

GOVERNING BODY MEMBERS

SUZANNE JONES, *Chair*
Board of Supervisors
Placer County

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

IRVIN JIM
Board of Supervisors
Alpine 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, November 9, 2022 @ 4:00 pm

This meeting is being held in compliance with AB 361 to mitigate the spread of the COVID-19 Pandemic, the Golden Sierra Job Training Agency 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. Public comments will be accepted until the adjournment of the meeting, distributed to the Governing Body and included in the record.

Public Location:

<https://us02web.zoom.us/j/85498001989?pwd=UmVwZ0lIUEd4UjBWbENvWW44MmNpdz09>

Meeting ID: 854 9800 1989

Passcode: 616804

One tap mobile

+16699009128,,85498001989#,,,,*616804# US (San Jose)

+16694449171,,85498001989#,,,,*616804# US

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Find your local number: <https://us02web.zoom.us/u/kdAc9imIUO>

- | | | |
|------|--|-------|
| I. | <u>ROLL CALL AND INTRODUCTION OF GUESTS</u> | |
| II. | <u>APPROVAL OF AGENDA</u> | 1-2 |
| III. | <u>BROWN ACT – AB 361 BOARD POLICY</u> | 3-4 |
| IV. | <u>CONSENT AGENDA</u> | |
| | All matters listed under the Consent Agenda are considered to be routine in nature and will be approved by one blanket motion. | |
| | a. Approval of Minutes from September 22, 2022 GB Meeting | 5-6 |
| V. | <u>PUBLIC COMMENT – FOR THOSE ITEMS NOT ON THE AGENDA</u> | |
| VI. | <u>RESOLUTION 22-02 – MANAGEMENT & CONFIDENTIAL COMPENSATION</u> | 7-9 |
| VII. | <u>DIRECTOR’S UPDATE</u> | 10-12 |

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.

VIII. WIOA SERVICE PROVIDER REPORTS (INFO)

- a. ADVANCE - Alpine / South Lake Tahoe 13
- b. Golden Sierra Job Training Agency - Placer & El Dorado County 14-16

IX. FUTURE AGENDA ITEMS

- Special Governing Body Meeting, December 15, 2022 @ 10:00am

X. NEXT MEETING

Thursday, January 26, 2023 @ 10:00 am

XI. ADJOURNMENT

GOLDEN SIERRA GOVERNING BODY

MEMORANDUM

DATE: November 09, 2022

TO: Governing Body (GB)

FROM: Lorna Magnussen, WB Analyst

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

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

Background:

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

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

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

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

Facts for Board Consideration:

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

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

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

Board Vote:

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

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

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
REGULAR MEETING
MINUTES**

Thursday, September 22, 2022 @ 9:00 am

This meeting was held in compliance with AB 361 to mitigate the spread of the COVID-19 Pandemic, the Golden Sierra Job Training Agency Governing Body conducted this meeting on Zoom.

Public Location:

<https://us02web.zoom.us/j/83405084191?pwd=dDN0V005SkIWbGJNQkhvWmRiY3B5Zz09>

Meeting ID: 834 0508 4191

Passcode: 819796

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting was called to order at 9:00 am by Chair Jones

Governing Body:

- Suzanne Jones (Chair) Lori Parlin (Vice-Chair)
 Irvin Jim

GSJTA Staff:

- Jason Buckingham Lorna Magnussen Lisa Nelson

Guests: Thomas Doaty, Michael Melendres, Evi Laksana with GovInvest

II. APPROVAL OF AGENDA

Motion to approve agenda by Parlin, second by Jones

Motion approved unanimously by roll call vote

III. BROWN ACT – AB 361 BOARD POLICY

Motion to adopt the Brown Act – AB 361 Board Policy by Parlin, second by Jones

Motion approved unanimously by roll call vote

IV. CONSENT AGENDA

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

a. Approval of Minutes from June 29, 2022 GB Meeting

Motion to approve minutes by Parlin, second by Jones

Motion approved unanimously by roll call vote

V. PUBLIC COMMENT – FOR THOSE ITEMS NOT ON THE AGENDA

None

VI. RESOLUTION 22-01 – JOB DESCRIPTION & AMENDED POSITION ROSTER

Magnussen reported out as outlined in the agenda packet.

Motion to approve Resolution 22-01 Job Description and Amended Position Roster by Parlin, second by Jones

Motion approved unanimously by roll call vote

VII. FY 22-23 AGENCY BUDGET – FINAL

Magnussen reported out as outlined in the agenda packet.

Motion to approve FY 22-23 Agency Budget – Final, by Parlin, second by Jones

Motion approved unanimously by roll call vote

VIII. [GASB 75 DISCLOSURE 6-30-22 & OPEB EVALUATION AS OF 6-30-21 PRESENTION](#) by Evi Laksana, Chief OPEB Actuary, GovInvest

Evi Laksana reported out, presentation was given, information was shared.

IX. DIRECTOR'S UPDATE

Magnussen reported out as outlined in the agenda packet; no action required

X. WIOA SERVICE PROVIDER REPORTS (INFO)

Information & Reports shared in agenda packet; no action required

a. ADVANCE - Alpine / South Lake Tahoe

b. Golden Sierra Job Training Agency - Placer & El Dorado County

XI. FUTURE AGENDA ITEMS

XII. NEXT MEETING

Thursday, November (TBD) 2022 @ 10:00 am

XIII. ADJOURNMENT

Motion to adjourn at 9:43am by Jones, second by Parlin

Motion approved unanimously

**GOLDEN SIERRA
GOVERNING BODY**

MEMORANDUM

DATE: November 9, 2022
TO: Governing Body (GB)
FROM: Lorna Magnussen, WB Analyst
SUBJ: Resolution 22-02 – Management & Confidential benefit summary

Attached is Resolution 22-02 to formalize Golden Sierra's Management & Confidential benefit summary. As identified in the footnote of the summary, this applies to employees that are not governed by an employment contract.

These benefits were previously managed using Placer County's Personnel Code Chapter 3.

The net impact of this approved structure is:

- Annually \$750
- One time Workday system update to accommodate the Confidential Pay.
\$3,600-\$5,000

BEFORE THE GOVERNING BODY
GOLDEN SIERRA JOB TRAINING AGENCY

In the matter of:	Resolution to approve Management and Confidential benefit summary for non-contracted employees.	Resolution No.: <u> 22-02 </u>
		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
 November 9, 2022 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Suzanne Jones, 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 Benefit Summary for
Management and Confidential non-contracted employees.

GOLDEN SIERRA BENEFITS SUMMARY*

MANAGEMENT & CONFIDENTIAL EMPLOYEES†

EFFECTIVE NOVEMBER 9, 2022

Management Employees	
Management Leave	72 hours annually with 4% adjustment‡
Management Compensatory Time Payment	\$1,500 a year§
Cost of Living increase (COLA)	Equivalent to bargaining unit MOU

Confidential Employees	
Confidential pay	5% additional base pay**
Confidential Compensatory Time Payment	\$750 a year§
Cost of Living increase (COLA)	Equivalent to bargaining unit MOU

* Where the benefits identified in this summary are different than the benefits identified in a specific employee's employment contract, the terms contained in the employment contract are to be followed. If the employment contract is silent as to any or all of the terms identified in this summary, the terms contained in this summary are to be followed. For purposes of management & confidential employees, the terms contained in this summary are to be followed if in conflict with any terms listed in the Golden Sierra Handbook and/or MOU.

†† Job Classifications:

Management employees include the following job classifications: Executive Director; Deputy Director, Chief Fiscal Officer; and, WB Analyst.

Confidential employees include the following job classifications: Administrative Analyst

‡ Management Leave hours are calculated and made available in January of each calendar year. Benefit hours are calculated by formula and based on rate of pay as of December 31st of the prior award year. Benefit hours can be used for time off or cashed out. The hours must be fully expended by the final pay day in December of the year awarded. Unused benefit hours will be cashed out in the final pay day of December of the year awarded. Benefit hours are prorated if employment is terminated prior to the end of the calendar year. Employee is responsible for reimbursing Golden Sierra for any compensation overpaid.

§ Compensatory Time Payments are scheduled to be distributed in two equal installment. The first to be paid in April and the second in October.

** Confidential pay is PERSABLE. Total hourly pay reflected on position roster includes Confidential Pay..

Director's Update 11/09/2022

Regional Equity and Recovery Partnerships (RERP) Grant:

Golden Sierra, on behalf of the Workforce Boards in the Capital Region completed an application for the Regional Equity Recovery Partnerships grant (RERP). The region was awarded \$1,550,000, which will provide funding for Valley Vision to continue to coordinate activities as the Regional Organizer and provide funding to assist low-income households and English Language Learners earn Industry Identified certifications. The region's application will support previous work done focusing on digital inclusion and will target providing digital literacy skills, access to broadband, and access to equipment. Training will support occupations in multiple sectors. We expect the RERP project to begin in the December/January timeframe. Target goals from the project narrative include the following four items:

Launching a Digital Skills Measurement Tool: The Capital Region is in the process of implementing the Northstar digital literacy platform to assess, measure, and address the digital skill needs of underserved populations. The product includes standardized assessments and online learning modules. This tool will be available online and in-person at local job centers.

Expanding Access to Online Learning: Two Local Boards in the Capital Region currently use Metrix, a self-paced online learning platform that provides virtual access to thousands of courses. The Capital Region will integrate Metrix (and similar platforms such as Allison and LinkedIn Learning) into the project to upskill customers in digital, managerial/professional, and soft-social-emotional skills. Job centers will focus on delivering digital skill building activities at the same time as other workforce preparation activities. The ultimate vision for success is to connect customers to employment in high demand industries/occupations.

Providing Digital Skills Training: A recent analysis conducted by Valley Vision and Burning Glass ([Skills for a Ready Future Workforce Report](#)) identified that the greatest opportunity to upskill and reskill workers is in the area of Digital Skills, Managerial/Professional Skills, and Soft-Social-Emotional Skills. Microsoft Office was the most requested Digital Skill by employers along with general computer literacy across all industries/occupations.

Aligning Training to Industry Demand: The projects will provide additional workforce development services that prepare participants to secure employment in targeted industry sectors. Service strategies include workforce preparation activities, English language instruction, digital literacy, vocational training, work based learning, case management, supportive services, incentives, and job placement. This design will provide an on-ramp to credit pathways within the community college system, resulting in the attainment of industry-valued credentials.

Status: Pending contract from state. Anticipating December 2022.



Prison to Employment 2.0 (P2E 2.0):

The California Workforce Development Board (CWDB) announced the availability of approximately \$19,000,000 in state general funds for the implementation of regional plans to serve the formerly incarcerated and other justice-involved individuals in California (this funding is referred to as the P2E 2.0 Regional Partnership grant). These funds are available to Regional Planning Units (RPUs) and will be awarded based on the strength of the RPU’s application and regional factors including recidivism rate, size of the formerly-incarcerated and justice-involved populations, and the RPU’s performance under the first cycle of Prison to Employment Initiative grant funding. Golden Sierra and the Capital Region Planning Unit having had success under the P2E Implementation grant funds has applied for \$2,000,000 in funding under the P2E 2.0 initiative.

Status: Awaiting award notifications

Entrepreneurship:

GSJTA in partnership with the City of Roseville and the Growth Factory did not received an award for “Build to Scale”. The Economic Development Administration grant application (\$656,000) would have assisted in developing local entrepreneurs within the City. Focus was placed on enhancing innovation, supporting entrepreneurs, facilitating workforce development and nurturing local talent. The project aligned closely with the region’s Comprehensive Economic Development (CEDS) plan also known as “The Prosperity Plan”, and the City of Roseville’s Economic Development strategy. Though no award was received we continued to build the relationship with the City of Roseville and The Growth Factory for future endeavors.

Regional and Local Planning:

The State is finalized Workforce Services Draft Directive-235 (WSDD-235). The Directive provides guidance and establishes the procedures regarding the two-year modification of the Regional and Local Plans for Program Year (PY) 2021-2024 as required by the Workforce Innovation and Opportunity Act (WIOA). This policy applies to Regional Planning Units (RPU) and Local Workforce Development Boards

Each of the Regional and Local planning processes require that community engagement be built into the planning process. The Region will be holding two community engagement meetings facilitated by Valley Vision as a part of their Regional Organizer role. These meetings will be held virtually on 11/16/2022, and 12/9/2022.

The planning process must be completed by March, 31, 2023.



Performance Negotiations:

Golden Sierra recently completed performance negotiations in accordance with Workforce Services Directive 19-11 ([WSD19-11](#)). Finalized local goals for program years '22 and '23 were published in Workforce Services Directive 22-14 ([WSD22-14](#)). They are summarized for your convenience in the following chart.

	Employment Rate 2nd Quarter After Exit	Employment Rate 4th Quarter After Exit	Median Earnings	Credential Attainment	Measurable Skill Gains
Adult					
GOLDEN SIERRA	73.0%	70.0%	\$8,374.00	63.0%	79.0%
Dislocated Worker					
GOLDEN SIERRA	68.0%	70.0%	\$10,400.00	65.0%	75.0%
Youth					
GOLDEN SIERRA	70.0%	60.0%	\$4,248.00	65.0%	63.0%

SERVICE PROVIDER REPORT

ADVANCE at Lake Tahoe Community College

Report Period: Sep - Oct 2022
 Prepared By: Frank Gerdeman

PARTICIPANT STATUS			
	<u>Actual</u>	<u>Goal</u>	<u>% of Goal</u>
Number who received basic career services	70 (4)	100	70%
Number who received individualized career services	30 (4)	50	60%
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. Numbers in parenthesis are those served in Alpine County. We continued to offer services on-campus, at our off-site office, and virtually with a slight increased focus on housing support which remains a significant issue in the Basin.

PRACTICES WITH PROMISE

Internally, shared/holistic case management remains a valuable asset to our team, including the provision of services under our contract with GSJTA. This continues to include access to behavioral/mental health support services through our partnership with LTCC and TimelyCare. In addition, we have joined the UniteCA network which will allow for easier referral across multiple agencies in the South Lake and Alpine communities.

CHALLENGES/BARRIERS

The impact of recent EDD policy decisions to prohibit the use of NV ETPL programs continues to negatively affect our communities and our program. Having the flexibility clarified and/or restored would allow us to best serve our border communities.

EVENT PARTICIPATION	
<u>Date</u>	<u>Event</u>
9/7/22	Tahoe Prosperity Center - Economic Summit
9/21/22	Meeting with California Conservation Corps
9/27/22	Golden Sierra TA meeting
10/10/22	Meeting with NV Governor's Office of Economic Development (GOED) - apprenticeships
10/12/22	One-Stop Operators Meeting
10/17/22	Envision Tahoe Catalyst Committee meeting
10/19/20	Presentation to Foundation for California Community Colleges
10/24/22	Partner walk-through of Sugar Pine Village housing site
10/26/22	Project ATTAIN diploma network meeting

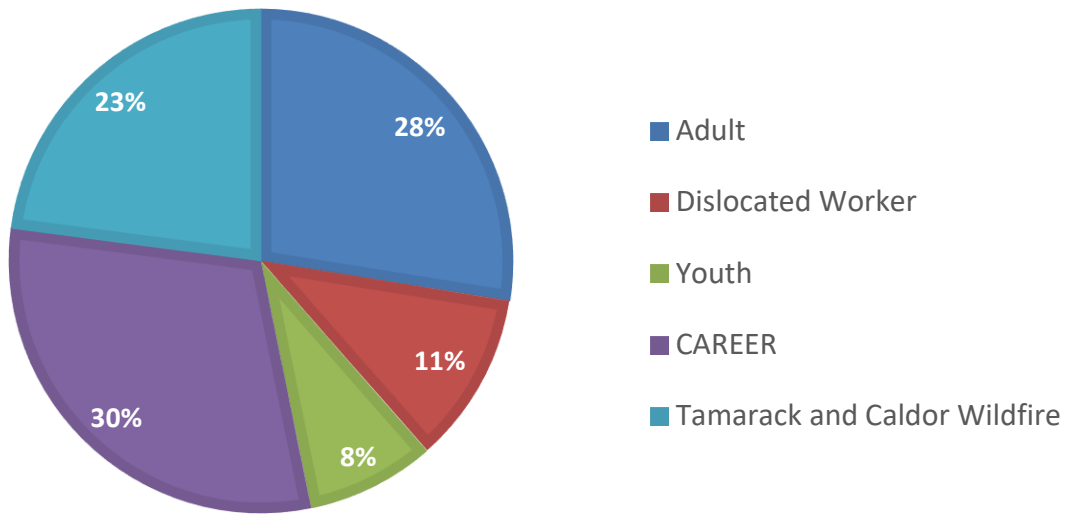
SERVICE PROVIDER REPORT
Golden Sierra Job Training Agency

Report Period: 07/01/22 – 10/31/22

Prepared By: Darlene M. Galipo

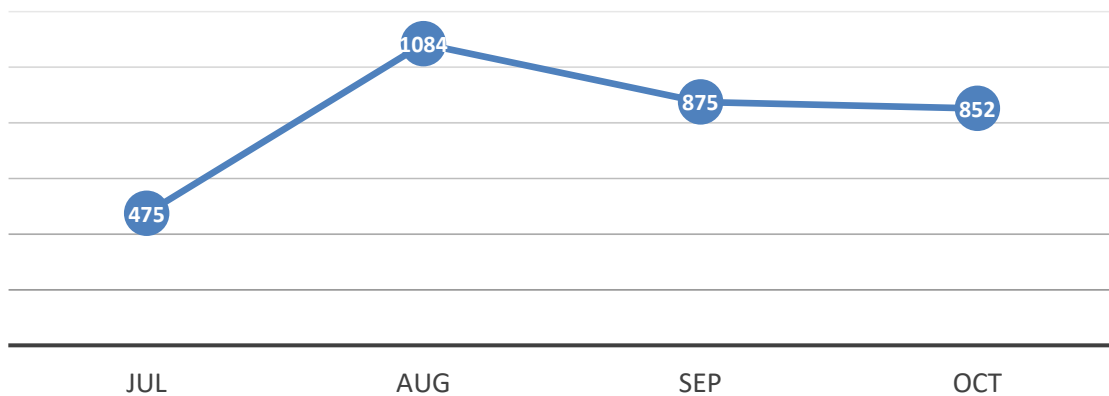
PY22/23: ACTIVE CASES BY GRANT

**ACTIVE CASES: JULY 1 - OCTOBER 31
RECEIVED A WIOA-FUNDED SERVICE**



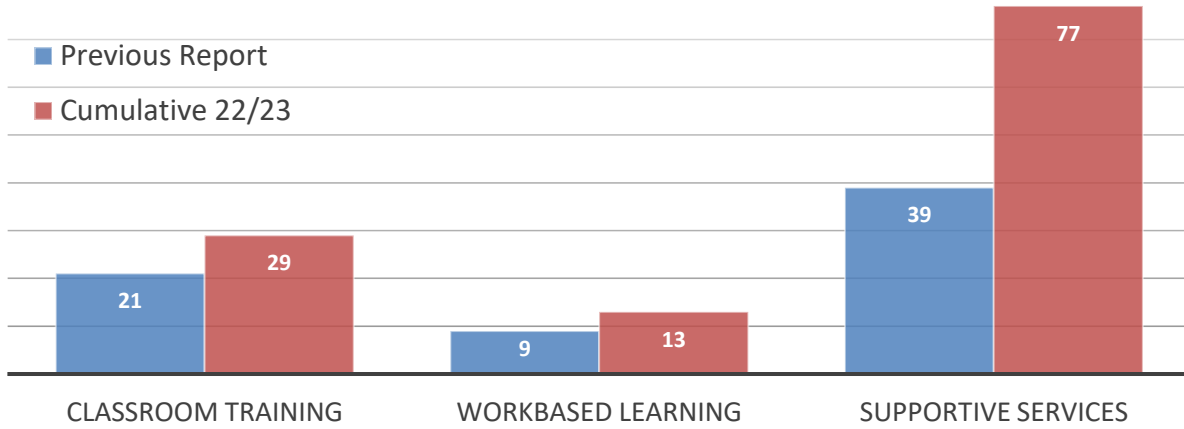
JOB CENTER VISITORS

**Visitor Traffic by Month
In-Person + Virtual**



SERVICES PROVIDED

WIOA-Funded Services Provided in 2022/2023



SUCCESS STORIES



Success Story #1

Cody served in the US Navy and returned to Placer County in 2020. He wanted to work with his hands and learn a trade, so he got a maintenance job at the fairgrounds. He soon found himself unemployed and without many job opportunities because of the global pandemic. He spent some time thinking about his true passions and enrolled in Golden Sierra’s young adult program to receive career guidance and counseling.

Cody took several career assessments and uncovered an interest in the culinary arts. Golden Sierra supported his career exploration and provided financial aid to help him get a driver’s license and insurance so he could purchase a used vehicle. He is currently employed as a cook at a senior living facility and plans to enroll in community college courses to pursue a Culinary Arts degree.

He remains in contact with his case manager and credits her patience and knowledge of community resources as the reason for his success. Cody’s case manager said, “He deserves all the credit. He was so persistent and didn’t let any of the setbacks associated with the pandemic prevent him from charging ahead. I’m proud of him.”

Success Story #2

Brody recently completed a 6-month training program to become an Electrical Apprentice. He received a scholarship that paid for the cost of his tuition. Golden Sierra also provided financial support to purchase some of the specialty tools required by the trade.

After graduation, Brody and his case manager created a job search strategy. Brody learned how to complete online applications, submit resumes, answer interview questions, and follow-up on the status of open positions. He contacted the owner of Carnahan Electric every month to inquire about openings. The owner could see he was highly motivated to work and offered him a position as an Electrical Trainee.

Brody is thrilled to be working for a local company in El Dorado County. He gets to drive a company truck and will soon be eligible for medical benefits, paid leave, and retirement!

**photos shared with permission*

