

**GOLDEN SIERRA JOB TRAINING AGENCY
WORKFORCE DEVELOPMENT BOARD**

**“SPECIAL” MEETING
STRATEGIC PLANNING WORKSHOP
MINUTES**

Tuesday, October 07, 2025 @ 10:00 am

**Lynn MacDonald Professional Development Center @
Placer School for Adults
3775 Richardson Drive
Auburn, CA 95602**

In accordance with WDB Bylaws Article IV Section 4.3 the board designated Steven Casperite 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 10:23 am by Chairperson Pro-Tem Casperite.

Rick Larkey (Chair)

Rana Ghadban (Vice-Chair)

Amy Schulz

Jennifer Poff

Tink Miller

Daniela Devitt*

Michael Snead

Todd Beingessner

Eric Henkel

Nick Gunn

Vivian Hernandez-Obaldia

Janis Aydelott

Scott Alvord

Volma Volcy

Jason Buckingham

Steven Casperite

William Gonzalez

Jeff Richard*

William Reed*

GSJTA Staff:

Melissa Keefe

Lisa Nelson

GUESTS: None

**Denotes late arrival or early departure*

II. APPROVAL OF AGENDA

Motion to approve agenda as presented by Poff, second by Miller

Motion approved unanimously

III. PUBLIC COMMENT – FOR ITEMS ONLY ON THE AGENDA

Casperite provided amenities locations and layout of the PSA campus.

**Richard entered @10:30am*

IV. STRATEGIC PLANNING WORKSHOP/DISCUSSION

Gunn welcomed everyone to the retreat and provided an outline and presentation to kick off the workshop. Roundtable discussion occurred; information was shared.

**Reed entered @ 11:13am*

- Team building/interactive group discussion: “What is one word that describes our opportunity as a Board?” collaboration, connections, workforce, exposure, community-building, diversify “What is one word that describes our Barriers?” time, alignment, budget, outreach, clarity, complexity.”
- Revised Mission and Vision statement: Proposed Workforce Development Board Mission and Vision statements were shared, followed by an interactive exercise and roundtable discussion.
- Setting (3) Objectives and Key Results (OKR): Interactive exercise, members frequently broke out into smaller groups to create 3 key OKR’s, then reconvened into group roundtable discussions and shared information.

- (1) Employer Engagement
- (2) System Coordination & Accessibility
- (3) Outreach Awareness

Motion to approve the formation of an Ad Hoc Employer Engagement Committee by Michael Snead, second by Miller

Motion approved unanimously (Members to include Michael Snead, Jennifer Poff, Daniela Devitt and others as requested)

**Devitt departed @ 2:20pm*

V. FUTURE AGENDA ITEMS

- WB Bio/Introductions (Aydelott)
- Strategic Planning

VI. NEXT MEETING

Thursday, November 20, 2025 @ 1:00 pm

ADJOURNMENT

Motion to adjourn meeting at 4:00 pm, by Casperite

Motion approved unanimously