

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**

Monday, December 5, 2016 – 1:00 p.m.

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

Teleconferencing Locations

Alpine County Administration
99 Waters Street
Markleeville, CA 96120

Placer County District Office
1700 Eureka Road, Suite 160
Roseville, CA 95661

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

- | | | |
|-------|---|-------|
| I. | <u>ROLL CALL AND INTRODUCTION OF GUESTS</u> | 1 |
| II. | <u>APPROVAL OF AGENDA</u> | |
| III. | <u>PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA</u> | |
| IV. | <u>CONSENT AGENDA</u> | |
| | All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion. | |
| | A. Approval of Minutes from October 5, 2016 GB Meeting | 2-6 |
| V. | <u>APPROVE RESOLUTION 16-03 – 2017 PEMHCA</u> | 7-8 |
| VI. | <u>APPROVAL OF WORKFORCE BOARD APPLICATIONS</u> | 9-17 |
| | <ul style="list-style-type: none">• Aamir Deen, Unite Here; organized labor• Rustin Johnston, IBEW, joint labor• Martin Pawson, Home Helpers; business | |
| VII. | <u>2017 CHAIR & VICE CHAIR ELECTIONS</u> | |
| VIII. | <u>DIRECTOR'S UPDATE</u> | 18-21 |
| IX. | <u>WIOA SERVICE PROVIDER UPDATES</u> | 22-26 |
| | <ul style="list-style-type: none">• Alpine County – Alpine County HHS• El Dorado County – El Dorado County HHS• Placer County - Golden Sierra Job Training Agency• Consortium Business Engagement / Rapid Response | |
| X. | <u>FUTURE AGENDA ITEMS/NEW BUSINESS</u> | |
| XI. | <u>NEXT MEETING</u> | |
| | February 1, 2016–10:00 am; Golden Sierra Job Training Agency-Auburn | |
| XII. | <u>ADJOURNMENT</u> | |

EQUAL OPPORTUNITY

Golden Sierra is an equal opportunity employer/program. Auxiliary aids and services are available upon request. Special requests for services, aids and/or special formats need to be made by calling (530) 823-4635 (Voice). TTY users please call the California Relay Service at 711.

GOLDEN SIERRA JOB TRAINING AGENCY

GOVERNING BODY MINUTES

Wednesday, October 5, 2016 – 10:00 a.m.

**Placer County District Office
1700 Eureka Road, Suite 160
Roseville, CA 95661**

Teleconferencing Location

**Alpine County Administration (1)
99 Waters Street
Markleeville, CA 96120**

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, Katherine Rakow (1)

Absent: Michael Ranalli – Vice Chair

Guests: Stephen Amezcua, Jennifer Kandi, Terrie Trombley, Jason Buckingham, Lorna Magnussen

(#) notes teleconference location

II. APPROVAL OF AGENDA

Uhler asked if there are any additions or deletions to the agenda that anyone would like to propose. Hearing none he moved to accept the agenda as distributed.

Motion to approve agenda by Rakow, second by Uhler.

Motion approved by roll call.

| | |
|-----------------|---------------------|
| Aye: | Rakow, Uhler |
| Nay: | None |
| Abstain: | None |
| Absent: | Ranalli |

III. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

None

IV. CONSENT AGENDA

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

A. Approval of Minutes from June 1, 2016 GB Meeting

B. Approval of Minutes from August 3, 2016 GB Meeting

Motion to approve consent agenda items A & B by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

V. APPROVE RESOLUTION 16-01 – 2017 PEMHCA

Buckingham stated that this resolution sets Golden Sierra's employer contribution to healthcare in line with the negotiated bargaining unit MOU.

Motion to approve resolution 16-01 by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

VI. APPROVE RESOLUTION 16-02 – FUND BALANCE

Buckingham stated that the resolution was recommended by Golden Sierra's auditing firm to set policy that requires categorizing funds in a certain way. The firm's concern was that Golden Sierra follows the appropriate practice but has no policy in place.

Trombley stated that it is following GASB 54 reporting which states that Golden Sierra can categorize any of the residual funding through the budget approval process.

Motion to approve resolution 16-02 by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

VII. APPROVE 2016/2017 FINAL BUDGET

Buckingham stated that this is a priority based budget.

Highlights:

- decrease in allocation of funds
- increase in direct training requirement from 25% to 30%, and changing the ratio (actual:leverage) from a 20%:10% to a 25%:5% ratio.
- WIOA requirement to spend 20% of youth funding on work based learning activities is incorporated in the budget.
- Required to have one comprehensive one-stop center within their consortium. This budget ensures that this center remains open.

Motion to approve 2016/2017 Final Budget by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

VIII. APPROVE 2016/2017 & 2017/2018 OPEB FUNDING

Buckingham stated that this is a request to approve the continued funding of Golden Sierra's Other Post-Employment Benefits (OPEB) contributions. He stated that the agency is required to do an OPEB actuarial study every 2 years; this is the second year of the previous term. This approval updates the 2016/2017 and 2017/2018 OPEB liability. Buckingham stated that there are two parts to the OPEB contributions. There is a pay-as-you-go portion and a lump sum payment. He stated that the total OPEB contribution is \$236,072; \$104,367 of that is the pay-as-you-go piece and the remaining \$131,705 is an estimated amount for the lump sum.

Motion to approve 2016/2017 & 2017/2018 OPEB Funding by Rakow, second by Uhler.

Motion approved by roll call.

Aye: Rakow, Uhler
Nay: None
Abstain: None
Absent: Ranalli

IX. DIRECTOR'S UPDATE

Buckingham reported that the agency had completed the Phase I MOUs which were due by July 2016; now the state has introduced Phase II.

Buckingham stated that Phase I addresses how the partners are going to work together. Phase II addresses cost/resource sharing. He stated that Phase II lays out how everyone is contributing to the local workforce development system. With a system that has 19 partners this can be a daunting task. The state's interpretation of the federal law has been released in a draft directive. The interpretation is that instead of collecting costs from all of those partners within the system, what they are really concerned with is collecting costs of the co-located partners within the comprehensive center first. He stated that in the Golden Sierra region, the comprehensive location is the Roseville center. The agency will also need to complete Phase II MOUs with the remaining partners to define contributions they are making to the overall workforce development system. The due date for Phase II is June 30, 2017.

The Agency was recently required to negotiate the region's Title I performance measures. The requirement was that performance negotiations needed to be completed by September 30, 2016. There are 4 Titles within the new law. The agency is not negotiating performance for the other partners which include: EDD, Adult Ed, and the Department of Rehab. Those agencies will negotiate those measures on their own but each group will be responsible for the same measures of accountability. Even though Title I is required to negotiate their performance measures, they are not being held accountable for the 16/17 performance measures. This data will be used as a baseline; however, this may not be accurate data as these measures have not been calculated in this way previously.

The Workforce Board recently held a retreat. The information that came out of the retreat will be used in part to develop the local plan. Golden Sierra spoke to the Governing Body in July about coming to the different Board of Supervisors and also having future joint meetings with Governing Body and the Workforce Board. Once the information from the retreat is collected and organized, the Executive Committee would like to meet with the Governing Body to discuss the goals that have been set and whether or not they align with Governing Body's direction. After the Executive Committee and Governing Body come to an agreement, the agency will come out to the respective Board of Supervisors and share this information.

The SlingShot Initiative is a regional initiative based on sector work that is going across the state. The Capital region is focused on the entrepreneurial sector. The region has been involved in planning efforts for approximately 2 years, and received final approval in January on their compact. They will be reconvening their business leadership council to discuss the upcoming release of RFPs. The RFPs will focus on the entrepreneurial sector and determine the direction of the services. One of them is for an online resource navigator to collect data in an easily identifiable and usable format for new businesses coming in or in the startup phase. The other piece is the business service piece centered on business mentorship and incubator spaces. These RFPs are really in place to help cultivate innovation ecosystem in their area. There is about \$700,000 that is available throughout that region that includes Golden Sierra, Sacramento, Yolo, and North Central counties.

The agency has discussed consolidating locations in Placer County. They are in discussions with the landlord at the Roseville comprehensive one-stop regarding additional space; they are looking at reducing costs and consolidating staff into one location. Golden Sierra is subletting half of their office space in Auburn to Placer School for Adults (PSA). PSA has taken over that space and is running their own version of a one-stop therefore, making up for some of the services that have been relocated.

There was further discussion regarding the consolidation. It was stated that EDD would like Golden Sierra to be the master lease holders for that property. It is a challenge for Golden Sierra to take over 11000-12000 square feet based on time and expertise required for lease negotiations and facilities management. Uhler noted that the county has a growing presence in the south county; they have decided to move forward with conversations about acquiring an additional building near the one they are currently occupying off of Sunset near Jessup University. It was suggested that Buckingham have a conversation with their facilities folks to see how it might fit into the overall facilities planning that they are looking at for the south Placer area. Buckingham stated that they could certainly revisit that. Consolidating to Ascot may not be the best option but does eliminate some of the costs associated with the Auburn office in the short term.

X. WIOA SERVICE PROVIDER UPDATES

Written reports included in packet; no further discussion.

- Alpine County – Alpine County HHS
- El Dorado County – El Dorado County HHS
- Placer County - Golden Sierra Job Training Agency
- Consortium Business Engagement / Rapid Response

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

Employee Handbook

Rakow requested having a workshop with the Governing Body & fiscal to do training on the budget. Trombley clarified that they would do a workshop before Golden Sierra staff present a draft budget to the Governing Body.

XII. NEXT MEETING

December 7, 2016 – 10:00 am
Golden Sierra Job Training Agency - Auburn

VIII. ADJOURNMENT

Meeting adjourned by Chair Uhler at 10:32 am.

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: December 5, 2016
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Resolution 16-03 – PEMHCA

The following benefit change is being presented for adoption by Resolution 16-03 Public Employees' Medical and Hospital Care Act (PEMHCA), and based upon an affirmative vote by members of Stationary Engineers Local 39 on October 7, 2015.

Resolution 16-03 replaces Resolution 16-01 approved on October 5, 2016. Resolution 16-03 includes updated Government Code reference as follows:

- (1) GC 22920 – defines Golden Sierra's eligibility to obtain a health benefit plan as a contracting agency
- (3)(c) – Subject to determination of its status as an "agency...." That is eligible to participate in a governmental plan

Resolution 16-03 sets the amount of the employer's contribution for calendar year 2017. The \$474.49 represents the employer's contribution for each employee or annuitant (self alone) plus administrative fees and contingency reserve fund assessment.

This is based on CalPERS 2017 rate, and consistent with proposed MOU. Golden Sierra pays the employee or annuitant only portion not to exceed \$474.49.

RESOLUTION NO. 16-03
FIXING THE EMPLOYER CONTRIBUTION AT AN EQUAL AMOUNT FOR EMPLOYEES AND ANNUITANTS
UNDER THE PUBLIC EMPLOYEES' MEDICAL AND HOSPITAL CARE ACT

- WHEREAS, (1) Golden Sierra Job Training is a contracting agency under Government Code Section 22920 and subject to the Public Employees' Medical and Hospital Care Act (the "Act"); and
- WHEREAS, (2) Government Code Section 22892(a) provides that a contracting agency subject to Act shall fix the amount of the employer contribution by resolution; and
- WHEREAS, (3) Government Code Section 22892(b) provides that the employer contribution shall be an equal amount for both employees and annuitants, but may not be less than the amount prescribed by Section 22892(b) of the Act; and
- RESOLVED, (a) That the employer contribution for each employee or annuitant shall be the amount necessary to pay the full cost of his/her enrollment, including the enrollment of family members, in a health benefits plan up to a maximum of 100% Single Party Basic/Supplemental not to exceed \$474.49 per month, plus administrative fees and Contingency Reserve Fund assessments effective January 1, 2017; and be it further
- RESOLVED, (b) Golden Sierra Job Training has fully complied with any and all applicable provisions of Government Code Section 7507 in electing the benefits set forth above; and be it further
- RESOLVED, (c) That the participation of the employees and annuitants of Golden Sierra Job Training shall be subject to determination of its status as an "agency or instrumentality of the state or political subdivision of a State" that is eligible to participate in a governmental plan within the meaning of Section 414(d) of the Internal Revenue Code, upon publication of final Regulations pursuant to such Section. If it is determined that Golden Sierra Job Training would not qualify as an agency or instrumentality of the state or political subdivision of a State under such final Regulations, CalPERS may be obligated, and reserves the right to terminate the health coverage of all participants of the employer.
- RESOLVED, (d) That the Governing Body appoint and direct, and it does hereby appoint and direct, Clerk to the Governing Body to file with the Board a verified copy of this resolution, and to perform on behalf of Golden Sierra Job Training all functions required of it under the Act.

Adopted at a regular meeting of the Governing Body at Auburn, this 5th day of December, 2016.

Ayes:

Noes:

Absent:

Signed: _____
Kirk Uhler, Chair of Governing Body

Attest: _____
Lorna Magnussen, Clerk to the Governing Body

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: December 5, 2016
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Workforce Board (WB) Application

☐ Resolution ☒ Action Item ☐ Information

Your approval is requested for the attached WB membership application from:

Aamir Deen, Unite Here
Representing Organized Labor

Rustin Johnston, IBEW
Representing Joint Labor

Martin Pawson, Home Helpers (Application Pending)
Representing Business

With your approval, the applicant shall carry the member **term of December 5, 2016 to June 30, 2020.**

Due to recent changes in membership the Workforce Board currently has one vacant seat for a business sector member. Your assistance in the recruitment process would be greatly appreciated.

MEMBERSHIP APPLICATION FORM

Person Nominated: Aamir Deen Title: Secretary - Treasurer
Business Name: UNITE HERE local 49
Business Address: 1796 Tribute Rd #200, Sacramento CA 95815
Telephone: ⁹¹⁶ 5164-4949 FAX: _____ E-mail: adeen@unitehere.org

Organization submitting nomination: Sacramento Central Labor Council, AFL-CIO
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Fabrizio Sasso Title: Executive Director
Business Address: 2840 El Centro Rd Ste 111, Sacramento, ca 95833
Telephone: ⁹¹⁶ 927-9772 FAX: _____ E-mail: fabrizio@sacramento.labor.org

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

Area of Representation (check all that apply):

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

Signature

11/8/16
Date

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

Return all information to:

Lorna Magnussen, WB ANALYST
Golden Sierra Job Training Agency
1919 Grass Valley Hwy Ste. 100
Auburn, CA 95603

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

I have been a union organizer and leader in the hospitality industry for 15 years. As such I have become intimately familiar with many aspects of the hospitality industry.

In my 15 years I have organized and represented employees in hotels, cafeterias, restaurants, casinos, arenas, convention centers and airports. I am well versed in almost every job in each of these industries, and know the importance of each job to the success of the industry.

In addition I have developed strong, mutually respectful relationships with many employers and employer representatives and have come to understand that many of the issues that employees face are issues that employers would love to see addressed. Lack of qualified applicants, lack of adequate training and lack of training resources are all issues that affect employees and employers both.

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

I am effective at working collaboratively with a broad spectrum of people in a broad spectrum of roles to come up with innovative solutions to difficult problems. I believe the hospitality industry is one that holds a great deal of promise for the future of our region. Working collaboratively with labor, employers and regional resource centers we can prepare our region's workforce for great jobs and success in the future.

CONFLICT OF INTEREST INFORMATION

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

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



Signature of Applicant

11/16/16

Date



SACRAMENTO CENTRAL LABOR COUNCIL AFL - CIO

Embracing Amador, El Dorado, Nevada, Placer, Yolo and Sacramento Counties

November 15, 2016

To Whom It May Concern,

This is to certify that the Sacramento Central Labor Council, AFL-CIO, covers the area represented by the Golden Sierra Job Training Agency and recommends Aamir Deen to the Golden Sierra Workforce Investment Board (WIB). Mr. Deen is an Executive Board member to the Sacramento CLC and someone that I work closely with in Labor. He is a respected member and representative of UNITE HERE Local 49 and will represent Labor well.

He is a hard-working team player who believes that good, well planned training is the most important asset for an expanding economy. His commitment to helping low wage workers is proof that he is willing to do whatever it takes to recruit and train workers in high skilled jobs.

I appreciate your consideration of his appointment. We look forward to working with you and your staff.

Sincerely,

A handwritten signature in black ink, consisting of a stylized 'F' and 'S' followed by a long horizontal line.

Fabrizio Sasso
Executive Director

MEMBERSHIP APPLICATION FORM

Person Nominated: Rustin Johnston Title: Assistant Bus Manager

Business Name: IBEW Local 340

Business Address: 2840 El Centro Road #115, Sacramento, CA 95833

Telephone: 916-838-6697 FAX: 916-927-1074 E-mail: rjohnston@ibewlocal340.org

Organization submitting nomination: Sacramento Central Labor Council AFL-CIO
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Fabrizio Sasso Title: Executive Director

Business Address: 2840 El Centro Road, #111, Sacramento, CA 95833

Telephone: 916-937-9772 FAX: 916-927-1643 E-mail: fabrizio@sacramentolabor.org

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

Area of Representation (check all that apply):

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


Signature

10/4/16
Date

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

Return all information to:

Lorna Magnussen, WB ANALYST
Golden Sierra Job Training Agency
1919 Grass Valley Hwy Ste. 100
Auburn, CA 95603

NARRATIVE QUESTIONS

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

Inside Wireman, Foreman & Journeyman, currently a Membership Development Representative and Lead Organizer for IBEW Local 340

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

I was part of the International Construction Wireman/Construction Electrician program with Business Manager Bob Ward. Recruiting, slotting them into the program, sending out to Union electrical employers and changing the minds of members and employer regarding this very at-first "controversial" program. It is up and running and many of the members i brought in have gone on to join our Electrical Apprenticeship Program. They are hands-down some of the best trained apprentices we have ever had

You may attach additional information, including your resume or biography. Further questions should be directed to Lorna Magnussen at Golden Sierra Job Training Agency at (530) 823-4635.

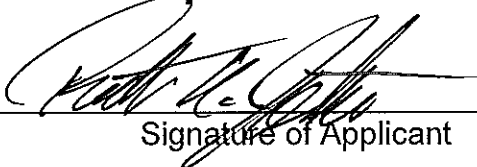
CONFLICT OF INTEREST INFORMATION

1. Does your employer/company provide goods and/or services to Golden Sierra Job Training Agency, or have any plans to provide goods and/or services to Golden Sierra Job Training Agency in the future? Yes ☐ No ☒ If yes, please describe below:

2. You will be setting policy for and possibly allocating funds to community-based organizations, profit and non-profit corporations, school districts and other governmental entities or program operators. Do you or any member of your immediate family have any affiliation with such entities (i.e., ownership; employment; contractual relationships, including Golden Sierra-funded On-the-Job Training (OJT) program participation; commission, board or committee membership)? Yes ☐ No ☒ If yes, identify below the name of the entity and the nature of the affiliation. (*Immediate family members are: wife, husband, son, daughter, mother, father, brother, brother-in-law, sister-in-law, father-in-law, mother-in-law, aunt, uncle, niece, nephew, step-parent or step-child.*)

3. Do you, or any member of your immediate family (as defined above), have any ownership interest in any commercial real property that is currently leased/rented by Golden Sierra Job Training Agency? Yes ☐ No ☒ If yes, please describe such property by size and location.

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



Signature of Applicant



Date



SACRAMENTO CENTRAL LABOR COUNCIL AFL - CIO

Embracing Amador, El Dorado, Nevada, Placer, Yolo and Sacramento Counties

October 7, 2016

Lorna Magnussen
WIB Analyst
Golden Sierra Workforce Investment Board
1919 Grass Valley Hwy, Suite 100
Auburn, CA 95603

Dear Lorna:

This is to certify that the Sacramento Central Labor Council, AFL-CIO, covers the area represented by the Golden Sierra Job Training Agency and has nominated Rustin Johnston to the Golden Sierra Workforce Investment Board (WIB). Mr. Johnston is a delegate to the Sacramento CLC and someone that I work closely with in Labor. He is a respected member and representative of IBEW Local 340 and will represent Labor well.

He is a hard working team player who believes that good, well planned training is the most important asset for an expanding economy. His commitment to helping low wage workers is proof that he is willing to do whatever it takes to recruit and train workers in high skilled jobs.

I appreciate your consideration of his appointment. We look forward to working with you and your staff.

Sincerely,

Fabrizio Sasso, Executive Director
Sacramento Central Labor Council, AFL-CIO

tv:opeiu#29/AFL-CIO

GOLDEN SIERRA GOVERNING BODY

MEMORANDUM

DATE: December 5, 2016
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Executive Director's Update

☐ Resolution ☐ Action Item ☒ Information

1. Retreat:

In addition to adopting a new vision and mission statements in November 2015, the GSWDB partners held a retreat In September of 2016. The retreat resulted in the adoption of a local framework that includes 5 strategic areas in which to apply practical actions over the next year toward reaching State and local outcomes.

The framework marks each quarter with specific tasks intended to meet defined outcomes that verify progress toward meeting success measures annually. These measures build the local system while ultimately assisting the partners in meeting the goals relating to the WIOA performance accountability indicators

Though the framework is a living document it includes the following categories and some examples of their current deliverables:

| Strategic Areas of Oversight | Examples of Deliverables |
|-------------------------------------|---|
| Leadership and Strategy | <ul style="list-style-type: none">• Meeting with Chief Local Elected Officials (CLEOs) and other stakeholders including Economic development in order to determine and aggregate workforce priorities.• Create clear, concise, value added proposition• Create success measures for partnership• Choose priorities and ensure other groups remain on task with framework goals• Provide direction to and oversight of One-Stop Operator |
| Business Engagement | <ul style="list-style-type: none">• Engage other areas in RPU for the purposes of building a regional business engagement strategy• Hold sector engagement meetings to determine needs and develop service plans• Implement coordinated service strategy braiding partner services to meet needs• Develop further measures to gage success |

| Strategic Areas of Oversight | Examples of Deliverables |
|------------------------------|---|
| Training | <ul style="list-style-type: none"> • Meet and coordinate efforts with groups including strong workforce, Adult Ed Block Grant, Sector Navigators, Labor Unions and other key stakeholders • Meet with training providers to share findings from sector partnerships • Reach agreements with training providers to ensure relevant and timely training offered within sectors. • Get feedback from sector partners |
| Best Practices | <ul style="list-style-type: none"> • Connect with the California State Workforce Development Board (CDWB), the National Association of Workforce Boards (NAWB) and the California Workforce Association (CWA) to identify promising practices within each of the strategic areas • Identify businesses and job seekers who have used the system to gain insights from their experiences • Ensure private sector membership of the GSWDB uses the system first and can provide feedback |
| Outreach | <ul style="list-style-type: none"> • Develop message for various audiences using value added proposition and focus group input • Communicate system successes that leverage partnership best practices • Empower board members as a “speaker bureau” using the message |

The Executive Committee would like to meet with the Governing Body members in order to ensure that the Board’s vision for the system meets the Governing Body’s. Staff will be arranging that meeting early in the New Year.

2. State Plan:

On Sept 16, 2016 the EDD published Workforce Services Directive (WSD) 16-07 which covers the guidelines for both the regional and local plans. The Directive covers specific contents required in each plan.

The State Workforce Board Staff presented a proposed timeline at a staff development event on October 28, 2016. This proposed timeline leads efforts toward the plan submittal due date which is March 15, 2017.

The local plan will require sign off from the local Board and the local Chief Local Elected Officials (CLEO). The regional plan will require sign off from each of the local Board Chairs as well as each of the Regional Planning Unit’s (RPU) CLEOs. Understanding that this process will take some time the state has a planned final approval date of September 1, 2017.

The partners of the RPU will submit each local plan to the Lead RPU local area by December 15, 2016 so that the draft regional plan may be completed in time to meet the deadline.

As a reminder the Golden Sierra Region is included in the Capital Region RPU which includes Golden Sierra, SETA, Yolo and NCCC.

3. Career Services Application:

On September 30, 2016 the EDD published Workforce Services Draft Directive (WSDD)-153. This draft outlines the requirements for selecting Career Service Provider as well as One-Stop Operators.

The local boards select their Career Service providers by issuing contracts. Though encouraged, the Career Service providers need not be selected by competitive process. However, the process must follow the rules of procurement.

By law, the Workforce Board staff may provide Career Services only with approval of the Chief Local Elected Official (CLEO) and the Governor. Having no employed Workforce Board staff, the Golden Sierra region completed a competitive process in September of 2015 awarding contracts for Career Services to subcontractors in El Dorado and Alpine Counties and selecting the local Administrative Entity (Golden Sierra Job Training Agency) to provide those services in Placer County this complies with the law and avoids the requirement to request permission to provide these services.

WSDD-153 adds the term “Administrative Entity” to the requirement for CLEO and Governor’s approval mentioned above although that phrase is not in the law or the regulations. If, after the directive is finalized, this language remains we will need to seek this approval.

4. One-Stop Operator Procurement:

As mentioned previously, the One-Stop Operator must be competitively procured in accordance with WIOA Section 121(d)(2)(A). The Operator has two distinct roles summarized below:

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

The WIOA draft regulations require that a competitive selection process begin no later than 90 days after publication. On August 24, 2016 the Executive Committee approved the release of a Request for Information (RFI) in hopes of informing the competitive process and to assist in determining market rates for these services. The RFI was released on October 24, 2016; it closed on November 7, 2016 with no interested parties responding.

The Executive Committee met on November 9, 2016 and discussed the One-Stop Operator Procurement process. Based on this conversation, the Executive Committee approved a recommendation to the Workforce Board to approve the issuance of a Request for Quotes (RFQ) that outlines services that include:

- In conjunction with Workforce Board oversight and designated administrative staff, the One-Stop Operator will coordinate the implementation of negotiated Memorandums of Understanding (MOUs) and Cost Sharing Agreements (CSA) with all mandated partners.
- The convening and facilitation of quarterly WIOA partner meetings that focus on systems alignment, process improvement and building value added collaboration amongst system partners.
- The One-Stop Operator will act as a liaison between the Workforce Board and the system partners and as such will be required to attend meetings of workforce board or its Executive Committee to receive direction and to report on progress no less than three times annually.

On November 17, 2016 the Workforce Board approved the recommendation and Agency staff are preparing to release that RFQ in January 2017. The deadline for the Operator's selection is June 30, 2017.

5. Roseville Consolidation:

Staff continue to work with the landlord's broker regarding consolidation of the Administrative Office with the Roseville One-Stop location. Currently, the broker is working on obtaining quotes for the building improvements that will be required in order to make that consolidation possible.

6. Rescission:

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

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

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

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

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

GOLDEN SIERRA WORKFORCE BOARD

SERVICE PROVIDER REPORT

Report Period: 09/01/2016-10/31/2016
 Prepared By: Alpine County (RL)

ACTIVITY SUMMARY

| | | |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | New Enrollments | Two adult enrollments and one new youth enrollment |
| <input type="checkbox"/> | New ITA Contracts | |
| <input type="checkbox"/> | New OJT Contracts | |
| <input type="checkbox"/> | New WEX Contracts | |
| <input checked="" type="checkbox"/> | Total One-Stop Visitors | 48 total visitors (19 for October and 29 for September) |
| <input checked="" type="checkbox"/> | Unique One-Stop Visitors | One unique One-Stop visitor to discuss business services |

PROGRAM UPDATES

Youth One current out of school youth enrollee. Development of WIOA information sessions beginning in November in Alpine and working with local schools to inform students about WIOA

Adult Currently working with adult clients in supportive capacities for WIOA and completion of post-secondary degrees, college planning and resume skill building workshops

Dislocated Worker N/A

Prop 39 N/A

Disability Employment Accelerator (Advance) N/A

National Emergency Grant (SP-NEG) N/A

EVENT PARTICIPATION

| <u>Date</u> | <u>Event Name</u> | <u>Outcomes</u> |
|-------------|--|--|
| 9/13/2016 | SERVPRO hiring event | Provided clients with WIOA program information |
| 10/25/2016 | Harrah's/Harveys hiring event | Received four client WIOA interest forms for follow-up |
| 10/10/2016 | Visit to Kirkwood to discuss culinary bootcamp | Discussion with group to potentially expand LTCC Culinary Arts bootcamp to include Kirkwood as potential training facility |
| 10/13/2016 | Meeting with JAG representative at DHS | Discussion of potential partnership with Douglas High School and JAG program to assist students in learning about WIOA |

NOTEABLE OUTCOMES

Labor Exchange Services Connecting job seekers to employers and assisting in job fairs

Business Engagement Currently working with local business owners on how to bring more business to the area through events during seasonal low periods. Discussion with business owners on how to assist in marketing events in the area.

Partner Engagement Partnering with Alpine County Chamber of Commerce, recent meeting with Dublin, CA Chamber of Commerce for Service Delivery Strategies

Service Delivery Strategies Development of social networking avenues to provide clientele with most updated resources for positions, interagency partnering for workshops, working with local schools to provide WIOA information.

WIOA Transition Implementation of WIOA information sessions in Alpine County and at Lake Tahoe Community College

GOLDEN SIERRA WORKFORCE BOARD

SERVICE PROVIDER REPORT

Report Period: Sept - Oct 2016

Prepared By: El Dorado (JW)

ACTIVITY SUMMARY

| | | |
|-------------------------------------|--------------------------|--|
| <input checked="" type="checkbox"/> | New Enrollments | 10 |
| <input checked="" type="checkbox"/> | New ITA Contracts | 7 |
| <input checked="" type="checkbox"/> | New OJT Contracts | 1 Transitional Job Placement |
| <input checked="" type="checkbox"/> | New WEX Contracts | 1 WEX and 1 IR |
| <input checked="" type="checkbox"/> | Total One-Stop Visitors | 930 |
| <input type="checkbox"/> | Unique One-Stop Visitors | Other One Stop activities include monthly workshops on a variety of topics taught by WIOA and partner staff. Workshops include How to Get a State job, Interviewing, Resume Development, Math Skills, a series of 8 workshops (rotating) that address Stress Management related to employment as well a series of workshops sponsored by our Health Department that teach folks how to make positive food choices, including quick and easy recipes on a limited budget. |

PROGRAM UPDATES

Youth 1) 9/12/16 - Attended the Foster Care Youth Executive Advisory Committee. WIOA participation will be to help to foster dissemination of WIOA employment and training information available to Foster Youth programs and the youth they serve, 2) The WEX position noted above is located at the EDC Chamber of Commerce, 3) The IR, noted above is offered through Sacramento State Continuing Ed Program and is for Paramedic training.

Adult 1)- 10/3/16 - WIOA Advisory Committee Meeting, 2) The Transitional Job noted above is located @ the Main Street Dessert Bar, 3) New ITAs located at: a) Unitek- Vocational Nursing, b) Western Pacific Truck School, c) Academy X for PMP Certification.

Dislocated Worker

Prop 39

Disability Employment Accelerator (Advance)

National Emergency Grant (SP-NEG)

EVENT PARTICIPATION

| <u>Date</u> | <u>Event Name</u> | <u>Outcomes</u> |
|-------------|---|--|
| 9/13/16 | Hiring Event for SERVPRO | 3 people identified for a second interview |
| 10/13/16 | Hiring Event-Wollberg/Michaelson - Blue Ribbon. | 10 attended. |
| 10/25/16 | Harrah's/Harvey Hiring Event | Approx 5 people applied. |
| 9/27/16 | Hiring Event Goodwill | Approx 31 people hired. |

NOTEABLE OUTCOMES

Labor Exchange Services 1) - 9/13/16 Hiring Event for SERVPROi SLT. The event was coordinated with Alpine County WIOA, LTCC ADVANCE and JOIN-Nevada; 2) 9/27/16 Hiring Event for Goodwill at the EDC Library in Placerville.

Business Engagement 1) Year long participation (monthly attendance) in the EDC Chamber of Commerce Leadership Academy, 2) Worked closely with Harrahs/Harveys and the ADVANCE team re. the Hiring Event listed above.

Partner Engagement 1)- On 9/1/16 met with Folsom Lake College Disability Specialist Diana Ryan, sharing WIOA information, 2) Dale Van Dam -Dean of the FLC El Dorado Center met with HHSA staff to discuss Internship possibilities at the college; 3) SLTCC- ADVANCE Consortium (includes, among other partners, the WIOA programs for El Dorado and Alpine Counties) met and developed a Joint Information Session. The idea is to regularly offer to the public information about the various programs available in SLT, the ADVANCE program team is taking the lead. One session a month will be offered in November and December. Beginning in January 2017 two sessions a month will be offered. A monthly information session will also be offered in Alpine County. We will be rolling out the first information session beginning November 9, 2016; 4) Regular monthly staff meetings now take place with WIOA and CalWORKs Partner staff. The WIOA/WTW staff are jointly developing One Stop improvements, which include layout of the One Stop and Training available to the community; 5) On 10/31/16 - WIOA and WTW staff met to develop a variation of the NEXT Skills curriculum to be offered to the public through the One Stop beginning in January 2017; 6) Continued DOR staff participation at the One STOP providing weekly orientations.

Service Delivery Strategies 1) On 9/7/16 WIOA staff participated in the SLTCC -HTRR Work Group; 2) On 9/8/16 - WIOA staff participated in ADVANCE/WIOA coordinated activities meetings. These meetings have resulted in the joint orientation effort described above.

WIOA Transition WIOA staff attended required Golden Sierra WIOA/CalJOBS training in Auburn on 9/26/16.

GOLDEN SIERRA WORKFORCE BOARD

SERVICE PROVIDER REPORT

Report Period: 9/1/2016 – 10/31/2016
Prepared By: Placer County (DG)

ACTIVITY SUMMARY

| | | |
|-------------------------------------|--------------------------|-------------------------------|
| <input checked="" type="checkbox"/> | New Enrollments | 16 |
| <input checked="" type="checkbox"/> | New ITA Contracts | 6 |
| <input checked="" type="checkbox"/> | New OJT Contracts | 6 |
| <input checked="" type="checkbox"/> | New WEX Contracts | 3 |
| <input checked="" type="checkbox"/> | Total One-Stop Visitors | 1,172 |
| <input type="checkbox"/> | Unique One-Stop Visitors | Unable to collect via CalJOBS |

PROGRAM UPDATES

Youth Recent WEX placements include Solar Installer, Customer Service Representative, and Teacher's Assistant.

Adult Recent training scholarships awarded for LVN, Healthcare Business Analyst, and Six Sigma Black Belt.

Dislocated Worker During the report period no DWs were placed in training.

Disability Employment Accelerator (Advance) Round 1 is nearly complete. Round 2 is off to a good start with OJT placements at a law firm and boutique food retailer.

National Emergency Grant (SP-NEG) Total enrollments = 8/20. Partnered with SETA to increase recruitment efforts. Conducted a second direct mail campaign to UI recipients.

AB2060 Worked with Placer County Probation to identify eligible participants. Recruitment efforts are slow.

EVENT PARTICIPATION

| Date | Event Name | Outcomes |
|----------|-----------------------------------|---|
| 10/07/16 | BIA Career Day | Reached 850 young adults |
| 10/12/16 | Business Service Workshops (2) | Served 11 small businesses |
| 10/14/16 | Sierra Assets Partner Meeting | Contributed to Title II planning efforts |
| 10/20/16 | Empowering People Comm. Event | Reached 100 individuals w/ barriers to employment |
| 10/28/16 | Entrepreneurship Resource Meeting | Networked with City officials to support businesses |

NOTEABLE OUTCOMES

Labor Exchange Services Assisted Goodwill, Elica Health Centers, Randstad, Service Engineering, Wild Groves, HR Management, Sacramento County, and Ticket Chocolate with job orders and recruitment events.

Business Engagement Offered layoff aversion services to local businesses in the form of free staff development workshops (total attendance information not yet available). Attended chamber meetings.

Partner Engagement Attended PSA ribbon cutting event to support their new office and services.

Service Delivery Strategies Staff explored the cost and benefits of adopting the "VOScan Module" to track one-stop users and office traffic; current equipment and scan cards would need to be replaced at a cost of \$4,500+.

WIOA Transition Staff to the board attended MOU Phase II training in order to begin the infrastructure funding negotiation process.

GOLDEN SIERRA CONSORTIUM

BUSINESS SERVICES AND RAPID RESPONSE REPORT

Report Period: 09/01/16 – 10/31/16

Prepared By: Business Engagement Team

ACTIVITY SUMMARY

| | | |
|-------------------------------------|-------------------------|---|
| <input checked="" type="checkbox"/> | New Placer Contacts | 5 |
| <input checked="" type="checkbox"/> | New El Dorado Contacts | 8 |
| <input type="checkbox"/> | New Alpine Contacts | 1 |
| <input checked="" type="checkbox"/> | New Job Orders Received | 35 |
| <input checked="" type="checkbox"/> | Total Active Job Orders | 50+ |
| <input checked="" type="checkbox"/> | Rapid Response Events | 1 (13 IT companies, invitation-only job fair) |

EVENT PARTICIPATION

| Date | Event Name | Outcomes |
|----------|---------------------------------------|---|
| 09/13/16 | Job Connections: Harris & Bruno | 14 job seekers attended |
| 09/13/16 | Hiring Event: ServPro (SLT) | 4 job seekers attended |
| 09/16/16 | Job Connections: Axis | 20 job seekers attended |
| 09/27/16 | Hiring Event: Goodwill (EDC) | 39 job seekers; 36 hired on-site |
| 09/28/16 | Lincoln Chamber of Commerce | Networking event |
| 09/28/16 | Job Connections: Franchise Tax Board | 25+ job seekers attended |
| 09/29/16 | Hiring Event: HR Management | 17 job seekers attended |
| 09/30/16 | Business Advantage Network Meeting | Toured Destiny Center in Placer County |
| 10/4/16 | Hiring Event: ServPro (SLT) | 6 job seekers attended |
| 10/07/16 | Job Connections: JC Penny's | 6 job seekers attended |
| 10/12/16 | Job Connections: Dept. of Corrections | 15 job seekers attended |
| 10/12/16 | Business Service Workshop (EDC) | 4 employers attended |
| 10/13/16 | Business Service Workshop (Placer) | 7 employers attended |
| 10/18/16 | Business Service Workshop (Placer) | 42 employers and support staff attended |
| 10/18/16 | No. CA Rapid Response Roundtable | Regional Meeting |
| 10/18/16 | Hiring Event: HR Management | 20 hired as result of 2 events |
| 10/20/16 | Business Service Workshop (EDC) | 10 employers and support staff attended |
| 10/25/16 | Business Service Workshop (Placer) | 42 employers and support staff attended |
| 10/25/16 | Hiring Event: Harrah's/Harvey's (EDC) | 20 job seekers attended |
| 10/27/16 | Business Service Workshop (Placer) | 12 employers and support staff attended |

ACTIVE JOB ORDER TRENDS

Hospitality and Tourism Openings include: General Manager, Production Worker, and Activities Assistant.

Retail We expect multiple requests for hiring events as the holiday season approaches.

Health Care Services Openings include: Rehabilitation Specialist, Social Worker, Home Health Aid, and RN.

Information Technology We are focused on rapid re-employment for those affected by recent layoffs.

Construction/Trades No new information to report.

Business and Financial Services Openings include: Inside/Outside Sales and Project Manager.

Professional and Technical Services No new information to report.