



## MEETING AGENDA

### **Mother Lode Workforce Development Board**

Thursday, November 21, 2019 12:00 pm

**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 Job Center**  
5362 Lemee Lane  
Mariposa, CA 95338

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#### **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 August 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. Approve the Plan Year 2019-2020 Mother Lode Job Training budget
- 4.2. Approve the revised Workforce Development Board By-Laws
- 4.3. Approve the Self-Sufficiency Standard for the Mother Lode Workforce Development Area

#### **5. INFORMATION/DISCUSSION ITEMS**

- 5.1. Director Report: Dave Thoeny
  - Board membership – 4 openings (2 business and 2 labor)
- 5.2. Grant Update: Amy Torres

#### **6. NEXT MEETING(S)**

Thursday, February 20, 2020 at 12:00 pm  
Thursday, May 21, 2020 at 12:00 pm  
Thursday, August 20, 2020 at 12:00 pm  
Thursday, November 19, 2020 at 12:00 pm

#### **7. ADJOURN**



**MEETING MINUTES**

Video Conference Locations:

**Mother Lode Workforce  
Development Board**

**Amador Prosperity Center**  
1 Prosperity Court  
Sutter Creek, CA 95686

Thursday, August 15, 2019 12:00 pm

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

**MLJT Job Center**  
5362 Lemee Lane  
Mariposa, CA 95338

**1. CALL TO ORDER**

1.1. Roll call / Establish quorum

<b>Name</b>	<b>Present?</b>	<b>Absent?</b>
Bill Petrone		X
Brandon Price		X
Cathy Parker	X	
Crystal Jack		X
Debra Rockwood	X	
Frank Leschinsky	X	
Kathryn Gallino		X
Mahalia Gotico - <i>Represented by Alt. Robert Hernandez</i>	X	
Mark Luster		X
Michelle Watkins	X	
Mike Lemke		X
LaChelle Adams	X	
Scott Fiester	X	
Scott Nanik	X	
Steve Woodward		X
Tim Hildabrand (Vice Chair)	X	
Tyler Newton (Chair)		X
<b>Non-Voting Members</b>		
Rebecca Espino, Tuolumne DSS	X	
LaChelle Adams, EDD	X	
<b>Staff</b>		
Dave Thoeny	X	
Amy Torres	X	
Lisa Edwards	X	
Kelly Smith	X	
<b>Guests</b>		
Marshall Long	X	
Kristina Cukar	X	
Nati Martinez	X	

## 1.2. Introduce guests

*Introduction of guests Marshall Long from Mariposa County, Kristina Cukar from Chicken Ranch Casino and Nati Martinez from the Employment Development Department (EDD).*

**2. CONSENT CALENDAR**

## 2.1. Accept the May 16, 2019 meeting minutes

*Minutes accepted (M) R. Hernandez (S) S. Nanik ayes carried, 8 absent.*

**3. PUBLIC COMMENTS**

*None*

**4. ACTION ITEMS**

## 4.1. Approve the Self-Sufficiency Standard for the Mother Lode Workforce Development Area

*Item moved to next meeting date.*

**5. INFORMATION/DISCUSSION ITEMS**

## 5.1. Featured MLJT staff: Serena Orman-Ochs

*Serena was first hired on a year ago as a Resource Specialist and is now the Program Analyst for the agency. Her attention to detail and strategic thinking processes have made her a valuable addition to the MLJT project management team. As a Tuolumne County resident of 25 years, Serena is an actively involved member of the local community.*

## 5.2. MLJT operational restructuring: Dave Thoeny

*D. Thoeny addressed the board on this matter. He described the old operational structure of MLJT and the new structure. Dave explained how the new structure now allows for certain employees to focus strictly on project management so others can focus on clients and programs. D. Thoeny also expressed how the new structure has helped to inspire teamwork, fill in gaps and encourage new skill growth among staff.*

## 5.3. Grant update: Amy Torres

*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.*

5.4. Demo of new MLJT website: Kelly Smith

*Kelly addressed the board on this matter, expressing the importance of creating a resource that could be a useful tool for Job Seekers, Employers and Partners. She led the board through a quick tour, demonstrating 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. K. Smith also demonstrated the “Success Stories” page, which showcases video testimonials from individuals that have had success finding work through MLJT. The new site allows members of the public to request information about services directly from corresponding staff, which has allowed for more efficient communication with the community. Progress can be seen at: [www.mljt.org](http://www.mljt.org)*

**6. NEXT MEETING(S)**

Thursday, November 21, 2019 12:00 pm

**7. ADJOURN**

Budget Summary

**Mother Lode Job Training**  
**PY2019-20 BUDGET**  
 10/20/2019

**PY2019-20 BUDGET**

1. Carry-In is final for grant and contract awards
2. Three additional staff added
3. Staff increases budgeted for November
4. Storm Grant was primary Customer Service

<b>COST CENTER BUDGET</b>	<b>Amador Career Center</b>	<b>Calaveras Career Center</b>	<b>Mariposa Career Center</b>	<b>Tuolumne Career Center</b>	<b>One-Stop Support</b>	<b>Operations Support (Fiscal)</b>	<b>Workforce Investment Board</b>	<b>Total</b>
FTE	3.30	4.30	3.30	8.10	1.68	2.00	1.40	24.08
Personal Services	254,805	281,223	253,959	633,469	261,648	203,647	125,340	2,014,091
Materials & Services	58,950	47,900	43,600	107,320	82,132	65,842	124,227	529,971
Customer Services	399,402	278,865	252,991	400,664	-	-	24,067	1,355,988
<b>Total Requirements</b>	<b>713,158</b>	<b>607,988</b>	<b>550,550</b>	<b>1,141,453</b>	<b>343,780</b>	<b>269,489</b>	<b>273,634</b>	<b>3,900,050</b>
Resource Allocation	650,847	576,819	488,527	901,263	343,758	269,503	273,462	3,899,875
Resource Adjustment	55,167	31,026	51,378	196,733				
<b>Resources</b>	<b>706,014</b>	<b>607,845</b>	<b>539,906</b>	<b>1,097,996</b>	<b>343,758</b>	<b>269,503</b>	<b>273,462</b>	<b>3,899,875</b>
<b>Percent Resources (after adjustments)</b>	<b>18.10%</b>	<b>15.59%</b>	<b>13.84%</b>	<b>28.15%</b>	<b>8.81%</b>	<b>6.91%</b>	<b>7.01%</b>	<b>100.00%</b>
Reserve	9,665	(52,287)	14,633	(91,191)	(22)	14	(172)	(175)

(0)

<b>BUDGET COMPARISON</b>	<b>FY2015-16 Budget Prior Year</b>	<b>FY2016-17 Budget Adopted</b>	<b>FY2017-18 Budget Adjusted</b>	<b>FY 2018-19 Budget dget Adjusted</b>	<b>FY2019-20 Budget</b>	<b>Change from Prior Year</b>	<b>Percent Change</b>
FTE	13.9	15.79	16.08	21.01	24.08	3.07	19.1%
Personal Services	1,156,805	1,398,916	1,485,815	1,789,294	2,014,091	224,797	15.1%
Materials & Services	442,815	476,623	508,658	499,953	529,971	30,018	5.9%
Customer Services	554,980	935,122	1,941,043	1,628,003	1,355,988	(272,015)	-14.0%
<b>Total Requirements</b>	<b>2,154,600</b>	<b>2,810,661</b>	<b>3,935,516</b>	<b>3,917,250</b>	<b>3,900,050</b>	<b>(17,200)</b>	<b>-0.4%</b>
<b>Budgeted Resources</b>	<b>2,154,600</b>	<b>2,810,661</b>	<b>4,052,769</b>	<b>3,972,132</b>	<b>3,899,875</b>	<b>(72,257)</b>	<b>-1.8%</b>
<b>*Balance (not including reserves for future years)</b>	<b>-</b>	<b>-</b>	<b>117,253</b>	<b>54,882</b>	<b>(175)</b>	<b>(55,057)</b>	

<b>RESOURCE COMPARISON</b>	<b>FY2015-16</b>	<b>FY2016-17</b>	<b>FY2017-18</b>	<b>FY2018-19</b>	<b>FY2019-20</b>	<b>Change</b>	<b>Percent</b>
Adult Carry-In	79,319	121,797	82,384	111,322	124,133	12,811	15.6%
Adult Formula	412,634	392,533	360,563	337,844	306,136	(31,708)	-8.8%
Dislocated Worker Carry-In	59,356	71,336	56,396	157,841	81,455	(76,386)	-135.4%
Dislocated Worker Formula	402,966	362,354	297,292	294,914	269,285	(25,629)	-8.6%
Youth Carry-In	102,174	62,537	63,131	66,482	33,175	(33,307)	-52.8%
Youth Formula	353,978	334,913	309,622	292,037	262,903	(29,134)	-9.4%
Rapid Response Formula & Carry-In	254,130	524,347	427,727	353,773	245,200	(108,573)	-25.4%
Lay-Off Aversion Formula & Carry-In	70,230	161,698	120,030	88,372	61,906	(26,466)	-22.0%
National Emergency Grant/NDWG Storm	63,999	22,084	1,083,332	607,090	151,179	(455,911)	-42.1%
WAF6.0 Natural Resources	-	-	-	217,509	3,491	(214,018)	-
Prison to Employment	-	-	-	47,500	1,370,972	1,323,472	-
Probation Amador	-	-	225,932	225,000	225,000	-	0.0%
HHS Amador	-	-	-	-	-	-	-
Calaveras HHS	-	-	45,000	40,238	40,238	-	0.0%
Cal-WORKS Mariposa	30,000	30,000	30,000	30,000	30,000	-	0.0%
Cal-WORKS Tuolumne	100,000	100,000	100,000	100,000	50,000	(50,000)	-50.0%
CDBG Tuolumne	-	-	-	-	-	-	-
CDBG Calaveras	59,532	-	-	-	-	-	-
CDBG Mariposa	-	-	-	-	-	-	-
US Forest Service Tuolumne	11,500	22,806	14,042	16,000	8,000	(8,000)	-57.0%
Opioid	-	-	-	-	125,868	125,868	-
Cal-WORKS Mariposa SYEP	154,783	154,000	150,000	150,000	150,000	-	0.0%
Customer Center Design	-	14,311	-	-	-	-	-
Regional Training Coordinator	-	-	-	114,612	106,094	(8,518)	-
Regional Planning, Implementaion & Training	-	68,756	204,885	287,061	134,571	(152,490)	-74.4%
Water Resource Management	-	150,000	108,614	-	-	-	0.0%
Health-Lit Now Education Accelerator	-	217,189	118,429	-	-	-	0.0%
Regional Organizer	-	-	129,322	-	-	-	0.0%
SlingShot	-	-	270,000	-	-	-	0.0%
Disability Employment Accelerator	-	-	-	207,441	85,022	(122,419)	-
Student Training and Employment Program	-	-	-	227,096	35,247	(191,849)	-
General Fund	-	-	-	-	-	-	-
<b>TOTAL RESOURCES</b>	<b>2,154,601</b>	<b>2,810,661</b>	<b>4,196,701</b>	<b>3,972,132</b>	<b>3,899,875</b>	<b>(72,257)</b>	<b>-1.7%</b>



# 2020 Board Meetings

**Primary Location**  
**MLJT Tuolumne Job Center**  
 197 Mono Way, Suite B  
 Sonora, CA 95370  
 Phone: (209) 533- 3396

**Teleconference Locations**  
**Amador Prosperity Center**  
 1 Prosperity Ct, Sutter Creek, CA 95686  
**MLJT Mariposa Job Center**  
 5362 Lemee Ln, Mariposa, CA 95338

## Mother Lode Job Training Board of Directors (BOD)

January						
Su	Mo	Tu	We	Th	Fr	Sa
			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						
Su	Mo	Tu	We	Th	Fr	Sa
			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						
Su	Mo	Tu	We	Th	Fr	Sa
			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						
Su	Mo	Tu	We	Th	Fr	Sa
				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

## Mother Lode Workforce Development Board (WDB)

February						
Su	Mo	Tu	We	Th	Fr	Sa
						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

May						
Su	Mo	Tu	We	Th	Fr	Sa
					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						
Su	Mo	Tu	We	Th	Fr	Sa
						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						
Su	Mo	Tu	We	Th	Fr	Sa
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						
Su	Mo	Tu	We	Th	Fr	Sa
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						
Su	Mo	Tu	We	Th	Fr	Sa
	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						
Su	Mo	Tu	We	Th	Fr	Sa
		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						
Su	Mo	Tu	We	Th	Fr	Sa
		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		

### BOD Meetings

Monday, January 27, 2020\*  
 10:00 am - 12:00 pm

Monday, April 20, 2020  
 10:00 am - 12:00 pm

Monday, July 20, 2020  
 10:00 am - 12:00 pm

Monday, October 19, 2020  
 10:00 am - 12:00 pm

*\*Postponed for 1/20/20 MLK Day*

### WDB Meetings

Thursday, February 20, 2020  
 12:00 - 2:00 pm

Thursday, May 21, 2020  
 12:00 - 2:00 pm

Thursday, August 20, 2020  
 12:00 - 2:00 pm

Thursday, November 19, 2020  
 12:00 - 2:00 pm

*Lunch provided for WDB Meetings*

If you require reasonable accommodation in order to participate in any of these meetings please contact Kelly Smith, 72 hours in advance, at (209) 533-3396  
 CRS711 (TTY) Auxiliary aids and services are available upon request to individuals with disabilities. EOE/ADA