

## WB MEMBERS

AAMIR DEEN  
Unite Here Local 49

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

LAUREL BRENT-BUMB  
El Dorado Chamber of Commerce

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

TINK MILLER  
Placer Independent Resource Services

VIC WURSTEN  
PRIDE Industries

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

**Monday, May 15, 2017 – 1:30 PM**

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

## **Teleconferencing locations**

**El Dorado  
Chamber of Commerce  
542 Main Street  
Placerville, CA 95667**

**Sierra College  
Building B-1  
5100 Sierra College Blvd  
Rocklin, CA 95677**

**135 Merritt Way  
Sacramento, CA 95864**

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

### **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.

a) Approval of Minutes from February 6, 2017 EC Meeting 3-4

b) Review of Minutes from March 16, 2017 WB Meeting 5-8

c) Attendance Log 9

### **IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA**

### **V. 2017-2018 WIOA TITLE I DRAFT BUDGET**

10-18

### **VI. CTEIG SUMMER INTERNSHIP APPROPRIATIONS**

19

### **VII. 2017-2018 MEETING SCHEDULE**

20

## **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.

VIII.	<u>EXECUTIVE COMMITTEE MEMBERSHIP</u>	21
	Greg Geisler, Program Manager Placer County Health & Human Services	
IX.	<u>WB MEMBERSHIP REVIEW PROCESS</u>	22-26
	a) RENEWALS	
	b) APPLICATIONS	
X.	<u>WIOA LOCAL PLAN UPDATE</u>	27-28
XI.	<u>CAREER SERVICES APPLICATION UPDATE</u>	29-30
XII.	<u>ONE-STOP OPERATOR INTRODUCTION AND DISCUSSION OF ROLES &amp; RESPONSIBILITIES</u>	31-33
XIII.	<u>WORKGROUP NEXT STEPS</u>	34-39
XIV.	<u>FUTURE AGENDA ITEMS/NEW BUSINESS</u>	
	WORKFORCE BOARD	
	EXECUTIVE COMMITTEE	
XV.	<u>NEXT MEETING</u>	
	Thursday, June 15, 2017 – 1:00 PM. Roseville Connections	
XVI.	<u>ADJOURNMENT</u>	

**GOLDEN SIERRA WORKFORCE BOARD  
EXECUTIVE COMMITTEE**

**SPECIAL MEETING  
MINUTES**

**Monday, February 6, 2017 – 2:30 pm**

**Golden Sierra Job Training Agency  
1919 Grass Valley Hwy, Suite 100  
Auburn, CA 95603**

**Teleconferencing Locations**

**NSBIA (1)**  
1536 Eureka Rd.  
Roseville, CA 95661

**MTI (2)**  
5221 Madison Ave.  
Sacramento, CA 95841

**El Dorado County Health & Human Services (3)**  
3057 Briw Road, Suite A  
Placerville, CA 95677

**Roseville Connections (4)**  
Quiet Room  
115 Ascot Dr., Ste. 180  
Roseville, CA 95661

**Sierra College (5)**  
Room B-1  
5000 Rocklin Road  
**Rocklin, CA 95677**

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

Quorum was established and meeting was called to order at 2:30 p.m. by Chair Larkey

Present: Rick Larkey (Chair) (1), Michael Zimmerman (Vice-Chair) (2),  
Martha Escobedo (4), \*Carol Pepper-Kittredge (5), Alexis Zoss (3)

Absent: Laurel Brent-Bumb

Guests: Lorna Magnussen, Carline Chavez, Patty Moley (3)

*\*Denotes late arrival or early departure*

*(#) Indicates teleconference location*

**II. APPROVAL OF AGENDA**

**Motion** to approve agenda by Zimmerman, second by Escobedo

**Motion** approved unanimously by roll call vote

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 November 09, 2016 EC meeting
- B. Review Minutes from November 17, 2016 WB meeting
- C. Attendance Log

**Motion** to approve consent agenda items A-C by Escobedo, second by Zimmerman

**Motion** approved unanimously by roll call vote

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

None

V. LOCAL WORKFORCE PLAN APPROVAL AND SIGNATURE

Escobedo noted that public comment period for the plan had closed, but requested for the record for future change to include the CalJOBS service mark throughout the document.

**Motion** to approve Local Plan by Escobedo, second by Zimmerman

**Motion** approved unanimously by roll call vote

*\*Pepper-Kittredge joined teleconference at 2:38 p.m.*

VI. FUTURE AGENDA ITEMS/NEW BUSINESS

Full Board

- Workforce Board meeting schedule survey results
- Workforce Board attendance
- Strategic Plan implementation

Executive Committee

- Local plan goals, deliverables & implementation

Larkey will send a link to Magnussen to share with the board on the impact of technology on jobs. He would like to have an event to discuss this topic.

VII. NEXT MEETING

Thursday, April 20, 2017 1:00 pm – Roseville Connections

VIII. ADJOURNMENT

Motion to adjourn the meeting at 2:50 pm by Zoss, second by Escobedo

Motion approved unanimously

**GOLDEN SIERRA WORKFORCE BOARD  
REGULAR MEETING  
MINUTES**

**Thursday, March 16, 2017 – 1:00 PM**

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

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

Quorum was established and the meeting was called to order by Chair Larkey at 1:03 pm.

Larkey announced the following membership changes:

Resignations: Kathy Burris, representing business  
Kim Pellow, representing business and education

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

Absent: Aamir Deen, Annette Smith-Dohring, Carol Pepper-Kittredge, John Tweedt,  
Kevin Ferreira, Paul Castro, Rustin Johnston, Tink Miller

Guests: Cara Welch, Patty Moley, Steve Dicus, Lorna Magnussen, Michael  
Indiveri, Francisco Castro, Robert Highland, Janyce Wong, Alexis Zoss,  
Carline Chavez

*\*Denotes late arrival or early departure*

**II. APPROVAL OF AGENDA**

**Motion** to approve agenda by Cooper, second by Zimmerman

**Motion** approved unanimously

**III. CONSENT AGENDA**

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

- A. Approval of Minutes from January 19, 2017 WB Meeting
- B. Review of Minutes from February 6, 2017 EC Meeting
- C. Attendance Log

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

**Motion** approved unanimously.

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Devitt commented that she had just returned from a training series for leadership; this is a joint project with Golden Sierra and Placer School for Adults, and is doing very well. Other Workforce Boards have been contacting Golden Sierra to talk about the series as they are looking into doing something similar.

V. WIOA REGIONAL PLAN APPROVAL AND SIGNATURE (min 4:00)

**Motion** to approve the WIOA Regional Plan by Schurr, second by Brent-Bumb.

**Motion** approved unanimously

*\* Bettencourt arrived at 1:10 pm*

VI. ONE-STOP OPERATOR AWARD

Buckingham provided an overview of the process used to procure the One-Stop Operator.. The agency is seeking a recommendation from the Board to the Governing Body to approve the award to Michael Indiveri for the One-Stop Operator functions.

**Motion** to approve the Award to the One-stop Operator by Brent-Bumb, second by Zimmerman

**Motion** approved unanimously

VII. SIGNATURE APPROVAL OF PHASE I, WIOA REQUIRED, CAREER & TECHNICAL EDUCATION (CTE) PARTNER MEMORANDUMS OF UNDERSTANDING (MOUs)

Buckingham commented that there was a discrepancy between the Phase I MOU and Phase II MOU directives that initially omitted Career & Technical Education (CTE) as a required partner.

**Motion** to grant signature authority to chair for all Phase I WIOA Career & Technical Education (CTE) MOUs by Cooper, second by Escobedo.

**Motion** approved unanimously

VIII. MEETING SCHEDULE SURVEY RESULT

Magnussen briefly explained that per the board's request the agency conducted a survey to see what times and dates were most convenient for the members to attend meetings. The results confirmed that the existing dates and times (the third Thursday of every other month from 1:00p.m. to 3:00 p.m.) are the ones that work best for the majority.

No action was needed

IX. MEMBERSHIP & ATTENDANCE

Buckingham and Magnussen noted that the 5 business members needed could be from any sector but preferably industries that are identified important to our area.

*\* Wursten arrived at 1:15 pm*

Larkey informed the board that he reached out to Ferreira, but also acknowledges that Ferreira has missed more than 3 consecutive meetings. The Governing Body is aware that the board would need to take action for removal of board member Ferreira.

Magnussen will continue working with the chambers to recruit executive staff and members for board membership.

**Motion** to recommend to the Governing Body the removal of Kevin Ferreira from the Workforce Board due to absence in accordance with Workforce Board bylaws 3.50 by Escobedo, second by Cooper.

**Motion** approved unanimously

X. WORKGROUP REPORT OUT

Leadership (Larkey)

Executive Committee has not met; no update

Best Practices (Larkey)

Buckingham stated that he had reached out to the California Workforce Association (CWA), and was provided links for the best practices from different organizations. Buckingham agreed to forward those links to the members.

Training (Wursten)

Frayser commented that the Training group met two weeks ago; they created a report that he will sent out to the full board.

Marketing (Miller)

Schurr stated that the Marketing group is creating a survey through survey monkey to send out to previous participants for them to respond as how the agency has met their needs and what needs to be done to improve; his group will be working on developing the questions to be asked on the survey (min 25)

Partnership/Business Engagement (Schmidt)

Schmidt said that the partnership/business engagement group met and started to get the initiative list together with the information from each initiative as to what services they provide and as well as an acronyms glossary.

Schmidt and Welch attended a meeting with the SETA Business Engagement Committee with the intent working on regional business engagement

XI. SLINGSHOT UPDATE

Buckingham explained that SlingShot is a regional initiative that the agency has been participating on for the last 2 years; the Capital Regional Planning Unit released \$750,000.00 for competitive bid for business mentorship or maker space activities. Hacker Lab received an award for \$125,000.00 for maker space activities.

XII. TECHNOLOGY IMPACTS AT WORK

Larkey commented that the book written by Thomas Friedman titled "Thank You for Being Late" it reflects on the impact of technology on the workforce and the economy.

Members of the board felt that next steps could include a regional event to gather input from employers regarding the impacts of technology on some of the workforce sectors and how to overcome it.

*\*Devitt left at 1:55 p.m.*

Buckingham stated that he would reach out to the Capital Region Planning Unit to solicit regional interest and inquire about possible seed funding for an event

XIII. WIOA SERVICE PROVIDER AND PARTNER UPDATES

Larkey noted that the One-Stop Operator will be given the task to solicit input from providers and develop a new report format. The desire of the new report format will be to measure workforce development requirements and board goals.

*\* Nicholson left at 2:07 p.m.*

XIV. FUTURE AGENDA ITEMS/NEW BUSINESS

Technology Impacts at Work  
Board member recruitment  
Draft Budget

XV. NEXT MEETING

Thursday, May 18, 2017 – 1:00 PM. North State BIA

XVI. ADJOURNMENT

Motion to adjourn the meeting at 2:15 pm by Cooper, second by Brent-Bumb.

**Motion** approved unanimously



Date:	8/18/16	9/15/16	11/9/16	12/15/16	2/1/17	2/6/17	Rate
	EC	EC	EC	EC	EC	EC	
<b>Executive Committee</b>	Regular	Regular	Regular	No Quorum	No Quorum	Special	
Rick Larkey- <b>CHAIR</b>	1	1	1	1	1	1	100%
Michael Zimmerman- <b>VICE CHAIR</b>	1	1	1	1	0	1	83%
Laurel Brent-Bumb	1	1	0	0	0	0	33%
Jason Buckingham	1	1	1	1	1	0	83%
Martha Escobedo	0	1	1	1	1	1	83%
Carol Pepper-Kittridge	1	1	1	0	0	1	67%

**GOLDEN SIERRA  
WORKFORCE BOARD**

**MEMORANDUM**

**DATE:** May 15, 2017  
**TO:** Executive Committee (EC)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** 2017-2018 WIOA Title I Draft Budget

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Before the Board for review is the Title I Fiscal Year 2017-2018 Draft Budget. The budget has been developed with a focus on the goals of the Local Workforce Development System requirements. The WIOA Title I financial resources are limited and unable to meet the full array of the Local System needs. Discussions will need to focus on developing partnerships and Resource Sharing Agreements that assist in filling these system gaps.

### ***Budget Introduction and Overview***

Golden Sierra Job Training Agency is a Joint Powers Authority (JPA) organized between Placer County, El Dorado County and Alpine County. The Agency's primary purpose is to administer the JPA's Title 1 award from the *Workforce Innovation and Opportunity Act (WIOA)*. Additionally, the Agency administers miscellaneous grants and awards that complement the WIOA Title 1 objectives and stated purpose of the JPA.

### ***Approach in Developing the Draft Budget for Fiscal Year 2017/2018***

The model used to develop the Consortium's annual budget is the Priority Based Budget model. The goal is to develop a budget based on the relationship between program funding levels and expected results from that program. The objectives are to obtain cost-efficient and effective ways to meet the requirements of the *Workforce Innovation and Opportunity Act (WIOA)* while minimizing service interruptions to participants.

*The Fiscal Year 2017/2018 Draft Budget:*

The primary sources of funding for this budget are the *estimated* rollover funding from Subgrant K7102029 and the assumed new award in the form of Adult, Dislocated Worker, Youth, Rapid Response and Layoff Aversion funding. Currently all figures in the draft budget are estimates.

#### **The budget meets mandated funding requirements as follows:**

20% of the Adult and Dislocated Worker funding will support *Direct Training* with a planned assumption of 10% leverage in order to meet the full requirement of 30% with a 20/10 ratio of WIOA cash/leverage.

20% of the Youth funding is earmarked to meet the *Work Based Learning* requirement as outlined in the WIOA Title I award.

The remaining cost objectives required of the Title I funding are to maintain a *Comprehensive One-Stop Center* in the *Local Area* while strategically utilizing financial resources to meet obligations of the JPA and while both leading and participating in the continued development of both local and regional *Workforce Systems*.

#### **What we have been able to maintain in spite of reductions in funding:**

- Over the past two fiscal years the Agency has scheduled the use of 50% of funding from the new allocation for the combined support of Administration, Program Operations & the Consortium's Comprehensive One-Stop. This percentage has remained the same; however, the allocation has changed. In addition to not filling a vacant position, a 3% reduction in support for the Comprehensive One-Stop is required in order to maintain Program Operations and Administration.
- Continued financial support to member counties for Career Services and Direct Training is being maintained with additional financial resources coming from taking advantage of the allowable 10% for Direct Training Leverage instead of the 5% which has been utilized in the past.

Approved By:  
Executive Committee:  
Workforce Board:  
Governing Body

<i>Description of Schedules</i>		
<b><u>Schedule 1</u></b>	<b><u>Consortium Sources and Uses</u></b>	Schedule is based on estimates for funding, carry over, and new awards. Expenditures have been adjusted based on anticipated cost increases, WIOA spending requirements, and pension funding requirements.
<b><u>Schedule 2</u></b>	<b><u>Consortium Cost Center Detail</u></b>	
	Consortium Administration:	Includes fiscal management, procurement, and human resource functions.
	Consortium Program Operations:	Includes program oversight and technical assistance to member counties. Staff and consultants have expertise in ADA/EEO compliance, program monitoring, WIOA implementation, and database management.
	Consortium Rapid Response and Layoff Aversion:	Includes activities related to business outreach, workshop facilitation, and labor exchange. Staff have expertise in helping affected employees return to work as quickly as possible following a layoff and developing early-warning systems to prevent layoffs altogether.
	Consortium Comprehensive One-Stop:	Includes the physical location and related operating expenses of the required job center that offers universal access and comprehensive employment-related programs and services.
	El Dorado County Career and Training Services:	Includes estimated PY 16/17 carry-in funds to be administered by El Dorado County HHS and estimated PY 17/18 WIOA funding.
	Placer County Career and Training Services:	Includes estimated PY 16/17 carry-in funds and estimated PY 17/18 WIOA funds to be administered by the JTA staff.
	Alpine County Career and Training Services:	Includes estimated PY 16/17 carry-in funds to be administered by Alpine County HHS and estimated PY 17/18 WIOA funding.
	Non-Allocation Career and Training Services:	Includes remaining second year training dollars from the Disability Employment Accelerator (DEA) award and third year of the Sector Partnerships National Emergency Grant (SP-NEG). The Disability Employment Initiative technical assistance funding to participate in quarterly meetings. In addition, the Agency continues to expend prior year awarded non-allocation awards AB2060, and Round Two of the Disability Employment Accelerator grant.
<b>Schedule 3</b>	<b>Consortium Contracted Services</b>	Schedule provides detail for contracts administered by the Agency for newly awarded funds and re-budgeted contracts for Consortium Operations and Programmatic Career Services and Training.
<b>Schedule 4</b>	<b>Consortium Allocation of Sub grant Award</b>	Schedule is based on a funding award for the new WIOA Allocation Awards and Rapid Response and Layoff Aversion. The schedule also separated funding based on the new WIOA legislation.
<b>Schedule 5</b>	<b>Consortium Leverage Requirements</b>	Schedule provides dollar amounts required to be captured as "leverage" in order to meet the state imposed 30% Direct Training requirement for Adult and Dislocated Working funding streams.

Approved By:  
Executive Committee:  
Workforce Board:  
Governing Body

Schedule 1  
 Consortium Sources and Uses  
 Draft Budget FY 2017/2018  
 Presented: May 2017

		<u>A</u>		<u>B</u>		<u>C</u>		<u>C-B</u>	<u>C/B</u>
L i n e #		Actual Expenditures and Encumbrances as of June 30th 2016	% of Total Funding	Consortium Final Budget June 30th 2017	% of Total Funding	Consortium Fiscal Year 2017/2018 Draft Budget	% of Total Funding	Difference between Fiscal Year 2016/2017 Final Budget and Fiscal Year 2017/2018 Draft Budget	Percent Change from Fiscal Year 2016/2017 Final Budget to Draft Budget FY 2017/2018
	<b>Funding Sources:</b>								
1	Carry-In WIOA Allocation PY 16	\$ 1,888,875		\$ 1,581,830		\$ 2,007,471		\$ 425,641	26.91%
2	Estimated WIOA Allocations PY 2017	2,015,896		3,206,496		2,885,517		(320,979)	-10.01%
3	Carry-In Rapid Response Funds PY16	166,430		-		50,375		50,375	0.00%
4	Estimated Rapid Response Funds PY17	65,401		233,458		210,112		(23,346)	-10.00%
5	Carry-In Layoff Aversion Funds PY16	-		-		-		-	0.00%
6	Estimated Layoff Aversion Funds PY17	-		66,126		59,514		(6,612)	-10.00%
7	Actual Non-Allocation Awards	237,493		997,175		414,738		(582,437)	-58.41%
8	<b>Total Funding Sources</b>	<b>\$ 4,374,095</b>		<b>\$ 6,085,085</b>		<b>\$ 5,627,727</b>		<b>\$ (457,358)</b>	<b>-7.52%</b>
	<b>Expenditures:</b>								
	<b>Consortium Operations</b>								
9	Retiree Benefits	\$ 516,385	8.35%	\$ 533,354	8.76%	\$ 594,522	10.56%	\$ 61,168	11.47%
10	Salaries and Benefits	1,171,392	18.95%	862,708	14.18%	927,322	16.48%	64,614	7.49%
11	Services and Supplies	364,971	5.90%	411,363	6.76%	489,455	8.70%	78,092	18.98%
12	Professional Services	27,616	0.45%	30,000	0.49%	\$ 60,403	1.07%	30,403	101.34%
13	<b>Consortium Operations Total</b>	<b>\$ 2,080,364</b>	<b>33.65%</b>	<b>\$ 1,837,425</b>	<b>30.20%</b>	<b>\$ 2,071,702</b>	<b>36.81%</b>	<b>\$ 234,277</b>	<b>199.58%</b>
	<b>Career &amp; Training Services</b>								
14	Placer County	\$ 1,162,141	18.80%	\$ 1,137,474	18.69%	\$ 1,156,828	20.56%	\$ 19,354	1.70%
15	El Dorado County	813,362	13.16%	1,129,386	18.56%	1,093,162	19.42%	(36,224)	-3.21%
16	Alpine County	72,767	1.18%	104,242	1.71%	103,924	1.85%	(318)	-0.31%
17	Non-Allocation Awards	237,403	3.84%	897,047	14.74%	411,738	7.32%	(485,309)	-54.10%
18	<b>Career &amp; Training Services Total</b>	<b>\$ 2,285,673</b>	<b>36.97%</b>	<b>\$ 3,268,149</b>	<b>53.71%</b>	<b>\$ 2,765,652</b>	<b>49.14%</b>	<b>\$ (502,497)</b>	<b>21.00%</b>
19	<b>Committee Budget</b>	<b>\$ 8,058</b>	<b>0.13%</b>	<b>\$ 10,000</b>	<b>0.16%</b>	<b>\$ 15,000</b>	<b>0.27%</b>	<b>\$ 5,000</b>	<b>50.00%</b>
20	<b>PY 17 Award Expend in Second Year</b>	<b>\$ 1,807,695</b>	<b>29.24%</b>	<b>\$ 969,511</b>	<b>15.93%</b>	<b>\$ 775,373</b>	<b>13.78%</b>	<b>\$ (194,138)</b>	<b>-20.02%</b>
21	<b>TOTAL EXPENDITURES</b>	<b>\$ 6,181,790</b>		<b>\$ 6,085,085</b>		<b>\$ 5,627,727</b>		<b>\$ (457,358)</b>	<b>-7.52%</b>
22	<b>Net Income/(Unexpended)</b>	<b>\$ (1,807,695)</b>		<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>	

Approved by:  
 Executive Committee:  
 WB:  
 Governing Board:

			<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
L i n e #			Consortium Admin	Consortium Program Operations	Consortium Rapid Response and Layoff Aversion	Local Area One-Stop Delivery System	El Dorado County Career and Training Services	Placer County Career and Training Services	Alpine County Career and Training Services
	<b>Funding Sources:</b>								
1		Carry-In Allocation Funds from PY 16	\$ 286,577	\$ 361,979	\$ -	\$ 181,373	\$ 557,720	\$ 565,898	\$ 53,924
2		Estimated - PY 17 WIOA Allocations	288,552	916,648	-	201,987	535,442	892,888	50,000
3		Carry-In Rapid Response Funds PY16	-	-	50,375	-	-	-	-
4		Estimated Rapid Response Funds PY17	-	69,337	126,067	14,708	-	-	-
5		Carry-In Layoff Aversion Funds PY16	-	-	-	-	-	-	-
6		Estimated Layoff Aversion Funds PY 17	-	19,640	35,708	4,166	-	-	-
7		Actual Non-Allocation Awards	-	-	-	-	-	-	-
8		<b>Total Funding Sources</b>	<b>\$ 575,129</b>	<b>\$ 1,367,604</b>	<b>\$ 212,150</b>	<b>\$ 402,234</b>	<b>\$ 1,093,162</b>	<b>\$ 1,458,786</b>	<b>\$ 103,924</b>
	<b>Expenditures:</b>								
	<b>Consortium Operations:</b>								
9		Retiree Benefits	\$ -	\$ 594,522	\$ -	\$ -	\$ -	\$ -	\$ -
10		Salaries and Benefits	282,827	397,383	160,316	86,796	-	-	-
11		Services and Supplies	65,034	234,950	36,834	152,637	-	-	-
12		Professional Services	-	-	\$ 15,000	45,403	\$ -	-	-
13		<b>Consortium Operations Total</b>	<b>\$ 347,861</b>	<b>\$ 1,226,855</b>	<b>\$ 212,150</b>	<b>\$ 284,836</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Career &amp; Training Services</b>								
	<b>Program Year 2016/2017 WIOA/Other - Rebudget</b>								
14		Non-Allocation Awards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15		Placer County	-	-	-	-	-	565,898	-
16		El Dorado County	-	-	-	-	557,720	-	-
17		Alpine County	-	-	-	-	-	-	53,924
	<b>Program Year 2017/2018 WIOA/Other</b>								
18		Non-Allocation Awards	-	-	-	-	-	-	-
19		Placer County	-	-	-	-	-	590,930	-
20		El Dorado County	-	-	-	-	535,442	-	-
21		Alpine County	-	-	-	-	-	-	50,000
22		<b>Career &amp; Training Services Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,093,162</b>	<b>\$ 1,156,828</b>	<b>\$ 103,924</b>
23		<b>Committee Budget</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ 7,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
24		<b>PY 17 Award Expend in Second Year</b>	<b>\$ 227,268</b>	<b>\$ 133,249</b>	<b>\$ -</b>	<b>\$ 109,898</b>	<b>\$ -</b>	<b>\$ 301,958</b>	<b>\$ -</b>
25		<b>TOTAL EXPENDITURES</b>	<b>\$ 575,129</b>	<b>\$ 1,367,604</b>	<b>\$ 212,150</b>	<b>\$ 402,234</b>	<b>\$ 1,093,162</b>	<b>\$ 1,458,786</b>	<b>\$ 103,924</b>
26		<b>Net Income/(Loss)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
27		<b>Cost Center Share of Available Funding</b>	<b>10.22%</b>	<b>24.30%</b>	<b>3.77%</b>	<b>7.15%</b>	<b>19.42%</b>	<b>25.92%</b>	<b>1.85%</b>

Approved by:  
Executive Committee:  
WB:  
Governing Board:

L i n e #			<u>H</u> Disability Employment Initiative Round Two & Seven	<u>I</u> Disability Employment Accelerator Round Two	<u>K</u> Sector Partnerships National Emergency Grant	<u>K</u> Supervised Population Training Grant AB2060	<u>L</u> Total of all Funding Sources and Expenditures
	<b>Funding Sources:</b>						
1		Carry-In Allocation Funds from PY 16	\$ -	\$ -	\$ -	\$ -	\$ 2,007,471
2		Estimated - PY 17 WIOA Allocations	-	-	-	-	2,885,517
3		Carry-In Rapid Response Funds PY16	-	-	-	-	50,375
4		Estimated Rapid Response Funds PY17	-	-	-	-	210,112
5		Carry-In Layoff Aversion Funds PY16	-	-	-	-	-
6		Estimated Layoff Aversion Funds PY 17	-	-	-	-	59,514
7		Actual Non-Allocation Awards	9,000	94,457	97,195	214,086	414,738
8	<b>Total Funding Sources</b>		<b>\$ 9,000</b>	<b>\$ 94,457</b>	<b>\$ 97,195</b>	<b>\$ 214,086</b>	<b>\$ 5,627,727</b>
	<b>Expenditures:</b>						
	<b>Consortium Operations:</b>						
9		Retiree Benefits	\$ -	\$ -	\$ -	\$ -	\$ 594,522
10		Salaries and Benefits	-	-	-	-	927,322
11		Services and Supplies	-	-	-	-	489,455
12		Professional Services	\$ -	\$ -	\$ -	\$ -	60,403
13	<b>Consortium Operations Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,071,702</b>
	<b>Career &amp; Training Services</b>						
	<b>Program Year 2016/2017 WIOA/Other - Rebudget</b>						
14		Non-Allocation Awards	\$ 1,000	\$ 94,457	\$ 97,195	\$ 214,086	\$ 406,738
15		Placer County	-	-	-	-	565,898
16		El Dorado County	-	-	-	-	557,720
17		Alpine County	-	-	-	-	53,924
	<b>Program Year 2017/2018 WIOA/Other</b>						
18		Non-Allocation Awards	5,000	-	-	-	5,000
19		Placer County	-	-	-	-	590,930
20		El Dorado County	-	-	-	-	535,442
21		Alpine County	-	-	-	-	50,000
22	<b>Career &amp; Training Services Total</b>		<b>\$ 6,000</b>	<b>\$ 94,457</b>	<b>\$ 97,195</b>	<b>\$ 214,086</b>	<b>\$ 2,765,652</b>
23	<b>Committee Budget</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,000</b>
24	<b>PY 17 Award Expend in Second Year</b>		<b>\$ 3,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 775,373</b>
25	<b>TOTAL EXPENDITURES</b>		<b>\$ 9,000</b>	<b>\$ 94,457</b>	<b>\$ 97,195</b>	<b>\$ 214,086</b>	<b>\$ 5,627,727</b>
26	<b>Net Income/(Loss)</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
27	<b>Cost Center Share of Available Funding</b>		<b>0.16%</b>	<b>1.68%</b>	<b>1.73%</b>	<b>3.80%</b>	<b>100.00%</b>

Approved by:  
Executive Committee:  
WB:  
Governing Board:

L i n e  #		A	B	C	D	E	F	G
			Dislocated					
		Dislocated	Worker			Rapid Response		
		Worker	Tran to Adult	Adult	Youth - Out	Layoff Aversion	Non-Allocation	TOTAL
	<b>WIOA Allocation Career Services &amp; Direct Training Budgeted and Rebudgeted</b>							
	<b>WIOA - Career Services PY16/17 Re-Budgeted</b>							
	<b>Career Services</b>							
1	El Dorado County - Awarded via Competitive Procurement	\$ 7,987	\$ -	\$ 220,964	\$ 145,284	\$ -	\$ -	\$ 374,235
2	Alpine County - Awarded via Competitive Procurement	1,787	-	29,505	15,317	-	-	46,609
	<b>Direct Training</b>	-						
3	El Dorado County - Awarded via Competitive Procurement	15,000	-	136,139	-	-	-	151,139
4	Alpine County - Awarded via Competitive Procurement	767	4,746	-	-	-	-	5,513
5	Placer County Agency	11,668	83,731	52,086	-	-	191,588	339,073
	<b>Work Based Learning (Youth)</b>							
6	El Dorado County - Awarded via Competitive Procurement	\$ -	\$ -	\$ -	\$ 32,349	\$ -	\$ -	\$ 32,349
7	Alpine County - Awarded via Competitive Procurement	-	-	-	1,802	-	-	1,802
8	Placer County	-	-	-	80,985	-	-	80,985
	<b>WIOA - Career Services PY17/18 Budgeted</b>							
	<b>Career Services</b>							
9	El Dorado County - Awarded via Competitive Procurement	\$ 61,265	\$ 61,265	\$ 97,753	\$ 106,676	\$ -	\$ -	\$ 326,959
10	Alpine County - Awarded via Competitive Procurement	1,656	1,656	20,428	20,669	-	-	44,409
11	Placer County - Agency	102,661	102,661	163,802	178,754	-	-	547,878
	<b>Direct Training</b>							
12	El Dorado County - Awarded via Competitive Procurement	40,844	40,844	65,168	-	-	-	146,856
13	Alpine County - Awarded via Competitive Procurement	1,104	1,104	1,761	-	-	-	3,969
14	Placer County - Agency	68,441	68,441	109,201	-	-	-	246,083
	<b>Work Based Learning (Youth)</b>							
15	El Dorado County - Awarded via Competitive Procurement	\$ -	\$ -	\$ -	\$ 98,927	\$ -	\$ -	\$ 98,927
16	Alpine County - Awarded via Competitive Procurement	-	-	-	61,627	-	-	61,627
17	Placer County - Agency	-	-	-	1,622	-	-	1,622
18	<b>Consortium Career Services - Contracted Total</b>	<b>\$ 313,180</b>	<b>\$ 364,448</b>	<b>\$ 896,807</b>	<b>\$ 744,012</b>	<b>\$ -</b>	<b>\$ 191,588</b>	<b>\$ 2,510,035</b>
19	<b>Total Contracted Services</b>	<b>\$ 313,180</b>	<b>\$ 364,448</b>	<b>\$ 896,807</b>	<b>\$ 744,012</b>	<b>\$ -</b>	<b>\$ 191,588</b>	<b>\$ 2,510,035</b>

Approved by:  
 Executive Committee:  
 WB:  
 Governing Board:



Schedule 4  
 Consortium Allocation of Subgrant Award  
 Draft Budget FY 2017/2018  
 Presented: May 2017

			A	B	C	D	E	F	G	
L	Allocation Funding Categories									
i			Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	Estimate	
n	Estimate 2018 would be K8		Dislocated	50% Dislocated		Youth Out	Rapid	Layoff		
e			Worker	Transfer to Adult	Adult	100%	Response	Aversion	Total	
#										
1	Funding Awards for New Fiscal Year		\$ 551,940	\$ 551,940	\$ 880,657	\$ 900,979	\$ 210,112	\$ 59,514	\$ 3,155,142	
	Consortium Operations									
2	Administration	10.00%	\$ 55,194	\$ 55,194	\$ 88,066	\$ 90,098	\$ -	\$ -	\$ 288,552	
3	WDB Support/Legacy Costs/Program Operations	33.00%	\$ 182,140	\$ 182,140	\$ 290,617	\$ 297,323	\$ 69,337	\$ 19,640	\$ 1,041,197	
4	Consortium Sponsored Cost Centers	7.00%	\$ 38,636	\$ 38,636	\$ 61,646	\$ 63,069	\$ 14,708	\$ 4,166	\$ 220,861	
5	Consortium Operating Cost Totals		\$ 275,970	\$ 275,970	\$ 440,329	\$ 450,490	\$ 84,045	\$ 23,806	\$ 1,550,610	
6	Award less Consortium Operating Cost		\$ 275,970	\$ 275,970	\$ 440,328	\$ 450,489	\$ 126,067	\$ 35,708	\$ 1,604,532	
7	Rapid Response/Layoff Aversion Cost Center		\$ -	\$ -	\$ -	\$ -	\$ 126,067	\$ 35,708	\$ 161,775	
8	Required Direct Training Adult & DW	20.00%	\$ 110,388	\$ 110,388	\$ 176,131	\$ -	\$ -	\$ -	\$ 396,907	
9	Work Based Learning (Youth)	20.00%	\$ -	\$ -	\$ -	\$ 162,176	\$ -	\$ -	\$ 162,176	
10	Allocation for Career Services		\$ 165,582	\$ 165,582	\$ 264,197	\$ 288,313	\$ -	\$ -	\$ 883,674	
	Youth - Adult - Dislocated Worker Allocation									
	Career Services									
11	Placer	62.00%	\$ 102,661	\$ 102,661	\$ 163,802	\$ 178,754	\$ -	\$ -	\$ 547,878	
12	El Dorado	37.00%	\$ 61,265	\$ 61,265	\$ 97,753	\$ 106,676	\$ -	\$ -	\$ 326,959	
13	Alpine	1.00%	\$ 1,656	\$ 1,656	\$ 2,642	\$ 2,883	\$ -	\$ -	\$ 8,837	
	Direct Training									
14	Placer	62.00%	\$ 68,441	\$ 68,441	\$ 109,201	\$ -	\$ -	\$ -	\$ 246,083	
15	El Dorado	37.00%	\$ 40,844	\$ 40,844	\$ 65,168	\$ -	\$ -	\$ -	\$ 146,856	
16	Alpine	1.00%	\$ 1,104	\$ 1,104	\$ 1,761	\$ -	\$ -	\$ -	\$ 3,969	
	Work Based Learning (Youth)									
17	Placer	61.00%	\$ -	\$ -	\$ -	\$ 98,927	\$ -	\$ -	\$ 98,927	
18	El Dorado	38.00%	\$ -	\$ -	\$ -	\$ 61,627	\$ -	\$ -	\$ 61,627	
19	Alpine	1.00%	\$ -	\$ -	\$ -	\$ 1,622	\$ -	\$ -	\$ 1,622	
	Total Title 1 Allocations by County									
20	Placer		\$ 171,102	\$ 171,102	\$ 273,003	\$ 277,681	\$ -	\$ -	\$ 892,888	
21	El Dorado		\$ 102,109	\$ 102,109	\$ 162,921	\$ 168,303	\$ -	\$ -	\$ 535,442	
22	Alpine		\$ 2,760	\$ 2,760	\$ 4,403	\$ 4,505	\$ -	\$ -	\$ 14,428	
23								Check Figure	\$ 3,155,142	

Approved by:  
 Executive Committee:  
 WB:  
 Governing Board:

Funding Categories					
			<u>Dislocated Worker</u>		
		<u>Dislocated Worker</u>	<u>Transfer to Adult</u>	<u>Adult</u>	<u>Total</u>
Estimated Funding Awards PY 2017/2018		\$ 551,940	\$ 551,940	\$ 880,657	\$ 1,984,537
Direct Training Requirement*	30.00%	\$ 165,582	\$ 165,582	\$ 264,197	\$ 595,361
Requirement met via:					
Program Year 2017/2018 WIOA Cash	20.00%	\$ 110,388	\$ 110,388	\$ 176,131	\$ 396,907
Program Year 2017/2018 Planned Leverage	10.00%	\$ 55,194	\$ 55,194	\$ 88,066	\$ 198,454
Adult & Dislocated Worker Distribution					
			<u>Dislocated Worker</u>		
		<u>Dislocated Worker</u>	<u>Transfer to Adult</u>	<u>Adult</u>	<u>Total</u>
20 % WIOA Cash Award					
Placer	62.00%	\$ 68,440	\$ 68,440	\$ 109,202	\$ 246,082
El Dorado	37.00%	\$ 40,844	\$ 40,844	\$ 65,168	\$ 146,856
Alpine	1.00%	\$ 1,104	\$ 1,104	\$ 1,761	\$ 3,969
10 % Leveraged Funds					
Placer	62.00%	\$ 34,220	\$ 34,220	\$ 54,601	\$ 123,041
El Dorado	37.00%	\$ 20,422	\$ 20,422	\$ 32,584	\$ 73,428
Alpine	1.00%	\$ 552	\$ 552	\$ 881	\$ 1,985
Total Required Direct Training (Check Figure)		\$ 165,582	\$ 165,582	\$ 264,197	\$ 595,361
* Employment Development Department Workforce Services Directive WSD 14-1					

Approved by:  
Executive Committee:  
WB:  
Governing Board:

**GOLDEN SIERRA  
WORKFORCE BOARD**

**MEMORANDUM**

**DATE:** May 15, 2017  
**TO:** Executive Committee (EC)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** CTEIG Summer Internship Appropriations

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Staff is requesting the approval of an additional cost center to the Agency's annual budget for Fiscal Year 2016/2017. The additional cost center will support the administration of the Career & Technical Education (CTEIG) Summer Internship project awarded thru Placer County Office of Education. The total amount to be appropriated is \$41,000. The length of the agreement is for seven month June 1, 2017 thru December 31, 2017.

**GOLDEN SIERRA  
WORKFORCE BOARD**

**MEMORANDUM**

**DATE:** May 15, 2017  
**TO:** Executive Committee (EC)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** 2017/2018 Meeting Schedule

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Approval is requested to establish the 2017/2018 Executive Committee meeting schedule.

Current schedule for 2016/2017 is 3<sup>rd</sup> Thursdays of even months; 1:00 pm - 3:00 pm

# **GOLDEN SIERRA WORKFORCE BOARD**

## **MEMORANDUM**

**DATE:** May 15, 2017  
**TO:** Executive Committee (EC)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Executive Committee Membership

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A candidate has been identified to fill the vacant seat on the Executive Committee (non-WDB member) created by the departure of Alexis Zoss.

Greg Giesler  
Client Services Program Manager  
Placer County Health & Human Services Agency

Mr. Geisler has been very active in the partner meetings and will be an excellent resource to the Executive Committee.

The current Workforce Board Chair met with Mr. Geisler and feels he has both the appropriate experience and expertise to serve on the Executive Committee, and requests the Executive Committee's approval to recommend Mr. Geisler's appointment to the full board in accordance with WDB Bylaws 6.3.

- 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.

# **GOLDEN SIERRA WORKFORCE BOARD**

## **MEMORANDUM**

**DATE:** May 15, 2017  
**TO:** Executive Committee (EC)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Workforce Board Membership Review Process

---

The Executive Committee would like to establish a review process for new and renewed membership on the Workforce Board. This process is meant to assist in establishing a strong board that represents the region's workforce needs. This process would include the review and recommendation by the Executive Committee of each applicant; these recommendations would then be submitted to the Governing Body for action.

Workforce Board membership is defined by WIOA Federal Register 679.320, and Golden Sierra Workforce Board Bylaws Article III.

### **Vacancies**

6 Business members  
1 Organized Labor  
1 Joint Labor`

### **Term Renewals**

The following board members terms are schedule to end on June 30, 2017, and have agreed to serve an additional 4 year term:

Carol Pepper-Kittredge; representing Education  
Christina Nicholson; representing Business & Workforce-Youth  
Eric Cooper; representing Other  
John Tweedt; representing Labor  
Marcy Schmidt; representing Economic Development  
Mark Frayser; representing Vocational Rehabilitation  
Michael Zimmerman; representing Business & Education  
Paul Castro; representing Workforce-CBO; Education-CBO  
Rick Larkey; representing Business  
Vic Wursten; representing Business & Workforce-Youth

### **Applications**

The following individuals have applications on file pending approval by Governing Body on June 7, 2017:

Robin Trimble, Rocklin Chamber of Commerce; representing Business  
Jaqui Humerick, Ponté Polmero; representing Business  
Diana Souza, NorCal Kenworth; representing Business

**§ 679.270 What are the special designation provisions for single-area States?**

(a) The Governor of any State that was a single-State local area under the WIA as in effect on July 1, 2013 may designate the State as a single-State local area under WIOA.

(b) The Governor of a State local area under paragraph (a) of this section who seeks to designate the State as a single-State local area under WIOA must:

(1) Identify the State as a single-area State in the Unified or Combined State Plan; and

(2) Include the local plan for approval as part of the Unified or Combined State Plan.

(c) The State WDB for a single-area State must act as the Local WDB and carry out the functions of the Local WDB in accordance with WIOA sec. 107 and § 679.370, except that the State is not required to meet and report on a set of local performance accountability measures.

(d) Single-area States must conduct the functions of the Local WDB as outlined in paragraph (c) of this section to achieve the incorporation of local interests but may do so in a manner that reduces unnecessary burden and duplication of processes.

(e) States must carry out the duties of State and Local WDBs in accordance with guidance issued by the Secretary of Labor.

**§ 679.280 How does the State fulfill the requirement to provide assistance to local areas within a planning region that wish to redesignate into a single local area?**

(a) When the chief elected officials and Local WDBs of each local area within a planning region make a request to the Governor to redesignate into a single local area, the State WDB must authorize statewide adult, dislocated worker, and youth program funds to facilitate such redesignation.

(b) When statewide funds are not available, the State may provide funds for redesignation in the next available program year.

(c) Redesignation activities that may be carried out by the local areas include:

(1) Convening sessions and conferences;

(2) Renegotiation of contracts and agreements; and

(3) Other activities directly associated with the redesignation as deemed appropriate by the State WDB.

**§ 679.290 What right does an entity have to appeal the Governor's decision rejecting a request for designation as a workforce development area?**

(a) A unit of local government (or combination of units) or a local area which has requested but has been

denied its request for designation as a workforce development area under § 679.250 may appeal the decision to the State WDB, in accordance with appeal procedures established in the State Plan and § 683.630(a) of this chapter.

(b) If a decision on the appeal is not rendered in a timely manner or if the appeal to the State WDB does not result in designation, the entity may request review by the Secretary of Labor, under the procedures set forth at § 683.640 of this chapter.

**Subpart C—Local Workforce Development Boards****§ 679.300 What is the vision and purpose of the Local Workforce Development Board?**

(a) The vision for the Local WDB is to serve as a strategic leader and convener of local workforce development system stakeholders. The Local WDB partners with employers and the workforce development system to develop policies and investments that support public workforce system strategies that support regional economies, the development of effective approaches including local and regional sector partnerships and career pathways, and high quality, customer centered service delivery and service delivery approaches;

(b) The purpose of the Local WDB is to—

(1) Provide strategic and operational oversight in collaboration with the required and additional partners and workforce stakeholders to help develop a comprehensive and high-quality workforce development system in the local area and larger planning region;

(2) Assist in the achievement of the State's strategic and operational vision and goals as outlined in the Unified State Plan or Combined State Plan; and

(3) Maximize and continue to improve the quality of services, customer satisfaction, effectiveness of the services provided.

**§ 679.310 What is the Local Workforce Development Board?**

(a) The Local WDB is appointed by the chief elected official(s) in each local area in accordance with State criteria established under WIOA sec. 107(b), and is certified by the Governor every 2 years, in accordance with WIOA sec. 107(c)(2).

(b) In partnership with the chief elected official(s), the Local WDB sets policy for the portion of the statewide workforce development system within the local area and consistent with State policies.

(c) The Local WDB and the chief elected official(s) may enter into an

agreement that describes the respective roles and responsibilities of the parties.

(d) The Local WDB, in partnership with the chief elected official(s), develops the local plan and performs the functions described in WIOA sec. 107(d) and § 679.370.

(e) If a local area includes more than one unit of general local government in accordance with WIOA sec. 107(c)(1)(B), the chief elected officials of such units may execute an agreement to describe their responsibilities for carrying out the roles and responsibilities. If the chief elected officials are unable to reach agreement after a reasonable effort, the Governor may appoint the members of the Local WDB from individuals nominated or recommended as specified in WIOA sec. 107(b).

(f) If the State Plan indicates that the State will be treated as a local area under WIOA, the State WDB must carry out the roles of the Local WDB in accordance with WIOA sec. 107, except that the State is not required to meet and report on a set of local performance accountability measures.

(g) The CEO must establish by-laws, consistent with State policy for Local WDB membership, that at a minimum address:

(1) The nomination process used by the CEO to select the Local WDB chair and members;

(2) The term limitations and how the term appointments will be staggered to ensure only a portion of membership expire in a given year;

(3) The process to notify the CEO of a WDB member vacancy to ensure a prompt nominee;

(4) The proxy and alternative designee process that will be used when a WDB member is unable to attend a meeting and assigns a designee as per the requirements at § 679.110(d)(4);

(5) The use of technology, such as phone and Web-based meetings, that will be used to promote WDB member participation;

(6) The process to ensure WDB members actively participate in convening the workforce development system's stakeholders, brokering relationships with a diverse range of employers, and leveraging support for workforce development activities; and

(7) A description of any other conditions governing appointment or membership on the Local WDB as deemed appropriate by the CEO.

**§ 679.320 Who are the required members of the Local Workforce Development Board?**

(a) For each local area in the State, the members of Local WDB must be selected by the chief elected official consistent

with criteria established under WIOA sec. 107(b)(1) and criteria established by the Governor, and must meet the requirements of WIOA sec. 107(b)(2).

(b) A majority of the members of the Local WDB must be representatives of business in the local area. At a minimum, two members must represent small business as defined by the U.S. Small Business Administration. Business representatives serving on Local WDBs also may serve on the State WDB. Each business representative must meet the following criteria:

(1) Be an owner, chief executive officer, chief operating officer, or other individual with optimum policy-making or hiring authority; and

(2) Provide employment opportunities in in-demand industry sectors or occupations, as those terms are defined in WIOA sec. 3(23).

(c) At least 20 percent of the members of the Local WDB must be workforce representatives. These representatives:

(1) Must include two or more representatives of labor organizations, where such organizations exist in the local area. Where labor organizations do not exist, representatives must be selected from other employee representatives;

(2) Must include one or more representatives of a joint labor-management, or union affiliated, registered apprenticeship program within the area who must be a training director or a member of a labor organization. If no union affiliated registered apprenticeship programs exist in the area, a representative of a registered apprenticeship program with no union affiliation must be appointed, if one exists;

(3) May include one or more representatives of community-based organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of individuals with barriers to employment, including organizations that serve veterans or provide or support competitive integrated employment for individuals with disabilities; and

(4) May include one or more representatives of organizations that have demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth, including representatives of organizations that serve out-of-school youth.

(d) The Local WDB also must include:

(1) At least one eligible training provider administering adult education and literacy activities under WIOA title II;

(2) At least one representative from an institution of higher education

providing workforce investment activities, including community colleges; and

(3) At least one representative from each of the following governmental and economic and community development entities:

(i) Economic and community development entities;

(ii) The State Employment Service office under the Wagner-Peyser Act (29 U.S.C. 49 *et seq.*) serving the local area; and

(iii) The programs carried out under title I of the Rehabilitation Act of 1973, other than sec. 112 or part C of that title;

(e) The membership of Local WDBs may include individuals or representatives of other appropriate entities in the local area, including:

(1) Entities administering education and training activities who represent local educational agencies or community-based organizations with demonstrated expertise in addressing the education or training needs for individuals with barriers to employment;

(2) Governmental and economic and community development entities who represent transportation, housing, and public assistance programs;

(3) Philanthropic organizations serving the local area; and

(4) Other appropriate individuals as determined by the chief elected official.

(f) Members must be individuals with optimum policy-making authority within the entities they represent.

(g) Chief elected officials must establish a formal nomination and appointment process, consistent with the criteria established by the Governor and State WDB under sec. 107(b)(1) of WIOA for appointment of members of the Local WDBs, that ensures:

(1) Business representatives are appointed from among individuals who are nominated by local business organizations and business trade associations;

(2) Labor representatives are appointed from among individuals who are nominated by local labor federations (or, for a local area in which no employees are represented by such organizations, other representatives of employees); and

(3) When there is more than one local area provider of adult education and literacy activities under title II, or multiple institutions of higher education providing workforce investment activities as described in WIOA sec. 107(b)(2)(C)(i) or (ii), nominations are solicited from those particular entities.

(h) An individual may be appointed as a representative of more than one

entity if the individual meets all the criteria for representation, including the criteria described in paragraphs (c) through (g) of this section, for each entity.

(i) All required WDB members must have voting privilege. The chief elected official may convey voting privileges to non-required members.

#### **§ 679.330 Who must chair a Local Workforce Development Board?**

The Local WDB must elect a chairperson from among the business representatives on the WDB.

#### **§ 679.340 What is meant by the terms “optimum policy-making authority” and “demonstrated experience and expertise”?**

For purposes of selecting representatives to Local WDBs:

(a) A representative with “optimum policy-making authority” is an individual who can reasonably be expected to speak affirmatively on behalf of the entity he or she represents and to commit that entity to a chosen course of action.

(b) A representative with “demonstrated experience and expertise” means an individual who:

(1) Is a workplace learning advisor as defined in WIOA sec. 3(70);

(2) Contributes to the field of workforce development, human resources, training and development, or a core program function; or

(3) The Local WDB recognizes for valuable contributions in education or workforce development related fields.

#### **§ 679.350 What criteria will be used to establish the membership of the Local Workforce Development Board?**

The Local WDB is appointed by the chief elected official(s) in the local area in accordance with State criteria established under WIOA sec. 107(b), and is certified by the Governor every 2 years, in accordance with WIOA sec. 107(c)(2).

#### **§ 679.360 What is a standing committee, and what is its relationship to the Local Workforce Development Board?**

(a) Standing committees may be established by the Local WDB to provide information and assist the Local WDB in carrying out its responsibilities under WIOA sec. 107. Standing committees must be chaired by a member of the Local WDB, may include other members of the Local WDB, and must include other individuals appointed by the Local WDB who are not members of the Local WDB and who have demonstrated experience and expertise in accordance with § 679.340(b) and as determined by the Local WDB. Standing committees may include each of the following:



## **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.

3.3. Terms of Appointment. WDB members shall serve for fixed terms; term lengths shall be for four years from the July 1st immediately preceding the appointment/re-appointment date. All WDB terms shall expire on June 30th, except that members may continue to serve after the end of their term until a successor is appointed.

3.4. Resignations. Any WDB member may resign by submitting written notice to the WDB Chairperson.

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.

# **GOLDEN SIERRA WORKFORCE BOARD**

## **MEMORANDUM**

**DATE:** May 15, 2017  
**TO:** Executive Committee (EC)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** WIOA Local Plan Update

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On May 1, 2017 Golden Sierra Job Training Agency received notification from the California Workforce Development Board (CWDB) that the Golden Sierra Regional Workforce Board's recent WIOA Local Plan submission has been "Conditionally Approved" as expected.

As discussed with the Board previously, receipt of a "Conditional Approval" is consistent with CWDB communications regarding Local Plan submissions. This is, in part, due to the required comments in the Local plan with regard to the numerous partner planning activities currently underway within the system.

Current communication (attached) identifies that the CWDB will be providing guidance on what areas of further detail will be required and places a revision due date of June 15, 2017. To date, no further information has been received.

A summary of revisions to the plan will be provided to the board once complete.

Michael Rossi, Chair ▪ Tim Rainey, Executive Director ▪ Edmund G. Brown, Jr., Governor

May 1, 2017

Mr. Jason Buckingham, Executive Director  
Golden Sierra Workforce Development Board  
1919 Grass Valley Hwy., Suite 100  
Auburn, CA 95603

Dear Mr. Buckingham,

Congratulations! Your Local Plan has been conditionally approved, pending re-submission of plan sections requiring additional information.

As you are aware, the State Board encouraged local boards to facilitate a planning process that supported the Governor's vision of an effective workforce system. These plans demonstrate that local WDBs are involved in developing solutions to workforce challenges in communities across the State, and a dedication to regional organization set forth in the WIOA State Plan.

While your plan has been conditionally approved, the State Board, along with the WIOA core partners, have identified sections of each local plan that require additional information or clarification/examples of the work. As this is a conditional approval letter, we would like to provide the opportunity to receive guidance on improving these areas of deficiencies.

The State Board will be sending out a more detailed list of the sections of your local plan for which we will require additional information in the next two weeks. These sections will align with the Local Plan Scoring Rubric, which was provided in the [WIOA Local and Regional Planning Guidance for PY 2017-2020](#). You will have until June 15, 2017 to revise and resubmit the required sections.

We look forward to working with you and providing any assistance that we can to help you reach your program goals. If you have any questions you may contact Carlos Bravo at (916) 651-6392  
[Carlos.Bravo@cwdb.ca.gov](mailto:Carlos.Bravo@cwdb.ca.gov)

Sincerely,



Tim Rainey, Executive Director

Cc: Susan Miller, *Chair, Golden Sierra WDB*  
Andre Schoorl, *Undersecretary, California Labor and Workforce Development Agency*  
Dennis Petrie, *Deputy Director, Workforce Services Division, EDD*  
Jaime Gutierrez, *Chief, Workforce Services Division, EDD*

# **GOLDEN SIERRA WORKFORCE BOARD**

## **MEMORANDUM**

**DATE:** May 15, 2017

**TO:** Executive Committee (EC)

**FROM:** Jason Buckingham, GSJTA Executive Director

**SUBJ:** Career Services Application Update

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The Workforce Innovation and Opportunity Act (WIOA) requires that staff to Local Workforce Boards who wish to provide Career Services must gain approval from the Local Board (WDB), the Chief Local Elected Officials (the Governing Body) and the Governor in order to do so. The State's interpretation of the language in the regulations requires the Local Administrative Entities to do the same.

Golden Sierra Job Training Agency, the WIOA Local Administrative Entity for the Golden Sierra Local Workforce Development Area, received approval from the WDB on 3/16/17 and received approval from the Governing Body on 4/5/17 to provide Career Services. The application was then submitted to the Governor, through the State Workforce Development Board, for approval.

On April 27, 2017 the Executive Committee of California Workforce Development Board (CWDB) voted to approve Golden Sierra Job Training Agency's application to provide Career Services.

Question	Golden Sierra
1	The WDB staff are union represented, and have a proven history of results. Contracting our career services would cause a disruption of services to customers, as well as an "unnecessary financial burden" on WIOA funding.
2	The WDB have extensive knowledge of workforce development programs and targeted populations identified in WIOA section 3(24)(a)-(m). Additionally, the WDB has a historical presence in the community.
4	The WDB is a high performing board and consistently exceeds negotiated target levels. However, there are no comparisons to other local areas in the Capital RPU, as two of the areas have implemented the ISD model.
5	Decent number of partner testimonials attached, but a limited amount of customer testimonials.
6	Yes required documentation is included
<b>Recommendation</b>	Conditionally Approve

**GOLDEN SIERRA  
WORKFORCE BOARD**

**MEMORANDUM**

**DATE:** May 15, 2017  
**TO:** Executive Committee (EC)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** One-Stop Operator Introduction and Overview of Roles & Responsibilities

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Please welcome Mr. Michael Indiveri as the Golden Sierra Workforce Development Area's Regional One-Stop Operator. This agenda item gives the Executive Committee members an opportunity to hear from Mr. Indiveri regarding his initial thoughts on the role of the One-Stop operator. In addition, it will give the members an opportunity to discuss their views on where the Operator can assist the board in meeting its goal. A draft statement of work has been provided for your review.

## **SCOPE OF WORK**

### **SERVICES**

One-Stop Operator for Golden Sierra Consortium

The One-Stop Operator must provide services in accordance with WIOA Section 121(d).

The One-Stop Operator has two distinct roles summarized below:

- Coordinating the service delivery of required AJCC partners and service providers.
- Ensuring the implementation of partner responsibilities and contributions agreed upon in Memorandums of Understanding - Phase I and Phase II.

Goals & Measurables:

- In conjunction with Workforce Board oversight and designated administrative staff, the One-Stop Operator will coordinate the implementation of negotiated Memorandums of Understanding (MOUs) and Cost Sharing Agreements (CSA) with all mandated partners.

Activities will include:

- Facilitate on-going regular meetings and discussions with all mandated partners.
- No less than 1 quarterly meeting with all the partners present.
- Regular on-going discussions and communications between the One Stop Operator and mandated partners and other key stakeholders via email, phone calls and site visits.
- Focus on system alignments that promote a "No Wrong Door Approach" to customer services, and avoidance of duplication of services.
- Track service levels and budget/cost commitments agreed to in the MOU/CSA.
- Workforce Board and local designated administrative staff will be part of this communications loop, to help facilitate their oversight responsibilities.
- Update Workforce Board and its Executive Committee on a regular basis on the status of the MOUs/CSAs and efforts to grow the One-Stop System partnership.
- Overall local goal is to enable all partners to achieve WIOA standards and partner commitments described in the local WIOA plan and MOUs.



- The convening and facilitation of quarterly WIOA partner meetings that focus on systems alignment, process improvement and building value added collaboration amongst system partners.
  - Alignment areas to be covered are: 1) review all current system operations in order to confirm orderly delivery of service, e.g. hours of service, consistent staffing among the partners, appropriate materials & services present, including referral procedures; 2) review current processes to ensure that services are provided in an effective & efficient manner in relation to the partners's budgets; 3) assess from a customer point of view, that the various partners are working well together; creating a seamless delivery of service.
  - Capacity building development and cross training of partner staff is key and will be reviewed.
  - Quarterly meetings will center on process improvements in customer outreach & braided branding, common simplified intake forms and customer flow through the comprehensive, affiliate and multiple partner access points. This would also include customer feedback and satisfaction indices. Metrics can be discussed to assess numbers of customers participating in Basic & Individualized Career Services.
- The One-Stop Operator will act as a liaison between the Workforce Board and the system partners and as such will be required to attend meetings of workforce board or its Executive Committee to receive direction and to report on progress no less than three times annually.
  - Communications loop in the local area One-Stop System, which includes the mandated One-Stop partners and the local area administrative staff, is not complete unless an on-going connection is made with the Workforce Board and its Executive Committee.
  - Proposing to attend all Workforce Board and Executive Committee meetings.
  - Update the Workforce Board on the progress of ongoing alignment, coordination and integration efforts.
  - Share concerns and issues from the partner meetings, solutions agreed to and any assistance required from the Board.
- Certification Process for Comprehensive AJCCs.
  - Complete AJCC certification process and make recommendations to local board as identified in EDD WSDD-165 or subsequent directive.
- Partner/Provider Reports
  - Solicit input from the Workforce Board as well as system partners/providers and develop reports for the Workforce Board that assist the board in meeting its mission to identify workforce initiatives, create innovative solutions and measure the success of the system's ability to meet industry need.

# **GOLDEN SIERRA WORKFORCE BOARD**

## **MEMORANDUM**

**DATE:** May 15, 2017  
**TO:** Executive Committee (EC)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Workgroups

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The following Workforce Board Workgroups are striving to accomplish the following:

- **LEADERSHIP & BEST PRACTICES WORKGROUP (Rick Larkey/Facilitator):**
  - ✓ Contact CWA regarding business engagement and sector initiatives
  - ✓ Joint meeting with the Governing Body to review board goals and solicit input from Governing Body
- **MARKETING (Tink Miller/Facilitator):**
  - ✓ Survey former users and current participants to assess Golden Sierra's Job Center Services
- **PARTNERSHIP/BUSINESS ENGAGEMENT (Marcy Schmidt/Facilitator):**
  - ✓ Develop an employer outreach with SETA
  - ✓ Work with Valley Vision regarding SlingShot.
  - ✓ Map out the regional workforce initiatives
- **TRAINING WORKGROUPS (Vic Wursten/Facilitator):**
  - ✓ Meet with AB86/AEBG to improve working relationship with all of the groups involved by identifying gaps & establishing short term goals/objectives/deliverables.
  - ✓ Report to GSWB on progress.

# 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

### Team Members

### Executive Committee

Proposed at Retreat	Next Steps
<ol style="list-style-type: none"> <li>1. Engage Economic Development</li> <li>2. Follow-Through</li> <li>3. Development Agenda around completing tasks</li> <li>4. BOS meet with what are their goals/vision of system</li> </ol>	<p><b><u>November 17, 2016</u></b></p> <ul style="list-style-type: none"> <li>• Create success measures for partnerships</li> <li>• Strategy plan that includes marketing</li> <li>• Clear concise proven value added proposition statement developed</li> <li>• Consider contracting out this work! Strategy action plan implementation</li> <li>• Capital (EQ \$) Necessary to sustain effort to completion</li> </ul> <p><b><u>January 19, 2017</u></b></p> <ul style="list-style-type: none"> <li>• Contact CWA regarding business engagement &amp; sector initiatives</li> <li>• Joint meeting with Governing Body on February 1, 2017 to review board goals and solicit input</li> </ul> <p><b><u>March 16, 2017</u></b></p> <ul style="list-style-type: none"> <li>• Items will be carried over from last meeting due to meeting being rescheduled.</li> </ul>

# 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

Team Members

Executive Committee

### Proposed at Retreat

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

### Next Steps

**November 17, 2016**

**January 19, 2017**

- Connect with CWA for best practices on :

- Business Services
- Sector Engagement

**March 16, 2017**

- Items will be carried over from last meeting due to meeting being rescheduled.

# 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

### Team Members

**Facilitator:** Tink Miller  
**Recorder:** Stewart Schurr  
**Reporter:**

Stewart Schurr  
Eric Cooper

### Proposed at Retreat

1. Bring in one stop users, customers. What are their view/expectations of system.
2. Develop communication Strategy to market successes
3. Marketing "Roadshow" Presentation, customized for each cluster, about what we can offer them.
4. Organize past WDB accomplishments into marketable message.

### Next Steps

#### November 17, 2016

1. Who  
 Users  
 Customers (One-stop users)  
 Business chambers (List of top 25 employers)  
 Partners (current list)
2. Access business journal for each county ( top 25 employers)  
 Speak to people we currently work with  
 Gather all info  
 Look at info, this will drive how to market
3. Marketing road show will result from steps 1-3  
 "Promotional" aspect will come

#### January 19, 2017

1. Do an online Survey regarding services provided to former participants of Golden Sierra to identify services used, goals met or not met.
2. What can we do to improve?  
 Use results to create marketing strategy and message to potential users of our services

#### March 16, 2017

1. Create questions to ask on survey.

# 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

### Team Members

**Facilitator:** Marcy Schmidt

**Recorder:** Cara Welch

**Reporter:** Daniela Devitt

Carol Pepper-Kittredge

### Proposed at Retreat

1. Meet with SETA's employer outreach committee to determine how we might work together
2. Identify initiatives that we can work with.
3. Engage key employers with specific examples of assistance core partners provide
4. Organize a summit within the industry to look at labor and skill sets needed
5. Step out of comfort zone and engage those people of businesses you normally would not engage
6. Strengthen Regional Partnerships, ie. Data
7. Identify initiatives that we support - don't reinvent/duplicate efforts
8. Contact 2 leaders in each cluster and ask what their emergency/recovery plan includes and what should ours include to help them.
9. Identify Industry Sectors that we want to work with for opportunities (Survey initiatives w/community colleges)
10. Strategic Engagement of Industry Clusters
11. Meet with Greater Sacramento Metro Chamber & Valley Vision to determine their interest I developing a workforce initiative with us.
12. Survey which chambers business improvement Districts & Economic Development organizations are interested in workforce Development & meet with those who are interested.
13. Annual or Bi-annual meetings/summits to measure positive/negative

### Next Steps

#### November 17, 2016

1. Daniela working with SETA on another project, can discuss
  - 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

#### January 19, 2017

1. Meet with SETA's employer outreach; explore process for Roseville & Sacramento to work together
2. Meet with Valley Vision to discuss SlingShot
3. Map out initiatives: What initiative is it and who is involved to better understand who to reach out to.

#### March 16, 2017

3. List the initiatives and what services they provide as well as an acronyms glossary.

# 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

### Team Members

**Facilitator:** Vic Wursten  
**Recorder:** Mark Frayser  
**Reporter:** Bill Bettencourt

John Tweedt  
Paul Castro  
Aamir Deen

### Proposed at Retreat

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

### Next Steps

#### November 17, 2016

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

#### January 19, 2017

- Have a group meeting and determine how to network better and get participants the right job and training.

#### March 16, 2017

- Report on meeting and it will be sent out to the board.