

MEETING AGENDA



Mother Lode Workforce Development Board

Thursday, February 20, 2025 (12:00pm)

Teleconference (Non-voting Attendees): **In-Person (Primary Location):**
<https://us02web.zoom.us/j/6067573943> 197 Mono Way, Suite B
Phone audio: (669) 900-9128 Sonora, CA 95370
Meeting ID: 606 757 3943 (209) 588-1150

In-Person (Amador Location):

1 Prosperity Court
Sutter Creek, CA 95685
(209) 267-5590

In-Person (Calaveras Location):

7 Main Street
San Andreas, CA 95249
(209) 754-4242

In-Person (Mariposa Location):

5158 CA-140 (Visitors Center)
Mariposa, CA 95338
(209) 938-3247

1) CALL TO ORDER

- a) Roll call / Establish quorum

2) ORAL COMMUNICATION

The Public may speak on any item not on the printed agenda. No action may be taken. [Gov. Code § 54954.2(b)(2)]

3) CONSENT AGENDA

The following Consent Agenda items are expected to be routine. They will be acted upon by the Board at one time. Any Board Member, staff member or interested person may request that any Consent items be removed for discussion.

- a) None (November 21, 2024 Mother Lode Workforce Development Board Meeting was cancelled)

4) ACTION ITEMS

- a) Election of a Chair and Vice-Chair for calendar year 2025
- b) Consideration of approving amendment to Mother Lode Workforce Development Board / Local Elected Official Agreement
- c) Consideration of approving amendment to Mother Lode Workforce Development Board Bylaws

5) INFORMATION/DISCUSSION ITEMS

- a) Introduction of Brioni Pool (The Golf Club at Copper Valley / Copper Valley Development) to the Mother Lode Workforce Development Board, representing the Hospitality/Tourism and Construction business sectors
- b) Introduction of Rose Day (Heartwood Biomass) to the Mother Lode Workforce Development Board, representing the Manufacturing and Natural Resources business sectors
- c) Report to the board on modifying the JPA to delegate authority to engage in borrowing
- d) Directors' Report
 - i) Operations (Dave & Amy)
 - ii) Workforce Development Initiatives (James Hanson)
 - iii) Economic Development Initiatives (Alex Bloom)

6) 2025 MEETINGS (Quarterly: Third Thursday of the Second Month at 12:00pm)

February 20, May 15, August 21, November 20

7) ADJOURN

Workforce Development Board / Local Elected Official Agreement

This Agreement is made and entered into on this 27th day of January, 2025, by and between the Mother Lode Workforce Development Board, hereinafter referred to as WDB, and the Mother Lode Job Training Board of Directors, hereinafter referred to as the Board.

WHEREAS, the Workforce Innovation and Opportunity Act, hereinafter referred to as the Act, authorizes the expenditure of federal funds for workforce development programs in locally determined Local Workforce Development Areas (LWDAs); and

WHEREAS, the State of California has designated the Counties of Amador, Calaveras, Mariposa and Tuolumne as a Local Workforce Development Area known as the Mother Lode Consortium, hereinafter referred to as the Consortium; and

WHEREAS, the Act requires the establishment of the Workforce Development Board to provide guidance and oversight with respect to a Strategic Plan for the LWDA; and

WHEREAS, a joint powers agreement has been entered into by and between each of the above-named counties which provides in part for the creation of a Workforce Development Board and establishes the Mother Lode Job Training Agency, hereinafter referred to as MLJT, as the Consortium's Operations Entity; and

WHEREAS, the Act requires a partnership between the Workforce Development Board and the Consortium's local elected officials (Board); and

WHEREAS, the Act requires the WDB and the Board to define the scope of this partnership by means of an agreement;

NOW, THEREFORE, be it resolved that this Agreement, pursuant to the Act, be made and entered into by and between the WDB and the Board.

Be it further resolved through this mutual agreement that the WDB and the Board designate the County of Tuolumne as the Fund Recipient and MLJT as the Consortium's Operations Entity, and shall provide staff support to both the WDB and the Board.

I Authorities and Responsibilities of the Workforce Development Board

- A. The WDB shall annually elect a chairperson and vice-chairperson from among those members representing the private business sector.
- B. The WDB shall maintain its membership composition in accordance with the Act and UI Code 14202.
- C. The WDB shall provide oversight and guidance to the Board on all matters pertaining to the provision of services under the Workforce Innovation and Opportunity Act (WIOA), Welfare to Work (WtW), and other Area workforce development and related plans.
- D. The WDB shall review and approve the Strategic Plan developed by staff pursuant to the Act, and send it to the Board for its concurrence.
- E. The WDB shall establish performance expectations for the area's workforce development system in cooperation with the Board.
- F. The WDB shall review annually the operations of its One-Stop Operator.
- G. The WDB shall terminate for cause the eligibility of such Operator if warranted, with agreement of the Board, in accordance with the Act and UI Code 14206.
- H. The WDB shall develop, modify and enter into a Memorandum of Understanding with the Consortium's required One-Stop partners.
- I. The WDB shall assess the performance of and evaluate the benefit, productivity and impact of all programs funded.
- J. The WDB shall solicit the input and participation of the local business community in the provision of program services to eligible residents of the Local Workforce Development Area.
- K. The WDB shall establish and maintain a process to secure public input and comment on the recommendations it formulates on the Strategic Plan and programs to be funded.
- L. The WDB shall identify the employment needs of the area's unemployed; the labor force needs of the area's employers; appropriate linkages between funds made available under the Act and economic development activities of the area; and other such analyses as are required by the Act, as well as those which the WDB determines to be appropriate and necessary to discharge its responsibilities.
- M. The WDB shall identify eligible providers of training services in accordance with the Act.

0. The WDB shall review and approve the allocation and reallocation of resources recommended by Agency staff, and forward to the Board for concurrence.

II Authorities And Responsibilities of The Board of Directors of The Mother Lode Consortium

- A. The Board shall annually elect a Chairperson and Vice-Chairperson from among its elected officials.
- B. The Board shall maintain, to the U.S. Department of Labor and the State of California, financial accountability for the proper administration of funds received pursuant to the requirements of the Act.
- C. The Board shall appoint members to the WDB in accordance with the Act and UI Code provisions.
- E. The Board shall approve the Strategic Plan and modifications thereof in partnership with the WDB.
- F. The Board shall approve the performance expectations established by the WDB for the area's workforce development system.
- G. The Board shall allocate and reallocate resources in partnership with the WDB.
- H. The Board shall approve or terminate for cause the WDB selected One-Stop Operator.
- I. The Board shall be responsible for operational policy direction and formulation of MLJT's central operations unit, including selection and supervision of its Executive Director and Deputy Director.
- J. The Board shall approve the MOUs established between the WDB and required One-Stop Partners.

III Authorities and Responsibilities of the Agency Central Operations Unit

The Executive Director and Deputy Director shall be directly responsible to the Board to operate MLJT in order to execute the Consortium's programs and strategic plan approved by the WDB and the Board and shall be delegated the following authority and responsibilities:

- A. To enter into contracts, subgrants and agreements for the performance of such services as may be required by the terms of any program authorized by the WDB and the Board.
- B. To enter into modifications of grants previously approved by the WDB and the Board.

- C. To sign state and federal grants and modifications thereof as authorized by the Board.
- D. To monitor and conduct evaluations of program performance.
- E. To determine the need and recommend to the WDB and Board the allocation and reallocation of resources.
- F. To furnish staff support to the Board and to the WDB.
- G. To prepare and maintain documents required of the Consortium in accordance with federal regulations and adopted local policies.
- H. To develop the Strategic Plan for review and approval of the WDB and the Board.
- I. To enter into and execute Strategic Plans.
- J. To cause minutes to be taken of all meetings of the WDB and the Board, and to distribute copies thereof to each member of said groups and to other interested parties making a request therefore.
- K. To take action against subcontractors of the Consortium when necessary to eliminate abuse in programs funded by the Act, and to prevent any misuse of funds by such subcontractors.
- L. To develop and maintain a personnel system that meets federal and state regulations.
- M. To provide payroll, accounting and other required support services to the Consortium.
- N. To employ and manage all personnel of the Consortium's Operations Entity.
- O. To organize and train staff.
- P. To develop and implement procedures for personnel management, program planning, program operations and program assessment.
- Q. To have custody, responsibility and charge of all Consortium property, other than money.
- R. To authorize payments by the Operations Entity to contractors, employees and suppliers.
- S. To provide fiscal and property management systems.
- T. To provide a management information system.
- U. To receive and disseminate to affected parties changes and amendments in the Act and other government regulations affecting the activities of the Consortium.
- V. To establish and implement procedures for determining the eligibility of persons applying

for programs funded by the Act and other programs, and where appropriate, to delegate this responsibility under reasonable safeguards to subcontractors of the Consortium.

W. To ensure the Consortium's One-Stop System provides WIOA services in accordance with the Act and UI Code provisions.

X. To perform additional functions and assume additional responsibilities as determined by the Board.

Approved for the Governing Board

Approved for the Workforce Development Board

By:

By:

**Chairperson
Governing Board**

**Chairperson
Workforce Development Board**



Mother Lode Job Training

Workforce Development Board

197 Mono Way, Ste. B

Sonora, CA 95370

Phone 209.533.3396 / Fax 209.533.1079

PRIVATE INDUSTRY

Application for Membership on Workforce Investment Board

(Nominees must represent private industry)

Name of Applicant: Brioni Pool

Title: Director of Membership/ Public Relations

Name of Business: The Golf Club at Copper Valley/ CV Development

Physical Address: 1001 Saddle Creek Dr. Copperopolis, CA 95228

Mailing Address: 1001 Saddle Creek Dr. Copperopolis, CA 95228

Type of Business/Industry: Hospitality, Tourism, Construction

Counties Served: Calaveras

Number of Employees: 100(+/-)

Business Telephone: 209-783-9933

Fax: 209-785-6859

Email Address: bpool@coppervalleygolf.com

Cell Phone (Optional): 209-591-3373

*****Applicant to complete questions below*****

Briefly state the qualifications/leadership experience you possess which you feel would be an asset to the Mother Lode Workforce Development Board:

As a young professional, I bring a unique perspective of one who has stayed past youth and found a way to thrive within our region. I feel both lucky and honored to be in the position I am today. The question I ask myself is how can we -as a community- better equip our young, talented people, to thrive, in spite of the social and economic difficulties they face in this modern, post-epidemic society. In my role as a manager within a large (regional standard) corporation and masterplan community development, I've gained invaluable experience in building strategic partnerships, driving projects that elevate local businesses, and implementing initiatives that drive both employee and community resident satisfaction. This role has equipped me with strong cross-collaborative and communication skills that align with the Workforce Development Board's mission.

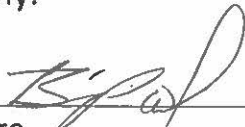
What interests or goals would you bring to the Board?

I am particularly passionate about cultivating our youth and our community to be a place they want to call home well into adulthood. In order to accomplish this, it is essential to create pathways that connect local talent with emerging opportunities in both the private and public sectors. A couple of pathways to develop a youth workforce strategy include connections to learn trade skills and teaching a worker how to achieve long-term success through knowledge; as the saying goes, "we don't know what we don't know." Retention is just as important, but does require some extra *finessing* with the idea of "retraining" employers to be more knowledgeable about what today's young workers prioritize. I believe these two ideas are aligned and dependent on one another's success.

Do you have sufficient time to devote to this responsibility and to attend the required meetings?

Yes No

Please complete both pages of this application. Thank you. Feel free to attach additional information, including your personal resume or biography, along with information about your business or company.


Signature

12/17/2024
Date

Please return all information to:

Mother Lode Workforce Development Board

nhurtado@mljt.org

197 Mono Way, Ste. B

Sonora, CA 95370

Phone 209.533.3396 / Fax 209.533.1079

This section to be completed by Workforce Development Board staff.

Nominating Organization

Representative



Mother Lode Job Training

Workforce Development Board

197 Mono Way, Ste. B

Sonora, CA 95370

Phone 209.533.3396 / Fax 209.533.1079

PRIVATE INDUSTRY

Application for Membership on Workforce Investment Board

(Nominees must represent private industry)

Name of Applicant: Rose Day

Title: General Manager

Name of Business: Tuolumne Biomass LLC

Physical Address: 5400 O'Byrnes Ferry Rd Jamestown, CA 95327

Mailing Address: 5400 O'Byrnes Ferry Rd Jamestown, CA 95327

Type of Business/Industry: Wood Products Manufacturing

Counties Served: Tuolumne, Calaveras, Stanislaus, Mariposa, Madera, Merced, Amador, El Dorado, Placer, Nevada, Sierra

Number of Employees: 25-50

Business Telephone: (541)263-0057

Fax: _____

Email Address: rose@heartwoodbiomass.com

Cell Phone (Optional): (541)263-0057

*****Applicant to complete questions below*****

Briefly state the qualifications/leadership experience you possess which you feel would be an asset to the Mother Lode Workforce Development Board:

As an General Manager, Operations Manager and Operations Supervisor, at Heartwood Biomass and Recology; I've led diverse teams, optimized processes, and driven continuous improvement. My experience spans environmental management, community engagement, and transportation industries. I'm skilled in staff development, performance management, and implementing strategic initiatives. I believe my diverse background and leadership experience would bring valuable insights to the Board's workforce development mission.

What interests or goals would you bring to the Board?

I'm passionate about:

Promoting sustainable practices and green job opportunities

Enhancing technical skills training to meet industry needs

Engaging youth in local career paths
Improving efficiency in workforce development programs
Fostering partnerships between education and business
I'm excited to collaborate with other members to turn these ideas into action for our community.

Do you have sufficient time to devote to this responsibility and to attend the required meetings?

Yes No

While I'd need to know more about the specific time commitments required, I'm very interested in this opportunity and would make it a priority. Throughout my career, I've balanced multiple responsibilities and community engagements, always ensuring I can fully dedicate myself to important roles like this. I'd be happy to discuss the time requirements in more detail to ensure I can fully commit to this valuable work with the Board.

Please complete both pages of this application. Thank you.

Feel free to attach additional information, including your personal resume or biography, along with information about your business or company.



Signature

08/29/2024

Date

Please return all information to:

Mother Lode Workforce Development Board
nhurtado@mljt.org
197 Mono Way, Ste. B
Sonora, CA 95370
Phone 209.533.3396 / Fax 209.533.1079

This section to be completed by Workforce Development Board staff.

Nominating Organization

Representative



**BOARD ROSTERS
UPDATED 02/20/2025**

MOTHER LODE WORKFORCE DEVELOPMENT BOARD (WDB)

Representation	Member	Company/Organization	Count
A. Business (>50%)			10
Healthcare	Tyler Newton (Chair)	Adventist Health Sonora	1
Healthcare	John Alexander	MACT Health Board	2
Natural Resources; Mfg.	Mark Luster	Sierra Pacific Industries	3
Construction	Mike Lemke	Miramont Homes (<i>Small Business</i>)	4
Information Technology	Tim Hildabrand (Vice Chair)	Cal.net Inc.	5
Hospitality/Tourism	Vigi Austin	Harrah's Northern California	6
Information Technology	Frank Leschinsky	Volcano Telephone (<i>Small Business</i>)	7
Manufacturing; Nat. Res.	Rose Day	Heartwood Biomass (<i>Small Business</i>)	8
Hospitality/Tourism; Constr.	Brioni Pool	The Golf Club at Copper Valley / CV Development	9
Hospitality/Tourism; Mfg.	Stephen Kautz	Ironstone Winery	10
B. Workforce (≥20%)			4
Labor Organization	Debra Rockwood	UNITE-HERE! Local 19	11
Labor Organization	Bill Petrone	Service Employees International Union 1021	12
Apprenticeships	Jason Wood	Laborers Local 1130	13
Youth Education & Employment	Bill Redford	Calaveras County Office of Education	14
C. Education (2 Required)			2
Higher Education	Brandon Price	Columbia College	15
Adult Education	Zack Abernathy	Tuolumne County Superintendent of Schools	16
D. Economic Development (1 Required)			1
Economic Development	Kathryn Gallino	Calaveras County Economic Development	17
One-Stop Partners (2 Required)			2
Title III Wagner-Peyser	LaChelle Adams	California Employment Development Department	18
Title IV Vocational Rehabilitation	Shayn Anderson	California Department of Rehabilitation	19

MOTHER LODE JOB TRAINING GOVERNING BOARD (BOD)

Representation	Member	Company/Organization	Alternate	Count
Local Elected Officials*				5
District 4 Supervisor	Logan Carnell	Amador County	Jeff Brown (Dist. 3 Supv.)	1
District 5 Supervisor	Benjamin Stopper	Calaveras County	Gary Tofanelli (Dist. 1 Supv.)	2
District 5 Supervisor	Jaron Brandon	Tuolumne County	Michael Holland (Dist. 1 Supv.)	3
District 3 Supervisor	Danette Toso	Mariposa County	Jenni Kiser (Dist. 4 Supv.)	4
*WDB Chair	Tyler Newton	Adventist Health Sonora		5

MOTHER LODE WDB EXECUTIVE COMMITTEE

Representation	Name	Company/Organization	Count
WDB Chair	Tyler Newton	Adventist Health Sonora	1
Vice Chair	Tim Hildebrand	Cal.net Inc.	2
Previous WDB Chair			3



MOTHER LODE WDB **BUSINESS MEMBER MATRIX**

	AMADOR COUNTY	CALAVERAS COUNTY	TUOLUMNE COUNTY	MARIPOSA COUNTY
CONSTRUCTION		MIRAMONT HOMES / COPPER VALLEY DEVELOPMENT	MIRAMONT HOMES	
HEALTHCARE	MACT	ADVENTIST HEALTH / MACT	ADVENTIST HEALTH / MACT	MACT
TOURISM / HOSPITALITY	HARRAH'S NORTHERN CA	GOLF CLUB AT COPPER VALLEY / IRONSTONE		
INFORMATION TECHNOLOGY	VOLCANO TELEPHONE	CAL.NET	CAL.NET	
MANUFACTURING		IRONSTONE	HEARTWOOD BIOMASS / SIERRA PACIFIC INDUSTRIES	
NATURAL RESOURCES	SIERRA PACIFIC INDUSTRIES	SIERRA PACIFIC INDUSTRIES	SIERRA PACIFIC INDUSTRIES / HEARTWOOD BIOMASS	SIERRA PACIFIC INDUSTRIES

CONSIDERATIONS: Industry sector coverage; County coverage; Employers; Active, influential members



2025 Board Meetings

Primary Location In-Person: 197 Mono Way, Suite B, Sonora, CA 95370
 Teleconference (Amador): 1 Prosperity Court, Sutter Creek, CA 95685
 Teleconference (Calaveras): 560 Mountain Ranch Rd, San Andreas, CA 95249
 Teleconference (Mariposa): 5158 CA-140 (Visitors Center), Mariposa, CA 95338

MLJT Board of Directors

January						
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Mother Lode Workforce Development Board

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December						
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28	29	30	31			

BOD Meetings

Monday, January 27, 2025
10:00 am - 12:00 pm

Monday, April 21, 2025
10:00 am - 12:00 pm

Monday, July 21, 2025
10:00 am - 12:00 pm

Monday, October 20, 2025
10:00 am - 12:00 pm

WDB Meetings

Thursday, February 20, 2025
12:00 - 2:00 pm

Thursday, May 15, 2025
12:00 - 2:00 pm

Thursday, August 21, 2025
12:00 - 2:00 pm

Thursday, November 20, 2025
12:00 - 2:00 pm

Lunch provided for WDB Meetings

If you require reasonable accommodation in order to participate in any of these meetings please contact Nicole Hurtado, 72 hours in advance, at nhurtado@mljt.org
 CRS711 (TTY) Auxiliary aids and services are available upon request to individuals with disabilities. EOE/ADA