

# **GOLDEN SIERRA JOB TRAINING AGENCY**

## **GOVERNING BODY REGULAR MEETING MINUTES**

**Thursday, March 27, 2025 @ 10:00 am**

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

### **Teleconferencing Locations:**

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

**Alpine County**  
100 Hawkins Ranch Rd.  
Markleeville, CA 96120

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

Quorum was established and meeting was called to order at 10:00 am by Supervisor Gore

Governing Body:

☒ Bonnie Gore                      ☐ Lori Parlin                      ☒ Evan Mecak

GSJTA Staff:

☒ Jason Buckingham              ☒ Melissa Keefe              ☒ Lisa Nelson

Guests: James Butera-LSL CPA's, Dave Fleishman-RWG Law

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

**Motion** to approve agenda as presented, by Mecak, second by Gore

**Motion** approved unanimously by Roll Call vote

#### **III. CONSENT AGENDA**

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

- a. Approval of Minutes from January 24, 2025 GB Meeting
- b. Approval of Minutes from February 10, 2025 GB+WB Strategic Planning Joint Special Meeting

**Motion** to approve Consent Agenda items a-b as presented, by Mecak, second by Gore

**Motion** approved unanimously by Roll Call vote

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

None

V. FY 2023-2024 FINANCIAL STATEMENTS / SINGLE AUDIT

James Butera, CPA, Director – Lance, Soll, and Lunghard (LSL) reported out as outlined in the agenda packet; Presentation was given, information was shared, no material findings reported.

**Motion** to accept and approve FY 2023-2024 Financial Statements/Single Audit by Mecak, second by Gore

**Motion** approved unanimously by Roll Call vote

VI. REGIONAL & LOCAL PLAN APPROVAL – PY 2025-2028

Buckingham reported out as outlined in the agenda packet.

**Motion** to approve Regional & Local Plan - PY 2025-2028 as presented, by Mecak, second by Gore

**Motion** approved unanimously by Roll Call vote

VII. PARTNER MEMORANDUM OF UNDERSTANDING (MOU)

Buckingham reported out as outlined in the agenda packet; current expiration/deadline is June 30, 2025. Requesting approval of MOU template with authority to make modification as necessary and approval for Chair to sign the MOUs.

**Motion** to approve Partner Memorandum of Understanding (MOU) as presented, by Mecak, second by Gore

**Motion** approved unanimously by roll call vote

VIII. CAREER SERVICES PROVIDER APPLICATION

Buckingham reported out as outlined in the agenda packet. Requesting approval to submit the application.

**Motion** to approve Career Services Provider Application as presented, by Mecak, second by Gore

**Motion** approved unanimously by roll call vote

IX. PY 2025-2026 SUBGRANT SIGNATURE AUTHORITY

Buckingham reported out as outlined in the agenda packet.

**Motion** to approve PY 2025-2026 Subgrant Signature Authority as presented, by Mecak, second by Gore

**Motion** approved unanimously by roll call vote

X. RESOLUTION 24-02 – AMEND POSITION ROSTER

Buckingham reported out as outlined in the agenda packet

**Motion** to approve Resolution 24-02 - Amend Position Roster as presented, by Mecak, second by Gore

**Motion** approved unanimously by roll call vote

XI. DIRECTOR'S UPDATE

Buckingham reported out as outlined in the agenda packet. Information only - No action required.

XII. WIOA SERVICE PROVIDER REPORTS

Information & Reports shared in agenda packet - No action required.

a. ADVANCE - Alpine / South Lake Tahoe

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

XIII. FUTURE AGENDA ITEMS

- FY 25-26 Agency Budget - Draft
- FY 25-26 Meeting Schedule
- FY 25-26 Dry Period Financing
- FY 25-26 Delegated Signature Authority
- FY 24-25 ADP (additional discretionary payment)
- Executive Director's Evaluation (closed session)

XIV. NEXT MEETING

Thursday, May 22, 2025 @ 8:30 am (*please note time change*)

XV. ADJOURNMENT

**Motion** to adjourn at 10:56 am by Gore, second by Mecak

**Motion** approved unanimously