

GOLDEN SIERRA WORKFORCE INVESTMENT BOARD

EXECUTIVE COMMITTEE REGULAR MEETING AGENDA

Thursday, August 21, 2014 – 1 pm

Roseville Connections
115 Ascot Drive, Ste. 180
Roseville, CA 95661

WIB MEMBERS

ANETTE SMITH-DOHRING
Sutter Health Sacramento Sierra Region

CAROL PEPPER-KITTRIDGE
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

DAVID DeLEONARDIS
Crossroads Diversified Services

DAVID FRAZIER
Winding Winds Consulting

ERIC COOPER
California Indian Manpower Consortium

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JOHN TWEEDT
District Council 16

JULIA BURROWS
Enable Energy

KATHLEEN BURRIS
CVS Caremark

KEVIN FERREIRA
California State Board of Equalization

KIMBERLY PELLOW
Brandman University

LAUREL BRENT-BUMB
Bumb Construction

MARCY SCHMIDT
Placer Co. Business Advantage Network

MARGARITA VALENZUELA
Unite Here Local 49 Gaming

MARK FRAYSER
Department of Rehabilitation

MARTHA ESCOBEDO
Employment Development Department

MICHAEL ZIMMERMAN
MTI College

PANDA MORGAN
Small Business Development Center

PAUL CASTRO
California Human Development

RANDY WAGNER
Sierra Economic Development
Corporation

RICK LARKEY, *Vice Chair*
North State Building Industry Foundation

ROBERT WARD
IBEW

SHERRI SPRINGER
Happy Kids Preschool & Childcare

STEWART SCHURR
Doctor PC

TIM COOK
Experience Works

TINK MILLER, *Chair*
Placer Independent Resource Services

VIC WURSTEN
PRIDE Industries

WILLIAM REED
United Domestic Workers

I. ROLL CALL AND INTRODUCTION OF GUESTS

II. APPROVAL OF AGENDA

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III. CONSENT AGENDA (EC)

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

For Approval

A. Approval of Minutes from May 15, 2014 EC & FC Joint meeting. 2-4

B. Approval of Youth Council application; McKensy Fisher-Mathis 5-7
Representing Youth (Placer)

For Information

C. Review of Minutes from July 17, 2014 WIB meeting.

D. Attendance Log 8

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

V. DIRECTOR'S UPDATE

- WORKFORCE INNOVATION & OPPORTUNITIES ACT (WIOA)

VI. EXECUTIVE COMMITTEE RETREAT PLANNING

VII. FUTURE AGENDA ITEMS/NEW BUSINESS

VIII. NEXT MEETING – October 16, 2014 – Joint Executive & Finance

IX. ADJOURNMENT

EQUAL OPPORTUNITY

Golden Sierra is an equal opportunity employer/program. Auxiliary aids and services are available upon request. Special requests for services, aids and/or special formats need to be made by calling (530) 823-4635 (Voice). TTY users please call the California Relay Service at 711.

**GOLDEN SIERRA WORKFORCE INVESTMENT BOARD
EXECUTIVE & FINANCE COMMITTEE
SPECIAL MEETING
AGENDA**

Thursday, May 15, 2014, 12:00 pm

**Brandman University
3001 Lava Ridge Court #250
Room 136
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Miller at 12:02 pm.

Present (EC): Tink Miller, David DeLeonardis, Kevin Ferreira

Absent (EC): Martha Escobedo, Laurel Brent-Bumb

Present (FC): Tink Miller, David Frazier, Paul Castro

Guests: Jason Buckingham, Lorna Magnussen, Latanya Johnson, Terrie Trombley,
Lynda Webb, Jenny Wilson, Michael Indiveri

II. APPROVAL OF AGENDA (EC & FC)

Remove item V from Agenda due to no changes.

Motion to approve as amended by David DeLeonardis, second by Kevin Ferreira.

Motion approved unanimously.

III. APPROVAL OF MINUTES APRIL 17, 2014 JOINT EC & FC MEETING

Correct agenda item I. Roll Call - Executive Committee to reflect Escobedo as absent.

Motion to approve as corrected David DeLeonardis, second by Paul Castro.

Motion approved unanimously.

IV. PUBLIC COMMENT-FOR THOSE ITEMS ON THE AGENDA

Buckingham provided an update on El Dorado Counties request to use an indirect cost rate. At this time we cannot accept an indirect cost rate without it being certified by their Federal Cognizant Agency. El Dorado's current contract requires a direct charge that prevents us from using an indirect cost plan. It does not mean that we cannot do a modification or use a cost allocation plan which could be similar to an indirect cost rate. For now we will have to work through a cost allocation plan and a contract modification if we want to implement whatever percentage would be appropriate for the cost allocation plan. The modification plan and the indirect cost rate are not complete at this time.

V. APPROVAL OF FISCAL YEAR 2013/2014 BUDGET REVISION (FC)

Deleted under Agenda Item II

VI. APPROVAL OF FISCAL YEAR 2014/2015 DRAFT BUDGET(FC)

Buckingham began with thanking Terrie, Lorna and Darlene for their work in drafting this budget with a significant reduction of funds. He states it is highly unlikely that there will be two One Stop Centers in Placer County next year, even though there are grant applications out and the budget is still unclear, consolidation of the Placer County centers will most likely occur.

Trombley provided the following:

- Prop 39 award has been received but is not included in this budget
- Budget includes roll over and new allocation funding
- Rapid Response funding – 1) includes an assumption that we will receive a waiver for Rapid Response that will allow funding to be expended through the next fiscal year (\$60,000 carryover); 2) The state has not confirmed our actual for 2014/2015 (\$263,120 estimate).
- Expenditures are in line with the funding that we have. Frazier asked for confirmation that the 3.6 million in the program year is a solid number. Trombley confirmed that it is correct
- This is the third year of meeting SB 734, Direct Training requirement. In the first year (K3 12/13), 25% of WIA funding was spent on Direct Training; (K4 13/14), 20% was spent and (K5 14/15) the goal is to spend 15%. We are confident that the goal of 10% leverage for the next fiscal year will be met. Page 12 shows the funding requirements of 25% for adult, dislocated worker training. This demonstrates 15% for WIA cash award and 10% leveraged funds. Examples of leverage are Pell Grants or Employer portion of OJT. Buckingham clarified that it is money outside of WIA funding and it is required to show where the funding is allocated from and that it meets the requirement. The leverage does not show up in the budget because it is a non-cash transaction. Trombley noted the following correction on Page 12 - Adults & Dislocated Worker Distribution – ~~20%~~ 15% WIA Cash Award and ~~5%~~ 10% Leveraged Funds. Buckingham stated that the leverage is a requirement of the award. The match needs to be shown to comply with SB 734. K3 was all cash and no leverage so it was easier, but K4 was more of a challenge to get the money out due to the government shutdown. Buckingham stated that we will include an update as part of our regular report out, but feels confident in meeting the requirement. Based on current Placer County analysis we had approximately 70% in match. If it appears in December that we are not going to meet the requirement, a budget revision will be required.

Frazier stated that we are switching from a cash accounting system to an accrual accounting system and wants to make sure that preparations are being made for these changes. Trombley demonstrated Leverage on 5L that shows \$249,317 is planned leverage from outside sources. If this leverage is not coming to fruition, these numbers would have to be reduced and WIA funding would then need to be expended towards direct training.

Castro suggested that forecasting the suggested changes would be a benefit and could show the impact on operations. Buckingham confirms that a simple dashboard report can be done to capture performance and projection for each quarter.

Indiveri inquired if there are any consequences for non-compliance. Buckingham stated that the state will not begin monitoring compliance until 2016. Trombley stated that K3 close out reports are due in August; a corrective action plan will probably be sent to counties that are not in compliance. Trombley and Buckingham agreed to create and report out on these performance and projections.

Trombley stated that each county is at different stages of spending their training dollars and meeting leverage. El Dorado has a large amount of training dollars remaining on their K4 contract and will soon be receiving K5 funds; Webb stated that spending these dollars would not be a problem. Placer is fully expended on K4 training dollars. Trombley will work with El Dorado to collect data for report out for Finance Committee. Frazier voiced his concern about the amount of money compiling in El Dorado.

- Miller inquired about the shift in retiree benefits. The shift reflects an increase in benefits and a decrease in services & supplies. Trombley stated that last year, the Placer County retiree dental was overcharged and we received a credit. In addition, this year includes a projected increase for healthcare. Trombley added that the salaries & benefit line includes carry over funds from vacant positions during a period of the year and will help allow us to fund DEI staff after grant ends through June 30, 2014. Trombley added that OPEB costs (Page 6 Line 9) are an estimate at this time. DeLeonardis ask what impact on staffing occurs in next fiscal year when carry over is depleted. Buckingham stated that the positions that may be impacted are primarily limited term or extra help that are brought on with the expectation that the position is temporary.
- Buckingham stated that the consideration to consolidate centers is not necessarily based on funding the operations of the centers, but in staffing two centers. Frazier inquired when closing one of a center might happen. He stated it would have to happen by July of 2015. The preference would be to keep the Auburn center open but Roseville has our key partner, EDD, and has the largest population base. The decision has yet to be made.

Motion to approve the 2014/2015 budget with a caveat to closely monitor the leverage and be provided with impact reports by Frazier, second by Castro.

Motion approved unanimously.

VII. NEW BUSINESS/FUTURE AGENDA ITEMS

- Final Budget may require special meeting.
- June 19th may not be required; members will be notified.

VIII. NEXT MEETING – Joint EC & FC, Thursday, June 19, 2014 (pending)
Roseville Connections

IX. ADJOURNMENT

Motion to adjourn at 12:45 pm by Frazier.

Meeting adjourned

**Golden Sierra
Workforce Investment Board**

MEMORANDUM

DATE: August 21, 2014
TO: WIB members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Youth Council Application

☐ Resolution ☒ Action Item ☐ Information

Attached for your approval is an application for the Youth Council:

McKensy Fisher-Mathis, representing youth

This applicant is currently working as a Youth Clerk for the One-Stop Center in Auburn and will be a strong addition to the Council. Staff recommends approval.

WORKFORCE INVESTMENT BOARD

Youth Council

Name: McKensy Fisher-Mathis

Organization Name:
(if applicable) Career Connections

Organization
Address: 1919 Grass Valley Highway Ste. 100 Auburn, Ca 95603

Email: mcKensyfisher@yahoo.com Phone: (916)-410-5640 Fax: _____

Time available for meetings (days, evenings, etc.):

Please check (if applicable)

- | | |
|---|--|
| <input checked="" type="checkbox"/> Youth Participant | <input type="checkbox"/> Apprenticeship Program Rep. |
| <input type="checkbox"/> Private Sector Rep. | <input type="checkbox"/> WIB Member |
| <input type="checkbox"/> Education Rep. | <input type="checkbox"/> Juvenile Justice/Law Enforcement Rep. |
| <input type="checkbox"/> Nonprofit Org. Rep. | <input type="checkbox"/> Public Housing Rep. |
| <input type="checkbox"/> Parent of Eligible Youth | <input type="checkbox"/> Other |

Qualifications/Areas of expertise related to serving youth:

Done a lot of Volunteer work with Auburn Hip Hop Congress.
Attended Skill building workshops, writing classes, many Conferences,
All of which were directed towards Youth and hearing the
Youth's Voice. I even attended a weekend camp that was
all about leadership and how to be heard in the Community.
I learned many things and I know I would be helpful.

What experience do you have serving on youth boards (i.e., school boards, PTA, School to Career, youth sports programs, Juvenile Justice Commission, etc.)?

I was the Captain of my Cheerleading Squad my Freshman year.
Completed the Youth Development Institute Leadership Training,
gained Certificate.

Additional Comments (attach resume if you wish):

WORKFORCE INVESTMENT BOARD
Youth Council

Membership Application

Have you ever participated in a JTPA or WIA funded program? ☒ yes ☒ no

If yes, list the following information: ~~I am~~ ^{MF} I am working as a Youth Clerk for Career Connections as part of a WEX agreement.

Name of the program: ☐ JTPA ☒ WIA

Name of the agency providing your training and/or services: Golden Sierra Career Connections

Type of training or services you received: Youth Services

Date/Dates you received training or services: 8/24/13 - Current

Are you the parent of a youth participating in a JTPA or WIA program? ☐ yes ☒ no

If yes, list the following information:

Name of the program: ☐ JTPA ☐ WIA

Name of the agency providing your training and/or services: _____

Type of training or services you received: _____

Date/Dates you received training or services: _____

McKenzie Fisher-Mathis
Applicant Signature

08/05/2014
Date

Date: 6/20/13 9/19/13 10/17/13 4/17/14 5/15/14 6/19/14						
Type: Joint Joint Regular Joint Special Regular						
Executive Committee						Cancelled
Dave DeLeonardis	1	1	1	1	1	
Laurel Brent-Bumb	1	1	0	1	0	
Kevin Ferreira	0	1	1	1	1	
Martha Escobedo			Appointed	0	0	
Tink Miller-CHAIR	1	1	1	1	1	
Total	3	4	3	4	3	

Rate
100%
60%
80%
0%
100%

Quorum=3