WDB MEMBERS

AMY SCHULZ
Sierra College

CHARLOTTE STEVENS
International Brotherhood of Electrical Workers (IBEW) – Local 1245

DANIEL CHAPNICK
The Raley's Companies

DEBBIE MANNING
El Dorado Hills Chamber of Commerce

ERIC HENKEL
UFCW-8 Golden State

JANIS AYDELOTT
Placer County HHS/ES/BAN

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JENNIFER POFF, *Chair*
Building Careers Foundation

JESSICA RIVERA
California Employers Association

MICHAEL SNEAD
Sierra Consulting Services, Inc.

RANA GHADBAN, *Vice-Chair*
California Chamber of Commerce

SCOTT ALVORD
Advanced Development Concepts, LLC

STEVEN CASPERITE
Placer School for Adults

TAMRA THOMAS
Employment Development Department

TINK MILLER
Placer Independent Resource Services

TOM WILLIAMS
Express Employment Professionals

VIVIAN HERNANDEZ-OBALDIA
Department of Rehabilitation

VOLMA VOLCY
Sacramento Central Labor Council AFL-CIO

WILLIAM REED
United Domestic Workers of America

GOLDEN SIERRA WORKFORCE DEVELOPMENT BOARD *EXECUTIVE COMMITTEE*

REGULAR MEETING AGENDA

Thursday, November 19, 2026 @ 12:00 pm

Roseville Chamber of Commerce
650 Douglas Blvd.
Roseville, CA 95678

The Golden Sierra Workforce Development Board convenes industry leaders and key partners to provide strategic oversight, policy and regional coordination to drive positive outcomes for employers and job seekers.

Golden Sierra Job Training Agency Workforce Development Board Executive Committee is conducting this meeting on Zoom.

Teleconferencing Locations:

Dream Inn	Westin Hapuna Resort
175 West Cliff Dr	62-100 Kauna'oa Dr.
Santa Cruz, CA 95060	Waimea, HI 96743

Members of the public are encouraged to participate in the meeting by submitting written comments by email to keefe@goldensierra.com.

Public comments will be accepted until the adjournment of the meeting, distributed to the Workforce Development Board Executive Committee and included in the record.

EQUAL OPPORTUNITY

This Workforce Innovation and Opportunity Act funded activity is an equal opportunity program. Auxiliary aids and services are available upon request to individuals with disabilities.

To request a reasonable accommodation, please call (916) 773-8540 at least 72 hours prior to event. TDD/TTY users please dial 711 for the California Relay Service. For federal funding disclosure information, visit https://goldensierra.com/disclosure.

I. ROLL CALL AND INTRODUCTION OF GUESTS

II. APPROVAL OF AGENDA 1-2

III. CONSENT AGENDA 3-6

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

- Approval of Minutes from September 17, 2026 EC Meeting 3-5
- Attendance Log 6

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

V. WORKFORCE DEVELOPMENT BOARD MEMBERSHIP.....7-11

VI. STRATEGIC PLAN UPDATES

- Employer Engagement
- System Coordination and Accessibility
- Outreach And Awareness

VII. FUTURE AGENDA ITEMS/NEW BUSINESS

- AJCC Comprehensive and Affiliate/Specialized Certification
- Regional and Local Plan For Py 2025-2028 (2 Year Modification)
- Strategic Plan

VIII. NEXT MEETING

Thursday, January 21, 2027 @ 12:00 pm

IX. ADJOURNMENT

GOLDEN SIERRA
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE

REGULAR MEETING
MINUTES

Thursday, September 17, 2026 @ 12:00pm

Roseville Chamber of Commerce
650 Douglas Blvd.
Roseville, CA 95678

In accordance with WDB Bylaws Article IV Section 4.3 the board designated Jason Buckingham as Chairperson Pro-Tem to serve as presiding officer of this meeting. Motion approved unanimously.

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting called to order at 12:08 pm by Chairperson Pro-Tem Buckingham

☐ (Chair)	☒ Rana Ghadban* (Vice-Chair)
☒ Daniela Devitt	☐ Steven Casperite
☒ Jennifer Poff	☒ Volma Volcy
☒ Jason Buckingham (Ex-Officio)	

GSJTA Staff:

☒ Melissa Keefe	☒ Lisa Nelson

GUESTS: None

II. APPROVAL OF AGENDA

Motion to approve agenda as presented, by Devitt, second by Volcy

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.

a. Approval of Minutes from July 23, 2026 “Special” EC Meeting
b. Attendance Log

Motion to approve consent agenda items a-b, by Poff, second by Devitt

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS ONLY ON THE AGENDA

Buckingham acknowledged the resignation of Chair Rick Larkey and expressed appreciation for his dedicated service to the WDB and the community over the past 13 years.

**Ghadban arrived @ 12:11pm*

V. FY 2026-2027 AGENCY BUDGET – FINAL

Buckingham reported out as outlined in the agenda packet. Corrections were noted to the narrative, including changing references from FY 2025/2026 to FY 2026/2027, revising various references from "PY" to "FY," and correcting Page 16 to reference Schedule 1 rather than Schedule 2. The noted corrections will be incorporated prior to presentation of the budget to the Governing Body.

Motion to recommend approval of FY 2026-2027 Agency Budget – Final, with amendments, by Volcy, second by Devitt

Motion approved unanimously

VI. APPROVE WORKFORCE DEVELOPMENT BOARD MEMBERSHIP

Buckingham reported out as outlined in the agenda packet.

Motion to recommend approval of Stevens application as presented, by Volcy, second by Poff

Motion approved unanimously

VII. STRATEGIC PLAN UPDATES

Buckingham provided a verbal report out, Infographic was distributed

- Employer Engagement: In partnership with the Placer Workforce Development Foundation (PWDF), Golden Sierra is supporting 5 virtual Career Exploration events and sponsoring 3 Talent Pipeline Management (TPM) project collaborative meetings focused on the manufacturing sector.

- System Coordination and Accessibility: Jeff Pusczek of SketchDev.io will be presenting a live demonstration of a proof of concept for an AI-driven asset map at the WDB meeting.

- Outreach and Awareness: An update was provided on ongoing recruitment efforts to fill the Board's vacant seats.

VIII. FUTURE AGENDA ITEMS/NEW BUSINESS

- AJCC Comprehensive and Affiliate/Specialized Certification
- Regional and Local Plan for PY 2025-2028 (2-Year Modifications)
- Standing item – Strategic Plan

IX. NEXT MEETING

Thursday, November 19, 2026 @ 12:00 pm

X. ADJOURNMENT

Motion to adjourn meeting at 12:20 pm by Buckingham

Motion approved unanimously

GOLDEN SIERRA
WORKFORCE DEVELOPMENT BOARD
"EXECUTIVE COMMITTEE"
MEETING

ATTENDANCE LOG

NOVEMBER 19, 2026

Date:	10/30/25	3/19/26	5/21/26	7/23/26	9/17/26	% Rate
Executive Committee	EC	EC	EC	EC	EC	
Meeting Type	*Special*	Regular	Regular	*Special*	Regular	
Rana Ghadban-**VICE CHAIR**	0	1	1	1	1	80%
Daniela Devitt	1	0	1	1	1	80%
Jennifer Poff-**CHAIR**				1	1	100%
Steven Casperite	1	1	0	1	0	60%
Volma Volcy	0	0	1	1	1	60%
Jason Buckingham	1	1	1	0	1	80%

GOLDEN SIERRA
WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE

MEMORANDUM

DATE: November 19, 2026

TO: Executive Committee (EC)

FROM: Jason Buckingham, GSJTA Executive Director

SUBJECT: Workforce Development Board Membership

Before the Committee for review and approval are the following Workforce Development Board Business Representative application(s) and notification of member resignations resulting in Board vacancies.

Following Executive Committee approval, the WDB application will be submitted to the Governing Body for final consideration and approval at its November 25, 2026 meeting.

Application(s):

- Anne Brouchard, President, Brouchard Communications, Inc.

Resignation(s):

- Vivian Hernandez-Obaldia, Regional Director, California Department of Rehabilitation

Vacancies:

- 1 – Business
- 1 – Economic and Community Development, Vocational Rehabilitation

Recruitment Efforts:

- Establishment of a WDB Ad Hoc Recruitment Committee
- Anticipated referral for the Vocational Rehabilitation vacancy
- Continued outreach to the local business community

P: 916-773-8540 F: 916-771-2144 E: keefe@goldensierra.com
115 Ascot Drive, Suite 140, Roseville, CA 95661

MEMBERSHIP APPLICATION FORM

Person Nominated: Ann Bouchard **Title:** President

Business Name: Bouchard Communications Group, Inc.

Business Address: 1430 Blue Oaks Blvd., Suite 230, Roseville, CA 95747

Telephone: 916-783-6161 **FAX:** 916-783-5161 **E-mail:** ann@bouchardcommunications.com

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

Contact Person: Rana Ghadban **Title:** VP, Small Business Advocacy

Business Address: 1215 K St #1400, Sacramento, CA 95814

Telephone: (800) 331-8877 **FAX:** **E-mail:**

(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):

- ☒ **Business**
- ☐ **Workforce**
  - ☐Labor organizations
  - ☐Joint labor-management apprenticeship program or apprenticeship program
  - ☐CBO w/Barrier
  - ☐Youth
- ☐ **Education & Training**
  - ☐Adult Education/Literacy Representative
  - ☐Higher Education Representative
  - ☐Local Ed/CBO w/Training Barrier
- ☐ **Governmental and Economic and Community Development**
  - ☐Economic & Community Development
  - ☐Wagner-Peyser Representative
  - ☐Vocational Rehabilitation Representative
  - ☐Transportation/Housing/Public Assistance
  - ☐Philanthropic Organization
- ☐ **Other**

Ann Bouchard
Signature

11/09/2026
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**

Rev. 1/20/23

P: 916-773-8540 F: 916-771-2144 E: keefe@goldensierra.com
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 worked in marketing, communications and public relations arena for over 35 years. My experience in this industry includes working both on the corporate side in financial services marketing as well as 30+ years on the agency side serving clients ranging from B2B and B2C companies as well as government agencies and nonprofits. Our clients span all sizes from microbusiness to national, Fortune 500 corporations.

Over the past two years, Bouchard Communications Group has been pivoting to Workforce Development Communications and currently has clients throughout the State of California. We understand the unique challenges, needs and audiences that are key to successful Workforce Development outcomes.

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

I curently serve on the Roseville Area Chamber of Commerce Board Executive Team and I am the Marketing Committee Chair for the Placer Workforce Development Foundation. I am working in workforce development on a daily basis.

As a board member, i will be able to provide support with regard to the implementation of Golden Sierra's three-year strategic plan,particularly in the focus areas of employer outreach and engagement, growing awareness among key stakeholders and audiences, and communicating the Golden Sierra story.

I also have deep connections throughout the Placer County region in business, nonprofit, elected officials and community leadership which may be of value for specific outreach.

Here is a link to my bio for more informaton about me:
https://docs.google.com/document/d/1dE2JMEYNz5c_0iDUBFYCdDXn143ZLJHDY2coxY80hdE/edit?usp=sharing

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.

Lena Bouchard — 4/9/26

Signature of Applicant — Date

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

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