

**WORKFORCE DEVELOPMENT  
BOARD MEMBERS**

**JANET BARD**  
Ramos Oil Company, Inc.

**LARRY BOOTH**  
Frank M. Booth, Inc.

**BRIAN BROADWAY**  
Sacramento Job Corps

**DENNIS CANEVARI**  
Sheet Metal Workers Local #104

**N. LISA CLAWSON**  
Blood Source, Inc.

**LYNN R. CONNER –Chair**  
Parasec

**MICHAEL DOURGARIAN**  
Asher College

**ANN EDWARDS**  
Department of Human Assistance

**DIANE FERRARI**  
Employment Development Department

**DAVID W. GORDON**  
Sacramento County Office of Education

**GARY R. KING – First Vice Chair**  
SMUD

**KATHY KOSSICK**  
Sacramento Employment & Training Agency

**MATT LEGE**  
SEIU – United Healthcare Workers

**FRANK A. LOUIE**  
Sacramento Asian Chamber of Commerce

**ELIZABETH MCCLATCHY**  
The Safety Center, Inc.

**CHARLOTTE MITCHELL**  
Sacramento County Farm Bureau

**DENNIS MORIN**  
Sacramento Area Electrical Training Center

**DR. JAMEY NYE**  
Los Rios Community College District

**JAY ONASCH**  
California Department of Rehabilitation

**KIM PARKER**  
California Employers Association

**FABRIZIO SASSO**  
Sacramento Central Labor Council

**ANETTE SMITH-DOHRING**  
Sutter Health – Sacramento Sierra Region

**PETER TATEISHI**  
Sacramento Metro Chamber of Commerce

**RICK WYLIE – Secretary/Treasurer**  
Villara Building Systems



**SACRAMENTOWORKS**

**SACRAMENTO WORKS, INC.**  
**Executive Committee**

**Date:** Wednesday, February 22, 2017

**Time:** 4:00 p.m.

**Place:** Sacramento Employment & Training Agency  
Board Room  
925 Del Paso Blvd.  
Sacramento, CA 95815

**AGENDA**

1. Call to Order/Roll Call
2. Approval of Minutes of the January 23, 2017 Meeting
3. Approval of Youth Services Provider for the Galt Area
4. Approval of Request from EDD to be an AJCC Career Services Provider
5. Adjournment

**COMMITTEE MEMBERS:** Larry Booth, Lynn Conner, Diane Ferrari, Gary King, Kathy Kossick, Elizabeth McClatchy, Anette Smith-Dohring, Rick Wylie

**DISTRIBUTION DATE: WEDNESDAY, FEBRUARY 15, 2017**

**SACRAMENTO WORKS, INC.**

Executive Committee

Minutes

*(The minutes reflect the actual progression of the meeting.)*

SETA Redwood Room  
925 Del Paso Blvd.  
Sacramento, CA 95815

Monday, January 23, 2017  
4:00 p.m.

1. Call to Order/Roll Call: Ms. Conner called the meeting to order at 4:02 p.m.

Members Present: Diane Ferrari, Gary King, Kathy Kossick, Elizabeth McClatchy, Anette Smith-Dohring

Members Absent: Larry Booth, Lynn Conner, Rick Wylie

Others Present: Roy Kim, Julie Davis-Jaffe, Phillip M Cunningham, Esq., Terri Carpenter, William Walker

2. Approval of Minutes of the November 14, 2016 Meeting

The minutes were reviewed; no questions or corrections.

Moved/McClatchy, second/Kossick, to approve the November 14 minutes.

Roll Call Vote:

Aye: 5 (Ferrari, King, Kossick, McClatchy, Smith-Dohring)

Nay: 0

Abstentions: 0

Absent: 3 (Booth, Conner, Wylie)

3. Review of Agenda Packet for January 25, 2017 Board Meeting

The agenda packet was reviewed. The "stretch" goals board item has been worked on for at least two years. The Planning/Oversight Committee has reviewed data and approved the recommended stretch goal at their January meeting.

Mr. Cunningham will take the lead on the One Stop Operator selection board item..

The results of the Strategic Planning session were distributed; board members were asked to make any suggested changes no later than January 31.

Ms. Kossick stated that the fourth quarter performance dashboard is the last report under WIA.

4. Review Quotations received for One-Stop Operator selection and make Recommendation for Action to Full Board

Ms. Kossick left the room.

Mr. Phil Cunningham reviewed the process. He and the SETA legal counsel have worked together to prepare the agenda item. Sacramento Works has been a leader in the selection of a one stop operator. Other workforce areas nationwide are looking to us for direction.

Moved/King, second/Ferrari, to select SETA to serve as One-Stop Operator and recommend for action to the full board.

Roll Call Vote:

Aye: 4 (Ferrari, King, McClatchy, Smith-Dohring)

Nay: 0

Abstentions: 1 (Kossick out of the room during discussion/vote)

Absent: 3 (Booth, Conner, Wylie)

5. **Adjournment:** The meeting was adjourned at 4:37 p.m.

## ITEM 3 - ACTION

### APPROVAL OF YOUTH SERVICES PROVIDER FOR THE GALT AREA

#### BACKGROUND:

At the request of the Youth Committee on November 16, 2016 the Sacramento Works Workforce Development Board voted to recommend to the SETA Governing Board the release of a Request for Proposals (RFP) to serve disconnected youth in the Galt area due to a return of funds from the Galt Joint Union High School District. The SETA Governing Board approved the release of this RFP on December 1, 2016. Proposals were due at SETA on January 12, 2017.

The WIOA Youth RFP focus included:

- Significantly increased services to out-of-school youth 16-24 (75% of WIOA youth funds must be expended on providing intensive services for out-of-school youth)
- Paid or unpaid work based learning activities that include both an academic and occupation education component for both in-school and out-of-school youth (at least 20% of WIOA youth funds must be expended on work experience activities)
- The incorporation of specific WIOA Required Youth Elements into program services and training provided to the youth
- Individualized services focusing on career pathways and work-based learning tied to a systematic approach that offers youth a comprehensive set of service strategies to help identify personal and vocational interests and begin to clarify long-term employment goals
- Innovative youth program service strategies which provide support for high school dropout recovery, child care, housing, comprehensive guidance/counseling and mentoring
- Demonstrated linkages with the public schools, alternative schools, and various training providers to extend and enhance learning opportunities as part of a year-round strategy to improve academic achievement and build connections between work and learning
- Achievement of recognized post-secondary credentials
- Required connection between WIOA-funded youth programs and the One-Stop Center System providing information on the full array of appropriate services that are available to youth

#### Selection/Evaluation Procedure/Criteria

A proposal evaluation committee comprised of staff and Youth Committee members evaluates each proposal and provides the results of their evaluation. Youth program

funding recommendations are based upon an evaluation of each proposal submitted and the applicant agency's past program performance.

Proposal evaluation criteria includes program summary, target area, target group, program design, performance benchmarks, statement of capabilities/references, financial management and budget. Points possible in this section are 105 points.

All applicants who are either current or recent SETA funded program operators were evaluated based upon their ability to meet contractual performance standards for up to the last three fiscal years. Other organizations not currently or previously funded by SETA and service providers who received SETA funds prior to 2013 were evaluated based on information obtained from references submitted in their proposal. Points possible in this section are 40 points

### **FUNDING ALLOCATIONS**

The amount of funding estimated to be available is \$95,640. The subgrant will be awarded for an initial term beginning March 6, 2017 and ending June 30, 2018. The Sacramento WIOA youth funds are allocated for Individualized Services for Out-of-School Youth.

#### **Individualized Services:**

The Workforce Innovation and Opportunity Act identified specific program elements to be incorporated into the delivery of youth services.

1. Secondary School Completion Services
2. Alternative Secondary School Services
3. Paid or unpaid work experience that have academic and occupation education as a component of the work experience
4. Occupational Skills Training that lead to recognized post-secondary credentials that align with in-demand industry occupations
5. Education offered concurrently with and in the same context as workforce activities and training for a specific occupation
6. Leadership development opportunities, including community service and peer-centered activities encouraging responsibility and other positive and civic behaviors
7. Supportive Services
8. Adult Mentoring
9. Comprehensive Guidance and Counseling
10. Follow-up Services for not less than 12 months after program completion
11. Financial literacy education

ITEM 3 – ACTION (continued)  
Page 3

12. Entrepreneurial skills training
13. Career awareness, career counseling and career exploration services about in-demand industry sectors/occupations
14. Activities that help youth prepare for and transition to post-secondary education and training.

The WIOA Youth Program requires that these elements be part of a comprehensive and community-focused program design providing an age continuum of services to the target population. Program services will address the barriers of the targeted youth and prepare them to obtain employment in a high wage/high growth industry or in an occupation with future career advancement opportunity, enter an education or training program, attain a degree/certificate, achieve measureable skill gains or return to/remain in secondary/alternative secondary school.

Two proposals were received to provide WIOA Youth Program Services for the Galt Area:

1. Sacramento Youth Empowerment Organization, Inc.
2. California Human Development

The Youth Committee met on Wednesday, February 1 and recommended California Human Development to provide youth services.

RECOMMENDATION:

Approve the selection of California Human Development for WIOA Youth Services for the Galt area. In addition, approve with the stipulation that all funding recommendations are contingent upon satisfactory year-end program performance reviews.

**WIOA OSY YOUTH FUNDING - Galt Area  
PY 2016-2018**

Rank	Total Points	Out of School Youth Provider	Amount Requested	Proposed Number to be Served	2016-2018 Funding	Cost Per Participant	# of Youth	Area/Location
1	119.75	California Development Human	\$95,640	25	\$95,640	\$3,826	25	Galt area (95632,95630,95686,95220,95690,95693,95615) and Galt AJCC
2	51.75	Sacramento Empowerment Youth	\$95,640	10	0	0	0	Galt area (95632) and Sacramento Works AJCC's (La Familia, Galt, Greater Sacramento Urban League and Asian Resources)
<b>Subtotal Out of School Youth</b>			<b>\$191,280</b>	<b>35</b>	<b>\$95,640</b>	<b>\$3,826</b>	<b>25</b>	

*At least 20% of funds must be expended on paid work experience.*

## ITEM 4 - ACTION

### APPROVAL OF REQUEST TO THE CALIFORNIA WORKFORCE DEVELOPMENT BOARD FOR SETA TO CONTINUE TO PROVIDE CAREER SERVICES UNDER THE WORKFORCE INNOVATION AND OPPORTUNITY ACT

#### BACKGROUND:

Under the Workforce Innovation and Opportunity Act (WIOA), a local board or administrative entity may be designated as an Adult and Dislocated Worker Career Services Provider only with the approval of the Chief Local Elected Official (CLEO) and the Governor. In order to be considered by the Governor for designation as a Career Services Provider, the CLEO must submit a Request for Approval to the California Workforce Development Board (CWDB).

SETA provides Career Services throughout the network of America's Job Centers of California (AJCC), primarily at the four AJCCs hosted by SETA and the AJCC hosted by the Employment Development Department. To continue to provide Career Services under WIOA, staff is seeking approval to submit the attached request to the CWDB.

#### RECOMMENDATION:

Approve the request to the CWDB for SETA to continue to provide career services under the WIOA.