

WB MEMBERS

ANETTE SMITH-DOHRING
Sutter Health Sacramento Sierra Region

Bill Bettencourt
Placer School for Adults
CAROL PEPPER-KITTREDGE
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

DAVID DeLEONARDIS
Crossroads Diversified Services

ERIC COOPER
California Indian Manpower Consortium

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JOHN TWEEDT
District Council 16

KATHLEEN BURRIS
CVS Health

KEVIN FERREIRA
Sacramento – Sierra's Building and
Construction Trades Council

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

PAUL CASTRO
California Human Development

RANDY WAGNER
Sierra Economic Development
Corporation

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

ROBERT WARD
IBEW Local 340

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

GOLDEN SIERRA WORKFORCE BOARD EXECUTIVE COMMITTEE REGULAR MEETING AGENDA

Thursday October 15, 2015 – 1:00 pm

**Roseville Connections
115 Ascot Drive, Suite 180
Roseville, CA 95661**

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.

For Approval

A. Approval of Minutes from August 20, 2015 EC meeting 3-6

Informational

B. Review of Minutes from September 17, 2015 FC meeting 7-9

C. Review of Minutes from September 17, 2015 WB meeting 10-16

D. Attendance Log 17

IV. PUBLIC COMMENT – FOR THOSE ITEMS ON THE AGENDA

V. WIOA IMPLEMENTATION

• ACTION MATRIX 18-23

• CORE PARTNER MEETINGS

• WDB BYLAWS

➤ MISSION & VISION STATEMENT

➤ WDB MEMBERSHIP COMPOSITION

➤ SUBCOMMITTEES

VI. NAWB FORUM

24-28

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.

VII. FUTURE AGENDA ITEMS/NEW BUSINESS

VIII. NEXT MEETING

December 17, 2015 – Joint Executive & Finance, Roseville Connections

IX. ADJOURNMENT

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

Thursday August 20, 2015 – 1:00 pm

**Roseville Connections
115 Ascot Drive, Suite 180
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Chair Miller at 1:04 p.m.

Present: Tink Miller, Rick Larkey, Kevin Ferreira

Absent: Laurel Brent-Bumb, Martha Escobedo

Guests: Jason Buckingham, Darlene Galipo, Lorna Magnussen, Terrie Trombley, Kathy Spindola, Michael Indiveri

II. APPROVAL OF AGENDA

Motion to approve the agenda by Larkey, second by Ferreira.

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.

For Approval

A. Approval of Minutes from June 29, 2015 EC/FC meeting

Informational

B. Review of Minutes from July 16, 2015 WIB meeting

C. Attendance Log

Motion to approve the consent agenda items A-C by Ferreira, second by Larkey.

Motion approved unanimously.

IV. PUBLIC COMMENT – FOR THOSE ITEMS ON THE AGENDA

Indiveri commented that according to an article he read, the Federal Government has not passed their 2015/2016 budget; they will have until the end of September to do so.

Miller handed out flyers for the Annual Assistive Technology Exposition sponsored by Placer Independent Resource Services that will take place on September 9, 2015, from 9am-1pm.

Thirty vendors will be attending at Placer County Fairgrounds in Roseville, CA; the expo is free and open to the public.

V. APPROVE LETTER REGARDING ONE-STOP OPERATOR PROCUREMENT

Buckingham explained that current interpretation of the law states that local areas can be One Stop Operators only after they have gone through the procurement process and the process has failed. The California Workforce Association, working on behalf of local areas and State Legislators, are requesting a letter be drafted by local agencies asking that the current interpretation be altered to read that local areas can be the One Stop Operator provided that the chief elected official, which would be the Governing Body and the Governor, agree since the law does not include a requirement for failed procurement.

Larkey asked if there was opposition to the proposed requested regulation change. Buckingham said that there were parties both for and against it.

Motion to approve the One-Stop Operator procurement letter by Larkey, second by Ferriera.

Motion approved unanimously.

VI. WIOA IMPLEMENTATION

Topics below are reported and discussed out of order.

- WDB MEMBER SURVEY RESULTS

Buckingham explained that a Workforce Board Survey was sent out to members requesting their feedback on where the Board stands currently with WIOA. The general consensus of the members who responded was favorable. Buckingham then asked the Executive Committee for their feedback on the responses which are noted as follows:

- one-on-one conversations with members indicate that they are in the process of understanding WIOA. The information is there; the individual needs to take the initiative to find the answers and be engaged
- of the responses received, the majority seem to understand what the workforce board is trying to accomplish and are actively involved
- it would have been helpful if the members responding with “undecided” or “disagree” could have offered insight as to how to resolve the situation
- the matrix that is included in the Board packets offers information that relates to implementing WIOA; this may not be apparent to the members
- a visual presentation of the matrix may be helpful that walks the members through the process, reviewing items that are currently outstanding and items that have been completed since the last meeting
- invite industry leaders to our board meetings to share their needs and ideas of how to better unify the partners to reach our goal of serving the community at a higher level
- meeting with industry sectors and learning about their needs will lead the board into defining our mission, vision and values

- ACTION MATRIX

Buckingham explained that the matrix reflects certain items in blue meaning that they have been completed. Though not this board's responsibility The Joint Powers Agreement (JPA) has been approved by Alpine and El Dorado counties, and will be going through Placer county in September.

- LOCAL AREA DESIGNATION

Buckingham stated that the final approval letter for local area designation was received by Golden Sierra.

- PARTNER MAPPING MEETINGS

Larkey recommended that the partners meet and discuss mapping of the business leadership councils that have been formed. It would be beneficial and effective to have local businesses meet and work with the local counties.

Buckingham stated that he has met with the core partners individually and additional meetings with the Core Partnership Group have been held; aligning of services and partner strengths were discussed. Adult schools are very interested in the discussions, and are looking to partner with the system.

Galipo said that Golden Sierra shared a draft of the Memorandum of Understanding (MOU) with the core partners, which will be used to enter into agreements with the board.

- WDB BYLAWS

- WDB MEMBERSHIP COMPOSITION

- SUBCOMMITTEES

Buckingham explained that if the board chooses to move in the direction of developing subcommittees, they must be chaired by a current board member, and have additional members that are not members of the local board.

Larkey stated that it may be helpful to involve the local Chambers along with various local industries to form a working partnership.

Buckingham suggested the board move in the direction of forming Ad hoc committees. He also emphasized the importance of having the partners work together to serve the public.

- MISSION & VISION STATEMENT

Buckingham commented that additional engagement with board members explaining the direction of the board's mission, vision and values may be helpful. The Board should aim at identifying which sectors initiatives to spearhead and which to support.

Buckingham will draft an overview of this meeting to have Chair Miller report out to the Workforce Board in September.

VII. CAREER & YOUTH SERVICES RFP STATUS

Buckingham stated that the Career & Youth Services Request for Proposal (RFP) was released; proposals were due and received August 14, 2015; rating committee is reviewing proposals and will return findings to Golden Sierra by August 28, 2015; a report will be made to the Workforce Board at the September 17, 2015, meeting and then Workforce Board recommendations presented to the Governing Body at their next scheduled meeting on October 7, 2015.

VIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- Labor Market Information Division (LMID) presentation at next Workforce Board (WB) Meeting – 9/17/15
- Sector presentations
- SlingShot

IX. NEXT MEETING

October 15, 2015 – Joint Executive & Finance, Roseville Connections

Chair Miller announced that Michael Zimmerman, Director of Operations - MTI College, will be joining the Finance Committee as a board member. The committee is scheduled to meet on September 17th at 12:00 p.m. at Brandman University in Roseville.

X. ADJOURNMENT

Motion to adjourn by Larkey at 2:25 p.m.

Meeting adjourned.

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

Thursday September 17, 2015 – 12:00 pm

**Brandman University
400 Sunrise Avenue, Suite 200
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Chair Miller at 12:05 p.m.

Present: Tink Miller, Michael Zimmerman, Paul Castro*

Absent: None

Guests: Jason Buckingham, Terrie Trombley, Lorna Magnussen, Michael Indiveri

**indicates arrival time*

II. APPROVAL OF AGENDA

Motion to approve the agenda by Zimmerman, second by Miller.

Motion approved unanimously.

III. CONSENT AGENDA

Approval of Item A was carried over due to newly appointed Zimmerman abstaining.

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 June 29, 2015 EC/FC meeting

Informational

B. Attendance Log

During Agenda Item VIII, Item A of the consent agenda was brought back to the table for approval.

IV. PUBLIC COMMENT – FOR THOSE ITEMS ON THE AGENDA

Indiveri said that there is question as to whether the Federal Government will re-impose sequestration. Miller said that if the hiatus ends and the budget is left intact then language calls for across-the-board cuts.

V. K5 EXPENDITURES UPDATE

Buckingham explained that the matrix was put together as a part of the ongoing review of the El Dorado expenditures. The matrix also includes all service provider expenditures so that the Board is updated on the consortium's expenditure rates. El Dorado's expenditures have increased from approximately 50% to 60% since last reported on June 30, 2015. The committee targeted El Dorado expenditures at 80% by the end of December, 2015; Buckingham believes this target will be met.

Zimmerman asked if the same conversation was being held with Alpine County. Buckingham said that conversations have taken place but he does not see any concerns at this time because of the significantly lower funding amounts. Golden Sierra has been assisting El Dorado and is now assisting Alpine counties with their invoicing and other administrative duties.

Buckingham stated that El Dorado has focused their attention on the Adult portion of the program; there is some concern with the expenditures of the youth funding and he would like to see this spread more equally among all categories.

**12:15 Paul Castro arrived*

Castro asked for the timeframe that is being looked at for El Dorado to meet the 80% expenditure goal. Buckingham said that Golden Sierra and El Dorado agreed that this figure would be met by the end of December 2015.

VI. APPROVE FY 2015/2016 CONSORTIUM FINAL BUDGET

Trombley began her review of the Final 2015/16 budget with page 10, column C, explaining that this was the budget available to Golden Sierra for this fiscal year. Other budget points were as follows:

- Row 6, page 10 showed the non-allocation award which was not included in the draft budget. Golden Sierra was awarded \$350,000 for the Disability Employment Accelerator (DEA), Sector Partnerships National Emergency Grant (SPNEG) and Prop 39
- Trombley explained that the budget reflects Placer, El Dorado and Alpine counties being treated with their own cost centers
- Page 11, column B shows retiree dental, health, current premium payments and the required lump sum payment for CalPERS. A payment is made to CalPERS on actual PERSable wages and a lump sum is made the first month of the fiscal year; which allows the agency to save \$8,000 in interest annually, opposed to spreading out payment through the year
- The agency has reduced the amount paid toward employee healthcare
- Buckingham explained that there was a restructuring of the Agency about 12 years ago, when two counties left the consortium after increasing the retirement benefit. These counties were not ultimately held responsible for the increased retirement liability. This placed the remaining counties of the JPA in a position of absorbing the costs

Indiveri said that approximately 3 years ago CalPERS set up a fund for “failed agencies” which deals with liabilities left over should these agencies disappear from current operations. The main emphasis for this fund focused on retirees not losing their pension.

Miller said that she looked for assurance that Golden Sierra was taking the right steps to reduce the agency’s liability and make sure that the retirees would not lose their pension.

- Trombley said that pages 11 and 12 show the cost centers that have been established to track expenditures
- Page 13 shows a listing of Golden Sierra’s current plan for contracts and any rollover
- Page 14 lists a breakout of the agency’s funding for its first year of WIOA, plan to meet training requirements and work-based learning. A 50% transfer of Dislocated Worker funding to Adult funding will take place
- Buckingham pointed out on page 12, columns J through M, show funding that is earmarked for Agency staff providing consortium-wide programs.
- Page 15 shows 15% WIOA cash award and 10% leveraged funds for direct training this fiscal year. Next year’s requirement will be 30% with no more than 10% being leveraged
- Buckingham said that there has been positive movement at the State level with what is allowed as training. WIOA has a little more flexibility with the definition of training than WIA

Motion to approve the 2015/16 consortium budget by Zimmerman, second by Castro.

Motion approved unanimously.

VII. FUTURE AGENDA ITEMS/NEW BUSINESS

- 2014/15 Final Budget Revision

VIII. NEXT MEETING

October 15, 2015 – Joint Executive & Finance, Roseville Connections

At this time, Item A of the consent agenda was brought back to the table for approval.

Motion to approve the June 29, 2015 EC/FC minutes by Castro, second by Miller.

Motion approved by roll call vote.

Aye: Castro, Miller

Nay: None

Abstain: Zimmerman

Absent: None

IX. ADJOURNMENT

Motion to adjourn by Zimmerman, second by Castro.

Meeting adjourned at 12:40 p.m.

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, September 17, 2015 - 1:00 p.m.

**Brandman University
400 Sunrise Avenue, Suite 200
Roseville, CA 95661**

*Mission: To be the premier provider of business and
job seeker services in the region we serve*

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Chair Miller at 1:05 p.m.

Present: Tink Miller (Chair), Rick Larkey (Vice Chair), Anette Smith-Dohring*, Carol Pepper-Kittredge, Christina Nicholson, David DeLeonardis, Eric Cooper, Jason Buckingham, Kathleen Burris, Kevin Ferreira, Kim Pellow, Maggie Valenzuela, Marcy Schmidt, Michael Zimmerman, Paul Castro, Randy Wagner, Stewart Schurr, Tim Cook

Absent: Bob Ward, Daniela Devitt, John Tweedt, Laurel Brent-Bumb, Mark Frayser, Martha Escobedo, Sherri Springer, Victor Wursten

Guests: Bill Bettencourt, Trish Kelly, Elizabeth Bosley, Terrie Trombley, Lorna Magnussen, Kathy Spindola, Michael Indiveri, Alexis Zoss, Patrick Guild, Jay Onasch, Cara Welch

**Indicates arrival time*

II. APPROVAL OF AGENDA

Motion to approve the agenda by Zimmerman, second by DeLeonardis.

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.

Chair Miller asked that the July 16, 2015 Workforce Board (WB) minutes be removed for a correction on page 7 in reference to the Washoe Tribe.

For Approval

A. Approval of Minutes from July 16, 2015 WB Meeting (**removed – refer to III.a.)**

Informational

A. Review Minutes from August 20, 2015 EC Meeting

B. Attendance Log

Motion to approve consent agenda Items A/B Informational by Larkey, second by Cook.

Motion approved unanimously.

III.a. CONSENT AGENDA

For approval – A. Approval of Minutes from July 16, 2015 WB meeting

Request correction on page 7 of agenda packet, section VIII to read: Washoe Tribe who reside at Hung A Lei Ti.

Motion to approve as revised by Larkey, second by DeLeonardis.

Motion approved unanimously.

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

Pepper-Kittredge announced that Sierra College will hold a Nontraditional Employment for Women (NEW) event on November 6th from 9am – 2 pm. The goal is to inspire high school girls to continue their education in fields that are considered nontraditional for their gender. Golden Sierra will help sponsor the event. Board members are invited to attend and if interested should contact Pepper-Kittredge for parking passes.

The second event is a competition with Hacker Lab called Startup Hustle, which provides mentorship and tools to allow a person to build a business model in 6 weeks. A competition will take place at the end of the course.

Sierra College partnered with Los Rios Community College District in the spring as part of a Department of Labor grant. The grant was funded and Golden Sierra will participate as a partner in the work.

Miller announced that she passed a flyer around inviting the public to attend meetings held by the Placer County Transportation Planning Agency (PCTPA) to discuss public transportation. Input is given to PCTPA and if the criteria are found to be reasonable to meet, then it must be funded. The PCTPA staff is willing to come out and make a presentation to agencies/organizations.

Castro pointed out that the Spanish version was translated incorrectly. Miller asked for the corrections which she would pass on.

** Smith-Dohring arrived – 1:15*

V. APPROVE FY 2015/2016 CONSORTIUM FINAL BUDGET

Buckingham began by saying that the 2015/2016 budget has been modified to report by Cost Centers. Page 18, columns J-M, lists monies that are administered by Agency staff on behalf of the consortium. This budget was approved by the Finance Committee at their September 17, 2105, meeting held just prior to this meeting.

Larkey referred to page 16, row 6, and asked for clarification of the \$539,509 non-allocation awards. Buckingham stated that this is additional grant money that is not a part of the WIOA Adult, Dislocated Worker and Youth funding allocation.

Larkey inquired about the large shift in salaries and benefits listed under expenditures on the same page. Trombley explained that in the past, Placer County was listed separately, but is now combined with El Dorado and Alpine counties; therefore, reflecting the increase in that area.

Motion to approve the 2015/2016 Consortium Final budget by Smith-Dohring, second by Schmidt.

Motion approved unanimously.

VI. K5 EXPENDITURES UPDATE

Buckingham explained that the matrix shows the expenditure movement of the subcontractors throughout the consortium. There has been an increase in expenditures with El Dorado County since the June 30th report, which puts them at 60%. It was agreed that they would reach 80% by the end of December 2015.

Cooper inquired about the \$62,391 reduction for unexpended Rapid Response money in El Dorado County. Trombley explained that the agency was required to have all Rapid Response funds spent by June 30, 2015. El Dorado was not able to expend the money completely; therefore, it was absorbed back into the agency and utilized throughout the Cost Centers. Buckingham reminded the members that part of this was due to a late award of the Rapid Response money to the Agency.

VII. CAREER & YOUTH SERVICES RFP

Buckingham explained that all contracts for WIOA Title I Youth and Career Services must go through a competitive bid process. A bidder's conference was held for the Career & Youth Services RFP with Alpine and El Dorado County contractors turning in completed documentation. The information was rated and is now being presented for discussion/action.

Castro questioned the low ratings and asked Buckingham if he had concerns with them. Buckingham stated that he did not understand why the raters varied to such an extent; the only concern he had was asking the Board to approve the RFP with El Dorado County prior to the County having the opportunity to reach the agreed 80% expenditures by the end of December 2015.

There was concern regarding the low number of bidders; Buckingham said that this was typical of our area. There were two for-profit organizations that chose not to follow through with their bids, likely due to the small amount of funding involved. It was proposed that El Dorado be approved, contingent on meeting their 80% expenditure rate by December 31, 2015. If El Dorado is unable to meet that goal the Board could go out to bid with another RFP or have Golden Sierra administer the contract in-house. Buckingham said this would be up to the Board to decide.

Zoss stated that she has been responsible for the program since February 2015 and believes El Dorado is on-point with their expenditures to date. There has been an increase in expenditures within the last 2 weeks; the report included in the board packet does not include these figures. They are reassessing how they utilize their resources and the RFP gave them the opportunity to redesign how they look at their client services. Zoss said that loss of staff affected the program negatively but with new staff in place they are moving forward in a positive direction.

Motion to award the contract to El Dorado Health and Human Services Agency on the condition that they meet all performance numbers and 80% expenditure goal by December 31, 2015, by Castro, second by Larkey.

Nicholson said that the proposal on the table was "all" performance measures and is concerned that this may not be realistic.

Castro would like the Agency to report back in December as to whether the performances have been met.

Larkey asked if it was feasible for Golden Sierra to take over beginning January 2016 if the contract had to be terminated due to El Dorado not meeting their performance measures.

Buckingham said that the Agency could prepare quickly but to spend the money within a six month timeframe in El Dorado County would be unlikely; it would most likely be spent in Placer County.

Buckingham explained that this is an eighteen month contract; it begins January 2016 and expires June 2017. Buckingham expressed concerns with making the award contingent on meeting all performance measures. Currently the consortium is required to meet the expenditure goals. Clearly we want them to meet the performance measures as well. This is also their intent; however, the Board would be changing the measure at the last minute and with little time to allow for corrections if need be.

After discussion Castro revised the original motion as follows:

Motion to approve and award the contract to El Dorado Health and Human Services Agency on the condition that they meet the 80% expenditure goal by December 31, 2015, by Castro, second by Larkey.

Motion approved unanimously.

Motion to approve and award the contract to Alpine County Health and Human Services by Smith-Dohring, second by DeLeonardis.

Motion approved unanimously.

VIII. SLINGSHOT PRESENTATION

Trish Kelly/Senior Vice President – Valley Vision

Buckingham introduced and welcomed Trish Kelly from Valley Vision. He also shared that Valley Vision manages this region's SlingShot project, which is a State Board awarded grant. Our region includes SETA, Golden Sierra, Yolo and North Central Counties. This region's project doesn't focus on one particular sector; focusing instead on entrepreneurship, business start-up and first-stage business success.

Trish Kelly's presentation included the following highlights:

- there are 10 regions working on the SlingShot project across the state
- focus is on entrepreneurship and education, along with outcomes that make an impact on regional prosperity and income mobility
- entrepreneurs and business owners are building off of existing assets and the innovation ecosystem
- considerable time was spent understanding who is out there in the ecosystem providing services to the start-ups and entrepreneurs
- An advisory committee has been established consisting of employers and service representatives across the four workforce boards.
- Valley Vision is working with national groups including Kauffman Foundation and U.S. SourceLink to define what a healthy ecosystem looks like
- a typology put together by U.S. SourceLink defines 4 types of entrepreneurs:
 1. Innovation-Led – these are groups that come out of research and development; are looking to commercialize and very high growth; are looking for venture capital investments
 2. Second Stage – have progressed through the start-up stage; are looking to grow; have between 10 and 99 employees; are rooted in the community
 3. Main Street – usually local businesses that are not looking for high growth but want to be strong and profitable
 4. Microenterprise – smaller firms that need less capital to start

- a test bed for innovation and extensive research have taken place in Kansas City; capturing the dynamics of this evolving field
- testimonials show that the economy is rising and California is a great place to have a business
- mapping your assets allows the whole system to become more efficient, so the goal is to have a centralized point where the assets are more visible and easily accessed
- network capital identifies resources and gaps
- a challenge that the entrepreneurs are having is finding mentors in like businesses
- the Advisory Group met in August and identified potential strategies for SlingShot to focus on, along with implementation and who would be included in these workgroups
- the next step is to meet with the business leadership council in October, have council determine the priorities and submit the compact for implementation
- an area of interest is the Resource Navigator which is a platform that helps organize information about organizations; connecting the entrepreneurs at various points
- Valley Vision is helping to assemble a metrics workgroup which identifies metrics and reports this out to the board and the community

Questions: Cooper asked if entrepreneur needs are being factored into the process; updated policies, permits, other service needs. Kelly said that there are services that take care of these needs but they are not being connected to the start-up businesses. This is an integral part of the system.

Larkey asked for a definition of what Valley Vision considers as an entrepreneur. Kelly said that it's broad based.

Pepper-Kittredge was concerned that one of the goals is to connect research institutions as the only driver of innovation. Smith-Dohring explained that she doesn't see it as being restrictive in any way. The project is trying to figure out what the catalyst is for entrepreneurship. Partnering with large businesses can bring the mentorship that is needed.

Larkey asked who the emerging leaders are in the ecosystem with the demise of SARTA. Kelly said that over the next six months the workgroups will figure out what is critical to the infrastructure and find a way to keep it going. Cooper said that it's important that we look to the internet because the younger generation utilizes this type of media more than any other.

Wagner said that it's important to build the ecosystem and then connect the people. Find the lender and connect them with the right entrepreneur's business. He believes this will be a long process but once it's created then it must be sustained for generations to come.

IX. LABOR MARKET INFORMATION DIVISION (LMID) PRESENTATION

Elizabeth Bosley – EDD

Buckingham introduced Elizabeth Bosley, Labor Market Information Division (LMID) consultant with EDD.

Bosley introduced Cara Welch as the new Labor Market consultant for Sacramento. Bosley presented a PowerPoint overview of the Labor Market Information (LMI) for the Alpine, El Dorado and Placer County areas:

- using the labor market information is helpful in finding a job or changing careers
- essential tool for job seekers and economic and workforce developers
- LMI is mutual, objective and credible; answers questions without guessing; improves efficiency; helps to make informed decisions

- population projections are important to make sure the generations are covered according to their needs
- Alpine, El Dorado and Placer counties are above the State average for high school graduates and at/above for bachelor's degree and higher – important when looking at the types of jobs for your area
- labor force data counts population by where they live, number of employed and unemployed age 16 years and older, not a member of the armed forces or in any institutions or prison
- data over the last 10 years shows the State at a high unemployment rate in 2010 and recovering by 2014
- industry employment numbers count population by where they work, number of jobs by industry and geography and uses the North American Industry Classification system
- trade, transportation and utilities hold the largest employed population, with mining and logging showing the fewest

An EDD LMID current economic statistics graph was presented showing the different sectors of regional employment in each industry. Buckingham stated that part of the Sector Partnership Grant will develop a graph showing sectors for each county in the consortium, being beneficial for our region.

- occupations with the most job openings projected between 2012-2022 are personal care aides; retail sales; cashiers; food prep and waiters & waitresses, the commonality being lower-paid jobs
- fastest growing occupations between 2012-2022 are tile setters; tapers; painters; drywall; cement masons; plumbers; pipefitters and steamfitters, this all being in the construction industry

X. WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)

Miller referred to the Matrix included in the board packet noting that sections in blue are completed and the green and white are in stages of being completed.

XI. WIOA SERVICE PROVIDER UPDATES

The agency is transitioning from oral reports to written reports which are included in the Board packet.

- Alpine County Consortium (written report provided)
- El Dorado County Consortium (written report provided)
- Golden Sierra Job Training Agency (written report provided)
- PRIDE Industries (no report)

The report format was well received. Wagner asked if there were requirements as to what type of information is entered in sections of the report. Buckingham said that the report is new and recommendations are welcomed. DeLeonardis suggested that the information under Activity Summary include detail similar to Placer County's report; he found this information very informative and recommended that this be included in the standardized report.

XII. COMMITTEE UPDATES

- Business Services Committee (on hold)
- Executive & Finance Committees (written report provided)

Miller explained that the written report provided captured points of activity that the Executive Committee has been involved in with the transition to WIOA. The focus is to make sure that the lines of communication are open to everyone.

- Youth Council (on hold)

Nicholson said that there are a couple of workgroups that are active under Youth Council - the Homeless subgroup and a Youth Provider Event subgroup. The Youth Provider subgroup joined with the Placer Collaborative Network which had a resource fair this morning, connecting with local resources. Placer County has hired a national consultant to take a look at what is happening with the homeless population and to make recommendations. These presentations are being attended by Nicholson and staff from Golden Sierra.

XIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- WIOA Update

Wagner complimented Buckingham and staff for the restructure of the agenda and the partner presentations. Buckingham said that the changes were, in part, based on responses to the member survey that was sent out.

XIV. NEXT MEETING

Thursday, November 19, 2015 – 1:00 PM, Brandman University

XV. ADJOURNMENT

Meeting adjourned by Chair Miller at 3:17 p.m.

	10/16/14		12/18/14	02/19/15		06/18/15		
Date:	10/23/13	11/13/14	01/05/15	02/25/15	04/16/15	06/29/15	8/20/2015	Rate
	Joint	EC	Joint	EC	EC	EC	EC	
Executive Committee	Special	Retreat	Regular	Regular	Regular	Regular	Regular	
Tink Miller- CHAIR	1	1	1	1	1	1	1	100%
Rick Larkey- VICE CHAIR	1	1	1	1	1	1	1	100%
Kevin Ferreira	1	0	0	1	0	1	1	57%
Laurel Brent-Bumb	1	1	1	1	1	0	0	71%
Martha Escobedo	1	1	1	1	1	0	0	71%
Total	5	4	4	5	4	3	3	



WIOA Action Matrix

Action	Comments	Responsibility			Status
	<i>Action Item = Green</i> <i>Complete = Blue</i>	WIB	GB/CLEO	CWIB/ Governor	
Establish Local Area					
Revise JPA to reference WIOA			X		<ul style="list-style-type: none"> • Ongoing – Working with KMTG should be sent to county counsel in late Feb/March • Out to county counsel for review April 1, 2015 (45 day review period) • On GB Agenda for review April 9, 2015 • Out to BOS' for Approval • 7/21 Alpine County – BOS approved • 7/21 El Dorado County – BOS approved • 9/15/15 Placer – BOS Approved • 10/7/15 GS GB Approved
Request Designation as Local Area	The Governor is required to designate (initially) local areas who have performed successfully and who have had fiscal integrity for the previous two years. Golden Sierra meets these criteria. No process has been defined but I recommend the WIB, in conjunction with the Governing Body, submit a letter requesting designation.	X	X	X	<ul style="list-style-type: none"> • Approved by WIB 11/20/14 • Approved by GB 12/15/14 • Mailed 12/21/14 • Draft Directive WSDD-111 released 1/16/15; Directive WSD14-10 released 2/20/15 (updated 3/9/15) • Request approval from WIB 3/19/15 • Sent unsigned copy to EDD 3/26/15 • GB approved 4/9/15 • Application sent to state 4/27/15 • Received recommendation for approval letter 5/19/2015 • Approved 6/23/15

Action	Comments	Responsibility			Status
	Action Item = Green Complete = Blue	WIB	GB/CLEO	CWIB/ Governor	
Establish Local Area (continued)					
Request approval to remain one-stop operator	According to WIOA each local area is required to have one One-Stop (at a minimum) and that One-Stop must be collocated with EDD staff. Currently, the Golden Sierra region has five centers only one of which is collocated with EDD (Roseville). The designation would eliminate our requirement to competitively procure the operator for the region. This is the most cost effective and efficient scenario. It does not eliminate the requirement to procure youth and career services.	X	X	X	<ul style="list-style-type: none"> Approved by WIB 11/20/14 Approved by GB 12/15/14 Mailed 12/21/14 According to NRPM must be competitively procured prior to receiving "waiver". Procurement must be completed by June 30, 2017 CWA launched campaign to alter regulations, GB and WDB Exec sent letter to Secretaries of Labor and Education. (8/20/15)
Workforce Board					
Governance					
Review WIB Functions for gaps/opportunities	WIB (ADA accessibility policies)	X			<ul style="list-style-type: none"> WDB functions to include partnering with Core agencies, systems alignment and setting local performance indicators Updates to WDB ongoing Board functions reviewed 7/15/15
Review Bylaws	Review bylaws for consistency with responsibilities and functions of WDB	X	X		<ul style="list-style-type: none"> Working with KMTG GB Bylaws for review/approval at GB meeting 4/9/15 WDB Bylaws under review Draft Presented to WDB EC 10/17/15
Re-write WIB/Governing Body Agreement	Review current agreement for consistency with WIOA	X	X		<ul style="list-style-type: none"> Working with KMTG Draft completed – GB Review 4/9/15 Approved by WDB Exec 4/16/15 Approved by GB 6/3/15
Set Qualifications for Director	The WDB will need to set qualifications for the Director. Will probably need to wait for regulations to do so.	X	X		<ul style="list-style-type: none"> Designated to GB since the Agency sets qualifications for and employs Director
Review WIB Directives	Current WIB Directives will need to be reviewed and revised or eliminated for accuracy within the new system.	X			<ul style="list-style-type: none"> Initial Review and Discussion at Exec 4/16/15 WIA Directives expire June 30, 2015 New based on broad policy issues, alignment etc. WDB focus on systems building

Action	Comments	Responsibility			Status
	<i>Action Item = Green</i> <i>Complete = Blue</i>	WIB	GB/CLEO	CWIB/ Governor	
Workforce Board (continued)					
Membership					
Review WIB membership for compliance and strategic direction	Is membership in line with key sectors and new requirements?		X		<ul style="list-style-type: none"> As required by WIOA and as referenced in WSD14-10, the Governing Body will be required to provide direction to staff to develop and approve a recruitment process that identifies and appoints appropriate members as defined by WIOA and state policy. Must be in compliance by July 2016. Membership reviewed, missing one required member (Adult Education) for compliance. Further review and possible restructuring may need to take place to meet requirements of local initiatives. Board membership in Compliance 10/7/15 with addition of Adult Ed Reviewed for planning and strategy 10/17/15
Structure					
Review Committee Structure	The WIB should review its committee structure to ensure that it can meet its new role. No youth council is required, new partners included in performance (performance committee), New business engagement metrics, new emphasis on pathways and pathway development, Education and economic development continuous improvement, accessibility... Joint mtgs with SETA? (See initiatives)	X	X		<ul style="list-style-type: none"> Some of this may need to be completed regionally as a part of the regional planning requirements Initial recommendations will be proposed for June Executive Committee Delayed slightly awaiting direction from state Initial Thoughts: Combine WDB Exec and Finance, adopt Core Partner meetings as WDB Sub Committee (Planning and Partnership) Either divide business membership between key sectors or use ad hoc sector committees/panels to gain info

Action	Comments	Responsibility			Status
	<i>Action Item = Green</i> <i>Complete = Blue</i>	WIB	GB/CLEO	CWIB/ Governor	
Workforce Board (continued)					
Planning/Service Delivery					
Convene Core Partners to discuss the design of the future system and MOUs	Executive Committee should convene leaders from DOR, EDD, Adult ED to discuss partnering in the new system, MOU's and Cost Sharing Agreements.	X			<ul style="list-style-type: none"> Email intro CWA WIOA Overview – 9/23/14 Letter intro WIOA 10/20/14 First meetings with EDD/Adult Ed April 2015 First meetings held with Adult Ed, EDD, HHS and DOR (April 2015) Round 2 July 27 Round 3 occurred August 18 Round 4 September 30 – Discussing Mission, Vision, Values draft
Meet with SETA to Consider Joint Committees and policies with SETA and CAIZ group	WIOA will nearly require a regional planning effort. We may want to have our subcommittees start meeting jointly with SETA	X			<ul style="list-style-type: none"> Attending SETA Planning Committee late January. Meeting cancelled; next meeting in February, Though we are jointly coordinating many activities. This meeting has not occurred as of July 2015 Currently working on Slingshot and Sector Based NEG Grants
Review One-Stop locations and service delivery model	Review service delivery. Should all current locations remain one-stops or should we target special projects in certain areas. Should we open population-specific job centers? Other LWIAs have centers that focus on youth only or business only or sectors. Should we reduce the number of physical centers and set-up remote access instead (the community colleges would be a likely host). (Recommendations to GB)	X	X		<ul style="list-style-type: none"> Met with Alpine County on 1/29/15 to discuss program services needs and model. Consider new model with one comprehensive site, multiple Affiliate sites and designated access points. Only Affiliate and Comprehensive sites have access to Training money. All sites offer some version of Career Services GS manages the payments of contracts etc. Need to develop a way to recognize access points (DOL, Calworks, DRCs Etc) as part of the system. Possible that Access points may be able to refer eligible clients directly. Locations will be a product of RFP process and WIOA Comprehensive one-stop requirements

Action	Comments	Responsibility			Status
	<i>Action Item = Green</i> <i>Complete = Blue</i>	WIB	GB/CLEO	CWIB/ Governor	
Workforce Board (continued)					
Planning/Service Delivery (continued)					
Publish RFQ for vender services	Establishing a vendor list for services will greatly enhance our ability to provider services without a full RFP process for each service	X			<ul style="list-style-type: none"> Working with staff to define services – anticipate release 2/10/15 Released 2/10/15
Publish RFQ for Training Services and/or One-Stops	Prepare for competitive bid requirement by obtaining lists of qualified/interested sub-recipients	X			<ul style="list-style-type: none"> In development/ may need to separate “one-Stop Operator” functions from one-stop service delivery (core function = coordination) Deadline for completion July 2017. Do not award “K6” money beginning of program year 2015. Must develop and complete RFP for Services to be awarded Dec/Jan (2016) for 18 months This (K6) implementation plan was reviewed and approved at Finance committee May 20, 2105; approved at WDB May 21, 2015. RFP Released 7/8/2015 Rated 8/28/15 To WDB for approval 9/17/15
Technology	How does the WDB want to address the new emphasis on Technology	X			
Branding	Consider adopting unified Identifier	X	X		<ul style="list-style-type: none"> WIOA NRPMs identify One-stop brand as “American Job Centers” do we want to keep local brand? Will state board enforce “America’s Job Centers of California”
Accessibility	How will we address accessibility				<ul style="list-style-type: none"> Could be a function of the one-stop operator if contracted out.
LMID	How will we ensure we have proper data for planning – Contract that out				<ul style="list-style-type: none"> Save costs by eliminating EMSI and Work closely with LMID consultant

Action	Comments	Responsibility			Status
	<i>Action Item = Green</i> <i>Complete = Blue</i>	WIB	GB/CLEO	CWIB/ Governor	
Workforce Board (continued)					
Performance					
Metrix	Review and identify performance metrics for WIA services or initiatives (i.e. expenditures related to OJT vs classroom training?) Training in critical clusters? Pathway development, apprenticeship enrollment – Business engagement etc.	X			<ul style="list-style-type: none"> Initial local performance metrics to be proposed to Exec June 2015 Delayed slightly awaiting direction from state subcommittee meetings
Initiatives	Brand Initiatives i.e. NEXT, Vital Assets, Youth@Work etc. - maybe reduce committees but have ad hocs that manage the initiatives?	X			<ul style="list-style-type: none"> Currently Branded “NEXT” for business services/RR Working on “Service First” for Veterans Working on Brand for Persons with Disabilities (PWD) Also need youth brand Implementing centrally administered RR Services. The RR implementation plan was reviewed and approved at Finance committee May 20, 2105; approved at WDB May 21, 2015. “Advance” Branding developed for serving PWD’s

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: October 15, 2015
TO: Executive Committee
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: NAWB Forum 2016

☐ Resolution ☒ Action Item ☐ Information

The 2016 NAWB Forum is scheduled to take place Saturday, March 12, 2016 through Tuesday, March 15, 2016 in Washington, D.C. The estimated cost per person is between \$2,480.00 and \$3,294.00. Below is the cost (estimate) breakdown:

	Min.	Max
Registration	775.00	875.00
Pre-conference	175.00	175.00
Hotel - \$324 (per night)	972.00	1,296.00
Airfare	408.00	748.00
Meals	150.00	200.00
Totals	\$2,480.00	\$3,294.00

The Governing Body approved out of state travel for the NAWB Conference at their October 7, 2015, meeting for the following to attend:

Executive Committee (2)
GSJTA Management (1)
Governing Body member (1)

Funds for this activity are already accounted for within the Agency budget under Board development.

Early Bird Registration ends on November 7, 2015.

The Forum 2016

Technology. Community. Transformation.
Presented by the National Association of Workforce Boards

March 12 - 15, 2016
Washington, DC

About The Forum

The Forum is the premier event where workforce development professionals and leaders in business, government, labor, and education gather to gain insights into the current state of our nation's workforce system and consider the goals and policy framework affecting the future of human capital development.

Who should attend?

Hosted by the National Association of Workforce Boards in our nation's capital, the Forum is a national conversation around our shared responsibility to address the needs of businesses, career seekers, and local economies and drive America's ability to compete in a global economy. The Forum is for:

- Workforce Development Professionals, Leaders, and Board Members
- Business Leaders
- Industry and Trade Association Representatives
- Labor Representatives
- Economic Developers
- Education System Leaders
- Local Government Officials
- National Organizational Partners
- Community Organizers and Partners

What is the focus of Forum 2016?

The Forum 2016 engages and prepares workforce, education and economic development stakeholders to embrace **technology, community,** and **transformation** as they address the needs of businesses, career seekers, and local economies to build the competitive capacity of their regions.

Technology: As our world grows ever more interconnected, industry, education, workforce development, and economic development must understand how new technologies create efficiencies in learning, training, skills development, and human potential. The very nature of work is experiencing a revolution in automation, driving businesses to look far beyond immediate skills needs to understand the entire framework on which their future rests.

Community: Workforce development organizations have demonstrated admirable innovation in the face of shrinking budgets, a massive recession, industry downturns, a generation of returning veterans, and unprecedented challenges for youth and the long-term unemployed. We now have a shared responsibility with our partners in education, economic development and community-based agencies to create a concerted approach to the needs of our regions, our businesses, and our citizens that is beyond the programmatic solutions of the past.

Transformation: The passage of the Workforce Innovation and Opportunity Act is complete. Before us is an opportunity to create the workforce system that our nation requires within the framework of an Act that encourages partnership, involvement, and a collaborative, regional approach to workforce development, while **redefining the workforce system** as the cornerstone of economic prosperity and global competitiveness.

Welcome to Forum 2016 and the next era for our industry.

Schedule

As of September 24, 2015 - Subject to change.

Saturday, March 12th

7:00 am - 5:00 pm	Forum Registration
9:00 am - 2:30 pm	Pre-Conference Sessions
4:00 pm - 4:30 pm	Annual Meeting of Members
4:30 pm - 5:30 pm	First Time Forum-Goers
7:00 pm - 8:00 pm	Exhibit Hall Reception

Sunday, March 13th

7:00 am - 5:00 pm	Forum Registration
7:00 am - 7:30 am	Morning Pilates
7:30 am - 6:30 pm	Exhibit Hall Hours
8:00 am - 9:00 am	Breakfast with Exhibitors
9:00 am - 10:30 am	Opening General Session
10:30 am - 11:00 am	Refreshments with Exhibitors
11:00 am - 12:15 pm	Workshops: Learn from Technologists
11:00 am - 11:30 am	Innovation Tool Shops
11:45 am - 12:15 pm	Innovation Tool Shops
12:30 pm - 2:00 pm	Forum General Session
2:00 pm - 2:30 pm	Book Signing
2:00 pm - 2:30 pm	Desserts & Networking with Exhibitors
2:30 pm - 4:00 pm	Forum Collaboratives
4:15 pm - 5:30 pm	Workshops: Learn from Peers
4:15 pm - 4:45 pm	Innovation Tool Shops
5:00 pm - 5:30 pm	Innovation Tool Shops
5:30 pm - 7:00 pm	Exhibitor Reception & Networking

Monday, March 14th

7:00 am - 5:00 pm	Forum Registration
7:00 am - 7:30 am	Morning Pilates
7:30 am - 4:00 pm	Exhibit Hall Hours
7:30 am - 8:30 am	Breakfast with Exhibitors
8:30 am - 10:00 am	General Session and Keynote
10:00 am - 10:30 am	Refreshments with Exhibitors
10:30 am - 12:00 pm	Forum Collaboratives
12:00 pm - 12:30 pm	Networking Break
12:30 pm - 2:30 pm	General Session and Luncheon
2:45 pm - 4:00 pm	Workshops: Learn from Leaders & Experts
2:45 pm - 3:15 pm	Innovation Tool Shops
3:30 pm - 4:00 pm	Innovation Tool Shops
4:00 pm	Exhibitors Tear Down
4:00 pm - 5:15 pm	Workshops: Learn from Leaders & Experts
4:00 pm - 5:15 pm	Quickshops
5:30 pm - 7:00 pm	Awards Presentation and The Capitol Steps

Tuesday, March 15th

7:00 am - 10:00 am	Forum Registration
7:00 am - 7:30 am	Morning Pilates
8:00 am - 8:30 am	Continental Breakfast
8:30 am - 10:00 am	Closing General Session
10:30 am - 12:00 pm	What's Next Sessions
12:00 pm	Hit the Hill - Off Site