

GOVERNING BODY MEMBERS

IRVIN JIM  
Board of Supervisors  
Alpine County

LORI PARLIN, *Vice Chair*  
Board of Supervisors  
El Dorado County

SUZANNE JONES  
Board of Supervisors  
Placer County

JASON BUCKINGHAM  
Executive Director

Golden Sierra Job Training Agency  
115 Ascot Drive, Suite 140  
Roseville, CA 95661

(916) 773-8540

**GOLDEN SIERRA JOB TRAINING AGENCY**

**GOVERNING BODY  
REGULAR MEETING  
AGENDA**

**Wednesday, February 3, 2021 – 10:00 am**

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Golden Sierra Job Training Agency Governing Body is conducting this meeting on Zoom.

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

**Join Zoom Meeting**

<https://us02web.zoom.us/j/81541389073?pwd=blIvQit4K1V1UU9lb1RDa25RcTZlZz09>

Meeting ID: 815 4138 9073

Passcode: 842505

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- |  |   |       |
|--|---|-------|
| I.   | <u>ROLL CALL AND INTRODUCTION OF GUESTS</u>               |       |
| II.  | <u>APPROVAL OF AGENDA</u>                                 | 1-2   |
| III.   | <u>CONSENT AGENDA</u>                                     | 3-4   |
| <p>All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion.</p> <p>a) Approval of Minutes from December 3, 2020 GB Meeting</p> |   |       |
| IV.  | <u>PUBLIC COMMENT – FOR THOSE ITEMS NOT ON THE AGENDA</u> |       |
| V.   | <u>2021 CHAIR &amp; VICE CHAIR NOMINATIONS</u>            |       |
| VI.  | <u>RESOLUTION 20-01 MOU</u>                               | 5-6   |
| VII.   | <u>RESOLUTION 20-02 POSITION ROSTER</u>                   | 7-9   |
| VIII.  | <u>FY 20-21 AGENCY BUDGET - MODIFICATION 1</u>            | 10-18 |

**EQUAL OPPORTUNITY**

Golden Sierra is an equal opportunity employer/program. Auxiliary aids and services are available upon request. Special requests for services, aids and/or special formats need to be made by calling (916)-773-8540 (Voice). TTY users please call the California Relay Service at 711.

- IX. DIRECTOR'S UPDATE 19-21
- X. WIOA SERVICE PROVIDER REPORTS 22-24
  - a) ADVANCE - Alpine / South Lake Tahoe
  - b) Golden Sierra Job Training Agency - Placer & El Dorado County
- XI. NEXT MEETING  
Wednesday, April 7, 2021 – Golden Sierra Job Training Agency
- XII. ADJOURNMENT

# **GOLDEN SIERRA JOB TRAINING AGENCY**

## **GOVERNING BODY REGULAR MEETING MINUTES**

**Thursday, December 3, 2020 – 10:00 am**

***Note adjusted date***

In response to the Governor's Executive Order N-29-20 relating to the COVID-19 Pandemic, the Golden Sierra Job Training Agency Governing Body is conducting this meeting on Zoom.

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

Quorum was established and meeting was called to order at 10:03 am by Chair Rakow.

☒ Katherine Rakow (Chair)      ☒ Lori Parlin (Vice-Chair)  
☒ Kirk Uhler \*

GSJTA Staff:

☒ Jason Buckingham      ☒ Lisa Nelson      ☒ Lorna Magnussen  
☒ Darlene Galipo

GUESTS:

☒ Rick Larkey, NSBIA      ☒ Carianne Huss, EDD

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

**Motion** to approve agenda as presented, by Uhler, second by Parlin

**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 October 7, 2020 GB Meeting

**Motion** to approve consent agenda by Uhler, second by Parlin

**Motion** approved unanimously

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

None

### **V. WORKFORCE BOARD MEMBERSHIP**

**Motion** to approve Huss application, by Uhler, second by Parlin

**Motion** approved unanimously

VI. DIRECTOR'S UPDATE

Buckingham reported out on Memos, email, and links sent out via email regarding:

- 1) Branding and Awareness
- 2) Regional/Local Plan
- 3) Regional Grants
- 4) Digital Literacy

No questions or comments reported.

VII. WIOA SERVICE PROVIDER REPORTS

Reported out as detailed in the agenda packet

- a) ADVANCE - Alpine / South Lake Tahoe
- b) Golden Sierra Job Training Agency - Placer & El Dorado County

VIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- 2021 Chair/Vice Chair Nomination [Feb 2021]
- 20-21 Budget Modification [Feb 2021]

IX. BOARD MEMBER RECOGNITION

Recognition Plaques presented to Rakow and Uhler for their valued time and service on the Governing Body.

X. CLOSED SESSION

Rakow called meeting into closed session at 10:31am

CONFERENCE WITH LABOR NEGOTIATORS  
(Government Code §54957.6)

AGENCY DESIGNATED REPRESENTATIVES:  
Christopher Onstott – Agency Counsel, Jason Buckingham, Darlene Galipo  
& Lorna Magnussen

EMPLOYEE ORGANIZATION: Stationary Engineers Local 39

Rakow called meeting back into open session at 10:41am

Rakow reported out of closed session that direction was given.

XI. NEXT MEETING

Wednesday, February 3, 2021 – Golden Sierra Job Training Agency

XII. ADJOURNMENT

**Motion** to adjourn at 10:42am by Rakow

**Motion** approved unanimously

# **GOLDEN SIERRA GOVERNING BODY**

## **MEMORANDUM**

**DATE:** February 3, 2021  
**TO:** Governing Body (GB)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Resolution 20-01 MOU

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Before the board for approval and signature authority is Resolution 20-01 MOU between Golden Sierra Job Training Agency and Stationary Engineers, Local 39 for the period of December 1, 2020 – November 30, 2023.

Stationary Engineers, Local 39 ratified the agreement on December 24, 2020, and will be submitting a signed MOU to Golden Sierra shortly.

Negotiated changes:

Article 13.1: Four 1% COLAs; 1) upon approval, 2) June 2021, 3) June 2022, and 4) June 2023  
Article 13.2: Added flexible benefit for those opting dependent or family health care coverage.  
Attachment A: Updated reference from 12.2 to 13.2 to align with MOU  
Updated Deferred Compensation plan and contact information  
Attachment B: Added 4 salary table for 1% COLAs identified in Article 13.1

Upon receipt of signed copy from Stationary Engineers, Local 39 the Governing Body Chair shall have the authority to sign said agreement.

[MOU December 1, 2020 – November 30, 2023](#)

**Golden Sierra Job Training Agency  
Governing Body  
Resolution No. 20-01**

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A RESOLUTION ADOPTING AGREEMENT WITH GOLDEN SIERRA  
JOB TRAINING AGENCY, AND STATIONARY ENGINEERS, LOCAL 39  
DATED February 3, 2021.

WHEREAS, under the terms of that Agreement, the representatives of the Director have met and conferred with representatives of Golden Sierra Job Training Agency Employees, and Local 39, the recognized employee organization for employees in the Bargaining Unit as designated in said Agreement; and

WHEREAS, these parties have reached agreement on matters relating to the employment conditions of the employees in said Unit, as reflected by the written Agreement entered into by them on February 3, 2021, which Agreement is hereto attached and made a part hereof; and,

WHEREAS, this Board finds that the provisions and agreements contained in this Agreement are fair and proper and in the best interests of Golden Sierra Job Training Agency;

NOW, THEREFORE, BE IT THEREFORE RESOLVED by the Governing Body of the Golden Sierra Job Training Agency, that it adopt in full the terms and conditions contained in the said Agreement.

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

          **February 3, 2021**           by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Signed: \_\_\_\_\_  
                    Chair of the Governing Body

Attest: \_\_\_\_\_  
                    Lorna Magnussen, Clerk to the Governing Body

**GOLDEN SIERRA  
GOVERNING BODY**

**MEMORANDUM**

**DATE:** February 3, 2021  
**TO:** Governing Body (GB)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Resolution 20-02 – Amend Position Roster

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Before the board for review and approval is Resolution 20-02 amended Allocated Position Roster.

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 the first pay period following ratification by the parties, all bargaining unit members will receive a one percent (1%) 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.: 20-02

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

February 3, 2021 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chair of the 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 February 13, 2021 (or upon final approval)

<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	\$ 16.1310	\$ 19.6542	1 FTE	
Account Clerk - II		\$ 17.7814	\$ 21.6650		
Senior Account Clerk		\$ 19.5800	\$ 23.8563		
Accounting Technician		\$ 23.8091	\$ 29.0091		1 FTE
Accountant I	Promotional Series	\$ 27.9346	\$ 34.0355	1 FTE	
Accountant II		\$ 32.3382	\$ 39.4010		
Admin Clerk - I	Promotional Series	\$ 15.1246	\$ 18.4280	1 FTE	
Admin Clerk - II		\$ 16.6752	\$ 20.3171		
Senior Admin Clerk		\$ 18.3845	\$ 22.3997		
Executive Assistant		\$ 23.2931	\$ 28.3804		1 FTE
Program Clerk I	Promotional Series	\$ 16.6752	\$ 20.3171		2 FTE
Program Clerk II		\$ 18.3845	\$ 22.3997		
Assistant Business and Employment Specialist		\$ 22.5984	\$ 27.5340	6 FTE	
Associate Business and Employment Specialist		\$ 27.4678	\$ 33.4670		
Business and Employment Specialist - Supervisor		\$ 33.3876	\$ 40.6796		1 FTE
Disability Resource Coordinator		\$ 27.4678	\$ 33.4670	1 FTE	
Program Analyst		\$ 27.4678	\$ 33.4670		1 FTE
WB Coordinator/Analyst		\$ 35.0570	\$ 42.7135	1 FTE	
Chief Fiscal Officer		\$ 38.2104	\$ 46.5555		1 FTE
Deputy Director		\$ 45.7038	\$ 55.6857	1 FTE	
Executive Director**				1 FTE	
				13 FTE	7 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.

This position has a salary range of:

<u>SALARY RANGE</u>	
Hourly	Annually
\$51.5372-\$75.7251	\$107,197-\$157,508

**GOLDEN SIERRA  
GOVERNING BODY**

**MEMORANDUM**

**DATE:** February 3, 2021  
**TO:** Governing Body (GB)  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** FY 2020-2021 Agency Budget Modification

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Before the Board for review and approval is the Fiscal Year 2020-2021 Agency Budget Mod. 1. The budget modification is necessary to incorporate additional allocation funding as well as specific line item changes as detailed in narrative.

The budget modification presented has been reviewed by the Executive Committee and the Workforce Board on January 21, 2021, and recommended for approval by the Governing Body.

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

Golden Sierra Job Training Agency is a Joint Powers Authority (JPA) organized between the counties of Placer, El Dorado and Alpine. The Agency's annual source of funds is the 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 the stated purpose of the JPA.

### ***Approach in Developing the Final Budget for Fiscal Year 2020/2021***

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 retain cost-efficient and effective ways to meet the requirements of the *Workforce Innovation and Opportunity Act (WIOA)* while providing quality services to participants and meeting the debt obligations of the Agency.

#### ***The Fiscal Year 2020/2021 Final Budget:***

The funding used to develop the budget represents rollover funding from the *Workforce Innovation and Opportunity Act (WIOA)* Title 1 formula fund allocations, Subgrant AA011006 and the new allocation communicated to the Consortium by the Employment Development Department (EDD) via the Workforce Services Information Notice (WSIN) WSIN19-45. Other programs to be administered by the Agency are categorized as Non-Allocation grants. These grants have been awarded via competitive processes. The largest of which include the Prison to Employment Initiative and the SB1 High Road Training Project being awarded by the California Workforce Development Board. This funding is being administered by Golden Sierra on behalf of the Capital Region Workforce Boards including SETA, NCCC, and Yolo County. Additional non-allocation funding includes funding related to pandemic emergency response, and services to individuals with disabilities.

#### ***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 *Youth Work Based Learning (WBL)* requirement as outlined in the WIOA Title I award. To clarify, *Work Based Learning* only includes a participant's enrollment in employment related training such as an On-The-Job Training (OJT) or Work Experience (WEX). It does not include classroom training. Seventy percent of the earmarked WBL funding is planned to support career services for eligible WBL participants in the program.

The remaining cost objectives required of the Title I funding is to maintain a minimum of one *Comprehensive - America's Job Center (AJC)* in the *Local Area* while strategically utilizing financial resources to meet the debt service required payments for the liabilities of the Joint Powers Authority (JPA) while participating in the continued development of both local and regional *Workforce Systems*.

Approved By:  
Executive Committee: January 21, 2021  
Workforce Board: January 21, 2021  
Governing Body

### Allocation Funding Changes

- WSIN19-45 plans for a slight increase in Adult, Dislocated Worker and Youth funding for 2020/2021 over fiscal year 2019/2020. The increase is just under 2%
- Due to Covid-19, Rapid Response was extended, and the Funds Utilization Requirements have been lifted allowing a greater carryover than would normally be allowed
- Rapid Response and Layoff Aversion allocations have been updated to reflect actual awards for 2020/2021 with a slight decrease over 2019/2020
- The Agency has been able to reduce costs in staffing as well as services and supplies from PY19/20
- There is a slight increase in funding for Advance bringing their total award for PY20/21 to \$100,000 (an approx. \$25,000 increase from Draft)
- There is a new line item for the Workforce Board which allows the board to implement \$50,000 worth of initiatives as it sees fit. This is a \$20,000 increase from Draft.
- Included in the budget is a transfer of 80% of the Dislocated Worker funding to the Adult funding stream. This is flexibility allowed in the law that increases access to funds for participants and eases eligibility documentation for the community.
- Services and Supplies, and Professional Services increase slightly from Draft in order to accommodate virtual service models due to the pandemic, WIOA plan development, and contracting as a part of regional grant administration.

### Additional Notes

There are several changes to the historical presentation. Perhaps most notable is that all salaries have been separated out from client services. This has been done for the sake of transparency as it allows for a clear review of direct client expenditures. However, it does skew the comparison from FY 19/20 to FY20/21. It does not skew the presentation of Draft to Final.

The Budget presentation has been reduced to two schedules; schedules 1, and 2. This is largely due to Placer County's transition to a new countywide system. We anticipate greater changes to schedule 2 (Cost Center Detail) to be presented at a later date.

The budget presentation from the workforce Board to the Governing Body include minor non material changes from year end close out. These include:

1. DEA 6 budget presented to Workforce Board = \$350,000. As presented to Governing Body \$349,940 = (\$40)
2. P2E Support Services presented to Workforce Board = \$567,422. As presented to Governing Body \$567,544 = +\$122
3. TET budget required salary charges of \$1521 reducing program funding from additional TET award in FY 20/21. \$19,000 – \$1521 = \$17,479. This increased staffing by \$1521 as well.

The agency procured the Workforce Board's One-Stop Operator as required by law and has included costs for that service in Professional Services.

The impact of Covid 19, the lifting of funds utilization, and the roll as regional grant administrator has presented us with a unique opportunity in that it provided us with enough funding to increase funding for activities such as the Board Initiatives, career and training services, and funding the Advance contract at \$100,000.

Approved By:  
Executive Committee: January 21, 2021  
Workforce Board: January 21, 2021  
Governing Body

**Modification 1 (January 21, 2021)**

Modification 1 to the FY20/21 Final Budget includes the following:

From Schedule 1:

1. Schedule 1 reflects Rapid Response money moving from Allocation Carryover to Rapid Response Carryover. This is to an error identifying funds at the end of the FY19/20 program year. \$90,576 were identified as WIOA allocation for Carryover per the County System which were later identified as Rapid Response/Layoff Aversion funds via the state reports.
2. Salaries and Benefits were increased by \$72,893 in order to comport with the bargaining agreement as well as to hire two limited term business outreach staff who will be funded by the Rapid Response funding identified in 1
3. Services and Supplies increased by \$13,300 due to increased demand on equipment and maintenance related to a virtual infrastructure
4. Professional services was decreased by \$33,500. This is related to the planned vs actual expenditures correlated to the procurement and provision of virtual services.
5. Total increase in expenditures = \$52,693 offset by reducing carryover for 2021/2022 which assists us in making the Funds Utilization requirement for 2020/2021.

Schedule 2 reflects the details from schedule 1 (Columns D-G):

1. Sources: Admin reflects a reduction of funds from carry-in in order to redistribute those funds in other cost centers
2. Sources: Rapid Response/Layoff Aversion Carry-in from Operations and One-Stop have been moved entirely into the Rapid Response/Layoff Aversion cost centers
3. Expenditures (Lines 9-13): funds moved accordingly by cost center to reflect the changes mentioned in Schedule 1 above
4. No change to Training Expenditures (Lines 14-36)
5. Award expended in second year (line 29): Reduced by \$52,693 in order to meet expense demands and help with meeting the Funds Utilization Requirement.
6. Extra Pension Support (line 27): Distributed amongst Operations and Rapid Response/Layoff Aversion as appropriate,

Approved By:  
Executive Committee: January 21, 2021  
Workforce Board: January 21, 2021  
Governing Body

<i>Description of Schedules</i>		
<b><u>Schedule 1</u></b>	<b><u>Consortium Draft to Final Budget</u></b>	Schedule is based on estimated rollover funding, non-allocation carry over, and new awards. Expenditures have been adjusted based on anticipated cost increases, WIOA spending requirements, and pension debt service requirements and shows a comparison of FY20/21 draft Budget to the proposed Final Budget for FY2020/2021
<b><u>Schedule 2</u></b>	<b><u>Consortium Cost Center Detail</u></b>	
	Consortium Administration:	Includes fiscal management, procurement, and human resource functions.
	Consortium Program Operations:	Includes program oversight and technical assistance to member counties. Staff and consultants have expertise in ADA/EO compliance, program monitoring, WIOA continual refinement, 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 PY 19/20 carry-in funds and PY20/21 WIOA funding to be administered by the Agency.
	Placer County Career and Training Services:	Includes PY 19/20 carry-in funds and PY 20/21 WIOA funds to be administered by the Agency staff.
	South Lake Tahoe / Alpine County Career and Training Services:	Includes balance of contract for PY 19/20 carry-in funds. Services awarded to <u>Advance</u> . Planned PY 20/21 WIOA funding scheduled to be awarded to Advance
	Non-Allocation Career and Training Services:	<u>Cost Centers listed here are non-routine in nature managed by the Agency:</u>  <u>The Disability Employment Accelerator</u> – purpose is for the Agency to provide Work based learning opportunities for college students with disabilities  <u>Trade and Economic Transition (TET) National Dislocated Worker Grant (NDWG)</u>  <u>The Prison to Employment Grant – Implementation Supportive Services</u> <u>The Prison to Employment Grant – Implementation Direct Services</u>

Approved By:  
Executive Committee: January 21, 2021  
Workforce Board: January 21, 2021  
Governing Body

SB1 – High Road Training Project

Covid-19 25% Additional Assistance provides financial support services for those suffering wage loss due to the Pandemic

Covid-19 National Dislocated Worker Grant (NDWG) Provides rapid reemployment services, training and SS for those who suffered job loss due to the Pandemic

Board Initiatives: Includes discretionary funding for Workforce Board Initiatives which must be spent by June 30, 2022

Surplus Funds Surplus funds, if available, represent discretionary funding for allocation by the Governing Body

Approved By:  
Executive Committee: January 21, 2021  
Workforce Board: January 21, 2021  
Governing Body

L i n e  #		<u>A</u>		<u>B</u>		<u>C</u>		<u>B/A</u>	
		Consortium Fiscal Year 2020/2021 Final Budget	% of Total Funding	Consortium Fiscal Year 2020/2021 Final Budget - Mod 1	% of Total Funding	Column A less Column B Change Between Fiscal Year 20/21 Final Budget to 20/21 Final Budget - Mod 1		Percent Change from Fiscal Year 20/21 Final Budget to FY 20/21 Final Budget - Mod 1	
	<b>Funding Sources:</b>								
1	Carry-In WIOA Allocation	\$ 1,282,495	17.93%	\$ 1,191,919	16.66%	\$ (90,576)		-7.06%	<b>SOURCES</b>
2	Awarded WIOA Allocations	\$ 2,523,548	35.27%	\$ 2,523,548	35.27%	\$ -		0.00%	
3	Carry-In RR/LA	\$ 56,696	0.79%	\$ 147,272	2.06%	\$ 90,576		159.76%	
4	Awarded Rapid Response Funds	\$ 239,112	3.34%	\$ 239,112	3.34%	\$ -		0.00%	
5	Awarded Layoff Aversion Funds	\$ 56,758	0.79%	\$ 56,758	0.79%	\$ -		0.00%	
6	Non Allocation Awards Carried In	\$ 1,127,108	15.75%	\$ 1,127,108	15.75%	\$ -		0.00%	
7	Non-Allocation Awards (New)	\$ 1,868,960	26.12%	\$ 1,868,960	26.12%	\$ -		0.00%	
8	<b>Total Funding Sources PY 20</b>	<b>\$ 7,154,677</b>		<b>\$ 7,154,677</b>		<b>\$ -</b>		<b>0.00%</b>	
	<b>Expenditures:</b>								
9	Retiree Benefits	\$ 751,903	10.73%	\$ 751,903	10.73%	\$ -		0.00%	<b>EXPENDITURES</b>
10	Salaries and Benefits	\$ 1,308,200	18.68%	\$ 1,381,093	19.72%	\$ 72,893		5.57%	
11	Services and Supplies	\$ 321,496	4.59%	\$ 334,796	4.78%	\$ 13,300		4.14%	
12	Professional Services	\$ 209,846	3.00%	\$ 176,346	2.52%	\$ (33,500)		-15.96%	
13	<b>Salaries, Services, and Encumbrances Total</b>	<b>\$ 2,591,445</b>	<b>37.00%</b>	<b>\$ 2,644,138</b>	<b>37.75%</b>	<b>\$ 52,693</b>		<b>2.03%</b>	
	<b>Career &amp; Training Services</b>								
14	Placer County	\$ 492,718	7.03%	\$ 492,718	7.03%	\$ -		0.00%	<b>DIRECT CLIENT EXPENDITURES</b>
15	El Dorado County	316,232	4.51%	316,232	4.51%	\$ -		0.00%	
16	So Tahoe & Alpine County	173,445	2.48%	173,445	2.48%	\$ -		0.00%	
17	Non Allocation Carried in From Prev FY	160,687	2.29%	160,687	2.29%	\$ -		0.00%	
18	Non-Allocation Awards (New)	169,033	2.41%	169,033	2.41%	\$ -		0.00%	
	Regional Contracts	1,699,604	24.26%	1,699,604	24.26%				
19	<b>Career &amp; Training Services Total</b>	<b>\$ 3,011,719</b>	<b>43.00%</b>	<b>\$ 3,011,719</b>	<b>43.00%</b>	<b>\$ -</b>		<b>0.00%</b>	
20	<b>Board Initiatives</b>	<b>\$ 50,000</b>	<b>0.71%</b>	<b>\$ 50,000</b>	<b>0.71%</b>	<b>\$ -</b>		<b>0.00%</b>	<b>WORKFORCE BOARD EXPENDITURES</b>
	<b>Non allocation Carry-out to New FY</b>	<b>434,625</b>	<b>6.20%</b>	<b>434,625</b>	<b>6.20%</b>	<b>\$ -</b>		<b>0.00%</b>	<b>CARRYOUT</b>
21	<b>Allocation carry-out to New FY</b>	<b>\$ 916,888</b>	<b>13.09%</b>	<b>\$ 864,195</b>	<b>12.34%</b>	<b>\$ (52,693)</b>		<b>-5.75%</b>	
	<b>Carry-out to PY 21 Total</b>	<b>\$ 1,351,513</b>	<b>19.29%</b>	<b>\$ 1,298,820</b>	<b>18.54%</b>	<b>\$ (52,693)</b>		<b>-3.90%</b>	
22	<b>TOTAL EXPENDITURES</b>	<b>\$ 7,004,677</b>		<b>\$ 7,004,677</b>		<b>\$ -</b>		<b>0.00%</b>	
23	<b>Net Surplus vs (Deficit)</b>	<b>\$ 150,000</b>		<b>\$ 150,000</b>		<b>\$ -</b>		<b>0.00%</b>	Surplus vs (Deficit) Surplus for GB distribution. Used to reduce pension liability.

Approved by:  
Executive Committee: January 21, 2021  
Workforce Board: January 21, 2021  
Governing Board:

		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
		Consortium Admin (WIOA)	Consortium Program Operations (WIOA)	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 & South Lake Tahoe Career and Training Services
L								
i								
n								
e								
#								
	<b>Funding Sources:</b>							
1	Carry-In Allocation Funds from PY 20	\$ 182,522	\$ 357,175		\$ 42,129	\$ 168,640	\$ 368,008	\$ 73,445
2	Allocation Awards PY 21	252,356	958,948	-	302,825	341,835	567,583	100,000
3	Carry-In Rapid Response/LA	-	-	147,273	-	-	-	-
4	Awarded Rapid Response Funds PY 21	-	-	239,112	-	-	-	-
6	Awarded Layoff Aversion Funds PY 21			56,758	-	-	-	-
	Carry-In Non-Allocation from PY 20							
7	Actual Non-Allocation Awards PY 21			-	-	-	-	-
8	<b>Total Funding Sources</b>	<b>\$ 434,878</b>	<b>\$ 1,316,123</b>	<b>\$ 443,143</b>	<b>\$ 344,954</b>	<b>\$ 510,475</b>	<b>\$ 935,591</b>	<b>\$ 173,445</b>
	<b>Expenditures:</b>							
	<b>Consortium Operations:</b>							
9	Retiree Benefits	\$ -	\$ 676,713	\$ 75,190	\$ -	\$ -	\$ -	\$ -
10	Salaries and Benefits	131,652	62,040	217,648	136,754	116,125	217,301	-
11	Services and Supplies	11,753	146,813	56,758	83,926		3,000	-
12	Professional Services	27,566	89,280	26,000	33,500	\$ -		-
13	<b>Consortium Operations Total</b>	<b>\$ 170,971</b>	<b>\$ 974,846</b>	<b>\$ 375,596</b>	<b>\$ 254,180</b>	<b>\$ 116,125</b>	<b>\$ 220,301</b>	<b>\$ -</b>
	<b>Career &amp; Training Services</b>							
	<b>Program Year 2019/2020 WIOA/Other - Rebudget</b>							
14	Non-Allocation Awards	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
15	Placer County	-	-	-	-		226,242	-
16	El Dorado County	-	-	-	-	141,676	-	-
17	Alpine County	-	-	-	-	-	-	73,445
	<b>Program Year 2020/2021 WIOA/Other</b>							
18	Non-Allocation Awards	-	-	-	-	\$ -	\$ -	\$ -
19	Placer County	-	-	-	-	\$ -	266,476	\$ -
20	El Dorado County	-	-	-	-	174,556	\$ -	\$ -
21	Alpine County	-	-	-	-	\$ -	\$ -	100,000
	<b>Regional Contracts</b>							
22	<b>Career &amp; Training Services Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 316,232</b>	<b>\$ 492,718</b>	<b>\$ 173,445</b>
23	Regional Contracts							
24	<b>Board Initiatives</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 20,000</b>	<b>\$ 18,202</b>	<b>\$ -</b>	<b>\$ 11,798</b>	<b>\$ -</b>
25	<b>PY20 Award Expend in Second Year</b>	<b>\$ 263,907</b>	<b>\$ 206,277</b>	<b>\$ 32,547</b>	<b>\$ 72,572</b>	<b>\$ 78,118</b>	<b>\$ 210,774</b>	<b>\$ -</b>
26	<b>Future Year Expend Non-Allocation</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
27	<b>Recommend PY 19/20 WIOA Additional Pension Support</b>	<b>\$ -</b>	<b>\$ 135,000</b>	<b>\$ 15,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
28	<b>TOTAL EXPENDITURES</b>	<b>\$ 434,878</b>	<b>\$ 1,316,123</b>	<b>\$ 443,143</b>	<b>\$ 344,954</b>	<b>\$ 510,475</b>	<b>\$ 935,591</b>	<b>\$ 173,445</b>
29	<b>Net Incorr Funding primarily from unobligated and unsp</b>	<b>\$ (0)</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0)</b>	<b>\$ (0)</b>	<b>\$ -</b>

Approved by:

Executive Committee: January 21, 2021

Workforce Board: January 21, 2021

Governing Board:

		H	I	J	K	L	M	N	O
		SB1 High Road	Trade and Economic Transition National Dislocated Worker Grant	DEA 6	Gov's Addition Asst	Covid-NDWG	Prison to Employment Implementation Supportive Services	Prison to Employment Implementation Direct Services	Total of all Funding Sources and Expenditures
L i n e  #	<b>Funding Sources:</b>								
1	Carry-In Allocation Funds from PY 20	0	0	0	0	0	0	0	\$ 1,191,919
2	Allocation Awards PY 21	0	0	0	0	0	0	0	\$ 2,523,547
3	Carry-In Rapid Response/LA	0	0	0	0	0	0	0	147,273
4	Awarded Rapid Response Funds PY 21	0	0	0	0	0	0	0	239,112
6	Awarded Layoff Aversion Funds PY 21	0	0	0	0	0	0	0	56,758
	Carry-In Non-Allocation from PY 20		25627.05		23969	154452	567543.44	355517	1,127,108
7	Actual Non-Allocation Awards PY 21	1,500,000	19,000	349,960					1,868,960
8	<b>Total Funding Sources</b>	<b>\$ 1,500,000</b>	<b>\$ 44,627</b>	<b>\$ 349,960</b>	<b>\$ 23,969</b>	<b>\$ 154,452</b>	<b>\$ 567,543</b>	<b>\$ 355,517</b>	<b>\$ 7,154,677</b>
	<b>Expenditures:</b>								
	<b>Consortium Operations:</b>								
9	Retiree Benefits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 751,903
10	Salaries and Benefits	130,848	1,521	108,671		74,452	102,341	81,740	1,381,093
11	Services and Supplies	7,075	-	5,187	-		15,284	5,000	334,796
12	Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	176,346
13	<b>Consortium Operations Total</b>	<b>\$ 137,923</b>	<b>\$ 1,521</b>	<b>\$ 113,858</b>	<b>\$ -</b>	<b>\$ 74,452</b>	<b>\$ 117,625</b>	<b>\$ 86,740</b>	<b>\$ 2,644,138</b>
	<b>Career &amp; Training Services</b>								
	<b>Program Year 2019/2020 WIOA/Other - Rebudget</b>								
14	Non-Allocation Awards		\$ 25,627		\$ 23,969	\$ 80,000	\$ 31,091		\$ 160,687
15	Placer County	-	-	-	-	-	-	-	226,242
16	El Dorado County	-	-	-	-	-	-	-	141,676
17	Alpine County	-	-	-	-	-	-	-	73,445
	<b>Program Year 2020/2021 WIOA/Other</b>								
18	Non-Allocation Awards	66,697	17,479	84,857	-				169,033
19	Placer County	-	-	-	-		-	-	266,476
20	El Dorado County	-	-	-	-		-	-	174,556
21	Alpine County	-	-	-	-		-	-	100,000
	<b>Regional Contracts</b>	<b>1,012,000</b>					<b>418,827</b>	<b>268,777</b>	<b>1,699,604</b>
22	<b>Career &amp; Training Services Total</b>	<b>\$ 1,078,697</b>	<b>\$ 43,106</b>	<b>\$ 84,857</b>	<b>\$ 23,969</b>	<b>\$ 80,000</b>	<b>\$ 449,918</b>	<b>\$ 268,777</b>	<b>\$ 3,011,719</b>
23	Regional Contracts								-
24	<b>Board Initiatives</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
25	<b>PY20 Award Expend in Second Year</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 864,195</b>
26	<b>Future Year Expend Non-Allocation</b>	<b>\$ 283,380</b>	<b>\$ -</b>	<b>\$ 151,245</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 434,625</b>
27	<b>Recommend PY 19/20 WIOA Additional Pension Support</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
28	<b>TOTAL EXPENDITURES</b>	<b>\$ 1,500,000</b>	<b>\$ 44,627</b>	<b>\$ 349,960</b>	<b>\$ 23,969</b>	<b>\$ 154,452</b>	<b>\$ 567,543</b>	<b>\$ 355,517</b>	<b>\$ 7,154,677</b>
29	<b>Net Incorr Funding primarily from unobligated and unsp</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ (0)</b>

Approved by:

Executive Committee: January 21, 2021

Workforce Board: January 21, 2021

Governing Board:



# Golden Sierra

## Governing Body Update 2/3/2021

### Introduction:

Golden Sierra Job Training Agency (GSJTA) is the Governor's designated Local Workforce Development Area (LWDA) covering Placer, El Dorado, and Alpine Counties. GSJTA is funded primarily via the federal Workforce Innovation and Opportunity Act (WIOA). The Agency is formed through a Joint Powers Agreement (JPA) between the three partner counties who each appoint members to the Governing Body in order to oversee the JPA. Furthermore, The Governing Body acts as the Chief Local Elected Official (CLEO) via WIOA and has responsibility over the funding.

In addition to the Governing Body, WIOA requires the formation of a Local Workforce Development Board (LWDB). The LWDB is made up of workforce system partners and members of the private sector. The LWDB provides guidance into program services and partnerships, develops the local plan, identifies providers of program services when appropriate, and develops the WIOA program budget. They do this by making recommendations to the Governing Body who finalize these items as well as appoint members to the LWDB when necessary.

### Single and fiscal Audit (Jan 25, 2021)

The Agency, in coordination with Placer County, is currently undergoing its required Federal fiscal and single audit. We expect the results of these audits to be reported out at the April Governing Body meeting.

### Fiscal and Procurement (February 22-26)

As a part of state requirements the agency will be undergoing its fiscal and procurement review during the week of February 22. This is part of several reviews that occur annually (fiscal and procurement, programmatic, equal opportunity/accessibility). The reviews were delayed due to COVID 19 so I expect we may have two fiscal and procurement reviews during the fiscal year.

### Regional and local planning

WIOA requires each LWDB to develop a local plan every four years, with modifications occurring every two years. Staff are currently working on completing the Local Plan with assistance from Valley Vision. To date two public input sessions have been held, a possible third will be held in the future, and the Workforce Board members are undergoing a survey and interview process. A draft of the plan will be published for a 30 day public comment period beginning March 26. The final draft of the plan will come to the Governing Body for signature during its June meeting. In addition to the local plan, a Regional Plan must also be completed. The planning processes run concurrently. The regional plan includes the identification of regional industry sectors representing demand occupations and growth.

## Regional Administration:

The Agency is currently administering two grants on behalf of the Capital Region Planning Unit which includes Golden Sierra Job Training Agency (GSJTA), Sacramento Employment and Training Agency (SETA), Yolo County, and North Central Counties Consortium (NCCC). The first is the Prison to Employment Grant for \$1.2 Million serving 109 justice involved individuals. The second grant is the SB1 High Road Construction Careers (HRCC) grant. This grant is for \$1.5 Million to serve 200 people providing pre-apprenticeship training for the trades.

## Board Initiatives:

Earlier in the year the Workforce Board adopted a four part workforce recovery plan utilizing funding in the Board Initiatives line item of the budget. This four part plan includes the Local Plan requirement identified under Regional and Local planning as well as the three following items:

- Digital Literacy Action Plan
  - Based on previous work completed by the board relating to the identification of Jobs most at risk of automation, and leveraging CARES Act funding provided through the City of Sacramento, Valley vision will utilize Burning Glass technologies to identify digital literacy skills most in need as identified by more resilient occupations in the region. Regular presentations are being given to the Workforce Board.
- Future of Work
  - Valley Vision will also be conducting a post COVID job seeker and employer expectations survey and interview process to help identify gaps between job seeker and employer expectations in order to help bridge the gap for the new world of work and increase employee retention once people return to regular work.
- Promotional Campaign
  - In an effort to ensure that the Workforce Board partnerships are being recognized for the services provided a promotional campaign will be developed that will include partnerships and outcomes

## Certifications:

- High Performing Board Certification (HPB):
  - According to the CA Unemployment Insurance Code the Governor must establish criteria for certifying local workforce boards as High Performing. The high performing criteria is essentially focused on meeting performance standards, meeting expenditure requirements, ensuring fiscal integrity, and following state plan guidelines. Being certified as a HPB allows us to receive a portion of \$100,000 in incentive funds set aside through Governor's Discretionary monies and allows HPBs to apply for other state grants.

The Agency Applied for, and received certification as a High Performing Board in January.

- America's Job Center of California certification:
  - Each local area must have at least one physical Career Center. In California these are known as America's Job Centers of California, or AJCCs. These centers must go through a process of evaluation in order to determine effectiveness every three years. The evaluation criteria center on three key requirements - effectiveness of the AJCC, physical and programmatic accessibility for individuals with disabilities, and continuous improvement. The area One-Stop Operator is currently collecting data in order to complete this certification which we anticipate coming before the Governing Body in April, 2021.
- Subsequent Local Area Designation and Local Board Certification
  - As stated earlier, each LWDA must have a LWDA. Subsequent designation and Local Board certification are required components of the law that allow the Governor to ensure that each Board contains the required membership, performs successfully, and maintains fiscal integrity
  - Subsequent Designation and Local Board Certification are due March 30, 2021, will be effective July 1, 2021 and run through June 30, 2023

## Expanding virtual services:

### Job Readiness Workshops:

The Golden Sierra team is expanding virtual service offerings including partnerships with both Placer School for Adults (PSA) and MTI College who will be bringing new Job Readiness, and other workshops to our region. PSA workshops are going now and can be found on our website at the following link.

<https://goldensierra.com/workforce-readiness/>

### Metrix:

The Workforce Boards have worked together to bring the Metrix learning platform to the nine county Capital Region. The platform is designed to deliver online, anytime, training in a broad array of topics. Metrix Learning provides unemployed and underemployed individuals with up-to-date, comprehensive training resources across a wide variety of subjects. There are currently 5,000+ courses that will be available free of charge to anyone within the region. The only cost will be for certification tests if a fee is required. We hope to partner with our stakeholders to integrate the platform into current workforce development strategies whether the courses are built into offerings, used as pre-requisites, or used to gauge level of interest/aptitude prior to making a greater commitment.

Video [https://youtu.be/Rwny2s\\_Hfrc](https://youtu.be/Rwny2s_Hfrc)

Login in page <https://goldensierra.metrixlearning.com>

## **SERVICE PROVIDER REPORT**

### **ADVANCE at Lake Tahoe Community College**

Report Period: Nov-Dec 2020

Prepared By: Frank Gerdeman

#### **PARTICIPANT STATUS**

	<u>Actual</u>	<u>Goal</u>	<u>% of Goal</u>
Number who received basic career services	63 (2)	100	63%
Number who received individualized career services	21 (2)	50	42%
Number who received training services	8(1)	15	53%
On-site hours in Alpine County			

#### **ACTIVITY SUMMARY**

Please note that numbers above are cumulative for the entire contract period and that numbers in parenthesis represent Alpine County participants. We continue to provide virtual and face-to-face services and support, including in connection to community college programs, and other ITA opportunities. As expected in the last report, we have seen new enrollments in our culinary Apprenticeship program in November and December with a total of 4 apprentices at two separate properties (one in CA and one in NV).

#### **PRACTICES WITH PROMISE**

Continuing to operate an off-campus, in-person office (under strict county, state and CDC guidelines) remains critical in meeting the needs of community members who lack access to technology and/or connectivity. We were able to broaden use of our Interest Survey tool, Traitify, to the rest of the Golden Sierra team which includes a GSJTA “branded” landing page – will share data on this broader use over the next several months as it is rolled out and used. Not only will this create a more common language between our work in Tahoe and the rest of the region, this tool is also more accessible to adults with disabilities and those who are not native English speakers. Partnerships remain a vital component of our work and we are currently exploring adding a new resource to the Basin around entrepreneurship in collaboration with the local school district, community college, and the Tahoe Prosperity Center.

#### **CHALLENGES/BARRIERS**

The continued surge in COVID cases, driven by holiday gatherings and the move to the state-wide stay at home order and the change in local business practices (especially the shutdown of outside dining) continues the challenges in our work. Resources to help those hardest hit will remain critical but without additional Federal funding, may also be scarce.

#### **EVENT PARTICIPATION**

<u>Date</u>	
11/10/20	EDAC meeting (Alpine County Economic Development)
11/12/20	Career Services Exploratory meeting with LTCC Student Services
11/14/20	Employer meeting with Beach Retreat & Coordination/Transition meeting with local DoR
11/23/20	Tahoe Job Opportunities Discussion
12/2/20	BuildEd (entrepreneurship resource) presentation with potential Basin partners
12/9/20	Presentation to Coalition for Workforce (ACTE – national CTE collaborative)
12/16/20	AJCCC MOU Partners meeting
12/22/20	EDAC meeting (Alpine County Economic Development)

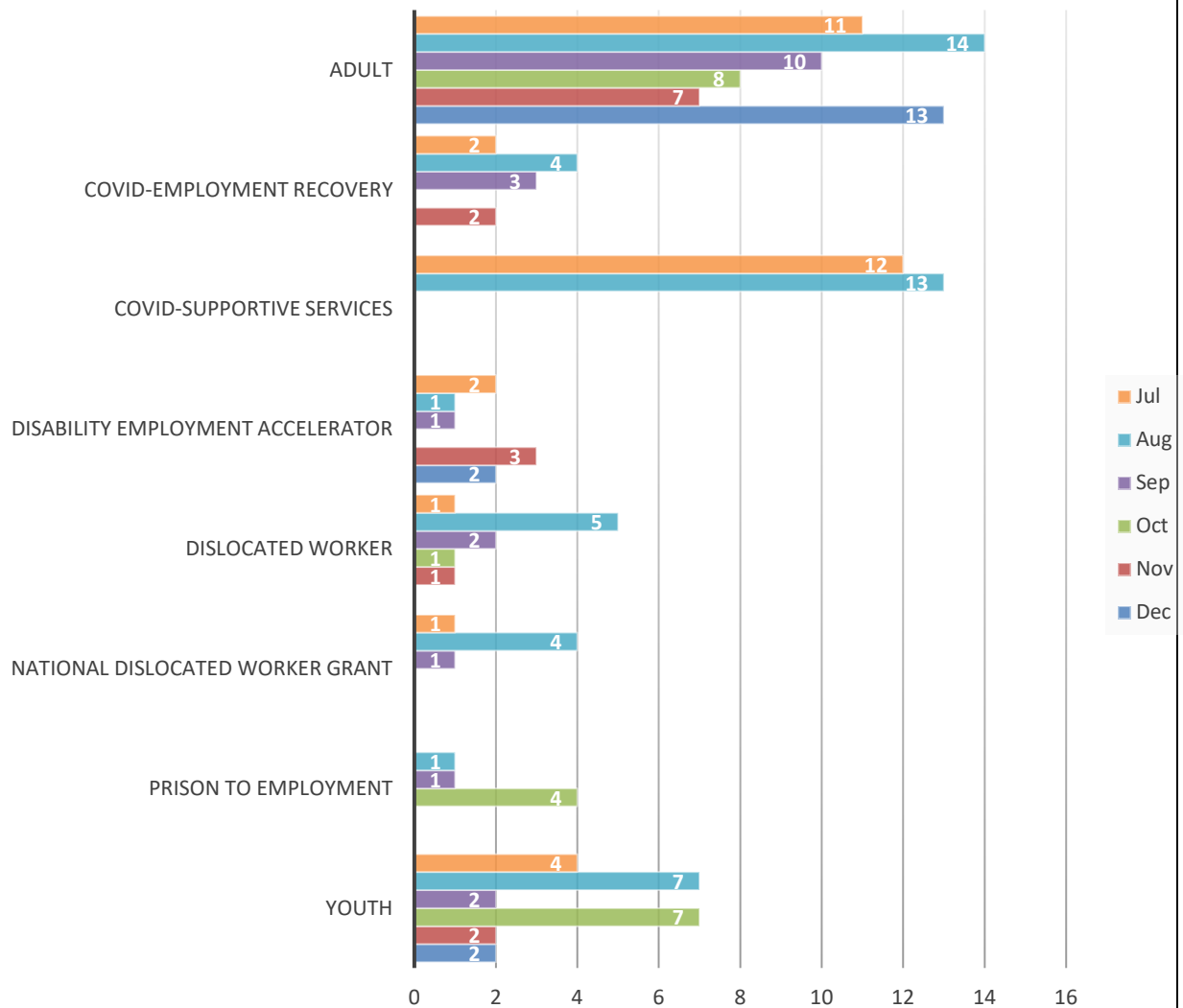
## SERVICE PROVIDER REPORT

### Golden Sierra Job Training Agency

Report Period: 07/01/20 – 12/31/20

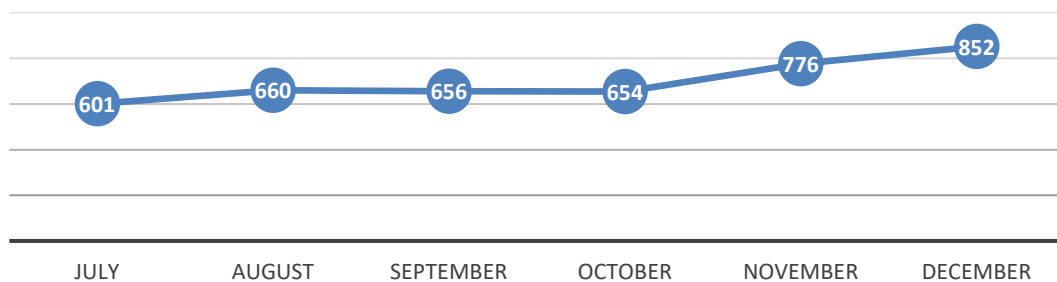
Prepared By: Darlene M. Galipo

#### NEW ENROLLMENTS

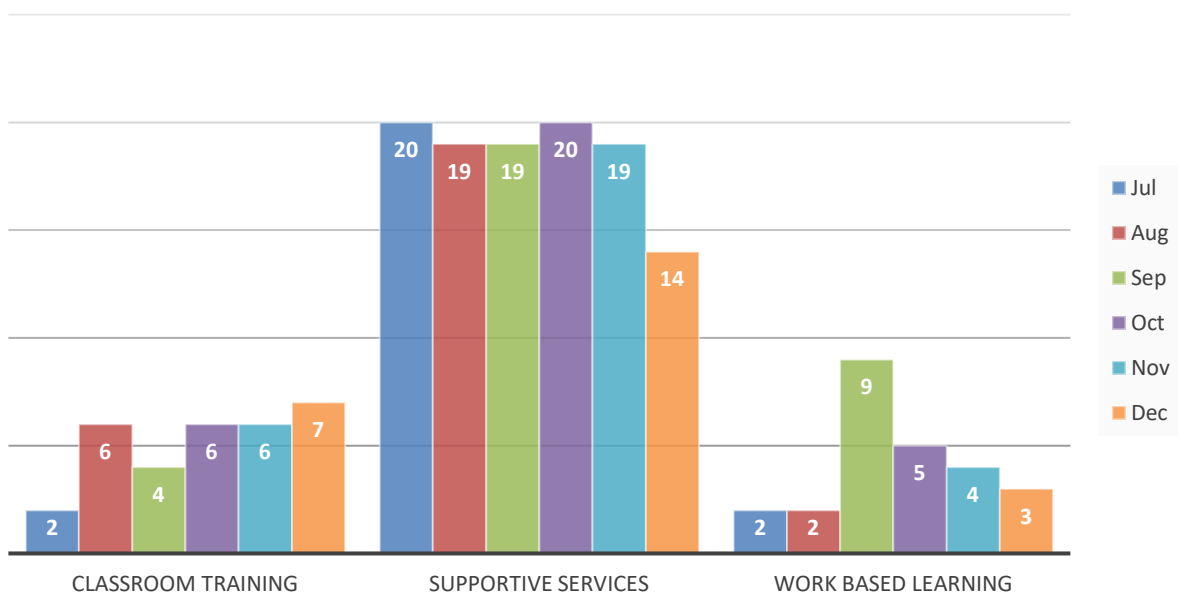


#### JOB CENTER VISITORS

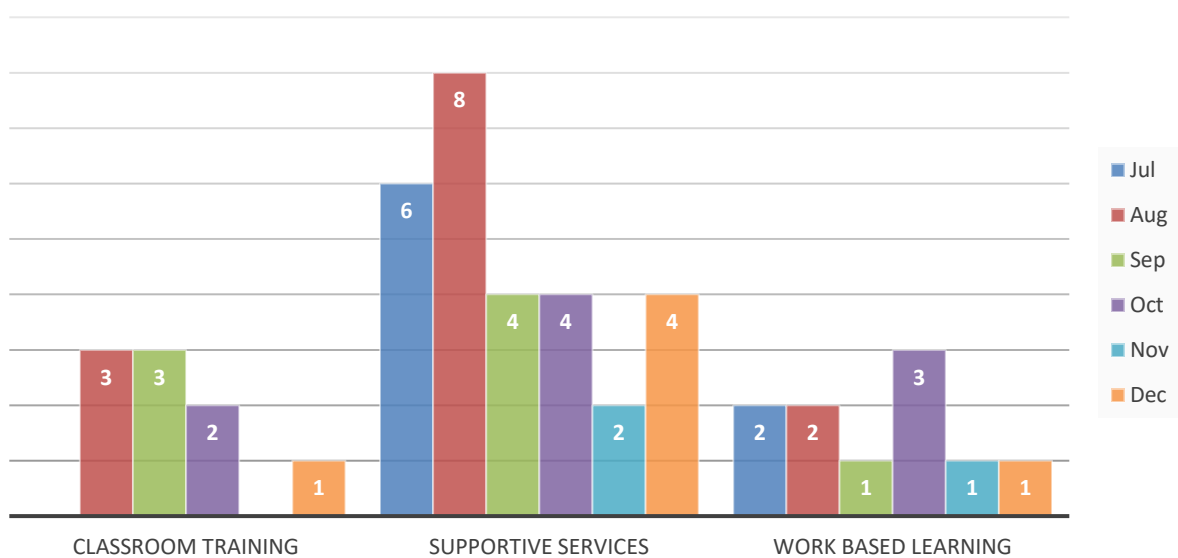
#### Virtual Visitor Traffic By Month



### NEW CONTRACTS AND SERVICES PROVIDED (PLACER COUNTY)



### NEW CONTRACTS AND SERVICES PROVIDED (EL DORADO COUNTY)



### PROGRAM UPDATES

The comprehensive career center remained closed to the public during the report period. The agency identified 3 vendors (Placer School for Adults, MTI College, and a mental health counselor) to provide online career development services. Enrollments are steady and demand for services remains high. The increase in visitor traffic during November and December was the result of several virtual recruiting events and job fairs. Rapid Response services were offered to 6 employers who issued layoff notices during November and December (4 in El Dorado County, 2 in Placer County).