

GOVERNING BODY
MEMBERS

KATHERINE RAKOW
Board of Supervisors,
Alpine County

MICHAEL RANALLI, *Vice Chair*
Board of Supervisors,
El Dorado County

KIRK UHLER, *Chair*
Board of Supervisors,
Placer County

JASON BUCKINGHAM
Executive Director

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

(530) 823-4635

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
AGENDA**

Wednesday, April 6, 2016 – 10:00 a.m.

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

- | | | |
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EQUAL OPPORTUNITY

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XIII. CLOSED SESSION

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION
(Government Code §54957)

TITLE: EXECUTIVE DIRECTOR

XIV. FUTURE AGENDA ITEMS/NEW BUSINESS

XV. NEXT MEETING: June 1, 2016 – 10:00 am – Auburn Connections

XVI. ADJOURNMENT

GOLDEN SIERRA JOB TRAINING AGENCY

GOVERNING BODY MINUTES

Wednesday, February 3, 2016 – 10:00 a.m.

**El Dorado County Government Center
Conference Room A
330 Fair Lane
Placerville, CA 95667**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order at 10:00 a.m. by Chair Uhler.

Present: Kirk Uhler - Chair, Michael Ranalli – Vice Chair

Absent: Katherine Rakow

Guests: Jason Buckingham, Lorna Magnussen, Kathy Spindola, Terrie Trombley

II. APPROVAL OF AGENDA

Uhler called for opposition to the agenda; hearing none he moved on to the consent agenda.

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 December 16, 2015 GB Meeting

Motion to approve the consent agenda by Ranalli, second by Uhler.

Motion approved unanimously.

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

None

V. APPROVE 2015/16 REVISED BUDGET

Buckingham explained that the direct training requirement mandates that a certain percentage of money that is received for the Adult and the Dislocated Worker allocation must be spent on direct training activities. The current requirement is 25%; of that, 100% can be spent in cash or up to 10% can be used from leveraged sources. In order to meet the direct training requirement the budget has been modified to 20% WIOA cash and 5% leverage from the previously approved 15% WIOA cash and 10% leverage. This budget revision was recommended for approval by the Finance Committee on December 17, 2015, and the Workforce Board on January 21, 2016.

Buckingham stated that Item 3 of the budget revision transfers \$60,000 from Consortium Program Administration to Placer County in order to increase training expenditures needed to meet the consortium's direct training requirement.

Motion to approve the revised budget by Ranalli, second by Uhler.

Motion approved unanimously.

VI. APPROVE WORKFORCE BOARD BYLAWS

Buckingham explained that the Bylaws were amended to conform to the WIOA language; membership changes were made to ensure the Workforce Board is in compliance; the Executive Committee is identified as the only standing committee, yet, the language allows flexibility for additional standing committees if needed.

Buckingham stated that the Workforce Board approved the Bylaws at their meeting in January.

Motion to approve the amended Bylaws by Ranalli, second by Uhler.

Motion approved unanimously.

VII. APPOINT LOCAL WORKFORCE DEVELOPMENT BOARD

Buckingham said that the Workforce Investment Board (WIB) is now referred to as the Workforce Development Board (WDB). He also stated that the Workforce Board is fully compliant with membership at this time and asked the Governing Body to appoint the new WDB.

Motion to approve and appoint the local Workforce Development Board by Ranalli, second by Uhler.

Motion approved unanimously.

VIII. DIRECTOR'S UPDATE

A. WIOA Matrix

Buckingham explained that the matrix identifies the change process, with blue or green areas being completed or in action. Highlights include completion of the JPA; redrafting of the Bylaws; completion of the Mission and Vision of the WDB; and an ongoing convening of the Core Partners with discussions of system alignment, MOUs and cost sharing.

B. Memorandums Of Understanding (MOU)

Buckingham stated that the Memorandums of Understanding (MOUs) are required documents that describe how the partners will work together to support the One Stop Centers and the Workforce Development System. The State has put out a directive that gives the partners a template indicating what needs to be included in the MOUs. The first phase, due by July 2016, will outline operations and establish how the partners will work together. The second phase will outline the cost sharing agreements. Buckingham believes there is a third phase due to the fact that the local/regional plan is due March 2017; therefore, it will be necessary to review and possibly make adjustments to the MOUs. He also stated that this is a very tight timeframe. Staff will strive, on behalf of the WDB, to make the deadline but may need additional time for signatures.

Ranalli asked if the MOUs are passed through the county boards and Buckingham said that typically they are not.

Ranalli also asked if there were any consequences of not meeting the deadline and Buckingham said that this is all transitional so he doesn't expect there will be. Golden Sierra should have the documentation completed and turned in on time, possibly without signatures, which will come at a later date.

IX. FUTURE AGENDA ITEMS/NEW BUSINESS

Uhler said that he met with Right Hand Auburn and Volunteers of America who are running the Auburn shelter for the homeless. They have identified a subset of the individuals who are transitioning in and out of homelessness who are imminently employable. They are trying to help them by posting jobs in the shelter that are available locally. Uhler let them know that there is a One Stop Center close by and that they may be reaching out to us. Uhler suggested that staff reach out to the organizations.

Ranalli mentioned that El Dorado County was notified of a Blue Shield reduction in force. Buckingham said that Golden Sierra was also notified and that these situations are handled by reaching out to the companies, offering the services of the partners, and if accepted, then Rapid Response funding is used to provide assistance.

Magnussen said that Alexis Zoss with El Dorado Health and Human Services was notified in case individuals dropped by the One Stop Center and that our Rapid Response team has reached out to Sacramento Employment & Training (SETA) to include anyone affected who may reside in Sacramento County.

X. NEXT MEETING: April 6, 2016 – 10:00 am – Auburn Connections

XI. ADJOURNMENT

Meeting adjourned by Chair Uhler at 10:18 a.m.

GOLDEN SIERRA GOVERNING BODY

MEMORANDUM

DATE: April 6, 2016
TO: Governing Body members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Resolution 15-06 – Approve Delegated Signature Authority

☒ Resolution ☐ Action Item ☐ Information

Before the Board is Resolution 15-06 which authorizes the Executive Director and Deputy Director of Golden Sierra Job Training Agency to execute the following types of agreements pursuant to the terms contained in the Resolution. This authority permits for the following: submit applications, execute revenue contracts, and execute non-monetary cooperative agreements. It also delegates authority to sign leases, grant award agreements, Agency payables and staff employment contracts.

Background: The delegation of signature authority has routinely been granted by the Governing Board and is approved annually. This practice allows for the streamlining of business operations within the Agency. In the past no dollar limit has been stated however specific language in the amended Joint Powers Agreement (JPA) requires that the Governing Board establish a dollar limit.

Specific language contained in the amended JPA:

“Section 7c The Governing Body delegate’s contract approval function, including authority to enter into contracts, to Golden Sierra’s Executive Director for contracts at or below a threshold amount and that are consistent with the purposes of this Agreement. Such threshold amount shall be established by way of a resolution adopted by the Governing Body. Such resolution shall provide that contracts above the threshold amount must be reviewed and approved by the Governing Body prior to execution. Such resolution may provide that the Governing Body may appropriate funds to be approved as a line item on the budget, and may separately authorize the Executive Director to approve and enter into contracts for specified goods or services consistent with the amounts appropriated.”

**BEFORE THE GOVERNING BODY
GOLDEN SIERRA JOB TRAINING AGENCY**

In the matter of: A resolution granting the
Executive Director,
Jason Buckingham, and
Deputy Director,
Darlene Galipo, signatory
authority.

Resolution No.: 15-06

Ordinance No.: _____

First Reading: _____

The following Resolution was duly passed by the Governing
Body of the Golden Sierra Job Training Agency at a regular meeting held

April 6, 2016 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Kirk Uhler, Chairman, Governing Body

Attest:

Lorna Magnussen, Clerk of Golden Sierra Governing Body

BE IT HEREBY RESOLVED by the Governing Body of the Golden Sierra Job Training Agency that this Body authorizes and directs the Executive Director, and/or Deputy Director to accept funds and execute grants, subgrants, amendments and modifications to such grants and subgrants from any governmental entity in an amount not to exceed one million dollars (\$1,000,000.00 dollars). The Governing Body of the Golden Sierra Job Training Agency that this Body authorizes and directs the Executive Director, and/or Deputy Director to execute any agreements, amendments, modifications, and other required documents with non-governmental third parties, other than those which specify Governing Body or Workforce Development Board Chairman's signature, up to, but not to exceed two hundred and fifty thousand dollars (\$250,000.00 dollars).

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: April 6, 2016
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: FY 2014 / 2015 Financial Statement and Single Audit

☐ Resolution ☒ Action Item ☐ Information

Attached for your review is the Combined Annual Financial Report for Fiscal Year 2014/2015. The report is the result of the annual financial audit completed by the firm Vavrinek, Trine, Day & Co, LLP. Present today will be Herman Williams, CPA Managing Auditor.

The report consists of the following sections:
Independent Auditors' Report to the Governing Board
Management's Discussion and Analysis
Basic Financial Statements
Required Supplementary Information
Single Audit

Noted change: As described in Note A (beginning on page 14 of report) the Agency adopted new accounting guidance from Governmental Accounting Standards Board (GASB) Statement No. 68 *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, and GASB Statement No. 71, *Pension Transition For Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68* effective July 1, 2014.

There are no Financial Statement or Federal Award Findings or Questioned Costs.



To the To the Governing Board
Golden Sierra Job Training Agency
Auburn, California

We have audited the financial statements of the governmental activities and the general fund of the Golden Sierra Job Training Agency (the Agency) for the year ended June 30, 2015. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, *Government Auditing Standards* and OMB Circular A-133, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 25, 2016. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Agency are described in Note A to the financial statements. As described in Note A, the Agency adopted Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27* and GASB Statement No. 71, *Pension Transition For Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*, effective July 1, 2014. Accordingly the cumulative effect of the accounting change as of the beginning of the year is reported in the notes to the financial statements. We noted no transactions entered into by the Agency during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the Agency's financial statements were:

Management's estimates include estimates of the date of collection to comply with period of availability for certain revenues, amounts related to net pension liability, related deferred inflows of resources and deferred outflows of resources, and disclosures were based on actuarial valuations of the proportionate share of the net pension liability. We evaluated the key factors and assumptions used to develop the amounts owed to vendors and grantees in determining that it is reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. The most sensitive disclosure affecting the financial statements was:

The disclosure of Agency's defined benefit pension plan, net pension liability, and related deferred inflows of resources and deferred outflows of resources in Note F to the financial statements. The valuation of the net pension liability and related deferred outflows/inflows of resources are sensitive to the underlying actuarial assumptions used including, but not limited to, the investment rate of return and discount rate. As disclosed in Note F, a one percent increase or decrease in the discount rate has a material effect on the Agency's net pension liability.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated March 25, 2016.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Agency's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Agency's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to management's discussion and analysis, Schedule of Funding Progress, budgetary comparison schedule, schedule of Agency's proportionate share of net pension liability, and schedule of Agency's pension contributions which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the schedule of expenditures of federal awards, which accompany the financial statements but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the use of the Governing Board and management of the Agency and is not intended to be, and should not be, used by anyone other than these specified parties.

Vavrinik, Trine, Day & Co. LLP

Sacramento, California

March 25, 2016

GOLDEN SIERRA JOB TRAINING AGENCY

Independent Auditors' Report, Basic Financial
Statements, Required Supplementary Information
and Single Audit Reports and Schedules

For the Fiscal Year Ended June 30, 2015

GOLDEN SIERRA JOB TRAINING AGENCY
For the Fiscal Year Ended June 30, 2015

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INDEPENDENT AUDITORS' REPORT

To the Governing Board
Golden Sierra Job Training Agency
Auburn, California

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and the general fund of the Golden Sierra Job Training Agency (the Agency) as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of the Agency as of June 30, 2015, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note A to the financial statements, the Agency adopted Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, and GASB Statement No. 71, *Pension Transition For Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*, effective July 1, 2014. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, schedule of funding progress, budgetary comparison information, schedule of the proportionate share of the net pension liability, and schedule of pension contributions, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Agency's basic financial statements. The schedule of expenditures of federal awards is presented for purposes of additional analysis as required by U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 25, 2016, on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control over financial reporting and compliance.

Vavrinik, Trine, Day & Co. LLP

Sacramento, California
March 25, 2016

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Fiscal Year Ended June 30, 2015

The following discussion and analysis of the Golden Sierra Job Training Agency's (the Agency) financial performance provides an overview of the Agency's financial activities for the fiscal year ending June 30, 2015. This information is presented in conjunction with the audited financial statements and the accompanying notes that follow this section.

Financial Highlights

- The Agency participated in administering \$104,675 from the State of California *Proposition 39 – Pre Apprenticeship Support, Training and Placement* during the fiscal year. This grant was complemented by allocation funding from the Workforce Investment Act and Workforce Investment Opportunity Act.
- The Agency met its goal of meeting Direct Training Expenditure Requirement for Program Year 2014-15 expending 21% of its Adult and Dislocated Worker allocation funding directly on participant training. The total requirement for this program year was 25% and the remaining 4% was met with allowable training leveraged resources.
- As of the close of the current fiscal year the Agency's general fund reported a fund balance of \$22,241, an increase of \$24,626. This increase is representative of the Ticket to Work cash receipts from the Agency's operations as an Employment Network (EN) and prepaid expenses.
- The Agency had total program revenues of \$4,514,468 and program expenses of \$4,365,013 for the fiscal year ended June 30, 2015.
- There is an unfunded liability associated with unpaid vacation leave (compensated absences) in the amount of \$60,780.
- The Agency continues to prefund healthcare premiums for eligible retirees with the CalPERS California Employers' Retiree Benefit Trust (CERBT). Deposited into the trust this fiscal year was \$230,177 based on the actuarially determined annual required contribution (ARC).
- The Agency implemented Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*, and GASB Statement No. 71, *Pension Transition For Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*, which required a reduction of the beginning net position by \$4,484,257 and reporting the net pension liability of \$3,908,523 at June 30, 2015.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the Agency's basic financial statements. The Agency's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements and 3) notes to the basic financial statements.

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Fiscal Year Ended June 30, 2015

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The government-wide financial statements are designed to provide readers with a broad overview of the Agency's finances, in a manner similar to a private-sector business.

The *statement of net position* presents information on all of the Agency's assets, deferred outflows, liabilities and deferred inflows, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Agency is improving or deteriorating. The *statement of activities* presents information showing how the Agency's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future periods (e.g. earned but unused vacation leave).

The government-wide financial statements report on the function of the Agency that is principally supported by operating grants and contributions. The Agency's primary function is the development and implementation of public and private employers' job training programs.

The government-wide financial statements can be found on pages 10 and 11 of this report.

FUND FINANCIAL STATEMENTS

A *fund* is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Agency, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

General Fund

The Agency maintains one major governmental fund, the General Fund, for its governmental fund financial statements.

The General Fund is used to account for essentially the same function reported as *governmental activities* in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on *near-term inflows and outflows of spendable resources*, as well as on *balances of spendable resources* available at the end of the year. Such information may be useful in evaluating the Agency's near-term financing requirements.

Because the focus of the General Fund is narrower than that of the government-wide financial statements, it is useful to compare the information presented in the governmental fund with similar information presented for *governmental activities* in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the Agency's near-term financial decisions. Both the General Fund balance sheet and statement of revenues, expenditures, and changes in fund balance to provide a reconciliation to facilitate this comparison between the General Fund and *governmental activities*. The General Fund financial statements can be found on pages 12 and 13 of this report.

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Fiscal Year Ended June 30, 2015

NOTES TO THE BASIC FINANCIAL STATEMENTS

The notes provide additional information that is essential for a full understanding of the data provided in the government-wide and fund financial statements. The notes to the basic financial statements can be found on pages 14 through 35 of this report.

Government-Wide Financial Analysis

Net position of the Agency's governmental activities may serve over time as a useful indicator of a government's financial position. In the case of the Agency, liabilities and deferred inflows exceeded assets and deferred outflows by \$4,208,232 at the close of the most recent year.

Statement of Net Position June 30, 2015 and 2014

	<u>2015</u>	<u>2014</u>	<u>Change</u>
Current assets	\$ 556,070	\$ 434,676	\$ 121,394
Capital assets, net	7,864	41,667	(33,803)
Total assets	<u>563,934</u>	<u>476,343</u>	<u>87,591</u>
Deferred outflows related to pensions	509,625	-	509,625
Current liabilities	473,644	310,053	163,591
Long-term liabilities	60,780	66,389	(5,609)
Net pension liability	3,908,523	-	3,908,523
Total liabilities	<u>4,442,947</u>	<u>376,442</u>	<u>4,066,505</u>
Deferred inflows related to pensions	838,844	-	838,844
Net position			
Net investment in capital assets	7,864	41,667	(33,803)
Unrestricted (deficit)	(4,216,096)	58,234	(4,274,330)
Total net position	<u>\$ (4,208,232)</u>	<u>\$ 99,901</u>	<u>\$ (4,308,133)</u>

The variance of total Net Position is directly related the requirement to implement GASB Statement No. 68 in Fiscal Year 2015. Information about the recognition of the \$3,908,523 liability within the Government-Wide statements is further clarified in Note F beginning on pages 22-27. With the new reporting changes, the Agency is allocated its proportionate share of the CalPERS's net pension liability, deferred outflows of resources, deferred inflows of resources and pension expense. A restatement to record the effects of the implemented net pension liability decreased beginning total net position by \$4,484,257. A key aspect of GASB 68 pertaining to cost-sharing employers is the establishment of an approach to allocate the net pension liability and pension expense to the individual employers within the risk pool. Paragraph 49 of GASB 68 indicates that for pools where contribution rates within the pool are based on separate relationships, the proportional allocation should reflect those relationships. The allocation method utilized by CalPERS determines the employer's share by reflecting these relationships through the plans they sponsor within the risk pool. Plan liability and asset-related information are used where available, and proportional allocations of individual plan amounts as of the valuation date are used where available as well.

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the Fiscal Year Ended June 30, 2015

Statement of Activities
For the Fiscal Years Ended June 30, 2015 and 2014

	<u>2015</u>	<u>2014</u>	<u>Change</u>
Revenues:			
Program revenue:			
Operating grants and contributions	\$ 4,514,468	\$ 4,194,026	\$ 320,442
General revenue:			
Investment earnings	137	109	28
Miscellaneous	26,532	2,670	23,862
Total revenues	<u>4,541,137</u>	<u>4,196,805</u>	<u>344,332</u>
Expenses:			
Education	<u>4,365,013</u>	<u>4,148,651</u>	<u>216,362</u>
Change in net position	176,124	48,153	127,971
Net position, beginning of year, as restated	<u>(4,384,356)</u>	<u>51,747</u>	<u>(4,436,103)</u>
Net position, end of year	<u><u>\$ (4,208,232)</u></u>	<u><u>\$ 99,901</u></u>	<u><u>\$ (4,308,133)</u></u>

The Agency's primary sources of revenues are Federally-funded governmental grants classified as "operating grants and contributions." This revenue represents reimbursement of the Agency's costs, resulting in a direct relationship between expenses and revenue. The presentation of the Statement of Activities as of June 30, 2015 reflects the following changes: A restatement of beginning net position from \$99,901 to (\$4,384,356) which reflects the implementation of GASB 68. The change in revenues and expenses between fiscal years of \$344,332 and \$216,362 respectively are due to accelerated utilization of Program Year 2014 Workforce Investment Act (WIA) allocation funding along with new state funding and increased receipts in the amount of \$26,532 from the Ticket to Work program. The variance for revenues exceeding expenses is due to the Ticket to Work program not having a spending requirement and the \$151,498 net decrease in expenses for government wide accounts consisting of compensated absences, OPEB asset account, and pension accounts.

Fund Financial Analysis

The Agency uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Agency's General Fund is discussed below.

GENERAL FUND

The focus of the Agency's General Fund is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the Agency's financing requirements. In particular, *fund balance* may serve as a useful measure of the Agency's net resources available for spending for program purposes at the end of the year. As of the end of the current year, the Agency's General Fund reported an ending fund balance of \$22,241.

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Fiscal Year Ended June 30, 2015

Revenues by Source Analysis

Revenues by Source General Fund For the Years Ended June 30, 2015 and 2014

	<u>2015</u>	<u>2014</u>	<u>Change</u>	<u>%</u>
Federal	\$ 4,427,838	\$ 4,194,026	\$ 233,812	6%
State	86,630	-	86,630	100%
Investment earnings	137	109	28	26%
Miscellaneous	26,532	2,670	23,862	100%
Total revenues	<u>\$ 4,541,137</u>	<u>\$ 4,196,805</u>	<u>\$ 344,332</u>	8%

Intergovernmental revenue increased in fiscal year primarily due to the delays in the prior year's award being made available for spending in the first year of the award period. Other sources of funding for the Agency were from the State of California sponsored project, *Proposition 39 – 2.0 Pre-Apprenticeship Support, Training and Placement Grant* and the category of miscellaneous represents receipts to the Agency from the Social Security Administration. These receipts are for active participants registered in the Ticket to Work Program who are meeting milestones in their path to full employment. The Agency registered as an Employment Network allowing for us to receive these payments.

Expenditure by Function Analysis

Expenditures by Function General Fund For the Years Ended June 30, 2015 and 2014

	<u>2015</u>	<u>2014</u>	<u>Change</u>	<u>%</u>
Salaries and employee benefits	\$ 2,206,980	\$ 2,043,984	\$ 162,996	8%
Training and support services	1,783,392	1,660,848	122,544	7%
Services and supplies	361,269	329,052	32,217	10%
Rents	164,870	160,142	4,728	3%
Total expenditures	<u>\$ 4,516,511</u>	<u>\$ 4,194,026</u>	<u>\$ 322,485</u>	8%

During the fiscal year ended June 30, 2015, expenditures increased proportionately with the utilization of grant awards made available to the Agency. Salaries and employee benefits change from the prior fiscal year is the result of additional monies being expended by the Agency to reduce the pension liability in the amount of \$100,000. Training and support services expenditures increased due to requirements to expend greater percentages of agency awards on participants. Expenditures represent the delivery of services to participants in the form of direct training, case management and job search services. Expenditures also include job development activities with employers and Agency administrative expenses for operations.

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Fiscal Year Ended June 30, 2015

Analysis of General Fund Budget

As presented on page 33 the Schedule of Revenues, Expenditures and Change in General Fund Balance Budget to Actual, demonstrates significant variances from the Final Budget to the Actual amounts. The annual budget is prepared on GAAP basis where revenues and expenditures are recognized when they are measurable and available. The variances are primarily attributable to the following items for Fiscal Year ending June 30, 2015.

Revenues:

- Intergovernmental revenues are recognized when cash receipts have been recorded or services have been rendered and due to timing when receivables have been recorded.
- The planned use of the allowable 10% Administration to be expended in second year of award period.
- The planned use of the allowable 20% Program funding to be expended in the second year of award period.

Expenditures:

- Training and support services shows \$1,776,372 in unexpended dollars, of which \$1,076,223 have been placed into contracts for Program Administration and Participant Training services that have not been fully expended as of fiscal year end.
- All budget categories are carrying a portion of unexpended Prop 39 grant award.

Capital Assets

Golden Sierra's net investment in capital assets as of June 30, 2015 was \$7,864. This investment in capital assets represents depreciable equipment for the Agency in the Auburn Administrative Office. The change in capital assets during the current year was due to depreciation.

Long-Term Liabilities

Long-term liabilities relate to vacation and floating holiday balances for the Agency's employees. The Agency's liability as of June 30, 2015 was \$60,780. The balance decreased by \$5,609 during the current year. The decrease is due to the routine use of compensated leave and personnel not accumulating hours.

MANAGEMENT'S DISCUSSION AND ANALYSIS

For the Fiscal Year Ended June 30, 2015

Economic Factors and Next Year's Budgets and Rates

The following are primary factors considered while preparing the Agency's budget for Fiscal Year 2015/2016:

- Fiscal Year 2015/2016 will be the transition year for implementing the requirements of the Workforce Investment Opportunity Act (WIOA) and winding down delivery of services funded via the Workforce Investment Act (WIA). Under WIOA there are federally and state mandated spending requirements for participant training along with the establishment of a Comprehensive One-Stop delivery system that incorporate required partners in the WIO Act for the Local area. The model used to develop the Consortium's annual budget was the Priority Based Budget model. Cost Centers were established based on purpose for expenditure.
- The Agency applied for and was awarded two awards outside of the routine allocation award. The Sector Partner Strategies-National Emergency Grant (NEG) in the amount of \$350,000 and the Disability Employment Accelerator Award for \$166,000. Both awards are federally funded from the Department of Labor and are passed through to the Agency by the State of California Employment Development Departments Workforce Services Division. Both awards are to a unique participant and require outreach and individualized career services.
- The Agency is maintaining the strategy of utilizing 10% allowable Administrative funding and 20% Program funding in the second year of the award period.
- Labor negotiations – the collective bargaining agreement expired on November 30, 2014. An agreement was reached and implemented on May 31, 2015. This agreement provided savings in employer contributions to retirement and extensions in the number of hours that need to be earned before staff become eligible for a merit.

Requests for Information

This financial report is designed to provide a general overview of the Agency's finances for all those with an interest. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Golden Sierra Job Training Agency, attention Jason Buckingham, Director, 1919 Grass Valley Hwy, Suite 100, Auburn, California 95603.

BASIC FINANCIAL STATEMENTS

GOLDEN SIERRA JOB TRAINING AGENCY
Statement of Net Position – Governmental Activities
June 30, 2015

Assets

Cash and investments	\$ 192,134
Due from other governments	300,037
Prepaid expenses	3,714
Net OPEB asset	60,185
Capital assets, net	<u>7,864</u>
 Total assets	 <u>563,934</u>

Deferred Outflows of Resources

Deferred outflows related to pensions	<u>509,625</u>
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Liabilities

Accounts payable	283,033
Salaries and wages payable	91,557
Unearned revenue	99,054
Long-term liabilities:	
Due within one year	51,663
Due in more than one year	9,117
Net pension liability	<u>3,908,523</u>
 Total liabilities	 <u>4,442,947</u>

Deferred Inflows of Resources

Deferred inflows related to pensions	<u>838,844</u>
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Net Position

Net investment in capital assets	7,864
Unrestricted	<u>(4,216,096)</u>
 Total net position (deficit)	 <u><u>\$ (4,208,232)</u></u>

The accompanying notes are an integral part of these financial statements.

GOLDEN SIERRA JOB TRAINING AGENCY
Statement of Activities – Governmental Activities
For the Fiscal Year Ended June 30, 2015

Program expenses	
Education	<u>\$ 4,365,013</u>
Program revenues	
Operating grants and contributions:	
Federal	4,427,838
State	<u>86,630</u>
Total program revenues	<u>4,514,468</u>
Net program revenues	<u>149,455</u>
General revenues	
Investment earnings	137
Miscellaneous	<u>26,532</u>
Total general revenues	<u>26,669</u>
Change in net position	176,124
Net position (deficit), beginning of year, as restated	<u>(4,384,356)</u>
Net position (deficit), end of year	<u><u>\$ (4,208,232)</u></u>

The accompanying notes are an integral part of these financial statements.

GOLDEN SIERRA JOB TRAINING AGENCY
Balance Sheet – General Fund
June 30, 2015

Assets

Cash and investments	\$ 192,134
Due from other governments	300,037
Prepaid items	<u>3,714</u>
Total assets	<u>\$ 495,885</u>

Liabilities and fund balance

Liabilities:

Accounts payable	\$ 283,033
Salaries and wages payable	91,557
Unearned revenue	<u>99,054</u>
Total liabilities	<u>473,644</u>

Fund balance

Nonspendable	3,714
Unassigned	<u>18,527</u>
Total fund balance	<u>22,241</u>

Total liabilities and fund balance	<u>\$ 495,885</u>
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**RECONCILIATION OF THE BALANCE SHEET -
GENERAL FUND TO THE STATEMENT OF NET POSITION:**

Fund balance - from above	\$ 22,241
Net OPEB asset of the governmental activities is not a current financial resource and, therefore, is not reported in the general fund.	60,185
Capital assets used in governmental activities are not current financial resources and, therefore, are not reported in the general fund.	7,864
Deferred outflows of resources - contributions to the pension plan subsequent to the measurement date of the net pension liability and before the end of the reporting period and differences in proportion are reported as a deferred outflows of resources related to pension.	509,625
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the general fund:	
Compensated absences	(60,780)
Net pension liability	(3,908,523)
Deferred inflows of resources - are deferred and amortized	
Net difference between projected and actual earnings on pension plan investments.	<u>(838,844)</u>
Net position of governmental activities	<u>\$ (4,208,232)</u>

The accompanying notes are an integral part of these financial statements.

GOLDEN SIERRA JOB TRAINING AGENCY
Statement of Revenues, Expenditures and Changes in Fund Balance (Deficit) - General Fund
For the Fiscal Year Ended June 30, 2015

Revenues

Intergovernmental:	
Federal	\$ 4,427,838
State	86,630
Investment earnings	137
Miscellaneous	<u>26,532</u>
Total revenues	<u>4,541,137</u>

Expenditures

Current:	
Education:	
Salaries and employee benefits	2,206,980
Training and support services	1,783,392
Services and supplies	361,269
Rents	<u>164,870</u>
Total expenditures	<u>4,516,511</u>
Change in fund balance	24,626
Fund balance (deficit), beginning of year	<u>(2,385)</u>
Fund balance, end of year	<u><u>\$ 22,241</u></u>

**RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGE IN FUND BALANCE -
GENERAL FUND TO THE STATEMENT OF ACTIVITIES:**

Change in fund balance from above	\$ 24,626
The general fund reports the contribution of other postemployment benefits (OPEB) in excess of the required contribution as an expenditure when paid, whereas the amount is amortized in the statement of activities.	8,177
The general fund records capital outlays as expenditures. However, in the statement of activities the cost of these assets is allocated over their estimated useful lives and reported as depreciation expense.	(33,803)
Some expenses reported in the statement of activities does not require the use of current financial resources and, therefore, is not reported as expenditures in the general fund:	
Change in compensated absences	5,609
Change in net pension liability	<u>171,515</u>
CHANGE IN NET POSITION	<u><u>\$ 176,124</u></u>

The accompanying notes are an integral part of these financial statements.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

The Golden Sierra Job Training Agency (Agency) was formed by a Joint Powers Agreement among the following counties: Alpine, El Dorado, and Placer. The purpose of the Agency is the development and implementation of public and private employers' job training programs under which local employment needs and goals are determined and training and employment programs are planned, developed, and administered. The Agency is funded through various grants provided by the federal government. The Governing Body is made up of one representative from each County's governing Board of Supervisors.

Accounting Policies

The Agency accounts for its financial transactions in accordance with the policies and procedures of the County of Placer (County). The accounting policies of the Agency conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB).

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the Agency's activities. The Agency is only engaged in governmental activities and is supported primarily by intergovernmental revenues.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. The Agency's program revenues include grants and contributions that are restricted to meeting the operational or capital requirements of its education function. Investment earnings and miscellaneous revenues not included among program revenues are reported instead as general revenues.

Separate financial statements are provided for the Agency's governmental fund. The General Fund is the general operating fund of the Agency and is used to account for all of the Agency's financial resources.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The General Fund is the general operating fund of the Agency and is used to account for all financial resources. A fund is a separate accounting entity with a self-balancing set of accounts. The accounting and financial reporting treatment applied to a fund is determined by its measurement focus.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(CONTINUED)

Measurement Focus, Basis of Accounting and Financial Statement Presentation (Continued)

The General Fund is accounted for using the modified accrual basis of accounting. Revenues are recognized in the accounting period in which they become both measurable and available to finance expenditures of the current accounting period. Revenues are considered to be available if they are collected within 60 days of the end of the current year. Expenditures are generally recognized when the related fund liability is incurred (when goods are received or services rendered). However, expenditures related to compensated absences are recorded only when payment is due.

When both restricted and unrestricted resources are available for use, it is the Agency's policy to use restricted resources first, and then unrestricted resources as they are needed.

Cash and Investments

The Agency maintains cash in banks and in the Placer County Treasury where it is pooled with other County funds. The County Treasurer's investment pool is subject to oversight by the Treasury Oversight Committee.

The County's pooled investments are stated at fair value. The value of the Agency's pool shares that may be withdrawn is determined on an amortized cost basis, which is different than the fair value of the Agency's position in the pool. The County's comprehensive annual financial report, containing information relating to the County's cash and investments by risk category, can be obtained from the County Auditor-Controller's office.

Prepaid Items

Payments made for services that will benefit future accounting periods are recorded as prepaid items. Prepaid items, as reported in the governmental funds balance sheet, are offset by a nonspendable fund balance account to indicate such amounts are not in spendable form. The cost of prepaid items is recorded as expenditures/expenses when consumed rather than when purchased.

Unearned Revenue

Unearned revenue arises when resources are received by the Agency before it has a legal claim to them (i.e., when grant monies are received prior to the incurrence of qualifying expenditures).

Capital Assets

Capital assets used in Agency operations are accounted for in the statement of net position. Purchased capital assets are stated at cost. Donated capital assets are valued at their estimated fair value on the date of donation. The Agency follows the County's capitalization threshold of \$5,000 for capital asset purchases. Capital equipment is depreciated using the straight-line method over an estimated useful life of 5 years. Capitalized building improvements are being depreciated over the life of the lease agreement, which is 5 years.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(CONTINUED)

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and so will not be recognized as an expense/expenditure until then. The Agency has two items that qualify for reporting in this category, employer pension contributions made subsequent to the measurement date and changes in proportion related to the implementation of GASB 68.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period(s) and so will not be recognized as revenue until then. The Agency has one item that qualify for reporting in this category, the net difference between projected and actual earnings on pension plan investments.

Pensions

For purposes of measuring the net pension liability and deferred inflows/outflows of resources related to pensions, and pensions expense, information about the fiduciary net position of the Agency's cost-sharing multiple-employer defined benefit pension plan participating in the California Public Employees' Retirement System (CalPERS) plans and additions to/deductions from the plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Compensated Absences

Accumulated unpaid employee vacation benefits are recognized as liabilities of the Agency in the statement of net position. All regular employees of the Agency earn vacation hours each pay period at rates based upon the years of continuous service and the bargaining unit to which the employee belongs. The compensated absences liability is calculated based on the number of vacation hours and floating holiday hours times the employee's rate of pay along with related employer tax calculations. Employees with less than 10 years of service are allowed to carry a maximum of 240 hours of unused vacation and employees with 10 years or more may carry a maximum of 360 hours of unused vacation. Also, regular employees are given credit for eight hours sick leave each month of employment with unlimited accumulation. Upon termination, employees are entitled to a lump sum payment for accrued vacation and additional retirement credits from the California Public Employees' Retirement System (CalPERS) for unused sick leave based on a specified formula.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE A – ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES
(CONTINUED)

Net Position

The government-wide financial statements utilize a net position presentation. Net position represents the difference between assets, deferred outflows of resources, liabilities and deferred inflows of resources. The Agency's net position is categorized as net investment in capital assets and unrestricted.

Net Investment in Capital Assets – This category groups all capital assets, including infrastructure, into one component of net position. Accumulated depreciation of these assets reduces the balance in this category. Debt incurred and outstanding to construct and/or acquire capital assets, net of unspent proceeds, also reduces the balance in this category.

Unrestricted – This category represents net position of the Agency, not restricted for any project or other purpose.

Fund Balance

In the fund financial statements, the governmental fund reports fund balance as nonspendable, restricted, committed, assigned or unassigned based primarily on the extent to which the Agency is bound to honor constraints on how specific amounts can be spent.

Nonspendable fund balance – amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Restricted fund balance – amounts with constraints placed on their use that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

Committed fund balance – represents amounts that can only be used for specific purpose pursuant to constraints imposed by a formal action of the entity's "highest level of decision-making authority" which would be a resolution by the Agency's Governing Board.

Assigned fund balance – amounts that are constrained by the Agency's *intent* to be used for specific purposes. The intent can be established at the highest level of decision making (Board of Trustees).

Unassigned fund balance – amounts that constitute the residual balances that have no restrictions placed on them.

The Agency does not have a policy on the order of spending of unrestricted amounts when an expenditure is incurred for which amount in any of the unassigned fund balance classifications could be used. However, the Agency uses committed resources first, then assigned resources, and unassigned resources last as they are needed.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Use of Estimates

The preparation of the basic financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Effect of New Governmental Accounting Standards Board (GASB) Pronouncements

GASB Statement No. 68 – In June 2012, GASB issued Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27*. This statement is to improve accounting and financial reporting by state and local governments for pensions. This statement was implemented during the fiscal year ended June 30, 2015 and had a material effect on the financial statements.

GASB Statement No. 69 – In January 2013, GASB issued Statement No. 69, *Government Combinations and Disposals of Government Operations*. This statement establishes accounting and financial reporting standards related to government combinations and disposals of government operations. This statement is effective for the fiscal year ending June 30, 2015. The Agency has determined that this statement is not applicable.

GASB Statement No. 71 – In November 2013, GASB issued Statement No. 71, *Pension Transition for Contributions made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*. This statement requires that, at transition, a government recognizes a beginning deferred outflow of resources for its pension contributions made subsequent to the measurement date of the beginning net pension liability. This statement is effective simultaneously with the provisions of Statement 68 and was implemented during this reporting period.

Future Governmental Accounting Standards Board (GASB) Pronouncements

GASB Statement No. 72 – In February 2015, GASB issued Statement No. 72, *Fair Value Measurement and Application*. This statement addresses accounting and financial reporting issues related to fair value measurements. This definition of fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. This statement also provides guidance for financial reporting purposes. This statement also provides guidance for applying fair value to certain investments and disclosures related to all fair value measurements. This statement is effective for periods beginning after June 15, 2015. The Agency has not determined the effect, if any, on the financial statements.

GASB Statement No. 73 – In June 2015, GASB issued Statement No. 73, *Accounting and Financial Reporting for Pensions and Related Assets that are not within the Scope of GASB Statement No. 68, and Amendments to Certain Provisions of GASB Statements No. 67 and No. 68*. The objective of this statement is to improve the usefulness of information about pensions included in the general purpose external financial reports of state and local governments for making decisions and assessing

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Future Governmental Accounting Standards Board (GASB) Pronouncements (Continued)

accountability. This statement establishes requirements for defined benefit pensions that are not within the scope of Statement No. 68, *Accounting and Financial Reporting for Pensions*, as well as for the assets accumulated for purposes of providing those pensions. In addition, it establishes requirements for defined contribution pensions that are not within the scope of Statement No. 68. It also amends certain provisions of Statement No. 67, *Financial Reporting for Pension Plans*, and Statement No. 68, for pension plans and pensions that are within their respective scopes. This statement is effective for periods beginning after June 15, 2016. The Agency has not determined the effect, if any, on the financial statements.

GASB Statement No. 74 – In June 2015, GASB issued Statement No. 74, *Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans*. The objective of this statement is to improve the usefulness of information about postemployment benefits other than pensions (other postemployment benefits or OPEB) included in the general purpose external financial reports of state and local governmental OPEB plans for making decisions and assessing accountability. This statement is effective for periods beginning after June 15, 2016. The Agency has not determined the effect, if any, on the financial statements.

GASB Statement No. 75 – In June 2015, GASB issued Statement No. 75, *Accounting and Financial and Financial Reporting for Postemployment Benefits Other Than Pensions*. The primary objective of this statement is to improve accounting and financial reporting by state and local governments for postemployment benefits other than pensions (other postemployment benefits or OPEB). It also improves information provided by state and local governmental employers about financial support for OPEB that is provided by other entities. This statement is effective for periods beginning after June 15, 2017. The Agency has not determined the effect, if any, on the financial statements.

GASB Statement No. 76 – In June 2015, GASB issued Statement No. 76, *The Hierarchy of Generally Accepted Accounting Principles for State and Local Governments*. The objective of this statement is to identify in the context of the current governmental financial reporting environment, the hierarchy of generally accepted accounting principles (GAAP). This statement is effective for periods beginning after June 15, 2015. The Agency has not determined the effect, if any, on the financial statements.

GASB Statement No. 77 – In August 2015, GASB issued Statement No. 77, *Tax Abatement Disclosures*. This statement requires governments that enter into tax abatement agreements to disclose certain information about the agreements. The requirements of this statement are effective for reporting periods beginning after December 15, 2015. The Agency has not determined the effect, if any, on the financial statements.

GASB Statement No. 78 – In December 2015, GASB issued Statement No. 78, *Pensions Provided through Certain Multiple-Employer Defined Benefit Pension Plans*. This statement is associated with pensions provided through certain multiple-employer defined benefit pension plans and to state of local governmental employers whose employees are provided with such pensions. The requirements of this statement are effective for reporting periods beginning after December 15, 2015. The Agency has not determined the effect, if any, on the financial statements.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Future Governmental Accounting Standards Board (GASB) Pronouncements (Continued)

GASB Statement No. 79 – In December 2015, GASB issued Statement No. 79, *Certain External Investment Pools and Pool Participants*. This Statement addresses accounting and financial reporting for certain external investment pools and pool participants. Specifically, it establishes criteria for an external investment pool to qualify for making the election to measure all of its investments at amortized cost for financial reporting purposes. The requirements of this statement are effective for reporting periods beginning after June 15, 2015. The Agency has not determined the effect, if any, on the financial statements.

GASB Statement No. 80 – In January 2016, GASB issued Statement No. 80, *Blending Requirements for Certain Component Units*—an amendment of GASB Statement No. 14. This Statement amends the blending requirements for the financial statement presentation of component units of all state and local governments. The additional criterion requires blending of a component unit incorporated as a not-for-profit corporation in which the primary government is the sole corporate member. The additional criterion does not apply to component units included in the financial reporting entity pursuant to the provisions of Statement No. 39, *Determining Whether Certain Organizations Are Component Units*. The Agency has not determined the effect, if any, on the financial statements.

NOTE B – CASH AND INVESTMENTS

Cash and investments shown on the statement of net position and the balance sheet represent the Agency's share of the County Treasurer's cash and investment pool.

The Agency involuntarily participates in the County Treasurer's cash and investment pool. California Government Code Section 53600, et. seq., and the County investment policy authorizes the following investments; U.S. Treasury securities, U.S. agency securities, local agency bonds, bankers acceptances, commercial paper, negotiable certificates of deposit, repurchase agreements, corporate notes, collateralized certificates of deposit, California Local Agency Investment Fund (LAIF), CDARS certificates of deposit and Supranational. Other allowable investments pursuant to Government Code Section 53601, although restricted by the County's investment policy, include mutual funds, mortgage and collateral-backed securities, asset-backed securities, reverse repurchase agreements, and joint powers agency investment pools.

The County has a Treasury Review Panel, which performs regulatory oversight for its pool as required by Treasurer Policy. Investments are stated at fair value in accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and for External Investment Pools*. However, the value of the Agency's shares in the County investment pool, which may be withdrawn, is determined on an amortized cost basis, which is different than the fair value of the Agency's position in the pool. The Agency's investment in the County Treasurer's pool as of June 30, 2015 is stated at fair value. The County's comprehensive annual financial report, containing information relating to the County's cash and investments by risk category, can be obtained from the County Auditor-Controller's office.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE B – CASH AND INVESTMENTS (CONTINUED)

GASB Statement No. 40, *Deposit and Investment Risk Disclosures – an amendment of GASB Statement No. 3*, requires additional disclosures about a government's deposit and investment risks that include credit risk, custodial credit risk, concentration of credit risk and interest rate risk. The Agency does not have an investment policy that addresses these specific types of risk.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity its fair value is to changes in market interest rates. The weighted average to maturity of the County's external investment pool as of June 30, 2015 was 1,483 days.

Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Agency's investment in the County investment pool is not rated.

Custodial Credit Risk

The custodial credit risk for deposits is the risk that in the event of the failure of a depository institution, the Agency will not be able to recover deposits or will not be able to recover collateral securities that are in possession of an outside party. The custodial credit risk for investments is the risk that, in the event of failure of the counterparty (i.e. broker-dealer) to a transaction, the Agency will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Agency's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits: the California Government Code requires that a financial institution secure deposits made by state and local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law. The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

NOTE C – CAPITAL ASSETS

The changes in capital assets for the fiscal year ended June 30, 2015 were as follows:

	Balance			Balance
	July 1, 2014	Additions	Deletions	June 30, 2015
Building and Improvements	\$ 159,431	\$ -	\$ -	\$ 159,431
Furniture and equipment	35,635	-	-	35,635
Less accumulated depreciation	(153,399)	(33,803)	-	(187,202)
Total capital assets, net	<u>\$ 41,667</u>	<u>\$ (33,803)</u>	<u>\$ -</u>	<u>\$ 7,864</u>

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE D – LONG-TERM LIABILITIES

Changes in long-term liabilities for the fiscal year ended June 30, 2015 are presented below:

	<u>Balance</u> <u>July 1, 2014</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2015</u>	<u>Due Within</u> <u>One Year</u>
Compensated absences	\$ 66,389	\$ 145,791	\$ (151,400)	\$ 60,780	\$ 51,663

NOTE E – COMMITMENTS AND CONTINGENCIES

Federal and State Allowances, Awards, and Grants

The Agency has received federal funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursement would not be material to the Agency's financial position.

NOTE F – PENSION PLAN

Plan Description

Agency employees, depending on their hire date, are eligible to participate in the Agency's cost-sharing multiple-employer defined benefit pension plan (Plan) which consists of two tiers; Miscellaneous Classic Tier or PEPRA Miscellaneous Tier, which are administered by the California Public Employees Retirement System (CalPERS). CalPERS acts as a common investment and administrative agent for its participating member employers. CalPERS requires plans with less than 100 active participants to participate in risk pools. The pools are the consolidation of all public agencies with less than one hundred employees in each bargaining unit. Benefit provisions and all other requirements are established by contract with CalPERS in accordance with the provisions of the California Public Employees Retirement Law (PERL). CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions and membership information that can be found on the CalPERS website under Forms and Publications.

Benefits Provided

CalPERS provides retirement and disability benefits, annual cost of living adjustments and death benefits to plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full time employment and the retirement formula of 2.5% at 55 for existing "Miscellaneous Classic" members and 2.0% at 62 for "PEPRA Miscellaneous Tier" existing members and all future members. The cost of living adjustments for each plan are applied as specified by PERL.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE F – PENSION PLAN (CONTINUED)

The provisions and benefits in effect as of June 30, 2015 are summarized as follows:

	Miscellaneous Classic Tier	PEPRA Miscellaneous Tier
	Hired on or before	Hired on or after
Hire Date	December 31, 2012	January 1, 2013
Benefit formula	2.5% at 55	2.0% at 62
Benefit vesting schedule	5 years service	5 years service
Benefit payments	monthly for life	monthly for life
Retirement age	50 - 63	52 - 67
Monthly benefits, as a % of eligible compensation	1.43% - 2.50%	1.0% - 2.0%

Contributions

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers be determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through the CalPERS' annual actuarial valuation process. For public agency cost-sharing plans covered by the Miscellaneous risk pools, the Plan's actuarially determined rate is based on the estimated amount necessary to pay the Plan's allocated share of the risk pool's costs of benefits earned by employees during the year, and any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Employees under the Miscellaneous Classic and PEPRA Miscellaneous Tier plans are required to contribute 8% and 6.25% of their annual pay, respectively. The Agency's contractually required contribution rates for the year ended June 30, 2015, for the Miscellaneous Classic and PEPRA Miscellaneous Tier, were 34.897%, and 6.25%, respectively, of annual payroll, actuarially determined as an amount that, when combined with employee contributions, is expected to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The Agency's contributions to the pension plan were \$463,123 for the year ended June 30, 2015.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE F – PENSION PLAN (CONTINUED)

Pensions Liability, Pension Expense, and Deferred Outflows/Inflows of Resources Related to Pensions

At June 30, 2015, the Agency reported a liability of \$3,908,523 for its proportionate share of the net pension liability. The net pension liability of the Plan was measured as of June 30, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2013. The Agency's proportion of the net pension liabilities was based on a projection of the Agency's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined. At June 30, 2014, the Agency's proportion was 0.0628%, an increase of 0.0031% from the June 30, 2013 measurement date.

For the year ended June 30, 2015, the Agency recognized pension expense of \$291,608. At June 30, 2015, the Agency reported deferred outflows of resources and deferred inflows of resources related to pension from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Contributions paid by Agency subsequent to measurement date	\$ 463,123	\$ -
Net difference between projected and actual earnings on pension plan investments	-	(838,844)
Changes in proportion and differences between Agency contributions and proportionate share of contributions	46,502	-
	<u>\$ 509,625</u>	<u>\$ (838,844)</u>

The amount of \$463,123 reported as the Agency's deferred outflows of resources related to pension contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended June 30, 2016. Other amounts reported as deferred outflows and deferred inflows of resources related to pensions will be recognized in future pension expense as follows:

Year Ended June 30	Amount
2016	\$(193,103)
2017	(193,103)
2018	(196,425)
2019	(209,711)
	<u>\$ (792,342)</u>

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE F – PENSION PLAN (CONTINUED)

Actuarial Assumptions

The total pension liability in the June 30, 2013 actuarial valuation was determined using the following assumptions, applied to all periods included in the measurement:

Actuarial Cost Method	Entry Age Normal
Actuarial Assumptions	
Discount Rate	7.50%
Inflation	2.75%
Salary Increases	Varies by Entry Age and Services
Investment Rate of Ret	7.50% Net of Pension Plan Investment and Administrative Expenses: includes Inflation
Mortality Rate Table ¹	Derived using CalPERS' Membership Data for All Funds
Post Retirement Benef	Contract COLA up to 2.75% until Purchasing Power Protection Allowance Floor on Purchasing Power applies,
Increase	2.75% thereafter

¹ The mortality table used was developed based on CalPERS' specific data. The table includes 20 years of mortality improvements using Society of Actuaries Scale BB. For more details on this table, please refer to the 2014 experience study report.

All other actuarial assumptions used in the June 30, 2013 valuation were based on the results of an actuarial experience study for the fiscal years 1997 to 2011, including updates to salary increases, mortality and retirement rates. The Experience Study report can be obtained at CalPERS' website under Forms and Publications.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations as well as the expected pension fund cash flows. Such cash flows were developed assuming that both members and employers will make their required contributions on time and as scheduled in all future years. Using historical returns of all the funds' asset classes, expected compound (geometric) returns were calculated over the short-term (first 10 years) and the long-term (11-60 years) using a building-block approach. Using the expected nominal returns for both short-term and long-term, the present value of benefits was calculated for each fund. The expected rate of return was set by calculating the single equivalent expected return that arrived at the same present value of benefits for cash flows as the one calculated using both short-term and long-term returns. The expected rate of return was then set equivalent to the single equivalent rate calculated above and rounded down to the nearest one quarter of 1%.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE F – PENSION PLAN (CONTINUED)

The table below reflects long-term expected real rate of return by asset class. The rate of return was calculated using the capital market assumptions applied to determine the discount rate and asset allocation. These geometric rates of return are net of administrative expenses.

Asset Class	Target Allocation	Long-term expected real rate of return	
		Real Return Years 1 - 10 ¹	Real Return Years 11+ ²
Global Equity	47.0%	5.25%	5.71%
Global Fixed Income	19.0%	0.99%	2.43%
Inflation Sensitive	6.0%	0.45%	3.36%
Private Equity	12.0%	6.83%	6.95%
Real Estate	11.0%	4.50%	5.13%
Infrastructure and Forestland	3.0%	4.50%	5.09%
Liquidity	2.0%	-0.55%	-1.05%
	<u>100.0%</u>		

¹ An expected inflation of 2.5% used for this period

² An expected inflation of 3.0% used for this period

Discount Rate

The discount rate used to measure the total pension liability was 7.5%. To determine whether the municipal bond rate should be used in the calculation of a discount rate for each plan, CalPERS stress tested plans that would most likely result in a discount rate that would be different from the actuarially assumed discount rate. Based on the testing, none of the tested plans run out of assets. Therefore, the current 7.5% discount rate is adequate and the use of the municipal bond rate calculation is not necessary. The long term expected discount rate of 7.5% is applied to all plans in the Public Employees Retirement Fund. The stress test results are presented in a detailed report called “GASB Crossover Testing Report” that can be obtained at CalPERS’ website under the GASB 68 section.

According to Paragraph 30 of Statement 68, the long-term discount rate should be determined without reduction for pension plan administrative expense. The 7.5% investment return assumption used in CalPERS accounting valuation is net of administrative expenses. Administrative expenses are assumed to be 15 basis points. An investment return excluding administrative expenses would have been 7.65%. Using this lower discount rate has resulted in a slightly higher total pension liability and net pension liability. This difference was deemed immaterial to the Public Agency Cost-Sharing Multiple-Employer Defined Benefit Pension Plan.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE F – PENSION PLAN (CONTINUED)

Sensitivity of the Agency's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Agency's proportionate share of the net pension liability, calculated using the discount rate of 7.50%, as well as what the Agency's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage point lower (6.50%) or 1 percentage point higher (8.50%) than the current rate.

	<u>Agency's Proportionate Share of the Net Pension Liability</u>
Discount Rate - 1%	6.50%
Net Pension Liability	\$ 6,057,100
Current Discount Rate	7.50%
Net Pension Liability	3,908,523
Discount Rate + 1%	8.50%
Net Pension Liability	2,125,409

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the separately issued CalPERS financial reports.

NOTE G – OTHER POSTEMPLOYMENT BENEFITS

Plan Description

In addition to the retirement benefits described in Note F, the Agency sponsors a single-employer defined benefit plan to provide postemployment medical and dental benefits to its retirees under its Retiree Healthcare Plan in accordance with various labor agreements through the CalPERS healthcare program (PEMHCA). During the fiscal year ended June 30, 2010, the Agency established a postemployment benefits (OPEB) trust account with the California Employers' Retiree Benefit Trust (CERBT), an agent multiple employer plan administered by CalPERS. CalPERS issues a publicly available Comprehensive Annual Financial Report that includes financial statements and required supplementary information. Copies of CalPERS' annual financial report may be obtained from their Executive Office, 400 Q Street, P.O. Box 942701, Sacramento, California 94229.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE G – OTHER POSTEMPLOYMENT BENEFITS (CONTINUED)

Eligibility

In accordance with the California Government Code, all employees electing a CalPERS retirement date within 120 days of retiring from the Agency are eligible to receive healthcare benefits for life. The Agency provides postemployment medical and dental benefits to employees who retire directly from the Agency after the age of 50 and have accumulated a minimum of five years of CalPERS service. Membership of the plan consisted of the following at June 30, 2013 the date of the latest actuarial valuation:

Retirees and beneficiaries receiving benefits	32
Active plan members	<u>22</u>
Total	<u>54</u>

Funding Policy

The Agency's actuarially determined contribution rate was 20.2% of annual covered payroll. It is the Agency's funding policy to contribute consistently 100% of the annual required contribution (ARC). The Agency contributes to CERBT net of pay-as-you-go costs and does not seek reimbursement.

Annual OPEB Cost and Net OPEB Asset

For the fiscal year ended June 30, 2015, the Agency's annual OPEB cost (expense) was \$222,000. The required contribution was determined as part of the June 30, 2014 actuarial valuation in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial liabilities (or funding excess) over a period not to exceed thirty years.

The following table shows the components of the Agency's annual OPEB cost for the year, the amount actually contributed to the plan, and changes in the Agency's net OPEB asset:

Annual required contribution	\$ 222,000
Interest on net OPEB asset	(2,860)
Adjustment to annual required contribution	<u>2,860</u>
Annual OPEB cost (expense)	222,000
Contributions made	<u>230,177</u>
Increase in net OPEB asset	8,177
Net OPEB asset - beginning of year	<u>52,008</u>
Net OPEB asset - end of year	<u><u>\$ 60,185</u></u>

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE G – OTHER POSTEMPLOYMENT BENEFITS (CONTINUED)

The Agency's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB asset as of and for the fiscal year ended June 30, 2015 and the two preceding years were as follows:

<u>Ended</u>	<u>OPEB Cost</u>	<u>Contributed</u>	<u>Net OPEB Asset</u>
6/30/2013	\$ 261,000	102%	\$ 44,005
6/30/2014	216,000	103.70%	52,008
6/30/2015	222,000	103.70%	60,185

Funded Status and Progress

As of June 30, 2013, the most recent valuation date, the plan was under funded. The actuarial accrued liability (AAL) for benefits was \$2,348,000, and the actuarial value of assets was \$562,000, resulting in an unfunded actuarial accrued liability (UAAL) of \$1,786,000 and a funded ratio (actuarial value of assets as a percentage of the actuarial accrued liability) of 23.9%. The covered payroll (annual payroll of active employees covered by the plan) was \$1,036,000, and the ratio of the UAAL to the covered payroll was 172.4%.

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The schedule of funding progress, presented as required supplementary information following the notes to the financial statements, currently presents the three most recent actuarial valuations. However, in future years as additional valuations are completed, it will present multi-year trend information about whether the actuarial value of the plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for the benefits.

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the employer and the plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing benefit costs between employer and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial assets, consistent with the long-term perspective of the calculations.

The actuarial cost method used for determining the benefit obligations is the Entry Age Normal Cost Method. The actuarial assumptions include a 6% investment rate of return, which is the assumed rate of the expected long-term investment returns on plan assets calculated based on the funded level of the plan at the valuation date, and an annual healthcare cost trend rate of approximately 9% for 2013, reduced by decrements of approximately 0.5% per year to an ultimate rate of 5% in 2021. Both rates included a 3% inflation assumption and assumed the Agency's payroll will increase 3.25% per year. The unfunded actuarial accrued liability is being amortized as a level percentage of projected payroll over 30 years.

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE H – RISK MANAGEMENT

The Agency is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Agency reports all of its risk management activities in the General Fund. The Agency purchases commercial insurance through an insurance agent, which obtains the appropriate insurance coverage needed by the Agency from insurance companies.

The Agency's deductibles and maximum coverage follow:

<u>Coverage</u>	<u>Deductible</u>	<u>Maximum per Occurrence</u>
Commercial and professional general liability – aggregate	\$ 500	\$ 2,000,000
Each occurrence	500	2,000,000
Advertising and personal injury	500	2,000,000
Workers' compensation	NA	1,000,000
Medical expenses	500	5,000
Fire	500	100,000
Commercial automobile	500	1,000,000

Settled claims have not exceeded insurance coverage and there have been no significant reductions in insurance coverage in any of the past three years.

NOTE I – OPERATING LEASE OBLIGATIONS

The Agency leases office space under a five year non-cancellable operating lease agreement and an eight year sublease agreement, which is non-cancellable in the first three years. Total lease payments for the fiscal year ended June 30, 2015 were \$164,064. Future minimum lease payments are scheduled as follows:

<u>Year Ending June 30</u>	<u>Total Minimum Payments</u>
2016	168,582
2017	164,867
2018	84,192
Total	<u>\$ 417,641</u>

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Basic Financial Statements
For the Fiscal Year Ended June 30, 2015

NOTE J – RESTATEMENT OF NET POSITION

During the fiscal year ended June 30, 2015, the Agency implemented GASB Statement 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27* and GASB Statement No. 71, *Pension Transition for Contributions made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*. As a result, the Agency restated the net position as of July 1, 2014 to reflect the prior period adjustment related to the implementation of new accounting pronouncements.

This restatement is summarized as follows:

	Government- Wide Financial Statements
Net Position, June 30, 2014, as previously reported	<u>\$ 99,901</u>
Restatement:	
Net pension asset	(75,000)
Deferred outflows of resources	405,239
Net pension liability	(4,814,496)
Total restatement:	<u>(4,484,257)</u>
Net Position (Deficit), June 30, 2014, as restated	<u><u>\$ (4,384,356)</u></u>

The following is a pro forma effect of the retroactive application:

	June 30, 2014 Previously Presented	Restatement	June 30, 2014 Restated
Net pension asset	\$ 75,000	\$ (75,000)	\$ -
Deferred outflows of resources	-	405,239	405,239
Net pension liability	-	(4,814,496)	(4,814,496)

In accordance with GASB 68, the restatement of all deferred outflows and inflows was not practical and therefore not included in the restatement of beginning balances.

REQUIRED SUPPLEMENTARY INFORMATION

GOLDEN SIERRA JOB TRAINING AGENCY
Schedule of Funding Progress – Other Postemployment Benefits Plan
For the Fiscal Year Ended June 30, 2015

Actuarial Valuation Date	Normal Actuarial Accrued Liability (a)	Actuarial Value of Assets (b)	Unfunded Liability (a)-(b)	Funded Ratio (b)/(a)	Annual Covered Payroll (c)	Unfunded Actuarial Accrued Liability as a % of Covered Payroll [(a)-(b)]/(c)
06/30/09	\$ 2,418,000	\$ --	\$ 2,418,000	0.0%	\$ 896,000	269.9%
06/30/11	3,132,000	253,000	2,879,000	8.1%	983,000	292.9%
06/30/13	2,348,000	562,000	1,786,000	23.9%	1,036,000	172.4%

GOLDEN SIERRA JOB TRAINING AGENCY
Schedule of Revenues, Expenditures and Change in Fund Balance –
Budget and Actual – General Fund
For the Fiscal Year Ended June 30, 2015

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget</u>
				<u>Positive</u>
				<u>(Negative)</u>
Revenues:				
Intergovernmental:				
Federal	\$ 6,325,097	\$ 6,318,804	\$ 4,427,838	\$ (1,890,966)
State	-	104,675	86,630	(18,045)
Investment earnings	-	-	137	137
Miscellaneous	-	-	26,532	26,532
Total revenues	<u>6,325,097</u>	<u>6,423,479</u>	<u>4,541,137</u>	<u>(1,882,342)</u>
Expenditures:				
Current:				
Education:				
Salaries and employee benefits	2,207,453	2,264,855	2,206,980	57,875
Training and support services	3,598,027	3,559,764	1,783,392	1,776,372
Services and supplies	354,051	433,294	361,269	72,025
Rents	<u>165,566</u>	<u>165,566</u>	<u>164,870</u>	<u>696</u>
Total expenditures	<u>6,325,097</u>	<u>6,423,479</u>	<u>4,516,511</u>	<u>1,906,968</u>
Change in fund balance	<u>\$ -</u>	<u>\$ -</u>	24,626	<u>\$ 24,626</u>
Fund balance (deficit), beginning of year			<u>(2,385)</u>	
Fund balance, end of year			<u>\$ 22,241</u>	

GOLDEN SIERRA JOB TRAINING AGENCY
Schedule of the Agency's Proportionate Share of the Net Pension Liability
For the Fiscal Year Ended June 30, 2015

Last Ten Years*

	<u>2015</u>
Agency's proportion of the net pension liability	0.0628%
Agency's proportionate share of the net pension liability	\$ 3,908,523
Agency's covered-employee payroll	\$ 2,043,984
Agency's proportionate share of the net pension liability as a percentage of its covered-employee payroll	191.22%
Plan's proportionate share of the fiduciary net position as a percentage of the Plan's total pension liability	79.82%
Measurement Date	6/30/2014

* - Fiscal year 2015 was the first year of implementation, therefore, only one year is shown.

GOLDEN SIERRA JOB TRAINING AGENCY
Schedule of the Agency's Pension Contributions
For the Fiscal Year Ended June 30, 2015

Last Ten Years*

	<u>2015</u>
Actuarially determined contributions	\$ 393,772
Contributions in relation to the actuarially determined contribution	463,123
Contribution deficiency (excess)	<u><u>\$ (69,351)</u></u>
Covered-employee payroll	\$ 2,213,028
Contributions as a percentage of covered-employee payroll	20.93%

* - Fiscal year 2015 was the first year of implementation, therefore, only one year is shown.

GOLDEN SIERRA JOB TRAINING AGENCY
Note to the Required Supplementary Information
For the Fiscal Year Ended June 30, 2015

Budgets and Budgetary Accounting

The Agency's Governing Body approves the job-training plan by July 1st of each year. A public hearing must be conducted to receive comments prior to adoption. This job-training plan, including the annual budget, is revised by the Agency's Governing Body and management during the year to give consideration to unanticipated revenues and expenditures. The original and final revised budgets are presented in the budgetary comparison schedule as required supplementary information to the financial statements.

Formal budgetary integration was employed as a management control device during the year for the General Fund. Expenditures cannot exceed appropriations by total expenditures.

Encumbrance accounting is used in the General Fund to reserve portions of applicable appropriations for which commitments have been made. Encumbrances are recorded for purchase orders, contracts, and other commitments when approved. Encumbrances are liquidated when the commitments are paid.

The Agency budgets its capital outlay expenditures as part of its services and supplies expenditures.

SINGLE AUDIT SECTION



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS**

To the Governing Body
Golden Sierra Job Training Agency
Auburn, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund of the Golden Sierra Job Training Agency (Agency), as of and for the fiscal year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Agency's basic financial statements, and have issued our report thereon dated March 25, 2016. Our report included an emphasis of a matter paragraph regarding the Agency's adoption of Governmental Accounting Standards Board (GASB) Statement No. 68, *Accounting and Financial Reporting for Pensions – an amendment of GASB Statement No. 27* and GASB Statement No. 71, *Pension Transition For Contributions Made Subsequent to the Measurement Date – an amendment of GASB Statement No. 68*, effective July 1, 2014.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Agency's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Agency's internal control. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Agency's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Vavrinik, Trine, Day & Co. LLP

Sacramento, California

March 25, 2016



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133

To the Governing Body
Golden Sierra Job Training Agency
Auburn, California

Report on Compliance for Each Major Federal Program

We have audited the Golden Sierra Job Training Agency's (Agency) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on the Agency's major federal program for the fiscal year ended June 30, 2015. The Agency's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for the Agency's major federal program based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Agency's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for the major federal program. However, our audit does not provide a legal determination of the Agency's compliance.

Opinion on the Major Federal Program

In our opinion, the Agency complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the fiscal year ended June 30, 2015.

Report on Internal Control over Compliance

Management of the Agency is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Agency's internal control over compliance with the types of requirements that could have a direct and material effect on its major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for its major federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Agency's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of the internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Vavrinik, Trine, Day & Co. LLP

Sacramento, California
March 25, 2016

GOLDEN SIERRA JOB TRAINING AGENCY
Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2015

Federal Agency				
<u>Pass-Through Agency</u>	<u>Contract</u>	<u>CFDA</u>	<u>Program</u>	<u>Expenditures</u>
<u>Federal Program</u>	<u>Number</u>	<u>Number</u>	<u>Expenditures</u>	<u>to Subrecipients</u>
U.S. Department of Labor				
<u>Passed through California Employment Development Department</u>				
Employment Service/Wagner-Peyser Funded Activities	K285805	17.207	\$ 82,037	\$ 955
Workforce Investment Act (WIA) Cluster:				
WIA Adult Program	K282473	17.258	5,449	2,309
WIA Adult Program	K491016	17.258	609,047	258,035
WIA Adult Program	K594759	17.258	592,748	251,129
Total WIA Adult Program			<u>1,207,244</u>	<u>511,473</u>
WIA Youth Activities	K491016	17.259	445,934	127,156
WIA Youth Activities	K594759	17.259	690,358	196,852
Total WIA Youth Activities			<u>1,136,292</u>	<u>324,008</u>
WIA Dislocated Worker Formula Grants	K491016	17.278	1,167,668	148,586
WIA Dislocated Worker Formula Grants	K594759	17.278	830,103	105,631
Total WIA Dislocated Worker Formula Grants			<u>1,997,771</u>	<u>254,217</u>
Total WIA Cluster			<u>4,341,307</u>	<u>1,089,698</u>
<u>Passed through Sacramento Employment Training Agency</u>				
National Emergency Grant	107343OJT	17.277	4,494	-
Total Expenditures of Federal Awards			<u>\$ 4,427,838</u>	<u>\$ 1,090,653</u>

GOLDEN SIERRA JOB TRAINING AGENCY
Notes to the Schedule of Expenditures of Federal Awards
For the Fiscal Year Ended June 30, 2015

NOTE A – GENERAL

The accompanying schedule of expenditures of federal awards for the fiscal year ended June 30, 2015, presents the activity of all federal award programs of the Golden Sierra Job Training Agency. Federal awards received directly from federal agencies, as well as federal awards passed through to other governmental agencies, are included in the schedule.

NOTE B – BASIS OF ACCOUNTING

The accompanying schedule of expenditures of federal awards is presented using the modified accrual basis of accounting. Expenditures are recognized in the period in which the liability is incurred (when goods are received or services rendered) and when amounts are due and payable for compensated absences.

NOTE C – CATALOG OF FEDERAL DOMESTIC ASSISTANCE (CFDA)

The CFDA numbers included in the accompanying schedule of expenditures of federal awards were determined based on program name, review of grant contract information and the Office of Management and Budget's Catalog of Federal Domestic Assistance.

NOTE D – SUBRECIPIENTS

Of the federal expenditures presented in the schedule, the Agency provided federal awards to subrecipients as follows:

<u>Federal Program</u>	<u>Federal CFDA Number</u>	<u>Amount Provided to Subrecipients</u>
<u>Employment Service/Wagner-Peyser Funded</u>	17.207	<u>\$ 955</u>
<u>WIA Cluster:</u>		
WIA Adult Program	17.258	511,473
WIA Youth Activities	17.259	324,008
WIA Dislocated Worker Formula Grants	17.278	<u>254,217</u>
Total WIA Cluster		<u>1,089,698</u>
Total Provided to Subrecipients		<u><u>1,090,653</u></u>

GOLDEN SIERRA JOB TRAINING AGENCY
Schedule of Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2015

I. SUMMARY OF AUDITORS' RESULTS

FINANCIAL STATEMENTS

Type of auditors' report issued:	<u>Unmodified</u>
Internal control over financial reporting:	
Material weaknesses identified?	<u>No</u>
Significant deficiencies identified?	<u>None Reported</u>
Noncompliance material to financial statements noted?	<u>No</u>

FEDERAL AWARDS

Internal control over major federal programs:	
Material weaknesses identified?	<u>No</u>
Significant deficiencies identified?	<u>None Reported</u>
Type of auditors' report issued on compliance for major federal programs:	<u>Unmodified</u>

Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .510(a)	<u>No</u>
------------------------------------------------------------------------------------------------------------------	-----------

Identification of major federal programs:

<u>CFDA Numbers</u>	<u>Name of Federal Programs or Clusters</u>
<u>17.258, 17.259, 17.278</u>	<u>Workforce Investment Act Cluster</u>

Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$ 300,000</u>
Auditee qualified as low-risk auditee under OMB Circular A-133, Section 530?	<u>Yes</u>

GOLDEN SIERRA JOB TRAINING AGENCY
Schedule of Findings and Questioned Costs (Continued)
For the Fiscal Year Ended June 30, 2015

II. FINANCIAL STATEMENT FINDINGS

None reported.

GOLDEN SIERRA JOB TRAINING AGENCY
Schedule of Findings and Questioned Costs (Continued)
For the Fiscal Year Ended June 30, 2015

III. FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

None reported.

GOLDEN SIERRA JOB TRAINING AGENCY
Summary Schedule of Prior Year Findings
For the Fiscal Year Ended June 30, 2015

No prior year findings.

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: April 6, 2016
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: FY 2016/2017 Subgrant Agreement Signature Authority

☐ Resolution ☒ Action Item ☐ Information

Staff has requested the Governing Board authorize signature authority for the Executive Director to sign the New Program Year 2016-17 Subgrant agreements not to exceed \$3,801,330. This dollar amount is an estimate and 10% greater than the Subgrant agreement from Program Year 2015/2016 in the amount of \$ 3,455,755.

Background: The State of California's Employment Development Department (EDD) acts as the Agency's pass thru for the annual Workforce Innovation and Opportunity Act (WIOA) funds. The policies and procedures for this agreement require immediate action from our office. Execution of the agreement and submittal back to the EDD office ensures the newly awarded funds will be made available timely.

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: April 6, 2016
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Placer Union High School District award to Placer County

☐ Resolution ☒ Action Item ☐ Information

Staff is requesting the approval of an additional cost center to the Agency's annual budget. The additional cost center will support a pilot program funded by the Placer Union High School District on behalf of Placer School for Adults. The funding shall be used to support the following activities in alignment with the goals of AB104, WIOA and the District's Local Control and Accountability Plan (LCAP) including:

- Service integration
- Regional coordination
- Business engagement
- Internship development
- Basic career services
- Employment readiness
- Student support services
- Career pathway development leading to employment

The funding will cover the costs of one full-time equivalent serving Placer County along with other costs associated with this project in the amount of \$102,408 between March 1, 2016, and June 30, 2017.

Approved by the Executive & Finance Committee on February 18, 2016 and by the Workforce Board on March 17, 2016.

GOLDEN SIERRA GOVERNING BODY

MEMORANDUM

DATE: March 17, 2016

TO: Governing Body (GB)

FROM: Jason Buckingham, GSJTA Executive Director

SUBJ: Approval of Local Board Recertification request

☐ Resolution

☒ Action Item

☐ Information

Before the Governing Body for review and approval, in compliance with EDD Directive WSD15-13, is the Golden Sierra Workforce Development Board's Recertification Request for Program Years 2016-2018. This was approved by the Workforce Board on March 17, 2016, and a partially signed copy was submitted as outlined in the directive.

This recertification packet is quite similar to the initial year application submitted April 2015, and approved by CWIB July 2015 for Program Year 2015-2016.

Highlights or changes from previous application

New Content:

- Compliance with Majority of Business Representatives (Page 11)
- Local Board WIOA Implementation (Pages 14-15)
- Local Board Assurances:
 - I. AB1234 Ethics Training
 - J. Conflict of Interest

Program, Fiscal and Board staff have reviewed the following sections and are confident that the Agency and Board are in compliance:

- Local Board Sustained Fiscal Integrity (Page 13)
- Local Board Assurances (Pages 18-19)

Local Workforce Development Board Recertification Request

Program Years 2016-18

Local Workforce Development Board
Golden Sierra Workforce Development Board

Local Board Recertification Request

This will serve as our request for Local Workforce Development Board (Local Board) recertification for Program Years (PYs) 2016-18 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (State Board) determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this request.

Golden Sierra Workforce Development Board

Name of Local Board

1919 Grass Valley Highway, Ste. 100

Mailing Address

Auburn, CA

95603

City, State

Zip

Jason Buckingham

Contact Person

530-823-4635

Contact Person's Phone Number

3/18/16

Date of Submission

Table of Contents

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Local Board Sustained Fiscal Integrity.....	13
Local Board WIOA Implementation	14
Local Board Assurances.....	18
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Instructions

If additional pages were added to the *Local Workforce Development Board Recertification Request*, the page numbers may be updated by hovering over the gray box above, clicking, and then selecting “Update Table” on the top left corner.

Local Board Membership

Instructions

Enter the names of the Local Board members in the appropriate membership categories found in the tables below. If the Chief Local Elected Official (CEO) has approved additional members, enter the information under the “ADDITIONAL MEMBERS” table. If an individual represents multiple categories, after the first time s/he is identified (subsequent to the first notation), please asterisk his/her name at all subsequent entries. Address any vacancies under “CORRECTIVE ACTION COMMENTS.” If additional rows are needed, add a table following the membership type.

BUSINESS

WIOA Section 107(b)(2)(A) – a **majority** of the members of each Local Board shall be representatives of business in the Local Workforce Development Area (Local Area), who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority; (ii) represent businesses, including small businesses, or organizations representing businesses described in this clause, that provide employment opportunities that, at a minimum, include high-quality, work-relevant training and development in in-demand industry sectors or occupations in the Local Area; and (iii) are appointed from among individuals nominated by local business organizations and business trade associations.

- WIOA Section 107(b)(3) – the members of the Local Board shall elect a chairperson for the Local Board from among the representatives described in Section 107(b)(2)(A).
- Must include **two or more** members that represent small business as defined by the U.S. Small Business Administration.

Name	Title	Entity	Appointment Date	Term End Date
Tink Miller	Chairperson/ Executive Director	Placer Independent Resource Services	8/9/01	6/30/18
Laurel Brent-Bumb	Small Business/ Owner	Bumb Construction	10/3/01	6/30/18
Stewart Schurr	Small Business/ Owner	Doctor PC	6/4/14	6/30/17
Anette Smith-Dohring	Workforce Development Manager	Sutter Health Sacramento Sierra Region	7/1/13	6/30/17
Christina Nicholson	Owner	Whole Person Learning	2/27/06	6/30/17
Daniela Devitt	Director	California Employers Association	2/1/12	6/30/16
David DeLeonardis	President-CEO, Retired	Crossroads Diversified Services	2/2/05	6/30/16
Kathleen Burris	Workforce Initiatives Manager	CVS Health	10/3/12	6/30/16
Kimberly Pellow	Campus Director	Brandman University	7/1/13	6/30/17
Michael Zimmerman	Director of Operations	MTI College	2/4/14	6/30/17
Randy Wagner	CEO	Sierra Economic Development Corp.	10/2/13	6/30/16
Rick Larkey	Workforce Development Director	North State Building Industry Foundation	7/1/13	6/30/17
Sherri Springer	CEO	Happy Kids Preschool & Childcare	6/14/04	6/30/16
Vic Wursten	Vice President	PRIDE Industries	8/5/09	6/30/17

WORKFORCE

WIOA Section 107(b)(2)(B) – not less than **20 percent** of the members of each Local Board shall be representatives of the workforce within the Local Area, who— (i) shall include representatives of labor organizations (for a Local Area in which employees are represented by labor organizations), who have been nominated by local labor federations, or (for a Local Area in which no employees are represented by such organizations) other representatives of employees; (ii) shall include a representative, who shall be 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; (iii) may include representatives of community based organizations that have demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, including organizations that serve veterans or that provide or support competitive integrated employment for individuals with disabilities; and (iv) may include 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.

- 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.
- 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.

California Unemployment Insurance Code (CUIC) Section 14202(c) further requires and specifies that at least **15 percent** of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. If this occurs, then at least 10 percent of the Local Board members shall be representatives of labor organizations.

Name	Title	Entity	Appointment Date	Term End Date
John Tweedt	Labor Organization/ Business Representative	District Council 16	6/4/14	6/30/17
Kevin Ferreira	Labor Organization/ Bus. Mgr./Financial Secretary-Treasurer	Business & Construction Trades Council	8/3/11	6/30/16
Robert Ward	Joint Asst. Business Manager	IBEW Local 340	8/6/14	6/30/17
Margarita Valenzuela	Vice President	United Here Local 49 Gaming	6/4/14	6/30/17

Christina Nicholson*	Program Manager	Whole Person Learning	2/27/06	6/30/17
Jason Buckingham	Executive Director	Golden Sierra Job Training Agency	5/30/08	6/30/16
Paul Castro	Deputy Director	California Human Development	2/23/10	6/30/17
Tink Miller*	Executive Director	Placer Independent Resource Services	8/9/01	6/30/18

EDUCATION AND TRAINING

WIOA Section 107(b)(2)(C) – each Local Board shall include representatives of entities administering education and training activities in the Local Area, who— (i) shall include a representative of eligible providers administering adult education and literacy activities under title II; (ii) shall include a representative of institutions of higher education providing workforce investment activities (including community colleges); (iii) may include representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.

- Must include **at least one** eligible provider administering adult education and literacy activities under WIOA title II.
- Must include **at least one** representative from an institution of higher education providing workforce investment activities, including community colleges.

Name	Title	Entity	Appointment Date	Term End Date
Bill Bettencourt	Adult Education & Literacy/ Principal	Placer school for Adults	6/1/15	6/30/19
Carol Pepper-Kittredge	Institution Higher Education/ Director	Sierra College	6/1/13	6/30/17
Kimberly Pellow*	Campus Director	Brandman University	6/1/13	6/30/17
Michael Zimmerman*	Director of Operations	MTI College	2/4/14	6/30/17
Paul Castro*	Deputy Director	California Human Development	2/23/10	6/30/17

GOVERNMENTAL AND ECONOMIC AND COMMUNITY DEVELOPMENT

WIOA Section 107(b)(2)(D) – each Local Board shall include representatives of governmental and economic and community development entities serving the Local Area, who— (i) shall include a representative of economic and community development entities; (ii) shall include an appropriate representative from the State employment service office under the *Wagner-Peyser Act* (29 U.S.C. 49 et seq.) serving the Local Area; (iii) shall include an appropriate representative of the programs carried out under title I of the *Rehabilitation Act of 1973* (29 U.S.C. 720 et seq.), other than section 112 or part C of that title (29 U.S.C. 732, 741), serving the Local Area; (iv) may include representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; and (v) may include representatives of philanthropic organizations serving the Local Area.

- Must include **at least one** representative of economic and community development entities.
- Must include **at least one** representative from the state Employment Service Office (EDD) under the *Wagner-Peyser Act* (29 U.S.C. 49 et seq.) serving the Local Area.
- Must include **at least one** representative from programs carried out under title I of the *Rehabilitation Act of 1973*, other than Section 112 or Part C of that title.

Name	Title	Entity	Appointment Date	Term End Date
Marcy Schmidt	Economic & Community Dev/ Client Services Supervisor	Placer County Business Advantage Network	10/22/09	6/30/17
Martha Escobedo	Employment Service / Program Manager	Employment Development Department	6/30/12	6/30/16
Mark Frayser	Rehabilitation Act of 1973/ Staff Services Manager	State of CA Department of Rehabilitation	10/2/13	6/30/16
Randy Wagner*	CEO	Sierra Economic Development Corp.	10/2/13	6/30/16

ADDITIONAL MEMBERS

WIOA Section 107(b)(2)(E) – each Local Board may include such other individuals or representatives of entities as the chief elected official (CEO) in the Local Area determines to be appropriate.

Name	Title	Entity	Appointment Date	Term End Date
Eric Cooper	Field Office Supervisor	California Indian Manpower Consortium	10/22/09	6/30/17
Jason Buckingham*	Executive Director	Golden Sierra Job Training Agency	5/30/08	6/30/16
Paul Castro*	Deputy Director	California Human Development	2/23/10	6/30/17

CORRECTIVE ACTION COMMENTS

Explain any vacant appointment(s) regarding the required membership composition only. Include the length of time the appointment(s) has been vacant, efforts made to fill the vacant appointment(s), and dates by which the vacant appointment(s) should be filled.

COMPLIANCE WITH MAJORITY OF BUSINESS REPRESENTATIVES

The table below will assist Local Boards determine compliance with WIOA Section 107(b)(2)(A), which requires that a **majority** of the members be representatives of business in the Local Area.

Instructions – Double click the table below to open in Excel.

Total number of individuals currently sitting on local board =	<u>26</u>
Number of vacancies currently on local board =	<u>0</u>
Total local board membership =	<u><u>26</u></u>
Total number of Business Representatives currently sitting on local board =	<u>14</u>
Number of Business Representative vacancies currently on local board =	<u>0</u>
Total local board Business Representatives =	<u><u>14</u></u>
Divide total local board Business Representatives by total local board membership =	<u><u>53.85%</u></u>
(Must be greater than 50%)	

COMPLIANCE WITH 20% OF WORKFORCE REPRESENTATIVES AND 15% LABOR ORGANIZATION REPRESENTATIVES

The table below will help Local Boards determine compliance with WIOA Section 107(b)(2)(B), which requires not less than **20 percent** of the members be representatives of the workforce within the Local Area and compliance with CUIA Section 14202 which requires that at least **15 percent** of Local Board members be representatives of labor organizations unless the local labor federation fails to nominate enough members, in which case it is **10 percent**.

Instructions – Double click the table below to open in Excel.

Total number of individuals currently sitting on local board =	<u>26</u>
Number of vacancies currently on local board =	<u>0</u>
Total local board membership =	<u><u>26</u></u>
Total number of Workforce Representatives currently sitting on local board =	<u>9</u>
Number of Workforce Representatives vacancies currently on local board =	<u>0</u>
Total local board Workforce Representatives =	<u><u>9</u></u>
Divide total local board Workforce Representatives by total local board membership =	<u><u>34.62%</u></u>
(Must not be less than 20%)	
Total number of Labor Organization Representatives currently sitting on local board =	<u>3</u>
Total number of Apprenticeship Program Representatives currently sitting on local board =	<u>1</u>
Number of Labor Org/Apprenticeship Program Representatives vacancies =	<u>0</u>
Total local board Labor Representatives =	<u><u>4</u></u>
Divide total local board Labor Representatives by total local board membership =	<u><u>15.38%</u></u>
(Must be at least 15%)	

Local Board Performance Accountability Measures

Instructions

Enter your Local Board's negotiated levels of performance and actual levels of performance for PYs 2013-14 and 2014-15.

Performance Table				
Name of Local Area: <u>Golden Sierra Job Training Agency</u>				
Common Measure	Negotiated PY 2013-14	Actual PY 2013-14	Negotiated PY 2014-15	Actual* PY 2014-15
Adult				
Entered Employment Rate	72.5%	77.3%	70.5%	85.4%
Employment Retention Rate	85%	85.7%	82%	91.9%
Average Earnings	\$16,750	\$18,442	\$17,500	\$18,674
Dislocated Worker				
Entered Employment Rate	67%	78.1%	72%	86.4%
Employment Retention Rate	87.5%	88.2%	84.5%	91.5%
Average Earnings	\$17,900	\$25,652	\$18,950	\$26,747
Youth (ages 14-21)				
Placement in Employment or Education	57%	73.9%	63.5%	63.8%
Attainment of a Degree or Certificate	48%	77.1%	64%	78%
Literacy and Numeracy Gains	30%	57.5%	48%	66.7%

* PY 2014-15 figures are unofficial and have not been reported yet

Local Board Sustained Fiscal Integrity

The Local Board hereby certifies that it has not been found in violation of one or more of the following during PYs 2013-14 or 2014-15:

- **Final determination of significant finding(s)** from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor, identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any *Workforce Investment Act* (WIA) requirement, such as failure to grant priority of service or verify participant eligibility.
- **Gross negligence**, which is defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- **Failure to observe accepted standards of administration.** Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 29 *Code of Federal Regulations* (CFR) Parts 95 and 97, appropriate Office of Management and Budget circulars or rules, WIA regulations, and state guidance.
Highlights of these responsibilities include the following:
 - Timely reporting of WIA participant and expenditure data
 - Timely completion and submission of the required annual single audit
 - ***Have not been placed on cash hold for longer than 30 days***

(In alignment with WIOA Section 106[e][2])

Local Board WIOA Implementation

Using the questions below, describe your Local Board's efforts toward implementing the following key WIOA implementation provisions and designing a better system for customers.

1. What activities have you undertaken to design a better system for customers? Specifically, describe any actions you have taken, or actions you plan to take, for the following topics:
 - a. Developing new services
 - b. Entering into collaborative partnerships
 - c. Creating innovative workforce development strategies in alignment with WIOA
 - d. Redesigning service delivery
 - e. Other WIOA transitional activities to design a better system for customers

The Golden Sierra Workforce Board (GSWB) has taken the lead in convening the regional partner group which is reviewing system design. This group has been meeting officially since April 2015 specifically discussing implementation of WIOA, its intent and how the stakeholders can come together to streamline current services and develop new services by eliminating duplication and braiding our resources and expertise.

These ongoing discussions which will be informed by a number of factors including state plan completion and MOU development, in addition to local and regional planning efforts.

Currently, the GSWB is leading or participating in a number of collaborative efforts. The workforce boards identified in WSD15-17 as the Capital Region Planning Area (CRPA) have a long standing history of collaboration. This work will continue and expand under WIOA. Additionally, and the relationship will be more formalized through the development of a regional planning MOU that will outline the intent of the collaboration including the potential to align policies and procedures reducing confusion for both businesses and job seekers attempting to access the system. This may include co-branding of efforts such as business engagement. This will be more clearly defined as we move through the MOU and planning phase of WIOA implementation.

One example of regional collaboration includes participation and investment in the "Next Economy". The Next Economy is a regional effort designed to work with private employers and the public sector to define a Comprehensive Economic Development strategy (CEDS) for the Sacramento region. The steering committee for this work included the region's workforce boards and many other stakeholders. The initial results of the Next Economy work identified 5 key industries and exposed a number of critical needs of these industries. Additional work developed strategies to meet the needs of the identified industries. Many of the region's jurisdictions including the GSWB, Adult Education, Economic Development and the Community College systems adopted these strategies as a part of their service framework. The GSWB efforts are documented in the current GSWB strategic plan and will be reflected in the upcoming local and regional planning efforts under WIOA. The Next Economy work is currently being updated by the managing partner Valley Vision. This update is being funded by a grant supplied by JP Morgan Chase and will focus on updating the needs of the industries originally identified by the Next Economy Collaborative.

The CRPA is working to compliment this work by updating the region's Labor Market report in addition to creating an inventory of the region's business leadership councils. The work is supported through the region's planning award for the National Emergency Grant Sector Partnership Award. It is the intent of the participating boards to utilize the labor market information to validate the industry identification of the Next Economy as well as identify emerging growth industries not currently included in the Next Economy.

Through the Region's Slingshot initiative the participating boards are attempting to create an innovation ecosystem that supports entrepreneurship and business start-ups. The slingshot award convenes key leaders from successful local business startups and utilizes their expertise to help identify key investments in business startup assistance in addition to creating a regional repository for business startup resources. The Business Leadership Council created to support the Slingshot initiative is informing the Community College system, Economic Development professionals, Adult Education and Workforce and others on what the Sacramento region needs in order to facilitate an entrepreneurial culture. This includes providing ideas on service delivery to support entrepreneurs and business start-ups.

Golden Sierra Job Training Agency and Placer School for Adults (PSA) have recently entered into a new collaboration. Under this partnership a Golden Sierra Staff funded by the Adult School will enhance local business engagement efforts and work to meet the needs of PSA students completing programs requiring internships or externships. The collaboration creates a value service where none existed before. This innovative strategy aligns WIOA Title I and II while eliminating duplication of effort.

Though the above activities only highlight a few examples of how the GSWB is working to develop new services, enter into collaborative partnerships, creating innovative workforce development strategies and redesigning service delivery they are prime examples of efforts that are ongoing and efforts that create a great foundation to build a more collaborative and innovative future system.

2. What steps have you taken to implement the new WIOA youth program requirements, including the 75 percent out-of-school youth and 20 percent work experience minimum expenditure requirements?

The Golden Sierra Workforce Board and Local Elected Official have restructured the WIOA Title I Budget to include a requirement to expend at least 75% of the youth funding on the WIOA defined youth population. Additionally, the budget reflects a 20% work experience minimum expenditure requirement in alignment with WIOA. All subcontracts reflect the 75% out-of-school requirement and the 20% work experience requirement.

3. Describe your efforts to comply with the Uniform Guidance requirements.

Key staff are attending or have attended training including the Region 6 Sacramento SMART Financial Grant Management 2015 (April 20-22, 2015) training. In addition, staff have utilized the Employment Development Departments March 2015 Uniform Guidance Readiness Assessment, and participate in the Department of Labor's Workforce3one.org webinars when they pertain to the implementation of the new OMB's. All of the above listed resources are tools management uses to develop policies and to train staff. Updated policies & procedures are distributed and discussed in order to allow staff to share questions and concerns therefore ensuring their understanding of the changes and how these changes apply to everyday tasks. On a quarterly basis "all staff" meetings are held and as new information is updated it is shared aiding in compliance.

4. Describe your efforts to develop sector initiatives and career pathways in high demand industries in coordination with community colleges, apprenticeship programs, adult basic education, and other training providers.

The Golden Sierra Regional partners have participated in a multitude of efforts focused on aligning services to the needs of industry. In recent years the region participated in the NEXT Economy work. The Next Economy project, as previously discussed, designed the Sacramento region's Comprehensive Economic Development strategy focused on identifying the needs of the region's critical industries. Currently, that work is being updated by Valley Vision with a grant through JP Morgan Chase. A multitude of entities have signed on to use the Next Economy work regionally as the basis for activities. This includes economic development organizations, community colleges, adult education and workforce. The work to develop pathways and sector initiatives is reflected in the Adult Ed Block Grant (AEBG) consortiums, the career pathways trust grants and workforce regional planning efforts who have all agreed to use the Next Economy work as the foundation for their efforts. The update will help focus the efforts of the partnership on developing innovative services that meet the need of industry including identifying current and demand career pathways.

5. Describe your efforts to adopt, implement, and promote the AJCC brand.

The GSWB's efforts to adopt, implement, and promote the AJCC began in June 2013 when we submitted the branding assurances checklist. In July 2013, we launched a co-branding effort consistent with the organizational identity and style guide provided by the CWIB. Since then, our co-branding effort can be seen on informational brochures, workshop calendars, and PowerPoint presentations. In addition, window decal (DE 8163) is posted at each job center to strengthen the brand and public awareness of services available throughout the system.

6. Describe your efforts to complete Phase I of the MOU development process. What challenges are you facing?

The GSWB has been convening the partner group for more than a year. In April of 2015 staff of Golden Sierra Job Training Agency developed an MOU template to share with the group. Discussions began at that time about what changes the partners would like to see in the new system. It was understood at this time that the State was working on a Directive/template for the MOU. Because of this, many involved felt more comfortable waiting for that directive to be unveiled prior to attempting to complete that work. On January 20, 2016 WSD15-12 was released identifying the components of the MOUs and the timeframes for completion. This document and its guidance have been shared with the respective partners, the GSWB and the Chief Local Elected Official. On February 2, 2016 staff from the WIOA Core partner agencies attended the state sponsored event provided by Greg Newton on MOU development. Currently, the partners have a convening scheduled for March 15, 2016 to discuss MOUs further with the expectation that phase I will be completed by the end of the 2015/2016 program year.

Local Board Assurances

For PYs 2016-18, the Local Board assures that it will do the following:

- A. Comply with the applicable uniform administrative requirements, cost principles, and audit requirements included in Title 2 CFR Parts 200 and 2900 (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include the following:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

**Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).*

- B. Do financial reporting in compliance with federal and state regulations and guidance.

Highlights of this assurance include the following:

- Reporting will be done in compliance with Workforce Services Directive WSD12-3, *Quarterly and Monthly Financial Reporting Requirements*.
- All close out reports will comply with the policies and procedures listed in Workforce Services Directive WSD09-12, *WIA Closeout Handbook*.

**Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).*

- C. Expend funds in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of State Senate Bill 734, to spend a minimum of 30 percent of combined total of adult and dislocated worker formula fund allocations on training services (CUIC Section 14211).
- The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).

- D. Select AJCC operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).

- E. Collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBSSM reporting requirements and deadlines.
- F. Comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. Comply with State Board policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- H. Give priority of service to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter 10-09*).
- I. Comply with Assembly Bill (AB) 1234 and ensure that local members receive ethics training every two years. AB 1234 requires Local Boards to consult with the California Fair Political Practice Commission (FEPC) and the California Attorney General's office regarding the content of the ethics training course they can use. Local Boards may consider using the free, two-hour, on-line ethics training course available from the FPPC: [AB 1234 Ethics Training for Local Officials](#).
- J. Comply with the conflict of interest provisions of WIOA Section 107(h).

Signature Page

By signing below, the local CEO and Local Board chair request Local Board recertification. We certify that the Local Board appointed members as described in WIOA Section 107(a), (b), and (c), performed successfully and sustained fiscal integrity during PYs 2013-14 and 2014-15, and developed and implemented strategies to improve and continuously strengthen the workforce development system in accordance with WIOA. Additionally, we agree to abide by the Local Area assurances included in this document.

Instructions

The Local Board chairperson and local CEO must sign and date this form. Include the original signatures with the request.

Local Workforce Development Board Chair

Local Chief Elected Official

Signature

Signature

Susan "Tink" Miller

Kirk Uhler

Name

Name

Chairperson

Board of Supervisors

Title

Title

3/17/16

4/6/16

Date

Date

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

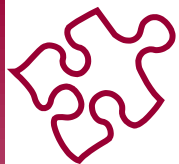
DATE: April 6, 2016
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: 2016 Study Mission

☐ Resolution ☒ Action Item ☐ Information

Before the Board for approval is a request to sponsor out of state travel for Supervisor Ranalli, El Dorado County, to attend the 2016 El Dorado County Chamber of Commerce Study Mission to Bend, Oregon (Brochure attached)

Of particular interest to this study mission are the similarities between the two regions regarding economic development and the sectors of Recreation and Agriculture. Both Recreation and Agriculture are recognized as industries of opportunity by the Workforce Board. A side benefit and not insignificant is the regional networking with other elected officials in the region.

Funding for the activity would come from savings realized from the committee expenses line item within the program administration cost pool originally budgeted for sending representatives to the NAWB conference in Washington DC. Total cost \$2,600



2016
Study Mission
Pricing

Reserve Now

Space is limited

Reservation is required as
seating is limited to 30
participants

www.eldoradocounty.org

Price includes: Airfare, Hotel &
Sponsored Meals

REGISTER NOW

Deadline May 1ST

\$2,600

Contact: Carla Crittenden, (714) 621-1040

carla@coastlinetravel.com

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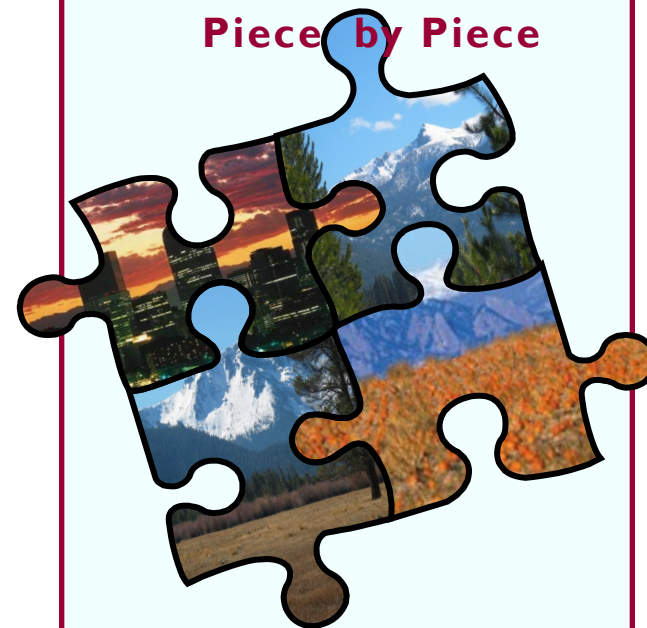
present

Study Mission 2016 Series

**URBAN TO RURAL
CONNECTION**

Creating the destination

Piece by Piece



**Bend, Oregon
July 7—10, 2016**

www.eldoradocounty.org



Creating a destination Piece by Piece

Bend, Oregon



One of the greatest benefits of being a Chamber member is the business insight gained from exclusive chamber events. We are proud to announce to you the next in our Study Mission Series —

Bend, Oregon

The Study Mission Series is a business immersion program, dedicated to broadening the chamber members' horizon while promoting business and political relations between regions. Each El Dorado County Study Mission is focused on key topics such as agri-tourism, sustainability, economic development, transportation, education, revitalization and government issues. Each Study Mission selects a destination region with similar experience to share their past solutions and best-known methods to address key challenges.



The trip will include how

collaboration has showcased this region to become a leader in Economic Development and Tourism. Study Mission participants will learn first hand how the region creates a sustainable culture in the business community and how they promote their message for the benefit of the area, its residents and its visitors.

The region's many assets, including its agriculture, abundant recreation all in close proximity to a thriving town center, offer many parallels between Folsom and El Dorado County.



Few mountain towns have had as much praise heaped on them in recent years as Bend has, a testament to the former mill town turned adventure playground that has defined itself as the mountain town that's got it all.

Though the mills have long been closed, the lifestyle and the vibrant culture of a booming town remains. Today, the old Brooks-Scanlon mill is humming once again, not with sawmills but with the sounds of people enjoying shopping, dining, and entertainment in the renovated Old Mill District. The historic Downtown area, full of art, fine dining, and unique shops is bustling with year-round activities and events. Everything in keeping with tradition and culture of welcoming new people to a place called Bend.

This year the Study Mission will provide an opportunity to explore a broad range of topics including but not limited to: Economic Development, with an emphasis on creating partnerships with large employers and universities to develop Incubator/Innovation centers, as well as Agri-Tourism, Culinary Tourism, Urban to Rural connectivity, Sustainability, Transportation, and Clean and Green Energy. Revitalization of Historic areas, Re-use or urban renewal, Waterfront development, Healthcare, Private/Public partnerships and innovative funding models and Mixed Use development and may be addressed.



WIOA Action Matrix

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

Action	Comments	Responsibility			Status
		WDB	GB/CLEO	CWDB/ Governor	Action Item = Green Pending = Yellow Complete = Blue
Establish Local Area (continued)					
Request approval to remain one-stop operator	According to WIOA each local area is required to have one One-Stop (at a minimum) and that One-Stop must be collocated with EDD staff. Currently, the Golden Sierra region has five centers only one of which is collocated with EDD (Roseville). The designation would eliminate our requirement to competitively procure the operator for the region. This is the most cost effective and efficient scenario. It does not eliminate the requirement to procure youth and career services.	X	X	X	<ul style="list-style-type: none">• Approved by WIB 11/20/14• Approved by GB 12/15/14• Mailed 12/21/14• According to NRPM must be competitively procured prior to receiving “waiver”. Procurement must be completed by June 30, 2017• CWA launched campaign to alter regulations, GB and WDB Exec sent letter to Secretaries of Labor and Education. (8/20/15)• Awaiting clarification from DOL – Indicated additional clarification could come Jan 2016.
Workforce Board					
Governance					
Review WDB Functions for gaps/opportunities	WDB (ADA accessibility policies)	X			<ul style="list-style-type: none">• WDB functions to include partnering with Core agencies, systems alignment and setting local performance indicators• Updates to WDB ongoing• Board functions reviewed 7/15/15
Review Bylaws	Review bylaws for consistency with responsibilities and functions of WDB	X	X		<ul style="list-style-type: none">• Working with KMTG• GB Bylaws for review/approval at GB meeting 4/9/15• WDB Bylaws under review• Draft Presented to WDB EC 10/17/15• Bylaws redrafted. Included in WDB packet 1/19/16 for review and approval• Approved by WDB 1/19/16• Approved by GB 2/3/16
Re-write WDB/Governing Body Agreement	Review current agreement for consistency with WIOA	X	X		<ul style="list-style-type: none">• Working with KMTG• Draft completed – GB Review 4/9/15• Approved by WDB Exec 4/16/15• Approved by GB 6/3/15

Action	Comments	Responsibility			Status
		WDB	GB/CLEO	CWDB/ Governor	Action Item = Green Pending = Yellow Complete = Blue
Workforce Board (continued)					
Governance (continued)					
Set Qualifications for Director	The WDB will need to set qualifications for the Director. Will probably need to wait for regulations to do so.	X	X		<ul style="list-style-type: none">• Designated to GB since the Agency sets qualifications for and employs Director
Review WIB Directives	Current WIB Directives will need to be reviewed and revised or eliminated for accuracy within the new system.	X			<ul style="list-style-type: none">• Initial Review and Discussion at Exec 4/16/15• WIA Directives expire June 30, 2015• New based on broad policy issues, alignment etc.• WDB focus on systems building
Membership					
Review WDB membership for compliance and strategic direction	Is membership in line with key sectors and new requirements?		X		<ul style="list-style-type: none">• As required by WIOA and as referenced in WSD14-10, the Governing Body will be required to provide direction to staff to develop and approve a recruitment process that identifies and appoints appropriate members as defined by WIOA and state policy. Must be in compliance by July 2016.• Membership reviewed, missing one required member (Adult Education) for compliance. Further review and possible restructuring may need to take place to meet requirements of local initiatives.• Board membership in Compliance 10/7/15 with addition of Adult Ed• Reviewed for planning and strategy 10/17/15• Membership structure outlined in Bylaws.• Membership is in compliance but should be reviewed as new members are added to ensure key sectors are represented and membership is distributed as equitably as practicable

Action	Comments	Responsibility			Status
		WDB	GB/CLEO	CWDB/ Governor	Action Item = Green Pending = Yellow Complete = Blue
Workforce Board (continued)					
Structure					
Review Committee Structure	The WDB should review its committee structure to ensure that it can meet its new role. No youth council is required, new partners included in performance (performance committee), New business engagement metrics, new emphasis on pathways and pathway development, Education and economic development continuous improvement, accessibility... Joint mtgs with SETA? (See initiatives)	X	X		<ul style="list-style-type: none">Some of this may need to be completed regionally as a part of the regional planning requirementsInitial recommendations will be proposed for June Executive CommitteeDelayed slightly awaiting direction from stateInitial Thoughts: Combine WDB Exec and Finance, and use ad hoc committeesBylaws drafted to provide maximum flexibility
Planning/Service Delivery					
Convene Core Partners to discuss the design of the future system and MOUs	Executive Committee should convene leaders from DOR, EDD, Adult ED to discuss partnering in the new system, MOU's and Cost Sharing Agreements.	X			<ul style="list-style-type: none">Email intro CWA WIOA Overview – 9/23/14Letter intro WIOA 10/20/14First meetings with EDD/Adult Ed April 2015First meetings held with Adult Ed, EDD, HHS and DOR (April 2015)Round 2 7/27/15Round 3 occurred 8/8/15Round 4 9/30/15 – Discussing Mission, Vision, Values draftRound 5 1/28/16 – Vision & Guiding PrincipalsRound 6 3/15/16 - MOU
Meet with SETA to Consider Joint Committees and policies with SETA and CAIZ group	WIOA will require a regional planning effort. We may want to have our subcommittees start meeting jointly with SETA.	X			<ul style="list-style-type: none">Attending SETA Planning Committee late January.Meeting cancelled; next meeting in February,Though we are jointly coordinating many activities. This meeting has not occurred as of July 2015Currently working on Slingshot and Sector Based NEG GrantsDiscussing regional MOU for planning region stakeholdersRegionally completing Labor Market Study and inventory of Business leadership Councils.

Action	Comments	Responsibility			Status
		WDB	GB/CLEO	CWDB/ Governor	Action Item = Green Pending = Yellow Complete = Blue
Workforce Board (continued)					
Planning/Service Delivery (continued)					
Review One-Stop locations and service delivery model	Review service delivery. Should all current locations remain one-stops or should we target special projects in certain areas. Should we open population-specific job centers? Other LWIAs have centers that focus on youth only or business only or sectors. Should we reduce the number of physical centers and set-up remote access instead (the community colleges would be a likely host). (Recommendations to GB)	X	X		<ul style="list-style-type: none">Met with Alpine County on 1/29/15 to discuss program services needs and model.Consider new model with one comprehensive site, multiple Affiliate sites and designated access points. Only Affiliate and Comprehensive sites have access to Training money. All sites offer some version of Career Services GS manages the payments of contracts etc.Need to develop a way to recognize access points (DOL, Calworks, DRCs Etc) as part of the system. Possible that Access points may be able to refer eligible clients directly.Locations will be a product of RFP process and WIOA Comprehensive one-stop requirementsWorking on system and resource map as a part of the MOU process to help identify and define scope of the local system in addition to cost sharing
Publish RFQ for vender services	Establishing a vendor list for services will greatly enhance our ability to provider services without a full RFP process for each service	X			<ul style="list-style-type: none">Working with staff to define services – anticipate release 2/10/15Released 2/10/15
Publish RFQ for Training Services and/or One-Stops	Prepare for competitive bid requirement by obtaining lists of qualified/interested sub-recipients	X			<ul style="list-style-type: none">In development/ may need to separate “one-Stop Operator” functions from one-stop service delivery (core function = coordination)Deadline for completion July 2017.Do not award “K6” money beginning of program year 2015. Must develop and complete RFP for Services to be awarded Dec/Jan (2016) for 18 monthsThis (K6) implementation plan was reviewed and approved at Finance committee May 20, 2105; approved at WDB May 21, 2015.RFP Released 7/8/2015Rated 8/28/15To WDB for approval 9/17/15

Action	Comments	Responsibility			Status
		WDB	GB/CLEO	CWDB/ Governor	Action Item = Green Pending = Yellow Complete = Blue
Workforce Board (continued)					
Planning/Service Delivery (continued)					
Technology	How does the WDB want to address the new emphasis on Technology	X			
Branding	Consider adopting unified Identifier	X	X		<ul style="list-style-type: none">WIOA NRPMS identify One-stop brand as “American Job Centers” do we want to keep local brand? Will state board enforce “America’s Job Centers of California”
Accessibility	How will we address accessibility				<ul style="list-style-type: none">Could be a function of the one-stop operator if contracted out.
LMID	How will we ensure we have proper data for planning – Contract that out				<ul style="list-style-type: none">Save costs by eliminating EMSI and Work closely with LMID consultant
Performance					
Metrix	Review and identify performance metrics for WIA services or initiatives (i.e. expenditures related to OJT vs classroom training?) Training in critical clusters? Pathway development, apprenticeship enrollment – Business engagement etc.	X			<ul style="list-style-type: none">Initial local performance metrics to be proposed to Exec June 2015Delayed slightly awaiting direction from state subcommittee meetings
Initiatives	Brand Initiatives i.e. NEXT, Vital Assets, Youth@Work etc. - maybe reduce committees but have ad hocs that manage the initiatives?	X			<ul style="list-style-type: none">Currently Branded “NEXT” for business services/RRWorking on “Service First” for VeteransWorking on Brand for Persons with Disabilities (PWD)Also need youth brandImplementing centrally administered RR Services. The RR implementation plan was reviewed and approved at Finance committee May 20, 2105; approved at WDB May 21, 2015.“Advance” Branding developed for serving PWD’s