GOLDEN SIERRA WORKFORCE DEVELOPMENT BOARD REGULAR MEETING
AGENDA

Thursday, July 16, 2026 @ 1:00 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 is conducting this meeting on Zoom.

Teleconferencing Locations:

El Dorado Hills Chamber of Commerce
2023 Vine St Suite 105
El Dorado Hills, CA 95762

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 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 3-10

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 May 21, 2026 WDB Meeting 3-7
- Review of Minutes from May 21, 2026 EC Meeting 8-9
- Attendance Log 10

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

V. APPROVE EXECUTIVE COMMITTEE MEMBERSHIP 11

VI. PRESENTATION – LABOR MARKET INFORMATION

- Cara Welch, EDD Labor Market Information Division (LMID)

VII. UPDATE - SIERRA WORKFORCE SUMMIT

- Amy Schulz, Sierra College Executive Dean, Workforce and Strategic Initiatives

II. STRATEGIC PLAN

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

III. AJCC OPERATOR UPDATE

VIII. WORKFORCE DEVELOPMENT BOARD MEMBER ROUNDTABLE

- Emerging Issues, Updates and Opportunities

IX. FUTURE AGENDA ITEMS/NEW BUSINESS

- FY 2026-2027 Agency Budget – Final
- Proof Of Concept - AI Asset Map
- WDB recruitments for Joint Labor and Business (EDH)

X. NEXT MEETING

- Thursday, September 17, 2026 @ 12:00 P.M.

XI. ADJOURNMENT

GOLDEN SIERRA
WORKFORCE DEVELOPMENT BOARD
REGULAR MEETING
MINUTES

Thursday, May 21, 2026 @ 1:00 pm

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

Teleconference Location:

El Dorado Hills Chamber of Commerce 2023 Vine St.#105 El Dorado Hills, CA 95762	California Chamber of Commerce 1215 K Street Sacramento, CA 95814

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting called to order at 1:08 pm by Vice-Chair Ghadban. Welcomed new member Jessica Rivera.

☐ Rick Larkey (Chair) ☒ Rana Ghadban* (Vice-Chair)

☒ Amy Schulz	☒ Jennifer Poff*	☐ Todd Beingessner
☒ Debbie Manning	☒ Jessica Rivera	☐ Tom Williams
☐ Eric Henkel	☒ Michael Snead*	☒ Vivian Hernandez-Obaldia*
☒ Janis Aydelott	☒ Nick Gunn	☒ Volma Volcy
☒ Jason Buckingham	☒ Scott Alvord	☐ William Gonzalez
☒ Jeff Richard	☐ Steven Casperite	☐ William Reed
	☒ Tink Miller	

GSJTA Staff:

☒ Melissa Keefe ☒ Lisa Nelson ☒ Darlene Galipo

Guests: Cara Welch, EDD LMID

**Denotes late arrival or early departure*

II. APPROVAL OF AGENDA

Buckingham requested to amend the agenda, to remove the teleconference location listed as Sierra College Tahoe Truckee Campus

Motion to approve agenda, as amended, by Poff, 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 March 19, 2026, WDB Meeting
b) Review of minutes from March 19, 2026 EC Meeting
c) Attendance log

Motion to approve consent agenda items a-c by Miller, second by Snead

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

Hernandez-Obaldia mentioned the EDD has implemented Order Selection

V. FY 2026-2027 AGENCY BUDGET – DRAFT

Buckingham reported out as outlined in the agenda packet.

Motion to approve FY 2026-2027 Agency Budget – Draft as presented, by Alvord, second by Miller

Motion approved unanimously

VI. ELECTION OF WDB CHAIR & VICE-CHAIR

Keefe reported out as outlined in the agenda packet. Nomination committee has met, reviewed, and forwarded to the Workforce Development Board the nominees for Chair and Vice-Chair. Voting carried out via poll conducted via Zoom using QR Code, with live results read aloud.

Chair- Nominee: Rick Larkey **–** unanimous vote.

Vice Chair - Nominees: Rana Ghadban, Jennifer Poff, Scott Alvord

Votes as follows:

- Rana Ghadban, Amy Schulz. Debbie Manning, Janis Aydelott, Jessica Rivera, Michael Snead, Rana Ghadban, Tink Miller, Vivian Hernandez-Obaldia, Volma Vocy.
- Jennifer Poff: Jason Buckingham, Jeff Richard, Jennifer Poff, Nick Gunn
- Scott Alvord: Scott Alvord

Motion carried to approve Rick Larkey, Chair and Rana Ghadban, Vice-Chair (2-yr Term effective July 1, 2026 – June 30, 2028) by Volcy, second by Schulz

Motion approved by majority vote

VII. FY 2026-2027 MEETING SCHEDULE

Keefe reported out as outline in the agenda; keep current schedule, 3rd Thursday of odd months from 1:00pm-3:00pm.

Motion to approve FY 2026-2027 Meeting Schedule by Poff, second by Volcy

Motion approved unanimously

VIII. STRATEGIC PLAN

Roundtable discussion occurred; information was shared

- **Employer Engagement**
  Board Engagement Rankings by Tier

  Buckingham reported out as outlined in the agenda packet. First key result was completed; infographic was provided. Information only – no action required.

- **System Coordination and Accessibility**
  Approve Proof of Concept for AI-Enabled Asset Map

  Buckingham reported out as outlined in the agenda packet. Staff seek approval to proceed with awarding a contract to Sketch Development Services in an amount not to exceed $10,000

  Motion to accept and approve contract to Sketch Development Services as presented by Gunn, second by Richard

  Motion approved unanimously

- **Outreach and Awareness**
  Approve WDB Member Handbook

  Buckingham reported out as outlined in the agenda packet. Staff seek approval of the revised Board Member Handbook

  Motion to approve the revised WDB Board Member Handbook as presented, by Schulz, second by Miller

  Motion approved unanimously

IX. PROGRAM YEAR 2024-2025 – WIOA TITLE 1 LOCAL AREA PERFORMANCE

Galipo reported out as outlined in the agenda packet; explanation of terms/charts provided. Roundtable discussion occurred. Information only – no action required.

X. AJCC OPERATOR UPDATE

Galipo provided a verbal report; final TAD grants professional development series, session completed on May 14th. Well attended series. Discussion of partner meetings, tours of Harrison Bruno and Big Fox Center of Excellence. Discussion of new partnerships, connections with DDS and Sierra College. Information only – no action required.

* *Poff departed @ 2:15pm*

XI. WORKFORCE DEVELOPMENT BOARD MEMBER ROUNDTABLE

Buckingham reported out as outlined in the agenda packet; Information only – no action required. Each board member shared experience in the workforce, identified emerging issues, provided updates, and shared upcoming events and opportunities in their represented industries.

- Buckingham shared the need for Facilitators at the upcoming Sierra College Workforce Summit, June 2nd.

- Schulz shared that Sierra College was invited to present at the California Workforce Development Board (CA WDB) on its manufacturing initiatives, highlighting the collaboration with GSJTA and Valley Vision. The presentation provided an opportunity to strengthen partnerships and establish new connections, including with the Department of Rehabilitation (DOR) and Vivian Hernandez-Obaldia. Snead toured the campus and was particularly impressed by the Robotics and Manufacturing programs. Schulz also expressed appreciation for the GSJTA team, especially Lori Hensley, for her outstanding support and dedication to assisting students.

- Alvord reported out Placer Workforce Summit was a success with over 280 in attendance.

- Jeff Richard provided updates on EDD's EDD Next initiative to modernize customer service.

- Rana announced upcoming California Business Outlook event on June 10th.

- Aydelott shared upcoming Job Fair on May 28th; shared incentives for employers who hire from CalWORKS or Welfare to Work.

- Gunn announced his resignation from the board, has enjoyed the last 3 years.

- Rivera announced her excitement to join the board, and glad to see Proof of Concept was approved.

* *Snead departed @ 2:35pm*
* *Volcy departed @ 2:38pm*

XII. FUTURE AGENDA ITEMS/NEW BUSINESS

- Appoint Executive Committee
- Cara Welch, EDD – LMID Presentation
- North Far North, future Presentation

XIII. NEXT MEETING

Thursday, July 16, 2026 @ 1:00 pm

XIV. ADJOURNMENT

Motion to adjourn meeting at 2:51 pm, by Ghadban

Motion approved unanimously

GOLDEN SIERRA WORKFORCE DEVELOPMENT BOARD
EXECUTIVE COMMITTEE
REGULAR MEETING
MINUTES

Thursday, May 21, 2026 @ 12:00 pm

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

Teleconference Location:
California Chamber of Commerce
1215 K Street
Sacramento, CA 95814

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting called to order at 12:40 pm by Vice Chair Ghadban

☐ Rick Larkey (Chair)	☒ Rana Ghadban (Vice-Chair)
☒ Daniela Devitt	☒ Volma Volcy
☐ Steven Casperite	☒ Jason Buckingham (Ex-Officio)

GSJTA Staff:

☒ Melissa Keefe	☒ Lisa Nelson	☐ Darlene Galipo

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 March 19, 2026 EC Meeting
b. Attendance Log

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

Motion approved unanimously

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

NONE

V. FY 2026-2027 AGENCY BUDGET – DRAFT

Buckingham reported out as outlined in the agenda packet.

Motion to approve FY 2026-2027 Agency Budget – Draft as presented, by Volcy, second by Devitt

Motion approved unanimously

VI. WORKFORCE DEVELOPMENT BOARD MEMBERSHIP & RENEWALS

Keefe and Buckingham reported out as outlined in the agenda packet.

Motion to recommend approval of Chapnick application as presented, by Devitt, second by Volcy

Motion to recommend approval of term renewals for Alvord, Miller, Reed, Volcy as presented, by Devitt, second by Volcy

Motion approved unanimously

VII. FY 2026-2027 MEETING SCHEDULE

Keefe reported out as outlined in the agenda packet.

Motion to approve FY 2026-2027 Meeting Schedule as presented, by Volcy, second by Devitt

Motion approved unanimously

VIII. STRATEGIC PLANNING UPDATES AND DISCUSSION

Buckingham reported out as outlined in the agenda packet. Roundtable discussion occurred; information was shared. Information only - no action required.

- Employer Engagement Ad Hoc: infographic shared. Results will be used as the basis for completing key results two: Identify and engage community partners that already possess employer-needs data to prevent duplication of effort.
- System Coordination and Accessibility: RFQ was issued for fixed-price proposals for short term Proof of Concept (POC) AI Asset Map. Two proposals were received. Recommendation for approval will be made at the WDB meeting.
- Outreach and Awareness: Board Member Handbook is drafted and linked for review.

IX. FUTURE AGENDA ITEMS/NEW BUSINESS

- Executive Committee Membership

X. NEXT MEETING

Thursday, July 16, 2026 @ 12:00 pm

XI. ADJOURNMENT

Motion to adjourn meeting at 12:58 pm by Ghadban

Motion approved unanimously

GOLDEN SIERRA
WORKFORCE DEVELOPMENT BOARD

ATTENDANCE LOG

JULY 16, 2026

Date:	7/17/25	9/18/25	10/7/25	11/20/25	1/15/26	3/19/26	5/21/26	
WORKFORCE DEVELOPMENT BOARD (WDB)	**WB**	**WB**	**WB**	**WB**	**WB**	**WB**	**WB**	
Meeting Type	**Regular**	**Regular**	***Special***	**Regular**	**Regular**	**Regular**	**Regular**	**RATE**
Amy Schulz	0	1	0	1	1	1	1	71%
Debbie Manning	[redacted]	[redacted]	[redacted]	1	1	1	1	100%
Eric Henkel	0	1	1	1	0	0	0	43%
Janis Aydelott	1	1	1	0	1	0	1	71%
Jason Buckingham	0	1	1	1	1	1	1	86%
Jeff Richard	1	1	1	1	1	1	1	100%
Jennifer Poff	1	1	1	1	1	1	1	100%
Jessica Rivera	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	[redacted]	1	100%
Michael Snead	1	0	1	1	1	1	1	86%
Nick Gunn	1	0	1	1	1	1	1	86%
Rana Ghadban	1	1	0	1	0	1	1	71%
Rick Larkey	1	1	0	1	1	1	0	71%
Scott Alvord	1	1	1	1	1	1	1	100%
Steven Casperite	1	1	1	1	0	1	0	71%
Susan "Tink" Miller	1	1	1	1	1	1	1	100%
Todd Beingessner	0	0	0	0	1	0	0	14%
Tom Williams	[redacted]	[redacted]	[redacted]	1	1	1	0	75%
Vivian Hernandez-Obaldia	1	0	1	0	1	0	1	57%
Volma Volcy	0	1	0	1	1	0	1	57%
William Gonzalez	1	0	0	0	0	0	0	14%
William Reed	1	1	1	1	0	1	0	71%
Total	**14**	**14**	**13**	**16**	**16**	**14**	**14**	

GOLDEN SIERRA
WORKFORCE DEVELOPMENT BOARD

MEMORANDUM

DATE: July 16, 2026

TO: Workforce Development Board (WDB)

FROM: Jason Buckingham, Executive Director

SUBJECT: Approve Executive Committee Membership

In accordance with Bylaws Section 6.4 & 6.9.1, the formation of the Golden Sierra Executive Committee as outlined below shall be approved by the Workforce Development Board (WDB).

The term for this Executive Committee will be in alignment with the WDB Chair and Vice Chair term of July 1, 2026 – June 30, 2028.

Required membership:

- WDB Chairperson	Rick Larkey
- WDB Vice Chairperson	Rana Ghadban
- WDB member (business)	Jennifer Poff
- WDB member	Volma Volcy
- WDB member	Steven Casperite
- Executive Director	Jason Buckingham (ex-officio)
- Non-WDB member (6.4.2)	Daniela Devitt

6.4. Committee members shall be appointed by the WDB Chairperson, with the approval of the WDB.

6.4.1. Committees may include WDB members.
6.4.2. Committees shall be supplemented by non-WDB members who the WDB has determined have the appropriate experience and expertise.

6.9.1. <u>Executive Committee</u>.
The Executive Committee shall consist of six (6) voting members: WDB Chairperson, Vice Chairperson, and three (3) additional WDB members, one of which shall be from the business community, and one (1) non-WDB as identified in 6.4.2. The Golden Sierra Executive Director shall sit as an ex-officio non-voting member of the Executive Committee and will not be used in determining the existence off a quorum. The WDB Chairperson may also invite WDB committee chairpersons to participate in Executive Committee meetings as non-voting members. The membership term shall be the same as the chair term.