

GOVERNING BODY MEMBERS

BONNIE GORE, *Chair*
Board of Supervisors
Placer County

EVAN MECAK, *Vice Chair*
Board of Supervisors
Alpine County

LORI PARLIN
Board of Supervisors
El Dorado County

JASON BUCKINGHAM
Executive Director

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

(916) 773-8540

GOLDEN SIERRA JOB TRAINING AGENCY

**GOVERNING BODY
“SPECIAL” MEETING
AGENDA**

Thursday, November 06, 2025 @ 11:00 am

**Golden Sierra Job Training Agency
Board Room
115 Ascot Drive, Suite 100
Roseville, CA 95661**

Teleconference Locations:

El Dorado County
330 Fair Lane, Bldg. A
Placerville, CA 95667

Placer County
1211 Pleasant Grove Blvd. #100
Roseville, CA 95678

- I. ROLL CALL AND INTRODUCTION OF GUESTS
- II. APPROVAL OF AGENDA 1
- III. PUBLIC COMMENT – FOR ITEMS ONLY ON THE AGENDA
- IV. WORKFORCE DEVELOPMENT BOARD MEMBERSHIP 3-13
- V. FUTURE AGENDA ITEMS
- VI. NEXT MEETING
Thursday, January 22, 2026 @ 10:00 am
- VII. ADJOURNMENT

EQUAL OPPORTUNITY

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

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GOLDEN SIERRA GOVERNING BODY

MEMORANDUM

DATE: November 6, 2025

TO: Governing Body (GB)

FROM: Jason Buckingham, Executive Director

SUBJECT: Workforce Development Board Membership

In accordance with 20 CFR 679.310, the board is being informed of current vacancies on the Workforce Development Board and recruitment efforts in place in accordance with Workforce Board notification and recruitment policy, as well as seeking application(s).

The Executive Committee reviewed and made a formal recommendation to the Governing Body regarding the Workforce Board membership at its 10/30/2025 meeting. At this time, we are seeking the Governing Body's approval for the application(s) outlined below.

Application(s):

- Debbie Manning, El Dorado Hills Chamber of Commerce; representing Business
- Tom Williams, Express Employment Professionals; representing Business

Resignation(s):

- None

Vacancies:

- None

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MEMBERSHIP APPLICATION FORM

Person Nominated: Debbie Manning Title: President & CEO

Business Name: El Dorado Hills Chamber of Commerce

Business Address: 2023 Vine Street Suite 105 El Dorado Hills, CA 95762

Telephone: 916-933-1335 FAX: _____ E-mail: debbie@eldoradohillschamber.org

Organization submitting nomination: California Chamber of Commerce
(ie: Chamber of Commerce, Manufacturing Association, etc.)

Contact Person: n n Title: Vice President, Small Business Advocacy

Business Address: 1215 K Street, Suite 1400 Sacramento, CA 95814

Telephone: (916) 930-1210 FAX: _____ E-mail: rana.ghadban@calchamber.com

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

Area of Representation (check all that apply):

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

Debra H Manning

Signature

10-17-25

Date

I hereby submit my application for membership on the Local Workforce Development Board to Golden Sierra Job Training Agency. I have completed and included the following: narrative questions, conflict of interest and nomination letter.

Return all information to:

Melissa Keefe, Administrative Analyst
Golden Sierra Job Training Agency
115 Ascot Drive, Suite 140
Roseville, CA 95661

NARRATIVE QUESTIONS

What specific experience/expertise do you possess which would be of value to the Workforce Development Board?

My experience is 25 years as the President and CEO of the El Dorado Hills Chamber of Commerce, and understanding the needs of our business community.

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

El Dorado Hills, while not a City, often gets overlooked, although the largest populated area in El Dorado County. I feel I could help bridge that gap, helping both the WDB and improving workforce needs in El Dorado Hills.

You may attach additional information, including your resume or biography. Further questions should be directed to Melissa Keefe at Golden Sierra Job Training Agency at (916) 773-8544.

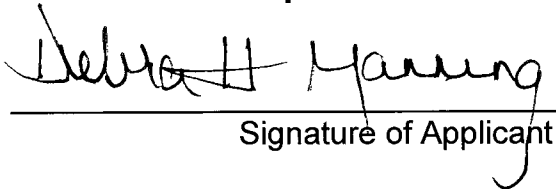
CONFLICT OF INTEREST INFORMATION

1. Does your employer/company provide goods and/or services to Golden Sierra Job Training Agency, or have any plans to provide goods and/or services to Golden Sierra Job Training Agency in the future? Yes ☐ No ☒ If yes, please describe below:

2. You will be setting policy for and possibly allocating funds to community-based organizations, profit and non-profit corporations, school districts and other governmental entities or program operators. Do you or any member of your immediate family have any affiliation with such entities (i.e., ownership; employment; contractual relationships, including Golden Sierra-funded On-the-Job Training (OJT) program participation; commission, board or committee membership)? Yes ☐ No ☒ If yes, identify below the name of the entity and the nature of the affiliation. (*Immediate family members are: wife, husband, son, daughter, mother, father, brother, brother-in-law, sister-in-law, father-in-law, mother-in-law, aunt, uncle, niece, nephew, step-parent or step-child.*)

3. Do you, or any member of your immediate family (as defined above), have any ownership interest in any commercial real property that is currently leased/rented by Golden Sierra Job Training Agency? Yes ☐ No ☒ If yes, please describe such property by size and location.

If your nomination or application is approved, you will be required to file a limited conflict of interest form with Golden Sierra Job Training Agency prior to assumption of Workforce Development Board membership.



Signature of Applicant

10-17-25

Date

October 23, 2025

Golden Sierra Workforce Development Board
115 Ascot Dr. Suite 140
Roseville, CA 95661

Re: Nomination of Debbie Manning for Appointment to the Golden Sierra Workforce Development Board

Dear Members of the Board,

It is my pleasure to recommend Debbie Manning, President and CEO of the El Dorado Hills Chamber of Commerce, for appointment to the Golden Sierra Workforce Development Board. Debbie is an accomplished and respected regional leader whose deep understanding of business needs, commitment to workforce development, and strong collaborative spirit make her an ideal addition to the Board.

Throughout her tenure at the El Dorado Hills Chamber, Debbie has demonstrated exceptional leadership in advancing the economic vitality of her community. She has been a tireless advocate for local employers—particularly small businesses—by connecting them with the resources and partnerships they need to grow and thrive. Under her leadership, the Chamber has played a key role in fostering meaningful collaborations in her community among education partners and employers to strengthen the local talent pipeline.

Debbie's ability to bridge the needs of business and workforce development aligns directly with Golden Sierra's mission. She brings a balanced perspective grounded in both strategic vision and practical implementation. Her active participation in regional economic development initiatives, as well as her experience navigating the evolving challenges facing today's workforce, will bring valuable insight to the Board's discussions and decision-making.

I am confident that Debbie's proven leadership, strong relationships across the region, and unwavering commitment to community and workforce growth will make her an asset to the Golden Sierra Workforce Development Board. She exemplifies the spirit of collaboration and innovation that drives our region forward.

Thank you for your consideration of this nomination.

Sincerely,

Rana Ghadban

Rana Ghadban
VP, Small Business Advocacy
California Chamber of Commerce

MEMBERSHIP APPLICATION FORM

Person Nominated: Tom Williams Title: Owner / CEO
Business Name: Express Employment Professionals
Business Address: 5701 Lone Tree Blvd Rocklin, CA 95765 Suite 302
530-682-8798 P.O. Box 548 Yuba City, CA 95992
Telephone: _____ FAX: _____ E-mail: thomas.williams@expresspros.com

Organization submitting nomination: Express Employment Professionals
(ie: Chamber of Commerce, Manufacturing Association, etc.)
Contact Person: Rosa Zermeno Title: Territory Manager
Business Address: 5701 Lone Tree Blvd Rocklin CA 95765 Suite 302
Telephone: 916-781-0177 FAX: _____ E-mail: rosa.zermeno@expresspros.com

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

Area of Representation (check all that apply):

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

[Signature]

Signature

9/13/2005

Date

I hereby submit my application for membership on the Local Workforce Development Board to Golden Sierra Job Training Agency. I have completed and included the following: narrative questions, conflict of interest and nomination letter.

Return all information to:

Melissa Keefe, Administrative Analyst
Golden Sierra Job Training Agency
115 Ascot Drive, Suite 140
Roseville, CA 95661

NARRATIVE QUESTIONS

What specific experience/expertise do you possess which would be of value to the Workforce Development Board?

I have served several years on Colusa, Glenn, Sutter, Yuba Workforce Development Board. I have 40 years manufacturing management experience.

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

I will work hard and dedicate myself to the Workforce Development Board.

You may attach additional information, including your resume or biography. Further questions should be directed to Melissa Keefe at Golden Sierra Job Training Agency at (916) 773-8544.

- Thomas C. Williams Jr.
- President/General Manager of Yuba River Moulding
 - * NOW A Real Estate Investment Company.
 - * Sold Manufacturing side of Yuba River Moulding in May 2005
- Current Co Owner of Express Employment Professionals
 - 1 office Roseville/Rocklin/Placer County
 - 2 office in Sacramento County
- Age 60
- Married to Tina Williams, 5 grown children
 - 3 grand children
- B.S. California State University Chico, Business
 - Graduated 1989
- Coached Soccer AND Baseball for youth sports
 - For many years
- Duck Hunt, Golf, Workout are Hobbies

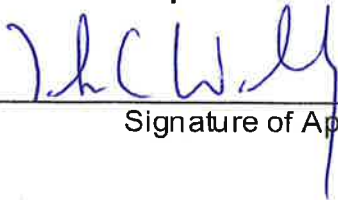
CONFLICT OF INTEREST INFORMATION

1. Does your employer/company provide goods and/or services to Golden Sierra Job Training Agency, or have any plans to provide goods and/or services to Golden Sierra Job Training Agency in the future? Yes ☐ No ☒ If yes, please describe below:

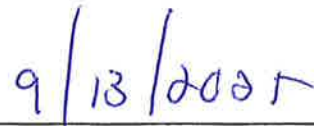
2. You will be setting policy for and possibly allocating funds to community-based organizations, profit and non-profit corporations, school districts and other governmental entities or program operators. Do you or any member of your immediate family have any affiliation with such entities (i.e., ownership; employment; contractual relationships, including Golden Sierra-funded On-the-Job Training (OJT) program participation; commission, board or committee membership)? Yes ☐ No ☒ If yes, identify below the name of the entity and the nature of the affiliation. (*Immediate family members are: wife, husband, son, daughter, mother, father, brother, brother-in-law, sister-in-law, father-in-law, mother-in-law, aunt, uncle, niece, nephew, step-parent or step-child.*)

3. Do you, or any member of your immediate family (as defined above), have any ownership interest in any commercial real property that is currently leased/rented by Golden Sierra Job Training Agency? Yes ☐ No ☒ If yes, please describe such property by size and location.

If your nomination or application is approved, you will be required to file a limited conflict of interest form with Golden Sierra Job Training Agency prior to assumption of Workforce Development Board membership.



Signature of Applicant



Date

October 1, 2025

To: Golden Sierra Job Training Agency – Attn: Jason Buckingham

RE: Thomas (Tom) Williams, Golden Sierra Workforce Development Board

Hello Jason,

I understand Tom Williams is being considered for a board position with the Golden Sierra Workforce Development Board. Having served on the Golden Sierra Workforce Development Board myself, Tom's strong background in both the lumber manufacturing industry and staffing serves as a great fit for the vision and mission of Golden Sierra Workforce board.

I am in support of the nomination of Tom Williams, owner of Express Employment Professionals business owner and manufacturing consultant. Express Employment Professionals has been a long-standing Rocklin Chamber member and supporter of the communities they serve in Placer County. I understand that Tom has played a key role in helping Placer manufacturers develop and implement workforce strategies, training programs, and talent pipelines – all very important attributes to serve our workforce need and skills that will be an asset to the Golden Sierra Workforce Development Board.

Please feel free to contact me if you need any additional information.

Sincerely,



Robin Trimble, CEO



9/12/2025

To: Golden Sierra Job Training Agency, Attention: Jason Buckingham

Re: Thomas Williams, Golden Sierra Workforce Development Board.

Dear Jason,

I would like to nominate Thomas Williams (Tom) to the Golden Sierra Workforce Development Board. Tom has previous experience having served on The Colusa, Glenn, Sutter, and Yuba County Workforce Development Board for the past several years.

Tom was the owner of the Yuba River Moulding and Millwork manufacturing facility in Plumas Lake, California which operated for 47 years before selling to Windsor One company in May 2025. Windsor One is going to retool the facility and grow it to approximately 150 jobs.

Tom is also a co -owner of Express Employment professionals in the Roseville, Placer County area as well as the co owner of two offices in Sacramento County. Tom is currently working with the three Express offices as a manufacturing specialist as well as his other owner duties. Tom is also in the real estate investment business supporting our local communities being a landlord to both professional as well as retail trade.

I believe that with Toms experience in manufacturing, employment staffing, and real estate as well as his willingness to give back to the communities in which he lives, works and invests in that he would be an asset to the Golden Sierra Workforce Development Board.

If you have ant questions, please feel free to call me at 916-781-0177

Sincerely,

A handwritten signature in cursive script that reads "Rosa Zermeno".

Rosa Zermeno
Territory Manager
Roseville/Placer County Express Employment Professionals

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