

WB MEMBERS

AAMIR DEEN
Unite Here Local 49

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

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

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

RUSTIN JOHNSTON
IBEW Local 340

STEWART SCHURR
Doctor PC

TINK MILLER
Placer Independent Resource Services

VIC WURSTEN
PRIDE Industries

GOLDEN SIERRA WORKFORCE BOARD EXECUTIVE COMMITTEE

REGULAR MEETING AGENDA

Wednesday, December 15, 2016 – 1:00 pm

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

- | | | |
|-------|---|------|
| I. | <u>ROLL CALL AND INTRODUCTION OF GUESTS</u> | 1 |
| II. | <u>APPROVAL OF AGENDA</u> | |
| III. | <u>CONSENT AGENDA</u> | |
| | 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 November 09, 2016 EC meeting | 2-4 |
| | B. Review Minutes from November 17, 2016 WB meeting | 5-6 |
| | C. Attendance Log | 7 |
| IV. | <u>PUBLIC COMMENT – FOR THOSE ITEMS NOT ON THE AGENDA</u> | 8-17 |
| V. | <u>NEXT STEPS FROM RETREAT</u> | |
| | <ul style="list-style-type: none">• Report from November 17, 2016 WIB Meeting• Discuss next steps in adopting and implementing plans | |
| VI. | <u>UPDATE ON REGIONAL/LOCAL PLAN & TIMELINE</u> | |
| VII. | <u>WORKFORCE BOARD MEMBERSHIP & RECRUITMENT</u> | 18 |
| VIII. | <u>FUNDING RESCISSION</u> | 19 |
| IX. | <u>EXECUTIVE COMMITTEE REPORT OUT FOR WB</u> | |
| X. | <u>DEVELOP WB AGENDA FOR JANUARY 19, 2017</u> | |
| XI. | <u>FUTURE AGENDA ITEMS/NEW BUSINESS</u> | |
| XII. | <u>NEXT MEETING</u> | |
| | February 16, 2017 – 1:00 p.m., Roseville Connections
<i>* Possible Joint Meeting on February 1, 2017 with the Governing Body</i> | |
| XIII. | <u>ADJOURNMENT</u> | |

EQUAL OPPORTUNITY

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

Wednesday, November 09, 2016 – 9:00 am

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order by Chair Larkey at 9:02 am.

Present: Rick Larkey (Chair), Michael Zimmerman (Vice-Chair), Martha Escobedo, Carol Pepper-Kittredge, Alexis Zoss, Jason Buckingham (Ex-Officio)

Absent: Laurel Brent-Bumb

Guests: Lorna Magnussen, Darlene Galipo, Carline Chavez

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.

Request to amend Consent Agenda to remove agenda item B; carry over to next meeting.

A. Approval of Minutes from September 15, 2016 EC meeting

B. Review Minutes from September 15, 2016 WB special meeting [Removed]

C. Attendance Log

Motion to approve the consent agenda items A & C by Zimmerman, second by Zoss.

Motion approved unanimously.

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

Larkey stated that North State Building Industry Foundation is initiating the “5K in 5 Years Jobs Initiative”. Targeting the 18-24 year old population to find them jobs in different industries. Also to set up a network to place the applicants that are not fit for the different sectors to a better suited sector. Handouts were provided.

V. NEXT STEPS FROM RETREAT

Larkey reviewed the results of the retreat and inquired about additional comment or suggestions, Buckingham stated that 3 people provided feedback; comments listed on page 12 of agenda packet.

Buckingham suggested to have WB members breakout into groups in upcoming WB meeting on 11/17/16 and discuss the practical actions that were established at the retreat meeting and how to come up with the best strategies for them to be achieved. Members will then come back into session and discuss what they came up with.

Larkey suggested that the EC will be in charge of the Leadership, Strategy, and Best Practices categories; also he will work on an agenda for the upcoming WB meeting workshop.

VI. UPDATE ON REGIONAL/LOCAL PLAN
– [WSD16-07 ATTACH 3](#) & TIMELINE

Buckingham explained that the regional plan is supporting the strategic elements of the state plan. The regional plan supports the sectors initiatives that align, labor market information, sector needs with services.; and the local plan is supposed to filter people into those sector initiatives so they can meet the regional labor market demands. This will support the strategies that the state has identified.

Buckingham is putting a draft of the local plan together to be submitted to the Regional Planning Unit (RPU) leader by December 15, 2016; the RPU will then draft the regional plan. Both plans are due without signatures by March 15, 2017. The local draft will incorporate local labor marketing information and the strategies that the board has developed from the retreat. These will be incorporated into the plan as upcoming elements to use as a strategy to support the regional plan as well as the states strategies.

Buckingham mentioned that the states goals are one million middle skilled industry valued credentials between the years 2017-2027 and doubling the number of apprenticeships, as well as the WIOA defined performance measures.

Buckingham also commented on the timeline (for deadlines view attachment)

Pepper-Kittredge stated that initiatives such as the Strong Workforce Initiative need to better align with the plan. Buckingham concurred.

VII. SELECTION OF ONE-STOP OPERATOR/CAREER SERVICES PROVIDERS DRAFT DIRECTIVE
– [WSDD-153](#) & [ATTACH 2](#)

Buckingham explained that in previous legislation the One Stop Operator essentially operated the physical location where the services were provided. The new role under WIOA is to facilitate bringing the partners together and align services and has to be done through a competitive process. He also explained that because the final legislation and rules had not been released, GSJTA separated out Career Services Providers procurement and awarded contracts to El Dorado and Alpine counties. Now GSJTA is going through the competitive process of procurement for the One-Stop Operator.

Buckingham added that the way the Career Services portion is written it must be awarded through contracts by the local board; it doesn't state it has to be competitively procured. The way the law is written it allows the subrecipient staff to provide career services. However, the way the draft directive is written they have added the term "administrative entity" not currently in the law or further defined. If this language remains in the final directive then Golden Sierra will need to go through the application process to provide career services. For a more detailed explanation view Attachment.

VIII. UPDATE ON ONE-STOP OPERATOR REQUEST FOR INFORMATION (RFI)

Buckingham stated that there was no response to the RFI that was released on October 24, 2016 and closed November 7, 2016.

Recommended next steps would be to release an RFQ for these services with clearly defined roles and activities as outlined below:

1. Convene partners on a quarterly basis to discuss systems alignment, integration, establish projects to be worked on in between meetings.
2. Attend Workforce Board meetings as needed to share information
3. enforce mou commitments

IX. WORKFORCE BOARD MEMBERSHIP & RECRUITMENT

Magnussen gave an update on the status of the recruitment, and stated that staff are working on getting more business members by drafting letters to the chamber of commerce, flyers, and an e-blast to the entire business engagement database informing them of WB and what the board is looking for.

She will coordinate with Larkey to see if the recruitment will be targeting specific sectors or general businesses.

X. FUTURE AGENDA ITEMS/NEW BUSINESS

- Follow up on committee process
- Work Groups WIB
- Recruitment
- Regional Local plan
- Career Services
- RFQ/RFP update

XI. NEXT MEETING

December 15, 2016 – 1:00 p.m., Roseville Connections

XII. ADJOURNMENT

Meeting adjourned by Chair Larkey at 11:09 am.

Motion to adjourn by Zimmerman, second by Zoss.

Motion approved unanimously.

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, November 17, 2016 – 1:00 PM

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

***Information was shared prior to quorum being established and prior to meeting being called to order.*

Quorum was established and the meeting was called to order by Chair Larkey at 2:00 pm.

Larkey announced the resignation of Maggie Valenzuela as of 10/12/16 she represented Organized Labor; her replacement will be Aamir Deen.

Randy Wagner Announced he will be resigning the WDB and this will be his last meeting.

Present: Rick Larkey (Chair), Bill Bettencourt, Christina Nicholson, Daniela Devitt, Eric Cooper, Jason Buckingham, Laurel Brent-Bumb, Marcy Schmidt, Mark Frayser, Martha Escobedo, Randy Wagner, Stewart, Schurr, Vic, Wursten.

Absent: Annette Smith-Dohring, Carol Pepper-Kittredge, John Tweedt, Kathleen Burris, Kevin Ferreira, Kimberly Pellow, Michael Zimmerman, Paul Castro, Tink Miller.

Guests: Lorna Magnussen, Carline Chavez, Alexis Zoss, Brad Deeds, Frank Gerderman, Cara Welch.

II. APPROVAL OF AGENDA

Brent Bumb requested that all action items be moved to front of agenda.

Motion to approve agenda as amended by Brent-Bumb, second by Devitt

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 15, 2016 WB Meeting

B. Review Minutes from September 15, 2016 EC Meeting

C. Attendance Log

Motion to approve consent agenda items A-C, by Schurr, second by Brent-Bumb

Motion approved unanimously.

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

****Brad Deeds** introduced himself; he is the new Dean for workforce development for Lake Tahoe Community College. He wanted to reach out and connect and support the WDB.

Frank Gerderman introduced himself; he is the Director for Adult Education for ADVANCE in Lake Tahoe and Alpine County.

Alexis Zoss representing El Dorado County Human Services commented that last year due to funding cuts they had to close their WIOA site in South Lake Tahoe and since then she has been collaborating with Gerderman to keep the WIOA presence alive in that area.

V. SELECTION OF ONE-STOP OPERATOR/CAREER SERVICES PROVIDERS DRAFT DIRECTIVE – [WSDD-153](#) & [ATTACH 2](#)

****Buckingham** provided information regarding WSDD-153. No action was necessary

VI. ONE-STOP OPERATOR REQUEST FOR QUOTE (RFQ)

Motion to approve the OSO RFQ by Wagner, second by Escobedo

Motion approved unanimously

VII. WORKFORCE BOARD MEMBERSHIP & RECRUITMENT

Board provided staff direction to release letters to chamber to recruit business members.

Buckingham and Magnussen will clarify with state board if chamber executives can serve under the category of business on the board.

VIII. UPDATE ON REGIONAL/LOCAL PLAN – [WSD16-07 ATTACH 3](#) & [TIMELINE](#)

****Buckingham** confirmed that unsigned Regional/Local plans will due on March 15, 2017, Signatures will be required by September 15, 2017. May require a special meeting of the Executive Committee to secure signatures prior to July 1, 2017.

IX. NEXT STEPS FROM RETREAT

Of the 6 areas defined at the retreat, the following areas will be the responsibility of the Executive Committee: Leadership, Strategy and Best Practices. The remaining 3 will be the responsibility of the full board: Partnership/Business, Training and Marketing.

Board members broke into 3 groups: Partnership Research/Business Engagements, Training and Marketing. Each group came up with ideas on how to get their goals met. They reconvened and reported back to the board with a strategic plan and timeline.

X. FUTURE AGENDA ITEMS/NEW BUSINESS

No future agenda items were established

XI. NEXT MEETING

Thursday, January 19, 2016 – 1:00 PM, TBD

XII. ADJOURNMENT

Chair Larkey adjourned the meeting at 3:02 pm.

Date:	8/18/16	9/15/16	11/9/16	12/15/16		Rate
	EC	EC	EC	EC		
Executive Committee	Regular	Regular	Regular			
Rick Larkey- CHAIR	1	1	1			100%
Michael Zimmerman- VICE CHAIR	1	1	1			100%
Laurel Brent-Bumb	1	1	0			67%
Jason Buckingham	1	1	1			100%
Martha Escobedo	0	1	1			67%
Carol Pepper-Kittridge	1	1	1			100%
Alexis Zoss	1	1	1			100%

Practical Actions

Focused Question Used: Over the next year, what are practical actions the Golden Sierra Workforce Board can take to convene industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of systems' ability to meet industry needs.

Marketing

Proposed at Retreat	Refined	
Laurel Brent-Bumb Tink Miller Stu Schurr	Team Members: Facilitator: <u>Laurel Brent-Bump</u> Recorder: <u>Eric Cooper</u> Reporter: <u>Martha Escobedo</u>	Team Members (other): <u>Alexis Zoss</u> <u>Jason Buckingham</u> <u>Stewart Schurr</u>
<ul style="list-style-type: none"> Bring in one stop users, customers. What is their view/expectations of system. Develop communication Strategy to market successes Marketing "Roadshow" Presentation, customized for each cluster, about what we can offer them. Organize past WDB accomplishments into marketable message. 	<p>1*- Identify users – bring in one-stop users</p> <ul style="list-style-type: none"> Who Users Customers (One-stop users) Business chambers (List of top 25 employers) Partners (current list) - <p>2*- Develop Communication Strategy</p> <ul style="list-style-type: none"> Access business journal for each county (top 25 employers) Speak to people we currently work with <p>3*- Organize past WDB accomplishments</p> <ul style="list-style-type: none"> Gather all info Look at info, this will drive how to market <p>4*- Marketing road show will result from steps 1-3</p> <ul style="list-style-type: none"> "Promotional" aspect will come 	

GOLDEN SIERRA WDB STRATEGIC ACTION CALENDAR

GROUP: MARKETING

LAUNCH	OCT-DEC 2016 QT 1	JAN-MAR 2017 QT 2	APR-JUNE 2017 QT 3	JULY-SEPT 2017 QT 4	VICTORY!!
Brainstorming session on value proposition and WDB accomplishments	Focus groups with job seekers and businesses to get expectations and experience of system		Develop communication/PR strategy for community outreach	Develop marketing presentation for “roadshow” on benefits of WDB	Speaker bureau developed with board members using the presentation

Identify person(s) assigned to complete each task

Practical Actions

Focused Question Used: Over the next year, what are practical actions the Golden Sierra Workforce Board can take to convene industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of systems' ability to meet industry needs.

Partnership Research/Business Engagement

Proposed at Retreat	Refined	
Randy Wagner Kathy Burris Marcy Schmidt Kim Pellow	Team Members: Facilitator: <u>Marcy Schmidt</u> Recorder: <u>Cara Welch</u> Reporter: <u>Randy Wagner</u>	Team Members (other): <u>Daniela Devitt</u> <u>Frank Gerderman</u>
<ul style="list-style-type: none"> • Meet with SETA's employer outreach committee to determine how we might work together • Identify initiatives that we can work with. • Engage key employers with specific examples of assistance core partners provide • Organize a summit within the industry to look at labor and skill sets needed • Step out of comfort zone and engage those people of businesses you normally would not engage • Strengthen Regional Partnerships, ie. Data • Identify initiatives that we support - don't reinvent/duplicate efforts • Contact 2 leaders in each cluster and ask what their emergency/recovery plan includes and what should ours include to help them. • Identify Industry Sectors that we want to work with for opportunities • Strategic Engagement of Industry Clusters • Meet with Greater Sacramento Metro Chamber & Valley Vision to determine their interest I developing a workforce initiative with us. • Survey which chambers business improvement Districts & Economic Development organizations are interested in workforce Development & meet with those who are interested. • Annual or Bi-annual meetings/summits to measure positive/negative. 	<p>Daniela working with SETA on another project, can discuss</p> <ul style="list-style-type: none"> - Rick & Daniela will meet with SETA (Rick met with SETA already so can change to complete) - ID initiatives put together w/meet as a WDB and det. Sectors together in Jan. - Process compared calendar w/list & grouped on calendar <p>→ Survey initiatives w/community colleges</p>	

GOLDEN SIERRA WDB STRATEGIC ACTION CALENDAR

GROUP: PARTNERSHIP/BUSINESS ENGAGEMENT

LAUNCH	OCT-DEC 2016 QT 1	JAN-MAR 2017 QT 2	APR-JUNE 2017 QT 3	JULY-SEPT 2017 QT 4	VICTORY!!
1.1 Meet as WDB and determine sectors (1-2) to work within in each county	<ul style="list-style-type: none"> - Meet with SETA Employer Outreach Committee to pursue partnership - 1.4 Survey chambers and biz improvement orgs on workforce initiatives 	2.1 Hold sector engagement meetings in each county to determine business need, partnerships, and recovery plans	<ul style="list-style-type: none"> - 1.2 I.D. any current initiatives to support vs. lead - 2.2 Hold sector engagement meetings in each county to determine business need, partnerships, and recovery plans 	<ul style="list-style-type: none"> - 1.3 Meet with Greater Sacramento Metro Chamber and Valley Vision to develop possible partnerships - 3.0 Analyze information from sector summits to develop implementation plan on service delivery 	4.0 Board business summit to unveil sector plans
	Meet w/ SETA Employer outreach Committee to pursue partnership <ul style="list-style-type: none"> - Complete Rick met w/SETA 	1.1 Meet as WDB & determine sectors (1-2) to work w/in each county 1.2 1.2 ID any current initiatives to support vs lead 1.3 Meet w/greater Sac Metro chamber & valley vision to disc possible partnership 1.4 Survey chambers and biz improvement orgs on workforce initiatives	2.1 Hold sector engagement meetings in each county to det. Bus needs, partnerships & recovery plans 2.2 Hold sector eng meetings in each county to det business need	3.0 analyze info from sector summits to develop implementation plan on service delivery	4.0 Board bus summit to unveil sector plans

Identify person(s) assigned to complete each task

Practical Actions

Focused Question Used: Over the next year, what are practical actions the Golden Sierra Workforce Board can take to convene industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of systems' ability to meet industry needs.

Training

Proposed at Retreat

Michael Zimmerman
Marcy Schmidt
Mark Frayser
Martha Escobedo

Refined

Team Members:
Facilitator: Vic Wursten
Recorder: Mark Frayser
Reporter: Mark Frasyer

Team Members (other):
Bill Bettencourt
Brad Deeds
Rick Larkey

- **1** Meet with AB86 & Doing what matters / Strong workforce initiative & CRANE to determine the workforce initiatives & How we can work together
- **4** Find a business partner to develop and deliver training
- **3** Reach out to our union reps to discuss workforce & training needs.
- **2** Work with vocational agencies (college, adult ed, etc) to develop efficient training

Align Group with broader range or disciplines and create opportunities and prioritize.
CTE
Hospitality, journalism, cyber security, advanced manufacturing, career tech Ed fields
Stackable certifications including soft skills

GOLDEN SIERRA WDB STRATEGIC ACTION CALENDAR

GROUP: TRAINING

LAUNCH	OCT-DEC 2016 QT 1	JAN-MAR 2017 QT 2	APR-JUNE 2017 QT 3	JULY-SEPT 2017 QT 4	VICTORY!!
Overview to Staff and Board on AB 86, Doing What Matters and Strong Task Force	<ul style="list-style-type: none"> - Meet with AB86 - Meet with Strong Workforce Taskforce Region 	<ul style="list-style-type: none"> - Meet with Industry Sector Navigators - Schedule and meet with union reps 	<ul style="list-style-type: none"> - Internal discussion on bridging training to market efficiently - Schedule and meet with union reps 	<ul style="list-style-type: none"> - Meeting with training providers to discuss findings from sector partnerships 	Agreement with at least 1 training provider to ensure relevant and timely training within sectors
	Priority 1	Priority 4	Priority 3	Priority 2	

Identify person(s) assigned to complete each task

Practical Actions

Focused Question Used: Over the next year, what are practical actions the Golden Sierra Workforce Board can take to convene industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of systems' ability to meet industry needs.

Leadership & Strategy

Proposed at Retreat

Refined

- Engage Economic Development
- Follow-Through
- Development Agenda around completing tasks
- BOS meet with what are their goals/vision of system

- Create success measures for partnerships
- Strategy plan that includes marketing
- Clear concise proven value added proposition statement developed
- Consider contracting out this work! Strategy action plan implementation
- Capital (EQ \$) Necessary to sustain effort to completion

GOLDEN SIERRA WDB STRATEGIC ACTION CALENDAR

GROUP: LEADERSHIP & STRATEGY

LAUNCH	OCT-DEC 2016 QT 1	JAN-MAR 2017 QT 2	APR-JUNE 2017 QT 3	JULY-SEPT 2017 QT 4	VICTORY!!
Presentation on Strategic Action Calendar 16-17	<ul style="list-style-type: none"> -Schedule and meet with regional BOS to determine workforce priorities -Schedule and meet with regional Economic Development Orgs to determine workforce initiatives -Discussion and definition of success measures for partnerships 	<ul style="list-style-type: none"> -Schedule and meet with regional BOS to determine workforce priorities -Schedule and meet with regional Economic Development Orgs to determine workforce initiatives -WDB update on Strategic Action Calendar progress -Development of partnerships to support AJCCs 	<ul style="list-style-type: none"> -Facilitated conversation at WDB on aggregate priorities/initiatives and develop action -WDB update on Strategic Action Calendar progress -Conversation on fiscal growth and sustainability 	<ul style="list-style-type: none"> -Begin discussion on PR to BOS and Economic Development -WDB update on Strategic Action Calendar progress 	<p>Fully developed PR plan to BOS and Economic Development</p> <p>Completion of 70% of task on Strategic Action Calendar</p>

Practical Actions

Focused Question Used: Over the next year, what are practical actions the Golden Sierra Workforce Board can take to convene industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of systems' ability to meet industry needs.

Best Practices

Proposed at Retreat

Refined

- Identify potential partnerships on the workforce Board & challenge us to see who can implement 1st
- ID comments, test strategies internally (business model)
- Look at other successful strategies which accomplish the same or similar goals info from WDBs

GOLDEN SIERRA WDB STRATEGIC ACTION CALENDAR

GROUP: BEST PRACTICES

LAUNCH	OCT-DEC 2016 QT 1	JAN-MAR 2017 QT 2	APR-JUNE 2017 QT 3	JULY-SEPT 2017 QT 4	VICTORY!!
Connect with CWA to identify best practice examples on strategic planning or sector work	Follow up on local WDB best practice contacts	Report to WDB findings from best practice calls	-Identify Board members who use the system and report experiences -Choose 1-3 Board members to work with to try to work with system		2 WDB Members who have implemented a successful partnership with AJC services

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: December 15, 2016
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Workforce Board membership & recruitment

Current vacancies: 2 Business members

Current representation: El Dorado (1); Placer (4); and Consortium (6)

Potential members:

- Martin Pawson, Home Helpers; pending receipt of application

Referral:

- Western Sierra Medical Clinic Auburn; contact has been made and information provided.

Recruitment efforts:

- Letter and flyer emailed to local chambers targeting chamber executive staff; (11/30); currently no responses
- Added recruitment language to website: www.goldensierra.com/wib; (12/8)
- Letter and flyer emailed to board members and local chambers targeting business members; (12/8)
- Eblast recruitment flyer utilizing internal business database and external chamber services; (future)

In addition to the above mentioned recruitment efforts, staff are preparing a policy for approval by the full board that outlines the standard recruitment process and allows staff to take immediately action upon notice of a potential vacancy.

Staff will review all applications with Chair and/or Vice Chair.

**GOLDEN SIERRA
WORKFORCE BOARD**

MEMORANDUM

DATE: December 15, 2016
TO: Executive Committee (EC)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Funding Rescission

The State published two Workforce Service Information Notices (WSIN) WSIN16-22 and WSIN16-23 each of which revises the region's allocations.

WSIN16-22 reduces the area's Rapid Response funding allocation by \$1134

WSIN16-23 reduces the area's allocation for the Adult and Dislocated Worker funding streams by \$4,249 and \$5,142 respectively.

The funding reductions are a result of rescissions imposed on the state by the Department of Labor.

The Agency will absorb the rescinded funding within the "Program Operations" cost center so that service contractors and their participants remain unaffected.