



## MEETING AGENDA

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

Thursday, February 16, 2017 (12:00pm - 2:00pm)  
Mother Lode Job Training Career Center  
197 Mono Way, Suite B, Sonora, CA 95370

---

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

- 1.1. Roll call / Establish quorum
- 1.2. Introduction of guests
- 1.3. Approval of agenda

#### **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. Any Consent Calendar items need to move to Action Items?
- 2.2. Accept the November 17, 2016 meeting minutes

#### **3. 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.*

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

- 4.1. Modify On-the-Job Training policy by increasing allowable reimbursement from 50 to 75%, to be in alignment with State and Federal guidelines.
- 4.2. Modify Incumbent Worker Training policy by increasing allowable reimbursement from 50 to 75%, to be in alignment with State and Federal guidelines.
- 4.3. Authorize MLJT Executive Director to approve changes to program policies & procedures

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

- 5.1. Executive Director's report
- 5.2. WDB membership update
- 5.3. Draft Regional/Local 2017-2020 plans are posted for public comment through 3/6/17

#### **6. NEXT MEETING: Thursday, May 18, 2017**

- 6.1. Future Agenda Items/New Business

#### **7. ADJOURNMENT**

**Mother Lode Workforce Development Board Meeting Minutes  
11/17/2016**

<b>Member</b>	<b>Present</b>	<b>Absent</b>
Rosetta Bannwarth		X
Michelle Watkins	X	
Trish Madaleno		X
Tim Hildabrand		X
Ben Hulet	X	
Frank Leschinsky	X	
Kyle Stivers	X	
Mark Borchin		X
Tyler Newton		X
Debra Rockwood	X	
Bill Petrone		X
James Wood		X
Margie Bulkin	X	
Klaus Tenbergen		X
Larry Cope	X	
Lorraine Perry	X	
Mahalia Gotico	X	
Ex Officio Members		
Dave Thoeny	X	
Rebecca Espino	X	
Shelly Hance		X
Rebecca Mendibles		X
Velma Whitebear		X
<b>Guests</b>	<b>Staff</b>	
Dianne Patterson	Vicki Long	
Ardria Weston	Amy Torres	
Brandon Price		

**1. CALL TO ORDER**

Meeting was called to order by WDB Chair Michelle Watkins at 12:15 roll call completed by Vicki Long and quorum was present.

**2. PUBLIC COMMENTS**

None

**3. CONSENT CALENDAR**

3.1. *Any Consent Calendar items need to move to Action Items?*

None

3.2. Accept the August 18, 2016 meeting minutes

**Minutes accepted (M) M. Bulkin (S) D. Rockwood ayes carried seven absent**

**4. ACTION ITEMS**

4.1. Ratify the nomination of Kyle Stivers, Mariposa County Chamber of Commerce, to the WDB  
**Membership for K. Stivers ratified (M) L. Cope (S) M. Bulkin ayes carried 7 absent**

4.2. Ratify the nomination of Lorraine Perry, Economic Development Department, to the WDB

**Membership for Lorraine Perry ratified (M) F. Leschinsky (S) D. Rockwood ayes carried 7 absent**

- 4.3. Approve the State Workforce Board negotiated WIOA Performance Goals (2016 & 2017)  
D. Thoeny addressed the WDB on this matter, explaining the goals and how the negotiation was received.

**Performance Goals approved (M) M. Bulkin (S) D. Rockwood ayes carried 7 absent**

- 4.4. Approve the procurement process for One-Stop Operator  
Dave Thoeny addressed the WDB on this matter
  - 1. The Mother Lode Job Training Board of Directors and Workforce Development Board must identify whether it is economically feasible to divide service delivery across multiple procurements or if it is preferable to retain service delivery and outsource procurement and oversight of services to a neutral third party.
  - 2. Based on the direction provided,
    - a. If service provision is to be retained by the Mother Lode Workforce Development Board then:
      - 1) Conflict of interest and firewall provisions must be adopted
      - 2) A neutral third party must be identified to establish the scope of work and complete procurement; and,
      - 3) A neutral third party must be retained to provide compliance and performance oversight for service delivery.
    - b. If service provision is to be contracted to a third party then:
      - 1) The Mother Lode Workforce Board must adopt Conflict of Interest and firewall provisions;
      - 2) A Scope of Work and procurement methodology must be established; and,
      - 3) Capacity for compliance and performance oversight must be developed.

Should the Mother Lode Board of Directors and Mother Lode Workforce Development Board wish to retain service provision then staff recommends that the Boards retain a neutral third party to establish the scope of work for the AJCC Operator, and the Adult and Dislocated Worker and Youth Services Providers. This would be most efficiently done by having the Chairs of both Boards appoint an adhoc committee to provide oversight for the procurement and by retaining a neutral third party to conduct the procurement. The work necessary to establish the scope of work can be mitigated by adopting a procurement tool that has already been developed, such as the procurement used by the San Diego, Madera or Tulare Workforce Boards. The Boards will also need to procure a third party to conduct an annual compliance and performance audit resulting in a written report to the Boards supporting decision making regarding contract extensions and corrective action.

**Approval to proceed with the RFP for the AJCC Operator minimal requirements as specified in the EDD Directive WSD16-14, and to retain MLJT as Adult and Dislocated Worker career service provider in the aforementioned directive. (M) M. Bulkin (S) K. Stivers ayes carried**

Adjourned