resolutions. Usually the major lease holder is a Title I operator or a prominent partner such as a county office, a school district or a community college. He is suggesting having a plan in motion 6 months before the lease is up with the Executive Committee and the partners for a smoother transition.

Indiveri stated that partner reporting systems were also discussed, and shared that partners are willing to share information they are currently responsible for reporting to their funding sources. He stated that a mid-year or end-of-year report might be a good starting point and provide some baseline indicators.

Indiveri noted on the topic of system integration and alignment that this is already occurring with the adult school and the Department of Rehab. They have worked out coordination between them that could be used as a future baseline around communication. It was mentioned that while serving a common customer, how to ensure that when a person makes contact with the system there is a triage in place to better serve them. This can occur by providing adequate information on the process, and offer the services that will better serve the needs of that individual when referring them to the appropriate agency.

Larkey asked is this related to the comprehensive center; Indiveri answered that that is one of the issues discussed in previous meetings. In addition, this is encompassed in the Hallmark of Excellence process.

Larkey asked for some clarification on the future process as it applies to planning.

Process:

- Baseline: Regulatory – MOU and general compliance; due December 2017
- Hallmark: Continuous improvement plan – system process, service delivery and next steps; due June 2018

Group reviewed Hallmark document. Indiveri added that the Hallmark #1 AJCC physical location and facility is looking for quality indicators. Buckingham noted that the Hallmark is a state requirement not federal. Indiveri stated that input would be gathered on such topics as this from board members, staff, customers, and partner staff to assess a rating of this. The board would establish acceptable rating criteria to define areas for improvement.

** Brent-Bumb arrived 1:25 pm*

Buckingham stated that this process is designed to improve our services, by assessing areas that aren't currently being measured such as cross-training staff.

Buckingham added that one error in the process is focusing on on-site partners. Larkey agreed that cross-training should not only occur with co-located partners, but include all system partners to provide adequate and seamless referrals.

Larkey requested an outline of the 8 Hallmark issues with 2-3 measurable items for each that focus on adding value to the system. Zimmerman express that this could allow us to prioritize areas of improvement to be focused on. Larkey added that this report should include present and desired state.

VI. AJCC BASELINE CERTIFICATION

Buckingham explained that the baseline certification is a federally required component of WIOA. The Comprehensive center is compliant in all regards.

Motion to approve the AJCC Baseline Certification by Zimmerman, second by Geisler

Motion approved unanimously

VII. DRAFT LEGISLATIVE PLATFORM

Buckingham stated that this draft Legislative Platform is being presented based on conversations that occurred at the recent board orientation. Members discussed the value of the board's voice and their desire to weigh in on proposals at the State and Federal level.

In order to ensure that the member's voices are heard in these matters the Board will have to react quickly. This can be difficult with the frequency of the meeting schedule. Buckingham recommended the attached legislative platform which would set up parameters allowing the Chair to respond in support of, or in objection to legislative proposals. The platform is based largely on the California Workforce Association model with a few minor changes and attempts to incorporate partner needs.

The platform also provides a matrix that evaluates proposals prior to recommending action from the Chair.

The group requested that platform be amended to include system integration.

Motion to approve the Draft Legislative Platform as amended by Brent-Bumb, second by Zimmerman

Motion approved unanimously

VIII. WORKGROUPS

Integrated Training & Best Practices group: Has not met since the September 21st meeting.

Employer Outreach/Business Engagement group: Met on October 16th, accompanied by some of the Leadership & Strategy group, met with Placer County. They had an interesting conversation regarding Employer Outreach. Placer County is starting a business center.

Storytelling group: Met twice and will update the board at next meeting

Brent-Bumb asked if there was a meeting with Barry Broome as requested by the Governing Body, Buckingham responded that he has attempted to contact him and has not been successful. Brent-Bumb offered to set up a meeting with John Krueger, Larkey and Buckingham agreed.

IX. FUTURE AGENDA ITEMS

Executive Committee

- Workforce Board bylaws
- Framework for Hallmarks of Excellence

Workforce Board

- Networking Workshop

X. NEXT MEETING

Thursday, February 15, 2017 – 1:00 PM. Roseville Connections

XI. ADJOURNMENT

Motion to adjourn by Chair Larkey at 2:20 pm

Date:	11/17/16	1/19/17	3/16/17	5/18/17	7/20/17	9/21/17	
Workforce Board	WB	WB	WB	WB	WB	WB	
Meeting Type	Regular	Regular	Regular	Regular	Regular	Regular	Rate
Aamir Deen		0	0	0	1	0	20%
April Ballesterio						1	100%
Bill Bettencourt	1	1	1	1	0	1	83%
Carol Pepper-Kittredge	0	1	0	0	1	0	33%
Christina Nicholson	1	1	1	1	1	0	83%
Daniela Devitt	1	0	1	1	1	1	83%
Diana Souza					0	1	50%
Eric Cooper	1	0	1	0	0	0	33%
Eric Ullrich						1	100%
Jacqueline Humenick					1	1	100%
Jason Buckingham	1	1	1	1	1	1	100%
John Tweedt	0	1	0	1	0	0	33%
Laurel Brent-Bumb	1	1	1	0	1	1	83%
Lisa Hutchinson						1	100%
Marcy Schmidt	1	1	1	1	1	1	100%
Mark Frayser	1	1	1	1	0	1	83%
Martha Escobedo	1	1	1	1	1	1	100%
Michael Zimmerman	0	1	1	1	1	0	67%
Paul Castro	0	0	0	0	1	0	17%
Rick Larkey	1	1	1	0	1	1	83%
Robin Trimble					1	0	50%
Robert Verdugo						1	100%
Susan "Tink" Miller	0	1	0	1	1	1	67%
Victor Wursten	1	1	1	1	0	1	83%
Yvette Elam						0	0%

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: January 18, 2018
TO: Golden Sierra Workforce Development Board
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: GSWDB Legislative Platform

Representatives of the state legislature will be introducing bill propositions impacting workforce and economic development between January and February 2018. Based on the Board's desire to have a voice on the impacts of these propositions we recommended approval of the attached legislative platform for 2018-2019 to the Executive Committee. The platform provides an approved guideline by which the Board grants authority to the Chair to take official positions on legislation on their behalf when appropriate. In addition, the Board's platform will be sent to the member counties with a request for inclusion in the respective county platforms.

The Executive Committee took action to approve the Platform on December 21, 2017.

GOLDEN SIERRA REGIONAL WORKFORCE BOARD LEGISLATIVE PLATFORM – 2018/2019

Mission:

The Golden Sierra Workforce Board convenes industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of system's ability to meet industry needs.

Vision:

A fully integrated workforce system that capitalizes on the expertise of industry and workforce partners to continuously meet the needs of business, and facilitate pathways to success for students, workers, and job seekers.

The Golden Sierra Regional Workforce Development Board's (GSWDB) legislative platform serves as a basis by which the GSWDB and the Executive Committee take positions on legislation. This platform grants the GSWDB Chair the authority to take positions on legislation that falls within the following guidelines. For legislation that does not fall within these guidelines, the Chair will seek input from the full Board or the Executive Committee prior to taking a position on legislation.

General Policy Guidelines

- **Workforce System:** The GSWDB supports policies that meet the needs of businesses, job seekers, workers, and youth. GSWDB opposes policies that seek to erode California's workforce development system or do not promote a systems approach to service coordination.
- **Local Decision Making and Accountability:** The GSWDB supports policies that preserve local decision making in terms of spending, direction of work, and other functions of local workforce boards, local areas, and their partners.
- **Job Creation:** The GSWDB supports policies that increase employment and the creation of jobs in both the public and private sectors.
- **Increase/Preserve Funding for Workforce:** The GSWDB supports policies that provide increased funding to support job seeker and business services, as well as policies that make strategic investments to leverage existing funding in the workforce development system.
- **Business:** The GSWDB supports policies that enhance the ability of businesses to access a qualified talent pool, and promote business growth through the development of a skilled workforce.
- **Education:** The GSWDB supports policies that connect K-12 and higher education to businesses. In addition, the Board supports policies that place greater focus and attention on career preparation in K-12 and higher education—especially for in-demand and emerging sectors and occupations.
- **Targeted Populations:** The GSWDB supports policies that streamline or improve services for targeted populations including veterans, people with disabilities, disconnected youth/young adults, formerly incarcerated, and low-income populations, which lead to jobs, training, and education.

Golden Sierra Regional Workforce Board Legislative Matrix

Bill Number (Author):

Sponsoring Organization:

Organizations in Support:

Organization in Opposition:

Criteria for Supporting/Opposing Workforce-Related Legislation			
Category	Yes	No	Comments
Business-Led WDBs. Would it enhance or maintain business-led governance and the ability of the system to reflect the needs of business?			
Local Governance. Would it enhance or maintain the flexibility and capacity of local areas to autonomously determine the use of funding?			
Responsiveness to Business and Job-Seekers. Would it enhance or maintain the capacity of the system to provide relevant and customizable services?			
One-Stop Delivery. Would it enhance or maintain the capacity and resources available to the One-Stop system to provide and broker services?			
Would it add "red tape" or impede service delivery?			
Would it impact funding?			
Would the list of opponents reflect our partners or customers?			
Would it support or maintain collaboration with the workforce system?			
Would it encumber individual WDBs?			
Recommendation	Support	Oppose	
Additional Comments			

ONE-STOP OPERATOR (OSO) MEMO

To: Workforce Development Board (WDB)

From: Michael A. Indiveri, OSO

Date: January 18, 2018

Subj: Progress Report/AJCC Certification Process

This progress report provides an update on the Certification Process for Comprehensive America's Job Center of California (AJCC). This progress report also gives the highlights of the last meeting of AJCC MOU Partners.

Baseline Criteria/Hallmarks of Excellence

The Executive Committee (EC) approved the first part of the Certification process; the Matrix Baseline Criteria at their December 21 meeting. This had to be submitted to the State by December 31, 2017. The State has informed GSJTA that the Matrix was submitted on time. It was my determination that the Roseville Connections One-Stop meets all baseline criteria for an AJCC Comprehensive Center. A Matrix Rational detailed the reasons for this determination. This positions us for the next stage in the Certification process, *the Hallmarks of Excellence*, due in June 2018.

This stage details our self-evaluation of our local One-Stop system. This is part of the Continuous Improvement process envisioned by the Workforce Innovation & Opportunity Act (WIOA). There is a one-to-five scoring scale for the eight review areas. A 5 score essentially means that no improvement is needed in this review area. The overall goal is to get feedback from as many actors in the local AJCC system as possible; local elected officials, WDB members, partner agencies and staff and One-Stop customers. Since several AJCC Partners serve on the WDB, there is some automatic interface. The OSO will be requesting of WIOA Title I staff and Partner agency staff to participate in the self-evaluation. At the very least, other WDB members can also participate. This can happen through the EC, or with specific WDB members who have a special interest or expertise in a Hallmark area. The OSO encourages WDB members to participate if they can. To review, The 8 Hallmarks are:

- 1) AJCC physical location & facility.
- 2) Universal Access, especially individuals with barriers to employment.
- 3) Effective Partnerships in the One-Stop.
- 4) Integrated customer-centered services.
- 5) Skill development/training available meets needs of regional clusters/pathways.
- 6) Integrated business services strategy.
- 7) High quality, well-informed, cross trained staff.
- 8) Local system achieves business results (outcomes) that are data-driven, looking for continuous improvement.

I have prepared a 2-page summary of the Hallmarks of Excellence that was part of the State Directive WSD16-20. I found the 27 page Hallmark document to be somewhat repetitious in several areas. Hopefully the summary reduces that to some extent, while giving readers the intent of each review area. Here are two suggestions on how WDB members can participate if they wish. If interested, members can sit in some of the interviews the OSO will be doing with Center staff, or members can do some internet research on partner services. I am open to other approaches.

AJCC Partners Quarterly Meeting Outcomes

The OSO conducted a Quarterly Meeting of the AJCC One-Stop Partners on November 15, 2017. The summary report that meeting was issued on November 27, 2017.

The Partners have been made aware of the lease situation affecting the AJCC Comprehensive Roseville Connections One-Stop Center. As that lease is ending in February 2019, the Partners were to take this information back to their agencies. It was noted that in many, if not most One-Stop Centers, the lease holder was a county, city, community college or school district.

There was discussion of the Partner's current reporting of program/customer outcomes. It is understood that all partners are now preparing for the WIOA required performance standards benchmarks format. It is anticipated that these outcomes will be shared with the WDB on a forthcoming regular basis in Program Year (PY) 2018-2019. As for this current PY, the Partners are willing to share their current performance outcomes format results. They inquired as to what period of time the WDB would like to see results for. I recommended as possibilities, mid-year and end of the year reports with their current PY 2017-18 format systems. The EC indicated that would be a good start.

WORKFORCE DEVELOPMENT BOARD *HALLMARKS OF EXCELLANCE* SUMMARY

1. **AJCC Physical Location & Facility Enhances The Customer Experience:**
 - The physical location site is professional, convenient and has adequate space and equipment to meet customer demand.
2. **The AJCC Ensures Universal Access; With an Emphasis on Individuals with Barriers:**
 - Staff honors & accommodates diversity and is adept in working with all customers, including those with Disabilities, ESL, Vets, Youth, Ed. level & cultural background.
 - The facility is reviewed for accessibility/equal opportunity periodically and services are available on-site and virtual.
3. **The AJCC Supports Effective One-Stop Partnerships:**
 - All partners (co-located/non-co-located) can express their views of the AJCC and if it adds value to their programs/services.
 - There is regular communication among the partners to facilitate an inventory of services, marketing materials and the maintenance of a *customer referral process* among the partners.
4. **Integrated Customer Centered Services:**
 - Staff identifies with shared partner customers; are cross-trained in partner's services and are also trained in customer service.
 - Customers are triaged promptly and are quickly connected to appropriate services thru integrated customer flow procedures.
 - There are established protocols for customer co-enrollment among the partners.
5. **The AJCC is an on-ramp for Skill Development Which Meets Regional & Pathway Needs:**
 - Partner staff knows the regional sector/pathway/labor market needs and can assist customers in obtaining the training needed to obtain those career opportunities.
 - The AJCC has robust training and support services for customers and there are not cumbersome entry steps that prohibit access.

6. The AJCC Engages Industry & Labor thru an *Integrated Business Services Strategy* That Focuses On Regional Sector Quality Jobs:

- The WDB promotes an integrated & aligned business service strategy.
- The AJCC is an integral partner in the implementation of the local strategy.
- The AJCC should regularly seek & capture employer advice in the design of the strategy, and the delivery of demand-driven services for job seekers; and then obtaining employer feedback for continuous improvement.

7. The AJCC Has High-Quality, Well Informed Cross Trained Staff:

- Through regular staff meetings with all AJCC staff; relationships are built and system-wide updates and strategies are provided.
- There is regular staff cross training and staff capacity building in all aspects of the system:
 - ❖ Customer service and including services to individuals with disabilities
 - ❖ Labor market information/career pathways
 - ❖ Eligibility for partner programs and customer use of CalJOBS

8. The AJCC Achieves Business Results Through Data-Driven Continuous Improvement:

- A system is in place for the partners to collect relevant data on:
 - ❖ Numbers served
 - ❖ Total program enrollments, (including co-enrollments)
 - ❖ Services provided
 - ❖ Training contracts/placements by occupation
 - ❖ Customer outcomes and customer feedback

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: January 18, 2018
TO: Workforce Board (WB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Networking Workshop

The purpose of this session is to give every member a chance to:

- Learn about each members organizations,
- What each member has to offer in the way of information, resources, and services.
- What each member needs in the way of information, resources, and services.
- The time to match needs with resources.