



## **MEETING AGENDA**

### **Mother Lode Workforce Development Board & Mother Lode Job Training Board of Directors (Combined)**

Thursday, February 18, 2021 (12:00pm)  
**Via Teleconference Only (No physical location)**

<https://us02web.zoom.us/j/6067573943>

Phone audio: (669) 900-9128 | Meeting ID: 606 757 3943

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### **BOARD OF DIRECTORS BUSINESS**

#### **1. CALL TO ORDER**

- 1.1. Roll call / Establish quorum

#### **2. 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.*

#### **3. 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.*

- 3.1. Accept the January 25, 2021 meeting minutes

#### **4. ACTION ITEMS**

- 4.1. Elect 2021 Chair and Co-Chair
- 4.2. Approve Cory Thomas-Fisk to be on the MLWDB Board, representing Business (Construction)
- 4.3. Approve Jonelle Whitehouse to be on the MLWDB Board, representing Business (IT/Telecom)
- 4.4. Approve Jason Wood to be on the MLWDB Board, representing Labor (Construction)

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

- 5.1. Defer to joint agenda item 14

#### **6. NEXT BOD MEETING**

- 6.1. 2021 BOD Meeting Dates – Third Monday of the 1<sup>st</sup> month of the quarter:
  - Monday, April 19, 2021 (10:00 am)
  - Monday, July 19, 2021 (10:00 am)
  - Monday, October 18, 2021 (10:00 am)

**WORKFORCE DEVELOPMENT BOARD BUSINESS**

**7. CALL TO ORDER**

- 7.1. Roll call / Establish quorum

**8. PUBLIC COMMENTS**

*The Mother Lode Workforce Development 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 for each individual public speaker to no more than five (5) minutes.*

**9. 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.*

- 9.1. Accept the November 19, 2020 meeting minutes

**10. ACTION ITEMS**

- 10.1. Elect 2021 Chair and Co-Chair  
10.2. Approve the running of an RFQ for the procurement of a One-Stop Operator

**11. INFORMATION/DISCUSSION ITEMS**

- 11.1. Defer to joint agenda item 14

**12. NEXT WDB MEETING**

- 12.1. 2021 WDB Meeting Dates – Third Thursday of the 2<sup>nd</sup> month of the quarter:
- Thursday, May 20, 2021 (12:00 pm)
  - Thursday, August 19, 2021 (12:00 pm)
  - Thursday, November 18, 2021 (12:00 pm)

**WDB & BOD COMBINED BUSINESS**

**13. ACTION ITEMS**

- 13.1. Approve MLJT to be designated as the Adult & Dislocated Worker Services Provider for Mother Lode Consortium  
13.2. Approve the Local Area Subsequent Designation and Local Board Recertification Application for Program Years 2021-23

**14. INFORMATION/DISCUSSION ITEMS**

- 14.1. Local Planning Event, “Vision for the Mother Lode Workforce System” (Facilitated by David Shinder)

**15. ADJOURN Board of Directors**

**16. ADJOURN Workforce Development Board**



## MEETING MINUTES

### Mother Lode Job Training Board of Directors

Monday, January 25, 2021 (10:00am)

Via Teleconference Only (No physical location)

<https://us02web.zoom.us/j/6067573943>

Phone audio: (669) 900-9128 | Meeting ID: 606 757 3943

#### 1. CALL TO ORDER

##### 1.1. Roll call / Establish quorum

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

#### 3. PUBLIC COMMENTS

*None*

#### 4. CONSENT CALENDAR

##### 4.1. Accept the October 19, 2020 meeting minutes

*Minutes accepted. (M) F. Axe, (S) T. Newton. Ayes carried, 1 abstained.*

#### 5. ACTION ITEMS

##### 5.1. *None*

#### 6. INFORMATION/DISCUSSION ITEMS

##### 6.1. Operations Report (Amy Frost)

###### a. *Existing Funding Streams*

*A. Frost notified the board that there would be an extension on the deadline for Regional Planning Initiative 3 grant. She also updated the board that the progress for the Opioid grant is on track and people are currently still being enrolled.*

###### b. *Pending Funding Streams*

- *Disability Employment Accelerator (\$350K)*
- *Regional Plan Implementation 4.0 (\$336K)*

- *Central Valley Forestry Corps (\$500K)*

6.2. Director's Report (David Thoeny)

- a. Featured Staff: Alicia Mountjoy Reif (Compliance Analyst)  
*D. Thoeny introduced the board to MLJT's new compliance analyst, Alicia Mountjoy Reif.*
- b. Regional & Local Plans (2021-2024)  
*In accordance with federal and state guidance, Mother Lode Job Training is developing its Local and Regional Strategic Plans for Program Years 2021-2025. To engage the community in the planning process, MLJT will be having both a Local and a Regional community forum. The Regional Plan forum will take place on February 11<sup>th</sup>.*
- c. Central Sierra Economic Development District update  
*Dave shared that the USDA and CARES Act grants, applied for by CSEDD, are now off and running.*
- d. Agency Overview  
*MLJT has been adapting to the world of virtual services by partnering with education, employers and partners to deliver virtual events and services. MLJT has also had a new recent partnership with CA Human Development and will be collaborating with them to deliver a hybrid online/in-person truck driving school for the Mother Lode Region. The Truck driving classes will be online for 3 weeks, then participants will get hands-on training at the Calaveras fairgrounds.*

7. **2021 MEETINGS (All 10:00 – 12:00)**

- 7.1. April 19; July 19; October 18
- 7.2. Discuss alternate meeting dates/times (Supervisor Kirk)  
*Meeting dates will stay the same.*

8. **ADJOURN**



**BOARD ROSTERS  
UPDATED 2/18/21**

**MOTHER LODE WORKFORCE DEVELOPMENT BOARD (WDB)**

Representation	Name	Company/Organization	Count
Business (>50%)			10
Healthcare	Tyler Newton (Chair)	Adventist Health Sonora	1
Information Technology	Jonelle Whitehouse	Conifer Communications, Inc.	2
Natural Resources	Mark Luster	Sierra Pacific Industries	3
Construction	Mike Lemke	Miramont Homes ( <i>Small Business</i> )	4
Information Technology	Tim Hildabrand (Vice Chair)	Cal.net Inc.	5
Hospitality/Tourism	JC Reiger	Harrah's Northern California	6
Information Technology	Frank Leschinsky	Volcano Telephone ( <i>Small Business</i> )	7
Manufacturing	Steve Woodward	MMI Sonora	8
Construction	Cory Thomas-Fisk	Thomas Construction Company ( <i>Small Business</i> )	9
Government	Ann Fremd	Tuolumne County	10
Workforce (>20%)			4
Labor	Debra Rockwood	UNITE-HERE! Local 19	11
Labor	Bill Petrone	Service Employees International Union 1021	12
Labor	Jason Wood	Laborers Local 1130	13
Youth Education & Employment	Scott Nanik	Calaveras County Superintendent of Schools	14
Education (2 Required)			2
Higher Education	Steve Amador	Columbia College	15
Adult Education	Cathy Parker	Tuolumne County Superintendent of Schools	16
Economic Development (1 Required)			1
Economic Development	Kathryn Gallino	Calaveras County Economic Development	17
One-Stop Partners (2 Required)			2
Title III Wagner-Peyser	LaChelle Adams	California Employment Development Department	18
Title IV Vocational Rehabilitation	Mahalia Gotico	Vocational Rehabilitation Department	19
Other (Non-Voting) Partners			
Title I WIOA Programs	Dave Thoeny	Mother Lode Job Training	n/a
TANF/Welfare-to-Work	Rebecca Espino	Tuolumne County Department of Social Services	n/a
CBO - HUD/CSGB	Joe Bors	Amador-Tuolumne Community Action Agency	n/a
Title V Older Americans	Rebecca Mendibles	SER Jobs for Progress National, Inc.	n/a
Native American Programs	Velma Whitebear	California Indian Manpower Consortium	n/a

**MOTHER LODE JOB TRAINING GOVERNING BOARD (BOD)**

Representation	Name	Company/Organization	Count
Local Elected Officials*			5
District 4 Supervisor	Frank Axe (Vice Chair)	Amador County	1
District 5 Supervisor	Benjamin Stopper	Calaveras County	2
District 3 Supervisor	Anaiah Kirk	Tuolumne County	3
District 3 Supervisor	Marshall Long (Chair)	Mariposa County	4
*WDB Chair	Tyler Newton	Adventist Health Sonora	5



# Mother Lode Job Training

Workforce Development Board

197 Mono Way, Ste. B

Sonora, CA 95370

Phone 209.533.3396 / Fax 209.533.1079

## PRIVATE INDUSTRY

### Application for Membership on Workforce Development Board

(Nominees must represent private industry)

Name of Applicant: CORY FISK

Title: OWNER

Name of Business: THOMAS CONSTRUCTION COMPANY INC.

Physical Address: 42 HWY 26 STE I, VALLEY SPRINGS, CA 95252

Mailing Address: PO BOX 1075 VALLEY SPRINGS, CA 95252

Type of Business/Industry: GENERAL CONTRACTOR &  
CONSTRUCTION MANAGEMENT

Counties Served: CALAVERAS COUNTY

Number of Employees: 3

Business Telephone: 209.920.3781

Fax:

Email Address: ThomasConstruction.2012@yahoo.com

Cell Phone (Optional): 530.391.4398

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

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

A Leader in Career Education & Employer Relations for Workforce Education Development in the Construction Industry for the past 18 years. Specialize in Career Tech Education Curriculum & Leadership Development. Also have a Class A General Engineering Contractor Lic #986710 – and remain current in the industry as a private consultant, facilitator, trainer, & Construction Manager. Also a Member of the Calaveras County Parks & Recreation Commission. Owner of Thomas Construction Company, Inc. & The Business Hub.

What interests or goals would you bring to the Board?

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To provide direct action to assist in the development of a Master Plan that can have achievable, actionable steps towards the improvement of education for both Employers & Employees. Including current trends, company culture, employee incentives and employer productivities and efficiencies that also contribute to the growth and betterment of our local communities.

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

Yes\_\_X\_\_ No\_\_\_\_\_

*Please complete both pages of this application. Thank you.*

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

*Cory Fisk*

02.12.21

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Signature

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Date

*Please return all information to:*

Mother Lode Workforce Development Board

[ksmith@mljt.org](mailto:ksmith@mljt.org)

197 Mono Way, Ste. B

Sonora, CA 95370

Phone 209.533.3396 / Fax 209.533.1079

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This section to be completed by Workforce Development Board staff.

Nominating Organization

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Representative

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# Mother Lode Job Training

Workforce Development Board

197 Mono Way, Ste. B

Sonora, CA 95370

Phone 209.533.3396 / Fax 209.533.1079

## PRIVATE INDUSTRY

### Application for Membership on Workforce Development Board

(Nominees must represent private industry)

Name of Applicant: Jonelle Whitehouse

Title: Director of Sales and Marketing

Name of Business: Conifer Communications

Physical Address: 524 Surrey Ct #3 Murphys, CA 95247

Mailing Address: same

Type of Business/Industry: Internet service provider/ TelComm

Counties Served: Mariposa, Tuo., Cal., Amador coming soon.

Number of Employees: 20+-

Business Telephone: 866-378-8393

Fax:

Email Address: [Jonelle@conifercom.net](mailto:Jonelle@conifercom.net)

Cell Phone (Optional): 209-822-8393

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

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

Life-long resident of Calaveras Co.. Calaveras Chamber Leadership Class '16/'17. Involved with several local chambers/business associations for many years.

What interests or goals would you bring to the Board?

Interested in helping to make our area better for businesses and employees alike.

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

Yes\_\_X\_\_ No\_\_\_\_

*Please complete both pages of this application. Thank you.*



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

Jonelle Whitehouse

Signature

14 Feb 21

Date

*Please return all information to:*

Mother Lode Workforce Development Board

[ksmith@mljt.org](mailto:ksmith@mljt.org)

197 Mono Way, Ste. B

Sonora, CA 95370

Phone 209.533.3396 / Fax 209.533.1079

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This section to be completed by Workforce Development Board staff.

Nominating Organization

Representative



# Mother Lode Job Training

Workforce Development Board

197 Mono Way, Ste. B

Sonora, CA 95370

Phone 209.533.3396 / Fax 209.533.1079

## PUBLIC SECTOR

### Nomination for Membership on Workforce Development Board

(Nominees must represent public industry)

Name of Applicant: Jason Wood

Agency/Organization: Laborers Union Local 1130

Mailing Address: P.O Box 3448 Modesto, Ca 95353

Title: Field Representative

Geographical Area Served: Tuolumne, Mariposa, Stanislas and Merced counties

Business Phone: 209-521-9883

Fax: 209-521-4572

Cell (optional): 209-493-8767

Email Address: Jwood628@yahoo.com

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

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

Worked in the construction trades for 20 years.

Have been a Foreman on job sites and have been on Laborers Local 1130 Executive Board for 13 years.

What interests or goals would you be bringing to the Board?

Help direct the construction efforts.

I enjoy helping to put people to work to provide for their families.

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

Yes ☒ No ☐

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

*Please complete both pages of this application. Thank you.*

The following is a list of the organizations required to have representation on the local Workforce Investment Board. Please mark ALL that apply to your agency/organization.

	Organization Type	Comments
	Representatives of local educational entities	
X	Representatives of labor organizations (Must be nominated by labor organization)	
	Representatives of local community-based organizations	
	Representatives of economic development agencies	

**Representatives of the following:**

	WIOA Title 1 (adult, youth and dislocated workers)	
	WIOA Title 1 Native American Programs	
	Departments of Social Services (CalWORKs)	
	Employment Services (EDD, Wagner-Peyser Act)	
	Adult Education and Literacy Services	
	Vocational Rehabilitation (Dept. of Rehabilitation)	
	Veterans Employment Services	
	Older Americans Act (Title V Office of Aging)	
	Postsecondary Vocation Education	
	Voc. And Applied Technology Education Act (ROP)	
	Trade Adjustment Assistance (NAFTA)	
	Unemployment Insurance/Compensation (EDD)	
	Community Services Block Grant (CSBG) programs	
	HUD Employment and Training programs	
	Small Business Development Centers (SBDC)	
	Other – Please Explain (ex. Private Non-Profit)	

Thank you for completing this application for the Mother Lode Workforce Investment Board.

Signature

Date

*Please return all information to:*

Mother Lode Workforce Development Board  
 197 Mono Way, Ste. B  
 Sonora, CA 95370  
[Ksmith@mljt.org](mailto:Ksmith@mljt.org)  
 Phone 209.536.4518 / Fax 209.533.1079



## MEETING MINUTES

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

Thursday, November 19, 2020 (12:00 pm)  
**Via Teleconference Only (No physical location)**

<https://us02web.zoom.us/j/6067573943>

Phone audio: (669) 900-9128 | Meeting ID: 606 757 3943

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## **1. CALL TO ORDER**

### **1.1. Roll call / Establish quorum**

<b>Name</b>	<b>Present?</b>	<b>Absent?</b>
Ann Fremd	X	
Bill Petrone		X
Cathy Parker	X	
Debra Rockwood		X
Frank Leschinsky	X	
Kathryn Gallino	X	
Mahalia Gotico		X
Mark Luster		X
Mike Lemke		X
JC Rieger	X	
LaChelle Adams	X	
Scott Nanik		X
Steve Amador	X	
Steve Woodward	X	
Tim Hildabrand (Vice Chair)	X	
Tyler Newton (Chair)	X	
<b>Non-Voting Members</b>		
Joe Bors	X	
Rebecca Espino		X
Rebecca Mendibles		
Velma Whitebear		X
<b>Guests</b>		
David Baquerizo, Propath Inc.	X	
Cori Allen, Tuolumne DSS	X	

## **2. PUBLIC COMMENTS**

### **2.1. None**

### **3. CONSENT CALENDAR**

#### **3.1. Accept the August 20, 2020 meeting minutes**

*Minutes accepted, (M) K. Gallino, (S) A. Fremd, ayes carried, 1 abstain, 6 absent.*

### **4. ACTION ITEMS**

#### **4.1. None**

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

#### **5.1. Operations Report (Amy Frost)**

*Dave announced Amy's promotion to position of Deputy Director. He notified the board about the following new funding opportunities:*

- *FEMA Grant: In response to the recent fires, this grant will fund for fire fighter training*
- *High Road Construction Careers (HRCC): SB1 PROGRAM - \$1.5mil over multiple counties*
- *Regional Plan Implementation (RPI) 4 - \$150K-\$300K for Mother Lode Region*

#### **5.2. Director's Report (David Thoeny)**

##### **a. COVID update**

*Staff have been transitioning to paperless and digital methods, such as serving clients remotely and hosting virtual job fairs and orientations to services. In addition, a new phone system was recently implemented. The new phone system allows staff to reach clients in multiple different ways, and allow customers to reach and speak to a specific staff member more efficiently. With many of MLJT's recent services being remote, the new phones system will also guarantee that the caller will be able to reach a live person that can assist them regardless of where they are located.*

##### **b. 2020-2022 Negotiated performance metrics**

*Dave shared that the performance goals for 2020/21 and 2021/22 have been negotiated.*

### **6. 2021 MEETINGS (All 12:00 – 2:00 pm)**

*Feb. 18; May 20; Aug. 19; Nov. 18*

### **7. ADJOURN**



# **Request for Approval**

## **America's Job Center of California<sup>SM</sup>**

### **Adult and Dislocated Worker**

### **Career Services Provider**

**Local Workforce Development Board**

**Mother Lode Workforce Development Board**

**Local Workforce Development Area**

**Mother Lode Workforce Development Area**

*The EDD is an equal opportunity employer/program. Auxiliary aids and services are available upon request to individuals with disabilities.*



The *Workforce Innovation and Opportunity Act* (WIOA) allows Local Workforce Development Boards (Local Board) to be an Adult and Dislocated Worker Career Services Provider with the agreement of the Chief Elected Official (CEO) and the Governor.

This application will serve as the Local Board's or administrative entity's request for Governor Approval to be an Adult and Dislocated Worker Career Services Provider within a Local Workforce Development Area (Local Area) under WIOA. The application must be submitted to the California Workforce Development Board (CWDB) by March 1, 2021, through the following method:

**Email:** [CWDBPolicyUnit@cwdb.ca.gov](mailto:CWDBPolicyUnit@cwdb.ca.gov)  
**Subject line:** Career Services Provider Application

If the CWDB determines the request is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this request.

Mother Lode WDB

Name of Local Board

197 Mono Way, Suite B

Mailing Address

Sonora, CA

City, State

95370

Zip

Amy Frost

Contact Person

(209) 536-4701

Contact Person's Phone Number

March 1, 2021

Date of Submission

## **Request for Approval Adult and Dislocated Worker Career Services Provider**

### **Local Chief Elected Official Statement**

A Local Board or administrative entity that seeks approval to be an Adult and Dislocated Worker Career Services Provider within an America's Job Center of California<sup>SM</sup> must provide a statement from the local CEO indicating his/her request as well as responses to the following questions.

Please provide responses to the following items on a separate document:

### **For questions 1-6, see Attachment A.**

1. What factors guided the Local Board's or administrative entity's decision to submit this application to be an Adult and Dislocated Worker Career Services Provider within the Local Area?
2. How would participants be better served by the Local Board or administrative entity acting in this role rather than through the awarding of contracts?
3. Describe the Basic and Individualized Career Services the Local Board or administrative entity will provide as well as their past experience providing these services.
4. Provide the Local Area's performance outcomes for each of the last two Program Years (PY 18-19 and 19-20) and evidence that the Local Board or administrative entity is qualified to provide Adult and Dislocated Worker Career Services, including testimonials that speak to the effectiveness and efficiency with which the Local Board or administrative entity has provided or can provide those services.
5. Attach documentation (signed and dated letter) that the members of the Local Board and other relevant parties (e.g., Board of Supervisors) reviewed the information provided in the application and approved the request in a public meeting.
6. Attach documentation of internal controls, conflict of interest, and firewall policies.



## Signature Page

By signing below, the local CEO and Local Board chair request approval from the Governor to be an Adult and Dislocated Worker Career Services Provider. Each party certifies that this application submission was reviewed and demonstrates that the Local Board or administrative entity will meet all the requirements as an Adult and Dislocated Worker Career Services Provider under WIOA law and regulations.

### Instructions

The Local Board chair and local CEO must sign and date this form. Include the original signatures with the request.

#### Local Workforce Development Board Chair

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Signature

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Tyler Newton  
Name

---

Chair – Mother Lode  
Workforce Development Board  
Title

---

Date

#### Local Chief Elected Official

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Signature

---

Marshall Long  
Name

---

Chair – Mother Lode Job Training  
Board of Directors  
Title

---

Date

**Request for Approval**  
**Adult and Dislocated Worker Career Services Provider 2021-2023**

**1. What factors guided the Local Board's or administrative entity's decision to submit this application to be an Adult and Dislocated Worker Career Services Provider within the Local Area?**

The factors that guided the Mother Lode Workforce Development Board (MLWDB) to apply for the Career Services Provider for Adults and Dislocated workers are (1) the MLWDB experience in conjunction with its Mission and Vision; (2) local and regional knowledge; and (3) comprehensive workforce service delivery.

In 1982 the counties of Amador, Mariposa, Calaveras and Tuolumne joined together to form the Mother Lode Consortium (MLC). This is a special services government district through a Joint Powers Agreement for the purposes of administering programs funded by the Job Training Partnership Act (JTPA). In 1998, JTPA was replaced by the Workforce Investment Act (WIA) and the Joint Powers Agreement, the special services government district, and the MLC were reaffirmed by the member counties and the Mother Lode Workforce Investment Board was formed. In 2014, WIA was replaced by the Workforce Innovation and Opportunity Act (WIOA) and the MLC were reaffirmed by the member counties and the MLWDB was formed.

The MLWDB reviewed WIOA and resulting regulations. The MLWDB worked on a transition plan to move from the Workforce Investment Act (WIA) to WIOA. The vision and mission statements needed to be updated to ensure that the Board's goals, strategies, and objectives would be in alignment with the goals of the new legislation and the State Plan. The MLWDB and its partners updated the vision and mission to obtain the goals of WIOA and the State Plan.

**Vision:**

Through partnerships create a thriving business community with quality jobs, skills, wages and life-long learning.

**Mission:**

To bring together workforce development, educational, economic development and other employment services in a seamless customer-focused delivery network that enhances access to program services and improves long-term employment outcomes. As AJCC partners, we

are committed to administering our independently funded programs as a set of integrated streamlined services to job seekers and employers, by:

- Helping businesses find skilled workers and access other support services, including education and training, for their current workforce.
- Providing an array of employment and business services and connecting customers to work-related training and education.
- Continuing to align investments in workforce, education and economic development to regional in-demand jobs.
- Reinforcing partnerships and strategies to provide job seekers and workers with high-quality career services, education and training, and supportive services needed to get good jobs and stay employed.

The MLWDB and partners have exhibited significant work to deliver Career Services to customers region-wide. It began by assessing the hiring needs of the local employer community. The MLWDB collaborates with businesses to identify skill gaps that are reducing local competitiveness. Regional feedback from employers and businesses identified an insufficient skilled technical workforce as an impediment inhibiting business innovation and growth. However, it has also been determined by the Local Board that with increased focus and system alignment, the regional workforce development system can address current and anticipated gaps in labor supply and demand within the core clusters. This effort towards alignment starts with a comprehensive State Policy Framework, is guided by regional planning, and is implemented by the local board to provide on-ramps to success within key sectors for system participants.

**2. How would participants be better served by the Local Board or administrative entity acting in this role rather than through the awarding of contracts?**

The MLWDB provides WIOA Title I Adult, Dislocated Worker, and Youth Services. Participants are better served by the MLWDB because specific deliverables are maintained, including the negotiated WIOA accountability measures; direct training expenditure requirements of SB734; work-based training requirements; and system braiding requirements. In order to ensure that these deliverables are met, the MLWDB provides ongoing professional development which includes discussions on the day-to-day use of the CalJOBS system and how to best meet the WIOA performance. Additionally, the MLWDB provides on-site and desk reviews for quality assurance and continuous improvement purposes.

In addition, the Customer-Centered Design that is under development will complete the comprehensive workforce services delivery for the MLWDB. The Middle Sierra Regional Planning Unit and Mother Lode Workforce Development Plans go into specific detail on the comprehensive workforce service delivery. Furthermore, the MLWDB has successfully collaborated with partners to co-locate and provide career services at Americas Job Centers of California in each of the 4 counties. These factors make the MLWDB qualified to continue to provide Career Services to Adults and Dislocated Workers. Contracting with an entity that does not fully grasp WIOA and the resulting regulations could significantly disrupt the Career Services delivery. This scenario could result in poor performance and the loss of confidence of the constituents of the Mother Lode Board of Directors.

**3. Describe the Basic and Individualized Career Services the Local Board or administrative entity will provide as well as their past experience providing these services.**

The MLWDB has over 39 years of experience delivering workforce services to the communities within the local area. Success is not only measured in the performance outcomes mentioned above, but the impact on the community overall. The transition from JTPA to WIA and subsequently to WIOA has refined the ability of the MLWDB to implement workforce service delivery changes and foster an environment of innovation. The MLWDB Local and Middle Sierra RPU Plans build on the past success of the MLWDB and will provide guidance to leverage additional resources to provide high-quality Basic and Individualized Career Services.

Basic Career Services

Basic career services must be made available to all individuals seeking services served in the one-stop delivery system, and include:

- Determinations of eligibility;
- Outreach, intake, and orientation;
- Initial assessment;
- Labor exchange services;
- Referrals;
- Workforce and labor market employment information;
- Performance information and program cost information;
- Local area performance accountability measures;
- Availability of supportive services or assistance;
- Assistance in establishing eligibility for programs of financial aid assistance for training and education programs not provided under WIOA; and

- Information and assistance regarding filing claims under UI programs.

### Individualized Career Services

If one-stop center staff determine that individualized career services are appropriate for an individual to obtain or retain employment, these services must be made available to the individual. These services include:

- Comprehensive and specialized assessments;
- Development of an individual employment plan;
- Group and/or individual counseling and mentoring;
- Career planning (e.g. case management);
- Short-term pre-vocational services;
- Internships and work experiences that are linked to careers;
- Workforce preparation activities;
- Financial literacy services;
- Out-of-area job search assistance and relocation assistance; and
- English language acquisition and integrated education and training programs.

### Follow-up Services

Follow-up services as appropriate.

4. Provide the Local Area's performance outcomes for each of the last two Program Years (PY 18-19 and 19-20) and evidence that the Local Board or administrative entity is qualified to provide Adult and Dislocated Worker Career Services, including testimonials that speak to the effectiveness and efficiency with which the Local Board or administrative entity has provided or can provide those services.

PY 2019 ACTUAL LEVELS OF PERFORMANCE			PERFORMANCE GOALS			PERCENT OF GOAL	
	ADULT	DW	ADULT	DW	YOUTH	ADULT	DW
Employment Rate (2nd Quarter After Exit)	68.9%	63.5%	64.0%	68.0%	65.0%	108%	93%
Employment Rate (4th Quarter After Exit)	62.0%	63.0%	63.5%	64.5%	62.0%	98%	98%
Median Earnings (2nd Quarter After Exit)	\$ 6,697	\$ 7,240	\$5,100	\$6,100	Baseline	131%	119%
Credential Attainment (4th Quarter After Exit)	69.6%	77.8%	54.0%	58.0%	57.0%	129%	134%
Measurable Skill Gains	39.3%	46.7%	MSG = Baseline				
						TOTAL:	116% 111%

  

PY 2018 ACTUAL LEVELS OF PERFORMANCE			PERFORMANCE GOALS			PERCENT OF GOAL	
	ADULT	DW	ADULT	DW	YOUTH	ADULT	DW
Employment Rate (2nd Quarter After Exit)	72.1%	65.5%	63.0%	67.0%	64.0%	114%	98%
Employment Rate (4th Quarter After Exit)	70.2%	68.0%	62.5%	63.5%	61.0%	112%	107%
Median Earnings (2nd Quarter After Exit)	\$ 5,927	\$ 6,939	\$4,800	\$5,800	Baseline	123%	120%
Credential Attainment (4th Quarter After Exit)	63.0%	75.0%	53.0%	57.0%	56.0%	119%	132%
Measurable Skill Gains	53.9%	52.6%	MSG = Baseline				
						TOTAL:	117% 114%

The table above demonstrates that the Mother Lode has exceeded performance outcome requirements for each of the last two Program Years, with total performance between 111-117% of goals and no individual performance measure less than 93% of goal. These consistently high-performance metrics are evidence that the Local Board is qualified to provide Adult and Dislocated Worker Career Services.

For testimonials, see Attachment: Mother Lode Works (Volumes 8 & 13) Newsletters

5. Attach documentation (signed and dated letter) that the members of the Local Board and other relevant parties (e.g., Board of Supervisors) reviewed the information provided in the application and approved the request in a public meeting.

See Attachment: 02-18-21-BOD-WDB-Meeting-Minutes

6. Attach documentation of internal controls, conflict of interest, and firewall policies.

See Attachments:

1. MLJT Fiscal Policies\_Procedures\_Internal Cntrls 7-1-17
2. MLJT Conflict of Interest Policy

**State of California**

**Local Area Subsequent Designation and  
Local Board Recertification Application  
Program Year 2021-23**

**Local Workforce Development Area**

Mother Lode Consortium

## Application for Local Area Subsequent Designation and Local Board Recertification

This application will serve as your request for Local Workforce Development Area (Local Area) subsequent designation and Local Workforce Development Board (Local Board) recertification for Program Year (PY) 2021-23 under the *Workforce Innovation and Opportunity Act* (WIOA).

If the California Workforce Development Board (CWDB) determines the application is incomplete, it will either be returned or held until the necessary documentation is submitted. Please contact your [Regional Advisor](#) for technical assistance or questions related to completing and submitting this application.

Mother Lode Consortium

Name of Local Area

197 Mono Way, Suite B

Mailing Address

Sonora, CA 95370

City, State, ZIP

Date of Submission

Amy Frost, Deputy Director

Contact Person

(209) 536-4701

Contact Person's Phone Number



## Local Board Membership

The WIOA Section 107(b)(2)(A) through (E) states the requirements for nominating and selecting members in each membership category. The WIOA Section 107(b)(2)(A) requires that business members constitute a majority of the Local Board. The chairperson shall be a business representative, per WIOA Section 107(b)(3).

The local Chief Elected Official (CEO) is required to provide the names of the individuals appointed for each category listed on the following pages, and attach a roster of the current Local Board which identifies each member's respective membership category.

**Business** – A majority of the members must be representatives of business in the Local Area who (i) are owners of businesses, chief executives or operating officers of businesses, or other business executives or employers with optimum policy-making or hiring authority; (ii) represent businesses, including small businesses, or organizations; and (iii) are appointed from among individuals nominated by local business organizations and business trade association (WIOA Section 107[b][2][A]).

Please identify the Local Board chairperson by typing CHAIR after their name.

Name	Title	Entity	Appointment Date	Term End Date
1. Tyler Newton (CHAIR)	Operations Executive	Adventist Health Sonora	4-19-20	4-19-23
2. Jonelle Whitehouse	Director of Sales and Marketing	Conifer Communications, Inc.	2-18-21	2-18-24
3. Mark Luster	Community Relations Manager	Sierra Pacific Industries	8-16-18	8-16-21
4. Mike Lemke	President	Miramont Homes (Small Business)	8-17-20	8-17-23
5. Tim Hildabrand (VICE-CHAIR)	Sales Manager	Cal.net Inc.	10-20-20	10-20-23
6. Cory Thomas-Fisk	Owner	Thomas Construction Company, Inc.	2-18-21	2-18-24
7. Frank Leschinsky	Public Sector Manager	Volcano Telephone (Small Business)	8-20-18	8-20-21
8. Steve Woodward	Operations Director	MMI Sonora (Small Business)	10-22-18	10-22-21
9. Ann Fremd	HR Director / Risk Manager	County of Tuolumne	5-21-20	5-21-23
10. JC Rieger	Sr. Vice President & General Manager	Harrah's Northern California	2-20-20	2-20-23

**Labor** – Not less than 20 percent of the members must be representatives of workforce within the Local Area who must include: (i) representatives of labor organizations who have been nominated by state labor federations; (ii) a member of a labor organization or a training

director from a joint labor-management apprenticeship program, or if no such joint program exists in the area, such a representative of an apprenticeship program in the area; and may include: (iii) representatives of community based organizations with demonstrated experience and expertise in addressing the employment needs of individuals with barriers to employment, veterans, or individuals with disabilities; and (iv) representatives of organizations with demonstrated experience and expertise in addressing the employment, training, or education needs of eligible youth and/or out-of-school youth (WIOA Section 107[b][2][B]).

*California Unemployment Insurance Code* (CUIC) Section 14202(b)(1) further requires and specifies that at least 15 percent of Local Board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. For a local area in which no employees are represented by such organizations, other representatives of employees shall be appointed to the board, but any local board that appoints representatives of employees that are not nominated by local labor federations shall demonstrate that no employees are represented by such organizations in the Local Area.

Name	Title	Entity	Appointment Date	Term End Date
1. Debra Rockwood	Financial Secretary Treasurer	UNITE-HERE! Local 19 (Labor)	8-21-18	8-21-21
2. Bill Petrone	Regional Director	Service Employees International Union 1021 (Labor)	11-3-19	11-3-22
3. Jason Wood	Field Representative	Laborers Local 1130 (Labor / Apprenticeship)	2-18-21	2-18-24
4. Scott Nanik	Superintendent	Calaveras County Superintendent of Schools (Youth)	10-22-18	10-22-21

*Education* – Each Local Board shall include representatives of entities administering education and training activities in the Local Area who must include (i) a representative of eligible providers administering WIOA Title II adult education and literacy activities; (ii) a representative of institutions of higher education providing workforce investment activities; and may include (iii) representatives of local educational agencies, and community-based organizations with demonstrated experience and expertise in addressing the education or training needs of individuals with barriers to employment (WIOA Section 107[b][2][C]).

Name	Title	Entity	Appointment Date	Term End Date
1. Steve Amador	Dean of Career Technical Education	Columbia College (Higher Education)	11-19-20	11-19-23
2. Cathy Parker	Superintendent	Tuolumne County Superintendent of Schools (WIOA Title II)	10-22-18	10-22-21

*Economic and Community Development* – Each Local Board shall include representatives of governmental, economic, and community development entities serving the Local Area who must include (i) a representative of economic and community development entities; (ii) a representative from the state employment service office under the Wagner-Peyser Act; (iii) a representative of the Vocational Rehabilitation program; and may include (iv) representatives of agencies or entities administering programs serving the Local Area relating to transportation, housing, and public assistance; (v) representatives of philanthropic organizations serving the Local Area; and (E) individuals or representatives of entities as the local CEO in the Local Area may determine to be appropriate (WIOA Section 107[b][2][D] and [E]).

Name	Title	Entity	Appointment Date	Term End Date
1. Kathryn Gallino	Director	Calaveras County <i>Economic Development</i>	4-15-19	4-15-22
2. LaChelle Adams	Cluster Manager - Northern Division, #175	CA Employment Development Dept. (WIOA Title III)	8-15-19	8-15-22
3. Mahalia Gotico	Staff Services Manager I	CA Vocational Rehabilitation Dept. (WIOA Title IV)	7-15-19	7-15-22

### Performed Successfully

The Local Area hereby certifies that it has performed successfully, defined as having met 80 percent of their negotiated performance goals in PY 2018-19 or PY 2019-20 for the following indicators:

- Employment Rate 2<sup>nd</sup> Quarter After Exit
- Median Earnings

PY 2018-19 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	63.0%	67.0%	64.0%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$4,800	\$5,800	BASELINE	Median Earnings

PY 2019-20 Performance Goals				
	Adults	Dislocated Workers	Youth	
Employment Rate 2nd Quarter After Exit	64.0%	68.0%	65.0%	Employment or Education Rate 2nd Quarter After Exit
Median Earnings 2nd Quarter After Exit	\$5,100	\$6,100	BASELINE	Median Earnings

### Sustained Fiscal Integrity

The Local Area hereby certifies that it has not been found in violation of one or more of the following during PY 2018-19 or PY 2019-20:

- *Final determination of significant finding(s)* from audits, evaluations, or other reviews conducted by state or local governmental agencies or the Department of Labor identifying issues of fiscal integrity or misexpended funds due to the willful disregard or failure to comply with any WIOA requirement.
- *Gross negligence* – defined as a conscious and voluntary disregard of the need to use reasonable care, which is likely to cause foreseeable grave injury or harm to persons, property, or both.
- *Failure to observe accepted standards of administration* – Local Areas must have adhered to the applicable uniform administrative requirements set forth in Title 2 *Code of Federal Regulations* (CFR) Part 200.

Certify No Violation ☒

### Engaged in Regional Planning

*Engaged in regional planning* is defined as participating in and contributing to regional planning, regional plan implementation, and regional performance negotiations. The Local Area hereby certifies that it has participated in and contributed to regional planning and negotiating regional performance measures in the following ways:

1. Convened annual combined Workforce Development Board and Board of Directors Strategic Meeting
2. Conducted safety training and transitioned to a remote service delivery model to stay responsive to the COVID-related needs of the region
3. Completed regional training indicated on our Hallmarks of Excellence continuous improvement plan, including Human Centered Design, Active Shooter Preparedness, Motivational Interviewing, and customized staff professional development through LinkedIn Learning. Scheduled to attend Trauma Informed Care training.
4. Member of the Central California Workforce Collaborative – A regional collaboration between 9 local area workforce development directors
5. Calaveras County AJCC - Economic Development, Chamber of Commerce, SBDC and Workforce Development all co-located in the Calaveras Business Resource Center
6. Partner with Calaveras County Board of Supervisors - Leveraging School District Superintendents, businesses, economic development and workforce development to create career pathways for youth.
7. Central Sierra Child Support Agency – Actively participate in a referral program to have non-custodial parents meet with Job Developers at the AJCCs to find employment
8. Amador County AJCC (aka “Economic Prosperity Center”) - Economic Development, Chamber of Commerce, SBDC, higher education, and Workforce Development all co-located
9. Administer the regional Central Sierra Economic Development District which includes Alpine, Calaveras, Tuolumne, Mariposa and Amador counties
10. Partner with San Francisco Public Utilities Commission (SFPUC) -Pre-Apprenticeship Programs: Women in Construction Cohort & Construction Office Assistant Cohort
11. Re-Entry Population
  - a. Staff attended training on Effectively Serving the Reentry Population
  - b. Prison to Employment (P2E) regional grant for \$1.3 Million Awarded to the Middle Sierra
  - c. Braiding Regional Plan Implementation (RPI) 3.0 with the justice-involved to create a construction sector partnership
  - d. Amador County - Workforce Assistance Placement Program to place county probationers in work experience
12. Working closely with Mariposa County Economic Development to identify a co-location site to replicate our strategic model in the other 3 AJCCs
13. Replicated the combination of Economic Development, Chamber of Commerce/SBDC and Workforce Development all co-located in the Tuolumne County comprehensive AJCC
14. Driving a regional “Innovation Council” that is spearheading an initiative to create a regional digital resource guide
15. Convene the Mother Lode Healthcare Industry Partnership (MHIP), a regional collaboration between leaders in the Healthcare industry
16. Installed accessibility stations with ADA-compliant equipment for all 4 AJCCs, and staff trained on serving People with Disabilities

17. Staff is attending Equity and Cultural Competence training through Workforce 180 and other sources
18. Partner with California Human Development to establish a truck-driving school within the region, as well as co-case managing ESL participants.
19. Professional needs assessment and training plan for AJCC partners and regional stakeholders is underway through RPI 3.0.
20. Contracting with Tuolumne County Social Services to deliver the CalFresh Employment and Training (E&T) program

### **Local Area Assurances**

Through PY 2021-23, the Local Area assures that:

- A. It will comply with the applicable uniform administrative requirements, cost principles, and audit requirements (WIOA Section 184[a][2] and [3]).

Highlights of this assurance include:

- The Local Area's procurement procedures will avoid acquisition of unnecessary or duplicative items, software, and subscriptions (in alignment with Title 2 CFR Section 200.318).
- The Local Area will maintain and provide accounting and program records, including supporting source documentation, to auditors at all levels, as permitted by law (Title 2 CFR Section 200.508).

Note that failure to comply with the audit requirements specified in Title 2 CFR Part 200 Subpart F will subject the Local Area to potential cash hold (Title 2 CFR Section 200.338).

- B. All financial reporting will be done in compliance with federal and state regulations and guidance.

Highlights of this assurance include:

- Reporting will be done in compliance with Workforce Services Directive WSD19-05, *Monthly and Quarterly Financial Reporting Requirements*, (December 4, 2019).
- All close out reports will comply with the policies and procedures listed in WSD16-05, *WIOA Closeout Requirements* (July 29, 2016).

Note that failure to comply with financial reporting requirements will subject the Local Area to potential cash hold. (Title 2 CFR Section 200.338)

- C. Funds will be spent in accordance with federal and state laws, regulations, and guidance.

Highlights of this assurance include:

- The Local Area will meet the requirements of the *California Unemployment Insurance Code Section 14211*, to spend a minimum of 30 percent of combined total of WIOA Title I adult and dislocated worker formula fund allocations on training services.
  - The Local Area will not use funds to assist, promote, or deter union organizing (WIOA Section 181[b][7]).
- D. The Local Board will select the America's Job Center of California<sup>SM</sup> operator(s), with the agreement of the local CEO, through a competitive process such as a Request for Proposal, unless granted a waiver by the state (WIOA Section 121[d][2][A] and 107[g][2]).
- E. The Local Board will collect, enter, and maintain data related to participant enrollment, activities, and performance necessary to meet all CalJOBS<sup>SM</sup> reporting requirements and deadlines.
- F. The Local Board will comply with the nondiscrimination provisions of WIOA Section 188, including the collection of necessary data.
- G. The Local Area will engage in and contribute to regional planning and regional plan implementation (e.g., Local Area has participated in regional planning meetings and regional plan implementation efforts, and the Local Board and local CEO have reviewed and approved the regional plan and modifications).
- H. The Local Area will participate in regional performance negotiations.
- I. The Local Area will comply with CWDB policies and guidelines, legislative mandates and/or other special provisions as may be required under federal law or policy, including the WIOA or state legislation.
- J. Priority shall be given to veterans, recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient for receipt of career and training services funded by WIOA Adult funding (WIOA Section 134[c][3][E] and *Training and Employment Guidance Letter* [TEGL] 10-09, and TEGL 19-16).

## Application Signature Page

**Instructions** – The local CEO and Local Board chair must sign and date this form. Electronic signatures will be permitted for the PY 2021-23 application.

By signing the application, the local CEO and Local Board chair request subsequent designation of the Local Area and recertification of the Local Board. Additionally, they agree to abide by the Local Area assurances included in this application.

Local Workforce Development Board Chair

Local Chief Elected Official

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Signature

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Signature

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Tyler Newton

---

Marshall Long

---

Name

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Name

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Chair, Mother Lode  
Workforce Development Board

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Chair, Mother Lode  
Job Training Board of Directors

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Title

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Title

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2-18-2021

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2-18-2021

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Date

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Date



# Vision for the Mother Lode Workforce System

Virtual forum hosted by Mother Lode Job Training



## Join Us!

Mother Lode Job Training is developing its four-year Local Plan to provide a road map for alignment of resources and investments to meet outcomes in 2021-2024. The community is invited to participate in a discussion on moving the Mother Lode's economy forward.



### You're invited to discuss:

How can the workforce system partners and other stakeholders create a system that is more equitable, accessible and effective? Topics will include, but not be limited to:

- What are the barriers to employment?
- How can we better align our programs and leverage our combined resources?



### Save the Date

Virtual Forum: Vision for the Mother Lode Workforce System

When: Thursday, February 18, 2021 from 12:30 pm\* to 2:00 pm

*\*There will be a joint MLJT board meeting from 12:00 to 12:30, which will transition into the Local Planning Meeting.*

Where: Attend by clicking the link <https://us02web.zoom.us/j/6067573943>

or by phone at 1-669-900-9128 (Meeting ID: 606 757 3943)



### Who Should Attend?

- MLJT Board Members
- General Public
- Workforce Development Partners
- Business Owners and/or individuals representing the interests of business

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Hosted by Mother Lode Job Training | [mljt.org](http://mljt.org) | (209) 533-3396 | [info@mljt.org](mailto:info@mljt.org)



# 2021 Board Meetings

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

**Teleconference Location**  
**Zoom Conference Link**  
<https://us02web.zoom.us/j/6067573943>  
 Phone: (669) 900-9128  
 Meeting ID: 606 757 3943

## 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
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31						

April						
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July						
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October						
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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
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14	15	16	17	18	19	20
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28						

May						
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30	31					

August						
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29	30	31				

November						
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28	29	30				

March						
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28	29	30	31			

June						
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September						
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December						
Su	Mo	Tu	We	Th	Fr	Sa
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### BOD Meetings

Monday, January 25, 2021  
 10:00 am - 12:00 pm

Monday, April 19, 2021  
 10:00 am - 12:00 pm

Monday, July 19, 2021  
 10:00 am - 12:00 pm

Monday, October 18, 2021  
 10:00 am - 12:00 pm

### WDB Meetings

Thursday, February 18, 2021  
 12:00 - 2:00 pm

Thursday, May 20, 2021  
 12:00 - 2:00 pm

Thursday, August 19, 2021  
 12:00 - 2:00 pm

Thursday, November 18, 2021  
 12:00 - 2:00 pm

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