



MEETING AGENDA

Mother Lode Job Training Board of Directors

Monday, October 21, 2019 10:00 am

Mother Lode Job Training Career Center
197 Mono Way, Suite B, Sonora, CA 95370

Video Conference Locations:

Amador Prosperity Center
1 Prosperity Court
Sutter Creek, CA 95686

MLJT Career Center
5362 Lemee Lane
Mariposa, CA 95338

1. CALL TO ORDER

- 1.1. Roll call / Establish quorum
- 1.2. Introduce guests

2. CONSENT CALENDAR

All items under the Consent Calendar are considered routine and will be approved in one action without discussion. If a Board member requests that an item be removed from the Consent Calendar or a citizen wishes to speak on an item, the item will be considered under Action Items.

- 2.1. Accept the July 15, 2019 meeting minutes

3. PUBLIC COMMENTS

The Mother Lode Job Training Board of Directors welcomes public comments. A member of the public may comment on agenda items or any item that is within the subject matter jurisdiction of the Board, even though subject matter may not be on the agenda. The Chair will limit the time allocated for each individual public speaker to no more than five (5) minutes.

4. ACTION ITEMS

- 4.1. Review and approve the Plan Year 2019-2020 budget
- 4.2. Review and approve updates to the By-Laws

5. INFORMATION/DISCUSSION ITEMS

- 5.1. Director's report
- 5.2. Grant/Funding update

6. ADJOURN INTO CLOSED SESSION

- 6.1. Discuss Executive Director annual performance evaluation, *without* Executive Director present
- 6.2. Discuss Executive Director annual performance evaluation and salary action *with* Executive Director

7. RECONVENE INTO OPEN SESSION

- 7.1. Report out

8. 2020 MEETINGS (All 10:00 – 12:00)

January 27; April 20; July 20; October 19

9. ADJOURN



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1. CALL TO ORDER

1.1. Roll call / Establish quorum

BOD Member	Present	Absent
Anaiah Kirk	X	
Frank Axe (<i>Vice Chair</i>)	X	
Ben Stopper	X	
Marshall Long (<i>BOD Chair</i>)	X	
Tyler Newton	X	
Staff Members		
Dave Thoeny	X	
Lisa Edwards	X	
Amy Torres	X	
Kelly Smith	X	
Serena Orman-Ochs	X	

1.2. Introduce guests

Introduction of guests David Shinder and Lisa Edwards. Lisa, previously a Job Developer at MLJT was re-introduced as the new Program Manager for MLJT and the MLWDB.

2. CONSENT CALENDAR

2.1. Accept the April 15, 2019 meeting minutes

Minutes accepted (M) B. Stopper (S) T. Newton ayes carried.

3. PUBLIC COMMENTS

None

4. ACTION ITEMS

4.1. *None*

5. INFORMATION/DISCUSSION ITEMS

5.1. Featured MLJT staff: Kelly Smith

Kelly is currently the Communications Coordinator for MLJT. In winter of 2017, Kelly completed an Office Technology cohort offered through MLJT and the San Francisco Public Utilities District. Upon successful completion of the program, Kelly was hired as an Administrative Assistant with the agency. Kelly updated the board on the recent re-construction of the MLJT website. She gave a short demonstration of the new site and explained the importance of making the site a resource and useful tool for Job

Seekers, Employers and Partners alike. Kelly demonstrated the “Virtual Job Board” page, which links to a regional community Facebook page where job seekers can preview open positions for the Mother Lode Region and Employers can post their open positions. Progress can be seen at: www.mljt.org

5.2. MLJT operational restructuring

D. Thoeny addressed the board on this matter. He referred to a PowerPoint with a matrix that visualized the prior operational structure of MLJT and the new structure, which now allows for some employees to focus strictly on project management so others can focus on clients and programs. (PowerPoint attached.) Dave explained how the new structure has helped to inspire teamwork, fill gaps and encourage new skill growth.

5.3. Grant update

Amy Torres, MLJT Project Manager, informed the board of MLJT’s recently awarded grants. Regional Plan Implementation 2.0 (\$150k), the Opioid Crisis Grant (\$512k) and the Prison to Employment grant (\$1.3M). She explained that as a result of the Regional Plan Implementation grant thus far, MLJT has created two additional quarterly meeting groups, the Workforce Innovation Council and the Mother Lode Healthcare Industry Partnership. While existing boards support key functions and objectives from governance to operations, the Workforce Innovation Council’s purpose is to convene “thought leaders” and “change agents” from the region to assist the agency in strengthening our capacity to innovate on key issues and concerns. Amy also notified the board that in June, a Mother Lode Healthcare Industry Partnership (M-HIP) launch brought together a diverse group of healthcare organizations in the region. The purpose of the M-HIP is to assist in identifying common opportunities and potential areas for collective action amongst businesses in the Healthcare industry sector. Next, Amy shared that the goal of the Opioid Crisis grant is to reintegrate long term unemployed workers into the workforce that have also been affected by the Opioid Crisis. The Opioid Crisis grant will allow MLJT to provide temporary job assignments, on-the-job training, training, certifications and various support services. Lastly, Dave reminded the board of the recent Prison to Employment (P2E) grant, which is aimed at using workforce development to reduce recidivism rates amongst the labor force. This grant will have two areas of focus, assisting both Pre and Post- release inmates. Services supported by the P2E grant include Direct Services, such as job search and vocational training, and Support Services such as childcare, transportation and housing. Other initiatives as a result of the P2E grant involve a formal handoff to and from probation or parole and a statewide pilot video that will be showed in the prison system to inform individuals of their options for employment upon preparation of release.

6. ADJOURN INTO CLOSED SESSION

- 6.1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – (Authority: Government Code §54957)
Title: Executive Director

7. RECONVENE INTO OPEN SESSION

- 7.1. Report out: The Board received information

8. NEXT MEETING(S)

Monday, October 21, 2019 10:00 am

9. ADJOURN