

## **WB MEMBERS**

AMY SCHULZ  
Sierra College

BONNIE DAVIS  
Snowline Hospice

BRITT AZOUZ  
Azouz Dental Practices

CARIANNE HUSS  
Employment Development Department

CHRISTINA NICHOLSON  
Whole Person Learning

DANIELA DEVITT  
California Employers Association

JASON BUCKINGHAM  
Golden Sierra Job Training Agency

JOHN TWEEDT  
District Council 16

KEVIN FERREIRA  
Sacramento Sierra Building &  
Construction Trade Council

LAUREL BRENT-BUMB  
El Dorado Chamber of Commerce

MICHAEL SNEAD  
Sierra Consulting Services, Inc.

MICHAEL ZIMMERMAN, *Vice Chair*  
MTI College

PAUL CASTRO  
California Human Development

RICK LARKEY, *Chair*  
North State Building Industry Foundation

ROBIN TRIMBLE  
Rocklin Area Chamber of Commerce

STEVEN CASPERITE  
Placer School for Adults

TINK MILLER  
Placer Independent Resource Services

VIC WURSTEN  
PRIDE Industries

VOLMA VOLCY  
Sacramento Central Labor Council  
AFL-CIO

WILLIAM REED  
United Domestic Workers of America

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

**Thursday, January 20, 2022 @ 12:00 pm**

This meeting is being held in compliance with AB 361 to mitigate the spread of the COVID-19 Pandemic, the Golden Sierra Job Training Agency Executive Committee is conducting this meeting on Zoom.

Members of the public are encouraged to participate in the meeting by submitting written comments by email to [magnussen@goldensierra.com](mailto:magnussen@goldensierra.com). Public comments will be accepted until the adjournment of the meeting, distributed to the Workforce Board and included in the record.

### **Public Location:**

<https://us02web.zoom.us/j/88203186636?pwd=cHd5Mm9pREtxQUc1UUdDZGNTN3VFdz09Meeting>

ID: 882 0318 6636

Passcode: 898173

Members of the public may join the meeting by clicking the link above or typing the meeting address above into their web browser, or listen to the meeting on

### **One tap mobile**

+16699009128,,88203186636#,,, \*898173# US (San Jose)

+12532158782,,88203186636#,,, \*898173# US (Tacoma)

### **Dial by your location**

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

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

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

### **II. APPROVAL OF AGENDA**

1-2

### **III. BROWN ACT – AB 361 BOARD POLICY**

3-4

### **IV. 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 18, 2021 EC Meeting

5-6

b. Attendance Log

7

### **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 (916)-773-8540 (Voice). TTY users please call the California Relay Service at 711.

- V. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA
- VI. WORKFORCE BOARD MEMBERSHIP 8-13
- VII. GOVERNING BODY/EXECUTIVE COMMITTEE JOINT MEETING DISCUSSION
- VIII. WORKFORCE & ECONOMIC RECOVERY UPDATE
  - COVID-19
  - Fire Recovery [Bridge, Caldor, River, & Tamarack]
- IX. ONE-STOP OPERATOR
  - Report Out & Direction 14-16
  - 180-Day Evaluation 17-20
- X. FUTURE AGENDA ITEMS/NEW BUSINESS
- XI. NEXT MEETING

Thursday, March 17, 2022 @ 12:00 pm
- XII. ADJOURNMENT

**GOLDEN SIERRA  
WORKFORCE BOARD  
EXECUTIVE COMMITTEE**

**MEMORANDUM**

**DATE:** January 20, 2022

**TO:** Executive Committee EC

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

**SUBJ:** Brown Act – Teleconference Meeting Pursuant to Government Code Section 54953(e) (Assembly Bill 361)

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Before the Board for review and approval is a vote to authorize modified teleconference meetings pursuant to Government Code section 54953(e), as modified by Assembly Bill 361.

**Background:**

On March 4, 2020, the Governor proclaimed a state of emergency due to the COVID-19 virus pandemic. That proclamation remains valid and applicable statewide today. On March 17, 2020, the Governor passed Executive Order N-29-20, which authorized modified teleconference meetings for public agency meetings subject to the Brown Act, Government Code section 54950 et seq. Executive Order N-29-20 expired September 30, 2021. Thus, all Brown Act meetings must now comply with the Brown Act without exception.

Traditional Brown Act provisions require all teleconference locations to be listed on the meeting agenda and be open to the public, and a quorum of members to be within the jurisdiction, among other things. As recently amended by Assembly Bill 361 (effective September 16, 2021), Government Code section 54953(e) permits a legislative body to meet via modified teleconference procedures in certain situations and so long as certain procedures are followed. One such situation is where (1) there is a Governor-proclaimed state of emergency and (2) as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees.

The Board must decide, via majority vote, that such a situation exists. Such a vote is only valid for 30 days. It must be reevaluated and renewed via majority vote, otherwise it expires as a matter of law.

When meeting pursuant to Section 54953(e) the Board and staff are required to take actions to preserve public access and public participation, give notice of the meeting and post agendas as otherwise required, allow members of the public to access the meeting via teleconference, provide details on the agenda on how to access the meeting and give public comment, give an opportunity to comment pursuant to Government Code section 54954.3 and allow a reasonable amount of time during public comment for a person to register, login, and comment, and monitor the line to ensure no disruption hinders access or ability to comment, if there is, take no action until public access is restored.

### **Facts for Board Consideration:**

The Governor's March 4, 2020, proclamation of a state of emergency related to the COVID-19 virus pandemic remains valid and applicable statewide, including within the jurisdiction of Golden Sierra.

The COVID-19 virus, and its variants, is spread through the air when a person who is carrying the virus, whether he or she is showing symptoms or not, is in close proximity to another person. Further factors for the Board to consider:

- COVID-19 transmission rate in Golden Sierra Job Training Agency jurisdiction at or above the State's current transmission rate of 22.4% as of January 11, 2022.
- Other Placer County, El Dorado County Brown Act public agencies have voted to meet pursuant to Section 54953(e), also known as AB 361, due to the threat to attendee health and safety from the COVID-19 virus pandemic.
- There is limited meeting room availability that would allow attendees to physically distance from one another.

### **Board Vote:**

*Shall the Golden Sierra Workforce Board's Executive Committee meet via teleconference pursuant to Government Code section 54953(e) because there is a governor-proclaimed state of emergency related to the COVID-19 virus pandemic and conditions of that emergency pose an imminent risk to meeting attendee health and safety and direct staff to take all actions necessary to comply with that section?*

- If the Board votes to approve meeting pursuant to Section 54953(e), the Board may meet via teleconference for the next 30 days without complying with traditional Brown Act teleconference requirements but instead those requirement in Section 54953(e) that guarantee public access and participation.
- If the Board does not vote to approve meeting pursuant to Section 54953(e), the Board will be required to meet via traditional Brown Act teleconference requirements, or completely in-person.

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

**Thursday, November 18, 2021 @ 12:00 pm**

This meeting is being held in compliance with AB 361 to mitigate the spread of the COVID-19 Pandemic, the Golden Sierra Job Training Agency Executive Committee is conducting this meeting on Zoom.

**Public Location:**

<https://us02web.zoom.us/j/88323781335?pwd=VTI5cWh2NXpScmVWQlZpS1ZjK2hEUT09>

Meeting ID: 883 2378 1335

Passcode: 442269

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

Quorum was established and meeting called to order at 12:04 pm by Chair Larkey

<input checked="" type="checkbox"/> Rick Larkey (Chair)	<input type="checkbox"/> Michael Zimmerman (Vice-Chair)
<input checked="" type="checkbox"/> Greg Geisler	<input checked="" type="checkbox"/> Jason Buckingham <input checked="" type="checkbox"/> John Tweedt*
<input checked="" type="checkbox"/> Laurel Brent-Bumb	<input checked="" type="checkbox"/> Robin Trimble

**GSJTA Staff:**

☒ Lorna Magnussen  
☒ Lisa Nelson

**One-Stop Operator:**

☒ Michael Indiveri

**II. APPROVAL OF AGENDA**

**Motion** to approve agenda by Brent-Bumb, second by Geisler

**Motion** approved unanimously by roll call vote

**III. BROWN ACT – AB 361 BOARD POLICY**

**Motion** to approve AB 361 Board policy by Trimble, second by Brent-Bumb

**Motion** approved unanimously by roll call vote

**IV. 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 16, 2021 EC Meeting
- b) Attendance Log

**Motion** to approve consent agenda items a-b by Brent-Bumb, second by Geisler

**Motion** approved unanimously by roll call vote

V. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Brent-Bumb expressed gratitude for support with the Elevate El Dorado County Job Fair; it was a success with over 70 job seekers. Second Job Fair is already in process.

El Dorado County Chamber is a regional distribution center for N95 masks and other PPE for COVID-19 or fire victims.

VI. WORKFORCE BOARD MEMBERSHIP

Magnussen reported out as outlined in the agenda packet.

VII. FY 2021-2022 AGENCY BUDGET – MODIFICATION 1

Buckingham reported out as outlined in agenda packet.

**Motion** to approve recommendation for FY 2021-2022 Agency Budget – Modification 1, by Brent-Bumb, second by Geisler

**Motion** approved unanimously by roll call vote

VIII. WORKFORCE & ECONOMIC RECOVERY UPDATE

COVID-19/FIRE RECOVERY [BRIDGE, CALDOR, RIVER, & TAMARACK]

Buckingham reported out, roundtable discussion took place.

- Job Fairs have been held to help address recruitment needs related to COVID-19 recovery. Tri-County Job Fair, El Dorado, Placer and Lake Tahoe.
- Huge surge in applications for CalWORKs and CalFresh
- Factors contributing to lack of recruitment include moving out of state/relocation, switching industries/occupations
- National Dislocated Worker Grant (NDWG) funding may be available to address fire recovery. Additional Assistance funding may also be available through WIOA. Application pending
- Starting discussion with Tahoe Prosperity Center regarding forestry workforce needs analysis.

IX. ONE-STOP OPERATOR

Indiveri reported out as outlined in the agenda packet

- Report Out & Direction
- AJCC Certification – Continuous Improvement Plan (CIP) “Priority Areas Of Focus” Update
- 120 Day Evaluation

X. FUTURE AGENDA ITEMS/NEW BUSINESS

- WB Applications
- Budget Modifications
- Governing Body with Executive Committee joint meeting discussion

XI. NEXT MEETING

Thursday, January 20, 2022 @ 12:00 pm

XII. ADJOURNMENT

**Motion** to adjourn meeting at 12:51 pm by Trimble, second by Geisler

**Motion** approved unanimously

# EXECUTIVE COMMITTEE MEETING

## ATTENDANCE LOG

01/20/2022

<b>Date:</b>	<b>1/21/21</b>	<b>3/18/21</b>	<b>4/21/21</b>	<b>5/20/21</b>	<b>9/16/21</b>	<b>11/18/21</b>	<b>Rate</b>
<b>Executive Committee</b>	<b>EC</b>	<b>EC</b>	<b>EC</b>	<b>EC</b>	<b>EC</b>	<b>EC</b>	
<b>Meeting Type</b>	<b>Regular</b>	<b>Regular</b>	<b>Special</b>	<b>Regular</b>	<b>Regular</b>	<b>Regular</b>	
Rick Larkey- <b>CHAIR</b>	1	1	1	1	1	1	100%
Michael Zimmerman- <b>VICE CHAIR</b>	1	1	0	1	1	0	67%
Laurel Brent-Bumb	1	1	1	1	1	1	100%
Jason Buckingham	1	1	1	1	1	1	100%
Greg Geisler	1	1	0	1	1	1	83%
Robin Trimble	1	1	1	1	0	1	83%
John Tweedt	1	1	1	1	1	1	100%

**GOLDEN SIERRA  
WORKFORCE BOARD  
EXECUTIVE COMMITTEE**

**MEMORANDUM**

**DATE:** January 20, 2022  
**TO:** Executive Committee (EC)  
**FROM:** Lorna Magnussen, WB Analyst  
**SUBJECT:** Workforce Board Membership

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Before the board for review and recommendation are the following Workforce Board membership updates and applications.

**Resignation(s):**

David Luke, Department of Rehabilitation, representing Vocational Rehabilitation, resignation effective 9/30/21.

Sherri Conway, Placer County Economic Development, representing Economic Development, resignation effective 10/15/21.

Jamie Brown, JB Real Estate, representing Business, resignation effective 11/08/21.

**Application(s):**

Kyle Zimbelman, County of El Dorado, representing Governmental and Economic and Community Development

**Vacancies:**

Vocational Rehabilitation - 1: Mark Frayser is designated replacement; application in process.

Business member - 1

Current recruitments are underway for all vacant seats.



**MEMBERSHIP  
APPLICATION FORM**

P: 530-823-4635 F: 530-885-5579 [info@goldensierra.com](mailto:info@goldensierra.com)

1919 Grass Valley Hwy Ste. 100, Auburn, CA 95603

**Sierra**  
nment Board

**Person Nominated:** Kyle Zimbelman

**Title:** Economic and Business  
Relations Manager

**Business Name:** County of El Dorado

**Business Address:** 2850 Fairlane Court  
Placerville, CA 95667

**Telephone** 530-621-5935 **FAX:** n/a **E-mail:** Kyle.zimbelman@edcgov.us

**Organization submitting nomination:** El Dorado County Chamber of Commerce

(ie: Chamber of Commerce, Manufacturing Association, etc.)

**Contact Person:** Laurel Brent-Bumb

**Title:** CEO

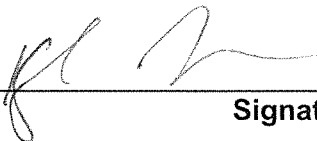
**Business Address:** 542 Main Street, Placerville, CA 95667

**Telephone** 530-621-5885 **FAX:** n/a **E-mail:** chamber@eldoradocounty.org

**(A letter of nomination is required and must be attached to this application or forwarded under separate cover.)**

**Area of Representation (check all that apply):**

- |  |  |
|--|--|
| <input type="checkbox"/> <b>Business</b>   | <input checked="" type="checkbox"/> <b>Governmental and Economic and Community Development</b> |
| <input type="checkbox"/> <b>Workforce</b>  | <input checked="" type="checkbox"/> <b>Economic &amp; Community Development</b>                |
| <input type="checkbox"/> Labor organizations   | <input type="checkbox"/> Wagner-Peyser Representative  |
| <input type="checkbox"/> Joint labor-management apprenticeship program or apprenticeship program | <input type="checkbox"/> Vocational Rehabilitation Representative                              |
| <input type="checkbox"/> CBO w/Barrier   | <input type="checkbox"/> Transportation/Housing/Public Assistance                              |
| <input type="checkbox"/> Youth   | <input type="checkbox"/> Philanthropic Organization  |
| <input type="checkbox"/> <b>Education &amp; Training</b>   | <input type="checkbox"/> <b>Other</b>  |
| <input type="checkbox"/> Adult Education/Literacy Representative                                 |  |
| <input type="checkbox"/> Higher Education Representative   |  |
| <input type="checkbox"/> Local Ed/CBO w/Training Barrier   |  |



**Signature**

12/14/21

**Date**

I hereby submit my application for membership on the Local Workforce Development Board to Golden Sierra Job Training Agency. I have completed and included the following: narrative questions, conflict of interest and nomination letter.

Return all information to:

Lorna Magnussen, WB Analyst  
Golden Sierra Job Training Agency  
115 Ascot Drive, Suite 140  
Roseville, CA 95661

## **NARRATIVE QUESTIONS**

### **What specific experience/expertise do you possess which would be of value to the Workforce Development Board?**

I have been the Economic and Business Relations manager in Economic Development for El Dorado County for the past three years. While in this position I have had the experience to work with our business community on business retention, expansion and attraction efforts and have been able to learn how to assist our business community in impactful ways.

As Economic Development is a key element of the County's overall strategic plan my team and I work closely with the Board of Supervisors on projects that support Economic Development in the County. Some notable projects are bringing enhanced broadband services to the County, establishing ordinances to support businesses through COVID and assisting with a small business grant program that propped up small businesses throughout the pandemic.

I have a strong sense of working collaboratively with local leaders and corporations to elevate our community to success. I lead a business protection workgroup that includes all County Chambers of Commerce, both cities, non-profits and even Golden Sierra. Through this experience I have learned to both lead and listen. I plan to bring these skills to Golden Sierra Job Training Academy as we continue to hear how important labor is to our business community.

### **Why would you be a good candidate to serve on the Workforce Development Board?**

I believe I would be a good candidate to the Workforce Development Board because I have a strong background in understanding what it takes to establish a business and how important finding the right employees is. In my current position we continually hear from businesses that want to locate in the region that the number one factor in selecting us is workforce. I will bring my customer service first oriented mindset to each meeting and will provide a perspective from El Dorado County Economic Development that I believe translates to all areas served by Golden Sierra.

**You may attach additional information, including your resume or biography. Further questions should be directed to Lorna Magnussen at Golden Sierra Job Training Agency at (916) 773-8544.**

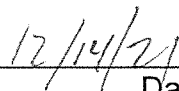
## CONFLICT OF INTEREST INFORMATION

1. Does your employer/company provide goods and/or services to Golden Sierra Job Training Agency, or have any plans to provide goods and/or services to Golden Sierra Job Training Agency in the future? Yes ☐ No ☒ If yes, please describe below:
  
2. You will be setting policy for and possibly allocating funds to community-based organizations, profit and non-profit corporations, school districts and other governmental entities or program operators. Do you or any member of your immediate family have any affiliation with such entities (i.e., ownership; employment; contractual relationships, including Golden Sierra-funded On-the-Job Training (OJT) program participation; commission, board or committee membership)? Yes ☐ No ☒ If yes, identify below the name of the entity and the nature of the affiliation. (*Immediate family members are: wife, husband, son, daughter, mother, father, brother, brother-in-law, sister-in-law, father-in-law, mother-in-law, aunt, uncle, niece, nephew, step-parent or step-child.*)
  
3. Do you, or any member of your immediate family (as defined above), have any ownership interest in any commercial real property that is currently leased/rented by Golden Sierra Job Training Agency? Yes ☐ No ☒ If yes, please describe such property by size and location.

**If your nomination or application is approved, you will be required to file a limited conflict of interest form with Golden Sierra Job Training Agency prior to assumption of Workforce Development Board membership.**



Signature of Applicant



Date



*Still Finding Gold In El Dorado County*

December 1, 2021

Mr. Jason Buckingham, Executive Director  
Golden Sierra Job Training Agency  
11549 F. Avenue, DeWitt Center  
Auburn, CA 95603

| Dear Jason,

It gives me great pleasure to nominate Mr. Kyle Zimbelman, to the Golden Sierra Workforce Development Investment Board. He is a dedicated person that has a lot of energy and passion. His expertise will help the WIB in their overall mission. Thank you for reviewing his application and I am sure you will agree that Kyle will be an added asset to the Workforce Investment Board.

Sincerely,

*Laurel Brent Bumb*

Laurel Brent-Bumb, CEO  
El Dorado County Chamber of Commerce

***EL DORADO COUNTY CHAMBER OF COMMERCE***

542 Main Street, Placerville, California 95667

(530) 621-5885 (800) 457-6279 Fax (530) 642-1624

# ONE-STOP OPERATOR MEMO

**To:** Workforce Development Board Executive Committee

**From:** Michael Indiveri, One-Stop Operator (OSO)

**Date:** January 20, 2022

**Subj:** Progress Report

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## Introduction

This One-Stop Operator (OSO) Progress Report will report out the MOU Partner's Quarterly Meeting held on December 15, 2021, covering the following agenda items: OSO Remarks on labor market highlights (LMI) and the results from the WDB Questionnaire: Partner Agency Roundtable and the MOU/CSA updates.

Use of terms.

**AJCC:** America's Job Centers of California

**WIOA:** Workforce Innovation and Opportunity Act of 2014

**MOU:** Memorandum of Understanding **between** One-Stop Partners and the Golden Sierra  
Workforce Development Board (WDB)

**BLS:** The Bureau of Labor Statistics; U.S. Department of Labor

## OSO Remarks:

In attendance and in contact with the OSO for this meeting was Placer County HHS, Placer School for Adults (PSA), Golden Sierra Job Training Agency (GSJTA), State of California Employment Development Department (EDD), Advance-South Lake Tahoe College, Sierra College, and the chair of the Golden Sierra WDB.

**LMI Highlights:** Nationwide over the last 4 months nationwide and in California job creation has been strong and consistent. The U.S. has nearly recovered the total lost jobs from the height of the Covid-19 pandemic, and weekly Unemployment Claims (UI) are at record lows. A bright spot is that the labor participation rate is moving upward as more folks are returning to look for or take jobs. Other latest trends are more problematic for businesses and employers.

Wage increases for service and retail jobs are raising the cost of business; former service workers are more selective in taking jobs and the Quit Rate is at new highs. Underlying the current labor market conditions is the U.S Dept of Labor's BLS has been experiencing data collection delays with businesses.

**Results of the WDB Questionnaire:** The three highest rankings were:

Customer referral process between MOU Partners.

Applicant referrals that meet employers and job seeker needs.

There should be regular cross training of MOU Partner service staff.

Discussion of these results among the partners ensued. The OSO and the Partners agreed that these items are service integration issues.

The Partners discussed the need for a formal customer referral process or form all can use. There are various tracking platforms (such as Community Pro or Cal Jobs) that track referrals. The OSO will ask the Partners if they believe the current referral mechanisms are doing the job. The Continuous Plan Timetable was shared by the OSO with the group. It was decided that June would be a better choice to have the in-person staff cross training. The OSO will be contacting Valley Vision for a future presentation for a future Quarterly Meeting.

### **MOU Partner Updates**

**Placer County HHS:** Katie introduced Lisa Soto as a key member of their Placer County Employment Service team. It was reported that most of their Cal Works and employer services are conducted virtually. There has been a limited rollout of some eligibility sites. There is an active Job Connections service. There is still a strong demand from employers for job applicants.

**EDD:** Over the summer and fall they conducted targeted job fairs in outdoor venues. They have been planning more in person services over the winter as their staff returns to in person attendance. They were also anticipating staffing the One-Stops. Starting soon non-vaccinated staff will be tested for Covid. They are establishing Unemployment Insurance Navigators to assist customers.

**GSJTA:** The Roseville Career Center is open to customers only by appointment. Almost all of their services are virtual. Attendance at the last orientation was disappointing. Since the last meeting they have logged approximately 1,000 customer contacts. Employers are still in search of referrals.

**PSA:** Currently classroom staff is over 90% vaccinated, classified staff is 65% plus vaccinated. Class attendance is holding up. Classes are both in-person and online. They are anticipating an upturn in attendance this coming spring. They are currently coordinating various construction training offerings.

**Advance-South Lake Tahoe:** Frank reported on the recent heavy snows that have hit the region. The campus was closed for several days with 17 hours of lost power. They are ramping up in-person services and class attendance. There are mask requirements for all inside activities. Because of industry demand their Culinary Apprentice program is growing. Frank then shared several of the issues affecting the workforce and economy in the basin. These include the cost of housing for the workforce and the rate of vaccination in the basin, currently estimated at 53%.

*All partners agreed that their plans to expand in-person customer service was impacted by the Delta variant. The current Omicron news brings in more complexity for future planning.*

**MOU/CSA:** Darlene gave an update on the status of the agreements. The current MOU and Cost Sharing Agreements run to the end of June 30, 2022. She will be contacting the partners on updating the agreements with any changes and the specific timelines.



**Golden Sierra Workforce Board OSO Evaluation Tool**  
**180 Day Evaluation [January 20, 2022]**

<i><b>Service</b></i>	<i><b>Evaluation</b></i>	<i><b>One-Stop Operator Comments</b></i>
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.	The OSO demonstrates an understanding of who the required One-Stop partners are, what they have agreed to, and what contributions they make to the local workforce development system and its one-stop center(s).	<p><b>60 day evaluation (9/16/21):</b> As is my established practice, the MOUs and the Cost Sharing Agreements are standard agenda items at the Quarterly MOU Partner's meeting. In this way I can follow-up on the status of the agreements and keep the WDB informed of any developments they should be aware of. If needed, these developments are reported back to the WDB.</p> <p><b>120 day evaluation (11/18/21):</b> This an on-going practice to keep the Partners in the loop regarding the status of the agreements.</p> <p><b>180 day evaluation (1/20/22):</b> This on-going practice is in full force.</p> <p><b>Annual evaluation (5/19/22):</b></p>
Conduct One-Stop Certification as required - In accordance with WIOA Section 121(g) and in compliance with <a href="https://edd.ca.gov/Jobs and Training/pubs/wsd16-20.pdf">https://edd.ca.gov/Jobs and Training/pubs/wsd16-20.pdf</a> conduct the one-stop certification process. The certification process includes both Baseline and Hallmarks of Excellence; this will include but not be limited to Continuous Improvement Opportunities identified in Hallmarks of Excellence outcomes.	The OSO complies with relevant One-Stop Certification Directives and timelines, conducts an appropriate certification, identifies opportunities for improvement and implements a strategy that utilizes the findings to improve the local system.	<p><b>60 day evaluation (9/16/21):</b> We are currently in the processes of establishing the 2021-24 One-Stop Certification. It is to be submitted to the State by Nov. 1, 2021. As part of the Certification process, there is the required Continuous Improvement Plans (CIPs). The CIPs are an ongoing activity and as they roll out, development will be reported to the Board.</p> <p><b>120 day evaluation (11/18/21):</b> As reported at the most recent WDB meeting, as OSO I have developed a time table for the CIPS to be rolled out and addressed throughout PY 2021-22. At the December meeting cross training of Partner service staff will be formatted and scheduled.</p> <p><b>180 day evaluation (1/20/22):</b> This item was addressed at the December 2021 MOU Partners meeting. CIP timetables were planned.</p> <p><b>Annual evaluation (5/19/22):</b></p>

**Golden Sierra Workforce Board OSO Evaluation Tool**  
**180 Day Evaluation [January 20, 2022]**

<i><b>Service</b></i>	<i><b>Evaluation</b></i>	<i><b>One-Stop Operator Comments</b></i>
Convene and facilitate meetings with workforce leadership within the Golden Sierra region that focus on systems alignment, process improvement and building value added collaboration amongst system partners toward meeting industry need. These meetings should occur at least quarterly.	The OSO demonstrates an understanding of who the required partners are and has included these partners and other valued stakeholders to the integration meetings. These meetings are documented as having been conducted at least quarterly	<p><b>60 day evaluation (9/16/21):</b> We have a core group of partners who participate in the Quarterly MOU Partner's Meetings. They have included EDD, GSJTA, Sierra College, Placer School for Adults, Placer County HHS, Dept. of Voc Rehab, Calif. CCC, Lake Tahoe Advance and the WDB Chair). Other partners are hit and miss. Sierra College's rep has retired this Sept. An outreach to Sierra College has been made as to a replacement. A key element this program year is to conduct cross training of partner service staff in light of the impacts of the Pandemic, and how customer service platforms have been changed.</p> <p><b>120 day evaluation (11/18/21):</b> The Quarterly MOU Partner's meeting are progressing as planned. The next is scheduled December 15, 2021. For the present we have a rep from Sierra College to replace Darlene Jackson. David Luke Of the State Dept. of Voc Rehab has retired as of September 30. They are in the process of selecting a new rep.</p> <p><b>180 day evaluation (1/20/22):</b> Planning for the March Partners meeting is underway. Mark Frayser is the new DOR rep.</p> <p><b>Annual evaluation (5/19/22):</b></p>
Support ongoing dialogue between labor, business, education, community, economic development, and all partners throughout the public workforce system in an effort to encourage alignment and promote services to individuals with barriers to employment.	The OSO integration meetings are designed to add value to all system partners by facilitating dialogue and partnership in order to meet business and industry need. This process is shared with, and discussed with the Executive Committee.	<p><b>60 day evaluation (9/16/21):</b> The Quarterly Meeting is crafted to stress service integration and the dialogue between all sectors of the workforce system. One-Stop partners, education partners &amp; community groups make up our attendees. We are also fortunate to have the WDB Chair participate in many meetings to insure business &amp; industry hiring needs are addressed. As these meetings are reported to the WDB, labor and economic development reps are also included in the dialogue and conversation.</p> <p><b>120 day evaluation (11/18/21):</b> Service integration is a key feature of WIOA and service integration issues is addressed at the MOu meetings. The CIPs are addressed during the 21-22 program year</p> <p><b>180 day evaluation (1/20/22):</b> This issue is addressed at each meeting with Partners updating themselves on interagency connections.</p> <p><b>Annual evaluation (5/19/22):</b></p>

**Golden Sierra Workforce Board OSO Evaluation Tool**  
**180 Day Evaluation [January 20, 2022]**

Service	Evaluation	One-Stop Operator Comments
Support workforce leadership and the workforce board by cataloging relevant initiatives, identifying implementation opportunities, challenges, and policy obstacles within the Golden Sierra Region.	Reports out to the Workforce Board on promising opportunities, system challenges, and policy obstacles	<p><b>60 day evaluation (9/16/21):</b> The Quarterly meetings cover the full range of successes, initiatives and opportunities, such as new grant or funding sources, or collaboration planning. It is also a forum to share challenges and policy obstacles, be they State or local. This would include complex issues such as the pandemic's effect on services and the various MOU partners having different data and reporting platforms.</p> <p><b>120 day evaluation (11/18/21):</b> Service integration and dialogue between all sectors of workforce community will continue via the quarterly meetings. In addition to reoccurring agenda items, it is the forum to share and address new issues that have popped up since the last meeting.</p> <p><b>180 day evaluation (1/20/22):</b> This continues as planned.</p> <p><b>Annual evaluation (5/19/22):</b></p>
Support implementation of the Capital Region's Regional Plan by coordinating activities with the Capital Region's Regional Organizer.	Utilizes the expertise and work products of the Regional Organizer (and the Regional Plan) to inform the local workforce partnership in order to align services to meet relevant industry sector needs.	<p><b>60 day evaluation (9/16/21):</b> The 2021 Capital Region's Regional Plan has been completed with the coordination efforts of the Capital Region's Regional Organizer, Valley Vision. That plan has now been posted on the GSJTA Web-site. At the next Quarterly Meeting, the partners will be notified of their opportunity to review the plan. The OSO will urge the partners to do so as a prelude to inviting Valley Vision to address the partners at a future meeting.</p> <p><b>120 day evaluation (11/18/21):</b> It is part of the OSO's CIP timetable to have Valley Vision participate in one of our Quarterly meetings to review the Regional Plan and its possible ramifications and opportunities for customer service integration.</p> <p><b>180 day evaluation (1/20/22):</b> This has been discussed between the Partners and we are working to have Valley Vision at one of the upcoming meetings.</p> <p><b>Annual evaluation (5/19/22):</b></p>
Identify and share promising practices and successful convening efforts that link policy and practice.	Reports to the Workforce Board	<p><b>60 day evaluation (9/16/21):</b> Identifying and sharing promising practices &amp; successful convening efforts are an ongoing practice of the OSO and the MOU Partners. This occurs regularly at our meetings.</p> <p><b>120 day evaluation (11/18/21):</b> This an ongoing practice at our Quarterly meetings</p> <p><b>180 day evaluation (1/20/22):</b> This occurs at each meeting and is reported to the WDB Ex. Com at their meetings.</p> <p><b>Annual evaluation (5/19/22):</b></p>

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<i><b>Service</b></i>	<i><b>Evaluation</b></i>	<i><b>One-Stop Operator Comments</b></i>
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.	The OSO participated as expected.	<p><b>60 day evaluation (9/16/21):</b> As the OSO, I have participated in every WDB Meeting and Executive Committee since 2017.</p> <p><b>120 day evaluation (11/18/21):</b> The OSO has attended every WDB meeting to date.</p> <p><b>180 day evaluation (1/20/22):</b> See above.</p> <p><b>Annual evaluation (5/19/22):</b></p>
Work with Regional Training Coordinators, regional coalitions, professional development partners, and the CWDB to build capacity of workforce and partner staff as needed.	The OSO demonstrates an understanding of the State, Regional, and Local Plans, as well as the goals of the system partners and can therefore, recommend and can promote staff development that adds value across the spectrum of partners.	<p><b>60 day evaluation (9/16/21):</b> As OSO, I keep posted on national and state developments pertaining to workforce services being delivered to our customers. I review the State EDD Directives and Information Notices, and the Valley Vision and CWDB websites for updates. In the past year I have also participated in several seminars of the California Workforce Association (CWA). As the OSO for the Yolo Workforce Area, I have a regional perspective.</p> <p><b>120 day evaluation (11/18/21):</b> As indicated above, I keep posted on major workforce developments in the local and regional area and also analyze major trends in the national, regional and local Labor Market Information that affects service providers and our customer based on job seekers, education seekers and employers who are seeking talent.</p> <p><b>180 day evaluation (1/20/22):</b> In addition to above comments, Congress may pass additional duties and resources to the State CWDB and local WDBs. If so, these developments will be part of the MOU partners coordination efforts.</p> <p><b>Annual evaluation (5/19/22):</b></p>

*Evaluation Schedule:*

- September 16, 2021 – 60 days
- November 18, 2021 – 120 days
- January 20, 2022 – 180 days
- May 19, 2022 – Annual: need to complete eval at this time in order to issue 3rd year contract.