

WB MEMBERS

AMY SCHULZ
Sierra College

CHRISTINA NICHOLSON
Whole Person Learning

DANIELA DEVITT
California Employers Association

ERIC HENKEL
UFCW-8 Golden State

JANIS AYDELOTT
Placer County HHS/ES/BAN

JASON BUCKINGHAM
Golden Sierra Job Training Agency

JEFF RICHARD
Employment Development Department

JEFF SHARP
Parker's Hot Dogs

JENNIFER POFF
North State Building Industry Foundation

KYLE ZIMBELMAN
County of El Dorado

MICHAEL SNEAD
Sierra Consulting Services Inc.

MICHAEL ZIMMERMAN
Campus, formerly known as MTI College

NICK GUNN
The NiVACK Group

RANA GHADBAN, *Vice Chair*
Roseville Chamber of Commerce

RICK LARKEY, *Chair*
Associated Resources, LLC

SCOTT ALVORD
Advanced Development Concepts, LLC

STEVEN CASPERITE
Placer School for Adults

TINK MILLER
Placer Independent Resource Services

TODD BEINGESSNER, JR.
Quick Quack Car Wash

VIVIAN HERNANDEZ-OBALDIA
Department of Rehabilitation

VOLMA VOLCY
Sacramento Central Labor Council
AFL-CIO

WILLIAM GONZALEZ
District Council 16

WILLIAM REED
United Domestic Workers of America

GOLDEN SIERRA WORKFORCE BOARD REGULAR MEETING AGENDA

Thursday, November 21, 2024 @ 1:00 pm

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

Teleconference Locations:

Whole Person Learning	County of El Dorado
11816 Kemper Rd.	2850 Fairlane Ct.
Auburn, CA 95603	Placerville, CA 95667

Mission: The Golden Sierra Workforce Board convenes industry leaders and key partners to identify workforce initiatives, create innovative solutions and measure the success of systems' ability to meet industry and workforce needs.

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 September 19, 2024 WB Meeting | 3-5 |
| b) Review of Minutes from September 19, 2024 EC Meeting | 6-7 |
| c) Review of Minutes from October 24, 2024 <i>Special</i> EC Meeting | 8-9 |
| d) Attendance Log | 10 |

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

V. AJCC OPERATOR - REQUEST FOR APPROVAL APPLICATION 11-39

VI. PRESENTATION – LABOR MARKET INFORMATION Cara Welch, EDD Labor Market Information Division (LMID)

VII. LOCAL AREA SUBSEQUENT DESIGNATION AND LOCAL BOARD RECERTIFICATION - PY 2025-2027 40

VIII. REGIONAL & LOCAL PLAN - PY 2025-2028 41-42

IX. BOARD STRATEGIC PLANNING

- Nick Gunn, Managing Partner & CEO, The NiVACK Group

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. WORKFORCE BOARD MEMBER INTRODUCTIONS

- Process 43
- Dr. William Reed, District Chair, United Domestic Workers of America 44

XI. FUTURE AGENDA ITEMS/NEW BUSINESS

- WB Bio/Introductions
- Strategic Planning Update
- Regional & Local Plan submission
- Local Area Subsequent Designation & Local Board Recertification Application submission

XII. NEXT MEETING

Thursday January 16, 2025 @ 1:00pm

XIII. ADJOURNMENT

**GOLDEN SIERRA WORKFORCE BOARD
REGULAR MEETING
MINUTES**

Thursday, September 19, 2024 @ 1:00 pm

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

Teleconference Locations:

Whole Person Learning
11816 Kemper Rd.
Auburn, CA 95603

Sonoma Coast Villa Resort
16702 Shoreline Hwy.
Bodega Bay, CA 94922

In accordance with WDB Bylaws Article IV Section 4.3 the board designated Tink Miller 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 1:12 pm by Chairperson Pro-Tem, Tink Miller. Announced and welcomed new Workforce Board Member, Henkel and Poff

☐ Rick Larkey (Chair)

☐ Rana Ghadban (Vice-Chair)

☐ Amy Schulz

☒ Jennifer Poff

☒ Steven Casperite

☒ Christina Nicholson

☐ Kyle Zimbelman

☒ Tink Miller

☐ Daniela Devitt

☒ Michael Snead

☒ Todd Beingessner

☒ Eric Henkel

☐ Michael Zimmerman

☐ Vivian Hernandez-Obaldia

☒ Jason Buckingham

☒ Nick Gunn

☐ Volma Volcy

☒ Jeff Richard

☒ Scott Alvord

☒ William Gonzalez

☐ Jeff Sharp

☒ William Reed

GSJTA Staff:

One-Stop Operator:

☒ Melissa Keefe

☒ Michael Indiveri

☒ Lisa Nelson

Guests: Cara Welch, EDD LMID; Janis Aydelott, Placer Cty HHS

**Denotes late arrival or early departure*

II. APPROVAL OF AGENDA

Motion to approve agenda as presented, by Gonzalez, second by Richard

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 July 18, 2024 WB Meeting
- b) Review of Minutes from May 16, 2024 EC Meeting
- c) Review of Minutes from July 24, 2024 EC Meeting
- d) Attendance Log

Motion to approve consent agenda items a-d by Reed, second by Alvord

Motion approved unanimously by roll call vote

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

NONE

V. FY 2024-2025 AGENCY BUDGET – FINAL

Buckingham reported out as outlined in the agenda packet

Motion to approve FY 2024-2025 Agency Budget–Final by Reed, second by Snead

Motion approved unanimously by roll call vote

VI. STRATEGIC PLANNING PROCUREMENT

Buckingham provided a verbal reported out and update. Information Only – No action required:

Five (5) applications were received during procurement process, Three (3) were selected for interviews. CAEL, MAP Advising, and The NiVACK Group.

The Executive Committee selected The NiVACK Group.

VII. EXECUTIVE COMMITTEE MEMBERSHIP

Buckingham reported out as outlined in the agenda packet; The Executive Committee identified Volma Volcy

Motion to approve and appoint Volcy to the Executive Committee, by Gonzalez, second by Henkel

Motion approved unanimously by roll call vote

VIII. WORKFORCE BOARD MEMBER INTRODUCTIONS

- Process, as outlined in the agenda packet.
- Jeff Richard, Deputy Division Chief, Employment Development Department; presented his biography as outlined in the agenda packet.
- William Gonzalez, Business Representation, District Council 16 Painters and Allied Trades' presented his biography as outlined in the agenda packet.

IX. AJCC / ONE-STOP OPERATOR

- AJCC Certification: Indiveri and Buckingham reported out as outlined in the agenda packet; Evaluation Tool, Certification Matrix and Indicator Assessment were presented and reviewed. AJCC certification due November 1, 2024.

Motion to adopt and approve the AJCC Certification as presented by Nicholson, second by Reed

Motion approved unanimously by roll call vote

- Report Out: Indiveri provided a verbal report out as outlined in the agenda packet; Information only – No action required.

X. FUTURE AGENDA ITEMS/NEW BUSINESS

- WB Bio/Introductions (Gunn, Reed)
- Strategic Planning Update
- Regional & Local Plan Update
- LMID Presentation

XI. NEXT MEETING

Thursday, November 21, 2024 @ 1:00 pm

XII. ADJOURNMENT

Motion to adjourn meeting at 2:12 pm, by Miller

Motion approved unanimously by roll call vote

**GOLDEN SIERRA WORKFORCE BOARD
EXECUTIVE COMMITTEE
REGULAR MEETING
MINUTES**

Thursday, September 19, 2024 @ 12:00 pm

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

**Teleconference Location:
Sonoma Coast Villa Resort
16702 Shoreline Hwy.
Bodega Bay, CA 94922**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting called to order at 12:09 pm by Vice-Chair Ghadban

<input type="checkbox"/> Rick Larkey (Chair)	<input checked="" type="checkbox"/> Rana Ghadban (Vice-Chair)
<input type="checkbox"/> Daniela Devitt	<input checked="" type="checkbox"/> Greg Geisler
<input checked="" type="checkbox"/> Steven Casperite	
<input checked="" type="checkbox"/> Jason Buckingham (Ex-Officio)	

GSJTA Staff:

☒ Melissa Keefe
☒ Lisa Nelson

One-Stop Operator:

☒ Michael Indiveri

GUESTS: None

II. APPROVAL OF AGENDA

Motion to approve agenda by Casperite, second by Casperite

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 July 24, 2024 EC Meeting
- b. Attendance Log

Motion to approve consent agenda items a-b by Casperite, second by Geisler

Motion approved unanimously by roll call vote

IV. PUBLIC COMMENT – FOR ITEMS NOT ON THE AGENDA

NONE

V. FY 2024-2025 AGENCY BUDGET – FINAL

Buckingham reported out as outlined in the agenda packet

Motion to approve FY 2024-2025 Agency Budget–Final by Casperite, second by Geisler

Motion approved unanimously by roll call vote

VI. STRATEGIC PLANNING PROCUREMENT

Buckingham reported out as outlined in the agenda packet; Ratings sheets were distributed, roundtable discussion occurred. Five (5) applications were received during procurement process, Three (3) were selected for interviews. CAEL, MAP Advising, and The NiVACK Group.

Motion to select and award procurement contract to The NiVACK Group, by Casperite, second by Geisler

Motion approved unanimously by roll call vote

VII. WORKFORCE BOARD MEMBERSHIP

Keefe reported out as outlined in the agenda packet; Aydelott application

Motion to recommend approval of the application to the Governing Body by Geisler, second by Casperite

Motion approved unanimously by roll call vote

VIII. AJCC OPERATOR

- AJCC Certification: Indiveri and Buckingham reported out as outlined in the agenda packet; Evaluation Tool and Matrix were reviewed. AJCC certification due November 1, 2024.

Motion to adopt and approve the AJCC Certification as presented by Casperite, second by Geisler

Motion approved unanimously by roll call vote

- Report Out: Indiveri reported out as outlined in the agenda packet; Information only.

IX. FUTURE AGENDA ITEMS/NEW BUSINESS

- Strategic Planning Presentation with The NiVACK Group
- AJCC Certification
- One Stop Operator Procurement/Award to move “In-House”

X. NEXT MEETING

Thursday, November 21, 2024 @ 12:00 pm

XI. ADJOURNMENT

Motion to adjourn meeting at 12.38 pm by Ghadban - **Motion** approved unanimously

**GOLDEN SIERRA WORKFORCE BOARD
EXECUTIVE COMMITTEE
SPECIAL MEETING
MINUTES**

Thursday, October 24, 2024 @ 1:00 pm

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

**Teleconference Location:
Sacramento Central Labor Council
2617 K Street
Sacramento, CA 95816**

I. ROLL CALL AND INTRODUCTION OF GUESTS

Quorum was established and meeting called to order at 1:05 pm by Chair Larkey

<input checked="" type="checkbox"/> Rick Larkey (Chair)	<input checked="" type="checkbox"/> Rana Ghadban (Vice-Chair)
<input type="checkbox"/> Daniela Devitt	<input checked="" type="checkbox"/> Greg Geisler
<input checked="" type="checkbox"/> Steven Casperite	<input checked="" type="checkbox"/> Volma Volcy
<input checked="" type="checkbox"/> Jason Buckingham (Ex-Officio)	

GSJTA Staff:

☒ Melissa Keefe
☒ Lisa Nelson

One-Stop Operator:

☐

GUESTS: Nick Gunn, The NiVACK Group

II. APPROVAL OF AGENDA

Motion to approve agenda by Geisler, second by Casperite

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 September 19, 2024
- b. Attendance Log

Motion to approve consent agenda items a-b by Casperite, second by Geisler

Motion approved unanimously by roll call vote

IV. PUBLIC COMMENT – FOR ITEMS ONLY ON THE AGENDA

None

**Ghadban arrived @ 1:15pm*

V. STRATEGIC PLANNING

- Introductions – The NiVACK Group
- Scope of Work/Timeline

Buckingham welcomed and introduced Nick Gunn with The NiVACK Group.

Gunn reported out as outlined in the agenda packet; Presentation was given to identify scope of work, timeline, stakeholders, key personnel and next steps; Roundtable discussion occurred and feedback was shared.

**Ghadban departed @ 1:15pm*

VI. FUTURE AGENDA ITEMS

- AJCC / One-Stop Operator Application
- Regional Updates
- Strategic Planning Update/Con't.

VII. NEXT MEETING

Thursday, November 21, 2024 @ 12:00 pm

VIII. ADJOURNMENT

Motion to adjourn meeting at 2:13 pm by Larkey

Motion approved by Casperite, second by Geisler

GOLDEN SIERRA WORKFORCE BOARD

ATTENDANCE LOG NOVEMBER 21, 2024

Date:	11/16/23	1/18/24	3/21/24	5/16/24	7/18/24	9/19/24	
WORKFORCE BOARD	WB	WB	WB	WB	WB	WB	
<u>Meeting Type</u>	Regular	Regular	Regular	Regular	Regular	Regular	RATE
Amy Schulz	1	1	0	1	1	0	67%
Christina Nicholson	1	1	1	1	0	1	83%
Daniela Devitt	1	1	0	1	0	0	50%
Eric Henkel					0	1	50%
Jason Buckingham	1	1	1	1	1	1	100%
Jeff Richard				1	1	1	100%
Jeff Sharp	1	0	0	1	0	0	33%
Jennifer Poff						1	100%
Kyle Zimbelman	0	1	0	0	0	0	17%
Michael Snead	0	1	1	1	1	1	83%
Michael Zimmerman	0	1	1	0	0	0	33%
Nick Gunn	1	1	1	0	1	1	83%
Rana Ghadban	1	0	1	1	0	0	50%
Rick Larkey	1	1	0	1	1	0	67%
Scott Alvord	1	1	1	1	1	1	100%
Steven Casperite	1	1	1	1	0	1	83%
Susan "Tink" Miller	1	1	1	1	1	1	100%
Todd Beingessner			1	1	1	1	100%
Vivian Hernandez-Obaldia	1	1	1	0	1	0	67%
Volma Volcy	0	0	1	1	1	0	50%
William Gonzalez	1	1	1	0	1	1	83%
William Reed	0	1	1	1	1	1	83%
Total	15	17	14	15	13	13	

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: November 21, 2024

TO: Workforce Board (WB)

FROM: Jason Buckingham, GSJTA Executive Director

SUBJECT: AJCC Operator - Request for Approval Application

RECOMMENDATION:

Staff recommend approving the attached request from the Golden Sierra Workforce Development Board (GSWDB) for Golden Sierra Job Training Agency to be designated as the AJCC Operator.

BACKGROUND:

Workforce Services Directive [WSD22-13](#) *Selection of AJCC Operators and Career Services Providers* mandates that Local Workforce Development Boards (Local Boards) select their America's Job Centers of California (AJCC) Operator through a competitive process every four years. This is in accordance with the *Workforce Innovation and Opportunity Act* (WIOA) Section 121(d)(2)(A). The responsibilities of the AJCC Operator include:

- Coordinating service delivery among AJCC partners and service providers.
- Ensuring that partner responsibilities and contributions outlined in the Memorandum of Understanding are implemented.
- Reporting to Local Boards on operational performance and providing continuous improvement recommendations.
- Complying with all relevant federal and state guidelines.

Under WIOA, Local Boards, or their administrative entities, may serve as the AJCC Operator with the agreement of the Chief Local Elected Official (CLEO) and the Governor. To qualify, the Local Board or its administrative entity must complete a competitive process or demonstrate that competition was inadequate, as outlined in the exception for sole-source procurement.

The GSWDB's application follows an open and competitive procurement process that yielded insufficient comparable responses, indicating inadequate market competition among potential service providers.

GSJTA staff issued a Request for Proposals on May 29, 2024, with a submission deadline of July 3, 2024. Only one proposal was received by the deadline. To maintain compliance and ensure a competitive procurement, the solicitation period was extended to August 5, 2024. An additional proposal was received; however, after reviewing both submissions, the procurement was deemed inadequate due to a lack of comparable scope and cost, thereby meeting the criteria for the noncompetitive procurement exception as outlined in WSD22-13.

GSJTA staff is seeking approval to submit the attached application requesting authorization from the Governor for Golden Sierra to serve as the AJCC Operator for the GSWDB. The draft was available for public comment October 1, 2024 through October 31, 2024; no comments were received.

FISCAL IMPACT:

This designation is expected to result in an annual cost savings of approximately \$19,500.

ATTACHMENT:

[Request for Approval of America's Job Centers of California Operator](#)

Request for Approval

America's Job Center of CaliforniaSM Operator

Local Workforce Development Board
Golden Sierra Workforce Development Board

Local Workforce Development Area
Golden Sierra Job Training Agency

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The *Workforce Innovation and Opportunity Act* (WIOA) allows Local Workforce Development Boards (Local Board) to be an America's Job Center of California (AJCC) Operator, with the agreement of the Chief Elected Official (CEO) and the Governor. In order to be considered, the Local Board or administrative entity must have successfully participated in a competitive process or provide substantial documentation that they meet one of the exceptions for Noncompetitive procurement.

This application will serve as the Local Board's or administrative entity's request for Governor's approval to be an AJCC Operator within a Local Workforce Development Area (Local Area) under WIOA. The application and required supporting documentation must be submitted to the California Workforce Development Board (CWDB) by **March 1, 2025**, through the following method:

Email: CWDBPolicyUnit@cwdb.ca.gov

Subject line: AJCC Operator Application

If the CWDB determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this request.

Golden Sierra Workforce Development Board

Name of Local Board

115 Ascot Drive, Suite 140

Mailing Address

Roseville, CA 95661

City, State, Zip

Jason Buckingham

Contact Person

916-773-8540

Contact Person's Phone Number

11/22/2024

Date of Submission

Request for Approval

America's Job Center of California Operator

Type of Procurement

1. What type of procurement was used by the Local Board or administrative entity?
☐ Competitive ☒ Noncompetitive
2. If Noncompetitive, did the Local Board or administrative entity offer an open, competitive procurement prior to Noncompetitive?
☒ Yes ☐ No
3. If Noncompetitive, identify the reason(s) for using this procurement method:
☐ The AJCC Operator services are only available from a single source.
☐ A public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation.
☒ After solicitation of a number of sources, competition was determined inadequate.

Documentation Requirements for Competitive Procurement

Please provide responses to the following items on a separate document.

1. A description of the AJCC Operator. **N/A**
 - a. Will the Local Board or administrative entity be the only AJCC Operator or act as a member of a consortium? If part of a consortium, include a list of the other consortium members.
 - b. Is there more than one comprehensive AJCC in the Local Area? If so, will the Local Board or administrative entity act as the operator for all of them? If not, list which ones the Local Board will act as operator for and who will be the operator for the others.
2. Documentation of local internal controls, conflict of interest, and firewalls policies adhered to during the AJCC Operator procurement process. **N/A**
3. Documentation of the procurement process, including but not limited to, preparation of the request for proposal, public notices, receipt of bids/letter of intent, public bid/proposal meetings, evaluation, comparison, protest letters, and award notice/contract. In addition, provide a timeline that includes the date and staff name, organization, and title involved in each step of the selection process. **N/A**
4. Copy of the Local Board's or administrative entity's bid/proposal. **N/A**
5. A written description of the following operational topics. **N/A**
 - a. Specify the role(s) of the Local Board or administrative entity as the AJCC Operator(s) (i.e., coordinating service providers, primary provider of services, and coordinating

activities throughout the AJCC system). If the Local Board or administrative entity is part of a consortium, provide each assigned role and the related responsibilities for each entity in the consortium.

- b. How does this structure demonstrate the Local Board's or administrative entity's ability to successfully operate the AJCC system while also providing leadership and accountability for the entire Local Area and AJCC system?
- c. How will this structure deliver the highest performance outcomes for the Local Area?

Documentation Requirements for Noncompetitive Procurement

Please provide responses to the following items on a separate document.

1. A justification for whichever exemption mentioned above the Local Board or administrative entity feels they fall under in order to use Noncompetitive. **See Exhibit A**
2. A description of the AJCC Operator. **See Exhibit A**
 - a. Will the Local Board or administrative entity be the sole AJCC Operator or act as a member of a consortium? If part of a consortium, include a list of the other consortium members.
 - b. Is there more than one comprehensive AJCC in the Local Area? If so, will the Local Board or administrative entity act as the operator for all of them? If not, list which ones the Local Board or administrative entity will act as operator and who will be the operator for the others.
3. An analysis of market conditions and other factors that lead to the determination for utilizing Noncompetitive. **See Exhibit A**
4. Copies of internal controls, conflict of interest, and firewall policies. **See Exhibit B**
5. Provide a written description of the following operational topics:
 - a. Specify the role(s) of the Local Board or administrative entity as the AJCC Operator(s) (i.e., coordinating service providers, primary provider of services, and coordinating activities throughout the AJCC system). If the Local Board or administrative entity is part of a consortium, provide each assigned role and the related responsibilities for each entity in the consortium. **See Exhibit A**
 - b. How does this structure demonstrate the Local Board's or administrative entity's ability to successfully operate the AJCC system while also providing leadership for the entire Local Area and AJCC system? **See Exhibit A**
 - c. How will this structure deliver accountability and the highest performance outcomes for the Local Area? **See Exhibit A**

6. Evidence that the request for approval of the Local Board or administrative entity to be an AJCC Operator through Noncompetitive was made available to the public for at least 30 days. Submit copies of comments received. **See Exhibit C**
7. Views expressed by the local WIOA mandatory AJCC partner programs. Submit copies of any letters of support, disagreement, or other views received. **See Exhibit D**
8. Attach documentation (signed and dated letter) that the members of the Local Board and other relevant parties (e.g., Board of Supervisors) reviewed the information provided in the application and approved its contents in a public meeting. **See Exhibit E**

Signature Page

By signing below, the local CEO and Local Board chair request approval from the Governor to be designated as an AJCC Operator. Each party certifies that this application submission was reviewed and demonstrates that the Local Board met all the requirements to be designated as the AJCC Operator of the Local Area under WIOA law and regulations.

Instructions

The Local Board chair and local CEO must sign and date this form. Include the original signatures with the request.

Local Workforce Development Board Chair

Signature

Rick Larkey
Name

Chair
Title

Date

Local Chief Elected Official

Signature

Lori Parlin
Name

Chair
Title

Date

**Golden Sierra Workforce Development Board
Request for Approval - America's Job Center of California Operator**

Documentation Requirements for Noncompetitive Procurement

1. A justification for whichever exemption mentioned above the Local Board or administrative entity feels they fall under in order to use Noncompetitive.

The Workforce Development Board (WDB) issued a Request for Proposals (RFP) on May 29, 2024 to competitively procure an America's Job Center of California (AJCC) Operator. The WDB received one response from the incumbent contractor by the July 3, 2024 deadline. The WDB extended the submission deadline and conducted additional outreach to potential bidders. The WDB received a second response, but the proposed costs were significantly higher than the stated budget. After rating these responses, the WDB concluded there was inadequate competition in the local market.

2a. Will the Local Board or administrative entity be the sole AJCC Operator or act as a member of a consortium? If part of a consortium, include a list of the other consortium members.

The WDB will be the sole AJCC Operator. The WDB will not act as a member of a consortium for purposes of this activity.

2b. Is there more than one comprehensive AJCC in the Local Area? If so, will the Local Board or administrative entity act as the operator for all of them? If not, list which ones the Local Board or administrative entity will act as operator and who will be the operator for the others.

There is one comprehensive AJCC within the Local Area. The WDB will be the sole AJCC Operator for the sole location.

3. An analysis of market conditions and other factors that lead to the determination for utilizing Noncompetitive.

Despite conducting extensive outreach and extending the submission deadline, the WDB received only two responses to the RFP - one from the incumbent contractor and another with proposed costs far exceeding the stated budget. After rating these responses, the WDB concluded there was inadequate competition in the local market.

The WDB views the competitive procurement process as an essential tool to safeguard public resources. In ideal market conditions, the WDB expects to attract multiple bidders and receive a full range of responses. The procurement efforts that took place in 2021 yielded multiple proposals from qualified bidders, enabling a thorough evaluation of alternatives.

However, in 2024, market conditions have shifted. Rising operational costs, wage pressure, workforce shortages, and increased compliance requirements seem to have discouraged potential bidders from participating in the process. Due to the lack of viable alternatives, the WDB determined there is no longer adequate competition in the local market to justify contracting with an external service provider.

The WDB is seeking state approval to serve as the AJCC Operator for the next four years. By assuming this role internally, the WDB can reduce costs, eliminate duplicative efforts, and improve services.

4. Copies of internal controls, conflict of interest, and firewall policies.

See *Exhibit B* for copies of local policies and a chart depicting the firewall.

5a. Specify the role(s) of the Local Board or administrative entity as the AJCC Operator(s) (i.e., coordinating service providers, primary provider of services, and coordinating activities throughout the AJCC system). If the Local Board or administrative entity is part of a consortium, provide each assigned role and the related responsibilities for each entity in the consortium.

As the AJCC Operator, the WDB will oversee service delivery coordination by delegating certain tasks to Golden Sierra Job Training Agency (GSJTA), the administrative entity for the Golden Sierra WDB.

AJCC Operator Roles and Responsibilities:

- Coordinate the service delivery of required AJCC partners and service providers.
- Provide policy recommendations to encourage alignment and increase the provision of services to individuals with barriers to employment.
- To the extent possible, eliminate duplication and promote resource sharing.
- Develop effective partnerships with all valued stakeholders.
- Ensure the implementation of partner responsibilities and contributions agreed upon in the Memorandum of Understanding (MOU).
- Serve as a liaison between the AJCC system partners to address operational issues.
- Deliver reports on operations, performance, and continuous improvement efforts.
- Convene regular partner meetings.
- Coordinate the cross-training of partner staff.
- Evaluate the interagency referral process with a focus on customer satisfaction.
- Evaluate and make recommendations on the physical and programmatic accessibility of the comprehensive AJCC.
- Lead the development of a shared methodology for measuring and tracking the success of the AJCC partners and service providers.
- Adhere to all applicable federal and state guidance.

5b. How does this structure demonstrate the Local Board's or administrative entity's ability to successfully operate the AJCC system while also providing leadership for the entire Local Area and AJCC system?

GSJTA was founded by a Joint Powers Agreement (JPA) in 1983. Over its 40 year history, the agency has made significant investments in the community and has long standing relationships with businesses, partners, board members, and job seekers. From 1983 to 2017, GSJTA successfully coordinated service delivery as part of its regular operations. As such, the agency is well suited to assume the roles and responsibilities outlined above so the WDB can focus on strategic planning and oversight activities.

This structure ensures the WDB can accept the designation of AJCC Operator without compromising its broader leadership role. It also reinforces the board's commitment to transparency, accountability, and continuous improvement across all levels of the workforce development system.

5c. How will this structure deliver accountability and the highest performance outcomes for the Local Area?

The proposed structure maintains a clear separation of duties and includes robust oversight. The WDB will maintain its commitment to excellence by setting clear performance expectations and regularly monitoring progress. The request to serve as the AJCC Operator will have no impact on the board's

ability to meet or exceed negotiated performance goals. In fact, by assuming the role internally, the WDB will have more resources to identify and promote promising practices.

6. Evidence that the request for approval of the Local Board or administrative entity to be an AJCC Operator through Noncompetitive was made available to the public for at least 30 days. Submit copies of comments received.

See Exhibit C

7. Views expressed by the local WIOA mandatory AJCC partner programs. Submit copies of any letters of support, disagreement, or other views received.

See Exhibit D

8. Attach documentation (signed and dated letter) that the members of the Local Board and other relevant parties (e.g., Board of Supervisors) reviewed the information provided in the application and approved its contents in a public meeting.

See Exhibit E



To: All Golden Sierra Staff and Subrecipients
Subject: Internal Controls
Effective Date: July 1, 2024
Revision Number:

Purpose

The Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards ("Uniform Guidance") issued by the Office of Management and Budget (OMB) includes specific requirements for internal controls to ensure that non-federal entities, such as recipients of federal funds, comply with applicable laws and regulations and manage their federal awards responsibly.

The purpose of this policy is to establish a framework for internal controls to ensure the proper use of funds and reduce the risk of fraud, waste, or abuse.

Local Policy

Segregation of Duties

To reduce the risk of error or fraud, responsibilities shall be divided so that no single employee has control over all aspects of any significant financial transaction. The following key duties shall be separated:

- Authorization of transactions
- Payroll approval
- Recording of transactions
- Custody of assets

Authorization and Approval

All transactions must be properly authorized by management prior to being executed. Key procedures include:

- Pre-approval of purchase orders, expense reports, and payment requests
- Verification of supplier invoices before payment
- Multi-level approval for participant payroll disbursements

Documentation and Record Retention

Adequate documentation shall be maintained for all financial transactions to provide an audit trail and support management decisions. Key procedures include:

- Retention of invoices, contracts, and receipts
- Timely recording of transactions in the accounting system
- Maintaining records in accordance with legal and regulatory requirements

Reconciliation of Accounts

To ensure the accuracy of financial records, accounts shall be regularly reviewed. All discrepancies shall be investigated and resolved. Regular reconciliation includes monthly, quarterly, and annual reviews of the following items:

- Expenditure Reports (CalJOBS)
- Schedule of Expenditures of Federal Awards (SEFA)
- Credit card statement

Physical Controls

Assets such as cash, equipment, and inventory shall be physically safeguarded to minimize the risk of loss or theft. Controls include:

- Secured storage for cash, checks, credit cards, equipment, and assets
- Restricted access to sensitive areas and data (physical and digital)
- Annual inventory reviews and comparison to agency records

Financial Reporting

Golden Sierra shall ensure the accurate and timely preparation of financial reports. Procedures include:

- Regular review of financial statements by management
- Analysis of variances between budgeted and actual performance
- Preparation of annual financial statements for external reporting
- Internal audits performed by an independent party
- External audits by certified auditors
- Ongoing review and updating of policies as necessary

Employee Training

Employees responsible for financial transactions shall receive regular and ongoing training on internal controls, company policies, and ethical standards to ensure compliance and reduce errors.

Reporting Violations

Local policy provides employees a clear mechanism for reporting suspected fraud, waste, abuse or other criminal activity without fear of retaliation. See “Incident Reporting Instructions for Fraud, Waste, and Abuse” policy.

References

WIOA (Public Law 113-128)
 2 CFR Part 200 (Uniform Guidance)
 2 CFR Part 2900 (DOL Exceptions)
 TEGL No. 02-16, Revised ETA-9130
 WSD19-05
 Placer County Accounting Policies and Procedures Manual

BYLAWS OF THE GOVERNING BODY OF THE GOLDEN SIERRA JOB TRAINING AGENCY

ARTICLE I Name and Principal Office

Section 1. GOVERNING BODY ESTABLISHED. Pursuant to the provisions of the Joint Exercise of Powers Agreement for Golden Sierra Job Training Agency, as amended (the "Joint Powers Agreement"), there is hereby established the Golden Sierra Job Training Agency Governing Body, hereinafter called the "Governing Body."

Section 2. PRINCIPAL OFFICE. The principal office of the Governing Body shall be that of the Golden Sierra Job Training Agency Administrative Office, 1919 Grass Valley Highway, Suite 100, Auburn, CA 95603.

ARTICLE II Duties and Authority

Section 1. DUTIES. The duties of this Governing Body are those prescribed by the Joint Powers Agreement, as amended, forming Golden Sierra Job Training Agency ("Agency").

Section 2. AUTHORITY. The Governing Body is the unit of authority within the Agency. The Governing Body shall act only by ordinance, resolution or motion. The primary responsibility of the Governing Body is the formulation and evaluation of policy. Routine matters concerning the operational aspects of the Agency are to be delegated to professional staff members of the Agency. No individual Member (as defined in Article III below) shall represent the Agency's policy unless said policy has been determined by the Governing Body.

ARTICLE III Governing Body Members

Section 1. COMPOSITION. The Governing Body shall have three (3) members ("Member"), as follows:

- (a) One member of the Board of Supervisors of Alpine County.
- (b) One member of the Board of Supervisors of El Dorado County.
- (c) One member of the Board of Supervisors of Placer County.

Section 2. ALTERNATES. Each Member shall have at least one alternate ("Alternate"). Each Alternate shall have authority to attend, participate, and vote at any

Treasurer and Auditor-Controller cannot vacate, be removed from or resign the office in the same manner as the officers.

ARTICLE VII **EXECUTIVE DIRECTOR**

The Executive Director shall be the chief operating officer of the Agency and responsible for the day-to-day management and operation of the Agency. In addition to the duties set forth in the Joint Powers Agreement, as amended, the Executive Director shall perform such other duties as may be imposed by the Governing Body. The Executive Director shall be responsible for the hiring, firing, promoting and disciplining of the Agency employees. However, the Executive Director shall not have any such responsibility with respect to non-employees of the Agency, including, the Treasurer, the Auditor-Controller, legal counsel, consultants and other professional staff retained directly by the Governing Body.

ARTICLE VIII **MISCELLANEOUS**

Section 1. **CONFLICT OF INTEREST**. Conflict of interest situations by Governing Body Members shall be regulated by State law and the Agency's currently adopted local conflict of interest code.

Section 2. **FISCAL YEAR**. Unless and until changed by resolution of the Governing Body, the fiscal year is as set forth in the Joint Powers Agreement, as amended.

Section 3. **ANNUAL ORGANIZATION MEETING**. The Governing Body shall hold an annual organization meeting at its regular meeting in December. At this meeting, the Governing Body will elect a Chairperson and Vice Chairperson from among its Members.

Section 4. **ANNUAL REPORT AND ANNUAL AUDIT**. An annual report and annual audit shall be prepared and distributed in accordance with the Joint Powers Agreement, as amended, and Section 6505 of the California Government Code. In addition to information required by law, such report shall contain a balance sheet as of the end of the most recently completed fiscal year, an income statement, and statement of changes in the financial position for such fiscal year.

Section 5. **INSPECTION OF AGENCY RECORDS**. All books and records of the Agency shall be open to inspection by the Members in accordance with the Joint Powers Agreement, as amended. Inspection may be made in person or by an authorized representative of the Member. The right of inspection includes the right to copy and make extracts.

Section 6. **CHECKS AND WARRANTS**. All checks and warrants for the payment of money, notes or other evidences of indebtedness issued in the name of and

GOLDEN SIERRA WORKFORCE DEVELOPMENT BOARD
BYLAWS AS AMENDED APRIL 4, 2018

These Bylaws are hereby created by the Golden Sierra Workforce Development Board (formerly referred to as “Workforce Investment Board” or “WIB”) and the Governing Body of the Golden Sierra Job Training Agency (“Governing Body”).

RECITALS

- A. The Counties of Alpine, El Dorado, and Placer have created the Golden Sierra Job Training Agency, herein referred to as “Golden Sierra,” a joint powers agreement, to administer workforce development programs within their boundaries.
- B. The Governing Body consists of three members, i.e., one chief elected official from each of the Boards of Supervisors of Alpine, El Dorado, and Placer Counties.
- C. The State of California, pursuant to the Workforce Innovation and Opportunity Act of 2014, 29 U.S.C. § 3101 *et seq.* (which supersedes the Workforce Investment Act of 1998, 29 U.S.C. § 2801 *et seq.*), hereinafter called the “Act,” has designated the Golden Sierra Job Training Agency as a “Workforce Development Area” (formerly a “Workforce Investment Area”) for the system building and delivery of workforce development programs at the local level, and provides funding thereto.
- D. The State and Federal rules and regulations promulgated pursuant to the Act provide for program activities and require that the Governing Body establish the Workforce Development Board, to be as follows:

ARTICLE I
NAME

The name of this body shall be the Golden Sierra Workforce Development Board, hereinafter referred to as the “WDB.”

ARTICLE II
PURPOSE AND FUNCTION

2.1. The purpose of the WDB, in partnership with the Governing Body, shall be to establish and oversee the workforce development system for the Counties of Alpine, El Dorado, and Placer.

2.2. Vision: A fully integrated workforce system that capitalizes on the expertise of industry and workforce partners to continuously meet the needs of business, and facilitate pathways to success for students, workers and job seekers.

2.3. Mission: The Golden Sierra Workforce Board convenes industry leaders and key partners to identify workforce initiatives, create innovative solutions, and measure the success of systems' ability to meet industry and workforce needs.

The function of the Executive Committee shall be to coordinate the establishment and content of WDB agendas, proposals, communications to and from the Governing Body, review and make recommendations on workforce board membership to the Governing Body, and other supportive activities and functions as may be directed by the WDB or the Governing Body.

The Executive Committee may exercise the powers of the full WDB when timely action is necessary to ensure the best interest of the WDB, its program and services.

All Executive Committee actions shall be reported to the WDB at its next meeting.

ARTICLE VII STAFFING AND SUPPORT OF WDB

7.1. The Governing Body shall be asked to provide, from funds made available under the Act, Golden Sierra support staff and necessary office and material support for the WDB.

7.2. Golden Sierra support staff assigned to WDB responsibilities shall coordinate WDB activities with the WDB Chairperson. Notwithstanding the foregoing, such staff shall remain Golden Sierra employees at all times.

7.3. The Governing Body and WDB will maintain the consolidated office and material support necessary for both to properly discharge their responsibilities under the Act.

7.4. Authority for any decision to hire, evaluate, or discharge any staff assigned to the WDB shall rest with the Governing Body.

7.5. The WDB shall not directly operate programs.

ARTICLE VIII CONFLICT OF INTEREST

8.1. A WDB and/or committee member shall recuse him or herself from making, participating in making, or in any way attempting to use his or her official position to influence a decision of any matter which would financially benefit such member or his/her immediate family member or any organization such member represents. Such member must declare his or her conflicts for the official record.

8.2. WDB members shall avoid organizational conflict of interest, and they and their personnel, employees, or agents shall avoid personal conflict of interest or appearance of conflict of interest in awarding financial assistance, and in the conduct of procurement activities involving funds under the Act.

8.3. Members of the WDB shall comply with the California Political Reform Act of 1979 (commencing with Section 87300 of Chapter 7, Title IX, of the California Government Code) and any other conflicts of interest or financial disclosure requirements which the State may require.

GOLDEN SIERRA JOB TRAINING AGENCY

Employee Handbook

Revised June 6, 2018

3. The Governing Body may waive this rule with an acceptable showing of unusual or exceptional circumstances when this rule would otherwise prohibit the promotion, transfer, or demotion of a regular employee. To be considered by the Governing Body, such action must be initiated by the appointing authority or the employee and recommended by the appointing authority. The foregoing waiver process must be completed prior to certification from an eligible list, approval of transfer, or approval of a voluntary demotion of an employee into a situation that would cause nepotism, as defined by this rule.
4. An exception to this nepotism rule shall be in the case of a voluntary transfer or demotion due to a layoff. However, every effort should be made to avoid creating a supervisor-subordinate relationship as a result of the transfer or demotion.

2021 CONFLICT OF INTEREST

Situations of actual or potential conflict of interest are to be avoided by all employees. Personal or romantic involvement with a competitor, supplier, or subordinate employee of Golden Sierra, which impairs an employee's ability to exercise good judgment on behalf of Golden Sierra, creates an actual or potential conflict of interest. Supervisor-subordinate romantic or personal relationships can also lead to supervisory problems, claims of sexual harassment, and morale problems.

An employee involved in any of the types of relationships or situations described in this policy should immediately and fully disclose the relevant circumstances to his or her immediate supervisor, or any other appropriate supervisor, for a determination as to whether a potential or actual conflict exists. If an actual or potential conflict exists, Golden Sierra may take whatever corrective action appears appropriate according to the circumstances. Failure to disclose facts that constitute or may constitute an actual or potential conflict of interest may result in disciplinary action.

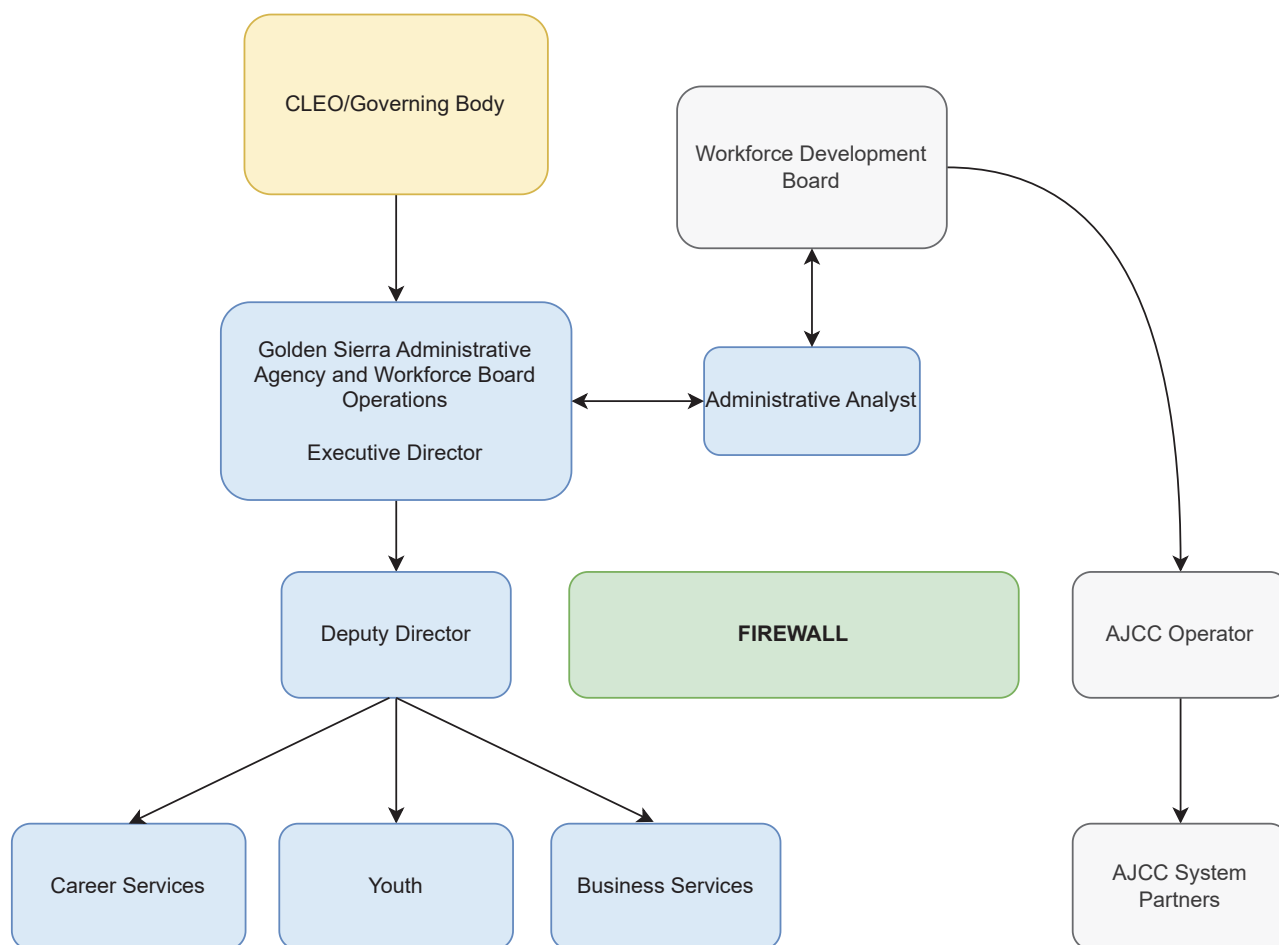
2022 REDUCTION IN FORCE

Golden Sierra is a publicly funded agency. Layoffs may occur because of a reduction in grant funds or because of a lack of work.

A. Layoff Plan. When Golden Sierra determines there is a need to layoff Local 39 represented employees, the Union will be given a written notice prior to issuing layoff notices to employees and the layoffs will be conducted in conformity with the parties' MOU.

B. Seniority Lists. When Golden Sierra provides Local 39 with a notice of layoff, Golden Sierra will provide the Union seniority lists for the impacted classifications which will include classification and employer seniority. Concurrently, these lists will also be posted in the impacted departments.

Golden Sierra Workforce Development Board AJCC Operator Firewall





115 Ascot Drive, Ste. 140, Roseville, CA 95661
(916) 773-8540 · goldensierra.com

October 1, 2024

PUBLIC NOTICE

Request for Approval to be the AJCC Operator

The Golden Sierra Workforce Development Board is seeking public comment on its application to be the AJCC Operator for Placer, El Dorado, and Alpine counties.

A draft of the application can be found at <https://goldensierra.com/public-notice>.

Members of the public, including required partners and community organizations, are encouraged to submit comments and express their views during the public notice period beginning on October 1, 2024 and ending on October 31, 2024.

Email: info@goldensierra.com
Mail: 115 Ascot Drive, Suite 140, Roseville, CA 95661

Sincerely,

A handwritten signature in blue ink that reads 'Melissa Keefe'.

Melissa Keefe
Administrative Analyst

From: [Melissa Keefe](#)
Bcc: [Amy Schulz](#); [Carianne Huss](#); [Christina Nicholson](#); [Daniela Devitt](#); [Eric Henkel](#); [Janis Aydelott](#); [Jason Buckingham](#); [Jeff Richard](#); [Jeff Sharp](#); [Kyle Zimbelman](#); [Michael Snead](#); [Michael Zimmerman](#); [Nicolas Gunn](#); [Rana Ghadban](#); [Rick Larkey](#); [Scott Alvord](#); [Steven Casperite](#); [Tink Miller](#); [Todd Beingessner](#); [Vivian Hernandez-Obaldia](#); [Volma Volcy](#); [William Gonzalez](#); [William Reed](#); [Darlene Galipo](#); [Lisa Nelson](#); ["Bonnie Gore"](#); ["Irvin Jim"](#); ["Lori Parlin "](#); ["Shelley Wiley"](#); ["Stephanie Yeager"](#); ["Teola Tremayne"](#)
Subject: Public Notice: Request for Approval – AJCC Operator application
Date: Wednesday, October 2, 2024 11:29:00 AM

Good morning,

As discussed at the last Workforce Development Board and Governing Body meetings, *Golden Sierra Job Training Agency* (GSJTA) is submitting a request for approval for the *Golden Sierra Workforce Development Board* (GSWDB) to serve as *AJCC (One Stop) Operator*.

In compliance with the requirement that a *Request for Approval – AJCC Operator* application is made available to the public for at least 30 days, the public notice period is October 1 – October 31st, 2024.

Please find the links below:

[Public Notices](#)

AJCC Operator Application

- [Request for Public Comment](#)
- [Draft Application](#)

Thank you,



Melissa Conci Keefe
 Administrative Analyst

Golden Sierra Job Training Agency

115 Ascot Drive, Suite 140, Roseville, CA 95661

Desk: (916) 773-8544

Mobile: (916) 982-9509


Fax: (916) 771-2144



Facebook | **LinkedIn** | **Instagram**

Golden Sierra is an equal opportunity employer/program.


Public Notices





Search:

 Requests for Public Comment


	File Size	Date	Download
Intent to Award - IT Managed Services	50 KB	October 7, 2024	 

1 document

 AJCC Operator Application

	File Size	Date	Download
Request for Public Comment	118 KB	October 1, 2024	 
Draft Application	5 MB	October 1, 2024	 

2 documents

 Inactive Solicitations (RFP/RFQ)

Training Agency

New

Show all languages

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Support Chat

Howdy, Melissa

Documents

Add New

Search results for: request

All (588)

Mine (7)

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Drafts (110)

Expired (0)

request

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Apply

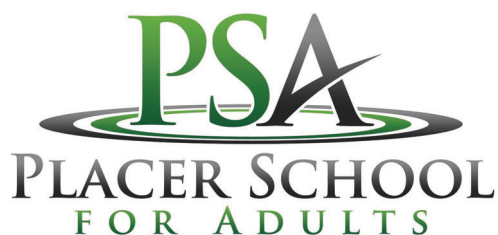
All dates

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Filter

<input type="checkbox"/>	Title	Document Categories	Document Tags	Document Author	File Types	Date	Future Action	Downloads	
<input type="checkbox"/>	Request for Public Comment	AJCC Operator Application	—	—	pdf	Published 2024/10/01 at 1:57 pm	—		0



3775 Richardson Dr. • Auburn, CA 95602 • (530) 885-8585 • Fax: (530) 823-1406 • www.placeronline.org

September 25, 2024

Kaina Pereira, Executive Director
California Workforce Development Board
800 Capitol Mall, Suite 1022
Sacramento, CA 95814

Dear Mr. Pereira,

I am reaching out on behalf of The Placer School for Adults to express our endorsement of designating the Golden Sierra Workforce Development Board (WDB) as the America's Job Center of California (AJCC) Operator. As the administrative entity, the Golden Sierra Job Training Agency (GSJTA) is the ideal candidate for this crucial role due to its 40-year track record of effectively coordinating service delivery for Placer, El Dorado, and Alpine counties.

As a board member and required AJCC partner, we know firsthand the WDB's operations, performance, and continuous improvement efforts. GSJTA has consistently spearheaded these endeavors and clearly understood the board's strategic vision. Their experience, particularly in navigating the challenges of the past few years, has strengthened their ability to initiate impactful workforce solutions.

We wholeheartedly endorse the Golden Sierra WDB in its pursuit of this designation and eagerly anticipate the continued collaboration that will result from it. By consolidating services under the board's leadership, we believe the community will benefit from improved access, enhanced coordination, and more efficient resource use.

Sincerely,

Steven A. Casperite

Steven A. Casperite
Principal



September 25, 2024

Kaina Pereira, Executive Director
California Workforce Development Board
800 Capitol Mall, Suite 1022
Sacramento CA 95814

Dear Mr. Pereira,

On behalf of ADVANCE, I am writing to express our support for the Golden Sierra Workforce Development Board (WDB) to be designated as the America's Job Center of California (AJCC) Operator. The administrative entity, Golden Sierra Job Training Agency (GSJTA), is the ideal candidate for this important role based on their 40 year track record of effectively coordinating service delivery for Placer, El Dorado, and Alpine counties.

As a long-time partner here in the South Lake Tahoe and Alpine County communities, we have firsthand knowledge of the WDB's operations, performance, and continuous improvement efforts. GSJTA has consistently spearheaded these efforts and has demonstrated a clear understanding of the board's strategic vision. Their experience, especially in navigating the challenges of the past few years, has strengthened their ability to launch impactful workforce solutions.

By centralizing services under the board's leadership, we believe the community will benefit from improved access, enhanced coordination, and more efficient use of resources. We wholeheartedly support the Golden Sierra WDB in their pursuit of this designation and look forward to continued collaboration.

Sincerely,

A handwritten signature in dark ink, appearing to read "Frank Gerdeman", with a long horizontal flourish extending to the right.

Frank Gerdeman
Director
fgerdeman@ltcc.edu



Still Finding Gold In El Dorado County

September 25, 2024

Kaina Pereira, Executive Director
California Workforce Development Board
800 Capitol Mall, Suite 1022
Sacramento, CA 95814

Dear Mr. Pereira,

On behalf of the El Dorado County Chamber of Commerce I am writing to express our support for the Golden Sierra Workforce Development Board (WDB) to be designated as the America's Job Center of California (AJCC) Operator. The administrative entity, Golden Sierra Job Training Agency (GSJTA), is the ideal candidate for this important role based on their 40-year track record of effectively coordinating service delivery for Placer, El Dorado, and Alpine counties.

As a past board member and required AJCC partner, we have firsthand knowledge of the WDB's operations, performance, and continuous improvement efforts. GSJTA has consistently spearheaded these efforts and has demonstrated a clear understanding of the board's strategic vision. Their experience, especially in navigating the challenges of the past few years, has strengthened their ability to launch impactful workforce solutions.

By centralizing services under the board's leadership, we believe the community will benefit from improved access, enhanced coordination, and more efficient use of resources. We wholeheartedly support the Golden Sierra WDB in their pursuit of this designation and look forward to continued collaboration.

Sincerely,

Laurel Brent-Bumb
Chief Executive Officer

EL DORADO COUNTY CHAMBER OF COMMERCE

542 Main Street, Placerville, California 95667

(530) 621-5885, (800) 457-6279, Fax (530) 642-1624

GOLDEN SIERRA
WORKFORCE DEVELOPMENT
BOARD

115 Ascot Drive, Suite 140
 Roseville, CA 95661

AMY SCHULZ
 Sierra College

CHRISTINA NICHOLSON
 Whole Person Learning

DANIELA DEVITT
 California Employers Association

ERIC HENKEL
 UFCW-8 Golden State

JASON BUCKINGHAM
 Golden Sierra Job Training Agency

JEFF RICHARD
 Employment Development Department

JEFF SHARP
 Parker's Hot Dogs

JENNIFER POFF
 North State Building Industry Foundation

KYLE ZIMBELMAN
 County of El Dorado

MICHAEL SNEAD
 Sierra Consulting Services Inc.

MICHAEL ZIMMERMAN
 Campus, formerly known as MTI College

NICK GUNN
 The NiVACK Group

RANA GHADBAN, *Vice Chair*
 Roseville Chamber of Commerce

RICK LARKEY, *Chair*
 Associated Resources, LLC

SCOTT ALVORD
 Advanced Development Concepts, LLC

STEVEN CASPERITE
 Placer School for Adults

TINK MILLER
 Placer Independent Resource Services

TODD BEINGESSNER, JR.
 Quick Quack Car Wash

VIVIAN HERNANDEZ-OBALDIA
 Department of Rehabilitation

VOLMA VOLCY
 Sacramento Central Labor Council
 AFL-CIO

WILLIAM GONZALEZ
 District Council 16

WILLIAM REED
 United Domestic Workers of America

November 21, 2024

Kaina Pereira, Executive Director
 California Workforce Development Board
 800 Capitol Mall, Suite 1022
 Sacramento, CA 95814

Re: Golden Sierra Job Training Agency's Request for Approval to act as
 the AJCC Operator

Dear Mr. Pereira,

As Chair of the Golden Sierra Workforce Development Board (GSWDB),
 I acknowledge that the GSWDB reviewed and approved Golden Sierra Job
 Training Agency's application to act as the AJCC Operator. This action
 occurred at our public meeting held on November 21, 2024.

Sincerely,

Rick Larkey
 Chair, Golden Sierra Workforce Development Board

GOVERNING BODY MEMBERS

IRVIN JIM
Board of Supervisors
Alpine County

LORI PARLIN
Board of Supervisors
El Dorado County

BONNIE GORE
Board of Supervisors
Placer County

JASON BUCKINGHAM
Executive Director

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

(916) 773-8540

December 5 2024

Kaina Pereira, Executive Director
California Workforce Development Board
800 Capitol Mall, Suite 1022
Sacramento, CA 95814

Re: Golden Sierra Job Training Agency's Request for Approval to act as
the AJCC Operator

Dear Mr. Pereira,

As Chair of the Governing Body for the Golden Sierra Job Training Agency, the Chief Local Elected Official (CLEO) for the Golden Sierra Workforce Development Area, I acknowledge that the Governing Body reviewed and approved Golden Sierra Job Training Agency's Request for Approval application to act as the AJCC Operator. This action occurred at our public meeting held on December 5, 2024.

Sincerely,

Lori Parlin
Chair, Golden Sierra Governing Body

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: November 21, 2024

TO: Workforce Board (WB) Members

FROM: Jason Buckingham, GSJTA Executive Director

SUBJ: Local Area Subsequent Designation and Local Board Recertification for PY 2025-2027

Background:

Local Area Designation (LAD) is the first required step in providing workforce development services under the Workforce Innovation and Opportunities Act (WIOA). Local Areas, such as Golden Sierra, receive initial designation for two years (as defined by the act). Subsequent designations follow every two years after provided they have performed successfully and have maintained fiscal integrity.

Draft Directive [WSDD-264](#) defines the process by which the state will designate local areas and certify Local Workforce Development Boards. Staff will be preparing the required documentation in compliance with WSDD-264. A partially signed copy of the *Local Area Subsequent Designation and Local Board Recertification Application for Program Year 2025-2027* will be submitted to the California Workforce Development Board in order to meet the March 3, 2025 due date. A fully signed copy of the application will be submitted immediately following Governing Body approval at their March 2025 meeting.

Attachment:

[Local Area Subsequent Designation and Local Board Recertification Application for PY 2025-2027](#)

GOLDEN SIERRA WORKFORCE BOARD

MEMORANDUM

DATE: November 21, 2024

TO: Workforce Board (WB) Members

FROM: Jason Buckingham, GSJTA Executive Director

SUBJ: Regional and Local Plan for Program Years 2025-2028

On September 18, 2024, [WSDD-262](#), the Draft Directive for Regional and Local Planning Guidance for PY 2025-2028 was released. This Directive provides initial guidelines for both the required regional and local plans.

Though final guidance is pending staff will be preparing a local plan and working with the Capital Region Planning Unit (Cap RPU – Golden Sierra, Sacramento, Yolo, North Central Counties), and Valley Vision (the designated Regional Organizer) in order to complete the Regional plan.

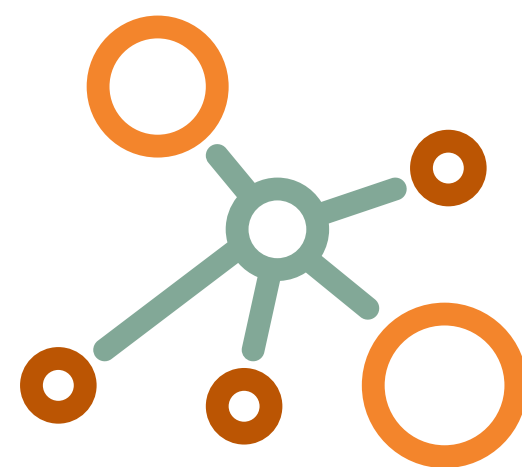
A draft timeline has been prepared in order to schedule the required public comments. Once the plans are completed they will come to the Workforce Board and the Governing Body for review and approval by the required deadline currently listed as March 27, 2025.

Attachments:

[Proposed Timeline](#) (prepared by Valley Vision)

[WSDD-262](#)

UPCOMING WORKFORCE DEVELOPMENT REGIONAL PLAN COMMUNITY & STAKEHOLDER DISCUSSION



The Capital Region Workforce Boards invite you to join the discussion. Your participation and input is critical to developing a plan that is responsive to the needs of our communities.

Joint Hybrid Planning/Public Input Meeting #1 - Register Here!



December 4, 2024



5:00 P.M. – 7:00 P.M.



925 Del Paso Blvd.,
Sacramento, CA 95815

Review the current Regional Strategic Workforce Development Plan [here](#).

Joint Hybrid Planning/Public Input Meeting #2 - Register Here!



December 11, 2024



4:30 P.M. – 6:30 P.M.



25 N. Cottonwood St.
Woodland, CA 95695



Auxiliary aids, interpreting services and other reasonable accommodations are available upon request. Please contact Diangelo Andrews at Diangelo.Andrews@valleyvision.org in advance if accommodations are needed. CA relay services are available by dialing 711.

GOLDEN SIERRA WORKFORCE BOARD

Board Member Bio/Presentations

Process:

- 2 members per meeting
- 5 minutes per member
- Submit your interest to be placed on the schedule to Lisa Nelson at nelson@goldensierra.com. The member will be scheduled for the next available slot on a first come basis, and notified of the date.
- Once confirmed member will provide a 1 page Bio as outlined below to Lisa Nelson; bio is due 1 week before meeting and will be included in the agenda packet;

Suggested Bio elements

Organization name:

Services/Product provided:

Member name/title:

Member role within their organization:

How your organization fits into the one-stop system:

Contact info:

Company logo (if desired)

William N. Reed

Secretary-Treasurer of The United Domestic Workers (UDW).

UDW is a Union made up of over 170,000 home care and family childcare providers throughout 21 counties within California. We advocate for seniors, people with disabilities and children. UDW home caregivers provide critical services through the state's In Home Supportive Program (IHSS), which allows over 650 thousand California seniors and people with disabilities to remain in their homes with dignity and independence. Our childcare members provide quality, affordable, home-based childcare for thousands of California's working families.

We do the work so that you can go to work.

President of the Sacramento Central Labor Council.

The Labor Council is made up of 100 affiliates and over 180,000 union families within the greater Sacramento area, which includes the counties of Sacramento, Yolo, Amador, El Dorado, Placer, and Nevada.

The labor council works to ensure that all people who work are treated fairly, with decent paychecks and health and retirement benefits, safe jobs, respect and equal opportunities.

I am also a care provider and advocate. I care for my 47-year-old son with autism. He lives at home with the help of the IHSS program.

My advocate work is through several organizations that I serve on their Ex. Boards:

Northern Vice President of the California In Home Consumer Alliance (CICA)

Member of the Placer Aging and Disability Resource Connection (Placer ADRC)

Governing Board Members of the Agency on Aging Area 4

Ex. Board member of the California Alliance of Retired American

Co-Chair of the Placer County IHSS Advisory Committee

Board Member of California State ADRC

Board Member of the California Council of Developmental Disabilities.

Chair of the Placer County Older Adult Advisory Council.