

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

GREATER SACRAMENTO URBAN LEAGUE

3725 Marysville Blvd.
Sacramento, CA 95838
(916) 286-8600

HILLSDALE

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

LA FAMILIA COUNSELING CENTER

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

LEMON HILL

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

MARK SANDERS COMPLEX

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

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: Monday, November 8, 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 Minutes of the September 13, 2004 Meeting
3. **ACTION ITEM:** Review and Approval of Memorandum of Understanding with the California Army National Guard and the Sacramento Works Career Center (Julie Davis-Jaffe & Christine Welsch)
4. **ACTION ITEM:** Approval to Submit a Healthcare Industry Grant Application (Cindy Sherwood-Green and Victor Bonanno)
5. Presentation of the 2004/2005 Regional Construction Careers Study (John Harden)
6. **INFORMATION ITEM:** Update on Visitation Schedule for Construction Training Programs (NCCT, Grant, Burbank) (Christine Welsch)
7. Input from the public
8. Adjournment

Committee Members: Larry Suddjian (Chair), Joan Dailey Polster, Rick Dibble, Matt Kelly, Kathy Kossick, Jim Lambert, Jack Padley, James Pardun.

DISTRIBUTION DATE: TUESDAY, NOVEMBER 2, 2004

SACRAMENTO WORKS, INC.
PLANNING/OVERSIGHT COMMITTEE
Minutes/Synopsis

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

Monday, September 13, 2004
3:30 p.m.

1. **Call to Order/Roll Call:** Mr. Suddjian called the meeting to order at 3:35 p.m.

Members Present: Larry Suddjian (Chair), Joan Dailey Polster, Kathy Kossick, Jack Padley, and James Pardun.

Members Absent: Rick Dibble, Matt Kelly, Jim Lambert, Clayton Thomas.

Others Present: Robin Purdy, Roy Kim, Christine Welsch, Cindy Sherwood-Green, Karen Connor, Maria Steele, and Bill Camp.

2. **ACTION ITEM:** Approval of Minutes of the June 23, 2004 Meeting

Minutes were reviewed; no questions or corrections.

Moved/Pardun, second/Kossick, to approve the minutes as distributed.
Voice Vote: Unanimous approval.

3. **ACTION ITEM:** Approval of Updated Self-Sufficiency Standard for the Sacramento Workforce Development Area

At the last meeting, the Committee requested that staff make the draft self-sufficiency standard more understandable. The self-sufficiency standard represents the income that a family has that can be sustained without any income subsidy. Ms. Purdy reviewed the revised standard. Staff is requesting approval of the modified self-sufficiency standard, which was distributed to Committee members.

Mr. Kim explained the self-sufficiency guidelines. Mr. Padley requested clarifications as to how staff work with customers to maintain self-sufficiency. The staff emphasis is keeping people in the program or receiving services until they are economically self-sufficient. The essential criteria is asking if the customers are going to be able to 'make it' without services. This is not an 'exit' criterion. Mr. Kim stated that this standard would raise the overall wage by \$1.00 per hour.

Moved/Kossick, second/Pardun, to accept the updated self-sufficiency standard
Voice Vote: Unanimous approval.

4. **ACTION ITEM:** Approval to expand SWCC-Lemon Hill to add a Healthcare Career Center

Ms. Cindy Sherwood-Green stated that Nurse Workforce Initiative program is a program that is administered with San Joaquin, Yolo and the Golden Sierra service delivery areas. We have received \$2.1 million to increase the number of nurses by 2005. This item is requesting expansion of this program by establishing a Healthcare career center. All of the partners have agreed to this. Lemon Hill has offered a 300 square foot office to provide an area for people in the healthcare industry to go for services. The primary focus will be on nursing and the services to be provided was reviewed. The state has allowed the use of these funds but the partners must adhere to the original purpose of this program which is to recruit, train, and exit trained nurses. Karen Connor and Maria Steele were introduced.

The Lemon Hill Career Center is fairly centrally located and there are a lot of hospitals opening up in the south area. Many of the other one stops did not have the space available. All of the partners are very supportive of this expansion and agree that this resource center is really needed. We are hoping to have a connection to the job listings at the hospitals and the staff at the career center would be specialized in the healthcare area.

Staff is in the process of getting a half time case manager paid out of this funding, which will be filled with an existing staff person. We have not yet figured out how much will be available for IT or scholarships. The enrollment goals have already been met for this contract. There has been very little dropout of trainees since all of them are very motivated.

Moved/Pardun, second/Kossick, to approve the expansion of the SWCC – Lemon Hill to add a Healthcare Career Center.
Voice Vote: Unanimous approval.

Mr. Suddjian referred to the minutes of the June 23 meeting, item 7, where he was given authority to recruit Planning/Oversight Committee members and consider a quorum minimum. Mr. Suddjian would like to see that the quorum be four with a nine-member committee. This committee's quorum would be four.

Attendance rosters should be distributed to the board members and this will be brought up at the Executive Committee level.

5. **Information Item:** Update on Construction Business Plan

Ms. Deanna Hanson introduced Mr. Doug Urbick, chairperson of the construction consortium, which is a joint project of LEED and Sacramento Works. Ms. Hanson stated that construction has become a very important industry. She hopes that all of the other industries develop their own consortium. Ms. Hanson reviewed the material that was distributed. A lot of what was accomplished this last quarter was the compilation of information and \$60,000 was raised for the program. Thirty-two people have been placed this quarter in jobs because of the

project pipeline. New schools and more employers will be brought into the consortium in the next quarter.

Ms. Hanson spoke of a meeting with State WIB board members and stated that Los Angeles was interested in setting up a similar consortium. Three million dollars was appropriated in Los Angeles to do the same thing. Ms. Hanson reported that she recently received a call from the state and there may be an opportunity for additional funds from the Governor's 15% discretionary funds. State WIB staff suggested that we write a proposal for these funds and direct it for the construction consortium. This will go to the State WIB for review and approval. The proposal will be developed and submitted to the state and hopefully this will result in some funding. Mr. Urbick has recently submitted his application to the State WIB to represent Northern California.

Mr. Urbick spoke of placements at Teichert Construction. Extra training (life skills training and more remedial training) was given to the Grant students. The training curriculum was adjusted to assist the students to become more employable. Grant met with Teichert Construction to 'tweak' the core curriculum to match what Teichert was seeking. There is another class going on at Grant and Mr. Urbick is working with the employers to find out what needs to be modified, added or deleted.

Ms. Hanson reported that in the Fall of 2005, the Health Care professions high school will open and all of the training directed to the healthcare industries. This high school will be located behind Channel 10 near Broadway. By the time the students are juniors in high school, they can start taking specialized classes at community college. These students would have all of the math and science requirements but would also have other courses that are required for the community college nursing program. This will reduce a five-year nursing program to hopefully to two years after graduation from high school.

6. Information Item: Support for Career Preparation programs in local schools

Mr. Roy Kim stated that at the last Committee meeting, staff was requested to obtain input from school districts on how we can best support career preparation. He reviewed the California Master Plan and distributed his 'boiled down' version of the Master Plan. The local WIB has a number of areas at which they are required to become involved in career preparation. This information will be presented for additional action at a later time. Mr. Suddjian asked if members of the WIB are interested in visiting the local school districts. SETA staff will arrange tours of NCCT, Burbank and Grant Construction projects. Ms. Dailey Polster stated that businesses are not aware that schools welcome the visits from businesses. Students and teachers love to show businesses what they are doing. Mr. Suddjian stated that it is important for the WIB to get in the 'trenches'.

A visit to Encina High School and Grant High School will be arranged for members of the WIB that are interested. Mr. Camp stated that he is interested to find out what the school staff KNOW about careers in construction. This will be a way to help find out what is lacking in the counselors' knowledge of the construction industry. This will be a way to make sure that the staff is educated.

Ms. Dailey Polster stated that a lot of the other schools have 'small learning communities' but it depends upon what school you are visiting. Ms. Dailey Polster stated that teachers and counselors must start educating kids and parents at a much younger age, such as beginning in grade school.

Mr. Suddjian requested a visitation schedule to the small learning communities be arranged. Ms. Hanson suggested that NCCT, Burbank and Grant school training programs be targeted.

7. **Information Item:** One Stop Career Center Evaluation

Mr. Suddjian stated that this committee is a blending of Planning and the One Stop committees. Mr. Roy Kim distributed copies of reports that are generated on a semi-annual basis for the career centers. The first seven reports are on core services. He stated that the one-on-one orientations at career centers are increasing. There has been a huge increase in the number of people coming into the career centers to access services on résumé writing and accessing job search via the computer.

The number of ex-offenders accessing services has increased dramatically. The Lemon Hill Career Center does an orientation for ex-offenders. The number of dislocated workers has also increased. Ms. Purdy reviewed the charts and explained that some of the career centers have gone through corrective action to assist them in bringing up their statistics. Staff is analyzing the data and will come back at the next meeting with a strategy to increase performance statistics.

Mr. Padley asked that a column be added for the system overall.

8. **Input from the public:** The next meeting: November 8, 2004, 3:30 p.m.

9. **Adjournment:** Meeting adjourned at 4:56 p.m.

ITEM 3 - ACTION

REVIEW AND APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH THE CALIFORNIA ARMY NATIONAL GUARD AND THE SACRAMENTO WORKS CAREER CENTER SYSTEM

BACKGROUND:

The Army National Guard (ANG) is interested in collaborating with the Workforce Investment Act's One-Stop system throughout California. The ANG is currently entering into a Memorandum of Understanding (MOU) with the Fresno County One-Stop system. Sacramento County would be the second One-Stop system to collaborate with the ANG. The long-term goal is to duplicate this collaboration nationwide.

The ANG's interest in collaborating with the Sacramento Works Career Center system is twofold:

- To assist the ANG with a location to recruit from the career center population and;
- To provide current ANG employees with a place to gain skills that can help mainstream them into the private sector.

The ANG's target population is ages 17-35. The ANG is interested in co-locating two recruiters at four Sacramento Works Career Centers. However, the ANG recruiters will be available to travel to all twelve sites. The ANG will furnish equipment for their staff. The recruiters will be involved in day-to-day activities at the career center. In addition, to help offset costs, the ANG will provide a receptionist that can be located at two different sites. At the present time, the ANG will co-locate staff at Lemon Hill, Franklin, Hillsdale, and Mark Sanders.

The Memorandum of Understanding and Resource Sharing Agreement between the California Army National Guard and the Sacramento Works Career Center system is attached.

RECOMMENDATION:

Review and recommend approval to the Sacramento Works, Inc. board of the Memorandum of Understanding between the California Army National Guard and Sacramento Works, Inc.

MEMORANDUM OF UNDERSTANDING

I. Preamble.

In accordance with the Workforce Investment Act of 1998, Section 121 (c), this Memorandum of Understanding ("MOU" hereinafter) between Sacramento Works, Inc., the Local Workforce Investment Board, ("SWI" hereinafter) and each of the signatory One-Stop Partners ("OSP" hereinafter) will confirm the discussions between SWI and the OSPs over the past several months and set forth the understandings reached between SWI and the undersigned OSPs concerning the operation of the One-Stop Delivery System in the Sacramento Workforce Investment Area pursuant to the provisions of the Workforce Investment Act of 1998, Public Law 105-220 (the "ACT" hereafter) as amended from time to time.

This MOU reflects the understanding of SWI and the OSPs concerning:

- (i) The services to be provided through the One-Stop Systems; and
- (ii) How the costs of such services and operating costs of the System will be funded; and
- (iii) Methods for referral of individuals between the One Stop Operator and the One-Stop Partners for appropriate services and activities; and
- (iv) The duration of the MOU and the procedures for amending the MOU during the term of the MOU; and
- (v) Other provisions consistent with the requirements of the Act, as the parties to this MOU determine to be appropriate.

II. Services Provided.

Core Services, as that term is defined at Section 134 (d)(2) of the Act, shall be provided by the One-Stop Operator.

Intensive services, as that term is defined under Section 134 (d)(3) of the Act, may be provided directly through the One-Stop Operator or through contracts with independent service providers.

Training Services as that term is defined under Section 134 (d)(4) of the Act, shall also be provided by eligible training service providers as provided under Section 122 (e) of the Act. A listing of the eligible providers of training services shall be made available through each One-Stop Center.

III. Costs.

Costs of such services and operating costs of the System will be funded, in accordance with the provisions of a Local Plan. To the extent that SWI solicits or accepts grants and donations from sources other than federal funds made available under the Workforce Investment Act, such funds may from time to time be used to fund the services and operating costs of the One-Stop Delivery System in this Local Area at the discretion of SWI.

To the extent funds become available from other programs or activities as described in Section 121 (b)(1)(B) of the ACT, which could be used to pay for the costs of such services and the operating costs of the System, such funds shall be allocated in accord with separate agreements negotiated between the participating parties at the time of the allocation.

To the extent OSPs financially participate in the One-Stop Delivery System, the allocation of their costs to the provision of services or operating costs of the System shall be made pursuant to a separate written Resource Allocation Agreement negotiated between SWI and the affected OSP.

IV. Joint Responsibilities.

A. Universal Access. The parties agree to universal access as a critical One-Stop provision. This includes ensuring access of all customers including those with special needs such as literacy deficits, physical or learning disabilities, limited English speakers, and others with economic or geographical barriers to service or employment.

B. Shared Technology & System Infrastructure.

1. Shared Technology: The parties agree to the principles of common reporting and shared information through electronic One-Stop concepts and mechanisms including shared technology.

2. Information Exchange: The parties endorse technology as a critical tool in making possible all aspects of information exchange including reporting, management information systems (MIS), data collection, referral services, common case management, participant and service tracking, and the provision for overall seamless service.

3. System Security and Confidentiality: System Security provisions shall be agreed upon by all parties and recorded in an Information Security and Access Agreement to be signed by the individuals using the system.

C. Capacity Building.

1. Parties to this MOU agree to a high level of professional standards related to both One-Stop staff competencies and protocols and a professional environment for participants and other customers of the centers.

2. As with all aspects of joint planning, capacity-building efforts shall be examined in the context of adaptability to needed change, customer service, and continuous improvement.

3. The parties agree to work continuously to ensure collaboration with State and regional efforts to provide service delivery in response to identified capacity building needs.

Marketing. The parties to the MOU agree to a collaborative marketing strategy informing job seekers, employed individuals, employers, and the community at large about the services available through the SWI One-Stop System.

E. Site Supervision.

1. All One-Stop partners will recognize and comply with applicable labor agreements affecting represented employees located in the One-Stop Centers.

2. All employees (including State employees) who are located at the One-Stop Centers shall remain under the supervision of their employing department or organization for the purposes of performance evaluation, and other matters concerning civil service rights and responsibilities. If work-related issues arise between employees of the State, County, or other partner agencies and operators or supervisors of other partners or the One-Stop Centers, the operator or other supervisor shall refer such issues to the employee's departmental supervisor. Issues concerning State employees shall be referred to the employee's civil service supervisor.

3. Parties to the MOU recognize that there are a number of practices and philosophies related to broad-based agency practices as well as day-to-day One-Stop site supervisions that differ between the parties and are negotiated as a result of implementing operations. Local Factors among the One-Stop partner's organization include:

Differing pay scales for similar positions.
Functions for similar classifications among agencies which may differ.
Off-site supervisors vs. site-based supervisors at the One-Stop Center.
Union vs. Non-union employees in similar classification on-site.
Hours of operation, including possible evening and weekend hours.
Varied legal holiday schedules.
Sharing of space, equipment, information, and materials.
Employee safety and security of the workplace.

Therefore, the parties agree to work out in advance (and specify in relevant agreements) arrangements for supervisions, addressing at a minimum the above issues, and modifying said practices over time in accord with new or changing business or agency needs and requirements.

F. Methods of Referral.

1. Parties to this MOU agree to develop jointly and mutually implement processes acceptable to all for common intake and referral. The referral system must always be to the advantage of the participant and include follow-up contact to insure the participant was provided service. Parties agree to cross-train staff on the services of each One-Stop partner and the spectrum of related services available through respective agencies.

A mutually acceptable referral process shall be adopted by all parties to the agreement with the commitment to evaluate this process and modify it to changing requirements of each One-Stop location and/or day-to-day needs for improvement. The partners agree to participate in an ongoing cross-referral workgroup that shall meet regularly to:

Provide feedback on the success of cross-referral arrangements.

Cross-train their respective staff.

Consider co-enrollment options and practices.

Consider the effect of cross-referrals on mutual performance expectations.

Constantly improve the joint delivery of services to customers.

The parties agree that they shall receive referrals from and make referrals to the One-Stop System in accordance with these processes.

4. The referral of individuals between the One-Stop Operator and the One-Stop Partners for the appropriate services and activities shall be accomplished as follows:

The One-Stop Operator and the OSPs will use standardized intake and referral forms developed for that purpose. These forms will be continuously monitored, updated and changed as necessary, subject to the approval of the One-Stop Operator from time to time given the diverse backgrounds and needs of all the job seekers, the Operator and the OSPs. It is the intent of the One-Stop Operator and the OSPs to develop as simple and uniform an intake and referral processing format as is possible, and utilize an automated system for sharing information on job seekers.

V. Duration of Memorandum.

The term of this MOU shall be a period of one year, from July 1, 2004 to June 30, 2005. The MOU shall automatically renew for successive one-year terms, unless SWI or any OSP gives written notice of intent not to renew at least ninety (90) days prior to the expiration date of the current MOU, or any extension thereof.

This MOU may be amended by a written amendment signed by all parties to the MOU.

VI. No Partnership.

The undersigned are not entering into a partnership by virtue of this MOU. In all matters covered under this MOU each of the parties hereto acts as an independent contractor and is neither a partner, agent, or employee of the other.

VII. This MOU may be executed by any OSP in counterpart, but all counterparts shall be considered but one MOU. Execution of any counterpart by an OSP shall be delivered to SWI, which shall provide an executed copy of each counterpart to every OSP that executes this MOU. By executing a counterpart, each party to the MOU acknowledges

that this MOU accurately reflects such party's understanding and authorizes distribution of a copy of such executed counterpart to any other party signatory to this MOU.

SACRAMENTO WORKS, INC.

Dated:

By: _____
Its: Chairperson

CALIFORNIA ARMY NATIONAL GUARD

Dated:

By: _____
Its: James P. Combs
Brigadier General, Commander

EXHIBIT A TO MOU

Resource Allocation Agreement Between Sacramento Works, Inc. and the California Army National Guard

Preamble. In accordance with Section III of the Memorandum of Understanding (hereafter "MOU") between Sacramento Works, Inc., (hereafter "SWI") and each of the signatory One-Stop Partners (hereafter "OSPs"), this document shall serve as the Resource Allocation Agreement (hereafter "RAA") between SWI and the undersigned OSP.

I. This RAA provides for an agreed method of determination of the OSP's fair share of the operating costs of SWI's One-Stop Delivery System based on the amount of use of the One-Stop Delivery System attributable to the undersigned OSP's program.

This RAA includes the following elements:

a) A chart which identifies all OSPs, and types of services provided by each, and a description of the type of services and programs provided by the One-Stop Delivery System in the Sacramento Workforce Investment Area.

b) A copy of the operating budget for the Sacramento Works, Inc. One-Stop Delivery System.

This Agreement is conditioned on the following representations:

Each OSP is responsible for contributing to the operation of the One-Stop Delivery System based on its proportionate use.

The One-Stop Delivery System cannot deviate from existing federal, state, or local regulations. Costs which are prohibited by a funding source (federal, state or local) may not be paid or used as offsets under a pooled cost agreement.

II. Contribution Rate.

The undersigned OSP participates at the following One-Stop Centers:

Franklin, Hillsdale, Lemon Hill, and Mark Sanders.

2. The total operating cost of the above One-Stop Centers is: \$7,009,260

The undersigned OSP shall pay for its allocated share of One-Stop Center costs as follows:

Staff: \$42,941

III. Amendment. This RAA may be amended at any time on thirty (30) days written notice by a written agreement signed by all parties to the RAA.

IV. No Partnership. The undersigned are not entering into a partnership by virtue of this RAA. In all matters covered under this RAA each of the parties hereto acts as an independent contractor and is neither a partner, agent nor employee of the other.

V. Execution and Counterparts. This RAA may be executed in counterpart but all counterparts shall be considered one RAA. Execution of any counterpart constitutes acknowledgment that this RAA accurately reflects such party's understanding and authorizes distribution of a copy of such executed counterpart to any other party signatory to this RAA.

VI. Termination. Any party to this agreement may terminate this agreement by providing thirty (30) days written notice of such intent to terminate to the other parties to this agreement.

VII. Dispute Resolution.

1. Parties to this agreement shall continue to perform their responsibilities under this agreement during any dispute. Disputes shall be resolved in a timely manner, directly involving the parties to the dispute. The parties shall try to resolve policy or practice disputes informally and at the lowest level, starting with the site coordinator and staff.

2. Any party to this agreement may call a meeting of all One-Stop Partners to discuss and resolve disputes. Should those resolution efforts fail, the dispute shall be referred to the Chair of Sacramento Works, Inc., who will place the dispute on the agenda of the next regular meeting or called special meeting of the Sacramento Works, Inc. Executive Committee. The Executive Committee shall attempt to mediate and resolve the dispute.

VIII. Indemnification. Each party to this agreement agrees to indemnify, defend and hold harmless the other parties, state or local governments, their officers, agents, employees and volunteers from any and all claims, lawsuits, causes of action, damages, fees or costs arising out of or resulting from the acts, errors, omissions, negligence or misconduct of the party, its officers, agents, employees and volunteers.

IX. Audit.

This RAA brings together the resources of separate funding streams and programs. While this RAA is subject to generally accepted accounting principals and to the audit provisions of the respective funding streams as is appropriate.

Overall the Bureau of State Audits, the Governing Board to the Sacramento Employment and Training Agency, and other parties as appropriate or their designated representatives shall have the right to review and copy any records and supporting documentation pertaining to performance under this RAA. Parties to this RAA agree to maintain such records for a minimum of three (3) years unless differing periods are stipulated by impacted funding sources. Auditors

will be allowed access to such information or records during normal business hours. Parties to this RAA agree to include similar audit provisions and any related contract, subcontract or other financial agreement.

X. Nondiscrimination. Parties to this RAA shall not unlawfully discriminate or harass any employee, applicant or participant under this RAA due to gender, race, color, ancestry, religion, national origin, disability, sexual orientation, medical conditions, age or marital status. The parties shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12990 *et seq.* and related applicable regulations. Parties to this agreement shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining agreement or such other agreement. Parties to this RAA shall include such nondiscrimination and compliance provisions as set forth in this clause and all related subcontracts and financial agreements.

XI. Americans with Disabilities. Parties to this RAA will also comply with the American With Disabilities Act of 1990 which prohibits discrimination.

XII. Governing Law. This RAA is governed and shall be interpreted in accordance with the laws of the State of California, State WIA enabling legislation and the Workforce Investment Act of 1998.

XIII. Unenforceable Provisions. In the event any provision of this RAA is unenforceable and held to be unenforceable then the parties agree that all other provisions of this agreement shall remain in full force and effect.

Executed this _____ day of _____, at Sacramento, California.

SACRAMENTO WORKS, INC.

CALIFORNIA ARMY NATIONAL GUARD

By: _____

By: _____

Its: Chairperson

Its: Brigadier General,
Commander

The Sacramento Works, Inc. Board has executed MOUs with the following One-Stop partners.

- AARP Foundation
- California Human Development Corporation
- California Indian Manpower Consortium
- Elk Grove Unified School District
- Experience Works
- Galt Unified School District
- Grant Joint Union High School District
- City of Sacramento, Housing Authority
- County of Sacramento, Housing Authority
- Los Rios Community College District
- Sacramento City Unified School District
- Sacramento County Dept. of Human Assistance
- Sacramento Job Corps Center
- Sacramento County Office of Education
- San Juan Unified School District
- Sacramento Employment and Training Agency
- State of California, Employment Development Department
- State of California, Department of Rehabilitation
- Vietnam Veterans of California

ITEM 4 - ACTION

APPROVAL TO SUBMIT A HEALTHCARE INDUSTRY GRANT APPLICATION TO THE DEPARTMENT OF LABOR, EMPLOYMENT AND TRAINING ADMINISTRATION

BACKGROUND:

On September 17, 2004 the Department of Labor, Employment and Training Administration released a Solicitation for Grant Applications for High-Growth Job Training Initiative Grants for the Healthcare and Biotechnology industries. This funding opportunity seeks innovative and unique solutions to growing the labor pool of highly skilled professionals and/or the capacity to train highly skilled professionals in these critical industries over a 24 month period. Mandatory partners include business, education and the Workforce Investment Board (WIB). The business partners must provide a 50% match to any grant award of which at least 50% must be monetary. The target area can be local or regional. The deadline for submission is November 16, 2004.

Building on the recent successes of SETA's Nurse Workforce Initiative and Caregiver Training Initiative, a responsive proposal will be prepared that targets the Healthcare Industry as its focus, the Healthcare Industry – Workforce Response Project (HI-WRP). The requested grant amount will be \$1 million. Partners to this proposal include SETA as the applicant and fiscal agent, the Workforce Investment Board, Los Rios Community College District, the Healthy Community Forum, representing Sutter Health, Catholic Healthcare West, Kaiser Permanente and UC Davis Medical Center, Shriner's Hospital and the Sacramento Veterans Administration Medical Center.

Local and regional challenges faced by the Healthcare Industry include nurse training systems without the capacity to meet the industry's future hiring needs and a workforce that does not need the cultural and linguistic needs of what has been described as the most culturally diverse area in the country. Unique and innovative solutions to reversing local and regional labor pool shortages include the establishment of a Healthcare One-Stop, the recruitment and training of experienced clinical nurses to become nurse instructors, additional capacity in classroom and clinical training settings and a cultural sensitivity curriculum component provided by WIA approved contractors.

Staff will be available to answer questions.

RECOMMENDATION:

Approve submission of the HI-WRP proposal and application to the Department of Labor, Employment and Training Administration.

ITEM 5 – INFORMATION

PRESENTATION OF THE 2004/2005 REGIONAL CONSTRUCTION CAREERS STUDY

BACKGROUND:

The special study of construction occupations in the greater Sacramento region was designed to identify a number of critical elements in the local construction industry, including occupation size and growth estimates, supply/demand assessments, and education/experience requirements. The Construction Careers report is the second in a series of Critical Industries studies (the Regional Healthcare Careers study was completed in August 2004).