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SACRAMENTO WORKS, INC. **Executive Committee**

Date: Monday, March 22, 2004
Time: 4:00 p.m.
Place: Sacramento Employment & Training Agency
Shasta Room
925 Del Paso Blvd.
Sacramento, CA 95815

A G E N D A

1. Call to Order/Roll Call
2. Review of Agenda for the March 24, 2004 Meeting
3. Approval to Combine Two Sacramento Works Committees
4. Appointment of Youth Council Member(s)
5. Economic Development Seat Vacancy
6. Committee Updates
 - Employer Outreach Committee
 - Planning/Oversight Committee
 - Youth Council
7. Adjournment

Committee Members: Michael Dourgarian, Bill Camp, Dr. Jim Hernandez, Mark Ingram, Kathy Kossick, Gerry Lawrence, Elizabeth McClatchy, Jack Padley, Maurice Read, Larry Suddjian, Kingman Tsang.

**This meeting is open to all members of the Sacramento Works, Inc.
Board and the public.**

DISTRIBUTION DATE: TUESDAY, MARCH 16, 2004

ITEM 3-ACTION

APPROVAL TO COMBINE TWO SACRAMENTO WORKS COMMITTEES

BACKGROUND:

When the Sacramento Works, Inc. was originally formed, several working committees were established. The Youth Council, the Employer Outreach Committee, and Executive Committee meet on a regular basis. The One Stop Operations Committee and the Planning/Oversight Committee meet when actions need to be taken.

The short-term goals of the **One Stop Operations Committee** include:

- Develop MOU between required partners and one stop operational policies.
- Review and comment on local performance measures for youth, adults, and dislocated workers.
- Oversee performance measures system and evaluate one stop system and operator.
- Act as broker between/amongst partners in the system.

The **Planning/Oversight Committee** has the following short-term goals:

- Identify the needs of local employers, including growth occupations, local skill gaps, training needs.
- Solicit new ideas to advance the state of the art and ensure continuous improvement.
- Provide a forum for identifying and responding to community issues.
- Review and revise the 5-Year Workforce Development Plan
- Review and revise the procedures for selecting training providers.
- Develop a plan for a regional workforce investment system.

The Planning/Oversight Committee has had difficulty in obtaining a quorum for the last several meetings. Much of what the One Stop Committee does is directly linked to information needed by the Planning Committee. In order to conduct the Board's business in an efficient and timely manner, staff is recommending that the One Stop Evaluation Committee be blended into the Planning/Oversight Committee. Attendance records for these two committees are attached.

RECOMMENDATION:

Approve combining the One Stop Evaluation Committee with the Planning/Oversight Committee. Members of the One Stop Evaluation Committee will be invited to become members of the Planning/Oversight Committee.

ITEM 4 - ACTION

APPOINTMENT OF YOUTH COUNCIL MEMBER(S)

BACKGROUND:

At the September 18, 2000 Sacramento Works board meeting, members of the Youth Council were appointed. Since that time, several applications of interest have been received. The Workforce Investment Act requires no minimum or maximum number of representatives on the Youth Council. The WIA states that there are six categories of membership on the Youth Council.

Youth Council Membership Categories

- Members of the local board with special interest or expertise in youth policy;
- Representatives of Youth Service Agencies, including juvenile justice and local law enforcement agencies;
- Representatives of local Public Housing Authorities;
- Parents of local youth seeking assistance under WIA;
- Youth, including former participants and representatives of organizations that have experience relating to youth activities; and
- Representatives of the Job Corps

Staff frequently receive applications for nominees to the Youth Council. The following nominees are being recommended for appointment.

Pattie Espinosa, Employment Development Department

New WIB Member Mart Kelly has expressed an interest in being involved in this committee.

A copy of Ms. Espinosa's application is being sent under separate cover. Staff will provide an oral report on this item.

RECOMMENDATION:

Review and appoint the above individual to the Youth Council.