

MEMBERS

ANETTE SMITH-DOHRING
Sutter Health Sacramento Sierra Region

BILL BETTENCOURT
Placer School for Adults

CAROL PEPPER-KITTREDGE
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

DAVID DeLEONARDIS
Crossroads Diversified Services

ERIC COOPER
California Indian Manpower Consortium

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JOHN TWEEDT
District Council 16

KATHLEEN BURRIS
CVS Health

KEVIN FERREIRA
Sacramento – Sierra’s Building and
Construction Trades Council

KIMBERLY PELLOW
Brandman University

LAUREL BRENT-BUMB
Bumb Construction

MARCY SCHMIDT
Placer Co. Business Advantage Network

MARGARITA VALENZUELA
Unite Here Local 49 Gaming

MARK FRAYSER
Department of Rehabilitation

MARTHA ESCOBEDO
Employment Development Department

MICHAEL ZIMMERMAN
MTI College

PAUL CASTRO
California Human Development

RANDY WAGNER
Sierra Economic Development
Corporation

RICK LARKEY, *Vice Chair*
North State Building Industry Foundation

ROBERT WARD
IBEW Local 340

SHERRI SPRINGER
Happy Kids Preschool & Childcare

STEWART SCHURR
Doctor PC

TINK MILLER, *Chair*
Placer Independent Resource Services

VIC WURSTEN
PRIDE Industries

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
AGENDA**

Thursday, November 19, 2015 - 1:00 p.m.

**Brandman University
400 Sunrise Avenue, Suite 200
Roseville, CA 95661**

*Mission: To be the premier provider of business and
job seeker services in the region we serve*

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. APPROVAL OF AGENDA 1-2
- 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.
For Approval
A. Approval of Minutes from September 17, 2015 WB Meeting 3-9
Informational
B. Review of Minutes from October 15, 2015 EC meeting 10-13
C. Attendance Log 14
- IV. PUBLIC COMMENT-FOR THOSE ITEMS NOT ON THE AGENDA
- V. APPROVE TRANSFER OF FUNDS K698360 FOR FY 2015/16 15-18
- VI. WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)
• WIOA Matrix 19-25
• Workforce Board (WB) Bylaws discussion 26-28
- VII. APPROVE MISSION & VISION STATEMENT 29
- VIII. APPROVE BYLAWS RECOMMENDATIONS 30
- IX. ADULT EDUCATION PRESENTATION
• Bill Bettencourt – Sierra Joint Consortium
- X. K5 EXPENDITURE UPDATE – INFORMATION

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.

XI. WIOA SERVICE PROVIDER UPDATES

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- El Dorado County 32-33
- Golden Sierra Job Training Agency 34
- PRIDE Industries 35
- Business Engagement / Rapid Response 36

XII. COMMITTEE UPDATES

- Executive & Finance Committees

XIII. FUTURE AGENDA ITEMS/NEW BUSINESS

XIV. NEXT MEETING

Thursday, January 21, 2016 – 1:00 PM, Brandman University

XV. ADJOURNMENT

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, September 17, 2015 - 1:00 p.m.

**Brandman University
400 Sunrise Avenue, Suite 200
Roseville, CA 95661**

*Mission: To be the premier provider of business and
job seeker services in the region we serve*

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Chair Miller at 1:05 p.m.

Present: Tink Miller (Chair), Rick Larkey (Vice Chair), Anette Smith-Dohring*, Carol Pepper-Kittredge, Christina Nicholson, David DeLeonardis, Eric Cooper, Jason Buckingham, Kathleen Burris, Kevin Ferreira, Kim Pellow, Maggie Valenzuela, Marcy Schmidt, Michael Zimmerman, Paul Castro, Randy Wagner, Stewart Schurr, Tim Cook

Absent: Bob Ward, Daniela Devitt, John Tweedt, Laurel Brent-Bumb, Mark Frayser, Martha Escobedo, Sherri Springer, Victor Wursten

Guests: Bill Bettencourt, Trish Kelly, Elizabeth Bosley, Terrie Trombley, Lorna Magnussen, Kathy Spindola, Michael Indiveri, Alexis Zoss, Patrick Guild, Jay Onasch, Cara Welch

**Indicates arrival time*

II. APPROVAL OF AGENDA

Motion to approve the agenda by Zimmerman, second by DeLeonardis.

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.

Chair Miller asked that the July 16, 2015 Workforce Board (WB) minutes be removed for a correction on page 7 in reference to the Washoe Tribe.

For Approval

A. Approval of Minutes from July 16, 2015 WB Meeting (removed – refer to III.a.)

Informational

A. Review Minutes from August 20, 2015 EC Meeting

B. Attendance Log

Motion to approve consent agenda Items A/B Informational by Larkey, second by Cook.

Motion approved unanimously.

III.a. CONSENT AGENDA

For approval – A. Approval of Minutes from July 16, 2015 WB meeting

Request correction on page 7 of agenda packet, section VIII to read: Washoe Tribe who reside at Hung A Lel Ti.

Motion to approve as revised by Larkey, second by DeLeonardis.

Motion approved unanimously.

IV. PUBLIC COMMENT-FOR THOSE ITEMS NOT ON THE AGENDA

Pepper-Kittredge announced that Sierra College will hold a Nontraditional Employment for Women (NEW) event on November 6th from 9am – 2 pm. The goal is to inspire high school girls to continue their education in fields that are considered nontraditional for their gender. Golden Sierra will help sponsor the event. Board members are invited to attend and if interested should contact Pepper-Kittredge for parking passes.

The second event is a competition with Hacker Lab called Startup Hustle, which provides mentorship and tools to allow a person to build a business model in 6 weeks. A competition will take place at the end of the course.

Sierra College partnered with Los Rios Community College District in the spring as part of a Department of Labor grant. The grant was funded and Golden Sierra will participate as a partner in the work.

Miller announced that she passed a flyer around inviting the public to attend meetings held by the Placer County Transportation Planning Agency (PCTPA) to discuss public transportation. Input is given to PCTPA and if the criteria are found to be reasonable to meet, then it must be funded. The PCTPA staff is willing to come out and make a presentation to agencies/organizations.

Castro pointed out that the Spanish version was translated incorrectly. Miller asked for the corrections which she would pass on.

** Smith-Dohring arrived – 1:15*

V. APPROVE FY 2015/2016 CONSORTIUM FINAL BUDGET

Buckingham began by saying that the 2015/2016 budget has been modified to report by Cost Centers. Page 18, columns J-M, lists monies that are administered by Agency staff on behalf of the consortium. This budget was approved by the Finance Committee at their September 17, 2105, meeting held just prior to this meeting.

Larkey referred to page 16, row 6, and asked for clarification of the \$539,509 non-allocation awards. Buckingham stated that this is additional grant money that is not a part of the WIOA Adult, Dislocated Worker and Youth funding allocation.

Larkey inquired about the large shift in salaries and benefits listed under expenditures on the same page. Trombley explained that in the past, Placer County was listed separately, but is now combined with El Dorado and Alpine counties; therefore, reflecting the increase in that area.

Motion to approve the 2015/2016 Consortium Final budget by Smith-Dohring, second by Schmidt.

Motion approved unanimously.

VI. K5 EXPENDITURES UPDATE

Buckingham explained that the matrix shows the expenditure movement of the subcontractors throughout the consortium. There has been an increase in expenditures with El Dorado County since the June 30th report, which puts them at 60%. It was agreed that they would reach 80% by the end of December 2015.

Cooper inquired about the \$62,391 reduction for unexpended Rapid Response money in El Dorado County. Trombley explained that the agency was required to have all Rapid Response funds spent by June 30, 2015. El Dorado was not able to expend the money completely; therefore, it was absorbed back into the agency and utilized throughout the Cost Centers. Buckingham reminded the members that part of this was due to a late award of the Rapid Response money to the Agency.

VII. CAREER & YOUTH SERVICES RFP

Buckingham explained that all contracts for WIOA Title I Youth and Career Services must go through a competitive bid process. A bidder's conference was held for the Career & Youth Services RFP with Alpine and El Dorado County contractors turning in completed documentation. The information was rated and is now being presented for discussion/action.

Castro questioned the low ratings and asked Buckingham if he had concerns with them. Buckingham stated that he did not understand why the raters varied to such an extent; the only concern he had was asking the Board to approve the RFP with El Dorado County prior to the County having the opportunity to reach the agreed 80% expenditures by the end of December 2015.

There was concern regarding the low number of bidders; Buckingham said that this was typical of our area. There were two for-profit organizations that chose not to follow through with their bids, likely due to the small amount of funding involved. It was proposed that El Dorado be approved, contingent on meeting their 80% expenditure rate by December 31, 2015. If El Dorado is unable to meet that goal the Board could go out to bid with another RFP or have Golden Sierra administer the contract in-house. Buckingham said this would be up to the Board to decide.

Zoss stated that she has been responsible for the program since February 2015 and believes El Dorado is on-point with their expenditures to date. There has been an increase in expenditures within the last 2 weeks; the report included in the board packet does not include these figures. They are reassessing how they utilize their resources and the RFP gave them the opportunity to redesign how they look at their client services. Zoss said that loss of staff affected the program negatively but with new staff in place they are moving forward in a positive direction.

Motion to award the contract to El Dorado Health and Human Services Agency on the condition that they meet all performance numbers and 80% expenditure goal by December 31, 2015, by Castro, second by Larkey.

Nicholson said that the proposal on the table was "all" performance measures and is concerned that this may not be realistic.

Castro would like the Agency to report back in December as to whether the performances have been met.

Larkey asked if it was feasible for Golden Sierra to take over beginning January 2016 if the contract had to be terminated due to El Dorado not meeting their performance measures.

Buckingham said that the Agency could prepare quickly but to spend the money within a six month timeframe in El Dorado County would be unlikely; it would most likely be spent in Placer County.

Buckingham explained that this is an eighteen month contract; it begins January 2016 and expires June 2017. Buckingham expressed concerns with making the award contingent on meeting all performance measures. Currently the consortium is required to meet the expenditure goals. Clearly we want them to meet the performance measures as well. This is also their intent; however, the Board would be changing the measure at the last minute and with little time to allow for corrections if need be.

After discussion Castro revised the original motion as follows:

Motion to approve and award the contract to El Dorado Health and Human Services Agency on the condition that they meet the 80% expenditure goal by December 31, 2015, by Castro, second by Larkey.

Motion approved unanimously.

Motion to approve and award the contract to Alpine County Health and Human Services by Smith-Dohring, second by DeLeonardis.

Motion approved unanimously.

VIII. SLINGSHOT PRESENTATION

Trish Kelly/Senior Vice President – Valley Vision

Buckingham introduced and welcomed Trish Kelly from Valley Vision. He also shared that Valley Vision manages this region's SlingShot project, which is a State Board awarded grant. Our region includes SETA, Golden Sierra, Yolo and North Central Counties. This region's project doesn't focus on one particular sector; focusing instead on entrepreneurship, business start-up and first-stage business success.

Trish Kelly's presentation included the following highlights:

- there are 10 regions working on the SlingShot project across the state
- focus is on entrepreneurship and education, along with outcomes that make an impact on regional prosperity and income mobility
- entrepreneurs and business owners are building off of existing assets and the innovation ecosystem
- considerable time was spent understanding who is out there in the ecosystem providing services to the start-ups and entrepreneurs
- An advisory committee has been established consisting of employers and service representatives across the four workforce boards.
- Valley Vision is working with national groups including Kauffman Foundation and U.S. SourceLink to define what a healthy ecosystem looks like
- a typology put together by U.S. SourceLink defines 4 types of entrepreneurs:
 1. Innovation-Led – these are groups that come out of research and development; are looking to commercialize and very high growth; are looking for venture capital investments
 2. Second Stage – have progressed through the start-up stage; are looking to grow; have between 10 and 99 employees; are rooted in the community
 3. Main Street – usually local businesses that are not looking for high growth but want to be strong and profitable
 4. Microenterprise – smaller firms that need less capital to start

- a test bed for innovation and extensive research have taken place in Kansas City; capturing the dynamics of this evolving field
- testimonials show that the economy is rising and California is a great place to have a business
- mapping your assets allows the whole system to become more efficient, so the goal is to have a centralized point where the assets are more visible and easily accessed
- network capital identifies resources and gaps
- a challenge that the entrepreneurs are having is finding mentors in like businesses
- the Advisory Group met in August and identified potential strategies for SlingShot to focus on, along with implementation and who would be included in these workgroups
- the next step is to meet with the business leadership council in October, have council determine the priorities and submit the compact for implementation
- an area of interest is the Resource Navigator which is a platform that helps organize information about organizations; connecting the entrepreneurs at various points
- Valley Vision is helping to assemble a metrics workgroup which identifies metrics and reports this out to the board and the community

Questions: Cooper asked if entrepreneur needs are being factored into the process; updated policies, permits, other service needs. Kelly said that there are services that take care of these needs but they are not being connected to the start-up businesses. This is an integral part of the system.

Larkey asked for a definition of what Valley Vision considers as an entrepreneur. Kelly said that it's broad based.

Pepper-Kittredge was concerned that one of the goals is to connect research institutions as the only driver of innovation. Smith-Dohring explained that she doesn't see it as being restrictive in any way. The project is trying to figure out what the catalyst is for entrepreneurship. Partnering with large businesses can bring the mentorship that is needed.

Larkey asked who the emerging leaders are in the ecosystem with the demise of SARTA. Kelly said that over the next six months the workgroups will figure out what is critical to the infrastructure and find a way to keep it going. Cooper said that it's important that we look to the internet because the younger generation utilizes this type of media more than any other.

Wagner said that it's important to build the ecosystem and then connect the people. Find the lender and connect them with the right entrepreneur's business. He believes this will be a long process but once it's created then it must be sustained for generations to come.

IX. LABOR MARKET INFORMATION DIVISION (LMID) PRESENTATION

Elizabeth Bosley – EDD

Buckingham introduced Elizabeth Bosley, Labor Market Information Division (LMID) consultant with EDD.

Bosley introduced Cara Welch as the new Labor Market consultant for Sacramento. Bosley presented a PowerPoint overview of the Labor Market Information (LMI) for the Alpine, El Dorado and Placer County areas:

- using the labor market information is helpful in finding a job or changing careers
- essential tool for job seekers and economic and workforce developers
- LMI is mutual, objective and credible; answers questions without guessing; improves efficiency; helps to make informed decisions

- population projections are important to make sure the generations are covered according to their needs
- Alpine, El Dorado and Placer counties are above the State average for high school graduates and at/above for bachelor's degree and higher – important when looking at the types of jobs for your area
- labor force data counts population by where they live, number of employed and unemployed age 16 years and older, not a member of the armed forces or in any institutions or prison
- data over the last 10 years shows the State at a high unemployment rate in 2010 and recovering by 2014
- industry employment numbers count population by where they work, number of jobs by industry and geography and uses the North American Industry Classification system
- trade, transportation and utilities hold the largest employed population, with mining and logging showing the fewest

An EDD LMID current economic statistics graph was presented showing the different sectors of regional employment in each industry. Buckingham stated that part of the Sector Partnership Grant will develop a graph showing sectors for each county in the consortium, being beneficial for our region.

- occupations with the most job openings projected between 2012-2022 are personal care aides; retail sales; cashiers; food prep and waiters & waitresses, the commonality being lower-paid jobs
- fastest growing occupations between 2012-2022 are tile setters; tapers; painters; drywall; cement masons; plumbers; pipefitters and steamfitters, this all being in the construction industry

X. WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA)

Miller referred to the Matrix included in the board packet noting that sections in blue are completed and the green and white are in stages of being completed.

XI. WIOA SERVICE PROVIDER UPDATES

The agency is transitioning from oral reports to written reports which are included in the Board packet.

- Alpine County Consortium (written report provided)
- El Dorado County Consortium (written report provided)
- Golden Sierra Job Training Agency (written report provided)
- PRIDE Industries (no report)

The report format was well received. Wagner asked if there were requirements as to what type of information is entered in sections of the report. Buckingham said that the report is new and recommendations are welcomed. DeLeonardis suggested that the information under Activity Summary include detail similar to Placer County's report; he found this information very informative and recommended that this be included in the standardized report.

XII. COMMITTEE UPDATES

- Business Services Committee (on hold)
- Executive & Finance Committees (written report provided)

Miller explained that the written report provided captured points of activity that the Executive Committee has been involved in with the transition to WIOA. The focus is to make sure that the lines of communication are open to everyone.

- Youth Council (on hold)

Nicholson said that there are a couple of workgroups that are active under Youth Council - the Homeless subgroup and a Youth Provider Event subgroup. The Youth Provider subgroup joined with the Placer Collaborative Network which had a resource fair this morning, connecting with local resources. Placer County has hired a national consultant to take a look at what is happening with the homeless population and to make recommendations. These presentations are being attended by Nicholson and staff from Golden Sierra.

XIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- WIOA Update

Wagner complimented Buckingham and staff for the restructure of the agenda and the partner presentations. Buckingham said that the changes were, in part, based on responses to the member survey that was sent out.

XIV. NEXT MEETING

Thursday, November 19, 2015 – 1:00 PM, Brandman University

XV. ADJOURNMENT

Meeting adjourned by Chair Miller at 3:17 p.m.

**GOLDEN SIERRA WORKFORCE BOARD
EXECUTIVE COMMITTEE
REGULAR MEETING
MINUTES**

Thursday October 15, 2015 – 1:00 pm

**Roseville Connections
115 Ascot Drive, Suite 180
Roseville, CA 95661**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and the meeting was called to order by Chair Miller at 1:00 p.m.

Present: Tink Miller, Laurel Brent-Bumb, Rick Larkey*

Absent: Kevin Ferreira, Martha Escobedo

Guests: Jason Buckingham, Lorna Magnussen, Darlene Galipo, Kathy Spindola, Stephen Amezcua

** Indicates departure time*

II. APPROVAL OF AGENDA

Due to an early departure for member Larkey, all agenda items requiring a vote will be addressed first.

Motion to approve the agenda as amended by Brent-Bumb, second by Larkey.

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.

For Approval

A. Approval of Minutes from August 20, 2015 EC meeting

Informational

B. Review of Minutes from September 17, 2015 FC meeting

C. Review of Minutes from September 17, 2015 WB meeting

D. Attendance Log

Motion to approve the consent agenda by Larkey, second by Brent-Bumb.

Motion approved unanimously.

Item VI was addressed as the next item on the agenda.

IV. PUBLIC COMMENT – FOR THOSE ITEMS ON THE AGENDA

Miller announced three events that will take place this weekend in Auburn:

- Auburn Community Festival – location is Auburn Recreation & Park District across from the fairgrounds
- Auburn Big Time Pow Wow – location is Auburn Fairgrounds; tribes come from all over; all vendors are Native American; non-profit organizations participate but are not allowed to sell product
- Machado Orchard’s Annual Apple Festival – location off of 1-80 and Bowman Road; many vendors, games and a variety of apple desserts and apples to pick

Brent-Bumb commented that this is Apple Hill’s 51st Annual celebration this weekend.

Larkey asked if Out-of-School Youth was on the agenda for regional planning issues. Buckingham said that there has not been a specific focus on this group at this time. Once the State planning comes out there should be clarification on regional planning requirements which may include specific direction for this classification of youth.

V. WIOA IMPLEMENTATION

- ACTION MATRIX

Buckingham explained that much of the transition work has been completed. For example, the Local Area Designation has been finalized; the JPA and Governing Body Bylaws have been finalized and approved by the Governing Body; the Workforce Board Governing Body Agreement and the competitive bid for Career & Youth Services are completed; convening of meetings with the Core Partners has been ongoing since April 2015.

Items yet to be completed are:

- One-Stop Operator procurement, if mandatory
- committee membership included in the bylaws – working with legal counsel at this time

- CORE PARTNER MEETINGS

Buckingham said that the meetings are focusing on alignment of services, conversations on what performance means, MOU’s and their requirements, intake and referral and systems alignment.

- WORKFORCE DEVELOPMENT BOARD (WDB) BYLAWS

- MISSION & VISION STATEMENT
- WDB MEMBERSHIP COMPOSITION
- SUBCOMMITTEES

Miller asked who is drafting the revised bylaws. Buckingham said that current bylaws were given to legal counsel and they have taken care of the conforming work, referencing Workforce Innovation and Opportunity Act (WIOA) instead of Workforce Investment Act (WIA). Buckingham is working with legal counsel on the functions and roles of the Workforce Board. He also said that the new bylaws should include a Mission and Vision statement. As directed by the Executive Committee, the Workforce Board’s Mission and Vision were the topic of the last partner meeting. Statements were collected from the partners, a matrix was created and discussion followed. After sorting through the stakeholder groups’ various mission and vision strengths, considering comments, likes and dislikes, several possible statements were redrafted and distributed to the core partner group.

Buckingham passed around the results of the survey to the committee.

Draft Statements:

Vision:

A fully integrated workforce system that capitalizes on the expertise of industry and workforce partners to continuously meet the needs of business, and facilitate pathways to success for students, workers and job seekers.

Mission:

The Golden Sierra Workforce Board convenes industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of systems' ability to meet industry and workforce needs.

Miller asked if the same Mission and Vision statement will be shared by the Core Partners. Buckingham said no; each partner has their own role and responsibility. The goal is to work together in finding a system that adds value to the collective work. The purpose of the proposed Workforce Board Mission and Vision statement is based on what the stakeholders felt the workforce board can do to help all partners meet their individual and system performance goals.

Larkey asked for more clarification on the planning process. Buckingham said that the State plan is expected to define a "pipeline", with the local plan filling the "pipeline." He believes that the State will outline what they want done and the local areas will have to identify how to accomplish it.

Miller was concerned that the Workforce Board has not participated in the discussion of the mission and vision statement and will be asked to adopt it but may not support it because they were not being engaged in the process.

Buckingham agreed that the board should review and approve the statements based on the recommendation of the partners and the Executive Committee. However, the Partners were asked to develop the statements and Buckingham does not want the board to get into wordsmithing the work already completed. Today he said he is looking to the Executive Committee for acceptance of incorporating a mission and vision statement into the board's bylaws as the work of the board should be institutionalized

Brent-Bumb asked how the draft mission and vision statements compare to Golden Sierra's. Galipo said that currently the agency has a mission statement only. Larkey said that he believes securing the mission and vision statement is a critical first step in forming the direction of the board. It was agreed that having all Workforce Board members involved in the creation of the statement was important.

Buckingham said that he would like to incorporate the examples into the draft and the committee agreed.

Buckingham explained that WIOA's minimum required board membership is 19, currently this board has 26 members. He stated that capping the membership at the minimum requirement doesn't work for this board locally; however, he believes that capping the total board membership will be important.

Buckingham said that 51% of the board's membership must consist of business. In our area a majority of the region's businesses are small and he would like to incorporate a focus on small business for board membership. Brent-Bumb said that in reference to El Dorado County, 70+% of their businesses have 5 or fewer employees so she supports the idea; Miller agreed. It was also noted that the board is currently in compliance with board membership.

Combining the Finance and Executive Committees was suggested by Buckingham; in addition, he would like to replace the Youth Council with an Ad Hoc Committee for tasks or initiatives that would be focused on youth. The focus with Title 1 is on young adults, not In-School Youth. If the Youth Council is to remain a part of the board, then Buckingham would like to relinquish management of that group to a partner who has a greater need for that work.

Buckingham stated that according to WIOA, standing committees must consist of board members and non-members. Looking at the Executive Committee for instance; his suggestion would be to fill these non-member positions with people who have the expertise with budgeting and contracts, which may be the agency's CFO, Terrie Trombley, and our Workforce Board Analyst, Lorna Magnussen.

Another recommendation that Buckingham had was to eliminate the Business Services Committee (BSC) as a standing committee as this work can be handled by the Core Partnership committee or via sector or task based Ad Hoc committees.

Buckingham believes that the ad hoc structure will be more efficient for board management purposes, and, it will allow the board to follow more closely the progress of initiatives assigned to each working group.

Miller suggested a thorough presentation of the bylaws to make sure the board has a complete update, not just in reference to WIOA.

VI. NAWB FORUM

Buckingham explained that the Governing Body approved travel to the National Association of Workforce Board (NAWB) forum in March of 2016, allowing two members from the Executive Committee to attend. It was agreed that Brent-Bumb and Larkey will represent the Executive Committee, with a possible member substitution if needed.

Motion to approve travel to the NAWB forum by Larkey, second by Brent-Bumb.

Motion approved unanimously.

Item IV is the next item addressed on the agenda.

VII. FUTURE AGENDA ITEMS/NEW BUSINESS

- Bylaws
- 2014/15 Final Budget for Finance Committee

VIII. NEXT MEETING

December 17, 2015 – Joint Executive & Finance, Roseville Connections

IX. ADJOURNMENT

Meeting adjourned by Chair Miller at 1:50 p.m.

Date:	11/20/14	1/15/15	3/19/15	5/21/15	7/16/2015	9/17/2015	Rate
	Regular	Regular	Regular	Regular	Regular	Regular	
WB							
Anette Smith-Dohring	0	0	1	0	1	1	56%
Bob Ward	1	0	0	0	0	0	14%
Carol Pepper-Kittredge	1	1	1	1	1	1	89%
Christina Nicholson	1	1	1	1	0	1	89%
Daniela Devitt	1	1	1	1	1	0	78%
Dave DeLeonardis	0	1	1	1	0	1	78%
David Frazier	1	0	0				67%
Eric Cooper	0	1	1	1	1	1	78%
Jason Buckingham	1	0	1	1	0	1	78%
John Tweedt	1	1	1	0	1	0	75%
Kathy Burris	0	1	1	1	1	1	56%
Kevin Ferreira	1	0	0	0	1	1	56%
Kim Pellow	0	1	1	0	0	1	56%
Laurel Brent-Bumb	1	1	1	1	0	0	44%
Maggie Valenzuela	1	1	1	0	0	1	56%
Marcy Schmidt	1	1	0	1	1	1	78%
Mark Frayser	1	1	0	1	1	0	75%
Martha Escobedo	1	1	1	1	0	0	67%
Michael Zimmerman	1	1	1	1	1	1	100%
Paul Castro	1	1	1	1	1	1	89%
Randy Wagner	1	1	0	1	1	1	89%
Rick Larkey	1	1	1	1	1	1	100%
Sherri Springer	0	0	0	1	0	0	33%
Stewart Schurr	1	0	1	1	1	1	88%
Tim Cook	1	1	1	1	1	1	100%
Tink Miller	0	1	1	1	1	1	89%
Victor Wursten	1	1	0	1	0	0	56%
	20	20	19	20	16	18	

**GOLDEN SIERRA
WORKFORCE INVESTMENT BOARD**

MEMORANDUM

DATE: November 19, 2015
TO: Workforce Board (WB) members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: Transfer of Funds Memo

Resolution Action Item Information

In an effort to serve our population, Golden Sierra is seeking approval to transfer 50% (\$668,045) of their Program Year 2015-2016 awards from the Dislocated Worker funds to the Adult funding stream. The administration portion of 10% (\$66,804) is requested as well. The request has been prepared following guidance provided by the Employment Development Department in Directive WSD13-5 dated August 21st, 2013.

As the members of the committee may be aware, all Dislocated Workers are eligible to receive funding via the Adult funding stream, however, the reverse is not true. This transfer will allow Golden Sierra to serve clients with the greatest need, with minimal impact on our Dislocated Worker services.

The transfer request amount is: \$668,045

WIA TRANSFER REQUEST

1. Local Area Name Golden Sierra Job Training Agency Transfer Request No. 1

2. Subgrant Number K698360

3. Program Year 2016

4. Direction of Transfer (check one)

Adult to Dislocated Worker

201 → 299

202 → 200

Dislocated Worker to Adult

501 → 499

502 → 500

5. Amount of Transfer \$ 668,045.00

6. Reason for Transfer (Include effects on local services and proposed changes to the local plan.)

Golden Sierra Job Training Agency would like to transfer 59% of the total 2nd round of Dislocated Worker monies to assist in removing barriers to services for the Dislocated Worker (DW) population. The transfer in funding will not adversely affect our ability to provide services to the DW population. Our goal is to ease the clients ability to qualify for our services. The Golden Sierra Workforce Board supports this request and recognizes it as a prudent step based on the current economic conditions in our service area.

7. Date of local board meeting to discuss transfer 11/19/2015

8. Print name of Local Area Administrator/Designee Jason Buckingham

9. "I certify this transfer request was approved at the local board meeting date of 11/19/2015"

10. Signature of Local Area Administrator/Designee _____

11. Contact Person Terrie Trombley

12. Telephone Number (530) 823-4635

13. Date of Request 11/20/2015

TRANSFER REQUEST BUDGET PLAN

	LWIA: Golden Sierra Job Training Agency Date: 11/19/2015
--	---------------------------------------------------------------------------

TITLE IB BUDGET PLAN SUMMARY (Adult and Dislocated Worker Funds)

WIA 118; 20 CFR 661.350(a)(13)/ WIOA

Subgrant # K698360	Grant Code	Adult to Dislocated Worker <input type="checkbox"/> 201 → 299 <input type="checkbox"/> 202 → 200	Dislocated Worker to Adult <input type="checkbox"/> 501 → 499 <input checked="" type="checkbox"/> 502 → 500	
Year of Appropriation _ 2015/2016				

FUNDING IDENTIFICATION	ADULT	DISLOCATED
1. Formula Allocation	0	1,132,279
2. Prior Adjustments - Plus or Minus	0	0
3. Previous Amounts Transferred	0	0
4. Current Amount to be Transferred		(668,045)
5. TOTAL FUNDS AVAILABLE (Lines 1 thru 4)		464,234

TOTAL ALLOCATION COST CATEGORY PLAN		
6. Program Services (Lines 6A through 6E)	0	601,241
A. Core Self Services (Basic Career Services)	0	150,210
B. Core Registered Services		0
C. Intensive Services (Individualized Career Services)	0	225,489
D. Training Services	0	100,542
E. Other	0	125,000
7. Administration	0	66,804
8. TOTAL (Lines 6 plus 7)	0	668,045

QUARTERLY TOTAL EXPENDITURE PLAN (Cumulative)		
9. September 20__		
10. December 2015	0	75,000
11. March 2016	0	175,000
12. June 2016	0	300,000
13. September 2016	0	425,000
14. December 2016	0	550,000
15. March 2017	0	650,000
16. June 2017	0	668,045
17. September 20__	0	0
18. December 20__	0	0
19. March 20__	0	0
20. June 20__		0
		0

COST COMPLIANCE PLAN (maximum 10%)		
21. % for Administration Expenditures (Line 7/Line 5)		10.00%

Theresa Trombley, Chief Fiscal Officer	(530) 823-4635	11/19/2015
Contact Person, Title	Telephone Number	Date Prepared

Comments:

TRANSFER REQUEST PARTICIPANT PLAN

LWIA: Golden Sierra Job Training Agency
Date: 11/9/2015

TITLE IB PARTICIPANT PLAN SUMMARY

WIOA 118; 20 CFR 661.350(a)(13); TEGL 17-05

Enter the number of individuals in each category.

TOTALS FOR PY 2011	ADULT	DW	YOUTH
1. Registered Participants Carried in from PY 2014	119	76	
2. New Registered Participants for PY 2015	120	55	
3. Total Registered Participants for PY 2015__ (Line 1 plus 2)	239	131	
4. Exiters for PY 2014	120	78	
5. Registered Participants Carried Out to PY 2015__ (Line 3 minus 4)	119	53	

PROGRAM SERVICES			
6. Core Self Services (Basic Career/Self-service)	19,693	15,395	
7. Core Registered Services (Individualized Career Services)	239	131	
8. Intensive Services (Individualized Career Services)	239	131	
9. Training Services	127	80	

YOUTH MEASURES			
10. Attainment of a Literacy and/or Numeracy Gain			
11. Attainment of a High School Diploma, GED, or Certificate			

EXIT STATUS			
12. Entered Employment	96	63	
12A. Training-related	69	35	
13. Remained with Layoff Employer		2	
14. Entered Military Service			
15. Entered Advanced Training			
16. Entered Postsecondary Education			
17. Entered Apprenticeship Program			
18. Returned to Secondary School			
19. Exited for Other Reasons	4	1	

Jason Buckingham, Executive Director
Contact Person, Title

(530) 823-4635
Telephone Number

11/9/2015
Date Prepared

Comments:

ACTION MATRIX

TRANSITION PROGRESS

- As you can see the Board is chipping away at the majority of the items on the Matrix. Finalized are:
 - Local Area Designation
 - The JPA
 - The Governing Body Bylaws
 - The WB/GB Agreement
 - Competitive Bid for Career and Youth Services
 - Convening of the Core Partners (Ongoing)
- Things that still need to be completed are
- The One-Stop operator piece – Waiting for further clarification. If procurement required must be started prior to July 2016
- The bylaws which will include membership and committees. Working with legal counsel on those now.

CORE PARTNER MEETINGS

- Showing great promise
- As directed by WDB Exec; drafted mission and a vision for the Board's review and approval
- Started discussions on MOUs – State may be providing template but there are certain required elements that we can discuss now
- Discussing common intake and referral. Also, leveraging expertise
- Most importantly discussing about shared outcomes and systems alignment



WIOA Action Matrix

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

Action	Comments <i>Action Item = Green</i> <i>Complete = Blue</i>	Responsibility			Status
		WIB	GB/CLEO	CWIB/ Governor	
Establish Local Area (continued)					
Request approval to remain one-stop operator	According to WIOA each local area is required to have one One-Stop (at a minimum) and that One-Stop must be collocated with EDD staff. Currently, the Golden Sierra region has five centers only one of which is collocated with EDD (Roseville). The designation would eliminate our requirement to competitively procure the operator for the region. This is the most cost effective and efficient scenario. It does not eliminate the requirement to procure youth and career services.	X	X	X	<ul style="list-style-type: none"> • Approved by WIB 11/20/14 • Approved by GB 12/15/14 • Mailed 12/21/14 • According to NRPM must be competitively procured prior to receiving “waiver”. Procurement must be completed by June 30, 2017 • CWA launched campaign to alter regulations, GB and WDB Exec sent letter to Secretaries of Labor and Education. (8/20/15)
Workforce Board					
Governance					
Review WIB Functions for gaps/opportunities	WIB (ADA accessibility policies)	X			<ul style="list-style-type: none"> • WDB functions to include partnering with Core agencies, systems alignment and setting local performance indicators • Updates to WDB ongoing • Board functions reviewed 7/15/15
Review Bylaws	Review bylaws for consistency with responsibilities and functions of WDB	X	X		<ul style="list-style-type: none"> • Working with KMTG • GB Bylaws for review/approval at GB meeting 4/9/15 • WDB Bylaws under review • Draft Presented to WDB EC 10/17/15
Re-write WIB/Governing Body Agreement	Review current agreement for consistency with WIOA	X	X		<ul style="list-style-type: none"> • Working with KMTG • Draft completed – GB Review 4/9/15 • Approved by WDB Exec 4/16/15 • Approved by GB 6/3/15
Set Qualifications for Director	The WDB will need to set qualifications for the Director. Will probably need to wait for regulations to do so.	X	X		<ul style="list-style-type: none"> • Designated to GB since the Agency sets qualifications for and employs Director
Review WIB Directives	Current WIB Directives will need to be reviewed and revised or eliminated for accuracy within the new system.	X			<ul style="list-style-type: none"> • Initial Review and Discussion at Exec 4/16/15 • WIA Directives expire June 30, 2015 • New based on broad policy issues, alignment etc. • WDB focus on systems building

Action	Comments	Responsibility			Status
	Action Item = Green Complete = Blue	WIB	GB/CLEO	CWIB/ Governor	
Workforce Board (continued)					
Membership					
Review WIB membership for compliance and strategic direction	Is membership in line with key sectors and new requirements?		X		<ul style="list-style-type: none"> As required by WIOA and as referenced in WSD14-10, the Governing Body will be required to provide direction to staff to develop and approve a recruitment process that identifies and appoints appropriate members as defined by WIOA and state policy. Must be in compliance by July 2016. Membership reviewed, missing one required member (Adult Education) for compliance. Further review and possible restructuring may need to take place to meet requirements of local initiatives. Board membership in Compliance 10/7/15 with addition of Adult Ed Reviewed for planning and strategy 10/17/15
Structure					
Review Committee Structure	The WIB should review its committee structure to ensure that it can meet its new role. No youth council is required, new partners included in performance (performance committee), New business engagement metrics, new emphasis on pathways and pathway development, Education and economic development continuous improvement, accessibility... Joint mtgs with SETA? (See initiatives)	X	X		<ul style="list-style-type: none"> Some of this may need to be completed regionally as a part of the regional planning requirements Initial recommendations will be proposed for June Executive Committee Delayed slightly awaiting direction from state Initial Thoughts: Combine WDB Exec and Finance, adopt Core Partner meetings as WDB Sub Committee (Planning and Partnership) Either divide business membership between key sectors or use ad hoc sector committees/panels to gain info

Action	Comments <i>Action Item = Green</i> <i>Complete = Blue</i>	Responsibility			Status
		WIB	GB/CLEO	CWIB/ Governor	
Workforce Board (continued)					
Planning/Service Delivery					
Convene Core Partners to discuss the design of the future system and MOUs	Executive Committee should convene leaders from DOR, EDD, Adult ED to discuss partnering in the new system, MOU's and Cost Sharing Agreements.	X			<ul style="list-style-type: none"> • Email intro CWA WIOA Overview – 9/23/14 • Letter intro WIOA 10/20/14 • First meetings with EDD/Adult Ed April 2015 • First meetings held with Adult Ed, EDD, HHS and DOR (April 2015) • Round 2 July 27 • Round 3 occurred August 18 • Round 4 September 30 – Discussing Mission, Vision, Values draft
Meet with SETA to Consider Joint Committees and policies with SETA and CAIZ group	WIOA will nearly require a regional planning effort. We may want to have our subcommittees start meeting jointly with SETA	X			<ul style="list-style-type: none"> • Attending SETA Planning Committee late January. • Meeting cancelled; next meeting in February, • Though we are jointly coordinating many activities. This meeting has not occurred as of July 2015 • Currently working on Slingshot and Sector Based NEG Grants
Review One-Stop locations and service delivery model	Review service delivery. Should all current locations remain one-stops or should we target special projects in certain areas. Should we open population-specific job centers? Other LWIAs have centers that focus on youth only or business only or sectors. Should we reduce the number of physical centers and set-up remote access instead (the community colleges would be a likely host). (Recommendations to GB)	X	X		<ul style="list-style-type: none"> • Met with Alpine County on 1/29/15 to discuss program services needs and model. • Consider new model with one comprehensive site, multiple Affiliate sites and designated access points. Only Affiliate and Comprehensive sites have access to Training money. All sites offer some version of Career Services GS manages the payments of contracts etc. • Need to develop a way to recognize access points (DOL, Calworks, DRCs Etc) as part of the system. Possible that Access points may be able to refer eligible clients directly. • Locations will be a product of RFP process and WIOA Comprehensive one-stop requirements

Action	Comments <i>Action Item = Green</i> <i>Complete = Blue</i>	Responsibility			Status
		WIB	GB/CLEO	CWIB/ Governor	
Workforce Board (continued)					
Planning/Service Delivery (continued)					
Publish RFQ for vender services	Establishing a vendor list for services will greatly enhance our ability to provider services without a full RFP process for each service	X			<ul style="list-style-type: none"> Working with staff to define services – anticipate release 2/10/15 Released 2/10/15
Publish RFQ for Training Services and/or One-Stops	Prepare for competitive bid requirement by obtaining lists of qualified/interested sub-recipients	X			<ul style="list-style-type: none"> In development/ may need to separate “one-Stop Operator” functions from one-stop service delivery (core function = coordination) Deadline for completion July 2017. Do not award “K6” money beginning of program year 2015. Must develop and complete RFP for Services to be awarded Dec/Jan (2016) for 18 months This (K6) implementation plan was reviewed and approved at Finance committee May 20, 2105; approved at WDB May 21, 2015. RFP Released 7/8/2015 Rated 8/28/15 To WDB for approval 9/17/15
Technology	How does the WDB want to address the new emphasis on Technology	X			
Branding	Consider adopting unified Identifier	X	X		<ul style="list-style-type: none"> WIOA NRPMs identify One-stop brand as “American Job Centers” do we want to keep local brand? Will state board enforce “America’s Job Centers of California”
Accessibility	How will we address accessibility				<ul style="list-style-type: none"> Could be a function of the one-stop operator if contracted out.
LMID	How will we ensure we have proper data for planning – Contract that out				<ul style="list-style-type: none"> Save costs by eliminating EMSI and Work closely with LMID consultant

Action	Comments	Responsibility			Status
	Action Item = Green Complete = Blue	WIB	GB/CLEO	CWIB/ Governor	
Workforce Board (continued)					
Performance					
Metrix	Review and identify performance metrics for WIA services or initiatives (i.e. expenditures related to OJT vs classroom training?) Training in critical clusters? Pathway development, apprenticeship enrollment – Business engagement etc.	X			<ul style="list-style-type: none"> • Initial local performance metrics to be proposed to Exec June 2015 • Delayed slightly awaiting direction from state subcommittee meetings
Initiatives	Brand Initiatives i.e. NEXT, Vital Assets, Youth@Work etc. - maybe reduce committees but have ad hocs that manage the initiatives?	X			<ul style="list-style-type: none"> • Currently Branded “NEXT” for business services/RR • Working on “Service First” for Veterans • Working on Brand for Persons with Disabilities (PWD) • Also need youth brand • Implementing centrally administered RR Services. The RR implementation plan was reviewed and approved at Finance committee May 20, 2105; approved at WDB May 21, 2015. • “Advance” Branding developed for serving PWD’s

WDB BYLAWS

- The core is redrafted but still very rough. They aren't quite ready for Board review however; there are some sections where the Board's input is required. Including:
- The mission/vision, membership and the subcommittee structure

MISSION & VISION STATEMENT

- Missing from previous bylaws and should be included to institutionalize the Board's overarching goal.

Background:

The core partnership group convened, at the request of the Executive Committee, to discuss the mission and vision drafts. The group contained the required Core Partners with the exception of EDD.

Staff framed the discussion around the functions of the board but more importantly how the Board can add value to the partners and their respective programs

Staff compiled all the partner's mission and vision statements prior to the meeting and came up with a set of statements to discuss as a group. We talked about what we liked and what we didn't like about those seed statements and what we appreciated about the partner's collective statements.

Then we revised the statements based on the input at the meeting and surveyed the group for which draft statements they liked best.

The survey actually ended up producing different statements than what we had produced at the meeting.

The KEY here is that the focus is on bringing the right people together, identifying what needs to be done, and measuring the success of the work.

Vision Statements:

- Defines the optimal desired future state - the mental picture - of what an organization wants to achieve over time;
- Provides guidance and inspiration as to what an organization is focused on achieving
- Functions as the "north star" - it is what all board members understand their work ultimately contributes towards accomplishing over the long term; and,
- Is written succinctly in an inspirational manner that makes it easy to repeat it at any given time.

Mission Statements:

- Mission statements provide an overview of the group's plans to **realize that vision** by identifying the service areas, target audience, values and goals of the organization.

Draft Mission and Vision Statements:

Vision: A fully integrated workforce system that capitalizes on the expertise of industry and workforce partners to continuously meet the needs of business, and facilitate pathways to success for students, workers and job seekers.

Mission: The Golden Sierra Workforce Board convenes industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of the systems' ability to meet industry and workforce needs.

WDB MEMBERSHIP COMPOSITION

1. Minimum board composition is 19. This minimum composition would be very difficult for the GSWDB operationally as it wouldn't leave room for key partners not required by the act. However; staff does recommend capping the overall board membership. Current membership is 26 and staff believe this to be a prudent limit to the number of members. This will leave a minimum of 19 and a maximum, not to exceed 26.
2. Staff also recommends incorporating into the Bylaws a focus on small business for recruitment purposes. Small businesses represent approximately 80% of our regions' private sector business composition and we believe the board should strive to hear that voice.

WDB SUBCOMMITTEE RECOMMENDATIONS

1. Currently, the WDB Executive and Finance Committee generally meet together. Staff recommend combining these two subcommittees into a "Governance" subcommittee that handles both the roles of the Executive and Finance Committees. This combination of efforts will formalize the efforts and eliminate the need for two committees and multiple agendas.
2. Staff recommend formalizing the Core Partner group as a subcommittee under the Board. The Role of this group will be to implement activities identified by the Board.

3. Staff recommend elimination of the youth council for the following reasons. WIOA Title 1 has very little need for a youth council since funds are focused on out-of-school young adults. No less than 75% of youth funding must be spent on young adults. Instead, staff recommend the use of ad hoc committees for specific tasks related to youth initiatives identified either by the Board, the partners or via the groups within the region who currently work within the youth arena.
4. Staff recommend eliminating the Business Services committee as much of this work can be handled by the Core Partnership group or by establishing ad hoc committees, possibly sector based, as necessary.
5. The use of ad hoc committees allows the Board to monitor responsiveness and measure effectiveness around initiatives while spreading the work of the members. Additionally, it eliminates unnecessary meetings.

**GOLDEN SIERRA
WORKFORCE DEVELOPMENT BOARD**

MEMORANDUM

DATE: November 19, 2015
TO: Workforce Board (WB) members
FROM: Jason Buckingham, GSJTA Executive Director
SUBJECT: Draft Workforce Board Vision and Mission

Resolution Action Item Information

The following draft Vision and Mission statements were developed at the request of the Executive Committee by the Core partnership group for review and approval by the full Board. The emphasis of these statements is on bringing the right people together, identifying what needs to be done, and measuring the success of the work. The following information is provided for your comment and approval.

Vision:

A fully integrated workforce system that capitalizes on the expertise of industry and workforce partners to continuously meet the needs of business, and facilitate pathways to success for students, workers and job seekers.

Mission:

The Golden Sierra Workforce Board convenes industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of systems' ability to meet industry and workforce needs.

GOLDEN SIERRA WORKFORCE DEVELOPMENT BOARD

MEMORANDUM

DATE: November 19, 2015

TO: Workforce Board (WB) members

FROM: Jason Buckingham, GSJTA Executive Director

SUBJECT: Bylaws Recommendations

Resolution

Action Item

Information

Staff are requesting the Board's approval on the following recommendations for incorporation into the Workforce Board Bylaws.

WBD VISION AND MISSION RECOMMENDATION

1. Incorporate the approved Mission and Vision into the Bylaws.

WDB MEMBERSHIP COMPOSITION RECOMMENDATIONS

1. Minimum board composition is 19. This minimum composition would be very difficult for the GSWDB operationally as it wouldn't leave room for key partners not required by the act. However; staff does recommend capping the overall board membership. Current membership is 26 and staff believe this to be a prudent limit to the number of members. This will leave a minimum of 19 and a maximum, not to exceed 26.
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GOLDEN SIERRA WORKFORCE BOARD
SERVICE PROVIDER REPORT

Report Period: 9/1/15 - 10/31/15
 Prepared By: Alpine

ACTIVITY SUMMARY

<input type="checkbox"/>	New Enrollments	None
<input type="checkbox"/>	New ITA Contracts	None
<input type="checkbox"/>	New OJT Contracts	None
<input type="checkbox"/>	New WEX Contracts	1 new WEX with Alpine Co Community Development Department
<input type="checkbox"/>	Total One-Stop Visitors	
<input type="checkbox"/>	Unique One-Stop Visitors	

PROGRAM UPDATES

Youth

Adult Four adults are attending local community colleges for job training.

Dislocated Worker None

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>

NOTEABLE OUTCOMES

Labor Exchange Services

Business Engagement Facilitated meeting between SCORE volunteer and Alpine Co resident who is starting a new business

Partner Engagement One adult client is co-enrolled in WTW and WIOA. She is participating in a WEX, and WTW is paying for supportive services such as work clothing/boots and transportation. Alpine Co HHS is assisting with child care.

Service Delivery Strategies

WIOA Transition

GOLDEN SIERRA WORKFORCE BOARD SERVICE PROVIDER REPORT

Report Period: 09/01/15 -10/31/15

Prepared By: El Dorado County

ACTIVITY SUMMARY

<input checked="" type="checkbox"/>	New Enrollments	Unable to access this information for Placerville from CalJobs
<input checked="" type="checkbox"/>	New ITA Contracts	7
<input checked="" type="checkbox"/>	New OJT Contracts	6
<input checked="" type="checkbox"/>	New WEX Contracts	3 in process
<input checked="" type="checkbox"/>	Total One-Stop Visitors	1941
<input type="checkbox"/>	Unique One-Stop Visitors	Golden Sierra will be providing this information.

PROGRAM UPDATES

Youth Staff met with Forest Service as well as the the El Dorado County & Georgetown Divide Resource Conservation District (RCD) regarding the development of WEX positions. Both sites were interested. Sent WEX Agreement packets to both sites to review. RCD is presenting WEX packet to their Board in November for approval and the Forest Service is sending the WEX Packet up their chain for review. Staff also met with California Conservation Corp (CCC) to coordinate One Stop Visits as well as to potentially provide services to local corps participants who will be completing their CCC service. Our local Veteran's Office has selected a youth WEX, and staff is in the process of working through the county system so that he can start.

Adult Currently our Adult K5 dollars are obligated. We are developing a waiting list for K6 dollars.

Dislocated Worker The program is on track for completely spending K 5 dollars by December. Sent out a Press Release regarding Dislocated Workers in October and worked with Golden Sierra Business Engagement Team to put a modified Press Release out through Social Media. We have had a good response to both.

Prop 39 N/A

Disability Employment Accelerator (Advance) Nothing to Report

National Emergency Grant (SP-NEG) N/A

EVENT PARTICIPATION

<u>Date</u>	<u>Event Name</u>	<u>Outcomes</u>
9/24/15	Hiring Event @ Cameron Park Library	
10/15/15	Community Services Showcase	Information about WIOA was shared with 15 other Community Service providers and numerous citizens.
10/22/15	Presentation at CPS All Staff Meeting regarding WIOA services and how they might benefit AB 12 Foster kids CPS clients	Information Shared.

NOTEABLE OUTCOMES

Labor Exchange Services In conjunction with Tammy Cornelison from Golden Sierra we have posted and shared with CalWORKs many job openings identified by Tammy as she meets with employers in our community.

Business Engagement a) Coordinated with Tammy and sponsored a Hiring Event at the Cameron Park Library, b) Identified the training site for Golden Sierra staff for the CEA series of workshops offered in El Dorado County .

Partner Engagement During this period WIOA has met with County Workability Coordinator and the Workability Transition Team, Department of Rehabilitation in SLT, ICM team at Mental Health, CPS regarding AB 12 Foster Youth to inform them about WIOA services. DOR is currently onsite in Placerville offering weekly orientations and meeting with clients and staff. We are developing a process with DOR in South Lake Tahoe to provide coordinated services for SLT. During this period we also met with the new CAO Economic Development Coordinator and staff and updated them re.

Service Delivery Strategies Via the One Stop: We have offered 20 workshops oriented to job finding and job keeping during this period; 6 Department of Rehabilitation Orientations ; 1 NEXT Skills Series on Diversity and, 9 WIOA Orientations that include the CASAS testing.

WIOA Transition 1) At weekly staff meetings, reviewing new WIOA eligibility and other guidance provided by EDD and DOL, 2) Consulting with Larry, MIS Coordinator for Golden Sierra when there is any question about eligibility or accurate data entry 3) Reviewing and revising all informational materials to insure that they reflect new WIOA information, 4) Coordinating with Golden Staff to insure that all services are standardized.

GOLDEN SIERRA WORKFORCE BOARD SERVICE PROVIDER REPORT

Report Period: 09/01/15 – 10/31/15

Prepared By: Placer County (DG)

ACTIVITY SUMMARY

<input checked="" type="checkbox"/>	New Enrollments	19
<input checked="" type="checkbox"/>	New ITA Contracts	9 – CNA, Network Administrator, Medical Biller, Vocational Nurse, IT Support
<input checked="" type="checkbox"/>	New OJT Contracts	6 – Automotive Technician, Production Assembler, Executive Assistant
<input checked="" type="checkbox"/>	New WEX Contracts	4 – Counter Clerk, Youth Resource Clerk, Customer Service, Shop Helper
<input checked="" type="checkbox"/>	Total One-Stop Visitors	687 (Roseville: 455 + Auburn: 232) October Only
<input type="checkbox"/>	Unique One-Stop Visitors	Unable to collect via CalJOBS (awaiting scan card module)

PROGRAM UPDATES

Youth The literacy/numeracy performance measure for the first quarter of 2015/2016 is low; MIS will address.

Adult Enrollments and expenditures are on track to exceed performance goals.

Dislocated Worker Enrollments and expenditures are on track to exceed performance goals.

Prop 39 The initial award is fully expended. An additional \$4 million award (for California) is forthcoming.

Disability Employment Accelerator (Advance) 18 participants are currently enrolled and receiving services.

National Emergency Grant (SP-NEG) 1 participant is currently enrolled and receiving training in the manufacturing industry. Outreach materials will soon be deployed to solicit eligible participants and employers.

EVENT PARTICIPATION

<u>Date</u>	<u>Event Name</u>	<u>Outcomes</u>
10/07/15	Recruitment: Erickson Construction	4 applicants / 1 position filled
10/13/15	Recruitment: Smart and Final	113 applicants / 45 positions filled
10/28/15	Small Business Seminar	80+ local employers participated
10/30/15	Sierra College Job Fair	data not available prior to report deadline

NOTEABLE OUTCOMES

Labor Exchange Services Provided recruitment assistance for the following employers: Erickson Construction, Smart & Final, Accent Care, Gap, Express Pros, SVS Group, Harris & Bruno, Western Sierra Business Services, and Certified Property Rescue.

Business Engagement Contracted with CEA to offer 4 employer workshops in the month of October on HR topics in both Placer and El Dorado county. 4 additional workshops are scheduled for November.

Partner Engagement Golden Sierra, NSBIA, and Placer County are working together and leveraging resources to coordinate 2 upcoming job fairs. Placer School for Adults is prepared to fund a job developer to create internship and placement opportunities for mutual customers. Placer County has proposed support for workshops.

Service Delivery Strategies Roseville and Auburn Connections unveiled a new, more streamlined, check-in process that appears to be working well. Customers are no longer required to present right-to-work documents in order to receive basic career services.

WIOA Transition Participated in meetings with the core WIOA partners to discuss MOUs and referral methods. Management is updating programmatic policies and procedures for distribution to agency staff and subrecipients.

GOLDEN SIERRA CONSORTIUM BUSINESS SERVICES AND RAPID RESPONSE REPORT

Report Period: October 2015
Prepared By: TC/JC

ACTIVITY SUMMARY

<input checked="" type="checkbox"/>	New Placer Contacts	47
<input checked="" type="checkbox"/>	New El Dorado Contacts	10
<input type="checkbox"/>	New Alpine Contacts	0
<input checked="" type="checkbox"/>	New Job Orders Received	20
<input checked="" type="checkbox"/>	Total Active Job Orders	30
<input checked="" type="checkbox"/>	Total No. of Events	12

EVENT PARTICIPATION

<u>Date</u>	<u>Event Name</u>	<u>Outcomes</u>
10/7/15	Hiring Event: Erickson Construction	4 participants, 1 hired
10/13/15	Hiring Event: Smart & Final	113 participants, 45 hired
10/14/15	Hiring Event: Harris & Bruno	15 participants
10/20/15	Educational Business Workshop	8 El Dorado County employers attended
10/20/15	No. CA Rapid Response Roundtable	Quarterly staff development meeting
10/20/15	Hiring Event: SVS Staffing	6 participants, 3 hired
10/21/15	Hiring Event: Gap & Villara	20 participants
10/22/15	Educational Business Workshop	14 Placer County employers attended
10/27/15	Educational Business Workshop	9 El Dorado County employers attended
10/28/15	Small Business Seminar	15 employers attended
10/29/15	Educational Business Workshop	19 Placer County employers attended
10/30/15	Sierra College Job Fair	300 job seekers and 55 employers participated

ACTIVE JOB ORDER TRENDS

Hospitality and Tourism N/A

Retail 70 entry level positions available, most are seasonal in nature

Health Care Services 15 positions available

Information Technology 5 positions available

Construction 15 positions available, most are residential

Business and Financial Services 4 positions available, 1 placement made at Western Sierra Business Services

Professional and Technical Services N/A