

GOVERNING BODY MEMBERS

KATHERINE RAKOW, *Vice Chair*
Board of Supervisors
Alpine County

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

KIRK UHLER
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
REGULAR MEETING
AGENDA**

Wednesday, June 7, 2017 – 10:00 a.m.

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

- | | | |
|-------|--|-------|
| I. | <u>ROLL CALL AND INTRODUCTION OF GUESTS</u> | |
| II. | <u>APPROVAL OF AGENDA</u> | 1-2 |
| III. | <u>CONSENT AGENDA</u> | |
| | All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion. | |
| | A. Approval of Minutes from April 5, 2017 GB Meeting | 3-6 |
| IV. | <u>PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA</u> | |
| V. | <u>RESOLUTION 16-06 GOLDEN SIERRA JOB TRAINING AGENCY AMENDED EMPLOYEE HANDBOOK</u> | 7-8 |
| VI. | <u>RESOLUTION 16-07 DRY PERIOD FINANCING</u> | 9-11 |
| VII. | <u>RESOLUTION 16-08 AMEND POSITION ROSTER</u> | 12-14 |
| VIII. | <u>RESOLUTION 16-09 SIGNATURE AUTHORITY</u> | 15-16 |
| IX. | <u>2017-2018 WIOA TITLE I DRAFT BUDGET</u> | 17-25 |
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| XII. | <u>DIRECTOR'S UPDATE</u> | |
| XIII. | <u>WIOA LOCAL PLAN UPDATE</u> | 43-45 |
| XIV. | <u>CAREER SERVICES APPLICATION UPDATE</u> | 46-47 |

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.

XV. WIOA SERVICE PROVIDER UPDATES

48-53

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

XVI. CLOSED SESSION

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION
(Government Code §54957)

TITLE: EXECUTIVE DIRECTOR

XVII. FUTURE AGENDA ITEMS/NEW BUSINESS

XVIII. NEXT MEETING

Wednesday, August 2, 2017 – 10:00 am; Golden Sierra Job Training Agency - Auburn

XIX. ADJURNMENT

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
REGULAR MEETING
MINUTES**

Wednesday, April 5, 2017 – 10:00 a.m.

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum of the Governing Body was established and the meeting was called to order at 10.02 a.m. by Chair Ranalli

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

Absent: None

Guests: Jason Buckingham, Lorna Magnussen, Carline Chavez, Terrie Trombley,
Tom Keegan

II. APPROVAL OF AGENDA

Ranalli requested the following amendment to the agenda: Carry over Item VI: Resolution 16-06 Golden Sierra Job Training Agency amended Employee Handbook to June 7, 2017 meeting.

Motion to approve agenda as amended by Uhler, second by Rakow

Motion approved unanimously

III. CONSENT AGENDA

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

A. Approval of Minutes from February 1, 2017 GB Meeting

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

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

None

V. RESOLUTION 16-05 DRY PERIOD FINANCING

Motion to approve Resolution 16-05 Dry Period financing by Uhler, second by Rakow

Motion approved unanimously by roll call vote

VI. RESOLUTION 16-06 GOLDEN SIERRA JOB TRAINING AGENCY
AMENDED EMPLOYEE HANDBOOK

Item was removed from agenda as noted in amended agenda item II.

VII. FY 2015/2016 FINANCIAL STATEMENTS/SINGLE AUDIT;
VAVRINEK, TRINE, DAY & CO

Motion to approve FY 2015/2016 financial statements/single audit; Vavrinek, Trine, Day & Co. by Rakow, second by Uhler

Motion approved unanimously

VIII. SIGNATURE AUTHORITY FOR SUBGRANT PY 2017/2018

Motion to approve Signature authority for subgrant PY 2017/2018 by Uhler, second by Rakow

Motion approved unanimously

IX. DISCUSSION & APPROVAL OF ROSEVILLE CONSOLIDATION

Motion to authorize Executive Director to move forward with Roseville consolidation by Uhler, second by Rakow

Motion approved unanimously

X. CAREER & TECHNICAL EDUCATION INCENTIVE GRANT (CTEIG) SUMMER INTERNSHIP

Motion to approve Career & Technical Education Incentive Grant (CTEIG) summer internship by Rakow, second by Uhler

Motion approved unanimously

XI. WIOA REGIONAL PLAN APPROVAL AND SIGNATURE [Jason, don't make any changes to this item as the language below was submitted with regional plan – LM]

Buckingham explained that the Federal planning process for WIOA requires the State to file an “umbrella plan” which requires the Governor’s designated Regional Planning Units [Capital Regional Planning Unit] to submit a Regional Plan in addition to the Local Areas submitting a Local Plan. The Local Plan has already been approved by the Governing Body, and staff are now seeking approval for the Regional Plan. This approval would also allow for the Director to make changes to the Regional Plan as required for State approval.

Motion to approve WIOA Regional Plan by Uhler, second by Rakow

Motion approved unanimously

XII. ONE-STOP OPERATOR AWARD

Buckingham is requesting the board's approval to award Michael Indiveri a contract to serve as the one stop operator.

Motion to approve One-Stop Operator Award by Uhler, second by Rakow

Motion approved unanimously

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

Motion to approve Signature approval of Phase I, WIOA required career & technical education (CTE) partner memorandums of understanding by Uhler, second by Rakow

Motion approved unanimously

XIV. REMOVAL/DISMISSAL OF WORKFORCE BOARD MEMBER

Motion to approve removal of Workforce Board member Kevin Ferreira in accordance with Workforce Board Bylaws 3.5 by Uhler, second by Rakow

Motion approved unanimously

XV. DIRECTOR'S REPORT

National Disaster Workforce Grant, emergency money for flood impact. It's a temporary jobs program; the agency would act as the employer of record and place people on worksites. The state approved the funding for the agency but they reduced the cost that the agency proposed. If we accepted this funding it could impact other agency programs. Buckingham suggested not going forward with that funding based on impacts to current programs.

DEA (Disability Employment Accelerator) grant; application submitted; this will assist businesses to hire people with disabilities, and fund our new Disability Resource Clerk (DRC) position. The money is also a conduit for the ticket to work program which will generate additional income.

SlingShot; additional funding from state discretionary funding; the regional group is currently working on an application to conduct 4 tech forms in the Capital Region to allow businesses and practitioners from our technical industries to discuss impacts on the workforce.

Funding; public funding and pension costs will impact us; largest impact by July 2018. Our current competitive process for career and training services is ending so. This will give us an opportunity to redesigned service delivery in our new RFP will incorporate these funding impacts.

- \$150,000 pension increase
- Direct Training – 30% still required
- Required Comprehensive Center
- Redesign may mean only one center in consortium, no subcontracts or subcontract out all services.

XVI. SLINGSHOT UPDATE

Buckingham stated that once the regions compact was approved by the state an RFP was initiated to focus on business mentorship services or maker space activities as well as the development of an online resource to supply information on available services in the region for small businesses. One of the awardees was Hacker Lab. There is additional money coming from the state for this program.

XVII. WIOA SERVICE PROVIDER UPDATES

Buckingham noted that one of the One-Stop Operators future roles will be to work with partners and stakeholders to redesign the reports,

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

XVIII. CLOSED SESSION

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION
(Government Code §54957)

Title: Executive Director

Ranalli called the meeting into closed session at 10:56 a.m.

Ranalli called the meeting back into open session at 11:04 a.m.

Report out of closed session: process was initiated and will be revised in June.

XIX. FUTURE AGENDA ITEMS/NEW BUSINESS

Draft Budget 2017/2018
Executive Director's Evaluation
Workforce Board membership
Employee Handbook

XX. NEXT MEETING

June 7, 2017 –10:00 am; Golden Sierra Job Training Agency-Auburn

XXI. ADJOURNMENT

Meeting adjourned by Chair Ranalli at 11:06 am.

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: June 7, 2017
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Resolution 16-06 – Amend Employee Handbook

Your approval is requested for the attached updated Golden Sierra Job Training Agency Employee Handbook.

The purpose of this handbook is to revise and update policies applicable to Golden Sierra's employees. This handbook will remain applicable to bargaining unit members unless it is in conflict with the provision of current MOU, in which case the provisions of the MOU will be applicable for represented employees.

[Employee Handbook](#) (will be available for download no later than Monday June 5, 2017)

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

In the matter of: Resolution amending the
Golden Sierra Job Training
Agency Employee Handbook

Resolution No.: 16-06

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

June 7, 2017 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Michael Ranalli, Chairman, Governing Body

Attest:

Clerk of said Governing Body

Lorna Magnussen

BE IT HEREBY RESOLVED by the Governing Body of the Golden Sierra Job Training Agency that the Golden Sierra Job Training Agency Employee Handbook is adopted as the document that describes personnel process and practices of the Golden Sierra Job Training Agency.

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: June 7, 2017
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: Resolution 16-07 – Dry Period Financing

Staff are seeking the Governing Body's approval to receive \$60,000 dollars in Dry Period Financing from the Placer County Treasurer for FY 2017-2018. This funding will allow the Agency to apply for and receive non-federal awards that complement our purpose when these awards are received on a reimbursement basis (meaning expenses must be incurred in order to submit invoices to the grantor for reimbursement). Having the availability of this financing will provide flexibility and a 45 day cash cushion while awaiting reimbursement from the grantor. This will eliminate times when the Agency cash for these non-allocation awards are at a negative balance in the Placer County accounting system.

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

In the matter of: A resolution authorizing the
Executive Director and Chief
Fiscal Officer the authority to
apply for dry period financing for
up to \$60,000 for FY 2017-2018

Resolution No.: 16-07

Ordinance No.: _____

First Reading: _____

WHEREAS, during the fiscal year, Golden Sierra Job Training Agency (Agency) has opportunities to accept grant awards that enable the Agency to further offer unique types of participant career services;

WHEREAS, these grant awards require the Agency to incur expenses prior to grant reimbursement claim;

WHEREAS, during the fiscal year, Golden Sierra Job Training Agency (Agency) has opportunities to accept grant awards that enable the Agency to further offer unique types of participant career services;

WHEREAS, these grant awards require the Agency to incur expenses prior to grant reimbursement claim;

WHEREAS, these expenses cause the Agency to exceed cash availability for up to 60 days and \$60,000;

WHEREAS, the Agency requires temporary borrowing of Treasury funds for dry period financing from Placer County for up to \$60,000;

WHEREAS, the Placer County Treasurer is the Agency's Treasurer, all funds of the agency are deposited into the Placer County Treasury and the Agency keeps all its funds in the Placer County Treasury;

WHEREAS, should the Governing Body of the Agency decide to change the Agency Treasurer, any outstanding dry period financing will be due and payable prior to removing any funds from the Placer County Treasury.

WHEREAS, the reimbursement for any grant awards will be deposited in the Placer County Treasury and will be used first to repay any negative balance in the Treasury; and

WHEREAS, the Agency is required by Placer County to complete and submit to the County of Placer an application for Temporary Borrowing of Treasury Funds for Dry Financing;

GSJTA Resolution 16-07 Dry Period Financing

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 Chief Fiscal Officer, to annually apply for temporary borrowing of Treasury funds for dry period financing via the Placer County Treasury procedures to support specific grants where advance funding is unavailable.

The following **Resolution 16-07** was duly passed by the Governing Body of the Golden Sierra Job Training Agency at a regular meeting held

June 7, 2017 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Michael Ranalli, Chairman, Governing Body

Attest:

Lorna Magnussen, Clerk of Golden Sierra Governing Body

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: June 7, 2017
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Resolution 16-08 – Amend Position Roster

Attached is Resolution 16-08 amended Allocated Position Roster for your review and approval.

The changes to the Allocated Position were necessary to bring Salary Ranges into alignment with current bargaining unit MOU with Stationary Engineers Local 39.

COST OF LIVING ADJUSTMENT

Effective pay period 2, June 24, 2017, employees shall receive a 1.5% cost of living adjustment.

BEFORE THE GOVERNING BODY
GOLDEN SIERRA JOB TRAINING AGENCY

In the matter of: Resolution amending the
Golden Sierra Job Training
Agency Allocated Position
Roster

Resolution No.: 16-08

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

June 7, 2017 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Michael Ranalli, Chairman, Governing Body

Attest:

Clerk of said Governing Body

Lorna Magnussen

BE IT HEREBY RESOLVED by the Governing Body of the Golden Sierra Job Training Agency that the Golden Sierra Job Training Agency Positions Allocation Roster are adopted as the document that describes the structure and staffing of the Golden Sierra Job Training Agency.

GOLDEN SIERRA

Job Training Agency

ALLOCATED POSITION ROSTER

Effective June 24, 2017

<u>CLASSIFICATION</u>		<u>SALARY RANGE*</u>		<u># of POSITIONS funded</u>	<u># of POSITIONS unfunded</u>
		<u>From [A]</u>	<u>To [E]</u>		
Account Clerk - I	Promotional Series	\$ 15.5016	\$ 18.8421	1 FTE	
Account Clerk - II		\$ 17.0876	\$ 20.7701		
Senior Account Clerk		\$ 18.8160	\$ 22.8709		
Accounting Technician		\$ 19.9708	\$ 24.2745	1 FTE	
Admin Clerk - I	Promotional Series	\$ 14.5344	\$ 17.6668	1 FTE	1 FTE
Admin Clerk - II		\$ 16.0245	\$ 19.4780		
Senior Admin Clerk		\$ 17.6671	\$ 21.4746		
Executive Assistant		\$ 22.3842	\$ 27.2081		1 FTE
Program Clerk I	Promotional Series	\$ 16.0245	\$ 19.4780	2 FTE	
Program Clerk II		\$ 17.6671	\$ 21.4746		
Assistant Business and Employment Specialist		\$ 21.7166	\$ 26.3966	7 FTE	
Associate Business and Employment Specialist		\$ 26.3960	\$ 32.0846		
Business and Employment Specialist - Supervisor		\$ 32.0848	\$ 38.9991		1 FTE
Disability Resource Coordinator		\$ 26.3960	\$ 32.0846	1 FTE	
Program Analyst		\$ 26.3960	\$ 32.0846		1 FTE
WB Coordinator/Analyst		\$ 32.0848	\$ 38.9991	1 FTE	
Chief Fiscal Officer		\$ 36.7194	\$ 44.6326	1 FTE	
Deputy Director***		\$ 41.8290	\$ 50.8435	1 FTE	
Executive Director**		SEE BELOW		1 FTE	
				17 FTE	4 FTE

* Employees at Steps E and F for more than 5 years are eligible for a 5% longevity pay increase

** Executive Director position is exempt from the normal salary structure, as the 5% incremental steps do not apply. Salaries for this position are negotiated at time of hire.

*** Previously "Program Manager"

This position has a salary range of:

SALARY RANGE

Hourly
\$49.0455-\$71.3505

Annually
\$102,015-\$148,409

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: June 7, 2017

TO: Governing Body (GB)

FROM: Jason Buckingham, GSJTA Executive Director

SUBJ: Resolution 16-09 – Approve Delegated Signature Authority

Before the Board is Resolution 16-09 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.: 16-09

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

June 7, 2017 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Michael Ranalli, 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
WORKFORCE BOARD**

MEMORANDUM

DATE: June 7, 2017
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: 2017-2018 WIOA Title I Draft Budget

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

This budget has been recommended for approval by both the Executive Committee on May 15, 21017, and the Workforce Development Board on May 18, 2017.

Budget Introduction and Overview

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

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

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

The Fiscal Year 2017/2018 Draft Budget:

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

The budget meets mandated funding requirements as follows:

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

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

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

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

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

Approved By:
Executive Committee: 5/15/17
Workforce Board: 5/18/17
Governing Body

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

Approved By:
Executive Committee: 5/15/17
Workforce Board: 5/18/17
Governing Body

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

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

Approved by:
 Executive Committee: 5/15/17
 Workforce Board: 5/18/17
 Governing Board:

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

Approved by:
Executive Committee: 5/15/17
Workforce Board: 5/18/17
Governing Board:

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

Approved by:
 Executive Committee: 5/15/17
 Workforce Board: 5/18/17
 Governing Board:

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

Approved by:
 Executive Committee: 5/15/2017
 Workforce Board: 5/18/2017
 Governing Board:

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

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

Approved by:
 Executive Committee: 5/15/17
 Workforce Board: 5/18/17
 Governing Board:

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

Approved by:
 Executive Committee: 5/15/17
 Workforce Board: 5/18/17
 Governing Board:

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: June 7, 2017
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: Workforce Board Membership

Your approval is requested for the Workforce Board membership renewals and new appointments as outlined below.

The membership term will be July 1, 2017 To June 30, 2021.

Term Renewals

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

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

Applications

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

Current Membership Vacancies

3 Business members
1 Organized Labor
1 Joint Labor

Prospective members for all vacancies are currently in the application process. Full compliance is anticipated by August 2, 2017.

MEMBERSHIP APPLICATION FORM

Person Nominated: Robin Trimble **Title:** CEO

Business Name: Rocklin Area Chamber of Commerce

Business Address: 3700 Rocklin Road

Telephone: 916-624-2548 **FAX:** 916-624-5743 **E-mail:** robin@rocklinchamber.com

Organization submitting nomination: El Dorado County Chamber of Commerce
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Laurel Brent-Bumb **Title:** Chief Executive Officer

Business Address: 542 Main Street, Placerville, CA 95667

Telephone: (530) 621-5885 **FAX:** (530) 642-1624 **E-mail:** chamber@eldoradocounty.org

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

Area of Representation (check all that apply):

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

5.2.17

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?

CEO of Rocklin Chamber for 12 years. Responsible for community outreach, staffing, government relations and budgeting. Bio attached.

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

Engaged in numerous Economic Development, Advocacy and Leadership roles in Placer County and the region. See attached bio.

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.



Bio for Robin Trimble

Robin Trimble has lived in South Placer since 1990. She brings 18 years of corporate leadership and management expertise to the top job for the Chamber and its 650 member businesses.

Ms. Trimble oversees all facets of the Rocklin Area Chamber including staff management, government relations, fund raising, member recruitment and the operating budget. She took over as CEO of the Chamber on June 1, 2005.

Prior to her role as CEO, Ms. Trimble spent most of her career in a variety of leadership positions at USAA Property and Casualty, where she worked from 1986 to 2003. Her experiences at USAA included Claims Operations, oversight of the USAA Foundation for the Western Region and Executive Management roles.

Ms. Trimble holds a master's in business administration from Golden Gate University and a bachelor's degree from California State University, Sacramento.

Ms. Trimble has given her time to numerous community organizations, including the Salt Mine, Homeward Bound Golden Retriever Rescue and William Jessup University. She established the Margaret Schonbeck Memorial Scholarship at Rocklin High School. She was a founding member of the Rocklin Educational Excellence Foundation. She is the Past President of the Placer SPCA, Placer Valley Tourism and RRUFF – Rocklin Residents United for Fido.

Ms. Trimble is an alumni of the American Leadership Forum (ALF) program.

Ms. Trimble is the proud "fur mom" to her cat, Baby and her Golden Retriever, Sam. Ms. Trimble has a grown daughter, Natali and a grandson, Sam who reside in the San Luis Obispo area.



Still Finding Gold In El Dorado County

May 11, 2017

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

| Dear Jason,

It gives me great pleasure to nominate Ms. Robin Trimble, to the Golden Sierra Workforce Investment Board. She is a dedicated person that has a lot of energy and passion. Her expertise will help the WIOA in their overall mission. Thank you for reviewing her application and I am sure you will agree that Robin will be an added asset to the WIOA Board.

Sincerely,

Laurel Brent Bumb

Laurel Brent-Bumb, A.C.E.

Chief Executive Officer

El Dorado County Chamber of Commerce

EL DORADO COUNTY CHAMBER OF COMMERCE

542 Main Street, Placerville, California 95667

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

MEMBERSHIP APPLICATION FORM

Person Nominated: Jacqueline Humenick Title: Business Office Director

Business Name: Ponte Palmero

Business Address: 3081 Ponte Morino Dr. Cameron Park CA 95682

Telephone: 530-677-9100 FAX: 530-676-2198 E-mail: jhumenick@pontepalmero.com

Organization submitting nomination: Rotary Club of Cameron Park
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Tiffany Ortega Title: Board Member

Business Address: 3081 Ponte Morino Dr. Cameron Park CA 95682

Telephone: 530-677-9100 FAX: 530-676-2198 E-mail: tortega@pontepalmero.com

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

4.12.17
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?

I am certified in Human Resources practices and CA employment laws. I will be able to bring an HR perspective to the board. I have also worked with senior citizens for over 2 years and am certified in Residential Care for the Elderly Administration, so I understand how to work with, help and manage both young and older groups of people.

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


I would be a great candidate for the WDB because I am passionate about human resources and employee relations. I am constantly challenging myself to learn new employment laws and employee relation strategies. I work hard to make Ponte a great place to work and love the idea of bringing this to other companies and communities. I have been looking for a way to engage with my community on a volunteer and professional manner and I think this would be a great way to do that. I have a very flexible schedule and am able to devote my time and energy into my work at WDB.

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.

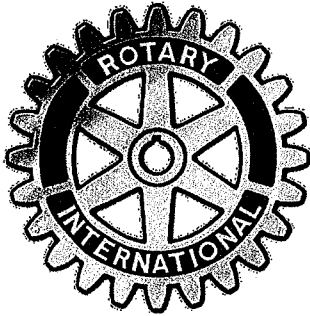
CONFLICT OF INTEREST INFORMATION

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

4.12.17
Date



To Whom It May Concern,

My name is Tiffany Ortega and I am one of the Board members at the Cameron Park Rotary Club. I would like to recommend Jaqui Humenick to serve on the Golden Sierra Workforce Development Board for the following reasons. I have worked with Jaqui for almost two years and I have seen her dedication to her career in Human Resources first hand. She has a passion for helping the staff members find enjoyment in their employment at Ponte.

Jaqui is reliable and dedicated to her job at Ponte as the Business Office Director, and often goes above and beyond what is asked of her. She would bring this work ethic with her to the WDB and put her all into serving the community.

For these reasons I think Jaqui Humenick would be an excellent addition to your Board. Please contact me if you would like to discuss further.

Thank you,

Tiffany Ortega 4/12/17

Tiffany Ortega

Activities Director

3081 Ponte Morino Dr

Cameron Park, CA 95682

530-677-9100, tortega@pontepalmero.com

JACQUELINE HUMENICK

530-647-6470 | jaqui.humenick@gmail.com | 3422 Bristol Ct Cameron Park, CA 95682

EDUCATION

2013 Bachelor Degree in Health Care Administration, California State University Sacramento

2016 Certificate for the Administration of a Residential Care Facility for the Elderly, Department of Social Services Community Care Licensing

2017 Certificate as an Associate Professional in Human Resources, Human Resources Certification Institute

RELATED WORK EXPERIENCE

Ponte Palmero, Cameron Park, CA

Jan 2015- Present

Business Office Director

- Head of Human Resources
 - o Including employee relations, interviewing and hiring, disciplining and terminating, benefits processing, workers compensation processing etc.
- Accounts payable and receivable
 - o Resident relations, billing residents, depositing and tracking payments, paying vendors and vendor relations
- Payroll processing and time and attendance management
- Supervising concierge staff
- Running the business office during business hours and interacting with phone calls and walk ins
- Reports to Executive Director and assists with projects and tasks as needed

Heritage Oaks Hospital, Sacramento, CA

Sept 2013-Jan 2015

Staffing Coordinator

- Oversaw workforce management planning for the nursing department, including scheduling staff, monitoring real time staffing changes and covering call offs
- Prepared bi-weekly staffing reports to payroll
- Assisted the Director of Nursing by ensuring policies and procedures are being followed
- Monitored productivity and reported trends to Director of Nursing as a means of improving staff efficiency
- Responded to employee inquiries properly and in a timely manner
- Assisted in orientating new employees on their first day of employment

Kaiser Permanente, Sacramento CA

Jan 2013- May 2013

Student Intern

- Reported to Director of Accreditation and Licensing and offered administrative support in multiple areas of business
- Worked with fellow interns to convert old company policies to new format
- Shadowed other Directors and employees to gain knowledge of multiple aspects of hospital management
- Helped implement employee appreciation events

Airport Pet Clinic, Cameron Park, CA

2008-Present

Doctors Assistant

- Checked patients in for appointments, took vital signs and communicated with owner about patient concerns
- Charted on patients and communicated appointment information to doctors then assisted with appointment and patient procedures
- Implemented and supervised safety programs for staff
- Created and monitored staff schedule
- Ordered and monitored pet food inventory
- Covered reception desk when needed including answering four phone lines, checking clients in and out, charging out clients, preparing end of day reports and balancing transactions

Philosophia, El Dorado Hills, CA

2006-2008

Assistant Manager

- Supervised employees, assigned tasks, evaluated work
- Opened and closed store five days a week
- Prepared and ran bank deposits
- Prepared accounts payable and receivable using Quickbooks
- Inventoried and ordered supplies
- Hosted booths at trade shows and followed up with potential new clients

Longs Drugs, El Dorado Hills and Pollock Pines, CA

2003-2008

Shift Supervisor, Bookkeeper

- From 2003 to 2006 worked as a cashier
- From 2006-2008 worked as a bookkeeper
 - o Balanced all register transactions, counted all monies that came in and went out and balanced end of day credit card reports
 - o Prepared bank deposits
 - o Prepared invoices to send to accounts payable
 - o Responded to employee and customer concerns and questions

REFERENCES

Greg Kasner, current supervisor, year's known-2, 530-677-9100
Celeste Snyder, former supervisor, year's know-9, 530-677-7387
Robyn Steward, former supervisor, year's known-10, 916-719-4035
Kimberly Johansen, friend, known-since 1995, 530-306-3008
Nicolette Clayton, sister, 415-359-5623

MEMBERSHIP APPLICATION FORM

Person Nominated: Diana Souza Title: Human Resources

Business Name: NorCal Kenworth

Business Address: 707 Display Way Sacramento, CA 95838

Telephone: 510-746-5205 FAX: _____ E-mail: diana.souza@norcalkw.com

Organization submitting nomination: Bay Area Business Roundtable
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: Bernard Ashcroft Title: CEO

Business Address: 8517 Earhart Rd. Oakland, CA 94621

Telephone: 510-568-6302 FAX: _____ E-mail: rttcjobs@aol.com

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

Diana Souza
Signature

5-5-2017
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?

I have served on San Leandro's City Council for 8 years, been a member of Bay Area Business Roundtable since 2013, served on the Perkins Advisory Board for San Lorenzo Unified School Board; served on the Chabot College Automotive Technology Advisory Committee, as well as continued to be an advocate for partnerships that enhance opportunities for today's and tomorrow's employees.

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

I am a Human Resources Professional with over 25 years experience having worked in many different industries; I understand how to create partnership with local government agencies and businesses.

Bio attached

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.

Drana Souza

Signature of Applicant

5-5-2017

Date

Diana Souza

Education/Training

BS, Business Administration, with an option in Human Resources
MBA, Entrepreneurship
Leadership San Leandro
Pathwise Leadership Development
Chrysler/California Latino Caucus Institute, Leadership Training
San Leandro Citizen Police Academy

Community Involvement

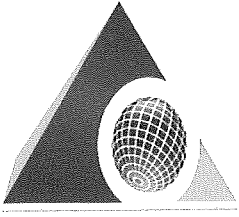
San Lorenzo Unified School District Personnel Commission
San Leandro Police Chief's Advisory Board
San Leandro Boys and Girls Club Board
Keep Music Rockin' Foundation
Bike and Pedestrian Advisory Committee, City of San Leandro
San Leandro Recreation and Parks Commissioner
Building Futures for Women & Children School Supply Drive
Tech Link Advisory Group, Arroyo High School
Perkins Advisory Board, San Lorenzo Unified School District
Future Academy Advisory Group, Arroyo High School
Decca Regional Competition Judge
San Lorenzo Unified School District Measure E & O Oversight Committee, Chair
Chabot College Automotive Technology Advisory Committee
San Leandro Chamber of Commerce Executive Board
Community Education Foundation, Chair
East Bay Swim League, President
Aquatic Task Force, City of San Leandro
Blue Ribbon Committee, City of San Leandro
City/Chamber Ad Hoc Local Inclusion Policy Committee
Bay Area Business Roundtable
Washington Manor, Dayton and Arroyo PTA
Washington Manor School Girls' Basketball Coach
Washington Manor, Dayton and Arroyo School Site Council
Washington Manor Junior League Board member
Washington Man Swim Team, President
Kaboom Build a Part - New Orleans, Oakland, San Leandro

Intergovernmental Agencies while on San Leandro City Council

League of California Cities, East Bay Division, President
Alameda County Waste Management Authority, Board of Directors
Port of Oakland, Oakland Airport/Community Noise Management Forum
City and San Leandro & San Lorenzo Unified School District Liaison Committees
Alameda County Fire Commission

Internal City Committees while on San Leandro City Council

Served on Finance Committee, Facilities & Transportation Committee, Rules Committee



Bay Area Business RoundTable

8517 Earhart Road, Oakland, CA 94621. Tel: (510) 568-6302 Fax: (510) 568-6312. Website: BABRT.Org

May 5, 2017

TO: GOLDEN SIERRA WORKFORCE DEVELOPMENT BOARD
RE: DIANA SOUZA

It is with pleasure and honor that I write this letter in support and recommendation for Diana Souza to serve on the Golden Sierra Workforce Development Board. I have known Ms. Souza for more than 10 years and I can assure you that she possesses eminent qualifications and expertise for such duties.

My respect for Ms. Souza is predicated upon my observations of her in different settings and situations. I know her as a civic leader who served with distinction on the City Council of San Leandro, and she continues to be a strong community leader helping to shape and align this region with innovative solutions to workforce, education and business development.

Ms Souza has a sharp vision on the importance of education and understands the health of any community is associated with the quality of its education system. This underscores the importance of linking career pathways to the actual needs of employers in the region's growth industries. This enables businesses to plan for growth, knowing they can rely on a responsive workforce development system.

You will find Ms. Souza dependable, highly motivated and she will bring a rich background to the Workforce Development Board.

I feel privileged to make this positive reference for Ms. Diana Souza without limiting conditions or reservations.

Sincerely,

Bernard Ashcraft, CEO
Bay Area Business Roundtable.

**GOLDEN SIERRA
WORKFORCE BOARD**

MEMORANDUM

DATE: June 7, 2017
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: 2017-2018 Meeting Schedule

Approval is requested to establish the 2017-2018 Governing Body meeting schedule.

Current schedule for 2016-2017 is 1st Wednesday of even months; 10:00 pm - 12:00 pm

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: June 7, 2017
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: WIOA Local Plan Update

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

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

Current communication (attached) identifies that the CWDB will be providing guidance on what areas of further detail will be required and places a revision due date of June 15, 2017.

On May 23, 2017 GSJTA received notification that the Golden Sierra Regional Workforce Board's Local Plan contained no deficiencies, needed no further revisions and would be recommended for approval at the August CWDB meeting.

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

May 1, 2017

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

Dear Mr. Buckingham,

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

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

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

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

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

Sincerely,



Tim Rainey, Executive Director

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

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

May 23, 2017

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

Dear Mr. Buckingham,

There were no deficiencies identified in the local plan submitted by your local workforce development board, and you do not need to submit any additional updates. Your local plan will be recommended for approval to the State Workforce Development Board in August 2017.

We look forward to working with you and providing any assistance that we can to help you implement your local plan. If you have any questions, please contact Carlos Bravo at (916) 651-6392 / carlos.bravo@cwdb.ca.gov.

A hard copy of this letter will be sent to you this week.

Sincerely,



Tim Rainey, Executive Director

Cc: Andre Schoorl, *Undersecretary, California Labor and Workforce Development Agency*
Dennis Petrie, *Deputy Director, Workforce Services Division, EDD*
Jaime Gutierrez, *Chief, Workforce Services Division, EDD*

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: June 7, 2017
TO: Governing Body (GB)
FROM: Jason Buckingham, GSJTA Executive Director
SUBJ: Career Services Application Update

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

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

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

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

GOLDEN SIERRA WORKFORCE BOARD

SERVICE PROVIDER REPORT

Report Period: February 28, 2017-
March 31, 2017

Prepared By: Alpine County (RL)

ACTIVITY SUMMARY

<input checked="" type="checkbox"/>	New Enrollments	3 adult enrollments and one 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	77 Total One-Stop Visitors
<input checked="" type="checkbox"/>	Unique One-Stop Visitors	9 new One-Stop Visitors

PROGRAM UPDATES

Youth The case manager has been working on youth leadership and has visited the local high school to present WIOA information, has developed interviewing workshops for youth at the Career Center and is providing outreach to youth to discuss career readiness and to provide information on post-secondary degrees

Adult The case manager has been working with a number of adults in the program to update resumes, provide job search assistance and inform adults about upcoming hiring events and assist adult clients in informing them about in-demand positions with employers that are currently hiring.

Dislocated Worker The Career Center case manager is working closely with the dislocated worker population to assist in locating year-round positions. The Alpine County Career Center has many participants who have seasonal work and those participants have been visiting the Career Center to find new positions or to enroll in courses at the colleges.

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>
3/31/2017	Tahoe Chamber Business Expo	meeting with both Human Resources Manager and job seekers to discuss employer needs and discussing OJT and WEX opportunities with job seekers
3/9/2017	ADVANCE meeting at LTCC	Discussion of ADVANCE Home parent programs to enhance student/parent learning opportunities
3/22/2017	VITA Volunteer Webinar	VITA webinar to learn how VITA volunteers can assist taxpayers during the tax season
3/15/2017	Wonderlic Employer Engagement Webinar	Learning about connecting credential and developing credential pathways that are not fragmented.

NOTEABLE OUTCOMES

Labor Exchange Services Continued communication with ServPRO, Harrah's/Harveys and local business owner to discuss employer needs

Business Engagement Working with new business owners to assist them in marketing efforts and meeting with owners to discuss potential employment needs as new companies grow in the local area.

Partner Engagement Working with partners at Behavioral Health Services, Live Violence Free, Department of Rehabilitation and Alpine Early Learning Center to discuss stated client need while working with those partners.

Service Delivery Strategies Customers are meeting more with the case manager so that service delivery is conducted in an efficient and streamlined manner. New technology is being utilized to ensure that clients are aware of new programs and workshops delivered at the Career Center and through partner agencies.

WIOA Transition The Alpine County Career Center is reviewing all new WIOA directive and policy changes to ensure that WIOA transition guidelines are being met.

GOLDEN SIERRA WORKFORCE BOARD

SERVICE PROVIDER REPORT

Report Period: March and April 2017

Prepared By: El Dorado County (JW)

ACTIVITY SUMMARY

<input checked="" type="checkbox"/>	New Enrollments	9
<input checked="" type="checkbox"/>	New ITA Contracts	5 - Occupations include Web Design, Truck Driving, Commercial Electrician and PMP Certification
<input checked="" type="checkbox"/>	New OJT Contracts	2- Occupations are HVAC and Administrative Assistant
<input type="checkbox"/>	New WEX Contracts	0
<input checked="" type="checkbox"/>	Total One-Stop Visitors	1,255
<input checked="" type="checkbox"/>	Unique One-Stop Visitors	86

PROGRAM UPDATES

Youth

A pilot summer program serving foster youth is in process. A simple application has been developed and pushed out to foster parents, group homes and social workers. Interview dates have been established.

Adult In SLT coordination with the ADVANCE collaborative, WIOA staff are now able to better inform the community about WIOA services.

Dislocated Worker K7 Dislocated Worker (DW) funds have been expended. We coordinate with the Business Services Rep in order to refer dislocated workers to open positions.

Prop 39 N/A

Disability Employment Accelerator (Advance) N/A

National Emergency Grant (SP-NEG) Our county is working with the GSJTA Business Services Rep to try to identify potential participants for this grant.

EVENT PARTICIPATION

<u>Date</u>	<u>Event Name</u>	<u>Outcomes</u>
3/8/17	Transition Night Pondersosa High School	Shared WIOA information with 31 families.
3/10/17	Business Showcase & I love Film	Connected with businesses and let them know about WIOA services
3/13/17	Union Mine Career Fair	Shared WIOA information with graduating students and parents.
3/21/17	Wollborg Michelson Recruiting event	How to create a Federal Resume and then meet with recruiters.
3/27/17	US Forest Service	Eight (8) Businesses attended.
3/30/17	Staffed a GSJTA sponsored Employer Workshop /Building Strong & Engaged Teams, in El Dorado Hills.	
3/30/17	Rural Business Development Workshop sponsored by Valley Vision Go Business Local Expo sponsored by the South Lake Tahoe Chamber of Commerce	Provided WIOA information to participating business.
		In partnership with Alpine County, provided WIOA

		information to businesses and local non-profits in SLT.
4/ 6/ 17	Trades Fair 2017	Participated with GSJTA to offer WIOA information to Job Seekers
4/6/17	Met with EDC Economic Development staff, CEOs from El Dorado and El Dorado Hills Chamber to develop Small Business Training for El Dorado County	
4/13/17	Harrah's & Harvey's hiring event	Due to the weather very few people attended.
4/20/17	Honor a Hero/Hire a Hero	Participated with GSJTA to let job seekers know about WIOA services.
4/14/17, 4/20/17 and 4/21/17	Visited Rolling Hills and Lake Hills churches as potential venues for the Tri-County Job fair.	The outcome is that Rolling Hills Church was selected for the August 17 th Tri County Job Fair.

NOTEABLE OUTCOMES

Labor Exchange Services Recruitment Events: 1) March 16, 2017 Stanfield Systems, 2) March 21, 2017 Wollborg Michelson, 3) March 27, 2017 and March 30, 2017 US Forest Service, 4) Helped to get the word out about an Early Childhood Recruitment Fair in SLT on March 11, 2017, 5) Harrah's & Harvey's hiring event, 6) March 24, 2017, met with Broderick Corp. in El Dorado Hills to let them know about WIOA and to ask about sponsorship for the Tri-County Job Fair, 7) WIOA staff have been participating on the Tri-County Job Fair Committee.

Business Engagement 1) March 10, 2017 Business Showcase & I love Film, 2) March 31, 2017 Go Business Local Expo in SLT, 3) April 6, 2017, met with EDC Economic Development staff, CEOs from El Dorado and El Dorado Hills Chamber to develop Small Business Training for El Dorado County businesses, 4)

Partner Engagement 1) Monthly joint AJCC meetings with CalWORKs, WIOA, AARP and PHA staff, 2) Monthly meetings with Lake Tahoe Community College ADVANCE Collaborative, 3) Monthly meetings with the FosterCare TCCTF sub committee of the Foster Care Advisory Counsel, 4) Bi-monthly Economic Development Corp (EDC2) advisory group, 5) Monthly Chamber Leadership meetings, 6) March 9, 2017 with new CEO of the South Lake Tahoe Chamber of Commerce

Service Delivery Strategies 1) Working closely with the SLT ADVANCE collaborative, WIOA staff are now better connecting with the SLT community,

WIOA Transition 1) March 29, 2017 GSJTA technical assistance meeting, 2) WIOA Wednesday Webinars sponsored by Workforce GPS focused on One Stop Operations, 3) Conversations, as needed, with GSJTA MIS Coordinator, 4) On-going review of Tegls, Tens, GSJTA Policies and state Directives.

Other Services offered through the AJCC: Each month a series of classes are offered that help to support employment acquisition and retention. Calendars detailing monthly workshops and information sessions are attached.

GOLDEN SIERRA WORKFORCE BOARD

SERVICE PROVIDER REPORT

Report Period: 03/01/17 – 04/30/17

Prepared By: Placer County (DG)

ACTIVITY SUMMARY

<input checked="" type="checkbox"/>	New Enrollments	2
<input checked="" type="checkbox"/>	New ITA Contracts	9 (6Σ, Drug and Alcohol Counseling, Security Officer, MS Office Specialist)
<input checked="" type="checkbox"/>	New OJT Contracts	1 (Yard Crew Apprentice)
<input checked="" type="checkbox"/>	New WEX Contracts	3 (Automotive Technician Apprentice, Facilities, Clerical Support)
<input checked="" type="checkbox"/>	Total One-Stop Visitors	March @ 743 + April @ 609 = 1,352
<input type="checkbox"/>	Unique One-Stop Visitors	Unable to collect via CalJOBS

PROGRAM UPDATES

Youth The case managers organized cohort training with Cokeva to teach young adults how to solder. There is a great opportunity for continued employment after the training period.

Adult The case managers have obligated the majority of 16/17 training funds. A waitlist has been established to determine if additional participants can be served. Priority will go to veterans and eligible spouses.

Dislocated Worker No updates to report at this time.

Disability Employment Accelerator (Advance) Total enrollments = 17/20 (85% of goal). Total work-based learning placements = 5/20 (25% of goal).

National Emergency Grant (SP-NEG) Total OJT placements = 15/25 (60% of goal). Project goals were adjusted by EDD with pressure from DOL to reduce the “cost per participant” amount associated with this project.

AB2060 Total enrollments = 32/20 (160% of goal).

EVENT PARTICIPATION

<u>Date</u>	<u>Event Name</u>	<u>Outcomes</u>
4/4/17	Skilled Trades Job Fair	223 job seekers
4/20/17	Honor a Hero, Hire a Vet	115 employers, 383 job seekers
4/26/17	Resource Fair for Ex-Offenders	Obtained good information for AB2060 participants

NOTEABLE OUTCOMES

Labor Exchange Services Assisted Nevada Irrigation District, AlphaGraphics, Link Source Technology, Maximus, Michael’s Transportation Services, Aramark, Lighthouse Window Cleaning, WSD Wheels, Apex Appraisal, Cokeva, imko Workforce Solutions, Computer Addiction, and Gilmore Heat & Air with job orders and recruitment events.

Business Engagement Outreach efforts include job development and identification of appropriate internship sites.

Partner Engagement Met with adult education providers to establish the 17/18 workshop schedule.

Service Delivery Strategies The time study mentioned in the last report demonstrates the center is underutilized on Fridays, especially after 1pm.

WIOA Transition DOL and EDD continue to release updated TEGLS and directive to aid in policy development.

GOLDEN SIERRA CONSORTIUM

BUSINESS SERVICES AND RAPID RESPONSE REPORT

Report Period: 03/01/17 – 04/30/17

Prepared By: Business Engagement Team

ACTIVITY SUMMARY

<input checked="" type="checkbox"/>	New Placer Contacts	9
<input checked="" type="checkbox"/>	New El Dorado Contacts	7
<input type="checkbox"/>	New Alpine Contacts	
<input checked="" type="checkbox"/>	New Job Orders Received	15
<input checked="" type="checkbox"/>	Total Active Job Orders	50
<input checked="" type="checkbox"/>	Rapid Response Events	Orientation: Placer County Probation / Plan: BeBe

EVENT PARTICIPATION

Date	Event Name	Outcomes
03/07/17	Professional Development (Roseville)	4 employees attended
03/08/17	Job Connections	5 job seekers attended
03/09/17	Professional Development (Auburn)	16 employees attended
03/14/17	Professional Development (Roseville)	23 employees attended
03/16/17	Professional Development (El Dorado)	4 employees attended
03/21/17	Professional Development (Roseville)	3 employees attended
03/23/17	Professional Development (Auburn)	6 employees attended
03/24/17	Hiring Event: Capstone Logistics	5 job seekers attended; 1 hired
03/27/17	U.S. Forest Service Information Session	5 job seekers attended
03/28/17	Professional Development (Roseville)	20 job seekers attended
03/29/17	William Jessup Career Fair	Received new job orders
03/30/17	Job Connections: U.S. Forest Service	8 employees attended
03/30/17	Professional Development (El Dorado)	6 employees attended
04/04/17	Skilled Trades Job Fair	23 job seekers attended
04/06/17	Hiring Event: Aramark	10 job seekers attended; 5 jobs saved
04/13/17	SAHTEA Presentation	11 employers attended
04/20/17	Honor a Hero, Hire a Vet Job Fair	383 job seekers, 115 employers attended
04/27/17	Hiring Event: Cameron Park Comm Dist	8 job seekers attended

ACTIVE JOB ORDER TRENDS

Hospitality and Tourism Red Hawk Casino and Thunder Valley Casino Resort have a variety of openings for summer hiring. Many positions have a career ladder into management.

Retail No updates at this time.

Health Care Services Home health providers continue to indicate a growing need for workers, but the wages remain entry-level. Qualified workers are holding out for better opportunities.

Information Technology No updates at this time.

Construction/Trades Employers continue to indicate they cannot find reliable employees. Openings should increase as the weather improves. Employers are encouraged to register for Trades Job Fair.

Business and Financial Services No updates at this time.

Professional and Technical Services No updated at this time.