

GOVERNING BODY MEMBERS

LORI PARLIN, *Chair*  
Board of Supervisors  
El Dorado County

BONNIE GORE, *Vice Chair*  
Board of Supervisors  
Placer County

IRVIN JIM  
Board of Supervisors  
Alpine 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  
REGULAR MEETING  
AGENDA**

**Thursday, July 25, 2024 @ 10:00 am**

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

**Teleconferencing Locations:**

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

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

**Alpine County Administration**  
99 Water St.  
Markleeville, CA 96120

- 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.
  - a. Approval of Minutes from May 30, 2024 GB Meeting 3-5
- IV. PUBLIC COMMENT – FOR THOSE ITEMS NOT ON THE AGENDA
- V. WORKFORCE BOARD MEMBERSHIP 6-10
- VI. STRATEGIC PLANNING PROCUREMENT 11
- VII. DIRECTOR’S UPDATE 12-14
- VIII. CLOSED SESSION – EXECUTIVE DIRECTOR’S EVALUATION & CONTRACT NEGOTIATION  
  
PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION  
(GOVERNMENT CODE §54957)  
  
TITLE: EXECUTIVE DIRECTOR
- IX. EXECUTIVE DIRECTOR’S COMPENSATION 15-16

**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.

X. WIOA SERVICE PROVIDER REPORTS (INFO)

- a. ADVANCE - Alpine / South Lake Tahoe
- b. GSJTA - Placer & El Dorado County

17  
18-33

XI. FUTURE AGENDA ITEMS

- FY 2024-2025 Agency Budget – Final
- OPEB – Actuarially Determined Contribution (ADC)
- Future Joint WB/GB Meeting

XII. NEXT MEETING

Thursday, September 26, 2024 @ 1:00 pm *(note time change)*

XIII. ADJOURNMENT

**GOLDEN SIERRA JOB TRAINING AGENCY**

**GOVERNING BODY  
REGULAR MEETING  
MINUTES**

**Wednesday, May 30, 2024 @ 10:00 am**

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

I. ROLL CALL AND INTRODUCTION OF GUESTS

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

Governing Body:

Bonnie Gore                       Lori Parlin                       Irvin Jim

GSJTA Staff:

Jason Buckingham                       Melissa Keefe                       Lisa Nelson  
 Darlene Galipo

Guests:

II. APPROVAL OF AGENDA

**Motion** to approve agenda, by Gore, second by Jim

**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 March 27, 2024 GB Meeting

**Motion** to approve Consent Agenda by Gore, second by Jim

**Motion** approved unanimously by Roll Call Vote

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

None

V. RESOLUTION 23-06 - FY 2024-2025 MEETING SCHEDULE

Buckingham reported out as outlined in the agenda packet. Parlin requested to amend Resolution 23-06, correction to read “Odd” Months instead of even.

**Motion** to approve Resolution 23-06 - FY 2024-2025 Meeting Schedule as amended, by Jim, second by Gore

**Motion** approved unanimously by Roll Call Vote

VI. RESOLUTION 23-07 - FY 2024-2025 SIGNATURE AUTHORITY

Buckingham reported out as outlined in the agenda packet.

**Motion** to approve Resolution 23-07 - FY 2024-2025 Signature Authority as presented, by Jim, second by Gore

**Motion** approved unanimously by Roll Call Vote

VII. RESOLUTION 23-08 – FY 2023-2024 DRY PERIOD FINANCING

Buckingham reported out as outlined in the agenda packet. Parlin requested to amend the Agenda to read FY 2024-2025 instead of FY 2023-2024.

**Motion** to approve Resolution 23-08 – FY 2024-2025 Dry Period Financing as amended, by Gore, second by Jim

**Motion** approved unanimously by Roll Call Vote

VIII. RESOLUTION 23-09 - FY 2024-2025 PENSION ADDITIONAL DISCRETIONARY PAYMENT (ADP)

Buckingham reported out as outlined in the agenda packet. Gore requested to amend the Agenda, Memo, and Resolution to read FY 2023-2024 instead of FY 2024-2025

**Motion** to approve Resolution 23-09 – FY 2023-2024 Pension Additional Discretionary Payment (ADP) as amended, by Jim, second by Gore

**Motion** approved unanimously by Roll Call Vote

IX. FY 2024-2025 AGENCY BUDGET – DRAFT

Buckingham reported out as outlined in the agenda packet.

**Motion** to approve FY 2024-2025 Agency Budget – Draft as presented, by Jim, second by Gore

**Motion** approved unanimously by Roll Call Vote

X. WORKFORCE BOARD MEMBERSHIP

Keefe reported out as outlined in the agenda packet; Application Eric Henkel, Term Renewals for Daniela Devitt, Jason Buckingham, Michael Snead

**Motion** to approve Workforce Board Membership as presented, by Gore, second by Jim

**Motion** approved unanimously by Roll Call Vote

XI. DIRECTOR'S UPDATE

Buckingham reported out as outlined in the agenda packet; 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. CLOSED SESSION – EXECUTIVE DIRECTOR’S EVALUATION

PUBLIC EMPLOYMENT: PERFORMANCE EVALUATION  
(GOVERNMENT CODE §54957)

TITLE: EXECUTIVE DIRECTOR

Parlin called meeting into closed session at 11:02am

Parlin called meeting back into open session at 11:19am

Parlin reported out of closed session that information was shared; Direction was given to Amend Executive Director Contract to add 1-1/2% to COLA effective 7/1/24 and to continue/carry to next meeting.

XIV. FUTURE AGENDA ITEMS

- FY 24-25 Agency Budget – Final (Sept)
- OPEB Actuarially Determined Contribution (ADC)
- Executive Director’s Evaluation & Compensation (closed session)
- Amend Conflict of Interest Code
- Future Joint EC/GB Meeting

XV. NEXT MEETING

Thursday, July 25, 2024 @ 10:00 am

XVI. ADJOURNMENT

**Motion** to adjourn at 11:20 am by Parlin

**Motion** approved unanimously by Roll Call Vote

**GOLDEN SIERRA  
GOVERNING BODY**

**MEMORANDUM**

**DATE:** July 25, 2024  
**TO:** Governing Body (GB)  
**FROM:** Melissa Keefe, Administrative Analyst  
**SUBJ:** Workforce Board Membership

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

The Governing Body is being asked for their review and approval for the following Workforce Board membership updates and applications.

**Resignation(s):**

None.

**Application(s):**

Jennifer Poff, Executive Director, North State Building Industry Association, representing Business (Placer, El Dorado, Alpine)

**Vacancies:**

One business vacancy.

**Recruitment Efforts:**

Efforts continue to identify additional business representation from El Dorado County.

JUN 3 '24 RWD

## MEMBERSHIP APPLICATION FORM

**Person Nominated:** Jennifer Poff      **Title:** Executive Director  
**Business Name:** North State Building Industry Foundation  
**Business Address:** 1536 Eureka Road, Roseville, CA 95661  
**Telephone:** 916-751-2755    **FAX:** \_\_\_\_\_    **E-mail:** jennifer@northstatebia.org

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**Organization submitting nomination:** North State Building Industry Association  
(ie: Chamber of Commerce, Manufacturing Association, etc.)

**Contact Person:** Tim Murphy      **Title:** President and CEO  
**Business Address:** 1536 Eureka Road, Roseville, CA 95661  
**Telephone:** 916-751-2747    **FAX:** \_\_\_\_\_    **E-mail:** tim@northstatebia.org

**(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 type="checkbox"/> <b>Business</b>   | <input type="checkbox"/> <b>Governmental and Economic and Community Development</b> |
| <input checked="" type="checkbox"/> <b>Workforce</b>   | <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 checked="" type="checkbox"/> Youth  | <input type="checkbox"/> Philanthropic Organization                                 |
| <input type="checkbox"/> <b>Education &amp; Training</b>   | <input type="checkbox"/> <b>Other</b>   |
| <input checked="" type="checkbox"/> Adult Education/Literacy Representative                      |   |
| <input type="checkbox"/> Higher Education Representative   |   |
| <input type="checkbox"/> Local Ed/CBO w/Training Barrier   |   |

  
\_\_\_\_\_  
Signature

5-31-2024  
\_\_\_\_\_  
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**

## **NARRATIVE QUESTIONS**

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

I have spent most of my career assisting individuals with finding the right career path for them through training, upskilling and placing them into job opportunities for the industries I serve. I have created training programs, developed content for delivery on hot topics and worked with some of the most sought after thought leaders in the profession to make sure we are creating future ready workforces.

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

I would be a good candidate for the Board because of my ability to use foresight in making decisions at a board level. I don't just think about what is in front of a board at the present time, but rather think about the current position and also the future 5-10 years from now. With changes to economic drivers and labor shortages, my expertise in strategy, vision and foresight could be a great asset to the 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.**

**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.)*

The conflict could arise from my employment from the North State Building Industry Foundation and whether or not we would be eligible or have applied for a similar grant. I agree to recuse myself from anything that could be perceived as a Conflict of Interest.

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.**

Jennifer Poff  
Signature of Applicant

5-31-2024  
Date



**NORTH STATE  
BUILDING INDUSTRY  
ASSOCIATION**

May 21, 2024

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

Dear Ms. Keefe:

I am writing to recommend Ms. Jennifer Poff for a position on the Board of Directors of the Golden Sierra Job Training Agency. As the Executive Director of the Building Industry Association Foundation, Ms. Poff has demonstrated exceptional leadership, vision, and dedication to workforce development within the construction industry, making them an ideal candidate for your board.

In her role at the Building Industry Association Foundation, Ms. Poff has been instrumental in advancing our mission to equip individuals with the introductory skills necessary to enter and thrive in the construction sector. Her strategic initiatives have expanded training programs, increasing job placement rates. Under her leadership, the foundation has forged robust partnerships with industry leaders, educational institutions, and community organizations, ensuring a comprehensive approach to workforce development.

Ms. Poff possesses a unique blend of strategic foresight and operational expertise. She has a proven track record of identifying emerging industry trends and responding with innovative programs that meet the evolving needs of employers and job seekers alike. Her commitment to diversity and inclusion has also been a cornerstone of her leadership, fostering a more inclusive workforce that mirrors the diverse communities we serve.

Beyond her professional accomplishments, Ms. Poff is a passionate advocate for lifelong learning and career advancement. She has been a mentor and role model to countless individuals, inspiring them to achieve her full potential. Her collaborative approach and exceptional communication skills have earned her the respect and admiration of colleagues and stakeholders across the industry.

I am confident that Ms. Poff would bring valuable insights, strategic thinking, and a deep commitment to workforce development to the Board of Directors of Golden Sierra Job Training Agency. Her experience and dedication align perfectly with your organization's goals, and I am certain she will significantly contribute to your continued success.

Thank you for considering Ms. Poff for this important role. Please do not hesitate to contact me if you require any further information.

Sincerely,

Timothy A. Murphy  
President and CEO

1536 Eureka Road o: 916 677 5717  
Roseville, CA 95661 [northstatebia.org](http://northstatebia.org)

**GOLDEN SIERRA  
GOVERNING BODY**

**MEMORANDUM**

**DATE:** July 25, 2024  
**TO:** Governing Body (GB)  
**FROM:** Jason Buckingham, Executive Director  
**SUBJ:** Strategic Planning Procurement

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**BACKGROUND:**

Golden Sierra completed a competitive procurement via the Request for Proposal (RFP) process to identify qualified entities to provide strategic plan services to the Golden Sierra Workforce Development Board (GSWDB). In general, the plan services will consist of developing mission and vision statements, facilitating discussion for a strategic plan document spanning three years, and preparing a concise strategic plan document for the use and guidance of Golden Sierra Management and Workforce Development Board.

The responses were due on July 11, 2024. Golden Sierra received 5 proposals and they are currently being reviewed and rated. The Executive Committee will review the responses at its next meeting.



## Director's Update 7/25/24

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### **WORKFORCE INNOVATION AND OPPORTUNITY ACT REAUTHORIZATION:**

On April 9, 2024 the House passed the Bipartisan *HR 6655 A Stronger Workforce for America Act*. HR 6655, if passed, will reauthorize the *Workforce Innovation and Opportunity Act (WIOA)* and make several changes to the system:

On June 12, the Senate *Health, Education, Labor, and Pensions (HELP)* committee held a hearing regarding HR 6655. The hearing highlighted the need for significant changes in workforce development. Key points included expanding access to career and technical education, enhancing employer engagement, and addressing skills gaps. There was a strong emphasis on modernizing WIOA, improving data sharing between agencies, and increasing support for apprenticeships and work-based learning. The hearing also underscored the importance of increasing federal funding for the system as it has been grossly underfunded since its passing, as well as increasing collaboration between education providers, employers, and workforce boards to build a more resilient and skilled workforce.

The committee released a discussion draft and requested comments by July 5<sup>th</sup>. The discussion draft eliminated the training requirements and changed some other components originally included in the House draft. In response, the California Workforce Association in partnership with other workforce intermediaries supplied comments. A tentative markup date is expected in August.

### ***Valley Vision (VV) Activities directly supported by the regional Workforce Boards:***

### **REGIONAL PLAN IMPLEMENTATION/REGIONAL EQUITY AND RECOVERY PARTNERSHIP (RERP) EFFORTS:**

#### **Sector Specific Strategies:**

**Roseville Chamber's Talent Pipeline Management:** VV continues to collaborate with the region on multiple TPM collaboratives. Current efforts include Chamber supported employer collaboratives in **Construction, Healthcare, Hospitality, IT, and Manufacturing**.

In addition, Golden Sierra and the Roseville Area Chamber of Commerce have partnered on an application to the *James Irvine Foundation* through their *Public Workforce Capacity Fund* for \$500,000. The funding would be used to further the efforts of the TPM initiative.

There have been early conversations expressing interest in establishing an employer collaborative in **Biomass**. As a result of these conversations, VV is planning to host an event focused on the Biomass topic in the fall of 2024. Current plans include discussions related to both pollution/air quality concerns, as well as viability of the industry and workforce needs.

**Advisory Committee meetings are being held in the following sectors:**

- Energy, Construction and Utilities
- Information, Communications and Technology.
- Health and Life Sciences
- Agriculture, Water and Environmental Technology (AgWET) and Manufacturing
- Public Safety
- Hospitality, Culinary and Tourism

**VV ACTIVITIES ALIGNED WITH WORKFORCE DEVELOPMENT EFFORTS**

**California Jobs First/We Prosper Together:**

The Capital Region Leadership Council held their monthly virtual meeting on June 20 where they made decisions in three key areas:

1. **Potential Priority Tradeable Industry Clusters:** The Council identified Business Services, Research and Development, Precision Manufacturing, and Working Lands as primary clusters to advance. They also noted the Creative Economy and Tourism for further exploration.
2. **Current Availability of Quality Jobs in Local Serving Industries:** The Council highlighted Healthcare and Construction as sectors with quality job opportunities.
3. **Inclusionary Strategies to Reduce Barriers:** The Council emphasized the need for strategies in Workforce Development, Childcare, Transportation, Housing, and Outreach and Awareness to reduce barriers.

VV hosted the quarterly *We Prosper Together* Collaborative gathering on June 25<sup>th</sup>. During this meeting the subregional partners presented findings from their community engagement sessions regarding economic access and opportunity throughout the region. VV are working on developing an equity framework based on input from community engagement to share with the Leadership Council for future adoption.

**Regional Indicators:**

**Regional indicator A - *Region has a process to communicate industry workforce needs to supply-side partners***

VV continues to hold advisories and produce in-depth meeting proceeding reports as well as one page job highlights that can be used to inform supply side partners. These products are available [here](#) by industry cluster. VV provides informational presentations of key findings from the advisories or other relevant workforce topics educating workforce board members, job center staff and other supply-side partners.

**Regional Indicator B - Region has policies supporting equity and strives to improve job quality**

The *CJF/We Prosper Together* process has landed on the following definitions for job quality. **Quality jobs** are defined as positions that pay an annualized wage that affords working families self-sufficiency and financial stability without safety net transfers while building some savings, offers employer-provided health insurance, and are durable or lead to another quality job over the next ten years. **Promising jobs** are defined as positions that do not provide a self-sufficiency wage and / or benefits, but do offer workers pathways to a quality job within the next 10 years. Quality jobs and promising jobs together comprise the region's pool of **opportunity jobs**, meaning that they offer residents the potential to achieve financial economic self-sufficiency.

**Strategic Planning Update:**

Golden Sierra completed a competitive procurement via the *Request for Proposal (RFP)* process to identify qualified entities to provide strategic planning services to the *Golden Sierra Workforce Development Board (GSWDB)*. In general, the plan services will consist of reviewing/ revising the current mission and vision statements, reviewing workforce plan documents from stakeholder organizations, facilitating interviews and discussions that lead to a three year strategic plan that will provide guidance to the Workforce Development Board.

The responses were due on July 11, 2024. Golden Sierra received 5 proposals all of which were determined to be responsive. The proposals are currently under review and a selection will be made by the Executive Committee on July 24, 2024.

**One-Stop Operator Procurement:**

The procurement process for the *One-Stop Operator*, also known as the *America's Job Center of California (AJCC) Operator*, is currently underway. This selection occurs every four years. The Operator's responsibilities include coordinating the service delivery of required one-stop partners and service providers. Additionally, the Operator oversees the *AJCC Certification* process and Continuous Improvement Plan which occurs every two years.

The Request for Quote (RFQ) opened on May 29, 2024, with an initial due date of Wednesday, July 3, 2024. Only one quote was received by that date, which prompted an extension of the procurement deadline to July 31, 2024.

According to *Golden Sierra Job Training Agency (GSJTA)* procurement procedures:

If only one quote is received, procurement staff will review the circumstances to determine if the procurement qualifies as a sole source procurement. If not, efforts must continue to secure at least one more quote.

Additionally, per *Workforce Services Directive 17-08 (WSD 17-08)*, the competitive process for small purchase procurements was not met, as two qualified quotes were not received.

**GOLDEN SIERRA  
GOVERNING BODY**

**MEMORANDUM**

**DATE:** July 25, 2024  
**TO:** Governing Body (GB)  
**FROM:** Jason Buckingham, Executive Director  
**SUBJ:** Executive Director Compensation

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**BACKGROUND:**

At its May 30, 2024 meeting, the Governing Body met in closed session for their annual evaluation of the Golden Sierra Executive Director, per his employment agreement. At this time, the Governing Body agreed to a pay increase for the Executive Director.

All Golden Sierra employees received a 3% cost of living increase, effective June 15, 2024. This was achieved through collective bargaining negotiations with Local 39 for all Golden Sierra rank and file employees.

The increase will reflect an additional 1.5% cost of living increase to align with the 3% cost of living increase that all rank and file employees received. This increase will be retroactive to July 1, 2024.

The Executive Director employment agreement is hereby amended to reflect this increase.

**AMENDMENT NO. 1**  
**TO THE GOLDEN SIERRA WORKFORCE DEVELOPMENT AGENCY**  
**EMPLOYMENT AGREEMENT FOR SERVICES AS EXECUTIVE DIRECTOR**  
**DATED JULY 1, 2023**

This Amendment No. 1 to the Employment Agreement for Services as Executive Director between Golden Sierra Workforce Development Agency, also known as Golden Sierra Job Training Agency ("Golden Sierra") and Jason Buckingham ("Buckingham" or "Executive Director"), which was entered into on July 1, 2023) (the "Agreement") is made and entered into as of this 25th day of July, 2024 (the "Effective Date").

**RECITALS**

- A. Golden Sierra and Executive Director entered into the Agreement to engage the services of Buckingham for the position of Executive Director; and
- B. The Board of Directors of Golden Sierra ("Board") on behalf of Golden Sierra, and Buckingham, now desire to approve an amendment to the Agreement to raise the percentage for the annual cost of living raise set forth in section 3.2 of the Agreement for the duration of the term, beginning retroactive to July 1, 2024. The Board desires to make this adjustment to the annual cost of living increase to promote employee retention and as an incentive for future performance

**NOW, THEREFORE, IT IS MUTUALLY AGREED** by parties hereto to amend said Agreement as follows:

I. Amendments.

3.2 Beginning retroactive to July 1, 2024 throughout the remaining term of the Agreement, the salary will be subject to an additional one-and-one-half percent (1.5%) annual cost of living increase. This additional annual cost of living increase is being provided to promote employee retention and as an incentive for future performance. The total annual cost of living increase will now be three percent (3%) throughout the remaining term of the Agreement.

II. Remaining Terms Unaffected:

Except as expressly provided herein, nothing in this Amendment No. 1 will be deemed to waive or modify any of the other provisions of the Agreement. In the event of any conflict between this Amendment No. 1 and the Agreement, or any other amendments duly executed by the parties, the terms of this Amendment shall control.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed, as of the effective date hereinabove set forth:

Golden Sierra Workforce Development Agency

By: \_\_\_\_\_  
Lori Parlin  
Chair of the Board

\_\_\_\_\_  
Jason Buckingham  
Executive Director

## SERVICE PROVIDER REPORT

### ADVANCE at Lake Tahoe Community College

Report Period: May-June 2024  
 Prepared By: Frank Gerdeman

<b>PARTICIPANT STATUS</b>			
	<u>Actual</u>	<u>Goal</u>	<u>% of Goal</u>
Number who received basic career services	126	100	126%
Number who received individualized career services	52 (3)	50	104%
Number who received training services	14 (3)	15	93%

**ACTIVITY SUMMARY**

Please note that the numbers above are cumulative for the entire contract period. Numbers in parenthesis are those served in Alpine County. We continued to offer services on-campus, at our off-site office, and virtually with a slight increased focus on housing support, which remains a significant issue in the Basin. With the conclusion of the spring quarter in June (and the end of Academic Year 23-24) we saw a number of completions across certificate and degree programs in the community including Medical Assistant, Dental Assistant and Radiology, and Forestry. Worth calling out that the client completing her Certificate of Achievement in Dentistry and Radiology is an Alpine County resident who completed the course of studies at LTCC and did her externship with the Washoe Tribal Dental Clinic in the Hung A Lel Ti community.

**PRACTICES WITH PROMISE**

Internally, shared/holistic case management remains a valuable asset to our team, including the provision of services under our contract with GSJTA. This continues to include access to behavioral/mental health support services through our partnership with LTCC and TimelyCare. Our shared use of Traitify with the entire Golden Sierra Job Training Agency region continues to be of value as do other local and state-wide partnerships, most notably with the California Conservation Corps.

**CHALLENGES/BARRIERS**

Housing issues continue to be the primary issue and barrier in stabilizing life for many clients and potential clients in Tahoe though the first 68 units of workforce housing at Sugar Pine Village should be open for occupation by late summer/early fall of this year. Given ongoing budget concerns at the Federal level, potential reductions in funding for operations and/or client support appear to be an increasing likelihood as we enter the next contract cycle despite the ongoing need in the Basin.

<b>EVENT PARTICIPATION</b>	
<u>Date</u>	<u>Event</u>
5/4/24	2024-25 Fire Academy Orientation presentations
5/7/24	South Tahoe Restaurant Association meeting
5/9/24	Leadership Lake Tahoe graduation event (with Tahoe Chamber)
5/16/24	Alpine County Health and Wellness meeting
5/16/24	Tahoe Chamber Blue Ribbon Awards event
5/17/24	Alpine office hours/client meetings
5/20/24	Alpine client meetings
5/24/24	Alpine client meetings



# **GOLDEN SIERRA**

## **Impact Report**

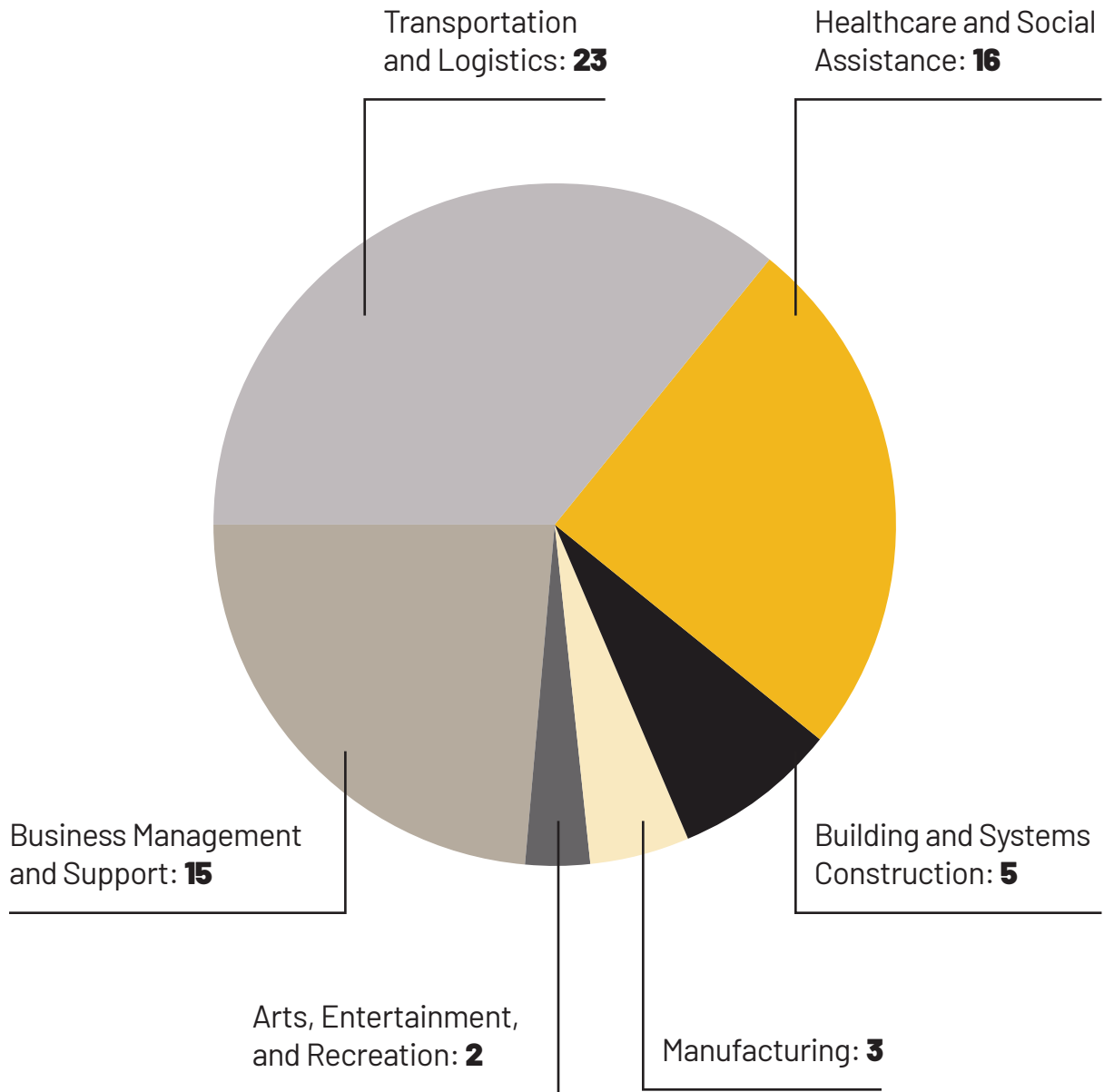
**2024**

**Golden Sierra  
Job Training Agency**

Prepared by Darlene M. Galipo

# WIOA: Adult/Dislocated Worker/Youth

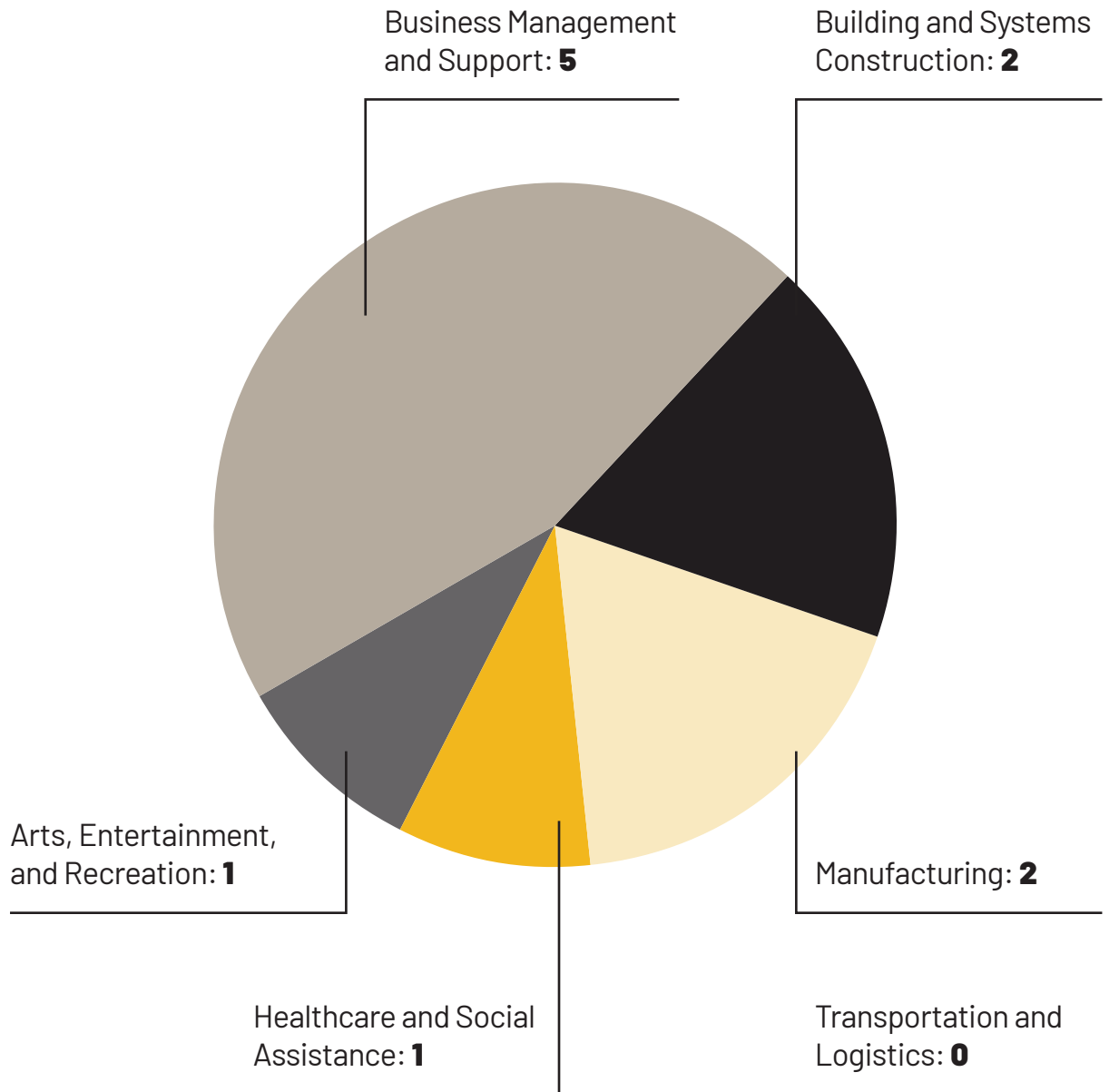
## Occupational Skills Training: **64**



Investment in Training Scholarships = **\$330,610**

# WIOA: Adult/Dislocated Worker/Youth

## On-the-Job Training: **11**

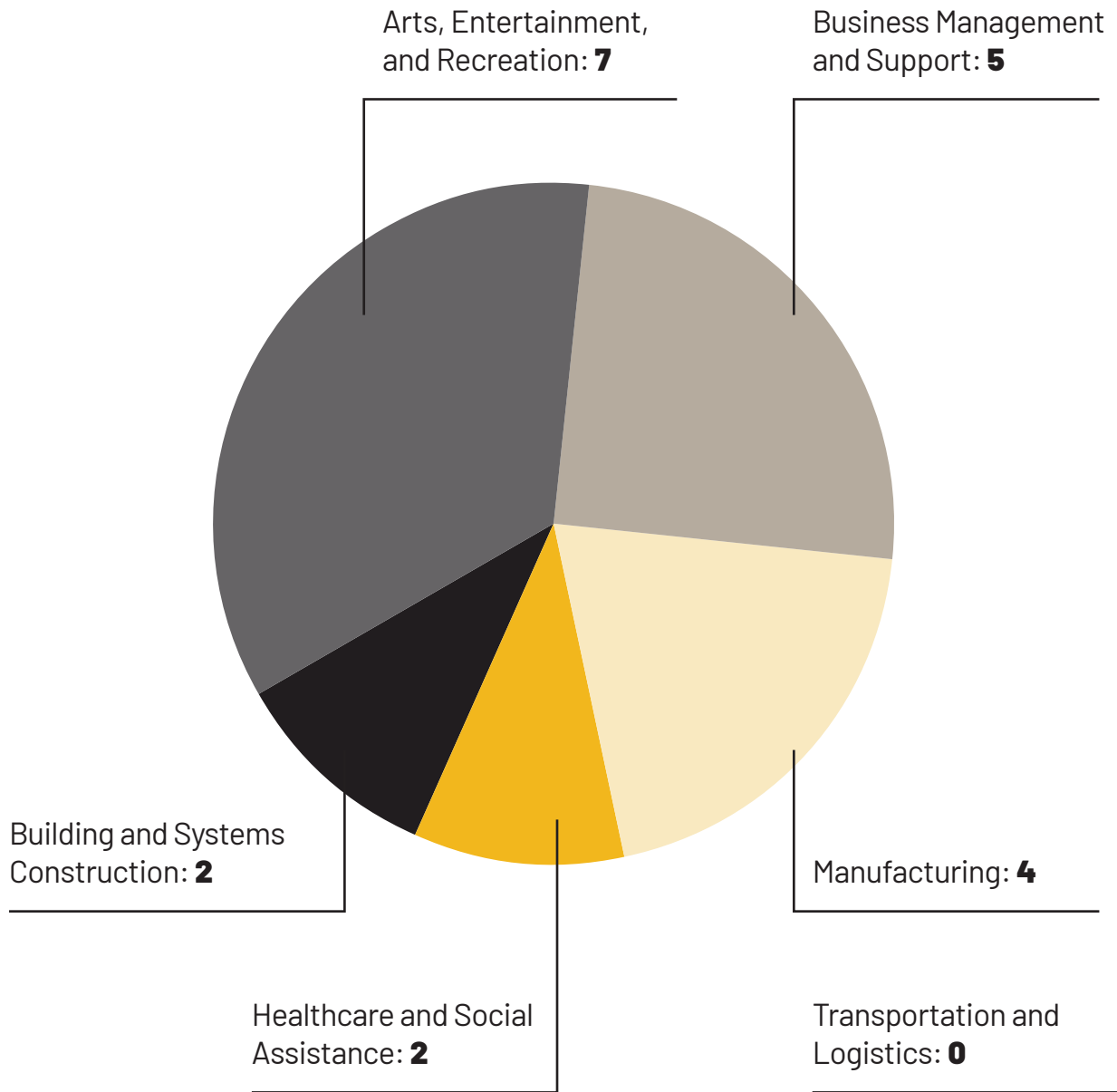


Investment in Wages = **\$45,243**

# WIOA: Adult/Dislocated Worker/Youth

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## Paid Internships: **20**

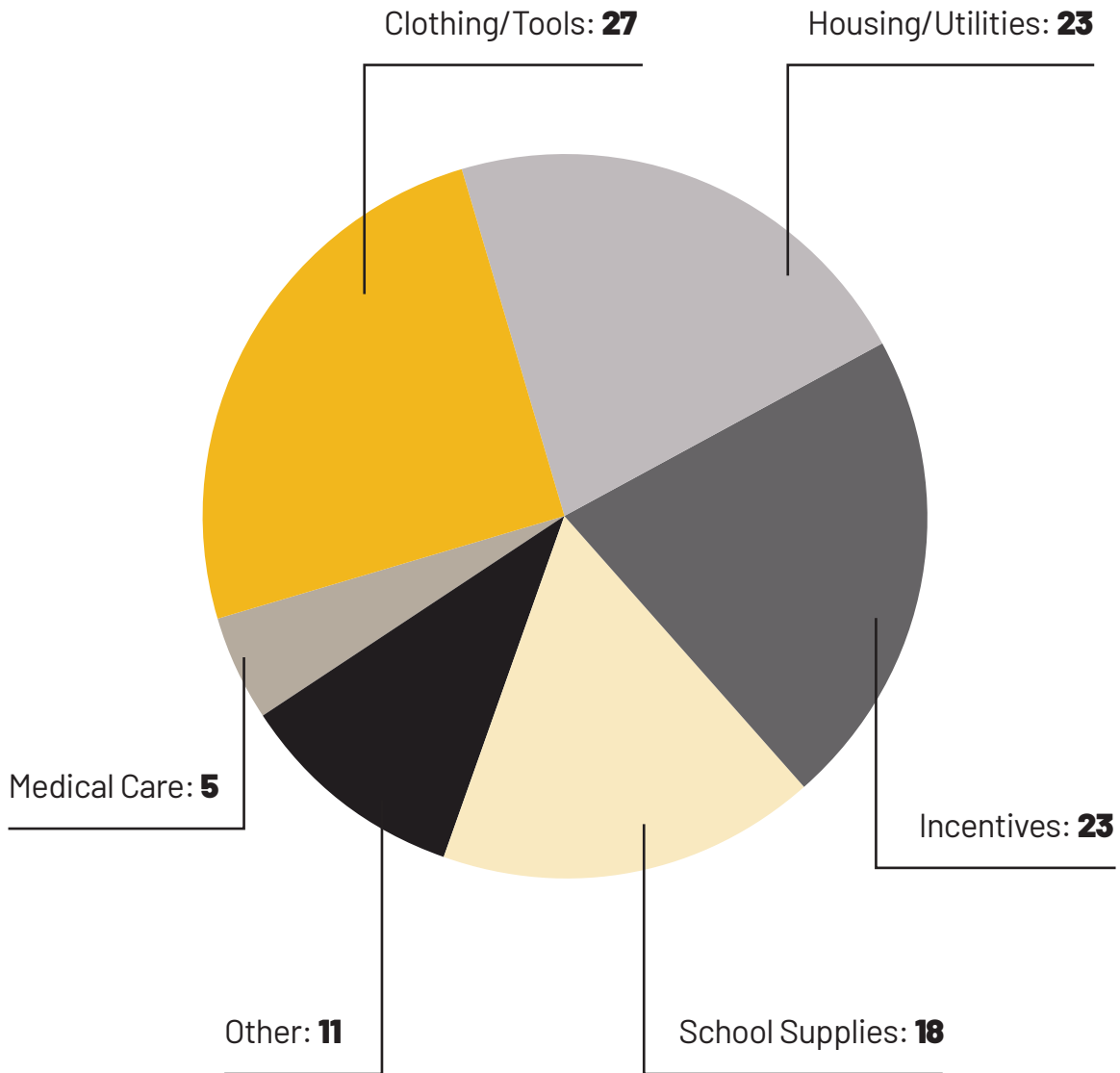


Investment in Wages = **\$110,002**

# WIOA: Adult/Dislocated Worker/Youth

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## Supportive Services: **124**



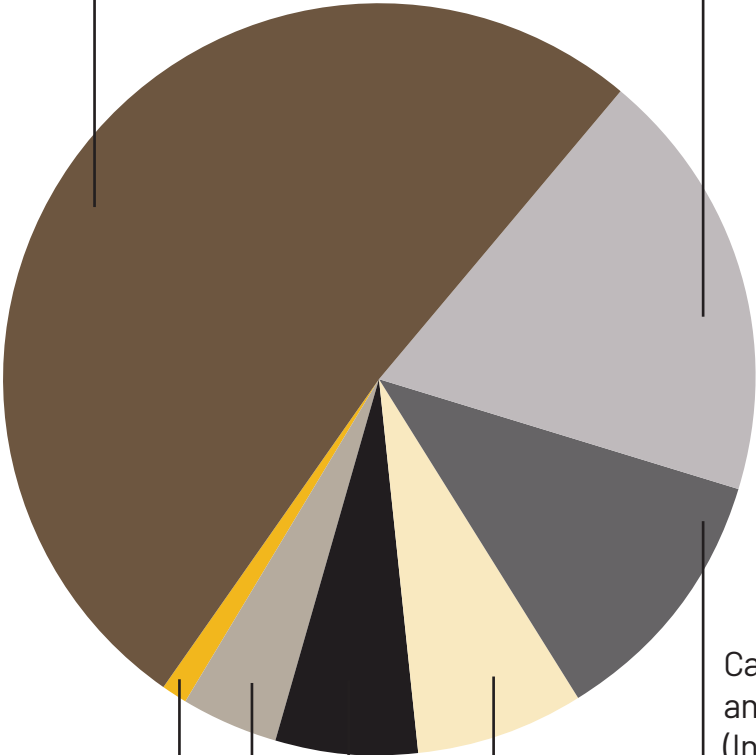
Investment = **\$49,302**

# Roseville Job Center

Services Provided: **17,448**

Career Guidance and Planning (Virtual): **8,994\***

Hiring Event / Workshop: **3,243**



State Disability Insurance: **192**

Career Guidance and Planning (In-Person): **1,989\***

Appointment with Staff: **1,110**

Self-Directed Job Search: **683**

Unemployment Insurance: **1,237**

Total Visits: **11,921**

\* Career Guidance and Planning (Total): **10,983**

# Business Services

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## Layoff Aversion / Downsizing Support / Rapid Response

**1,081**  
affected workers served

**32**  
employers served

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## Hiring Events

**8**  
in-person events

**11**  
virtual events

**1**  
hybrid event

**267**  
employers served

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## Job Listings / Recruitment Assistance

**818**  
job openings shared

**306**  
employers served

# Special Projects

## Regional Equity and Recovery Partnerships (RERP)

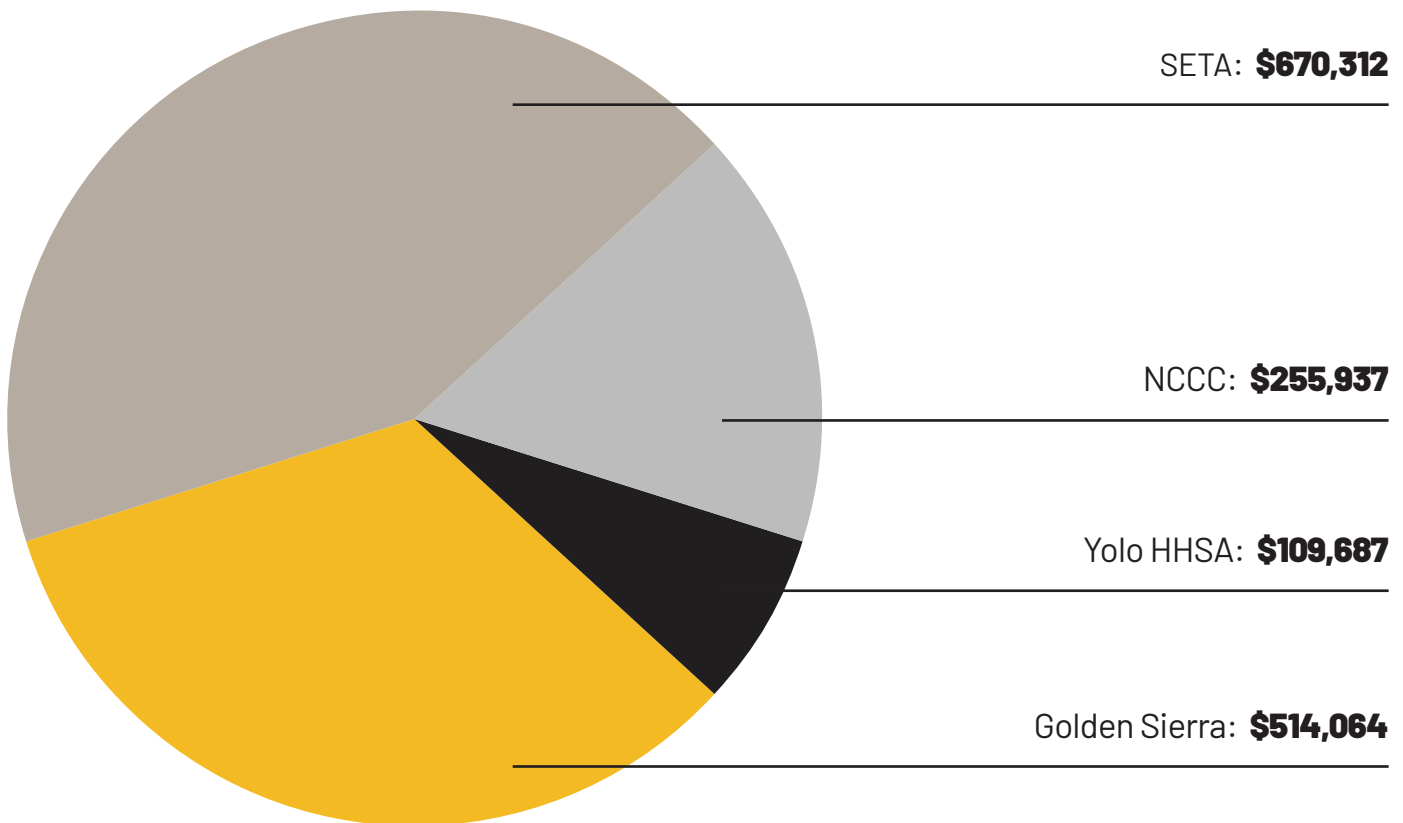
Award: **\$1,550,000**

The Local Boards within the Capital Region Planning Unit received a special grant to provide **digital skills training** and **short-term vocational training** in partnership with local community colleges.

In recognition of how COVID-19 transformed the workplace, the region launched a **digital skills measurement tool**, expanded the use of **Metrix Learning**, and **upskilled workers** for public sector jobs.

The project prioritizes **refugees, immigrants, ethnic minorities, women, and younger workers.**

To date, the project has served **104 individuals** and is on track to surpass the original goal of **163 individuals.**



# Special Projects

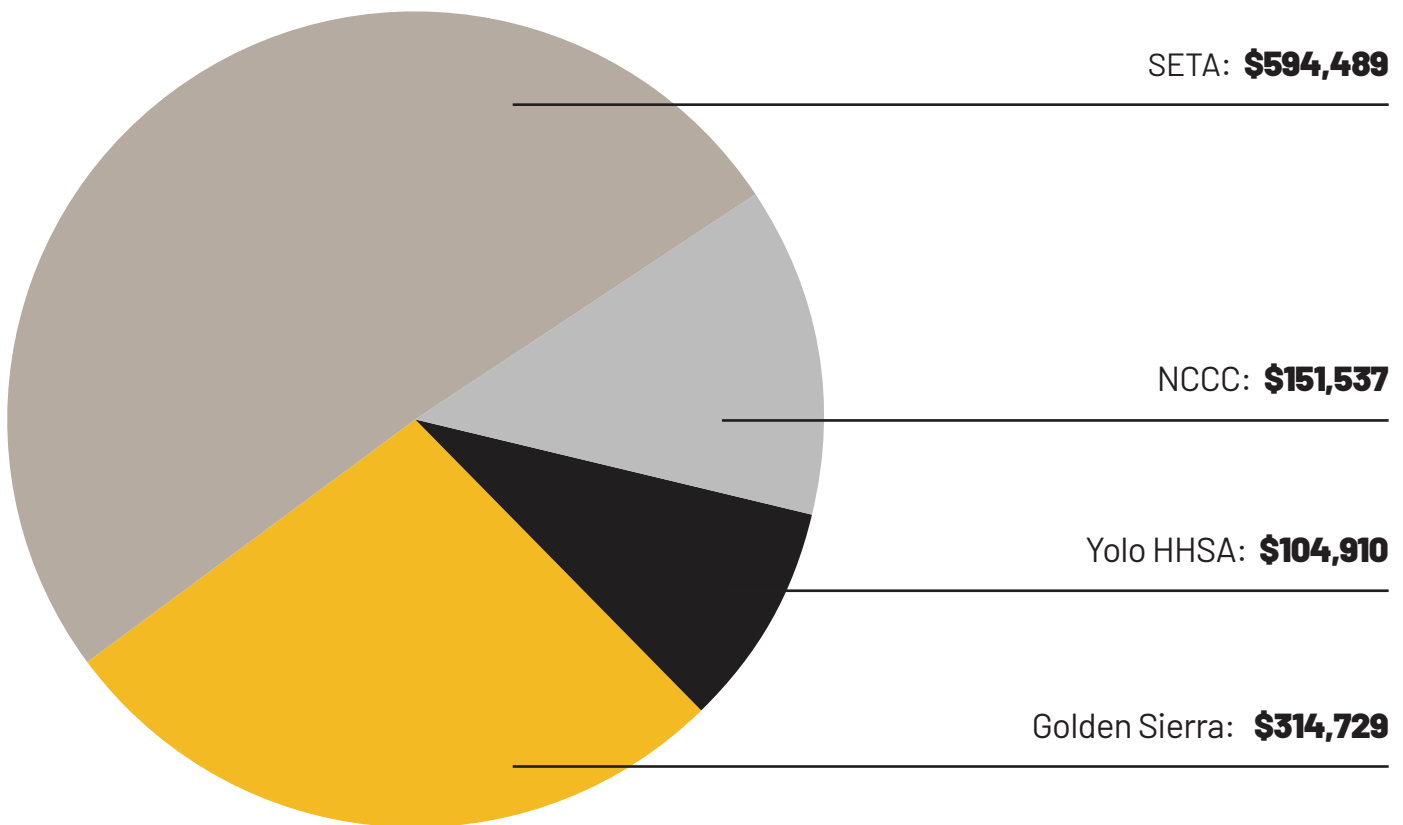
## Prison to Employment 2.0 (P2E)

Award: **\$1,165,665**

The Local Boards within the Capital Region Planning Unit received a second round of funding to expand service delivery for **justice-involved individuals**.

Project funding supports **training, work-based learning, and wraparound services** - the essential ingredients to reduce recidivism and enter good jobs that pay a living wage.

The project began in April 2023 with the initial goal of serving **117 individuals**. To date, the region has served **145 individuals**.



# Special Projects

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## Student Training and Employment Program (STEP)

Award: **\$464,276**

STEP supports **paid internships, job readiness training, career exploration, and self-advocacy training** for students with disabilities.

The project prioritizes **young adults with intellectual and/or developmental disabilities.**

Golden Sierra has leveraged Meristem's extensive expertise with autism spectrum disorder to help **neurodiverse individuals** develop skills for the workplace and achieve greater independence.

The grant began in January 2024 and aims to serve **30 students (ages 16-21)** in the first year.

# Success Stories & Testimonials

**Dan reached out to Golden Sierra in hopes of finding resources to help him establish a new career.** He lost his job as a property manager and was struggling to find employment and provide for his living expenses. He had been living on his family's property and performing maintenance services in exchange for the provision of his basic living necessities. As a long-term unemployed individual, he qualified for the QUEST grant and was able to enroll at Dave's School of Truck Driving at the beginning of November. He has a guaranteed job lined up with a family business. He can start working as a "Hot Shot Driver" (official job title) as soon as he obtains his license.

**Frank came to Golden Sierra after being laid off from a long-time position as a general foreman.** After spending years commuting from Roseville to San Francisco, he was ready to find a less physically demanding career based closer to home. After enrolling in the QUEST Grant program for dislocated workers, he was able to research the labor market and visit several truck driving schools. Frank had an expired Class A license and enjoyed driving, so he asked for assistance in obtaining a new Class A license with the intention of finding work as a truck driver. Funding through the QUEST Grant allowed for Frank to attend an approved program, where he excelled and was able to obtain the relevant training needed to help him obtain his Class A driver's license. A week after completing training, Frank was able to secure full-time employment driving concrete. His new position offered a starting wage of \$30.00 per hour and offered many options for working overtime. Frank is grateful for both the stability he is experiencing in his new career and the support he received through Golden Sierra.



Dan qualified for the QUEST grant and was able to enroll at Dave's School of Truck Driving.

# Success Stories & Testimonials

**Beltrano's Property Services, LLC contacted the career center seeking qualified applicants to fill open positions.** The Business Engagement Team helped Mr. Beltrano design a job announcement and quickly shared the information via email and social media. The owner was so impressed when he received not 1, not 2, not 3, but 4 qualified referrals. Mr. Beltrano said, "The job center referrals are working. Two of the candidates you referred are now working for my company." Recruitment assistance and candidate screening are just some of the no-cost services available to local small businesses. Beltrano's Property Services, LCC saved more than \$4,578 by contacting Golden Sierra Job Training Agency.

**Graphic Design: \$400 saved**

**Ad Placement: \$850 saved**

**Candidate Screening: \$3,328 saved**

Scott retrained with WIOA funding in drone piloting.



Mr. Beltrano praised the career center for providing four qualified referrals, hiring two and saving his company over \$4,578 in recruitment costs.

**Scott found himself in need of retraining after experiencing a layoff from the lending industry.**

He knew he needed to develop a new skill set in order to secure lasting employment. After weeks of research and career planning, Scott selected the DroneAviate program to work towards becoming a Certified FAA Drone Pilot. WIOA Dislocated Worker funding covered Scott's tuition, exam fees, and transportation costs. It wasn't easy, but Scott was able to complete his training program and pass his licensure exam. Scott is now self-employed in the exciting field of drone flying.

## Success Stories & Testimonials



**Young men from Compassion Planet visited the career center for a customized job search workshop.** They each left with master applications, cover letters, and resumes. One young man secured a full-time job within the week! Compassion Planet continues to be a great partner and source of referrals for the WIOA Youth program.

**“I was first introduced to Golden Sierra Job Training Agency at a job fair.** From that first encounter, I learned about the wide range of services offered and I am grateful that I took advantage of the opportunity. Darlene, my dedicated case worker, was instrumental in helping me navigate through the challenges of job hunting. She consistently provided me with job leads, conducted mock interviews, and connected me with resources that allowed me to continuously improve my skills. Metrix Learning enabled me to continue enhancing my skills through online courses. During my interviews, I applied the knowledge gained from these courses, including a modern approach to PR with a social media press release. This strategy impressed one of my interviewers and undoubtedly contributed to my success in securing employment. While I have now found a job, I will always be grateful for the support, incentives, motivation, and encouragement provided by Darlene. She was an invaluable resource throughout my journey, and I will certainly miss her guidance. However, I take comfort in knowing that Golden Sierra will continue to be there for others who are on their path to success. Thank you, Darlene, and thank you, Golden Sierra, for your unwavering support and dedication.”

- Rosalinda B.



# Success Stories & Testimonials

**Maria moved to California at age 16. She dropped out of high school during the pandemic and explained she felt “aimless” and “frustrated.”** A year later, she contacted Golden Sierra and got connected to a high school completion program. While attending school, Golden Sierra set her up with a paid internship at Kelli’s Cookies – a local small business. This opportunity was so much more than a paycheck. Maria explained the part-time job gave her a sense of purpose. It allowed her to interact with others and overcome the isolation of the previous year. Feeling empowered, Maria completed her high school credits, found another part-time job, and enrolled in community college courses. She recently passed the state exam to become a Certified Nursing Assistant and is working toward a degree in Nursing.



Maria was set up with a paid internship at Kelli’s Cookies, a local small business, by Golden Sierra.



**Danielle, a single parent with limited resources, came to Golden Sierra seeking career advice.** She had a background in retail sales, but her work history was inconsistent. She enjoyed helping others and wanted to find a meaningful career to support her family. She researched her training options and opted to start earning stackable credentials in the healthcare field. She enrolled in a Medical Assistant program and received a full scholarship to cover the cost of tuition, textbooks, and supplies. Golden Sierra also provided a laptop and transportation assistance to remove any barriers that might upset the long-term plan. With support, Danielle made childcare arrangements, attended classes, completed her assignments, earned top grades, and secured an externship at Marshall Medical. She stated, “I wouldn’t have been able to do it without Golden Sierra and El Dorado County Health and Human Services. You can succeed if you really want to - you just have to be willing to do the hard work - because the greater the obstacle, the greater the reward.”

# Success Stories & Testimonials

**Amin sought asylum in the United States when it was no longer safe to stay in his home country of Afghanistan.**

His first job was at McDonald's. Amin was naturally ambitious, but he didn't have any special training or certificates. In fact, he wasn't even sure if his high school diploma was transferrable. He knew he needed assistance and local expertise to establish himself in his new community. With the help of his case manager, Amin studied for the GED and took night classes to improve his English language skills. Golden Sierra also helped him land an interview with Fortress North America, a Rocklin company that specializes in next-generation fire retardant products. Amin received on-the-job training and the local business received a wage reimbursement to help offset the training costs. Amin learned all about logistics and warehousing. In less than 4 months he was promoted and secured a raise! Amin is happily working in the new position with greater responsibility and aims to take college classes in supply chain management.



**Jody was laid off after working 10+ years in the design and home construction industry.**

As the primary provider for her family, she was under a lot of emotional and financial stress. She collected public assistance benefits and used the temporary period of unemployment to pursue her true passion – professional coaching. Jody applied for a scholarship to attend a reputable certificate program at UC Davis. She excelled in her classes and earned the “Professional Coaching for Life and Work” certification in record time. Jody's long-term plan includes launching a private practice. For now, Jody is building her brand and acquiring clients. She recently accepted a position as an Inspiration Gallery Manager. This new job offers the flexibility to have a steady income while she expands her side hustle. After working with Golden Sierra for the last 6 months, Jody stated, “I'm so grateful for the opportunity and highly recommend the program.”



# Success Stories & Testimonials

**After years of being a stay-at-home mother, Kelsey recently became a single parent.** With no traditional work history and a sudden lack of income, she knew she needed to begin a career that would help her provide for herself and her two children. She got connected to Golden Sierra towards the end of 2023 and, with the help of her case manager, qualified for a scholarship to cover the cost of her Medical Assistant program. Kelsey completed her classes with high grades and passed her AMCA certification exam this year. She was recently offered a job at the clinic where she completed her externship. Kelsey said, "Golden Sierra has helped me show my daughters that we can do anything we put our minds to. Without all of Golden Sierra's help and support I don't know if I could've done this all on my own. Thank you so much for supporting and helping me!"

## Event photos



Virtual Reality Career Exploration,  
Sierra College Construction Bootcamp and Expo



Tri County Job Fair