

CAREER CENTERS

BROADWAY

915 Broadway
Sacramento, CA 95818
(916) 324-6202

CITRUS HEIGHTS

7640 Greenback Lane
Citrus Heights, CA 95610
(916) 676-2540

FRANKLIN

7000 Franklin Blvd., Ste. 540
Sacramento, CA 95823
(916) 262-3200

GALT

1000 C Street, Suite 100
Galt, CA 95632
(209) 744-7702

HILLSDALE

5655 Hillsdale Blvd., Ste. 8
Sacramento, CA 95842
(916) 263-4100

LEMON HILL

5451 Lemon Hill Avenue
Sacramento, CA 95824
(916) 433-2620

MARK SANDERS COMPLEX

2901 50th Street
Sacramento, CA 95817
(916) 227-1395

LA FAMILIA COUNSELING CENTER

5523 34th Street
Sacramento, CA 95820
(916) 227-2577

MATHER

10638 Schirra Avenue
Mather, CA 95655
(916) 228-3127

RANCHO CORDOVA

10665 Coloma Rd., Ste. 200
Rancho Cordova, CA 95670
(916) 942-2165

SOUTH COUNTY

8401 - A Gerber Road
Sacramento, CA 95828
(916) 689-3560

Administrative Offices & Employer Services

925 Del Paso Blvd.
Sacramento, CA 95815
(916) 263-3800

Website: <http://www.seta.net>



SACRAMENTO WORKS, INC. PLANNING/OVERSIGHT COMMITTEE

Date: Wednesday, March 10, 2004

Time: 3:30 p.m.

Location: SETA Board Room
925 Del Paso Blvd.
Sacramento, CA 95815

A G E N D A

1. Call to Order/Roll Call
2. **ACTION ITEM:** Approval of the Minutes of the February 9, 2004 Committee of the Whole Meeting
3. **ACTION ITEM:** Approval of Resource Allocation Plan for Fiscal Year 2005
4. **ACTION ITEM:** Approval to Develop a Plan and Timeline for Identification of Regional Critical Industries
5. Input from the public
6. Adjournment

Committee Members: Larry Suddjian (Chair), Rick Dibble, Mark Erlichman, Barbara Hayes, Jim Lambert, Anne Moore, James Pardun, Bruce Parks, Clayton Thomas.

DISTRIBUTION DATE: THURSDAY, MARCH 4, 2004

SACRAMENTO WORKS, INC. PLANNING/OVERSIGHT COMMITTEE

Minutes/Synopsis *COMMITTEE OF THE WHOLE*

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

Tuesday, February 9, 2004
3:30 p.m.

1. **Call to Order/Roll Call:** Mr. Suddjian called the meeting to order at 3:34 p.m. A quorum was not established.

Members Present: Larry Suddjian, Rick Dibble, Anne Moore, James Pardun, Bruce Parks.

Members Absent: Mark Erlichman, Barbara Hayes, Jim Lambert, Clayton Thomas, Dennis Trinidad.

Others Present: Robin Purdy, Jane Rasmussen, Christine Welsch, Phil Cunningham, David Lyons, Joan Polster, Kathy Kossick, Roy Kim.

1. **Action Item:** Approval of Resource Allocation Plan for Fiscal Year 2005

It is the responsibility of the Planning Committee to determine how WIA resources are spent. The resource allocation recommendation, services to be offered to customers in the one stop system, was reviewed.

The activities are:

1. One stop services
2. On-the-Job Training
3. Scholarships/Workforce Skills Preparation
4. Board Initiatives (LEED, public relations)
5. Administration/Overhead

Committee members inquired that if there were funding available, would it be easier for staff to do their jobs? The one stop site supervisors have been saying that it is more difficult to provide services at the career centers because the partners are not available. The staff are burning out and more staff is needed.

Mr. Dibble stated that the Sacramento Veterans Resource Center have had 25 different classes for workforce skills preparation and there has yet to be a single one stop casemanager to refer people to their classes. There needs to be better marketing. Ms. Purdy stated that there will be a provider fair on February 19 to get together to discuss this issue.

Mr. Pardun inquired if the BICs are attracting significant numbers of people? Staffmember Darlene Conway from the Hillsdale One Stop reported that over 2,000 businesses have been served over the year through the regional BICs.

There was a great deal of discussion about adequate money for upgrading computers and the staff to upgrade the system. Ms. Purdy stated that staff will provide a report back on what the one stops need for computers and staffing. Ms. Rasmussen inquired if CalWorks funds were being used for supportive services and Ms. Purdy stated that they were.

Staff will be trained on the Workforce Skills Training developed by LEED. Deanna Hanson will be meeting with the Employer Outreach Committee to provide an update on this item.

The committee requested a more detailed breakdown of the Administrative/Overhead cost categories to show WIA Administrative Costs separately from WIA Program Costs that are reflected in Overhead and Operation of the SWCC System.

Mr. Suddjian requested a report showing outcome data for Scholarships and Training providers. In addition, the committee requested data on Scholarships and their corresponding costs for each of the critical industries.

No action was taken since there was not a quorum present.

2. **Discussion Item:** Developing a Plan and Timeline for Identification of Regional Critical Industries

Ms. Purdy inquired what would the committee need to look at the critical industries and select them for the next fiscal year. Mr. Lyons suggested that auto mechanics, aircraft mechanics and motorcycle repair mechanics definitely be added to the critical industries.

Mr. Lyons stated that the call centers industry may need to be looked at another way. Perhaps look at financial activities in the region. He suggested perhaps looking at Information Technology again. Move away from computer manufacturing and go to computer support and technicians.

Mr. Suddjian asked that staff provide a specific definition of the various jobs in the critical industries to committee members at the next meeting. Ms. Purdy stated that staff will put together the revised definitions and outlines of the critical industries to be looked at, including financial activities and real estate. Ms. Purdy read a listing of the various critical industries.

4. Input from the public – None.

5. Adjournment: Meeting adjourned at 4:25 p.m.

ITEM 3 – ACTION

APPROVAL OF RESOURCE ALLOCATION PLAN FOR FY 2005

BACKGROUND:

It is the responsibility of the Planning Committee to determine the types of services and activities that should be funded with the Workforce Investment Act formula funds and to make a “resource allocation” recommendation to both the Sacramento Works, Inc. Board and the SETA Governing Board. The resource allocation recommendation is a determination of what activities and services should be offered through the one stop career center system and how much money, or what percent of next years funds, should be allocated to each activity.

At the Planning Committee meeting on February 9, 2004, Committee members requested the following additional information in order to approve the Resource Allocation Plan:

- 1. Break-out of the Administration/Overhead activity into One Stop Support and Administrative activities**
- 2. Detailed information by one-stop career center of staffing and infrastructure needs.**
- 3. Performance Report for Training Providers**
- 4. Report on Scholarships Approved by Critical Industry**

For the current fiscal year (July 1, 2003 through June 30, 2004), the Planning Committee approved the following Workforce Investment Act activities and resource allocation plan for the Sacramento Works One Stop Career Center system:

ACTIVITIES:

- 1. One-Stop Services (34% of funds):** This activity includes the infrastructure, operating and staffing costs for 11 Sacramento Works One Stop Career Centers which provide
 - access to information, computers, faxes, copiers, and telephones to assist customers with core job search activities;
 - intensive case management services for all customers who are enrolled or receive scholarship funds;
 - Job development, job placement, job retention and follow-up services to customers seeking employment after training.
- 2. On-the-Job Training (OJT) (13% of funds):** This activity provides wage subsidies to employers willing to train workers on-the-job. OJT is an effective workplace activity because it provides a commitment to hire by the employer, reimburses wages at 50% or less, and results in wage gain and job retention.
- 3. Scholarships/Workforce Skills Preparation (30% of funds):** This activity can be used for tuition or for supportive services while a customer receives training or to provide workforce skills preparation services on-site at career centers.

- **Scholarships** are the costs associated with training customers in critical industries selected by Sacramento Works, Inc. (Tuition, supportive services, and incentive payments).
 - **Workforce Skills Preparation** are individualized services purchased “off-the-shelf” from approved vendors. Workforce Skills Preparation services include Vocational Assessment, Small Business Development, Financial Literacy, Interpretation/Translation and Job Retention/Life Skills Workshops.
4. **Board Initiatives (4% of funds):** This activity sets aside funding for Initiatives developed by Sacramento Works, Inc. The Current Board initiatives include collaborative business outreach, marketing services to the employer community, researching newly emerging industry clusters and critical industries in the region, developing Workforce Skills Certification systems for the critical industries selected by the Board, and training staff and providers.
 5. **One Stop Support (11.4% of funds):** This activity is provided by SETA staff and includes program monitoring, technical assistance and training; SMARTware automated casemanagement system support, client tracking, client follow-up, and developing monthly and quarterly performance reports.
 6. **Administration (7.6% of funds):** This activity is provided by SETA staff and includes personnel, payroll, fiscal monitoring, purchasing, contracting, board staffing and support, and information technology.

FY2004 RESOURCE ALLOCATION PLAN

Last year, the allocation for the adult and dislocated worker programs of the Workforce Investment Act was \$5,711,406. The following resource allocation plan was approved by the Board:

Activity	% of Total Allocated to Activity	WIA Formula Funds
One Stop Services	34%	\$1,941,878
On-the-Job Training	13%	\$ 742,483
Scholarships/Workforce Skills Preparation	30%	\$1,713,422
One Stop Support: Program Monitoring, SmartWare support, Client tracking, reporting and follow-up	11.4%	\$ 652,692
Administration: General Administration, Personnel, Payroll, Information Systems, Fiscal and Contracts staff	7.6%	\$ 432,475
Board Initiatives	4%	\$ 228,456

IMPACT OF RESOURCE ALLOCATION PLAN ON SYSTEM:

The approved resource allocation plan increased the funds allocated to scholarships and workforce skills preparation in a year in which SETA experienced a 27% reduction in funds, closed three career centers, reduced contracts with services providers by \$1,000,000, and eliminated 18 positions. Shifting funds from intensive one stop services to scholarships resulted in:

- Career center staff spending the majority of their time on intensive case management and training for adults and dislocated workers.
- Less staff and partners available to assist customers in the resource room core job placement services and to conduct outreach to employers
- Reduction in information technology staff available to maintain computers in the one stop system
- Elimination of funds to replace/update computer equipment in career centers.

HIGH PRIORITIES FOR FISCAL YEAR 2004-2005

In the fall of 2003, career center managers, supervisors, staff and partners were surveyed about the workload, the needs of the customers, and what needed to be done to improve services to customers. The results of the surveys indicate that the priorities which offer the greatest promise of achieving success in the next two years are:

1. **Emphasis on high quality Customer services.** The Centers must have staff who are customer friendly and all customers, including special populations (disabled, limited-English speaking, offenders, veterans, etc.) must have access to the services they need.
2. **Investment in Technology.** The Centers must have the latest technology and software for job seekers and the equipment must be kept up to date and working properly.
3. **Emphasis on meeting the needs of Employers.** The Centers must be able to meet the needs of employers by providing recruiting, screening and referral services, serving small business through the Business Information Centers, providing upward mobility and job retention services, and integrating employers as career center system partners.

ONE STOP CAREER CENTER PERFORMANCE

Core Services Outcomes:

Despite the funding reductions and the change in emphasis to intensive case management, many job seekers continue to successfully find employment using the core services available at the Sacramento Works One-Stop Career Centers. In November, 2003 the Sacramento Works, Inc. One-Stop Oversight Committee requested that the Employment Development Department compare the roster of Sacramento Works, Inc. core service customers to the EDD Base Wage File (the list of employees who paid taxes) for the first three quarters of FY2003 (July 2002 – March 2003). The names and social security numbers of 30,116 Sacramento Works Career Center customers were compared to the base-wage file, and 22,463 or 64% of the customers showed earnings in the quarter after their visit.

The number of people that can be served in core services is significantly higher than intensive services, and the cost of providing core services is significantly lower than intensive and training services, but core services are not the most effective strategy for serving special populations and low-skilled job seekers. There are no retention or wage gain outcomes available for core service customers; however, staff is developing a strategy that will allow core service customers to be included in performance measures.

In the first six months of Fiscal Year 2004 (July to December, 2003) 20,472 job seekers received 80,015 core services through the Sacramento Works Career Center system, for a cost of \$122.50 per job seeker and \$31.33 per core service.

Intensive and Training Services Outcomes:

67% of adults and 80.7% of dislocated workers enrolled in intensive training are employed in the quarter after they exit services. 82% of adults and 89% of dislocated workers retain their jobs after completing intensive and training services and the wage gain averages about \$4,045 per year. The average cost for customers enrolled in intensive and training services is \$3,450. The benefit of intensive and training services appears to be in the retention and wage gain rates. Customers taking part in the intensive and training programs tend to be able to stay employed and increase wages.

Programmatic Changes that affect the Resource Allocation Plan:

1. In the first six months of the fiscal year 1,663 customers were served in intensive and training service through the Sacramento Works One Stop Career Center system by 35 case managers. Caseloads are planned to be between 50 and 60 customers per case manager, depending on time spent on other career center duties including, resource room coverage, workshop facilitation, job development and follow-up. As of December 31, 2003, the average caseload per case manager was 48 cases (numbers do not include customers that are being provided job retention and follow-up services, which is an additional 10-20 per case manager). At the current rate of enrollment, each case manager will have a full caseload by mid-March. At the current rate of obligation, 25% of the scholarship fund will remain unobligated unless more case managers are added...

# Served	Total Case Managers	Average Cases 12/03	Full Caseload Projected by 3/04
1,663	35	48	60

2. Customers enrolled in intensive and training services are remaining enrolled in case management for 16-24 months. Planned caseloads are based on annual figures and do not reflect the length of time that customers receive intensive case management.
3. SETA is preparing for public sector layoffs which will begin in July, 2004. Current estimates are that up to 1,700 local public sector workers will be dislocated and will

be eligible to use the career center system for job search assistance. EDD planning assumptions indicate that public sector dislocated workers will not need retraining services, but will need assistance in identifying transferable skills and finding jobs in the private sector.

4. Sacramento Works and SETA invested in computer technology when the Sacramento Works One Stop Career Center system was developed in Fiscal Year 1999-2000. Many of the computers are now obsolete and must be upgraded in order to meet the needs of the customers. SETA has invested in Citrix/Metaframe and has purchased the SMARTware case management system, which will, in the long-term, reduce costs, but this year we must upgrade our software products, replace about 100 obsolete computers, and maintain the Information Systems staffing levels necessary to keep the system operational.
5. Last year the Scholarship fund was increased from 22% to 30% of the allocation to ensure that workforce skills preparation services and training were available to meet the needs of job seekers.
6. Workforce Skills Preparation services were planned to provide core and intensive services on-site at the career centers, including vocational assessment services, job search workshops, legal services, including expungement and driver's licenses reinstatement, and small business assistance. These services have not been utilized to the extent that was planned, and less than \$10,000 in Workforce Skills Preparation has been obligated.
7. In August, 2003 the Sacramento Works, Inc. Board approved a recommendation by the Planning Committee to cap scholarships on tuition at the following levels:
 - High Tech: \$7,000
 - Construction: \$6,000
 - Call Center/Customer Service: \$5,000
 - Hospitality/Tourism: \$3,000
 - Healthcare: \$10,000
 - Non-Critical Industries: \$5,000
8. A maximum supportive service allowance of \$2,500 per job seeker was approved in November, 2003. It is anticipated that caps on tuition and supportive services will save approximately \$15,000 during the second half of this fiscal year, and allow services to more customers without increasing the resources allocated to training services. The savings could be transferred to one stop services to hire additional staff or could be used to increase the number of customers served.
9. The Board Initiative set aside for FY2004 included the following components:
 - Marketing of Sacramento Works, Inc.,
 - Economic Reports and LMI Research
 - Develop Workforce Skills Certification System for critical industries
 - Staff support for the Youth Service Provider Network

The Workforce Skills Certification should be complete by June 30, 2004. The Board Initiative set-aside could be focused on marketing Sacramento Works, Inc. and providing economic reports and research.

Resource Allocation Plan Recommendation:

Staff is recommending the following Resource Allocation Plan for FY2005. Final allocations for next year have not yet been determined. Using last year's funding level, the amount available for each activity would be:

Activity	Recommendation for FY2005 % of Total Allocation	FY2004 Resource Allocation Approved Plan	\$ Based on FY2004 Allocation	\$ Increase/ Decrease based on FY 2004 Allocation
One Stop Services	39%	34%	\$2,227,448	\$285,570
On-the-Job Training	13%	13%	742,483	-
Scholarships/Workforce Skills Preparation	26%	30%	1,484,965	\$(228,456)
One Stop Support: Program Monitoring, SmartWare support, Client tracking, reporting and follow-up	11.4%	11.4%	652,692	
Administration: General Administration, Personnel, Payroll, Information Systems, Fiscal and Contracts staff	7.6%	7.6%	432,475	
Board Initiatives	3%	4%	171,342	\$(57,114)
			\$5,711,405	

Staffing and Infrastructure Needs by One Stop Career Center

One Stop	Budget Request	Amount Requested
Broadway	Casemanager and Information Technology Support	\$45,000
Citrus Heights	Career Center Clerk/Recruitment Specialist	60,000
Franklin	30 Computers for lab and resource room	30,000
Galt	15 computers need replacing.	15,000
Hillsdale	Replace 25 computers	25,000
La Familia Counseling Center	Job Developer and Clerk \$71,670	71,670
Lemon Hill	Increase hours for 5 casemanagers from 6 to 8 hours per day and upgrade memory in existing computers	53,750
Mark Sanders	Replace 7 Resource room/staff computers.	7,000
Mather	Half-time casemanager and replace 5 computers.	35,000
Rancho Cordova	Casemanager and replace 12 computers	57,000
South County	Casemanager and 5 computers	50,000
System wide computer costs	Add 1 Information Systems Technician to replace and maintain 104 computers	61,000
Total		\$510,420

Estimated savings or leveraged costs that will reduce the need for WIA funds.

SETA is currently negotiating with the Sacramento County Department of Human Assistance for a contract in which DHA would provide funding to SETA for their fair share of the one stop career center system. The amount of funding will be determined by matching the names and social security numbers of the career center customers to the CalWORKS database.

Training Provider Performance Report

Provider	Total	Exits	Jobs	EER	AWP	Positive Completions	Total Completions	Completion Rate
49er ROP	0	0	0	0.00%	\$0.00	0	0	0.00%
ABC School/Tech Skills	43	23	19	82.61%	\$24.00	28	29	96.55%
Advanced Career Tech	2	2	1	50.00%	\$8.00	2	2	100.00%
Alameda Computer Center	0	0	0	0.00%	\$0.00	0	0	0.00%
Allied Business Schools, Inc.	10	0	0	0.00%	\$0.00	1	1	100.00%
Area Truck Driving School	4	2	2	100.00%	\$12.00	4	4	100.00%
Aviation & Electronics School	21	19	14	74%	\$13.93	21	21	100.00%
California Alarm & Lock Institute	2	1	0	0.00%	\$0.00	2	2	100.00%
California Institute of Jewelry Training	6	4	2	50.00%	\$12.00	6	6	100.00%
California State University	12	9	8	88.89%	\$12.00	8	9	88.89%
Cal-Trade Welding Center for Employment Training	1	1	1	100.00%	\$18.00	1	1	100.00%
Contractors State License Schools	25	17	13	76.47%	\$8.00	17	19	89.47%
EGUSD/Bus & Tech Training Inst.	0	0	0	0.00%	\$0.00	0	0	0.00%
EuroTech Plus	44	25	18	72.00%	\$22.00	31	35	88.57%
Federico College of Hairstyling	0	0	0	0.00%	\$0.00	0	0	0.00%
GJUHSD	7	3	3	100.00%	\$10.00	3	3	100.00%
Global Travel Academy	1	1	1	100.00%	\$10.00	1	1	100.00%
Heald College School of Business	0	0	0	0.00%	\$0.00	0	0	0.00%
High-Tech Institute	7	6	4	67%	\$15.50	6	6	100.00%
Institute of Technology	7	3	3	100.00%	\$10.00	4	4	100.00%
M.T.I. College of Business and Technology	4	0	0	0.00%	\$0.00	0	0	0.00%
Modoc Railroad Academy	15	6	4	67%	\$13.50	8	10	80%
National Career Education	0	0	0	0.00%	\$0.00	0	0	0.00%
National Training Institute	16	9	5	56%	\$16.20	10	13	77%
	0	0	0	0.00%	\$0.00	0	0	0.00%

National Training Institute	9	9	7	78%	\$7.00	9	9	100.00%
New Horizons Computer Learning Center, Inc.	7	3	3	100.00%	\$12.00	7	7	100.00%
Northern California Barber & Cosmetologist Apprenticeship Program	5	1	1	100.00%	\$8.00	1	2	50.00%
Northern California Teamsters	3	3	3	100.00%	\$12.67	2	3	67%
Northwestern Technical College	21	19	13	68%	\$10.00	18	21	86%
Oxman College	0	0	0	0.00%	\$0.00	0	0	0.00%
Precision Technical Institute	4	2	2	100.00%	\$16.00	3	3	100.00%
Sacramento City USD-Old Marshall Adult Education Center	26	16	6	37.50%	\$10.00	11	18	61.11%
Sacramento Office Skills Center	5	3	3	100.00%	\$15.00	5	5	100.00%
SATI	43	21	17	81%	\$7.71	29	30	97%
Snap-On Tools	0	0	0	0.00%	\$0.00	0	0	0.00%
Tech Skills	1	1	1	100.00%	\$22.00	0	1	0.00%
Truck Driving Academy	14	11	8	72.73%	\$12.00	11	13	84.62%
Western Career College	5	0	0	0.00%	\$0.00	0	0	0.00%
Western Pacific Truck School	15	10	10	100.00%	\$14.60	12	14	86%
Western Truck School	6	4	4	100.00%	\$20.00	3	5	60.00%
TOTALS	391	234	176	75%		264	297	89%

EER= Entered Employment Rate
AWP= Average Wage at Placement

**Scholarships Approved for Critical Industries
2003-2004**

	Critical Industry	# Scholarships	Total Amount Authorized
1	Hi-Tech	42	\$172,018.00
2	Construction	10	\$28,728.00
3	Call Center/Customer Service	4	\$8,312.00
4	Health Care	62	\$232,099.66
5	*Other	81	\$263,416.29

***Other Occupations:**

- Trucking
- Accounting
- Real Estate
- Instructional Aide
- Federal motor Carrier
- Tractor Trailer Driver
- Electronic Alarm Security
- Jewelry Repair
- Cosmetology
- Aesthetics
- Human Resources
- Locomotive Engineer
- Barber
- Bus Driver

High Technology (1)

Vendor	# of Scholarships	Cost per Scholarship	Total Amount per Vendor
BTTI	8	\$1,715.63	\$13,725.00
CSUS	2	\$3,585.00	\$7,170.00
Grant Skills	1	\$1,000.00	\$1,000.00
High Tech Inst.	1	\$1,500.00	\$1,500.00
MTI	2	\$5,500.00	\$11,000.00
New Horizons	2	\$7,657.50	\$15,315.00
Precision Tech	1	\$5,000.00	\$5,000.00
SATI	6	\$3,390.00	\$20,340.00
Skills Center	1	\$859.00	\$859.00
Tech Skills	18	\$5,339.39	\$96,109.00
Total	42		\$172,018.00

Construction (2)

Vendor	# of Scholarships	Cost per Scholarship	Total Amount per Vendor
C.E.T.	2	\$3,204.50	\$6,409.00
Contractors State License	3	\$4,310.00	\$12,930.00
CRC	1	\$1.00	\$2,224.00
Institute of Tech.	1	\$5,925.00	\$5,925.00
Skills & Bus. Center	3	\$413.34	\$1,240.00
TOTAL	10		\$28,728.00

Call Center/Customer Services (3)

Vendor	# of Scholarships	Cost per Scholarship	Total Amount per Vendor
BTTI	3	\$1,316.67	\$3,995.00
C.E.T.	1	\$4,317.00	\$4,317.00
Total	4		\$8,312.00

HealthCare (4)

Vendor	# of Scholarships	Cost per Scholarship	Total Amount per Vendor
Allied Business School	1	\$2,718.00	\$2,718.00
BTTI	18	\$3,223.39	\$58,021.04
C.E.T.	1	\$4,059.00	\$4,059.00
High-Tech Institute	7	\$6,576	\$46,030.00
MTI College	2	\$9533.00	\$19,066.00
National Career Education	14	\$3,986.04	\$55,804.34
Sac. City College	1	\$758.00	\$758.00
SATI of Sacramento	2	\$3,390.00	\$6,780.00
Skills & Bus. Center	3	\$1,262.67	\$3,788.00
Western Career College	3	\$8,593.54	\$25,780.64
Other	10	\$929.46	\$9,294.64
Total	62		\$232,099.66

Other Industries (5)

Vendor	# of Scholarships	Cost per Scholarship	Total Amount per Vendor
ABC School/Tech Skills	8	\$4,060.00	\$32,480.00
Allied Bus.Schools	9	\$2,756.65	\$24,809.85
American River College	2	\$2,074.80	\$4,149.59
Area Truck Driving	2	\$3,941.50	\$7,883.00
C.E.T.	4	\$5,502.75	\$22,011.00
C.S.U.S. Extension	6	\$5,535.00	\$33,210.00
Ca. Institute of Jewelry	1	\$5,000.00	\$5,000.00
Frederico College	2	\$4,329.50	\$8,659.00
MTI	4	\$3,810.71	\$15,242.85
Northern CA Barber	1	\$2,835.00	\$2,835.00
SATI of Sacramento	7	\$3,390.00	\$23,730.00
Skills & Bus. Center	13	\$563.46	\$7,325.00
Truck Driving Academy	10	\$3,857.00	\$38,570.00
Western Pacific Truck School	8	\$3,729.00	\$29,832.00
Other	4	\$1,919.75	\$7,679.00
Total	81		\$263,416.29

ITEM 4 – ACTION

APPROVAL TO DEVELOP A PLAN AND TIMELINE FOR IDENTIFICATION OF REGIONAL CRITICAL INDUSTRIES

BACKGROUND:

It is the responsibility of the planning committee to:

1. proactively identify employment needs in critical industries
2. conduct industry cluster needs assessment and
3. identify specific skills needed by employers

At the last Sacramento Works, Inc. Planning Committee meeting, members discussed that the change in the labor market and economic conditions may require that the critical industries chosen in 2001 may not be the critical industries of the future. Members requested that staff develop updated reports on the demand occupations in the region and propose new critical industries which take into account growing occupations, including expanding call center/customer service into the larger industry cluster of Financial Services, including Biotechnology in the Healthcare industry cluster, and adding Miscellaneous Repair and Manufacturing to address the growth in these industries.

Staff has contacted Ryan Sharp, SRRI, David Lyons, EDD Labor Market Information Division, and John Harden, Labor Market Information Consultant to come and address the Planning Committee.

- Ryan Sharp will present research conducted by SRRI on that indicates that there are common skills sets for the 15 industries and 400 occupations that are most in demand in the region.
- Davis Lyons and John Harden will provide recommendations on the proposed critical industries and be available to answer questions from committee members.

RECOMMENDATION:

Develop a recommendation to present to Sacramento Works, Inc. on the critical industries that should be targeted in the next two years.

Attachments:

Planning Committee Proposed Critical Industries in the Labor Market
Critical Industry and Occupational Data

Planning Committee
Proposed Critical Industries in the Labor Market

1. Proposed Critical Industries were selected according to the following criteria:
 - Industry has high growth rate
 - Employers from the industry are engaged in the process
 - Industry needs job seekers that can be recruited through the system
 - Jobs in the industry are consistent with our goal of building lifelong career lattice

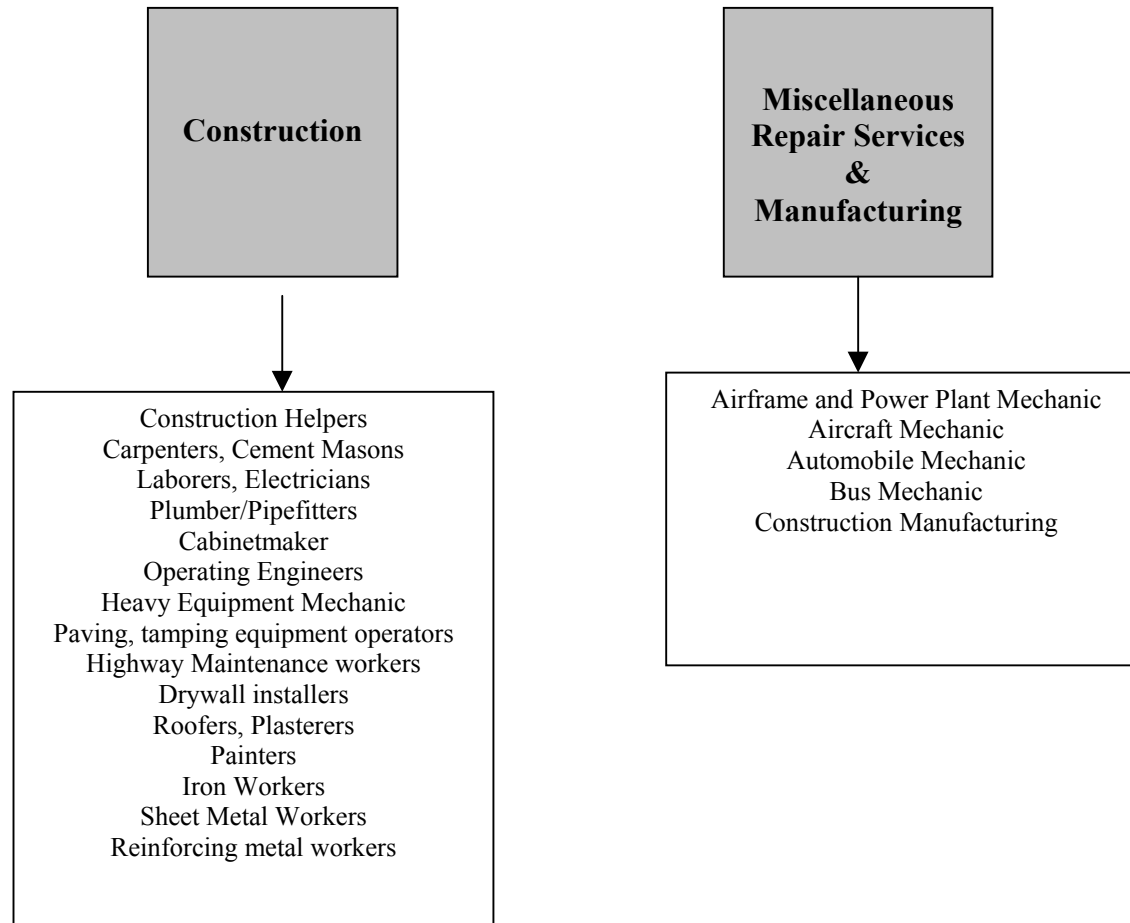
2. Career Lattice is a term used to define an upward mobility path that may include more than one industry. Entry level jobs from one industry may well prepare a job seeker to transfer their skills to another industry into a higher paying position. For example, a job seeker may enter the labor force as a Janitor through the Tourism/Hospitality Industry and learn skills that prepare him/her for higher paying jobs in the Construction or Repair Service Industries.

3. The Planning Committee is recommending adding Miscellaneous Repair Service & Manufacturing Industry as there is indication on a growing demand for workers in these industries, specifically in companies locating in the Mather and McClellan Park areas.

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4. The Planning Committee is recommending expanding the Customer Service/Call Center category to include Financial Services. A successful call center training program and recruitment system has been established that includes education, government and private employers. The Planning Committee recommends using the training methodology developed for the call center as a template for the other industries.

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