

## 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

TINK MILLER, *Chair*  
Placer Independent Resource Services

VIC WURSTEN  
PRIDE Industries

# **GOLDEN SIERRA WORKFORCE BOARD EXECUTIVE COMMITTEE REGULAR MEETING AGENDA**

**Thursday, June 16, 2016 – 1:00 p.m.**

**Roseville Connections  
115 Ascot Dr., Ste. 180  
Roseville, CA 95661**

## **I. ROLL CALL AND INTRODUCTION OF GUESTS**

## **II. APPROVAL OF AGENDA**

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## **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 May 19, 2016 EC meeting

B. Review Minutes from May 19, 2016 WB meeting

C. Attendance Log

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## **IV. PUBLIC COMMENT – FOR THOSE ITEMS ON THE AGENDA**

## **V. REVIEW AND RECOMMENDATIONS FOR EXECUTIVE COMMITTEE MEMBERSHIP**

3-5

## **VI. WB MEMBERSHIP TERMS**

6-10

## **VII. WB MEMBERSHIP ATTENDANCE**

11-12

## **VIII. WIOA IMPLEMENTATION**

## **IX. FUTURE AGENDA ITEMS/NEW BUSINESS**

## **X. NEXT MEETING**

August 18, 2016 – 1:00 p.m., Roseville Connections

## **XI. 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.

	<del>06/18/15</del>						
<b>Date:</b>	<b>06/29/15</b>	<b>8/20/15</b>	<b>10/15/15</b>	<b>12/17/15</b>	<b>02/18/16</b>	<b>05/19/16</b>	<b>Rate</b>
	Joint	EC	EC	Joint	Joint	Joint	
<b>Executive Committee</b>	Regular	Regular					
Tink Miller- <b>CHAIR</b>	1	1	1	1	1	1	100%
Rick Larkey- <b>VICE CHAIR</b>	1	1	1	1	1	1	100%
Kevin Ferreira	1	1	0	0	1	0	50%
Laurel Brent-Bumb	0	0	1	1	0	0	33%
Martha Escobedo	0	0	0	1	1	1	50%
		<del>06/18/15</del>					
<b>Date:</b>	<b>5/20/15</b>	<b>06/29/15</b>	<b>9/17/15</b>	<b>12/17/15</b>	<b>2/18/16</b>	<b>05/19/16</b>	<b>Rate</b>
	FC	Joint	FC	Joint	Joint	Joint	
<b>Finance Committee</b>							
Tink Miller- <b>CHAIR</b>	1	1	1	1	1	1	100%
Paul Castro	1	1	1	1	1	1	100%
Michael Zimmerman -			1	1	1	1	100%

# **GOLDEN SIERRA WORKFORCE BOARD**

## **MEMORANDUM**

**DATE:** June 16, 2016  
**TO:** Executive Committee  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Review and Recommendations for Executive Committee Membership

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This discussion is intended to solicit input regarding potential Executive Committee membership and process for appointment for the July 1, 2016 – June 30, 2018 term.

Attached is a current Workforce Board roster and Bylaws Article VI Committees to assist in establishing qualified candidates to fill the seats below:

Required membership:

WDB Chairperson	Rick Larkey
WDB Vice Chairperson	Michael Zimmerman
WDB member (business)	
WDB member	
WDB member	
Executive Director	Jason Buckingham (ex-officio)
Non-WDB member (6.3.2)	

**GOLDEN SIERRA WORKFORCE BOARD  
MEMBERSHIP ROSTER**

	<b>Name</b>	<b>Title</b>	<b>Company</b>	<b>Representing</b>	<b>Term Date</b>
<b>1</b>	Anette Smith-Dohring	Workforce Development Manager	Sutter Health Sacramento Sierra Region	Business	6/30/2017
<b>2</b>	Bill Bettencourt	Principal	Placer School for Adults	Education - Adult Education	6/30/2019
<b>3</b>	Carol Pepper-Kittridge	Director	Sierra College	Education - Higher Education Education - Local Education	6/30/2017
<b>4</b>	Christina Nicholson	Program Manager	Whole Person Learning	Business Workforce - Youth	6/30/2017
<b>5</b>	Daniela Devitt	Director, Outreach Department	California Employers Association (CEA)	Business	6/30/2016
<b>6</b>	David DeLeonardis	President/CEO (retired)	Crossroads Diversified	Business Other	6/30/2016
<b>7</b>	Eric Cooper	Field Office Supervisor	California Indian Manpower Consortium	Other	6/30/2017
<b>8</b>	Jason Buckingham	Executive Director	Golden Sierra Job Training Agency	Workforce - Youth Other	6/30/2016
<b>9</b>	John Tweedt	Business Representative	District Council 16	Workforce - Labor Organization	6/30/2017
<b>10</b>	Kathleen Burris	Workforce Initiatives Manager	CVS Health	Business	6/30/2016
<b>11</b>	Kevin Ferreira	Bus. Mgr./Financial Secretary-Treasurer	Sacramento-Sierra's Business and Construction Trades Council	Workforce - Labor Organization	6/30/2016
<b>12</b>	Kimberly Pellow	Campus Director	Brandman University	Business Education - Higher Education	6/30/2017
<b>13</b>	Laurel Brent-Bumb	Owner	Bumb Construction	Business	6/30/2018
<b>14</b>	Marcy Schmidt	Client Services Supervisor	Placer Co. Business Advantage Network	Governmental - Economic Dev.	6/30/2017
<b>15</b>	Margarita Valenzuela	Vice President	United Here Local 49 Gaming	Workforce - Labor Organization	6/30/2017
<b>16</b>	Mark Frayser	Staff Services Manager	State of CA, Department of Rehabilitation	Governmental - Voc Rehab	6/30/2017
<b>17</b>	Martha Escobedo	Program Manager	Employment Development Department	Governmental - Wagner/Peyser	6/30/2016
<b>18</b>	Michael Zimmerman	Director of Operations	MTI College	Business Education - Higher Education	6/30/2017
<b>19</b>	Paul Castro	Deputy Director	California Human Development	Workforce - CBO Education - CBO	6/30/2017
<b>20</b>	Randy Wagner	CEO	Sierra Economic Development Corp.	Business Governmental - Economic Dev.	6/30/2016
<b>21</b>	Rick Larkey	Director	North State Building Industry Foundation	Business	6/30/2017
<b>22</b>	Robert Ward	Assistant Business Manager	IBEW Local 340	Workforce - Joint Labor	6/30/2017
<b>23</b>	Sherri Springer	CEO	Happy Kids Preschool & Childcare	Business	6/30/2016
<b>24</b>	Stewart Schurr	Owner	Doctor PC	Business	6/30/2017
<b>25</b>	Tink Miller	Executive Director	Placer Independent Resource Services	Business Workforce - CBO	6/30/2018
<b>26</b>	Vic Wursten	Vice President	PRIDE Industries	Business Workforce - Youth	6/30/2017

## **ARTICLE VI COMMITTEES**

6.1. The WDB Chairperson, with the approval of the WDB, shall create committees of the WDB.

6.2. The WDB Chairperson shall appoint committee chairpersons from the WDB membership.

6.2.1. Committee chairpersons must be WDB members

6.3. Committee members shall be appointed by the WDB.

6.3.1. Committees may include WDB members.

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

6.4. With the exception of the Executive Committee, all committee members, both WDB and non-WDB membership, have equal voting rights.

6.5. Action may be taken by a WDB committee by an affirmative majority vote of the current committee members.

6.6. All actions of a WDB committee shall be advisory to the full WDB, unless the full WDB has expressly delegated "final authority" to a given committee on a given issue or matter.

6.7. The WDB Chairperson, with the consent of the WDB, shall also be able to create and appoint task forces or technical workgroups as needed.

6.8. All committees, task forces or technical workgroups appointed or created by the WDB, are considered under the Brown Act to be "legislative bodies" and are therefore subject to Brown Act requirements.

6.9. The WDB shall have one standing committee:

6.9.1. Executive Committee. The Executive Committee shall consist of five (5) voting members: WDB Chairperson, Vice Chairperson, and three (3) additional WDB members, one of which shall be from the business community. The Golden Sierra Executive Director shall sit as an ex-officio non-voting member of the Executive Committee. The WDB Chairperson may also invite WDB committee chairpersons to participate in Executive Committee meetings as non-voting members. The membership term shall be the same as the chair term.

The function of the Executive Committee shall be to coordinate the establishment and content of WDB agendas, proposals, communications to and from the Governing Body, and other supportive activities and functions as may be directed by the WDB or the Governing Body.

The Executive Committee may exercise the powers of the full WDB when timely action is necessary to ensure the best interest of the WDB, its program and services.

All Executive Committee actions shall be reported to the WDB at its next meeting.

# **GOLDEN SIERRA WORKFORCE BOARD**

## **MEMORANDUM**

**DATE:** June 16, 2016  
**TO:** Executive Committee  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** WB Membership Terms

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The following Workforce Board member's terms are set to expire on June 30, 2016:

Daniela Devit, Business (mandatory)  
David DeLeonardis, Other  
Jason Buckingham, Workforce  
Kathleen Burris, Business (mandatory)  
Kevin Ferreira, Organized Labor (mandatory)  
Martha Escobedo, Wagner/Peyser (mandatory)  
Randy Wagner, Economic Development (mandatory\*)  
Sherri Springer, Business (mandatory)

\* this category is also filled by another board member

Attached is current WDB roster, WIOA membership matrix, and Bylaws Article III Membership.

**GOLDEN SIERRA WORKFORCE BOARD  
MEMBERSHIP ROSTER**

	<b>Name</b>	<b>Title</b>	<b>Company</b>	<b>Representing</b>	<b>Term Date</b>
<b>1</b>	Anette Smith-Dohring	Workforce Development Manager	Sutter Health Sacramento Sierra Region	Business	6/30/2017
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<b>15</b>	Margarita Valenzuela	Vice President	United Here Local 49 Gaming	Workforce - Labor Organization	6/30/2017
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<b>25</b>	Tink Miller	Executive Director	Placer Independent Resource Services	Business Workforce - CBO	6/30/2018
<b>26</b>	Vic Wursten	Vice President	PRIDE Industries	Business Workforce - Youth	6/30/2017

## **ARTICLE III MEMBERSHIP**

3.1. Pursuant to provisions authorized by the Act, the Governing Body has established the initial membership and structure of the WDB, and appoints/reappoints new members to the WDB. Changes to the initial structure shall maintain business representation at a minimum of 51% of total membership. Should such business representation drop below 51%, recruitment will immediately go into effect.

3.2. The Governing Body has determined that the WDB shall be a maximum of 26 members, who are comprised of the following:

3.2.1. **Business Representatives:** At least 51% of the members shall be representatives from the business community (a) appointed from among individuals nominated by local business organizations and business trade associations; (b) chief executive officers, chief operating officers, or owners of businesses, or other business executives or employers with optimum policy making or hiring authority; and (c) from businesses or organizations, including small businesses, that provide employment opportunities that include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the local area. The WDB shall endeavor to recruit and secure representatives of local small businesses as WDB members.

3.2.2. **Workforce Representatives:** At least 20% of WDB members shall be representatives of the workforce within the local area; and

3.2.2.1. Of those, at least 15% of the WDB members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members; labor organization representatives shall include:

(A) representatives of labor organizations who have been nominated by local labor federations or other representatives of employees;

(B) a member of a labor organization or a training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area, if such a program exists.

3.2.2.2. The remaining Workforce Representatives may include representatives of community-based organizations serving populations with barriers to employment, including organizations that serve veterans and individuals with disabilities; and may include representatives of organizations that address the employment, training, or education needs of youth, including out-of-school youth.

3.2.3. **Education and Training Representatives:** At least two (2) members that are representatives of entities administering education and training activities in the local area; and

3.2.3.1. shall include a representative of eligible providers administering adult education and literacy activities pursuant to the Act;

3.2.3.2. shall include a representative of institutions of higher education providing workforce development activities; and

3.2.3.3. may include representatives of local educational agencies, and of community-based organizations that address the education or training needs of individuals with barriers to employment.



3.2.4. **Governmental Representatives:** At least three (3) members that are representatives of governmental and economic and community development entities serving the local area; and

3.2.4.1. shall include a representative of economic and community development entities; and

3.2.4.2. shall include an appropriate representative from the State employment service office under the Wagner-Peyser Act;

3.2.4.3. shall include an appropriate representative of the programs carried out under Title 1 of the Rehabilitation Act of 1973;

3.2.4.4. may include representatives of agencies or entities administering programs serving the local area relating to transportation, housing, and public assistances; and

3.2.4.5. may include representatives of philanthropic organizations serving the local area.

3.2.5. Members can act as representatives to more than one of the sectors identified above.

3.2.6. May include such other individuals or representatives of entities as the Governing Body may determine to be appropriate.

WIOA membership

Name	Total	BUS (51%) [14]	WORKFORCE (20%) [5]				EDUCATION/TRAINING [2]			GOVERNMENTAL/ECONOMIC/COMMUNITY DEVEL [3]					OTHER (CLEO)
			O/L (15% SB293) [3*]	JOINT LABOR [1*]	CBO SERV BARRIER	ORG W/YTH	AD ED [1]	HIGH ED [1]	LOC ED, CBO W/ ED/ TRNG BARRIER	ECON/ COMM DEV [1]	WAG/ PEY [1]	VOC REHAB [1]	TRNSP, HSG, PA	PHIL ORG	
Anette Smith-Dohring		1													
Bill Bettencourt							1								
Carol Pepper-Kittridge								1	1						
Christina Nicholson		1				1									
Daniela Devitt		1													
David DeLeonardis		1													
Eric Cooper															WIOA
Jason Buckingham						1									WIOA
John Tweedt			1												
Kathleen Burris		1													
Kevin Ferreria			1												
Kim Pellow		1						1							
Laurel Brent-Bumb		1													
Marcy Schmidt										1					
Margarita Valenzuela			1												
Mark Frayser												1			
Martha Escobedo											1				
Michael Zimmerman		1						1							
Paul Castro					1				1						WIOA
Randy Wagner		1								1					
Rick Larkey		1													
Robert Ward				1											
Sherri Springer		1													
Stewart Schurr		1													
Tink Miller		1			1										
Vic Wursten		1				1									
Existing membership	26	14	3	1	2	3	1	3	2	2	1	1			

[gray] shall  
[clear] may

[#] indicates required membership based on 26 max

\* O/L & Joint combined must be 4 to meet SB293

# **GOLDEN SIERRA WORKFORCE BOARD**

## **MEMORANDUM**

**DATE:** June 16, 2016  
**TO:** Executive Committee  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** WB Membership Attendance

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In accordance with current bylaws Article III Section 3.5, please review current WB membership attendance and make recommendations for WB.

3.5 Removal for Cause. Any member may be removed from the WDB for cause if a majority of the WDB recommends such action at a legally constituted meeting, and this action is approved by the Governing Body.

“Cause” shall be defined as a determination by the WDB that the member is unable to effectively represent the categorical seat to which he/she is appointed. Absence at three (3) consecutive regular meetings shall result in that position being declared vacant by the WDB, and will result in automatic recommendation for removal.

The following board members have been absent for 3 or more consecutive meetings within the last 12 months:

Bob Ward, Organized Labor – expressed a desire to serve on the board but workload has prevented him from attending; his organization will make a decision within next 2 weeks regarding representation. If Bob is unable to continue they will assign a new representative.

Martha Escobedo, Wagner/Peyser – on a special project with the State for an extended period and unable to attend. Was in communication with board staff regarding anticipated absence. Returned to board on January 2016.

Sherri Springer, Business – business obligations make it difficult for her to attend

Vic Wursten, Business – business obligations make it difficult for her to attend

Date:	7/16/2015	9/17/2015	11/19/15	01/21/16	3/17/2016	5/19/2016	Rate
	Regular	Regular	Regular	Regular	Regular	Regular	
<b>WB</b>							
Anette Smith-Dohring	1	1	0	1	1	0	67%
Bill Bettencourt			1	1	1	1	100%
Bob Ward	0	0	0	0	0	0	0%
Carol Pepper-Kittredge	1	1	1	1	1	1	100%
Christina Nicholson	0	1	1	1	1	1	83%
Daniela Devitt	1	0	1	1	1	1	83%
Dave DeLeonardis	0	1	0	1	1	1	67%
Eric Cooper	1	1	0	1	1	1	83%
Jason Buckingham	0	1	1	1	0	1	67%
John Tweedt	1	0	1	1	1	0	67%
Kathy Burris	1	1	0	0	1	1	67%
Kevin Ferreira	1	1	1	1	1	0	83%
Kim Pellow	0	1	1	1	0	1	67%
Laurel Brent-Bumb	0	0	1	1	0	0	33%
Maggie Valenzuela	0	1	0	1	1	0	50%
Marcy Schmidt	1	1	1	1	1	1	100%
Mark Frayser	1	0	1	1	0	0	50%
Martha Escobedo	0	0	0	1	1	1	50%
Michael Zimmerman	1	1	1	0	1	1	83%
Paul Castro	1	1	1	1	1	1	100%
Randy Wagner	1	1	0	1	1	1	83%
Rick Larkey	1	1	1	0	1	1	83%
Sherri Springer	0	0	0	0	0	0	0%
Stewart Schurr	1	1	1	1	1	1	100%
Tink Miller	1	1	1	1	1	1	100%
Victor Wursten	0	0	0	0	0	1	17%