

## WIB MEMBERS

ANETTE SMITH-DOHRING  
Sutter Health Sacramento Sierra Region

CAROL PEPPER-KITTRIDGE  
Sierra College

CHRISTINA NICHOLSON  
Whole Person Learning

DANIELA DEVITT  
California Employers Association

DAVID DeLEONARDIS  
Crossroads Diversified Services

DAVID FRAZIER  
Winding Winds Consulting

ERIC COOPER  
California Indian Manpower Consortium

JASON BUCKINGHAM  
Golden Sierra Job Training Agency

JOHN TWEEDT  
District Council 16

JULIA BURROWS  
Enable Energy

KATHLEEN BURRIS  
CVS Caremark

KEVIN FERREIRA  
California State Board of Equalization

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

PANDA MORGAN  
Small Business Development Center

PAUL CASTRO  
California Human Development

RANDY WAGNER  
Sierra Economic Development  
Corporation

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

SHERRI SPRINGER  
Happy Kids Preschool & Childcare

STEWART SCHURR  
Doctor PC

TIM COOK  
Experience Works

TINK MILLER, *Chair*  
Placer Independent Resource Services

VIC WURSTEN  
PRIDE Industries

WILLIAM REED  
United Domestic Workers

# **GOLDEN SIERRA WORKFORCE INVESTMENT BOARD REGULAR MEETING AGENDA**

**Thursday, July 17, 2014 - 1:00 pm**

**Folsom Lake College – El Dorado Center  
Community Room  
6699 Campus Drive  
Placerville, CA 95667**

*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 May 15, 2014  
WIB Meeting 3-12

B. Approval of Youth Council application; Parker Trout  
Representing Youth (Placer) 13-15

### Informational

C. Review of Minutes from May 15, 2014  
Executive/Finance Special Meeting Pending

D. Attendance Log 16

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

## **V. APPROVE TRANSFER OF FUNDS K594759**

17-22

## **VI. APPROVAL OF MOUs**

23-24

- Experience Works
- Employment Development Department (EDD)
- Department of Rehabilitation (DOR)

### 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.  
Agenda Packet - Page 1 of 54

- VII. REPEAL WIBD12-01 44-48  
LOCAL ELIGIBLE TRAINING PROVIDER LIST (LTPL) POLICY
- VIII. PARTNER PRESENTATION
- TIM COOK, EXPERIENCE WORKS
- IX. LABOR MARKET INFORMATION PRESENTATION
- GEORGE MARLEY  
EMPLOYMENT DEVELOPMENT DEPARTMENT  
LABOR MARKET INFORMATION DIVISION
- X. WORKFORCE INNOVATION & OPPORTUNITY ACT (WIOA) UPDATE 49-54
- XI. SLINGSHOT UPDATE
- XII. STATE PLAN UPDATE
- Sector Strategies
- XIII. WIA SERVICE PROVIDER UPDATES
- Alpine County Consortium
  - El Dorado County Consortium
  - Golden Sierra Job Training Agency
  - PRIDE Industries
- XIV. COMMITTEE UPDATES
- Business Services Committee
  - Executive & Finance Committees
  - Youth Council
- XV. FUTURE AGENDA ITEMS/NEW BUSINESS
- XVI. NEXT MEETING – Thursday, September 18, 2014 – Brandman University
- XVII. ADJOURNMENT

**GOLDEN SIERRA JOB TRAINING AGENCY  
WORKFORCE INVESTMENT BOARD  
REGULAR MEETING  
MINUTES**

**Wednesday, May 15, 2014 – 1:00 pm**

**Brandman University  
3001 Lava Ridge Court #250  
Room 136  
Roseville, CA 95661**

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

Chair Miller called the meeting to order at 1:00 pm

Present: Anette Smith-Dohring, Carol Pepper-Kittredge, Christina Nicholson, David DeLeonardis, David Frazier, Jason Buckingham, Kevin Ferreira, Maggie Valenzuela, Michael Zimmerman, Paul Castro, Randy Wagner, Rick Larkey, Sherri Springer, Tim Cook, Tink Miller, Victor Wursten,

Absent: Al Holmes, Daniela Devitt, Eric Cooper, Jim Hegarty, Kathleen Burris, Kim Pellow, Laurel Brent-Bumb, Marcy Schmidt, Martha Escobedo, Panda Morgan, Vince Echeverria and William Reed

Miller announced that Debbie Stack has retired and resigned from the board, and reminded members of Brooks Lockhart name change to Eric Cooper.

Guests: Stewart Schurr, Leandra Wilson, Robin Mesman, Elizabeth Blakemore, Latanya Johnson, Lorna Magnussen, Mark Frayser, Mike Miller, Lynda Webb, Jenny Wilson, Paris Vanderpool, Michael Indiveri, Jay Onash, and Terrie Trombley

**II. APPROVAL OF AGENDA**

**Motion** to approve agenda by Smith-Dohring, second by Cook.

**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.

Miller requested that Item B be removed from Consent Agenda for correction

**For Approval**

A. Approval of Minutes from March 20, 2014 WIB Meeting

Informational

B. Review of Minutes from April 17, 2014 Executive & Finance Committee Meeting  
(removed – refer to III.a)

C. Attendance Log

**Motion** to approve Consent Agenda items A & C by DeLeonardis, second by Cook.

**Motion** approved unanimously.

III.a. CONSENT AGENDA

B. Review of Minutes from April 17, 2014 Executive & Finance Committee Meeting

Request correction to item I – Martha Escodebo omitted from Absent (EC).

**Motion** to approve as revised by Larkey, second by Castro.

**Motion** approved unanimously.

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

Buckingham provided the following updates:

- The Agency was part of a regional application for Prop 39 and has been awarded. The application was for \$750,000; the award was \$500,000. Our portion of the grant is intended to serve approximately 15 participants that are going through the California Conservation Corp (CCC) and provide them with state approved pre-apprenticeship training curriculum to receive certification that would allow them to move on to regular apprenticeship programs or employment in the construction and energy efficiency areas. NSBIA, Rick Larkey's group, will be providing on-the-job training.
- SETA, SACTO, Golden Sierra, Yolo & North Central Counties will be participating in an Additional Assistance request to the state to create an early warning system for the six county region to alert us to potential layoffs. This would include outreach to 600 regional businesses as well as working closely with local economic development.
- SlingShot application is still in the planning stage with SETA, Golden Sierra, Yolo and North Central Counties. We have asked Valley Vision to do the coordination that includes convening of partners. The initial focus will be on three particular areas; 1) supporting start-ups and entrepreneurs; 2) youth employment (possible endowment for summer jobs) and mitigate basic skills gaps; and 3) skills building – enhancing career pathways and digital literacy. The first meeting is scheduled for May 29<sup>th</sup> – location TBD. The initial application is for planning dollars with the hope for implementation dollars to follow.
- Workforce Accelerator Fund (recent RFA released by State WIB). The narrative is very similar to the SlingShot; emphasis on developing strategy for “big ideas”, use in a way that your current WIA program won't allow, or to take an innovative or successful program and modify it for another population. Our “big idea” is called the Youth Accelerator Program – take disconnected youth 18-22, put them through a 32 hour program similar to ProEdge Forums, coupled with a virtual basic skills tools and provide exposure to industries in our target sectors (field trips, job shadowing, etc). Application is for roughly \$75,000 with a dollar for dollar match.

V. ELECTION OF WIB CHAIR AND VICE CHAIR

Zimmerman opened the election by stating that the per the WIB Bylaws section 4.22 the Nomination Committee has met, reviewed, and forwarded to the WIB the qualified candidate for Chair & Vice Chair.

The following Nominees were forwarded to the WIB on April 24<sup>th</sup>

Chair – Tink Miller

Vice Chair – Rick Larkey

Term to begin July 1, 2104

The election will be held by roll call vote per section 4.23 of the Bylaws.

Chair – Tink Miller; **Motion** approved unanimously by roll call vote.

Vice Chair – Rick Larkey; **Motion** approved unanimously by roll call vote.

Miller acknowledged David DeLeonardis, current Vice Chair, for his excellent service as Chair and Executive Committee member.

Magnussen recognized the Nomination Committee, Michael Zimmerman, Marcy Schmidt, and Tim Cook for their diligence in the election process.

VI. APPROVE TRANSFER OF FUNDS

Trombley stated that this was a routine request to transfer funds from Dislocated Worker to Adult to better serve the populations in El Dorado & Alpine counties. This transfer would be from Round 2 of 13/14 funding.

- K491016-01 El Dorado County
- K491016-02 Alpine County

**Motion** to approve transfer by Frazier, second by Nicholson.

**Motion** approved unanimously.

VII. APPROVAL OF FISCAL YEAR 2013/2014 BUDGET REVISION

Trombley stated that this budget revision has already been approved by the Finance Committee. Schedule 1 outlines the revisions that bring the budget into alignment with current spending as well as releasing sequestration dollars to be awarded.

**Motion** to approve budget revision by Castro, second by Zimmerman.

**Motion** approved unanimously.

VIII. APPROVAL OF FISCAL YEAR 2014/2015 DRAFT BUDGET

Trombley stated that this budget has already been approved by the Finance Committee. Trombley added that these figures are based on the assumption that the state will provide a waiver to extend the 2013/2014 Rapid Response funding into 2014/2015. The Adult, Dislocated Worker and Youth funding has been awarded; however, the Rapid Response is an estimate based on 2013/2014 award. Trombley added that we are confident that we can meet the 25% direct training requirement set by SB734 with 15% WIA and 10% leveraged funds. The Finance Committee has asked us to report out at each meeting regarding the status of direct training.

**Motion** to approve draft budget by DeLeonardis, second by Frazier.

**Motion** approved unanimously.

IX. APPROVAL OF WIBD13-02 RE-ENROLLMENT POLICY

Buckingham stated that while this has been an agency practice, this directive would ensure that the entire consortium including subcontractors would be administering the same rules in determining re-enrollment. This policy requires a period of time after a client successfully exits our program in which they can access additional services. The two year wait period was established based on a 12 month retention period and an additional 12 months where we would expect the client to demonstrate that they are working on retaining employment. At that point in time, if the client demonstrates their efforts we would consider re-enrollment. This would allow case managers/eligibility workers to decline re-enrollment based on previous performance in the program.

DeLeonardis asked if Golden Sierra ever refuses re-enrollment. Buckingham stated that while it doesn't happen that often it has been necessary. Buckingham added that the policy does have an "extenuating circumstances" clause that leaves room for interpretation on a case-by-case basis.

DeLeonardis asked if there was an appeals process. Buckingham said that the agency has a grievance procedure in place that would be used.

**Motion** to approve policy by Smith-Dohring, second by DeLeonardis.

**Motion** approved unanimously.

X. PARTNER PRESENTATION

- SHERRI SPRINGER, HAPPY KIDS PRESCHOOL AND CHILDCARE  
with Elizabeth Blakemore on the Economic Impact of High Quality Early Learning  
Programs and Current Legislative Proposals

Springer welcomed Elizabeth Blakemore, Local Early Care & Education Planning Council Coordinator.

Springer is the owner of Happy Kids Preschool and Childcare Center; 3 locations in El Dorado County opened in 1984 and in 1999 I received a contract through the Department of Education to run a state preschool and subsidized early care and education for 0-5 year olds. First 5 came to all the contractors in the county in 2007 and proposed a plan for us to pool our dollars and pool them out to other centers that met Title V. These efforts became an outreach to the county. Through these efforts I am now managing 7 sites, with 80 staff, serving approximately 450 children daily from South Lake Tahoe to Cameron Park. Our gross receipts were \$2,955,000 for 2013.

Elizabeth Blakemore stated that each county has a local Planning Council; the Council is a public-private partnership that consists of business, consumers and parents appointed by the Board of Supervisor as well as Superintendent of Schools. Our mission is to plan for affordable, accessible and quality early care and education services.

El Dorado County currently has 158 businesses providing services; down from 192 a few years ago. This is due in part to the difficulty to provide care and many parents can't afford it.

A few highlights include:

- Recent Economic Impacts Study - 48 million
- Return on Investment 7-10% annually (increased educational outcomes & graduation rates; decreases crime & improves health)
- Funding reduced by 30% over last 5 years
- No increase in reimbursement rate for 7 years
- Discussed impacts of SB 837 – Transitional Kindergarten Act; would not meet the needs of the child and could cause mass closures of centers
- Licensing Fee 10% proposed increase

*PowerPoint presentation available upon request*

#### XI. NAWB REPORT OUT

Miller stated that Supervisor Santiago, El Dorado County (Governing Body member), Jason Buckingham, Kevin Ferreira and herself attended the National Association of Workforce Boards (NAWB) Conference in Washington DC.

Ferreira: attended workshop where Boeing was asked what was so attractive about relocating to South Carolina; their response was that the state really rolled out the red carpet for them. State offered a training facility and instructors that Boeing would not have to pay for. The WIB would be the training center and provide a liaison with Boeing to define and meet Boeing's and their suppliers' workforce needs. My biggest takeaway from this was that corporations don't want to train a workforce; they want to buy people that are already trained. Smith-Dohring added that there were also tax and housing incentives; very holistic turnkey approach. Wagner asked what Boeing was willing to do to make that happen. Ferreira said that Boeing worked closely with WIB and training center to identify skills needed to develop training. In addition, the state utilized vacant state buildings for the training centers.

Smith-Dohring stated that this was a very strategic initiative on South Carolina's part at attracting business; they are so far ahead of us strategically at being able to attract businesses. Frazier expressed his concerns/dissatisfaction in the strategy as a whole. Smith-Dohring asked how this is any different than another major corporation moving out of California; until our leadership acknowledges this as a problem how do we address it. Larkey added that we are not only competing state to state but regionally within the state as well as internationally for a qualified workforce. Frazier said this is not good for our country economically. The state is the loser, while the shareholders gain in this process. The state loses income when the business moves out of the state and the state pays incentives for the business moving in, while the shareholders bear none of these costs. In closing, Larkey added that one key factor that drives economic development is higher value jobs; this strategy promotes economic growth by providing an environment where those individuals with the higher value jobs want to live and work.

Buckingham: heard an emphasis on increasing apprenticeships (both small & large), and an increased desire from Department of Labor for us to ask for flexibility. Pepper-Kittredge expressed some confusion on how we can have more apprenticeships without jobs. Buckingham said their goal is to double the number of apprenticeship programs nationwide. These apprenticeships come in many models; formalized programs such as trades and healthcare, as well as the ability to provide an apprenticeship for any occupation where training take a year in length (this could include education and on-the-job training). Smith-Dohring stated that she had been unclear about this also, but a good example for her was their nursing residency program; this is technically an internship where someone is being hired on the job while being trained and funds are being offered to offset the training. Larkey added that apprenticeship programs can be certified at either the federal or state level, and while the employer is providing the training there may be money to offset the employer costs as incentives.

Ferreira stated that the apprenticeships previously discussed are not organized labor they are the same model “earn while you learn”. There is approximately 10 billion dollars to fund these types programs. Larkey stated that they are looking for the community colleges to work with the employers to help develop these programs.

Miller: there was an emphasis on strategic planning, but what interested me was a new partnership with Department of Labor and Veterans to identify barriers and red tape that are preventing veterans from accessing services/resources. Their focus is to expedite how to get returning veterans into the pipeline to access training and jobs. Guest speakers included Secretary of Labor Perez who talked about the economic debates on increasing the minimum wage, as well as Arianna Huffington from the Huffington Post who touched on some very serious issues in a very entertaining way; she was a terrific speaker.

## XII. BOARD DEVELOPMENT: MODULE ONE

Magnussen asked if there was any input or questions on the material. Each module comes with a Desktop Reference Guide and typically takes 10-15 minutes; Module 1 – Toolkit for Elected Officials is a great resource.

DeLeonardis stated that it was a good brush up. He also expressed the benefits of group discussion such as those that occurred in the previous agenda item and noted that working the modules as a group may be productive. This could possibly be something a few members could explore. Wagner suggested an off-site.

Staff will explore options for the continued use of the modules as a board development tool.

## XIII. STATE PLAN UPDATE

- Sector Strategies

Advanced Manufacturing: Carol Pepper-Kittredge - no update



Construction:

Rick Larkey

- Job Development & Internship Committee: Job Fair, May 15<sup>th</sup>, 3:00-7:00 pm at McLellan; 30 employers & 14 others; for a total of 44 exhibitors; online – 250 registered.
- Communications & Coordination Committee: working on a directory of education providers for HR and hiring, and conversely due the same for the educators. Efforts also include a webpage & logo design.
- Certification & Curriculum Committee:
  - Engineering – met with Project Lead the Way to discuss engineering issues; we will be involving engineering associations to develop internships
  - Trades – MC3 Certification implementation
  - Energy – looking at 5-6 energy certificates
- Placer County Region Committee: trying to set up meetings; no update

Jason Buckingham – Prop 39 that has been previously discussed as well as Rick's reference to the MC3 certification.

Healthcare:

Anette Smith-Dohring – no update

Buckingham – Golden Sierra has received an NEG Healthcare award

XIV. WIA SERVICE PROVIDER PERFORMANCE

Buckingham referred to pages 21-27 in the agenda packet; contains integrated comments (i.e. timeframes and numerator/denominator). This is a reference for the board to review by center how service providers are doing based on enrollments, performance outcomes as well their impact on performance.

Highlights:

Pages 22-23 – Current Measure Timing contains timeframes

Page 24 – Overview of Consortium performance

Pages 25-27 – Breakout of performance by County/Site integrating numerator/denominator, in addition, giving you the % of funding awarded to that area, and the impact on performance. Some of the red areas are due to low enrollments, and may not have a huge impact on performance.

Frazier inquired if a rolling 4 quarter would smooth out the data. Buckingham would look into the program to see if it has those capabilities.

Buckingham said that the next analysis would be to look at the funding percentage and performance impact; these numbers should be relatively even.

Placer:	64% funding	78% impact
El Dorado:	36% funding	20.5% impact
Alpine	1% funding	1.5% impact

This data has identified that overall El Dorado's enrollments are low and that is something we should keep an eye on; in addition, any red zones consortium wide.

Frazier asked how the "plan" numbers were determined. Buckingham stated that these numbers are a result of the state's negotiation with the federal government for the WIA required performance measures, then the state takes into account demographics and other varied factors for each local area to define local numbers.

DeLeonardis inquired about page 24 – Average Earnings; is there a way to find the range. Buckingham doesn't believe the system can provide that level of breakout.

Wilson said that out-of-state, federal & self employment are not captured in the system; we have clients that fall into these categories. Would there be an opportunity for us to review before the report are released. Buckingham concurred that these three categories are not captured in the base wage files, but are updated with supplemental data that is part of the follow-up reported through FutureWorks..

Wagner inquired with the performance impact is there an intention for the jurisdictions to compete. Buckingham felt that there is no intention to compete, and that it is a comparison of funding levels to enrollments. Wagner stated that maybe the funding percentage was too high, and should have been based on the performance impact. Larkey noted that we need to compare apples with apples; we need to find other Alpines to compare Alpine against. Are we spending more than we should for the number of enrollments in that area?

Buckingham agreed that both were very good points. The intention was to have an indicator if some type of corrective action needed to take place.

Frazier added that if this were to evolve to more strategic thinking on allocation of dollars the snapshot caused him concern; he would like to see a rolling 4 quarters. Buckingham said that we could compare year to year.

Nicholson said that given that the tool works could we not do an analysis on what is working in one area and transfer over (referred to page 25) Auburn vs Roseville. Buckingham noted that Placer is currently doing a service redesign that will help address these discrepancies. However, traditionally the majority of case management in Placer County is handled in our Roseville location; with the service redesign this would be more balanced.

XV. WIA SERVICE PROVIDER UPDATES

- Alpine County Consortium – written report provided
- El Dorado County Consortium – Jenny Wilson
  - Working closely with Economic Development Department; participated in Elevate El Dorado; event where 250 brokers were invited to the table
  - 2 Business Walks – El Dorado Hills & El Camino
  - New full time business service representative
  - Working on One-Stop services; applied to be a GED testing site
  - Participating at Skills Trade Conference
  - Working with Community Corrections Collaborative to serve ex-offenders
  - Thanks to all of our partners; Welfare-to-Work
  - Customer survey – positive feedback regarding staff & services
  - Providing Next Skills workshops funded through DEI
  - Working closely with Veterans staff
  - Using EMSI program with our Economic Development to identify labor market
- Golden Sierra Job Training Agency
  - New website is active; has interactive versions of Business & Youth Resource Guide
  - Golden Sierra received a plaque for our nationwide leadership; we have increased our Virtual One-Stop (VOS) numbers more than any other area in the nation.
  - Participated in 3 Job Fairs; serving over 100 employers and 1,000 job seekers
  - Through our DEI program we have seen a notable increase in registered persons with disabilities; previously 8 ¼ of those served were persons with disability, that is now up to 10 ¾ ; 30 Ticket-to-Work tickets have been assigned
  - National Emergency Grant (NEG) - \$50,000 to serve 10 clients; veterans who have been trained in healthcare field but are still unemployed
  - Partnering with Truckee job center
  - Employer Events
    - Roseville 2014
    - Business Owner Survival Strategies (BOSS) Workshops – 17 attendees; 3 more scheduled
    - Several recruitment assistance events
    - Enable Energy – paid summer internship program
    - Lisa Jordan – employer forums (Roseville & Auburn); Expanding your Customer Base & Profitability; and Marketing your Business and Using Social Media
- PRIDE Industries – Vic Wursten; Doing well; enrollment are up

XVI. COMMITTEE UPDATES

- Business Services Committee – no update
- Executive & Finance Committees – met today; may cancel June 19<sup>th</sup> meeting
- Youth Council – meeting May 21<sup>st</sup> in El Dorado; will be reviewing Youth Resource Guide, Basic Skills service provider matrix and discuss board development

XVII. FUTURE AGENDA ITEMS/NEW BUSINESS

XVIII. NEXT MEETING – Thursday, July 17, 2014 – Folsom Lake College, El Dorado Center

XIX. ADJOURNMENT

**Motion** to adjourn by DeLeonardis.

Meeting adjourned at 3:05 pm.

**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** July 17, 2014  
**TO:** WIB members  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Youth Council Application

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☐ Resolution      ☒ Action Item      ☐ Information

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Attached for your approval is an application for the Youth Council:

*Parker Trout, representing youth*

This applicant is currently working as a Youth Clerk for the One-Stop Center in Roseville and will be a strong addition to the Council. Staff recommends approval.

**WORKFORCE INVESTMENT BOARD**  
**Youth Council**

Name: Parker Trout

Organization Name:  
(if applicable) Golden Seirra

Organization  
Address: 115 ascot drive ste 180

Email: parkertrout@yahoo.com Phone: 916 705 1965 Fax: \_\_\_\_\_

Time available for meetings (days, evenings, etc.): Flexible

Please check (if applicable)

- |                                                       |                                                                |
|-------------------------------------------------------|----------------------------------------------------------------|
| <input checked="" type="checkbox"/> Youth Participant | <input type="checkbox"/> Apprenticeship Program Rep.           |
| <input type="checkbox"/> Private Sector Rep.          | <input type="checkbox"/> WIB Member                            |
| <input type="checkbox"/> Education Rep.               | <input type="checkbox"/> Juvenile Justice/Law Enforcement Rep. |
| <input type="checkbox"/> Nonprofit Org. Rep.          | <input type="checkbox"/> Public Housing Rep.                   |
| <input type="checkbox"/> Parent of Eligible Youth     | <input type="checkbox"/> Other                                 |

Qualifications/Areas of expertise related to serving youth:

Age 20, Experience with apprenticeships, Looking for more education/technical skills, will be a first time college student

What experience do you have serving on youth boards (i.e., school boards, PTA, School to Career, youth sports programs, Juvenile Justice Commission, etc.)?

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Additional Comments (attach resume if you wish):

**WORKFORCE INVESTMENT BOARD**  
**Youth Council**

**Membership Application**

Have you ever participated in a JTPA or WIA funded program? ☒ yes ☐ no

If yes, list the following information:

Name of the program: ☐ JTPA ☒ WIA

Name of the agency providing your training and/or services: Golden Sierra

Type of training or services you received: Paid internship

Date/Dates you received training or services: Getting help with Ged/Hs diploma, credits and enrolling in college

Are you the parent of a youth participating in a JTPA or WIA program? ☐ yes ☒ no

If yes, list the following information:

Name of the program: ☐ JTPA ☐ WIA

Name of the agency providing your training and/or services: \_\_\_\_\_

Type of training or services you received: \_\_\_\_\_

Date/Dates you received training or services: \_\_\_\_\_

Robert Frost  
Applicant Signature

5/14/14  
Date

	<b>Date: 7/18/13</b> Regular	<b>10/2/13</b> Joint	<b>11/21/13</b> Regular	<b>1/16/14</b> Regular	<b>3/20/14</b> Regular	<b>5/15/14</b> Regular	Rate
<b>WIB</b>							
Anette Smith Dohring	1	1	0	1	0	1	67%
Carol Pepper-Kittredge	1	0	1	1	1	0	67%
Christina Nicholson	1	0	0	0	1	1	50%
Daniela Devitt	0	1	1	1	1	0	67%
Dave DeLeonardis	1	1	1	1	1	1	100%
David Frazier	0	1	1	1	1	1	83%
Eric Cooper	1	0	1	1	1	0	67%
Jason Buckingham	1	1	1	1	0	1	83%
Kathy Burris	1	1	1	1	0	0	67%
Kevin Ferreira	1	1	1	0	1	1	83%
Kimberly Pellow	0	1	1	0	1	0	50%
Laurel Brent-Bumb	1	0	1	1	0	0	50%
Marcy Schmidt	1	1	1	0	1	0	67%
Margarita Valenzuela		Appointed	0	1	1	1	75%
Martha Escobedo	1	0	1	1	1	0	67%
Michael Zimmerman				Appointed	1	1	100%
Panda Morgan	1	0	1	1	0	0	50%
Paul Castro	0	1	0	1	1	1	67%
Randy Wagner		Appointed	1	0	1	1	75%
Rick Larkey	1	1	1	1	1	1	100%
Sherri Springer	1	1	0	0	0	1	50%
Tim Cook	1	1	1	1	1	1	100%
Tink Miller- <b>CHAIR</b>	1	1	0	1	1	1	83%
Victor Wursten	1	1	0	1	1	1	83%
William Reed	1	1	0	1	0	0	50%
<b>Total</b>	<b>18</b>	<b>19</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>15</b>	



**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** July 17, 2014  
**TO:** WIB members  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJECT:** Transfer of Funds Memo

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☐ Resolution      ☒ Action Item      ☐ Information

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In an effort to serve our population, Golden Sierra is seeking approval to transfer 50% (\$620,183) of their Program Year 2014-2015 awards from the Dislocated Worker funds to the Adult funding stream. The administration portion of 10% (\$68,908) 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: \$689,091

## WIA TRANSFER REQUEST

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

2. Subgrant Number K594759

3. Program Year 2015

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 \$ 97,687

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 50% of the total 1st 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 Investment Board supports this request and recognizes it as a prudent step based on the current economic conditions in or service area.

7. Date of local board meeting to discuss transfer 7/17/2014

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

9. "I certify this transfer request was approved at the local board meeting meeting date of 7/17/2014"

10. Signature of Local Area Administrator/Designee \_\_\_\_\_

11. Contact Person Terrie Trombley

12. Telephone Number (530) 823-4635

13. Date of Request 7/17/2014

# TRANSFER REQUEST BUDGET PLAN

Local Area Golden Sierra Job Training Agency  
Date: 7/1/2014

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

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

Subgrant # K594759  
Year of Appropriation 2013/2014

Grant  
Code

Adult to Dislocated Worker

☐ 201 → 299  
☐ 202 → 200

Dislocated Worker to Adult

☒ 501 → 499  
☐ 502 → 500

FUNDING IDENTIFICATION	ADULT	DISLOCATED
1. Formula Allocation	0	195,375
2. Prior Adjustments - Plus or Minus	0	0
3. Previous Amounts Transferred	0	0
4. Current Amount to be Transferred		(97,687)
5. TOTAL FUNDS AVAILABLE (Lines 1 thru 4)		97,688
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>		
6. Program Services (Lines 6A through 6E)	0	87,919
A. Core Self Services	0	29,306
B. Core Registered Services		
C. Intensive Services	0	29,306
D. Training Services	0	14,654
E. Other	0	14,653
7. Administration	0	9,768
8. TOTAL (Lines 6 plus 7)	0	97,687
<b>QUARTERLY TOTAL EXPENDITURE PLAN (Cumulative)</b>		
9. September 20		
10. December 20		
11. March 20		
12. June 20		
13. September 20	0	
14. December 2013	0	0
15. March 2014	0	0
16. June 2014	0	0
17. September 2014	0	24,421
18. December 2014	0	48,842
19. March 2015	0	73,263
20. June 2015		97,687
		0
<b>COST COMPLIANCE PLAN (maximum 10%)</b>		
21. % for Administration Expenditures (Line 7/Line 5)		10.00%

Theresa Trombley, Chief Fiscal Officer

(530) 823-4635

7/1/2014

Contact Person, Title

Telephone Number

Date Prepared

Comments:


## WIA TRANSFER REQUEST

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

2. Subgrant Number K594759

3. Program Year 2015

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 \$ 591,404

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 50% of the total 2<sup>nd</sup> 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 Investment Board supports this request and recognizes it as a prudent step based on the current economic conditions in or service area.

7. Date of local board meeting to discuss transfer 7/17/2014

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

9. "I certify this transfer request was approved at the local board meeting meeting date of 7/17/2014"

10. Signature of Local Area Administrator/Designee \_\_\_\_\_

11. Contact Person Terrie Trombley

12. Telephone Number (530) 823-4635

13. Date of Request 7/17/2014

# TRANSFER REQUEST BUDGET PLAN

Local Area Golden Sierra Job Training Agency  
Date: 7/1/2014

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

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

Subgrant # K594759  
Year of Appropriation 2013/2014

Grant  
Code

Adult to Dislocated Worker

☐ 201 → 299  
☐ 202 → 200

Dislocated Worker to Adult

☐ 501 → 499  
☒ 502 → 500

FUNDING IDENTIFICATION	ADULT	DISLOCATED
1. Formula Allocation	0	1,182,808
2. Prior Adjustments - Plus or Minus	0	0
3. Previous Amounts Transferred	0	0
4. Current Amount to be Transferred		(591,404)
5. TOTAL FUNDS AVAILABLE (Lines 1 thru 4)		591,404
<b>TOTAL ALLOCATION COST CATEGORY PLAN</b>		
6. Program Services (Lines 6A through 6E)	0	532,264
A. Core Self Services	0	177,421
B. Core Registered Services		0
C. Intensive Services	0	177,421
D. Training Services	0	88,711
E. Other	0	88,711
7. Administration	0	59,140
8. TOTAL (Lines 6 plus 7)	0	591,404
<b>QUARTERLY TOTAL EXPENDITURE PLAN (Cumulative)</b>		
9. September 20__		
10. December 2014	0	141,937
11. March 2015	0	283,874
12. June 2015	0	425,811
13. September 2015	0	481,008
14. December 2015	0	536,205
15. March 2016	0	591,404
16. June 2016	0	0
17. September 20__	0	0
18. December 20__	0	0
19. March 20__	0	0
20. June 20__		0
<b>COST COMPLIANCE PLAN (maximum 10%)</b>		
21. % for Administration Expenditures (Line 7/Line 5)		10.00%

Theresa Trombley, Chief Fiscal Officer

(530) 823-4635

7/1/2014

Contact Person, Title

Telephone Number

Date Prepared

Comments:


# TRANSFER REQUEST PARTICIPANT PLAN

Local Area Golden Sierra Job Training Agency  
Date: 7/2/2014

## TITLE IB PARTICIPANT PLAN SUMMARY

WIA 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 2013	94	87	
2. New Registered Participants for PY 2014	110	35	
3. Total Registered Participants for PY 2014__ (Line 1 plus 2)	204	122	
4. Exiters for PY 2013	111	45	
5. Registered Participants Carried Out to PY 2014__ (Line 3 minus 4)	93	77	

## PROGRAM SERVICES

6. Core Self Services	15,719	10,819	
7. Core Registered Services	239	137	
8. Intensive Services	195	120	
9. Training Services	125	79	

## 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	89	40	
12A. Training-related	67	37	
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

7/2/2014  
Date Prepared

Comments:


**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** July 17, 2014  
**TO:** WIB members  
**FROM:** Jason Buckingham, GSJTA Executive Director  
**SUBJ:** Memorandum of Understanding (MOU)

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☐ Resolution      ☒ Action Item      ☐ Information

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Your approval is requested for the attached Memorandum of Understanding (MOUs) between Golden Sierra Job Training Agency, Golden Sierra Workforce Investment Board and:

- Department of Rehabilitation
- Employment Development Department (EDD)
- Experience Works

The term of MOUs are: July 1, 2014 – June 30, 2017

The purpose of these MOUs is to ensure a continued cooperative working relationship among the parties and to define roles and responsibilities of interested parties with respect to continuation of services within the One-Stop Career Center Delivery System.

# **Memorandum of Understanding**

Between

**Golden Sierra Job Training Agency**

And

**The Golden Sierra Workforce Investment Board**

And

**Department of Rehabilitation**

## **I. Purpose**

The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities as mutually agreed by the parties for the operation of the America's Job Centers of California (AJCC) located within Placer County as required under the Workforce Investment Act (WIA).

It is expressly understood by all parties that this MOU does not constitute a binding financial commitment, but rather the intent to work cooperatively to improve services to the community.

## **II. Term of Agreement**

This MOU will be in effect from **July 1, 2014 to June 30, 2017**. In the event that it becomes necessary for a party to cease being a part of this MOU, said party shall notify the other parties, in writing, 60 days in advance of that intention. The other parties to this MOU shall then determine how to replace or offset the loss of participation and resources to the AJCCs.

## **III. Modification**

This MOU may be modified, altered, or revised, as necessary, by the issuance of a written amendment signed and dated by all parties.

If any provision of this MOU is held invalid or otherwise stricken, the remainder of this MOU shall remain in full force and effect.

## **IV. Resource Sharing Agreement**

WIA 121(c)(2)(A)(ii) and 20 CFR 662.270 require that the funding arrangements for services and operating costs of the AJCCs be described in this MOU. Department of Rehabilitation (DR) will negotiate any financial participation in the operating costs of those AJCCs in which DR staff is co-located. Allocation and payment of the operating costs of the AJCC that is attributable to DR, if any, will be addressed in a separate



Resource Sharing Agreement (RSA). Such financial participation agreements shall be done in conformance with all state and federal guidelines as outlined in EDD Monitoring Guide (WIAMG-13). This MOU shall be referenced in such financial participation contracts.

**V. Agreements/Functions**

- A. Parties to this MOU mutually agree to coordinate and perform the activities and services described herein as authorized by applicable laws and regulations governing the parties' respective programs and agencies. All parties agree to:
1. Acknowledge Auburn Connections and/or Roseville Connections as the AJCCs operating in Placer County.
  2. Participate in good faith in routine partner meetings devoted to the continuous improvement of the AJCCs in Placer County.
  3. Share data, information, and resources (consistent with confidentiality requirements) that will enhance services to customers.
  4. Support the three strategic goals of the AJCC network:
    - i. Meet the workforce needs of high demand sectors of the state and regional economies, by providing quality training, employment services, and business resources to California's workforce system with integrity, accountability, and fiscal responsibility.
    - ii. Ensure the services and resources throughout the network meet the needs of an evolving economic climate.
    - iii. Strengthen awareness of network services and resources to California's workforce by supporting system alignment and continuous improvement efforts.
- B. Golden Sierra Job Training Agency agrees to:
1. Determine eligibility for WIA services.
  2. Provide priority of service to veterans and covered spouses for any qualified job training program pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.
  3. Provide outreach, recruitment, intake, and orientation activities.
  4. Provide job search, placement assistance, and career guidance.
  5. Provide labor market information and information on job vacancies.
  6. Provide information on local and regional training providers.
  7. Provide information on community support services.
  8. Provide information and services to employers which may include:
    - i. Labor market information
    - ii. Wage and benefit information
    - iii. Local labor pool information
    - iv. Internet talent search and job posting
    - v. Financial assistance for employee training
    - vi. Employee recruitment and pre-screening services
    - vii. Employee assessment and testing services
    - viii. Job fairs

- ix. Tax credit information
- x. Outplacement assistance
- xi. Local economic development efforts
- xii. Employer workshops and seminars

C. Department of Rehabilitation agrees to:

1. Provide the following vocational rehabilitation services to individuals whom DR determines to be eligible for such services, and for whom such services are necessary and appropriate, consistent with federal and state law.

- i. Core Services:

As a general rule, DR may not participate in the provision of core services, as defined in WIA Section 134(d)(2), 29 U.S.C. Section 2864(d)(2), to customers of the AJCCs, because such core services generally are not authorized and provided under DR's vocational rehabilitation programs. Federal law authorizes DR to provide vocational rehabilitation services only to persons who are determined to be eligible for such services, and DR's funding accordingly cannot be utilized to pay for core services that are available to every job center customer.

- ii. Intensive Services:

DR agrees to provide intensive services, as defined by WIA Section 134(d)(3), 29 U.S.C. Section 2864(d)(3), to an eligible individual who is:

- a. Determined by Golden Sierra to be eligible for such services under WIA Section 134(d)(3)(A), 29 U.S.C. Section 2864(d)(3)(A), because the individual is:
      - i. underemployed and unable to obtain employment through core services;
      - ii. in need of intensive services to obtain employment: or
      - iii. employed but in need of intensive services to obtain or retain employment that allows for self-sufficiency; and
    - b. Determined by DR to be eligible for vocational rehabilitation services under the Rehabilitation Act, and applicable federal and state regulations.

Intensive services that DR may provide to individuals eligible for vocational rehabilitation services include but are not limited to:

- a. Assessment for determining priority for services under Order of Selection
    - b. Vocational rehabilitation counseling, guidance and referral services
    - c. Comprehensive and specialized disability related assessments

- d. Development of Individual Plan or Employment (PE)
  - e. Group rehabilitation counseling
  - f. Individual disability related counseling and career planning
  - g. Case management
  - h. Short –term prevocational services
  - i. Job search and placement services
  - j. Physical and mental restoration services necessary to participate in intensive services (medical or medically related rehabilitation services, e.g., hearing aides, eyeglasses, and visual services)
  - k. Transportation services necessary to participate in intensive services, including mobility evaluation, vehicle purchase, vehicle modification, vehicle maintenance and vehicle insurance
  - l. Services to family members
  - m. Supported employment services
  - n. Rehabilitation technology, including assistive technology/devices
  - o. Job coaching
  - p. Maintenance services
  - q. Post-employment services
  - r. Personal assistance services (e.g., personal care services and the more traditional reader, note taker, tutor, interpreter, driver and other personal services)
  - s. Homemaker services
  - t. Self-employment services
  - u. Other vocational rehabilitation services, determined necessary for the individual with a disability to achieve an employment outcome.
- iii. Training Services:
- DR agrees to provide training services, as defined in WIA Section 134(d)(4), 29 U.S.C Section 2864(d)(4), to an eligible individual who:
- a. Has been determined to be eligible for intensive services under WIA Section 134(d)(4)(A), 29 U.S.C Section 2864(d)(4)(A), but who has been unable to obtain employment;
  - b. Has been determined by the One-Stop Operator or a One-Stop Partner to be in need of training services and who has skills and qualifications to successfully participate in a training program;
  - c. Selects a training program that is directly linked to employment opportunities in the local area or in an area to which the individual is willing to relocate;
  - d. Is not qualified for federal grant assistance or who needs

assistance beyond that available through such grant assistance programs;

- e. Meets applicable priority criteria for training services established under WIA Section 134(d)(4)(E), 29 U.S.C Section 2864 (d)(4)(E); and
- f. Is determined by DR to be eligible for training, as a vocational rehabilitation service, under the Rehabilitation Act and applicable federal and state regulations.

Training services that DR may provide to persons eligible for vocational rehabilitation services included but are not limited to:

- a. Vocational rehabilitation counseling, guidance and referral services related to training
- b. Assessment for determining training needs
- c. Vocational and other training services, such as funding for personal and vocational adjustment training, on-the-job training, books (including alternate formats books accessible by computer and taped books), tools occupational licenses and other training materials
- d. Physical and mental restoration services necessary for participation in training (medical or medically related rehabilitation services, e.g., hearing aides, eyeglasses and visual services)
- e. Transportation services necessary to participate in training, including mobility evaluation, vehicle purchase, vehicle modification, vehicle maintenance and vehicle insurance
- f. Rehabilitation technology, including assistive technology/devices needed to complete training
- g. Maintenance services for expenditures resulting from participation in a training program that exceeds normal living expenses
- h. Personal assistance services needed to complete training (e.g., personal care services and the more traditional reader, note taker, tutor, interpreter, driver and other personal services)
- i. Other vocational rehabilitation services related to training and determined to be necessary for the individual with a disability to achieve an employment outcome.

Nothing in this MOU will alter the responsibility imposed upon DR, pursuant to 34 CFR Section 361.13(c), for all decisions regarding vocational rehabilitation services, in cooperation with the individual receiving such services, including but not limited to decisions concerning eligibility for vocational rehabilitation services, the nature and scope of such services, the provision of such services and the allocation and expenditures of DR funding. If an individual would not

be eligible for intensive or training services under eligibility established by WIA, but would be eligible to receive such services through DR's vocational rehabilitation program, such individual may be provided such services through DR's vocational rehabilitation program.

**VI. Referral Process**

After an initial interview, evaluation, or assessment of a customer's needs, AJCC staff will recommend a referral to one or more partner agencies as appropriate. The referral recommendation will be discussed with the customer in a courteous and professional manner to ensure agreement. Parties to the MOU agree to accept a variety of referral methods including in-person, telephone, Internet, and hard copy referral forms.

**VII. Identity**

The physical locations of Roseville Connections and Auburn Connections will be identified with signage indicating, "Connections - A Proud Partner of America's Job Centers of California." Public information products shall reflect all invested partners, as agreed to by the partners.

**VIII. Supervision**

All parties shall maintain operational responsibility and fiscal control for their staff assigned to Auburn Connections and/or Roseville Connections. All parties shall ensure their staff adheres to the job center's policies and procedures.

**IX. Method of Dispute Resolution**

The parties shall first attempt to resolve all disputes informally. Either party may call a meeting of all parties to discuss and resolve disputes. Should informal resolution efforts fail, the dispute shall be referred in writing to the Executive Director of Golden Sierra Job Training Agency (the designated job center operator). The Executive Director shall issue his/her resolution in writing within ten working days to both parties. If the Executive Director's resolution is not acceptable, the parties may then request in writing that Golden Sierra's Executive Director place a dispute on the agenda of the next regular or special meeting of the Workforce Investment Board's Executive Committee. The decision of the Executive Committee shall be final.

**X. Confidentiality**

Client information shall be shared solely for the purpose of registration, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other party.

Parties agree that when any individual applies for or receives vocational rehabilitation services from DR through the AJCC, all information regarding such application for or

receipt of DR services shall be confidential information subject to the provisions of 34 CFR Section 361.38 and Title 9 California Code of Regulations Section 7140-7143.5:

- A. Any information contained in the records of Golden Sierra Job Training Agency (GSJTA) that identifies an individual as having applied for or received DR services including but not limited to application, eligibility and referral records, shall be maintained by GSJTA in the strictest confidence, consistent with the regulations set forth above, and shall be used by GSJTA solely for purposes directly related to determining eligibility or delivery of services to such individual.
- B. Any information regarding any individual who has applied for or received DR services, including the fact that the individual is an applicant or client of DR, shall not be disclosed by GSJTA absent a court order or a written authorization from the applicant or client, consistent with the regulations set forth above;
- C. Requests by GSJTA for information in DR files concerning an applicant or client for DR services shall be accompanied by a written authorization from the applicant or client, consistent with regulations set forth above; and
- D. Any information provided by DR to GSJTA shall be subject to the prohibition against re-disclosure contained in Title 9, California Code of Regulations Section 7142.5.

DR agrees that it shall provide to GSJTA information regarding applicants or clients who applied for or received services from DR through the AJCC as needed for reporting and tracking required by WIA. Such information shall be reported in a format that does not identify the individual client or applicant.

**XI. Press Release and Communications**

Each party shall acknowledge Connections when communicating with the press, television, radio or any other form of media regarding the duties or performance under this MOU. Participation of the parties in press/media presentations will be determined by each party's public relations policies.

**XII. Insurance**

Each party agrees to maintain in full force and effect during the term of this MOU and any extension thereof, commercial general liability insurance, or self-insurance, with limits of not less than \$1,000,000 single limit coverage per occurrence for bodily injury, personal injury, and property damage. Upon request from either party, the other party shall provide an appropriate certificate evidencing such insurance, or self-insurance, to the requesting party.

**XIII. Hold Harmless/Indemnification**

In accordance with provisions of Section 895.4 of the California Government Code, all parties to this MOU hereby agrees to indemnify, defend and hold harmless the other parties to this MOU from and against any and all claims, demands, damages and cost arising out of or resulting from any acts of omissions which arise from the performance

of the obligations by such indemnifying party pursuant to this MOU. Such an indemnification includes any attorney's fees and costs. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU as long as the disputed acts or omission occurred during the term of the MOU.

**XIV. Discrimination Clause**

Parties to this MOU shall not unlawfully discriminate, harass, or allow harassment against any employee, customer or applicant due to gender, race, color, ancestry, religion, national origin, physical disability, mental disability, medical conditions, age, or marital status. Parties shall comply with provisions of the Fair Employment and Housing Act (Government Code Section 12990), the Americans with Disabilities Act of 1990 (ADA), and related applicable regulations.

**XV. Authority and Signatures**

<b>THE GOLDEN SIERRA WORKFORCE INVESTMENT BOARD:</b>	<b>GOLDEN SIERRA JOB TRAINING AGENCY:</b>
<hr/>	<hr/>
<b>Signature and Date</b>	<b>Signature and Date</b>
<hr/>	<hr/>
<b>Susan “Tink” Miller, Chairperson</b>	<b>Jason Buckingham, Executive Director</b>
<b>Name and Title</b>	<b>Name and Title</b>
<b>CHIEF ELECTED OFFICIAL:</b>	<b>DEPARTMENT OF REHABILITATION:</b>
<hr/>	<hr/>
<b>Signature and Date</b>	<b>Signature and Date</b>
<hr/>	<hr/>
<b>Katherine Rakow, Chairperson</b>	<b>Jay Onasch, District Administrator</b>
<b>Name and Title</b>	<b>Name and Title</b>



# **Memorandum of Understanding**

Between

**Golden Sierra Job Training Agency**

And

**The Golden Sierra Workforce Investment Board**

And

**Employment Development Department**

## **I. Purpose**

The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities as mutually agreed by the parties for the operation of the America's Job Centers of California (AJCC) located within Placer County as required under the Workforce Investment Act (WIA).

It is expressly understood by all parties that this MOU does not constitute a binding financial commitment, but rather the intent to work cooperatively to improve services to the community.

## **II. Term of Agreement**

This MOU will be in effect from **July 1, 2014 to June 30, 2017**. In the event that it becomes necessary for a party to cease being a part of this MOU, said party shall notify the other parties, in writing, 60 days in advance of that intention. The other parties to this MOU shall then determine how to replace or offset the loss of participation and resources to the AJCCs.

## **III. Modification**

This MOU may be modified, altered, or revised, as necessary, by the issuance of a written amendment signed and dated by all parties.

If any provision of this MOU is held invalid or otherwise stricken, the remainder of this MOU shall remain in full force and effect.

## **IV. Resource Sharing Agreement**

WIA 121(c)(2)(A)(ii) and 20 CFR 662.270 require that the funding arrangements for services and operating costs of the AJCCs be described in this MOU. The Employment Development Department (EDD) will negotiate any financial participation in the operating costs of those AJCCs in which EDD staff is co-located. Allocation and payment of the operating costs of the AJCC that is attributable to EDD, if any, will be addressed in a

separate Resource Sharing Agreement (RSA). Such financial participation agreements shall be done in conformance with all state and federal guidelines as outlined in EDD Monitoring Guide (WIAMG-13). This MOU shall be referenced in such financial participation contracts.

**V. Agreements/Functions**

- A. Parties to this MOU mutually agree to coordinate and perform the activities and services described herein as authorized by applicable laws and regulations governing the parties' respective programs and agencies. All parties agree to:
1. Acknowledge Auburn Connections and/or Roseville Connections as the AJCCs operating in Placer County.
  2. Participate in good faith in routine partner meetings devoted to the continuous improvement of the AJCCs in Placer County.
  3. Share data, information, and resources (consistent with confidentiality requirements) that will enhance services to customers.
  4. Support the three strategic goals of the AJCC network:
    - i. Meet the workforce needs of high demand sectors of the state and regional economies, by providing quality training, employment services, and business resources to California's workforce system with integrity, accountability, and fiscal responsibility.
    - ii. Ensure the services and resources throughout the network meet the needs of an evolving economic climate.
    - iii. Strengthen awareness of network services and resources to California's workforce by supporting system alignment and continuous improvement efforts.
- B. Golden Sierra Job Training Agency agrees to:
1. Determine eligibility for WIA services.
  2. Provide priority of service to veterans and covered spouses pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.
  3. Contribute information and printed materials necessary for job center staff to actively participate in the delivery of local employment services.
  4. Provide outreach, recruitment, intake, and orientation activities.
  5. Provide job search, placement assistance, and career guidance.
  6. Provide labor market information and information on job vacancies.
  7. Provide information on local and regional training providers.
  8. Provide information on community support services.
  9. Provide information and services to employers which may include:
    - i. Labor market information
    - ii. Wage and benefit information
    - iii. Local labor pool information
    - iv. Internet talent search and job posting
    - v. Financial assistance for employee training
    - vi. Employee recruitment and pre-screening services
    - vii. Employee assessment and testing services

- viii. Job fairs
- ix. Tax credit information
- x. Outplacement assistance
- xi. Local economic development efforts
- xii. Employer workshops and seminars

C. The Employment Development Department agrees to:

1. Determine eligibility for Wagner Peyser (WP), Trade Adjustment Assistance (TAA) and Veterans' employment programs.
2. Provide priority of service to veterans and covered spouses pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.
3. Contribute information and printed materials necessary for job center staff to actively participate in the delivery of local employment services.
4. Provide outreach, recruitment, intake, and orientation activities.
5. Provide job search, placement assistance, and career guidance.
6. Provide labor market information and information on job vacancies.
7. Provide information on local and regional training providers.
8. Provide information on community support services.
9. Provide information and services to employers which may include:
  - xiii. Labor market information
  - xiv. Wage and benefit information
  - xv. Local labor pool information
  - xvi. Internet talent search and job postings in CalJOBS.ca.gov
  - xvii. Financial assistance for employee training
  - xviii. Employee recruitment and pre-screening services
  - xix. Employee assessment and testing services
  - xx. Job fairs
  - xxi. Tax credit information
  - xxii. Outplacement assistance
  - xxiii. Local economic development efforts
  - xxiv. Employer workshops and seminars

**VI. Referral Process**

After an initial interview, evaluation, or assessment of a customer's needs, AJCC staff will recommend a referral to one or more partner agencies as appropriate. The referral recommendation will be discussed with the customer in a courteous and professional manner to ensure agreement. Parties to the MOU agree to accept a variety of referral methods including in-person, telephone, Internet, and hard copy referral forms.

**VII. Identity**

The physical locations of Roseville Connections and Auburn Connections will be identified with signage indicating, "Connections - A Proud Partner of America's Job Centers of California." Public information products shall reflect all invested partners, as agreed to by the partners.

**VIII. Supervision**

All parties shall maintain operational responsibility and fiscal control for their staff assigned to Auburn Connections and/or Roseville Connections. All parties shall ensure their staff adheres to the job center's policies and procedures.

**IX. Method of Dispute Resolution**

The parties shall first attempt to resolve all disputes informally. Either party may call a meeting of all parties to discuss and resolve disputes. Should informal resolution efforts fail, the dispute shall be referred in writing to the Executive Director of Golden Sierra Job Training Agency (the designated job center operator). The Executive Director shall issue his/her resolution in writing within ten working days to both parties. If the Executive Director's resolution is not acceptable, the parties may then request in writing that Golden Sierra's Executive Director place a dispute on the agenda of the next regular or special meeting of the Workforce Investment Board's Executive Committee. The decision of the Executive Committee shall be final.

**X. Confidentiality**

Client information shall be shared solely for the purpose of registration, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other party.

**XI. Press Release and Communications**

Each party shall acknowledge Connections when communicating with the press, television, radio or any other form of media regarding the duties or performance under this MOU. Participation of the parties in press/media presentations will be determined by each party's public relations policies.

**XII. Insurance**

Each party agrees to maintain in full force and effect during the term of this MOU and any extension thereof, commercial general liability insurance, or self-insurance, with limits of not less than \$1,000,000 single limit coverage per occurrence for bodily injury, personal injury, and property damage. Upon request from either party, the other party shall provide an appropriate certificate evidencing such insurance, or self-insurance, to the requesting party.

**XIII. Hold Harmless/Indemnification**

In accordance with provisions of Section 895.4 of the California Government Code, all parties to this MOU hereby agrees to indemnify, defend and hold harmless the other parties to this MOU from and against any and all claims, demands, damages and cost arising out of or resulting from any acts of omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. Such an indemnification includes any attorney's fees and costs. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU as long as the disputed acts or omission occurred during the term of the MOU.

**XIV. Discrimination Clause**

Parties to this MOU shall not unlawfully discriminate, harass, or allow harassment against any employee, customer or applicant due to gender, race, color, ancestry, religion, national origin, physical disability, mental disability, medical conditions, age, or marital status. Parties shall comply with provisions of the Fair Employment and Housing Act (Government Code Section 12990), the Americans with Disabilities Act of 1990 (ADA), and related applicable regulations.

**XV. Authority and Signatures**

<b>THE GOLDEN SIERRA WORKFORCE INVESTMENT BOARD:</b>	<b>GOLDEN SIERRA JOB TRAINING AGENCY:</b>
<hr/>	<hr/>
<b>Signature and Date</b>	<b>Signature and Date</b>
<hr/>	<hr/>
<b>Susan “Tink” Miller, Chairperson</b>	<b>Jason Buckingham, Executive Director</b>
<b>Name and Title</b>	<b>Name and Title</b>
<b>CHIEF ELECTED OFFICIAL:</b>	<b>EMPLOYMENT DEVELOPMENT DEPARTMENT:</b>
<hr/>	<hr/>
<b>Signature and Date</b>	<b>Signature and Date</b>
<hr/>	<hr/>
<b>Katherine Rakow, Chairperson</b>	<b>Martha Escobedo, Employment Program Manager III</b>
<b>Name and Title</b>	<b>Name and Title</b>

# **Memorandum of Understanding**

Between

**Golden Sierra Job Training Agency**

And

**The Golden Sierra Workforce Investment Board**

And

**Experience Works**

## **I. Purpose**

The purpose of this Memorandum of Understanding (MOU) is to define the roles and responsibilities as mutually agreed by the parties for the operation of the America's Job Centers of California (AJCC) located within Placer County as required under the Workforce Investment Act (WIA).

It is expressly understood by all parties that this MOU does not constitute a binding financial commitment, but rather the intent to work cooperatively to improve services to the community.

## **II. Term of Agreement**

This MOU will be in effect from **July 1, 2014 to June 30, 2017**. In the event that it becomes necessary for a party to cease being a part of this MOU, said party shall notify the other parties, in writing, 60 days in advance of that intention. The other parties to this MOU shall then determine how to replace or offset the loss of participation and resources to the AJCCs.

## **III. Modification**

This MOU may be modified, altered, or revised, as necessary, by the issuance of a written amendment signed and dated by all parties.

If any provision of this MOU is held invalid or otherwise stricken, the remainder of this MOU shall remain in full force and effect.

## **IV. Resource Sharing Agreement**

WIA 121(c)(2)(A)(ii) and 20 CFR 662.270 require that the funding arrangements for services and operating costs of the AJCCs be described in this MOU. Experience Works will negotiate any financial participation in the operating costs of those AJCCs in which Experience Works staff is co-located. Allocation and payment of the operating costs of the AJCC that is attributable to Experience Works, if any, will be addressed in a separate

Resource Sharing Agreement (RSA). Such financial participation agreements shall be done in conformance with all state and federal guidelines as outlined in EDD Monitoring Guide (WIAMG-13). This MOU shall be referenced in such financial participation contracts.

**V. Agreements/Functions**

- A. Parties to this MOU mutually agree to coordinate and perform the activities and services described herein as authorized by applicable laws and regulations governing the parties' respective programs and agencies. All parties agree to:
1. Acknowledge Auburn Connections and/or Roseville Connections as the AJCCs operating in Placer County.
  2. Participate in good faith in routine partner meetings devoted to the continuous improvement of the AJCCs in Placer County.
  3. Share data, information, and resources (consistent with confidentiality requirements) that will enhance services to customers.
  4. Support the three strategic goals of the AJCC network:
    - i. Meet the workforce needs of high demand sectors of the state and regional economies, by providing quality training, employment services, and business resources to California's workforce system with integrity, accountability, and fiscal responsibility.
    - ii. Ensure the services and resources throughout the network meet the needs of an evolving economic climate.
    - iii. Strengthen awareness of network services and resources to California's workforce by supporting system alignment and continuous improvement efforts.
- B. Golden Sierra Job Training Agency agrees to:
1. Determine eligibility for WIA services.
  2. Provide priority of service to veterans and covered spouses for any qualified job training program pursuant to the Jobs for Veterans Act as prescribed in 38 USC 4215.
  3. Provide outreach, recruitment, intake, and orientation activities.
  4. Provide job search, placement assistance, and career guidance.
  5. Provide labor market information and information on job vacancies.
  6. Provide information on local and regional training providers.
  7. Provide information on community support services.
  8. Provide information and services to employers which may include:
    - i. Labor market information
    - ii. Wage and benefit information
    - iii. Local labor pool information
    - iv. Internet talent search and job posting
    - v. Financial assistance for employee training
    - vi. Employee recruitment and pre-screening services
    - vii. Employee assessment and testing services
    - viii. Job fairs



- ix. Tax credit information
  - x. Outplacement assistance
  - xi. Local economic development efforts
  - xii. Employer workshops and seminars
  - 9. Offer meeting room space to Experience Works (based on availability).
- C. Experience Works agrees to:
- 1. Have staff or participant assistants co-located at both Auburn Connections and Roseville Connections (based on availability).
  - 2. Determine eligibility for the training and employment programs administered by Experience Works (formerly known as Green Thumb).
  - 3. Provide outreach, recruitment, intake, and orientation activities.
  - 4. Provide job search, placement assistance, and career guidance.
  - 5. Provide labor market information and information on job vacancies.
  - 6. Provide information on local and regional training providers.
  - 7. Provide information on community support services.
  - 8. Provide brochure holders and literature about Experience Works for both Auburn Connections and Roseville Connections.
  - 9. Provide a training session (once a year) to AJCC staff. Topics may include eligibility criteria, program changes, outreach strategies, etc.

#### **VI. Referral Process**

After an initial interview, evaluation, or assessment of a customer's needs, AJCC staff will recommend a referral to one or more partner agencies as appropriate. The referral recommendation will be discussed with the customer in a courteous and professional manner to ensure agreement. Parties to the MOU agree to accept a variety of referral methods including in-person, telephone, Internet, and hard copy referral forms.

#### **VII. Identity**

The physical locations of Roseville Connections and Auburn Connections will be identified with signage indicating, "Connections - A Proud Partner of America's Job Centers of California." Public information products shall reflect all invested partners, as agreed to by the partners.

#### **VIII. Supervision**

All parties shall maintain operational responsibility and fiscal control for their staff assigned to Auburn Connections and/or Roseville Connections. All parties shall ensure their staff adheres to the job center's policies and procedures.

#### **IX. Method of Dispute Resolution**

The parties shall first attempt to resolve all disputes informally. Either party may call a meeting of all parties to discuss and resolve disputes. Should informal resolution efforts fail, the dispute shall be referred in writing to the Executive Director of Golden Sierra Job Training Agency (the designated job center operator). The Executive Director shall issue his/her resolution in writing within ten working days to both parties. If the Executive Director's resolution is not acceptable, the parties may then request in writing that

Golden Sierra's Executive Director place a dispute on the agenda of the next regular or special meeting of the Workforce Investment Board's Executive Committee. The decision of the Executive Committee shall be final.

**X. Confidentiality**

Client information shall be shared solely for the purpose of registration, referral or provision of services. In carrying out their respective responsibilities, each party shall respect and abide by the confidentiality policies of the other party.

**XI. Press Release and Communications**

Each party shall acknowledge Connections when communicating with the press, television, radio or any other form of media regarding the duties or performance under this MOU. Participation of the parties in press/media presentations will be determined by each party's public relations policies.

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Each party agrees to maintain in full force and effect during the term of this MOU and any extension thereof, commercial general liability insurance, or self-insurance, with limits of not less than \$1,000,000 single limit coverage per occurrence for bodily injury, personal injury, and property damage. Upon request from either party, the other party shall provide an appropriate certificate evidencing such insurance, or self-insurance, to the requesting party.

**XIII. Hold Harmless/Indemnification**

In accordance with provisions of Section 895.4 of the California Government Code, all parties to this MOU hereby agrees to indemnify, defend and hold harmless the other parties to this MOU from and against any and all claims, demands, damages and cost arising out of or resulting from any acts of omissions which arise from the performance of the obligations by such indemnifying party pursuant to this MOU. Such an indemnification includes any attorney's fees and costs. It is understood and agreed that all indemnity provided herein shall survive the termination of this MOU as long as the disputed acts or omission occurred during the term of the MOU.

**XIV. Discrimination Clause**

Parties to this MOU shall not unlawfully discriminate, harass, or allow harassment against any employee, customer or applicant due to gender, race, color, ancestry, religion, national origin, physical disability, mental disability, medical conditions, age, or marital status. Parties shall comply with provisions of the Fair Employment and Housing Act (Government Code Section 12990), the Americans with Disabilities Act of 1990 (ADA), and related applicable regulations.

**XV. Authority and Signatures**

<b>THE GOLDEN SIERRA WORKFORCE INVESTMENT BOARD:</b>	<b>GOLDEN SIERRA JOB TRAINING AGENCY:</b>
<hr/>	<hr/>
<b>Signature and Date</b>	<b>Signature and Date</b>
<hr/>	<hr/>
<b>Susan “Tink” Miller, Chairperson</b>	<b>Jason Buckingham, Executive Director</b>
<b>Name and Title</b>	<b>Name and Title</b>
<b>CHIEF ELECTED OFFICIAL:</b>	<b>EXPERIENCE WORKS:</b>
<hr/>	<hr/>
<b>Signature and Date</b>	<b>Signature and Date</b>
<hr/>	<hr/>
<b>Katherine Rakow, Chairperson</b>	<b>Stephanie Cabral, State Director CA/ID</b>
<b>Name and Title</b>	<b>Name and Title</b>

**Golden Sierra  
Workforce Investment Board**

**MEMORANDUM**

**DATE:** July 17, 2014

**TO:** WIB members

**FROM:** Jason Buckingham, GSJTA Executive Director

**SUBJECT:** Repeal of WIBD12-01 Local Eligible Provider Training List (LTPL) Policy

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☐ Resolution      ☒ Action Item      ☐ Information

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**Background:**

Section 122 of the Workforce Investment Act (WIA) requires states to establish a list of providers who are eligible to receive WIA funds for training services. The California Workforce Investment Board (CWIB) has revised the existing policy and procedures governing the operation of the statewide Eligible Training Provider List (ETPL) by incorporating performance criteria to more clearly identify quality training programs (see WSD13-10). This criteria will be used to fully implement the initial and subsequent eligibility policies required in WIA Section 122(c)(5), Title 20 of the CFR Section 663.530 and the California Unemployment Insurance Code (CUIC). These policies and procedures contain state requirements that private postsecondary education providers receive Approval to Operate from the Bureau of Private Postsecondary Education (BPPE) prior to being listed on the ETPL. This approval ensures the provider satisfies the BPPE statutes and enables the provider to enroll WIA eligible students, as the spending of public resources, state or federal, is considered a form of student financial assistance.

**Recommendation:**

As a result of the CWIBs updated ETPL policy, the Golden Sierra Consortium need not maintain a separate, local list of eligible training providers. WIBD12-1 established a policy and procedures for maintaining such a list. Staff recommends the repeal of WIBD12-1 as it is no longer necessary to ensure providers on the statewide ETPL are eligible, appropriate, and high-performing.

**Policy: WIBD12-01**

**November 29, 2012**

### **Eligible Training Provider List**

The Golden Sierra Job Training Agency (GSJTA) and Golden Sierra Workforce Investment Board (GSWIB) accept applications from qualified schools and institutions for inclusion on the Statewide Eligible Training Provider List (ETPL) on an on-going basis. Schools and institutions applying for the ETPL must be physically located in the Golden Sierra region (El Dorado, Placer and Alpine Counties) to be considered. Schools/institutions outside of the Golden Sierra region must apply to the region in which they are located. Qualified schools and institutions that offer on-line or distance learning training programs are also eligible to apply. In order for GSJTA/GSWIB to nominate a school or institution for inclusion to the statewide ETPL the school or institution must meet one, or more, of the following criteria:

1. Schools/institutions either possess current approval or are verified as “exempt” by the California Department of Consumer Affairs, Bureau for Private Postsecondary Education (BPPE), or;
2. Schools/institutions possess current accreditation by a recognized regional or national accrediting body, or;
3. Schools/institutions are accredited, approved, or licensed by a state board, department, or agency (such as the California Department of Education or the Chancellors Office of California Community College or Western Association of Schools and Colleges (WASC).

Schools/institutions wishing to have their program(s) nominated to the approved statewide list must submit a completed Provider Application and a separate Program Application for each education/training program submitted. Eligibility of program(s) will be determined in accordance with the State of California Directive(s) and GSJTA/GSWIB ETPL/LTPL Policies and Procedures.

Beginning January 1, 2010, private postsecondary schools operating in California will be under the jurisdiction of the California Department of Consumer Affairs, Bureau for Private Postsecondary Education (BPPE) and are subject to the requirements of the Private Postsecondary Education Act of 2009 unless they are exempt pursuant to sections 94874, 94874.1, or 94927.5 of the Act.

[http://www.leginfo.ca.gov/pub/09-10/bill/asm/ab\\_0001-0050/ab\\_48\\_bill\\_20091011\\_chaptered.pdf](http://www.leginfo.ca.gov/pub/09-10/bill/asm/ab_0001-0050/ab_48_bill_20091011_chaptered.pdf)

We have included links below to the BPPE approval (and renewal) applications for accredited and non-accredited institutions. Institutions with new BPPE applications will be required to submit evidence that they possess current BPPE approval at the time they submit their ETPL Provider and Program applications. While BPPE does not mandate it, GSJTA/GSWIB do require that all institutions who believe they qualify as exempt must submit a Verification of Exemption application to BPPE, and provide evidence of their approved exempt status to GSJTA, prior to their institutions' inclusion on the ETPL.

- Approval to Operate an Institution Non-Accredited
- Renewal for Approval to Operate an Institution Non-Accredited
- Approval to Operate an Accredited Institution
- Renewal for Approval to Operate an Accredited Institution
- Application for Verification of Exempt Status

A comprehensive listing of BPPE provider applications can be found on their website (<http://www.bppe.ca.gov/applications/index.shtml>).

Persons interested in additional information regarding the Private Postsecondary Education Act of 2009, and related rules and regulations, can go to the BPPE website [www.bppe.ca.gov](http://www.bppe.ca.gov). If you have any questions, please contact the California Department of Consumer Affairs, Bureau for Private Postsecondary via e-mail at [bppe@dca.ca.gov](mailto:bppe@dca.ca.gov)

### **Local Training Provider List**

Qualified schools/institutions and apprenticeship programs, in the Golden Sierra region, that are added to the statewide ETPL by GSJTA/GSWIB are eligible to receive referrals for subsidized training under the Workforce Investment Act (WIA). When One-Stop Career Center individuals/customers receive Workforce Investment Act funds for training, express an interest in enrolling in a program offered by an eligible ETPL school/institution, the school/institution will be offered the opportunity to enter into a formal Local Training Provider Service Agreement Contract. Once a signed contract is in place, the provider will be included on GSJTA/GSWIB Local Training Provider List (LTPL) and will be eligible to receive additional career center customer referrals. This is not a guarantee of funding. All new education/training program(s), submitted for inclusion on the LTPL, must prepare program completers for employment in a "demand" occupation. "Demand" is defined as following:

- Occupations that fall within the identified clusters of opportunity (see attachment A) and/or can provide evidence as an emerging occupational industry in the region.
- Occupations identified as having potential and/or a bright outlook as defined by O\*Net or similar workforce projections data bases such as EDD/LMID, CareerGPS.

Schools/institutions who submit an LTPL packet and meet GSJTA/GSWIB current LTPL contract qualifications must agree to the following guidelines: Schools/institutions must maintain and submit, as requested, necessary insurance documentation and endorsements as outlined in the LTPL Packet contract requirements. Failure to maintain and submit all necessary contractual documentation will result in the school/institution being placed on an LTPL Hold Status (schools/institutions will not be able to receive any additional training referrals from any of our One-Stop Career Centers) until the necessary documentation is submitted;

Schools/institutions/apprenticeships must submit monthly Customer/Student Progression reports for enrolled students;

Schools/institutions/apprenticeships must submit Customer/Student Placement Form(s), as they occur, for training program completers who enter into unsubsidized employment;

Schools/institutions must demonstrate that they provide customer/student placement services. In addition, schools/institutions will be evaluated on their ability to maintain an overall Program Completion Rate of 80% and an Entered Employment (Placement) Rate of 75%. The completion and placement rates will be calculated and evaluated on an annual basis.

Public institutions of higher education and apprenticeship programs are exempted from the placement assistance requirements as defined above. Instead, completion rate requirements for public institutions will be negotiated for each program offering submitted.

Failure to meet any of the above mentioned guidelines may result in the LTPL provider being placed on "probation" (corrective action) and/or termination of their LTPL contract and subsequent removal from the LTPL.

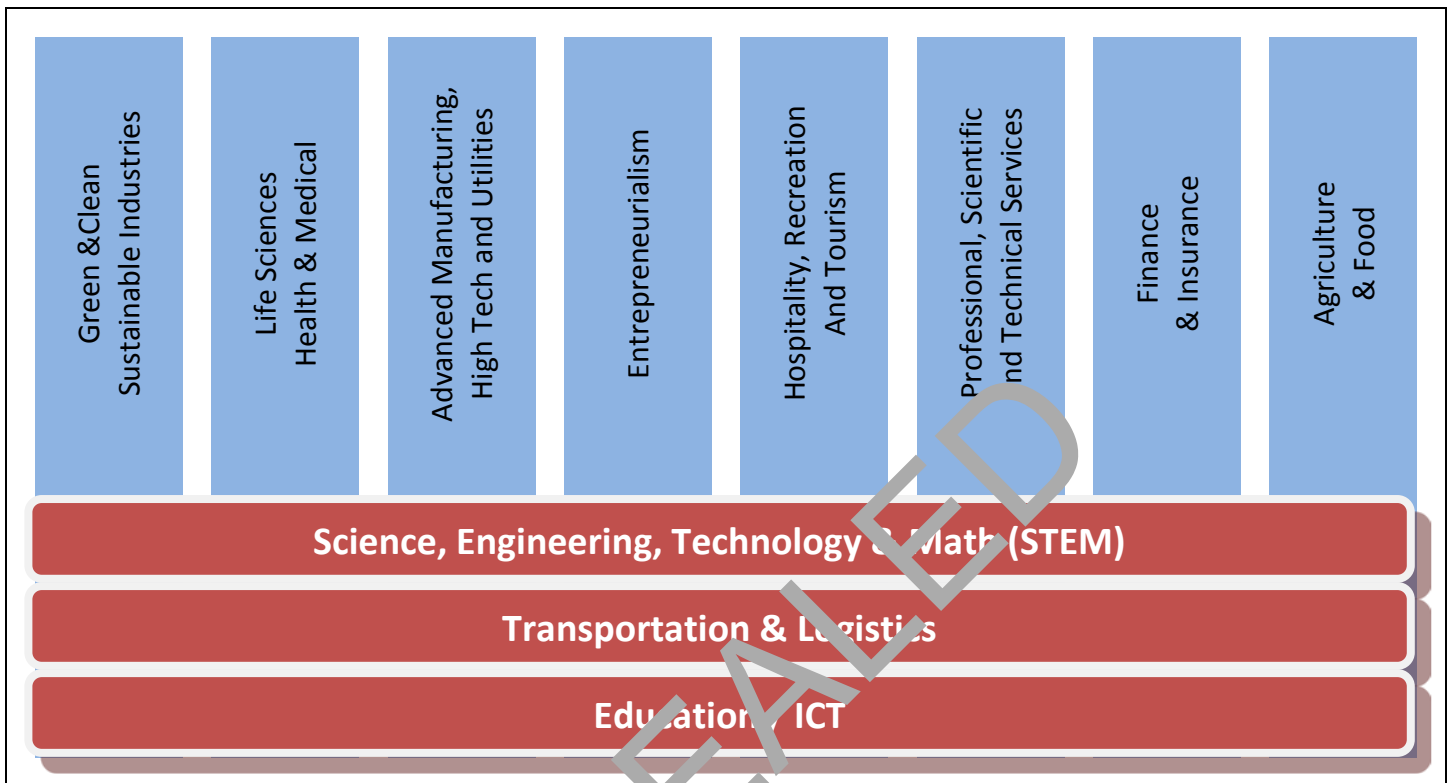
Completed Provider and Program application forms may be submitted to:

Golden Sierra  
c/o Larry Yanni  
1919 Grass Valley Hwy, Ste. 100  
Auburn, CA 95603  
Phone: 530-823-4635  
Fax: 530-885-5579  
e-mail: [yanni@goldensierra.com](mailto:yanni@goldensierra.com)

Deadline for Submission: OPEN

Golden Sierra maintains sole discretion as to which accreditation, approval, or licensing satisfies Golden Sierra's requirements for inclusion on the LTPL.

## Golden Sierra Workforce Investment Board Industries of Opportunity



### Sectors Vs Clusters

#### Definitions:

- **Industry Sectors** are groupings of companies/organizations that use similar processes to produce goods and services.
- **Industry Clusters** are concentrations of interconnected and complimentary companies, suppliers and institutions that cut across multiple industries. They represent the entire value chain. They share labor markets, labor pools and other inputs. Generally, industry clusters will generate a portion of their revenues from outside of the region.

Current research shows there are (8) industry clusters presenting opportunity. These clusters are projected to increase jobs and create wealth in our region. We want the focus of GSWIB programs to support these clusters and therefore; promote regional economic prosperity. With this focus in mind, occupational skills' training in other areas may still be a consideration on a case by case basis.



**Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14**

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Workforce Investment Boards	Majority of members be representatives of businesses and include representatives from education, labor, community-based orgs, economic development, and each "One-Stop" partner.	Reduces the number of required members. Current structure is generally maintained: business majority, business "led", and participation of organized labor; eliminates the requirement of one-stop partners on the Board. Requires three committees focused on: system/One-stop operations, youth, and individuals with disabilities.
Local Area Designation	The Governor must make designation in consultation with the State Workforce Board (SWIB) and chief elected officials and consider comments through the public comment process. Requirements for automatic designation relate to units of local government with a population of 500,000 or more and to rural concentrated employment programs. Governor has authority to determine the source of population data. Currently over 600 local areas nationally, and 33 in New York State.	Goal is to promote local alignment with the labor market and economic development activities and "preserve locally driven workforce system". State will be required to "consult with local boards and chief elected officials in order to identify local areas and planning regions" Bill allows for initial and subsequent designations based on performance, fiscal integrity and participation in "regional coordination activities". Does require that States provide funding and technical assistance for local areas that choose to become a single workforce area.
WIB Director Qualifications	N/A	Local Board sets the qualifications for the Director. There is a cap on salary and bonuses to align with the "Annual rate of basic pay prescribed for level II of the Executive Schedule under section 5313 of title 5, United States Code. "

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Performance Measures	Adult Program and Dislocated Worker (DW) program performance measures: entry and retention into unsubsidized employment; earnings for adults six months after entry - for dislocated workers relative to earnings of job dislocation; and attainment of credential related to educational skills.	Creates a single set of common measures for adults across <b>all</b> core programs authorized under the bill, including both occupational training and adult education programs, and a similar set of common measures across all youth-serving programs. Adult measures include: unsubsidized employment and employed during second Q after exit and fourth Q after exit; median earnings at second Q after exit; receipt of a secondary diploma or recognized postsecondary credential in or within 1 year of exit; measurable skills gains toward a credential or employment; and employer engagement (still to be developed). For youth, includes percentage of participants in education, training or unsubsidized employment after second Q exit and fourth Q exit.
Funding	Does not specify dollar amount, instead states "such sums as necessary" providing for complete latitude for Congress relating to funding. As of 2009, 30% Adult/DW transfer rate.	Includes specific funding levels for each fiscal year (FY) 2015 through 2020 for the WIA Youth, Adult, & Dislocated Worker (DW) programs. FY'15, is at the expected post-sequester level; and funding levels are increase each year bringing us back to FY'10 levels by FY 2017. NOTE: These are authorization levels -- NOT actual funding levels. Funding is determined through the annual appropriations process. As shared by the National Skills Coalition, unless Congress takes steps to undo the existing budget caps and mandatory cuts under sequestration, it is extremely unlikely that programs will be fully funded at these authorized levels. Maintains reservations for governor's statewide and rapid response activities. Allows local boards to transfer 100% between adult and DW funding.

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Role of the State and State/Local Planning	The law "permits and encourages" the State to submit a unified plan for any of programs or sections described in WIA including DOL programs and activities: five-year strategic WIA and Wagner-Peyser plan; Trade Adjustment assistance activities; Veteran's programs; programs authorized under State unemployment compensation laws; Welfare-to-Work programs; Senior Community Service Employment Programs.	Requires a single, unified State (every 4 years) plan covering all core programs authorized under the bill. The plan must describe the State’s overall strategy for workforce development and how the strategy will meet identified skill needs for workers, job seekers and employers. Local plans must be aligned to the strategy described in the State plan, and must describe how services provided at the local level will be aligned to regional labor market needs. Also, provide an overview of how administrative costs and reporting requirements can be reduced.
State Set Aside	Original 15%; reduced to 5%	Restores the state set aside to 15%
One Stop Centers "America's Job Centers"	One Stop delivery is a system which collaborates to create a seamless system of service deliver. WIA assigns responsibility at local, State, and Federal level to ensure creation and maintenance of One-Stop Delivery. System must include at least one comprehensive physical center in each local area that must provide the core services specified in WIA and must provide access to programs and activities carried out by One-Stop partners. Specific partners required.	Requires State Workforce Investment Boards (SWIB) establish criteria for use by local boards to assess the “effectiveness, physical and programmatic accessibility, and continuous improvement” of Centers at least every three years. Maintains current requirements for mandatory one-stop partners to reach a voluntary agreement to fund infrastructure costs; however, if local areas fail to come to an agreement, a State mandated funding mechanism may be imposed upon those local areas. Additionally, it indicates that each local area "shall include in the identification of products, programs... a common one-stop delivery identifier" that "shall be developed by the Secretary" no later than the second year after enactment.

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Employment & Training Activities	Adults and Dislocated Workers can access continuum of services organized into three levels: core, intensive, and training. Core services must be made available in at least one physical One-Stop center in each LWIA; One-Stop Centers also make intensive services available as needed; and workers needing training are provided Individual Training Accounts (ITA's) and access to lists of eligible providers and programs of training.	Eliminates the “sequence of services” and merges “core and intensive activities” into a combined “career services.” The goal is to provide MORE flexibility locally to meet the needs of participants. For example, under certain guidelines locals can now pay for "classes" for group training, transitional jobs, on-the-job training, etc. New emphasis on training -- taking into account best practices that have emerged in the past 10 years -- Increases the ability to use on-the-job training (reimbursement rates up to 75% for eligible employers), incumbent worker training (may use up to 20% of local funds), and customized training. Indication of an interest in the expansion of career pathways (including integrated or contextualized ABE, ESL, and occupational training); industry or sector partnership (local WIBs are required to “convene, use, or implement” sector partnerships); and an increased focus on the attainment of industry-recognized certificates and credentials linked to in-demand occupations. Training providers need to continue to be eligible and on the ETPL.
Youth Services	Eligible Youth age 14 through 21; 30% requirement of youth funds be used to provide activities to out-of-school youth; free lunch not included in eligibility	Keeps a separate youth funding stream. Places a priority on out-of-school youth (75% of funding at State and Local level). Focus on career pathways for youth, drop out recovery, and education & training to lead to high school diploma and a recognized postsecondary credential. Also includes priority for work-based learning activities. Free and reduced lunch is considered an eligibility threshold.
Wagner Peyser	Required One-stop partner and retains separate funding stream.	To improve service delivery and avoid duplication, requires co-location of one-stops with employment service offices and staff. Aligns measures with the WIOA performance measures.

Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Adult Education or "Title II"	Entities that carry out activities assisted under the Adult Education and Family Literacy Act are mandatory partners in the one-stop delivery system. Such entities include: institutions of higher education, local educational agencies, nonprofit organizations, other organizations or agencies. Measures include: Demonstrated improvements in literacy skill levels in reading, writing, and speaking the English language; numeracy; problem solving; English language acquisition; and other literacy skills and placement in, retention in, or completion of, postsecondary education, training, unsubsidized employment, or career advancement.	It was clear the authors understood the challenges of serving those with low basic skills. The term "measurable skill gains: under indicator V for performance relating to adults and youth is intended to encourage eligible providers under title II to serve low level adults. Also, states the goal as providing better, and more integrated services that meet the needs of adult learners and workers -- including models that integrate adult education and literacy with workforce training or preparation (i.e. I-Best models)
Vocational Rehab/People with Disabilities	Title IV of WIA is primary state/federal program assisting individuals with disabilities including those with most severe disabilities to secure employment and link to State and Federal workforce development systems. Current system is criticized for not serving those with disabilities effectively through One-stop system.	The State unified plan will include a description of how "one stop system in State will comply with the applicable requirements of section 188 and the Americans with Disabilities Act regarding the accessibility of programs and facilities for people with disabilities". Requires 15% of the State allotment goes to "pre-employment transition services"
Program Consolidation	N/A	Eliminates 15 programs including: Youth Opportunity Grants, 21st Century Workforce Commission, National Institute for Literacy under Adult Education, Health Care Gap Coverage for TAA, WIA Incentive Grants, WIA Pilots and Demonstration Projects, Community-based Job Training Grants, Green Jobs Act, Projects with Industry, "in-service" training, Migrant and Seasonal Farmworker Program & Recreation Programs under the Rehabilitation Act amendments, WIA Veterans Workforce Investment Program, WIA Workforce Innovation Fund, Grants to States for Workplace and Community Transition Training for Incarcerated individuals under the 1998 Amendments to Higher Education Act.

**Comparison of the Workforce Investment Act of 1998 (WIA) & the Workforce Innovation and Opportunity Act (WIOA) as of 5/27/14**

Areas of Interest	Workforce Investment Act of 1998	Workforce Innovation & Opportunity Act
Job Corps	Job Corps centers must provide academic, vocational, employability and social skills training; work-based learning; and recreation, counseling and other residential support services. In addition, must provide students access to WIA core services. Performance is assessed on an ongoing basis, including a national performance measurement system issued by the Secretary. (i.e., number of graduates and rate of graduation analyzed by the type of vocational training received and training provider)	Will collect information on key factors indicating the ability of an applicant to operate a center, and provide the operators of a high-performing center the opportunity to compete for contract renewal, while limiting the ability of low-performers to renew. U.S. Department of Labor will be empowered to provide technical assistance to Job Corps operators and centers to improve operations and outcomes. More data will be collected on Job Corps operations and financial management to better inform Congress and the public about the program.
YouthBuild	Grant selection criteria includes extent of coordination with One Stops; increased emphasis placing youth for in-demand occupations; common performance measures applicable	Aligns performance indicators for YouthBuild with performance accountability indicators for all youth activities; allows for training linked to industries in-demand.
Role of Community Colleges	Considered a partner to the system.	Continues to be considered a "partner" to the system. No specific training activities are required through the community college system, but does list higher education institutions as a eligible training provider. Does indicate need for coordination with community colleges in State and Local plans.
"Low-Income" Definition	WIA defines "low income individual" as an individual who received income for a 6 month period that does not exceed the higher level of the poverty line or 70% of the LLSIL. Receives SNAP (or has in past 6 months); total family income that does not exceed poverty line of LLSIL; Homeless; foster child or individual with a disability who meet requirements for state payment.	Expanded definition to include free or reduced lunch.
Additional Info	N/A	"Reduction of Reporting Burdens and Requirements" -- Instructs the Secretaries of Labor, Education, and HHS to establish procedures and criteria by which State and Local Boards may reduce reporting burdens and requirements.