



Better Skills...
Better Jobs...
Better Economy...

Mission

“Be a leader in the development of a quality workforce that meets the needs of the business community.”

Vision

“Through partnerships create a thriving Business Community with quality jobs, skills, wages and lifelong learning.”

**Mother Lode
Workforce Investment Board Meeting**

Thursday, August 20, 2015 (12:00 – 2:00 p.m.)

This meeting will be held at:

Mother Lode Job Training Career Center

197 Mono Way, Suite B, Sonora CA 95370

(209)588-1150

For reasonable accommodation in order to participate in the meeting please contact Jeff Dickason at (209)533-3396 at least 72 hours in advance of the meeting CRS711.

Please RSVP
**and submit your
food order.**

Plan to arrive promptly at 12:00 for the meeting and a working lunch.

AGENDA

➤ **CALL TO ORDER AND ROLL CALL**

➤ **PUBLIC COMMENT**

The Mother Lode Job Workforce Investment Board 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 to each individual public speaker to no more than five (5) minutes.

➤ **MEMBERSHIP**

Mother Lode Workforce Investment Board membership including appointments, extensions and resignations. Additional actions may be taken at the meeting in regard to membership. The WIB/LEO Agreement Section 2 C: *“The Board shall appoint members to the WIB in accordance with Section 117 of the [Workforce Investment] Act.”*

M1: Appointments

M2: Current WIB Membership

M3: Form 700 and Ethics Training

➤ **ACTION AGENDA**

- A1: Acceptance of May 21, 2015 joint meeting minutes of the MLWIB and MLBOD
- A2: Executive Director's Report
- A3: PY2014-15 Service Level & Expenditure Report
- A4: Contract for Mariposa County CalWORKS Subsidized Employment Services
- A5: PY2015-16 Budget Revision
- A6: Workforce Innovation and Opportunity Act Implementation time line

➤ **INFORMATION ITEMS**

- I1: Presentation of CalJOBS Employer Services
- I2: 2015 Meeting Calendar

NEXT MEETING: Thursday, November 19, 2015 from 12:00 p.m. to 2:00 p.m.

ADJOURN

MEMBERSHIP

M1: Mother Lode Workforce Investment Board Membership

UPDATE: WIB membership changes approved by the Mother Lode Board of Directors, April 20, 2015:

M1: Resignations/Expired Terms: None

M2: Appointments: Frank Leschinsky, Private Sector
 Klaus Tenbergen, Public Sector

M3: Extensions: None

The Board shall appoint members to the WIB in accordance with Section 117 of the Workforce Innovation and Opportunity Act. The actions described above will assist in the maintenance of a compliant Workforce Investment Board. Membership recruitment is continuing to fill two business seat vacancies.

**Mother Lode Workforce Investment Board
 WIOA Composition/Membership
 July 20, 2015**

Total Seated*: 27 (*Members fill multiple requirements) Have 25 / Need 2	Total Business: 14 Percent: 52% Have 12 / Need 2	Workforce : 6 Percent: 22% Have 6 / Need 0	Mandated Partners*: Meets Have 5 / Need 0
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WIOA Membership Sec. 107(b)(2)	Name	Company/Organization	
Business Representation (Majority)			14
Hospitality	Rosetta Bannwarth	Banny's Restaurant and Catering	1
Hospitality/Tourism	Michelle Watkins	Black Oak Casino	2
Hospitality/Tourism	Ben Saldana	Delaware North Corporation	3
Technology/Energy	Sue Westgate	MRL Industries	4
Technology/Communications	Tim Hildabrand	HSTAR, Inc.	5
Technology/Communications	Ben Hulet	Mother Lode Internet	6
Technology/Communications	Frank Leschinsky	Volcano Telephone	7
Construction/Retail Trade	Heather Farris	Lowes	8
Construction/Retail Trade	Mark Barchin	The Glass Doctor	9
Construction	Lynn Nolte	Rich Nolte Sheet Metal Specialties	10
Construction/Apprenticeship	*Steve Yanez	Joint Apprenticeship Training / Operating Engineers 3	11
Health/Medical	Tyler Newton	Sonora Regional Medical Center	12
Vacant			13
Vacant			14
Workforce Representation (20%)			6
Labor	Debra Rockwood	UNITE-HERE! Local 19	15
Labor	Bill Petrone	Service Employees International Union 1021	16
Labor	James Wood	Laborers Local 1130	17
Apprenticeship / Labor	*Steve Yanez	Joint Apprenticeship Training / Operating Engineers 3	*
Youth	Margie Bulkin	Sonora Superintendent of Schools	18
CBO - HUD/CSGB	Shelly Hance	Amador-Tuolumne Community Action Agency	19
Education (2)			2
Higher Education	*Klaus Tenbergen	Columbia College	R 20
Title II Adult Education	*Klaus Tenbergen	Columbia College	R *
Economic Development (1)			
Economic Development	Larry Cope	Central Sierra Economic Development District & Tuolumne Economic Development Authority	R 21

One-Stop Partners (5 Required)			
Title III Wagner-Peyser / TAA / UI	Cornelio Gomez	Employment Development Department	R 22
Title IV Vocational Rehabilitation	Mahalia Gotico	Vocational Rehabilitation Department	R 23
Optional Partners			
Title I WIOA Programs	Jeff Dickason	Mother Lode Job Training	O 24
TANF/Welfare-to-Work	Rebecca Espino	Tuolumne County Department of Social Services	O 25
Title V Older Americans	Rebecca Mendibles	SER Jobs for Progress National, Inc.	O 26
WIA Native American Programs	Velma Whitebear	California Indian Manpower Consortium	O 27

WIOA - Local Board Membership Criteria

Section 107(a) of WIOA authorizes the Governor, in partnership with the State Board, to establish criteria for chief elected officials to use to appoint members of the local boards. The following table provides the composition requirements for membership on local workforce development boards which are stipulated in Section 107(b)(2) of WIOA and the criteria developed by the Governor.

General Provisions

- Members of the board that represent businesses must be individuals with optimum policymaking authority within the organizations, agencies, or entities.
- Members of the board shall represent diverse geographic areas within the local area.
- CEOs have the option of appointing additional members as deemed appropriate; however, officials are advised to keep in mind that appointing additional members will increase the overall size of the board. In particular, if the additional appointees are not business representatives, then additional business appointments may be required to maintain a business majority.
- CEOs should make board appointments with staggered term durations if possible to ensure continuity and stability for board operation.
- Members that would normally require nomination for appointment by the CEO (business, labor union, higher education, Title II) may be “grandfathered” onto Local Workforce Development Boards if they fit within the WIOA compliant membership.
- Appointees may represent more than one membership category.
- Representatives from local chambers of commerce (e.g., an executive director of a local chamber of commerce) may be appointed to serve on local boards to represent economic development agencies, business membership, community-based organizations, or as additional members whom CEOs may determine to be appropriate. These representatives must comply with all criteria from the category(ies) they seek to represent.
- The LWDB Chair shall be elected from among business representation.

Category	Composition & Nomination Process Criteria
BUSINESS REPRESENTATION – MUST BE MAJORITY OF BOARD COMPOSITION	
Business (includes chairperson)	<ul style="list-style-type: none"> • Business members must be owners, chief executives or operating officers of businesses, or other business executives or employers with optimum policymaking or hiring authority. • Members must represent organizations which provide employment opportunities including high quality, work relevant training and development in in-demand industry sectors or occupations. • At least two business members must be representative of small business as defined by the U.S. Small Business Administration. • Unless grandfathered, business nominations must be made by local business organizations or business trade organizations. • Businesses must have at least 2 employees other than the owner or partners. • Each business may have only one representative on the local board.
WORKFORCE REPRESENTATION – 20% OF BOARD COMPOSITION	
Labor Organizations	<ul style="list-style-type: none"> • Labor organization representatives, unless grandfathered, must have been nominated by local labor federations or by other representatives of employees if in a local area in which no employees are represented by such organizations.
Apprenticeship Programs	<ul style="list-style-type: none"> • A representative of a labor organization or training director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, a representative of an apprenticeship program, if one exists.
Community-based Organizations (optional)	<ul style="list-style-type: none"> • Representatives of CBOs that have demonstrated experience and expertise in addressing employment needs of individuals with barriers to employment including those that serve veterans or that provide or support competitive integrated employment for individuals with disabilities.
Youth Organizations (optional)	<ul style="list-style-type: none"> • Representatives of organizations that have demonstrated experience and expertise in addressing the employment, training or education needs of eligible youth, including representatives that serve out-of-school youth.

Category	Composition & Nomination Process Criteria
OTHER REPRESENTATIVES – ADDITIONAL REQUIRED REPRESENTATION AND OPTIONAL MEMBERS	
Title II Adult Education and Literacy (required)	<ul style="list-style-type: none"> • A representative of eligible providers administering adult education and literacy activities under WIOA Title II. • If there is more than one Title II provider in the local area, member must be nominated by these providers.
Higher Education (required)	<ul style="list-style-type: none"> • A representative of institutions of higher education providing workforce investment activities (including community colleges). • If there is more than one higher education provider in the local area, member must be nominated by these providers).
Economic and Community Development (required)	<ul style="list-style-type: none"> • A representative of economic and community development entities.
Title III Wagner-Peyser Program (Required)	<ul style="list-style-type: none"> • EDD will designate one representative.
Title IV Vocational Rehabilitation Program (required)	<ul style="list-style-type: none"> • A representative of the programs carried out under Title I of the Rehabilitation Act of 1973 (other than section 112 or Part C of that title).
Local Education Agencies and Community-Based Organizations (optional)	<ul style="list-style-type: none"> • Includes representatives of local educational agencies, and of community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment.
Other programs/Organizations (optional)	<ul style="list-style-type: none"> • Includes representatives of entities administering programs serving the local area relating to transportation, housing and public assistance. • Includes representatives of philanthropic organizations serving the local area.
Discretionary Appointments (optional)	<ul style="list-style-type: none"> • Includes other representatives of entities as the chief elected official in the local area may determine to be appropriate.

Staff Contact: **Jeff Dickason (209)533-3396 / JDickason@MLJT.Org**

ACTION AGENDA:

A1: Acceptance of May 21, 2015 MLBOD/MLWIB joint meeting minutes

MLJT Board of Directors

Amador Co: Supervisor Lynn Morgan
 Mariposa Co: Supervisor Marshall Long
 Tuolumne Co: Supervisor Randy Hanvelt
 Calaveras Co: Supervisor Chris Wright
 MLWIB: Chair Vacant

JOINT MEETING OF THE
 MOTHER LODE WORKFORCE
 INVESTMENT BOARD AND
 MOTHER LODE JOB TRAINING
 BOARD OF DIRECTORS



Meeting Minutes

**Monday, April 20, 2015
 (12:00 p.m. – 3:00 p.m.)
 Mother Lode Job Training
 197 Mono Way, Suite B, Sonora CA 95370**

CALL TO ORDER AND ROLL CALL

R. Hanvelt called the meeting to order at 12:15 p.m. roll call was completed by L. Hunt. A quorum of the ML BOD and ML WIB was determined to be present.

Board Members Present	Others Present
Amador County: Lynn Morgan	Vicki Long, Tuolumne Manager
Tuolumne County: Randy Hanvelt	Mary Jane Erickson, Mariposa Manager
Calaveras County: Chris Wright / Michael Oliveira	Karen Puccio, Amador Manager
Mariposa County: Marshal Long	Leslie Hunt, Interim Calaveras Manager
ML WIB Chair: Rosetta Bannwarth	Gabriel Garcia, EDD Regional Advisor

WIB Members Present	
ML WIB Chair Rosetta Bannwarth	Debra Rockwood
ML WIB Vice Chair Tyler Newton	James Wood
Tim Hildabrand	Larry Cope
Ben Saldana	Velma Whitebear
Ben Hulet	Jeff Dickason
Michelle Watkins	Cornelio Gomez
Kathy Sullivan	Rebecca Espino
Margie Bulkin	

PUBLIC COMMENT

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 to each individual public speaker to no more than five (5) minutes.

R. Hanvelt asked for public comment and there was none.

M1: MLBOD ACTION: MLWIB Membership

LEO Agreement: *“The Board shall appoint members to the WIB in accordance with Section 117 of the [Workforce Investment] Act.”*

Consideration of approving WIB membership changes including:

- M1: Resignations/Expired Terms: E. Gandolfo-Bruno, Public Sector
 M. McCoy, Public Sector

M2: Appointments: R. Espino, Public Sector
M. Bulkin, Public Sector
M3: Extensions: None

ML BOD members discussed membership vacancies, meeting schedules, county representation, industry sectors from which we are seeking membership and the benefits to business of membership. Members made suggestions for contacts for recruitment.

Action: A motion to accept membership changes was made by M. Long with a second by L. Morgan. Motion carried 5-0-0.

A2: **JOINT ACTION:** Acceptance of PY2014 Service Levels, Expenditure & Performance

J. Dickason, Executive Director, Mother Lode Job Training reported on PY2014-15 service levels, expenditure and performance against goals, budgets and contracts and accepted questions from members.

Action: A motion to accept the report of service levels, expenditure and performance was made by M. Long with a second by S. Hance. Motion was approved by majority voice vote, no nays reported and one abstention by J. Dickason.

A3: **JOINT ACTION:** Acceptance of the Executive Directors Report

J. Dickason, provided an Agency status report and accepted questions and direction from members.

Action: A motion to accept the Executive Director's report was made by M. Long with a second by J. Wood. Motion was approved by majority voice vote, no nays reported and one abstention by J. Dickason.

A4: **JOINT ACTION:** Workforce Innovation and Opportunity Act (WIOA) Implementation

J. Dickason provided an overview of WIOA and the action steps that will be necessary to implement the new program. J. Dickason discussed:

- opportunities inherent in the new legislation and the refocusing and renewal of critical partnerships and alliances supporting the strategic goals of the ML WIB and ML BOD;
- Timelines for program transition and implementation;
- Need to review and update governance documents to reflect the language of the new Act, ML WIB membership to address new requirements, and organizational structure to provide for appropriate separation between the ML WIB and the One-Stop Operator and providers of Career and Youth services;
- The need for the ML WIB to procure the services of one or more One-Stop Operators, Career Service and Youth Service providers;
- Requirements and timelines for submitting a new strategic plan, and the elements of this plan; and

- Operationalizing the plan through the creation and alignment of partnerships and joint investments supporting the attainment of strategic goals and objectives.

J. Dickason accepted and addressed questions from membership, and asked for action supporting direction and next steps.

Action: A motion was made by S. Hance to direct MLWIB staff to assemble request for qualifications to identify potential One-Stop Operators and providers of Career Services. A second was made by M. Bulkin. During discussion L. Cope, Executive Director of the Central Sierra Economic Development Authority and Tuolumne County Economic Development Authority, offered to provide staff support for the procurement to better avoid any potential conflicts of interest and to assure an arms-length process. Motion passed on voice vote, with no nays and one abstention by J. Dickason.

A6: JOINT ACTION: Mother Lode Job Training Annual Budget

J. Dickason reviewed PY2015-16 resources with members and discussed budget options including a recommendation to establish a budget committee to further review resources, requirements and organizational needs related to WIOA implementation, and accepted and addressed questions from members.

COST CENTER BUDGET OPTION # 1	Amador Career Center	Calaveras Career Center	Mariposa Career Center	Tuolumne Career Center	One-Stop Support	Operations Support (Fiscal)	Workforce Investment Board	Total
FTE	2.70	2.70	2.70	3.60	1.58	1.80	1.13	16.20
Personal Services	208,551	195,384	209,927	261,445	149,059	187,823	107,357	1,319,547
Materials & Services	45,319	75,728	43,098	84,014	15,896	35,652	13,790	313,496
Customer Services	111,720	148,263	74,377	230,571	-	-	-	564,932
Total Requirements	365,590	419,375	327,402	576,031	164,955	223,475	121,147	2,197,974
Resource Allocation	17%	20%	11%	29%	8%	10%	6%	100%
Resources	364,699	443,530	246,318	633,849	164,955	223,475	121,148	2,197,974
Reserve	(891)	24,155	(81,084)	57,818	0	0	0	0

Action: A motion M. Long with a second by K. Sullivan to adopt budget option 1. Motion passed with no nays and an abstention by J. Dickason. MLBOD Chair R. Hanvelt noted that the BOD and MLWIB Chairs are able to appoint an adhoc budget committee.

A5: MLWIB ACTION: WIA/WIOA Youth RFQ

Members reviewed the WIA/WIOA youth services RFQ, discussed procurement methodology including timelines and public notice, and noted the lack of viable alternative youth service providers in the local workforce area and the need for the Workforce Investment Board to move forward with a sole source negotiated contract with Mother Lode Job Training for WIA/WIOA Youth Services. Members agreed to

structure the proposed contract statement of work based on the RFQ requirements and to establish an annual contract that is renewable each program year based on successful performance for up to four years.

Action: Accept the results of the WIA/WIOA Youth RFQ which demonstrates through the procurement process a lack of competition and viable alternative youth providers in the local workforce area and award Mother Lode Job Training a WIA/WIOA youth services contract for the four county area that includes the requirements of the RFQ as a statement of work and a provision that the contract will be renewable each program year for up to four years based on successful performance.

Motion by M. Long with a second by D. Rockwood. Motion carried by voice vote with no nays and one abstention by J. Dickason.

INFORMATION ITEMS

I1: 2015 Meeting Calendar:

J. Dickason presented the 2015 meeting calendar to members and reminded members that under the new federal uniform guidance for federal programs MLJT may not be able to continue to provide lunch. Various members volunteered to host lunch.

Members discussed the meeting calendar and location. C. Wright expressed a desire to move the MLBOD meetings around within the boundaries of the four member counties.

NEXT MEETING

Members were reminded that the next meeting of the ML BOD is scheduled for Monday, July 20, 2015 from 10:00 a.m. to 12:00 p.m.

The next meeting of the Mother Lode Workforce Investment Board is scheduled for Thursday, August 20, 2015 at a location yet to be determined in Calaveras County. R. Bannwarth volunteered to provide lunch for the meeting.

The November meeting of the MLWIB will be in Tuolumne County and the MLJT Career Center located at 197 Mono Way, Suite B, Sonora CA 95370. L. Cope volunteered to host the lunch for this meeting.

The February meeting of the MLWIB is tentatively scheduled for Mariposa at a location yet to be determined.

The May meeting of the MLWIB is tentatively scheduled to be at Columbia College and K. Sullivan volunteered the college to host lunch.

ADJOURN

R. Hanvelt thanked members for their time and attention, and adjourned the meeting.

Staff Contact: Jeff Dickason (209)533-3396 / JDickason@MLJT.Org

A2: Executive Director’s Report

Action: Accept Executive Director’s report and provide appropriate direction.

Executive Director’s Report

1. Status Report - EDD Monitoring

No Change from May report.

Each year the California Employment Development Department (EDD) completes on-site monitoring of Mother Lode Job Training program, administrative and fiscal processes. The goal of EDD is to issue a draft report within 60 days of the monitoring and provides the grantee 30 days to submit a response to any findings. The process may include a number of iterations to support a clear understanding of issues and their resolution.

The last EDD monitoring was completed April 27 – May 1 with a focus on Fiscal and Administrative Systems and internal controls. No findings from this monitoring are anticipated however a number of recommendations were made to strengthen internal controls in the areas of petty cash management, use of the corporate credit card, and consistency in participant file management processes. Staff is working to review and incorporate these recommendations into our policy and process, as appropriate.

Discussion with the EDD Monitor indicates that with the exception of the CAT related to non-compliant WIB membership, a recommendation will be made to close the open findings held over from the PY13-14 Fiscal monitoring. In addition, any recommendations for closure of the open* PY11-12 and PY12-13 program findings will await the successful conclusion of the next EDD youth program monitoring which will likely occur in September or October.

EDD Monitoring	Status
PY10-11 Program Monitoring	Closed
PY11-12 Program Monitoring	*Open pending acceptance of proposed resolution
PY11-12 Fiscal Monitoring	Closed
PY12-13 Youth Monitoring	Closed
PY12-13 Fiscal Monitoring	Open pending acceptance of EDD Audit closure recommendation
PY12-13 Program Monitoring	*Resolution accepted pending on-site verification
PY13-14 Fiscal Monitoring	CAT – WIB Membership not compliant
PY13-14 Program Monitoring	CAT – WIB Membership not compliant
PY14-15 Fiscal Monitoring	Completed April 27 – May 1

2. Fiscal Management/Annual Audit

No change from May report.

The MLJT Board of Directors selected Morse, Wittwer, Sampson LLP as the auditor for the 2013-14 annual audit. The on-site portion of the annual audit was scheduled and completed on March 23th. The audit resulted in in no reported deficiencies or material weaknesses. The auditors did make two recommendations. One related to the addition of an internal control to review and approve journal entries into the

accounting system prior to their input, and another regarding approval of the audit prior to its submission by March 30. The audit was reviewed with and accepted by the Mother Lode Job Training Board of Directors at their April meeting. Staff has implemented the recommended internal control related to the review and approval of journal entries, and is in discussion with the Mother Lode Board of Directors to accommodate the scheduling and review of next year's audit prior to its submittal. With ML BOD approval staff has signed a letter of agreement with the same firm for next year's audit and is working to schedule this audit in a way to accommodate its completion prior to the regularly scheduled January ML BOD meeting.

3. Human Resources/Personnel

Staffing changes are included in the budget revision.

A number of changes to personnel are planned since the last report in May 2015. These actions are stop-gap measures to provide for continuity of staffing and services in each office and the implementation of WIOA services while the MLBOD is addressing organizational changes required by WIOA. These changes are included in the proposed PY2015-16 Budget Adjustment, revision 1.

Amador Career Center:	Hiring Human Services Professional	.90 FTE
	Hiring Business Services Professional	.45 FTE
	Assigned One-Stop Manger to ACC/CCC	.50 FTE

There is currently a vacant Resource Specialist in the Amador Career Center, a Career Counselor II and a One-Stop Manager. The Resource Specialist position is being renamed to Human Services Professional to promote an emphasis on the Human Services skills needed to assist job seekers with identifying and meeting career, job and skills development goals. A .45 FTE Business Services Professional is being added to the office to better promote and serve business. The existing Career Counselor II is able to supervise staff, and the One-Stop Manager will now work full-time 1.0 FTE and will split time between the Amador and Calaveras Career Centers, 50 percent time in each.

Calaveras Career Center:	Hiring Business Services Professional	.45 FTE
	Assigned One-Stop Manger to CCC/ACC	.50 FTE

Calaveras: There is currently a Resource Specialist in the Calaveras Career Center, a Career Counselor I and a vacant One-Stop Manager position. The Resource Specialist position is being renamed to Human Services Professional to promote an emphasis on the Human Services skills needed to assist job seekers with identifying and meeting career, job and skills development goals. A .45 FTE Business Services Professional is being added to the office to better promote and serve business. The existing Career Counselor I will continue to provide services and build skills supporting professional advancement. The vacant One-Stop Manager position will be filled .50 FTE by the existing Amador One-Stop Manager who will now work full-time 1.0 FTE and will split time between the Amador and Calaveras Career Centers, 50 percent time in each.

Tuolumne Career Center:	Hiring Human Services Professional	.90 FTE
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Hiring Business Services Professional	.90 FTE
Hiring Career Counselor (CCI)	.90 FTE
Assigned One-Stop Manager to TCC/MCC	.50 FTE

Tuolumne: There is currently a vacant Resource Specialist position in the Tuolumne Career Center, two Career Counselor I positions (one is interim), and a One-Stop Manager position. The Resource Specialist position is being renamed to Human Services Professional to promote an emphasis on the Human Services skills needed to assist job seekers with identifying and meeting career, job and skills development goals. A .90 FTE Business Services Professional is being added to the office to better promote and serve business. The existing Career Counselor I positions will continue to provide services and build skills supporting professional advancement. The One-Stop Manager will now work full-time 1.0 FTE and will split time between the Tuolumne and Mariposa Career Centers, 50 percent time in each.

Mariposa Career Center:

Hiring Human Services Professional	.45 FTE
Hiring Business Services Professional	.90 FTE
Promoted existing CCI to CCII	.90 FTE
Assigned One-Stop Manger to MCC	.50 FTE

Mariposa: There is currently a Resource Specialist in the Mariposa Career Center, a Career Counselor I and a vacant One-Stop Manager position. The Resource Specialist position is being renamed to Human Services Professional to promote an emphasis on the Human Services skills needed to assist job seekers with identifying and meeting career, job and skills development goals. A .90 FTE Business Services Professional is being added to the office to better promote and serve business. The Career Counselor I will be promoted to Career Counselor II to provide supervision to staff in the absence of the One-Stop Manager. The vacant One-Stop Manager position will be filled .50 FTE by the existing Tuolumne One-Stop Manager who will now work full-time 1.0 FTE and will split time between the Tuolumne and Mariposa Career Centers, 50 percent time in each.

4. Leases and location for Mother Lode Job Training Career Centers

No change from the November 2014 report.

Calaveras County: Following an extensive search staff has opted to remain at the existing location under a month to month lease arrangement.

Location	Suitability	Sq Ft	Cost/Sq Ft	Monthly	Annual
700 Mountain Ranch Road, Ste A San Andreas CA 95249	75	3,000	\$ 1.20	\$ 3,613	\$43,344
The existing location contains sufficient space for our needs and allows for the co-location of partners. Staff is continuing to explore other possibilities. The lease at the current location is month to month.					

5. Grant Opportunities

JD NEG: This grant is underway and will provide \$86,262 to assist twenty-one dislocated workers with a focus on the long-term unemployed and the establishment of training and work based learning opportunities to assist these workers with re-entry into employment. We expended \$41,170 last year and carried forward \$45,092. Additional funds may be available from the partners of the Central California Workforce Collaborative and we've asked for an additional \$50,000 to \$75,000. Funds must be spent by June 30, 2016.

Mariposa Cal-WORKS: In late June 2015, Mother Lode Job Training was invited by the staff of the Mariposa Department of Human Resources (DHS) to discuss the possibility of a \$154,783 contract to provide work readiness, skills training and work experience services to implement Cal-WORKS expanded subsidized employment services. MLJT and DHS staffs are working to finalize a contract.

Calaveras Cal-WORKS: No change from the November 2014 report.
 In November 2014, Mother Lode Job Training was invited by the staff of the Calaveras Works and Human Services Department (CWHSD) to discuss the possibility of a contract to provide work readiness, skills training and work experience services to implement Cal-WORKS expanded subsidized employment services. This contract is currently on hold as CWHSD opted to launch an independent subsidized employment program.

Sector Driven National Emergency Grant: In May 2015 MLJT responded to a solicitation by EDD to be a part of a Sector Driven National Emergency Grant application being prepared by the state. The grant is for \$7 million and MLJT is asking for \$500,000. MLJT was not awarded funds.

SP NEG FUNDING BREAK DOWN TOTAL AWARD: \$7.00 million
 LESS STATE SHARE \$350K (\$200K for EDD/\$150K for CWIB)
 AVAILABLE FOR PROJECT OPERATORS: \$6.65 MILLION

<p><u>North State Region \$1M</u> ○ *NoRTEC \$1M (Requested \$1M)</p>	<p><u>Silicon Valley Region \$1M:</u> ○ *Work2future \$1M (Requested \$1M)</p>
<p><u>Capitol/Sacto Region \$1.65M:</u> ○ *SETA \$1M (Requested \$863K) ○ NCCC \$300k (Requested \$300k) ○ Golden Sierra \$350K (Requested \$350K)</p>	<p><u>LA Region \$2M:</u> ○ *LA City \$1.2M (Requested \$1M) ○ Pacific Gateway \$800K (Requested \$800k)</p>
<p><u>San Diego/Imperial Region \$1M</u> ○ *SDWP \$1M (Requested \$1M)</p>	<p>* - \$500k reserved for Regional Planning Activities as these 5 WIBs will be responsible for coordinating with ALL the WIBs in the region in regards to WIOA regional planning.</p>

6. Lay-off Aversion Services

No change from May 2015 report.

The Workforce Investment Board and Mother Lode Board of Directors approved an agreement with the Stanislaus Alliance and our regional Small Business Development Corporation (SBDC) representative (serving Mariposa, Tuolumne, Merced and Stanislaus) to provide services to business deemed by the business owner and staff to be at-risk of layoff or closure. Businesses are identified through a network of business owners, bankers and accountants. Once identified, an initial contact is made supporting a conversation and a formal assessment for those businesses that appear to be at-risk and that are interested in services. The assessment is evaluated and consulting services are offered, as appropriate, in the following three areas:

- Fiscal Management;
- Operations Management;
- Strategic Planning; and
- Marketing.

In addition to these services, Mother Lode Job Training is prepared to offer recruitment services, on-the-job training, work experience, and incumbent worker training services to employees of these businesses as appropriate to their individual needs.

These services are funded through \$64,000 in state awarded lay-off aversion funds based on the standard formula for dislocated worker funding. Next year the funds will be awarded on the same basis. In future years, the formula for award is likely to be based on the proportion of jobs saved in our local area against all jobs saved across the entire state. By pursuing this partnership we help to position ourselves to be able to report jobs saved and to maximize our award of these funds.

7. Strategic Plan Progress Report - Summary of Action to Date

1. Created a five year strategic plan which was accepted by CWIB and EDD.
2. Re-focused MLWIB meeting agendas to focus on strategic goals.
3. Completed labor market study in partnership with the Central California Workforce Collaborative and discussed study with MLWIB and partners.
4. Established outreach and marketing plan promoting Career Center services for employers and job seekers connecting customers with services.
5. Launched MLWIB Scholarship in September 2013.
6. Expanded On-the-Job training and business services in the 2013 service plan.
7. Established annual program goals and metrics for service levels and budgets.
8. Re-formed MLWIB Youth Council in preparation for providing for input on youth programs, contractor procurement and program improvement.
9. Adopted incumbent worker training program policy by Mother Lode Board of Directors and the Workforce Investment Board, and launched program.
10. Re-launched MLWIB website at www.MLWIB.com.

11. Created and launched workshops for job seekers providing instruction and coaching to maximize individual competitive advantage with use of on-line application systems and navigation of employer recruitment and screening processes.
12. Scheduled presentations by public sector MLWIB members to provide an overview of their programs, services and performance fostering partnership and service coordination.
13. Co-located Amador Career Center with Amador Community College Foundation Learning Center in Amador Health & Human Services Building.
14. Published public information announcements in local papers and electronic media focusing on Mother Lode Job Training job seeker and employer services.
15. Upgraded Sage/MIP accounting software to most recent version, and upgraded the Geo VOS Virtual One-Stop System from version 12 to version 14 and began integration of the system with CalJOBS in February.
16. Initiated partnership with Tuolumne Economic Development Authority and Central Sierra Economic Development District to market employer services.
17. Partnered with Tuolumne County Education Services and Columbia Community College, and Mariposa County Schools on Career Pathways grant applications.
18. Partnering with the Central California Workforce Collaborative on a regional grant application for an Agricultural Manufacturing cluster grant under the Governor's Slingshot economic development concept.
19. Letters of Support were provided to partners supporting a number of grant applications potentially funding regional sector and Career Pathways initiatives and services to targeted populations.
20. Moved the Tuolumne Career Center and Mother Lode Job Training Administrative Offices to a new more cost effective location.
21. Partnered with CWIB, CCWC and San Bernardino City and County in the application and award of a \$6.175 million National Emergency Grant targeting services for dislocated works with a focus on the long-term unemployed.
22. Recruited new private sector membership of the WIB to represent significant industry sectors and opportunities.
23. Opened discussions with Mariposa and Calaveras county Cal-WORKS programs regarding the delivery of expanded unsubsidized work services.
24. Reviewed and provided feedback to the Yosemite Community College District regarding the regional AB86 plan for Adult Education Services.
25. Accepted Board seat on The Business Alliance of Tuolumne County to assist in the alignment and leveraging of workforce and economic development activity.
26. Established an agreement with K. Clark, SBDC, and the Stanislaus Alliance for Employer Assistance Services providing for business outreach, early intervention and layoff aversion services and activities. Currently working to address procurement requirements prior to rolling out services.
27. Connected with the Calaveras EDC and co-located EDC staff in the Calaveras Career Center. Working with EDC staff to establish Employer Assistance Services for the county using a model similar to the SBDC in Mariposa and

Tuolumne counties.

28. Connected with B. Hillman and reviewed the work and plans of Health Lit Now supporting the roll-out of Health Awareness & Nutrition Training, Awareness of Careers in Healthcare, and the establishment of short-term in-demand priority training for healthcare professionals. Established that this work seems to be in alignment with the ML WIB strategic plan, and invited Mr. Hillman to present to the ML WIB in support for the development of a potential partnership.
29. Continued work with staff supporting the implementation of WIOA.
30. Met with Superintendent of Schools for Don Pedro High School in Groveland and staff from Evergreen Lodge and the new Rush Creek Lodge, President and Interim CTE Dean of Columbia College, Tuolumne County Economic Development and others to discuss putting together a partnership to create a pipeline of workers for the Yosemite corridor hospitality businesses.
31. Met with staff from Black Oak Casino and Evergreen Lodge to plan a recruitment and career fair for March 2016 that will possibly include customer service training and hospitality service certification provided by Columbia or Merced college.

MOTHER LODE WORKFORCE INVESTMENT BOARD FIVE YEAR STRATEGIC PLAN SUMMARY

Mission: *“Be a leader in the development of a quality workforce that meets the needs of the business community.”*

Vision: *“Through partnerships create a thriving Business Community with quality jobs, skills, wages and lifelong learning.”*

In support of the mission and vision Mother Lode Workforce Investment Board (MLWIB) is pursuing local and regional strategies focused on nurturing, supporting and assisting partners and providers in the development of high quality and responsive education, training, social and employment services, and braiding and leveraging services to support effective, efficient and economical service delivery meeting the needs of the business community. The pursuit of this vision include a commitment to investments supporting on-going skills attainment, job readiness and sustainable connections to work and career pathways leading to self-sufficiency, family wages and financial independence while addressing regional growth industry sectors and clusters, and replacement employment needs and opportunities. The strategies chosen are mitigated by resource realities and draw upon lessons learned during the past thirteen years under the Workforce Investment Act and previous experience under the Job Training Partnership Act, the considerable expertise and experience of our labor, public and private sector partner networks, and from best practice and promising innovation produced across the region, state and nation through the pursuit of service coordination, partnership, integration and excellence.

Industry Sectors

The MLWIB has identified the following industry sectors as the primary targets for partnership development supporting business growth and employment opportunities:

- Health Care and Social Assistance, including senior services;

-
- Leisure and Hospitality, including casinos and tourism;
 - Professional and Business Services, including high tech;
 - Retail Trade; and,
 - Agriculture and Forestry, including production, manufacturing, transportation and extraction.

These sectors were chosen after a review by MLWIB of available labor market information and consultation with the community college, local economic development organizations and chambers of commerce, and local elected officials. Consideration was given to the characteristics each sector, including size and growth, investments in the local economy by businesses and organizations, perceptions regarding existing and potential synergistic businesses and organizations in complimentary clusters, and area demographics. The MLWIB One-Stop Operator (Mother Lode Job Training) regularly considers labor market and other data in directing its strategic and tactical efforts.

Strategies

The MLWIB established strategies and goals supporting the attainment of basic literacy and computer skills and education and industry recognized certification, credentials and diplomas supporting the connection of emerging, transitioning and re-entry workers to employment in occupations connected to career pathways providing for or leading to self-sufficiency, and providing business and employers with a ready, available and skilled workforce. The MLWIB recognizes that skills development is a life-long endeavor and that accomplishing the changes necessary to support this shift in culture are systemic. To this end, MLWIB established training set-a-sides that address the requirements of SB734. Recognizing fully that this work requires broad engagement, MLWIB continues to develop and maintain a network of community, local, regional and state level partnerships. These relationships are purposefully maintained in the spirit of collaboration and mutual benefit, through the need to be better informed, in the hope of sharing and learning about promising and best practice, and with the desire to better leverage and braid resources to the benefit of our partners, communities, businesses and workers.

The following strategies articulate and capture the essence of this work:

1. Identify workforce issues in the local community and strategies to address them.
2. Conduct oversight of One-Stop system and Workforce Investment Act.
3. Develop and maintain strong working relationships that will facilitate coordinating workforce and economic development strategies.
4. Establish MLWIB as a forum for business owners to bring forth workforce issues.
5. Develop and maintain a performance oriented culture for MLWIB.

Detail Status Report

In support of its mission and vision, the MLWIB has established the following strategic goals and action plan fostering the advancement of the local workforce system.

STRATEGY #1	Identify workforce issues in the local community and develop strategies to address them.	
GOAL	DESCRIPTION	STATUS
Focus Workforce Investment Board on identification and resolution of workforce issues.	Establish strategic plan	The five year plan accepted by CWIB, compliance review by EDD pending.
	E.D. appointed to the Tuolumne Business Alliance providing to better connect with Business and Economic Development.	January 2015.
	WIB agendas and committee meetings are focused on strategic goals.	On-going.
	Recruit representatives of high priority industry sector employers and businesses for Workforce Investment Board membership.	On-going. The WIB is recruiting for four Business Representatives.
Use Labor Market Information to inform investments.	Partner with the Central California Workforce Collaborative and Central Region Community Colleges to complete a regional labor market study.	On-going. In partnership with CCWC a labor market study was contracted for and completed by ADE and presented to MLWIB.
	Partner with Columbia College and the local chambers of commerce and economic development authorities to survey local business needs.	Columbia College released survey of business needs, survey results have been requested. Central Region Community Colleges shared survey results, small business focus.
	Provide input to EDD supporting development of LMI tools.	Participated in quarterly EDD LMI Advisory Group, upcoming Meeting Dates: April 24, July 24 & October 23, 2014.
	Revise strategic plan to better consider labor market information.	On-going.
	Collaborate with Columbia College and the Central Region Community Colleges to better understand and connect employer skill needs with available training.	On-going. In partnership with CCWC we are participating in the analysis of the workforce and training needs of employers in the Agriculture Manufacturing Cluster.
STRATEGY #2	Conduct oversight of One-Stop system and Workforce Investment Act.	
GOAL	DESCRIPTION	STATUS
Ensure a service balance between job seekers and employers by	Re-introduce on-the-job training as a primary business service and training and placement strategy supporting business and job seeker success.	On-going. 14 OJT written in 2013-14 and 8 to date in 2014-15. Received JD NEG supporting work-based learning.

STRATEGY #2	Conduct oversight of One-Stop system and Workforce Investment Act.	
GOAL	DESCRIPTION	STATUS
developing and fostering employer and business services relationships.	Establish business outreach and on-the-job training development as a primary accountability of One-Stop Managers and staff.	On-going. Establish metrics and regular monthly reporting in 2013.
	Partner with Columbia College to deliver customized for employers.	Outreach and marketing is underway.
	Introduce workforce skills development training for incumbent workers.	Policy approved by MLBOD in January 2014, MLWIB consideration February 2014.
	Establish a Business Services Committee and plan in compliance with UI Code Section 14200(c)(9)(C).	Completed as part of the adoption of the Strategic Plan. The committee has not yet met.
Provide for oversight of the One-Stop system and Workforce Investment Act.	Request that each Public One-Stop Partner provide a brief over-view of their program, service populations and performance, and establish quarterly or annual reporting to the Workforce Investment Board.	The first presentation was scheduled for the February 2014 MLWIB meeting.
	Establish One-Stop certification standards and process and review Job Connection One-Stop centers against standards.	Not yet begun, awaiting CWIB and EDD guidance.
	Assure an active Youth Advisory Council.	On-going. Youth Council appointed and meets quarterly.
	Approve annual WIA service plan of the WIA provider and One-Stop Operator.	On-going. WIB and BOD approved annual plans for 2013 and 2014.
	Review quarterly service level, customer satisfaction and expenditure performance of One-Stop provider, and annual WIA performance metrics.	On-going. Performance data is presented quarterly at each meeting, WIA metrics are available and presented annually.

STRATEGY #3	Develop and maintain strong working relationships that will facilitate coordinating workforce and economic development strategies.	
GOAL	DESCRIPTION	STATUS
Work collaborative with economic development agencies and business alliances in each county.	Identify significant economic development and business alliances, i.e., Economic Development Agencies, Chambers of Commerce, Business Service Clubs and Associations, etc.	On-going. Partnership with CCWC and Central Region Community Colleges is established. Building closer relationships with local programs and economic development.
	Identify hot-topics for each group and staff with WIB for prioritization and	March 2014 and on-going.

STRATEGY #3	Develop and maintain strong working relationships that will facilitate coordinating workforce and economic development strategies.	
GOAL	DESCRIPTION	STATUS
	engagement.	
	Share labor market and program service information and related to services for business and job seekers.	On-going. Program service information presented quarterly.
	Engage like and similar business in joint discussion and articulation of workforce and skills needs and barriers.	On-going, includes employer engagement in recruitment, WEX and on-the-job training services.
	Establish regional partnerships supporting collaborative work, i.e. Central California Workforce Collaborative (CCWC), Central Region Community Colleges (C6), etc.	On-going. Co-located Amador Career Center with Amador Community College Foundation Learning Center. Initiated partnership with Tuolumne Economic Development Authority and Central Sierra Economic Development District to market employer services.

STRATEGY #4	Establish WIB as a principal forum for businesses and employers to bring forth workforce issues.	
GOAL	DESCRIPTION	STATUS
Increase visibility of and accessibility to the WIB.	Assure that economic development, business alliances, businesses, partners, and emerging and transitional workers know about the mission, vision and services of the MLWIB.	On-going. Established marketing and public outreach plan, published articles in local papers and electronic media. Launched MLWIB web-site at www.MLWIB.com
	Re-establish and assure the availability of on-the-job and customized training, and business services.	On-going. Established goals as part of PY13/14 service level planning and budgeting process. See the service level and expenditure performance report for progress toward goals.
	Establish a Business Services Committee and plan in compliance with UI Code Section 14200(c)(9)(C).	Completed as part of the adoption of the Strategic Plan. The committee has not yet met.
	Establish a WIB Scholarship program as a means to increase the visibility of the WIB, assist business by assuring a skilled workforce, and to carry the message regarding the importance of skills development.	Scholarship was launched in September 2013. Supplemented this with Workforce Skills Development services for incumbent workers in February 2014.

STRATEGY #5	Develop and maintain a performance oriented culture for the Workforce Investment Board.	
GOAL	DESCRIPTION	STATUS
Be data driven.	Invest in systems providing critical data to inform decision making.	On-going. Upgraded Sage/MIP accounting software to most recent version. Upgraded from version 12 to version 15 of the Geo VOS Virtual One-Stop System, integrated with CalJOBS in February. Engaging in discussion and training to maximize the use of the system by staff, employers and job seekers.
	Use Labor Market Information, performance and expenditure information and other data sources to inform investment decisions.	On-going. Contracted in Partnership with CCWC for two economic studies of the regional labor market.
Establish accountability.	Establish a strategic plan.	Completed May 2013 updates are on-going.
	Establish an annual budget.	Completed May 2013 updates are on-going
	Establish annual service and performance plans.	Completed August 2013 updates are on-going
	Establish policy guidance for process, procedure and investments.	On-going. See WIB Scholarship Policy and Participant Support Policy.
Inspire leadership and engagement.	Promote the engagement of staff and Board members in support of the continual improvement of the One-Stop and workforce system.	On-going.

Staff Contact: Jeff Dickason (209)533-3396

A3: Acceptance of PY2014 Expenditure & Performance
PY2014 SERVICE LEVELS, EXPENDITURE & PERFORMANCE



Better Skills – Better Jobs – Better Economy

SERVICE LEVEL & EXPENDITURE REPORT
for Program Year 2014-15

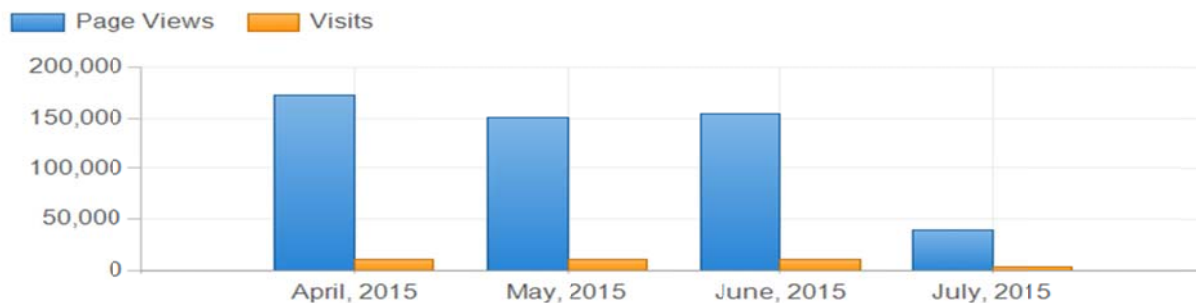
SERVICE LEVELS

Performance against service level goals for the program year, period July 1, 2014 to June 30, 2015 is as follows:

CUSTOMER TRAFFIC Career Center	PY12/13		PY13/14		PY14/15 (for Period: July 1 to June 30)				
	Unique Customers	Total Visits	Unique Customers	Total Visits	Unique Customers	Total Visits	Return Rate	Ave. Visits / Month	Ave. Visits / Day
Amador	981	2,933	705	1,875	531	1,4195	2.7	118	8
Calaveras	760	2,371	578	1,919	452	1,410	3.1	118	8
Mariposa	609	2,156	553	1,802	490	1,948	4.0	162	11
Tuolumne	2,464	6,622	1,582	4,643	1,382	4,198	1.1	350	24
Total	4,814	14,082	3,418	10,239	2,855	8,975	3.1	748	50
Prior Year					3,418	10,239	3.0	853	58

Between July 1, 2014 and June 30, 2015 the unique unduplicated customer count was 2,855. Total customer visits were 8,975. This is an average customer return rate of 3.1 visits per customer, and breaks down into 748 customer visits each month or 50 customers each business day. In comparison, for the same time period last year the total unique customer visits was 3,418 with an average return rate of 3.0 visits per customer which produced a total of 10,239 customer visits.

Usage of the virtual One-Stop web-based labor exchange and labor market information tool continues to be substantial. A close look at the data shows that about one third of the traffic is likely related to local job search activity and that the balance are hits on the site from out of our region or out-of-state or country.



Date	Page Views	Visits	Hits	Bandwidth
April, 2015	173,239	10,379	732,607	17,353.8 MB
May, 2015	151,185	10,419	607,437	15,095.5 MB
June, 2015	154,432	10,615	608,438	15,965.4 MB
July, 2015	38,662	3,284	178,788	4,617.7 MB
Total	517,518	34,697	2,127,270	53,032.4 MB

On July 6 MLJT began the transition to the state’s CalJOBS system by initiating direct staff data entry into that system while maintaining our local system to provide the ability to track local visits to the One-Stops and maintain access to our client records and history. At this point in the transition we are still waiting for state staff and the contractor, Geographic Solutions Inc., to update system reports to work with the new WIOA database configuration.

It is of note that traffic in the Tuolumne Career Center includes three separate on-site multi-day recruitments supporting the opening of Panda Express, Dollar General and the 99 Cent Stores in Sonora. The Amador Career Center does regular recruitments for McDonalds and the Mariposa Center is currently assisting Delaware North with its annual recruitment.

WIA ENROLLMENTS

SERVICE LEVELS (counts may not be unique)	ACTUAL PY12/13	ACTUAL PY13/14	GOAL PY14/15	ESTIMATE (6/30/15)	PERCENT GOAL
Adult	123	173	140	137	98%
- Training	38	70	50	50	100%
Dislocated Worker	164	132	139	88	63%
- Training	75	72	47	47	100%
JD NEG	-	-	12	18	150%
- Training / Work-Based	-	-	4	5	125%
Youth	49	63	70	69	99%
- In-School	34	40	38	39	103%
- Out-of-School	15	23	32	30	94%

As part of the annual planning and budgeting process Mother Lode Job Training in consultation with Mother Lode Workforce Investment Board and Board of Directors establishes service level targets. These are reflected in the table, above. Please note that the modifications to the MIS to prepare it for WIOA impacted the system reports. As a consequence the actual enrollment numbers were gathered using hand-counts and not using standard reporting methods. We will re-run standard reports for PY2014-15 as soon as they become available.

Participants carried in from the previous year included 49 Adults, 37 Dislocated Workers and 25 Youth. With the addition of new enrollments, a total of 137 participants are currently enrolled into the Adult program, 88 participants into the Dislocated Worker program and 69 participants enrolled into the Youth program.

Our outreach efforts helped and Dislocated Worker enrollments picked up a bit this last quarter. However, we’re still below planned levels of enrollments. Mother Lode Job Training is continuing to expand marketing and outreach efforts targeting both recent and long-term dislocated workers.

TRAINING ENGAGEMENT

Center	PY13/14	PY14-15	Actual	(%) Plan
Amador	20	22	11	50%
Calaveras	23	27	37	137%
Mariposa	14	15	11	73%
Tuolumne	49	38	50	132%
Total	106	102	109	107%

For PY2014-15 the primary staff priority was to load available training slots and achieve scholarship award and expenditure goals related to training engagement. This program year the budget for the MLWIB Scholarship

program is \$337,469. Based on available training resources for the Adult, Dislocated Worker

and JD NEG programs, a goal of 102 training slots was established. Included within total are funds for on-the-job training (OJT). Between July and the end of June, 78 new scholarships were awarded and 31 scholarships were continued from the previous year including 8 On-the-Job Training contracts. In total, 101 Scholarships and 8 OJT were funded for a total of \$352,975 which is 105% of budget and 107% of the training enrollment goals.

The list of Scholarship funded trainings paid for in PY2014-15 includes (July to June):

Field of Study	Paid	Obligated	Total	ACC	CCC	MCC	TCC	Total
Accounting / Bookkeeping	9,728	867	10,595	1	2	0	2	5
Admin. Medical Specialist	11,335	-	11,335	1	1	2	0	4
Admin. Assistant Software Skills)	-	8,775	8,775	1	0	0	0	1
Alcohol & Drug Counseling	2,265	-	2,265	1	0	0	0	1
Computer Science	2,091		2,091	0	0	1	1	2
Cosmetology	410	1,275	1,685	0	0	0	2	2
Digital Graphics	507	167	674	0	0	0	2	2
Electrician	205		205	0	1	0	0	1
Forest Conservation Worker (OJT)	1,750		1,750	0	3	0	0	3
Forestry	-	27	27	0	0	0	1	1
Forklift License	450	450	900	0	4	0	0	4
General Study	4,148	2,495	6,643	0	5	0	11	16
Heavy Equipment Operator	9,740		9,740	0	0	0	1	1
Housing Resource Program Assistant (OJT)	1,882		1,882	0	0	0	1	1
Industrial Production Manager (OJT)	8,404	436	8,840	0	0	0	1	1
Information Technology	13,035		13,035	1	0	0	1	2
Machine Operators (OJT)	6,893		6,893	0	0	0	1	1
Machinist (OJT)	3,798	1,402	5,200	0	0	0	1	1
Massage Therapist	10,923	-	10,923	0	2	0	0	2
Mechanical Designer (OJT)	5,981		5,981	0	0	0	1	1
Medical Assistant	6,225	9,746	15,971	1	2	1	2	6
Nurse (LVN)	2,720		2,720	0	1	0	0	1
Office Technology	468	263	730	0	0	0	2	2
Phlebotomy	2,860	1,050	3,910	0	0	0	2	2
POST Academy (Law Enforcement)	77	2,801	2,878	0	0	0	1	1
Service Advisor (OJT)	5,849	521	6,370	0	0	0	1	1
Truck Driver	126,399	30,020	156,420	2	12	5	15	34
Wastewater Treatment	912	912	1,824	0	1	0	0	1
Welding	42,414	500	42,914	3	2	2	0	7
Wind Turbine	9,800		9,800	0	1	0	0	1
TOTALS	291,269	61,706	352,975	11	37	11	50	109

WORK-BASED LEARNING

FUNDING	ACC	CCC	MCC	TCC	TOTAL
WIA Youth	2	1	1	1	5
WIA Adult				3	3
WIA DW					
JD NEG	1	1		3	5
Tuolumne Cal-Works				5	5
US Forest Service				4	4
TOTAL	3	2	1	16	22

In addition to academic and vocational training, Mother Lode Job Training also works with employers to develop work-based learning opportunities supporting the development of job and work readiness skills of participants placed into these positions. Work experience is funded using WIA, JD NEG or Tuolumne

Cal-Works contract funds, depending on the eligibilities of the participant. In general each opportunity is 30 to 36 hours per week for ten to thirteen weeks, depending on the needs of the employer and the participant. Every effort is made to transition the participant into full-time work with the host employer or to place the participant into unsubsidized work following the work-based learning experience. This work has resulted in 5 work experience, three vocational training opportunities, and one placement for Tuolumne Cal-WORKS participants, and 5 JD NEG work experience positions, along with 5 WIA Youth and 4 US Forest Service/Summer of Success youth work experiences.

EMPLOYER SERVICES

PY14-15 (Jul-Mar)	Employers Contacted	Employers Added to VOS	Jobs Posted to VOS	OJT
Amador	116	28	122	0
Calaveras	139	37	111	0
Mariposa	83	16	52	0
Tuolumne	249	42	358	7
PY14-15 Total	587	123	643	7
PY13-14 Total	482	138	381	14

The second priority focus for staff was outreach and services for employers. Metrics were created in 2013 to measure staff engagement in this work. The metrics include the number of employers contacted and offered services, the number of new employers added to the Geo VOS (Virtual One-Stop) labor

exchange system, the number of new jobs posted to Geo VOS, and the number of On-the-Job Training contracts written with employers. For PY2014-15, through the end of June 587 employer contacts were made, 123 new employers were added to VOS labor exchange system, 643 jobs were posted, and 7 OJT contracts are active. To date, no incumbent worker training contracts have been funded.

Staff have provided support for recruitments for a number of businesses including Ampine - Sierra Pacific, Specialty Granules, McDonalds and KAS Landscaping Services, Black Oak Casino and Resort, Christopher's Restaurant, Groveland Hotel, Columbia Hotel, the new Panda Express, Dollar General, the 99 Cent Stores in Sonora, and the annual Dodge Ridge and Delaware North recruitments.

EXPENDITURE (July 1, 2014 to June 30, 2015)

MOTHER LODGE JOB WIA EXPENDITURE	ACTUAL PY12/13	ACTUAL PY13/14	BUDGET PY14/15	ACTUAL 6/30/15	PERCENT BUDGET
Adult Program	480,490	494,923	534,785	524,053	98%
Dislocated Worker Program	547,127	618,649	489,088	505,601	103%
Rapid Response	327,439	398,316	309,844	309,697	100%
DWAA (Gov Discretionary)	385,152	-	-	-	-
JD NEG – PY14-15	0	0	64,697	41,170	64%
NEG - PY11-12	26,349	-	-	-	-
Youth Program	413,595	517,759	454,433	397,498	87%
- In-School Youth	218,418	278,176	227,217	191,578	84%
- Out-of-School Youth	195,177	239,583	227,216	205,920	91%
Cal-WORKS Mariposa	26,020	26,345	30,000	26,255	88%
Cal-WORKS Tuolumne	17,327	97,932	100,000	71,028	71%
HHS Amador		1,824	-	-	-
CMCAA Calaveras	50,624	-	-	-	-
CDBG Calaveras	137,956	26,515	113,020	100,000	88%
CDBG Mariposa		52,913	33,655	39,084	116%
US Forest Service	26,556	4,594	13,000	6,213	48%
TOTAL	2,562,156	2,239,770	2,142,521	1,781,170	83%

At this point the expenditure of all funds combined is below the June 2015 pro-rated budget target of 100%. Expenditure are preliminary to final close-out and will change with final adjustments between grants.

SPECIAL GRANTS and CONTRACTS

Highlights include:

- JD NEG with 18 on-board, is on track toward accomplishing the project goal of twenty-one enrollments. Four individuals are participating in work based learning (work experience) opportunities, three are in occupational skills training, and the balance are in job search. The project will complete at the end of the next program year, June 30, 2016.
- CDBG for Mariposa has met service level and expenditure goals and will closeout before the end of the program year.
- The CDBG for Calaveras has served eighteen individuals including two veterans and seven female head of household. Services have resulted in four participants entering training and fourteen entering unsubsidized employment. This activity is a below contract goals while expenditure performance is on pace. Staff is working to improve activity performance and has time to accomplish this prior to project close out in the spring of next year.
- Mariposa Cal-WORKS referrals have been low as county Human Services staff have worked through a re-organization however MLJT staff continue to complete assessments under the service contract.
- Tuolumne Cal-WORKS contract results are on track with contract goals with four participants placed into work experience or on-the-job training, three into vocational training, and one into unsubsidized employment.
- Tuolumne County US Forest Service Summer of Success program is preparing to launch and will serve six youth this summer.

CUSTOMER SATISFACTION

Each quarter a random survey of customers is completed by each Career Center. The cumulative survey, below, shows a high level of satisfaction with services among the customers surveyed. Job search assistance continues to be the primary reason provided by customers coming into the Career Centers although significant numbers of customers do take advantage of other services. The primary age group served is 22 – 54, and 73% of customers returned for additional services. The overall customer satisfaction rating across all questions is 93% and 95% would recommend the service to others.

PY2014-15 (July 1, 2014 to June 30, 2015)		On a Satisfaction Scale of 10 to 1 with 10 being very satisfied.										
Customer Satisfaction - Survey Quarters 1 - 4		Satisfied <-----> Dis-satisfied									Overall	
No. of Responses:	178	10	9	8	7	6	5	4	3	2		1
How satisfied were you with services?		114	26	25	7	5	0	1	0	0	0	93%
To what extent did services meet your expectations?		93	33	30	15	6	1	0	0	0	0	91%
How well do services compare with an ideal set of services?		83	33	34	11	14	3	0	0	0	0	88%
How likely would you be to recommend services to others?		126	25	16	7	4	0	0	0	0	0	95%
Career Center was easily accessible and staff welcoming?		123	30	16	6	2	0	0	1	0	0	95%
Staff members were knowledgeable and helpful?		128	29	14	4	2	0	1	0	0	0	95%
Services needed were provided in a timely manner?		120	24	22	7	4	0	1	0	0	0	94%
OVERALL SATISFACTION: (100% Possible with all questions equally weighted)											93%	

Type of Assistance:		
Job Search	116	65%
Cal JOBS	28	16%
Resume Development	56	31%
Office Equipment Support	50	28%
Telephones	13	7%
Resource Information	42	24%
Other:	14	8%

Age:		
14-17	0	0%
18-21	12	15%
22-54	25	32%
55 & Up	8	22%
Total	78	100%
Visit:		
First	36	25%
Repeat Customer	85	73%

Staff contact: Jeff Dickason (209)533-3396 / JDickason@MLJT.Org

A4: Acceptance of Mariposa CalWORKS contract to deliver subsidized employment services

Action: Accept a \$154,783 contract from Mariposa County Human Services Department for the delivery of subsidized employment services for eligible populations.

Mariposa County Human Services Department (HSD) has extended an offer of a \$155,000 contract to provide subsidized employment services for ten or more eligible TANF welfare to work participants. Under the contract terms MLJT would be guaranteed \$6,000 as an advance to support the initial costs of employer outreach, initial worksite surveys and development, and related costs. The balance of the contract would cover costs associated with the delivery of work readiness training, placement and oversight of work experience positions, associated costs, and reimbursement for wages, employer taxes and costs of workers compensation insurance for the ten targeted work experience positions. The service level may increase above ten should Mariposa HSD opt to prescribe work experience durations that are less than the initial target average of 26 weeks.

Staff contact: Jeff Dickason (209)533-3396 / JDickason@MLJT.Org

A5: PY2015-16 Budget Update

Action: Adjust the PY2015-16 Agency Budget to accept the Mariposa CalWORKS contract to deliver subsidized employment services and other adjustments to resources and requirements.

Discussion:

The MLBOD and MLWIB adopted a preliminary budget on May 21, 2015 providing operational budget authority to MLJT.

Since that action the following changes have occurred:

RESOURCES: MLJT has received notice of the award of formula Rapid Response and Layoff Aversion funds in an amount that is \$14,516 greater than the initial projection in the adopted budget. Mariposa HSD has decided not to award a summer work experience contract to MLJT for \$35,000. We now anticipate a contract with Mariposa HSD for \$154,783 for unsubsidized employment services for TANF/Welfare-to-Work participants.

REQUIREMENTS: MLJT received notice of a change in CalPERS liability requiring an additional annual contribution from MLJT of \$57,565 or a monthly pro-rata contribution of \$5,001. In addition, staff have reviewed planned staffing levels and are recommending a number of changes as an interim step in preparation for input from a planning committee.

BALANCE: At adjusted staffing and budget levels, considering hold-back for next program year and budgeted set-a-sides for training, work experience and contracts, we have a zero balance.

At this point we won't know the final carry-in for each fund until program year 2014-15 is closed, usually in September. We are also still waiting to hear if MLJT has been awarded the JD NEG. In the meantime we are proceeding with staff recruitments for Amador, Calaveras, Mariposa and Tuolumne, and expect to have new staff on board in late August or early September.

BUDGET ADJUSTMENT REV 1

7/9/2015

1. Carry-In is estimated as are some grant and contract awards
2. 5 open positions all re-filled but not with same classifications
3. Staff are budgeted at 36 hrs/wk, OSM at 40 hrs/wk
4. All merit increases are budgeted
5. Cost of living increases for facility rents and leases are budgeted
6. All mandated set-a-sides for training and work-based-learning are budgeted

BUDGET ADJUSTMENT REV 1	Amador Career Center	Calaveras Career Center	Mariposa Career Center	Tuolumne Career Center	One-Stop Support	Operations Support (Fiscal)	Workforce Investment Board	Total
FTE	2.65	2.68	3.04	3.96	1.61	1.80	1.03	16.76
Personal Services	194,183	185,196	219,287	273,787	157,685	168,722	94,373	1,293,234
Materials & Services	48,319	78,728	43,985	76,771	27,082	37,164	22,818	334,865
Customer Services	132,254	170,569	163,298	258,563	-	-	-	724,685
Total Requirements	374,756	434,493	426,570	609,121	184,767	205,886	117,191	2,352,784
Resource Allocation	378,320	459,793	355,390	651,436	184,767	205,886	117,191	2,352,783
Resource Adjustment	(3,564)	(25,300)	71,180	(42,315)				
Resources	374,756	434,493	426,570	609,121	184,767	205,886	117,191	2,352,783
Percent Resources	15.93%	18.47%	18.13%	25.89%	7.85%	8.75%	4.98%	100.00%
Reserve	0	0	0	0	0	0	0	0

BUDGET COMPARISON	FY12-13 Budget Prior Year	FY13-14 Budget Prior Year	FY14-15 Budget Prior Year	FY15-16 Budget Approved	FY15-16 Budget Adjusted	Change	Percent Change
FTE	19.76	16.34	15.79	16.20	16.76	.56	3.4%
Personal Services	1,693,549	1,450,313	1,390,454	1,319,547	1,293,234	-26,313	-2.0%
Materials & Services	483,527	399,565	294,840	313,496	334,865	21,369	6.8%
Customer Services	482,755	521,532	516,472	564,932	724,685	159,753	28.3%
Total Requirements	2,659,831	2,371,410	2,201,766	2,197,974	2,352,784	154,809	7.0%

Budgeted Resources	2,703,489	2,371,410	2,216,305	2,197,974	2,352,783	154,809	7.0%
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*Balance (not including reserves for future years)	43,658	0	14,539	0	0	0	
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RESOURCE COMPARISON	FY2011-12	FY2012-13	FY2013-14	FY2014-15	FY2015-16	Change	Percent
Adult C/I	22,968	46,480	78,295	112,122	150,000	37,878	33.8%
Adult	462,223	418,134	440,938	422,663	407,187	(15,476)	-3.7%
Dislocated Worker C/I	21,121	103,136	131,268	71,197	125,000	53,803	75.6%
Dislocated Worker	580,282	474,592	480,235	417,891	397,647	(20,244)	-4.8%
Youth C/I	(54,092)	19,320	130,234	89,822	200,000	110,178	122.7%
Youth Formula	550,967	445,833	384,493	364,611	349,306	(15,305)	-4.2%
Rapid Response	263,364	373,748	390,906	245,844	254,130	8,286	3.4%
Lay-Off Aversion	-	-	-	64,000	70,230	6,230	9.7%
NEG	106,881	27,000	-	62,480	35,000	(27,480)	-44.0%
Veterans Grant	33,197						-
DW AA Grant / JDNEG	720,000	420,827	-	-	-	-	-
Probation Amador	8,000						-
HHS Amador	600	3,648	3,650	-	-	-	-
Cal-WORKS Mariposa	38,000	30,000	30,000	106,000	184,783	78,783	74.3%
Cal-WORKS Tuolumne		50,000	100,000	100,000	100,000	-	0.0%
CDBG Tuolumne	36,000						-
CDBG Calaveras	225,000	150,000	93,023	113,020	64,000	(49,020)	-43.4%
CDBG Mariposa	-	12,500	76,233	33,655	-	(33,655)	-100.0%
US Forest Service	11,399	20,000	32,135	13,000	15,500	2,500	19.2%
CMCAA Calaveras	29,990	50,491					-
Cal-WORKS Mariposa					-	-	-
General Fund	-	57,780	-	-	-	-	-
TOTAL RESOURCES	3,055,900	2,703,489	2,371,410	2,216,305	2,352,783	136,478	6.2%

Staff contact: Jeff Dickason (209)533-3396 / JDickason@MLJT.Org

A6: Workforce Innovation and Opportunity Act Implementation Plan and Timeline and Progress Report

Action: As necessary, action to support the implementation of WIOA.

MOTHER LODE WORKFORCE BOARD – WIOA TRANSITION PLAN

1. RECOGNIZE OPPORTUNITY

Review WIOA provisions and access state of the workforce system to identify opportunities to further engage partners and align resources and investments to better serve business, job seekers and workers, and youth.

2. BEGIN PROGRAM TRANSITION:

Immediately begin to transition WIA youth, adult, dislocated worker and other programs to comply with the requirements of the Workforce Innovation and Opportunity Act (WIOA) and with transition continuing as federal partners (USDOL, DOE, HHS) and the state of California generate, interpret and promulgate rule and guidance.

3. UPDATE GOVERNANCE:

- a. Re-establish the Workforce Investment Board in alignment with requirements of the Workforce Innovation and Opportunity Act (WIOA) by June 30, 2016.
- b. Re-organize as necessary to provide for compliant separation of roles and responsibilities between the Workforce Investment Board and the One-Stop Operator/Service Provider.

Necessary actions related to adequate separation of roles and responsibilities to be completed by June 30, 2017.

4. COMPLETE PROCUREMENT:

The Workforce Investment Board must competitively procure services, including:

- a. One-Stop Operator; and,
- b. Career Services Provider(s);

Initial procurement is to be completed by June 30, 2017, and

5. BEGIN STRATEGIC PLANNING:

A plan is due March 2017, including details regarding:

- a. Labor Market Analysis
 - i. Identification of in-demand and emerging industry, occupations, and skills needs supporting the development of training and pipelines of qualified workers;
 - ii. Specific industry and business cluster strategies to address skills needs and pipeline of qualified workers;

-
- b. Establishment of a One-Stop service delivery system;
 - i. Alignment of mandated partners and their investments (budgets), strategic plans, goals and objectives, and joint performance accountabilities to better support accomplishment of strategic goals and an integrated service delivery and workforce system, including WIOA mandated partners:
 - 1. Wagner-Peyser, UI, Trade Act, Veterans;
 - 2. Adult Education and Literacy;
 - 3. Vocational Rehabilitation;
 - 4. Economic Development; and,
 - 5. With the agreement of the Governor, TANF; and,
 - 6. Voluntary local partners.
 - ii. Establishment of Memorandum of Understanding detailing partner contributions of staff and infra-structure resources to the One-Stop service delivery and workforce system;
 - iii. Establishment of One-Stop standards of service, operations and performance, and certification criteria;
 - c. Description of services for:
 - i. Youth;
 - ii. Adults;
 - iii. Dislocated Workers;
 - iv. Rapid Response and Lay-off Aversion;
 - v. Business;
 - vi. Special populations (veterans, disabled, low basic skills/ESL)
 - d. Methods to address state high performing Workforce Investment Board certification standards.

6. OPERATIONALIZE:

Operationalize the strategic plan and implement programs and partnerships supporting service delivery, alignment of partnerships and investments, and attainment of strategic goals and objectives.

7. PLANNING MILESTONES AND TIMELINES

USDOL and EDD continue to release WIOA related guidance and this is likely to continue for the next several months. The Notice of Proposed Rule Making is scheduled to be finalized in January. Staff continues to review guidance and to update and incorporate the new requirements into our policies and processes. As we work through this, policy revisions are being drafted and will be brought to the Workforce Board for action.

CWIB and EDD leadership have provided insight into the implementation time lines that will be adopted by the state. WIOA implementation timelines are subject to change, but currently include:

ITEM	LEAD	STATUS	DUE	COMPLETE
Initial Local Area Designation	BOD	Complete	Mar 2015	Mar 2015
Final Local Area Designation	BOD		Jul 2017	
- Update Joint Powers Agreement for WIOA	BOD	In Progress	July 2017	
- Update BOD By-Laws for WIOA	BOD	In Progress	July 2017	
Regional Area Designation	BOD	Complete	Mar 2015	Mar 2015
Local Board Recertification	BOD		Mar 2017	
- BOD Identifies Membership Configuration	BOD	In Progress		
- Membership Recruitment	ALL	In Progress		
- Update WIB/LEO Agreement for WIOA	BOD	In Progress		
- Update WIB By-Laws for WIOA	WIB	In Progress		
Procure WIOA Youth Services	WIB	Complete	Jul 2015	May 2015
Procure WIOA One-Stop Operator			Jul 2017	
- Direct staff to develop RFQ/RFP	WIB	May 2015		
- Approve RFQ/RFP	WIB	Nov 2015		
- Run Procurement	TCEDA	Jan 2015		
- Evaluate Applications	WIB			
- Select Provider	WIB			
Procure WIOA Career Services Provider			Jul 2017	
- Direct staff to develop RFQ/RFP	WIB	May 2015		
- Approve RFQ/RFP	WIB	Nov 2015		
- Run Procurement	TCEDA	Jan 2015		
- Evaluate Applications	WIB			
- Select Provider	WIB			
WIOA Policy Guidance				
- Youth expenditure requirement - 75% (Budget)	WIB	Complete	May 2015	
- Youth Work-Based Learning set-a-side (Budget)	WIB	Complete	May 2015	
- Youth Program Elements (Youth Provider RFP)	WIB	Complete	May 2015	
- Youth Program Eligibility	WIB	In Progress	Nov 2015	
- Adult Eligibility	WIB	In Progress	Nov 2015	
- Adult Priority of Service	WIB	In Progress	Nov 2015	
- Adult Work-Based Learning set-a-side (Budget)	WIB	Complete	May 2015	
- DW Eligibility	WIB	In Progress	Nov 2015	
- DW Priority of Service	WIB	In Progress	Nov 2015	
- DW Work-Based Learning set-a-side (budget)	WIB	Complete	May 2015	
- Change point of WIOA program enrollment	WIB	In Progress	Sep 2015	
Re-Negotiate Performance for WIOA	WIB	CWIB		
Accounting & Fiscal Management				
- Change Chart of Accounts	MLJT	In Progress	ASAP	
- Updates to Staff time-sheets	MLJT	In Progress	Sep 2015	
- Change to 24 Pay Periods per Year	BOD	In Progress	Jan 2015	
- WIOA Closeout	MLJT	In Progress	Jul 2016	
MLJT Re-Organization for WIOA				
- Separation of WIB from Service Provider	BOD	In Progress	Jul 2017	
- Update position descriptions for WIOA	BOD	In Progress	Jul 2017	
- Update salary classifications	BOD	In Progress	Jul 2017	
- Update Personnel Policies	BOD			
Staff Training				
- Sep 14 WIOA Intake & Registration	MLJT	In Progress	Sep 2015	
- Sep 21 WIOA Assessment & Planning	MLJT	In Progress	Sep 2015	
- Sep 28 WIOA Training & Remediation	MLJT	In Progress	Sep 2015	
Local Area Plan	WIB	CWIB	Mar 2016	

WIOA IMPLEMENTATION PROGRESS REPORT

1. TRANSITION:

Staff has been reviewing WIOA (800 pages) and the Notice of Proposed Rule Making (1600 pages) draft rules released in partnership by the U.S. Department of Labor (USDOL), U.S. Department of Education (DOE), and U.S. Department of Health and Human Services (HHS). Work has begun to align services with new requirements and draft regulation. However, there are still many unanswered questions and USDOL, DOE, HHS are expected to release additional guidance in the form of policy and procedural directives coming months. The California legislature and departments of Employment Development, Education, and Rehabilitation and Social Services are also expected to weigh in with their own guidance. In the mean time staff continues to read, review, and revise. Over the coming months staff will be bring recommended policy options and revisions for WIB and Board action.

2. WIB COMPOSITION:

WIOA offers the option of re-organizing the Workforce Investment Board to reduce membership requirements and the administrative overhead associated with the current larger WIA membership requirements, or the option to grandfather in the existing Workforce Investment Board structure. At their February meeting the Mother Lode Workforce Investment Board reviewed and discussed the WIA and WIOA membership requirements. The Mother Lode Board of Directors did the same at their April and July meetings. Both Boards indicated that they highly valued the work and contributions of the existing membership. At the same time the Mother Lode Workforce Board has struggled to fully meet business representation requirements for compliance and certification.

The Workforce Opportunity and Innovation Act requires the following representatives:

- 1) 50% + Business majority and Chair;
- 2) 20% Labor/Workforce representatives;
- 3) Mandatory core One-Stop Partners partners:
 - Wagner Peyser
 - Title I Vocational Rehabilitation
 - Adult Education and Literacy
 - Higher Education
 - Government, Economic & Community Development.
- 4) A member may represent one or more required sectors.

The Membership Report in this agenda packet includes the current membership of the Mother Lode Workforce Board and a gap analysis against WIOA membership requirements. Currently we need to recruit two additional business members to fully address WIOA Local Workforce Board certification

requirements, and we have a number of business sector representatives that are not engaged. As an alternative to the current configuration, we may want to consider making some non-required public sector members ex-officio (representatives without voting rights) to reduce the number of private sector representatives necessary to have a compliant board.

In addition to membership that is complementary to our strategic goals, as a Workforce Board we also need to consider the establishment of a committee structure or adhoc committees that provide appropriate representation to inform One-Stop Operations, Youth Services, Business Services and investments supporting the creation and alignment of career pathways with education, training and employment opportunities. Committee membership can be a mix of Workforce Board members and community partners.

Mother Lode Workforce Investment Board

DRAFT - One Scenario to Get to Compliant WIOA Composition/Membership -DRAFT

Total Seated*: 17 (*Members fill multiple requirements) Have 17 / Need 0	Total Business: 10 Percent: 59% Have 11 / Need 0	Workforce : 4 Percent: 24% Have 4 / Need 0	Mandated Partners*: Meets Have 5 / Need 0
WIOA Membership Sec. 107(b)(2)	Name	Company/Organization	
Business Representation (Majority)			11
Hospitality	Rosetta Bannwarth	Banny's Restaurant and Catering	1
Hospitality/Tourism	Michelle Watkins	Black Oak Casino	2
Hospitality/Tourism	Ben Saldana	Delaware North Corporation	3
Technology/Communications	Tim Hildabrand	HSTAR, Inc.	4
Technology/Communications	Ben Hulet	Mother Lode Internet	5
Technology/Communications	Frank Leschinsky	Volcano Telephone	6
Construction/Retail Trade	Heather Farris	Lowes	7
Construction/Retail Trade	Mark Barchin	The Glass Doctor	8
Construction/Apprenticeship	*Steve Yanez	Joint Apprenticeship Training / Operating Engineers 3	9
Health/Medical	Tyler Newton	Sonora Regional Medical Center	10
Workforce Representation (20%)			4
Labor	Debra Rockwood	UNITE-HERE! Local 19	11
Labor	Bill Petrone	Service Employees International Union 1021	12
Labor	James Wood	Laborers Local 1130	13
Apprenticeship / Labor	*Steve Yanez	Joint Apprenticeship Training / Operating Engineers 3	*
One-Stop Partners - Required			2
Higher Education	*Klaus Tenbergen	Columbia College	R 14
Title II Adult Education	*Klaus Tenbergen	Columbia College	R *
Economic Development	Larry Cope	Central Sierra Economic Development District &	R 15
Title III Wagner-Peyser / TAA / UI	Cornelio Gomez	Employment Development Department	R 16
Title IV Vocational Rehabilitation	Mahalia Gotico	Vocational Rehabilitation Department	R 17
Optional Partners (If made to be ex-officio (non-voting members then no need for business seats to offset)			
CBO - HUD/CSGB	Shelly Hance	Amador-Tuolumne Community Action Agency	O
Youth	Margie Bulkin	Sonora Superintendent of Schools	O
Title I WIOA Programs	Jeff Dickason	Mother Lode Job Training	O
TANF/Welfare-to-Work	Rebecca Espino	Tuolumne County Department of Social Services	O
Title V Older Americans	Rebecca Mendibles	SER Jobs for Progress National, Inc.	O
WIA Native American Programs	Velma Whitebear	California Indian Manpower Consortium	O

3. ORGANIZATION OF MOTHER LODE JOB TRAINING

WIOA requires separation between the Workforce Board and the One-Stop Operator/Career Services Provider(s) to provide for the competitive procurement of services. The Draft Notice of Proposed Rule Making recognizes

that for smaller local workforce areas the separation necessary to provide for an arms-length procurement may be problematic and the rule allows for administrative separation between the WIB and the service provider. The state of California may adopt this view or may require additional separation. We will need to address this requirement prior to July, 2017.

To provide for appropriate separation in a timely way, a review of the organizational structure of should be included as part of the PY2016-17 budget development process.

4. PROCUREMENT:

The Workforce Investment Board must competitively procure the services of One-Stop Operator(s), Career Service and Youth Service providers.

a) Youth Services: Procurement is complete.

a) One-Stop Operator(s): The WIB will need to procure the services of one or more One-Stop Operators. This action should be completed prior to the submittal of the Strategic Plan in March 2017. The Tuolumne Economic Development Authority/Central Sierra Economic Development District has volunteered to run this procurement on behalf of the Workforce Board.

b) Career Services Provider(s): The WIB will need to procure the services of one or more One-Stop Operators. This action should be completed prior to the submittal of the Strategic Plan in March 2017. The Tuolumne Economic Development Authority/Central Sierra Economic Development District has volunteered to run this procurement on behalf of the Workforce Board.

The procurement of the One-Stop Operator and Career Services provider may be combined. At the May joint meeting with the Mother Lode Board of Directors staff was directed to to prepare a request for qualifications for the consideration of the Workforce Board. This work is underway.

5. STRATEGIC PLANNING:

Between now and March of 2017 the WIB must establish a process supporting the completion of a local and regional strategic plan. These plans may be one and the same or may require separate content. The current strategic plan was developed in 2012 and will at the very least need substantial updates to comply with the vision and requirements of WIOA.

WIOA was created to provide state and local areas the flexibility to collaborate across systems in an effort to better address the employment and skills needs of current employees, jobseekers and employers. WIOA accomplishes this by prescribing:

a) A stronger alignment of the workforce, education and economic development systems; and,

-
- b) Improving the structure and delivery in the system to assist America's workers in achieving a family-sustaining wage while providing America's employers with the skilled workers they need to compete on a global level.

The intent of WIOA and of the State of California is to encourage or require public partners to plan and invest strategically together to better support the workforce system and joint outcomes. This intent is not so very different than that of the Workforce Investment Act, and yet seventeen years later we are still working on this same goal. To accomplish this we are going to need strong leadership and commitment from members of both the WIB and Board and the leadership and engagement of each of our partners.

6. OPERATIONALIZE:

Operationalizing partnerships and programs is on-going, and this will continue through transition and strategic planning and the development of formal Memoranda of Understanding and informal agreements with each of our system partners.

Staff Contact: Jeff Dickason (209)533-3396 / JDickason@MLJT.Org

INFORMATION ITEMS:

- I1: Presentation: CalJOBS Employer Services by Employment Development Department.
- I2: 2015 Meeting Calendar



2015 Board of Directors

197 Mono Way, Suite B
 Sonora, CA 95370
 Phone: (209) 533-3396
 Fax: (209) 533-1079

MLJT Board of Directors

Monday, January 26, 2015
 Monday, April 20, 2015
 Monday, July 20, 2015
 Monday, October 19, 2015

Workforce Investment Board

Thursday, February 19, 2015
 Thursday, May 21, 2015
 Thursday, August 20, 2015
 Thursday, November 19, 2015

Youth Council

Wednesday, March 18, 2015
 Wednesday, June 17, 2015
 Wednesday, September 16, 2015
 Wednesday, December 16, 2015

January						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
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18	19	20	21	22	23	24
25	26	27	28	29	30	31

April						
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26	27	28	29	30		

July						
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October						
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February						
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May						
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24	25	26	27	28	29	30
31						

August						
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30	31					

November						
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29	30					

March						
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29	30	31				

June						
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28	29	30				

September						
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20	21	22	23	24	25	26
27	28	29	30			

December						
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

If you require reasonable accommodations in order to participate in any of these meetings please contact Leslie Hunt, 72 hours in advance, at (209) 533-3396 x:4502

CRS 711 (TTY) Auxiliary aids and services are available upon request to individuals with disabilities. EOE/ADA



2016 Board Meetings

197 Mono Way, Suite B
 Sonora, CA 95370
 Phone: (209) 533-3396
 Fax: (209) 533-1079

MLJT Board of Directors Meeting

Workforce Investment Board Meeting

January						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

July						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

October						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February						
S	M	T	W	T	F	S
	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29						

May						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

August						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

November						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

March						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

September						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

December						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

If you require reasonable accommodation in order to participate in any of these meetings please contact Vicki Long, 72 hours in advance, at **(209)588-1150**