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## Administrative Offices & Employer Services

925 Del Paso Blvd.  
Sacramento, CA 95815  
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Website: <http://www.seta.net>



## **SACRAMENTO WORKS, INC.**

### Executive Committee

**Date:** Monday, January 22, 2007

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

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

### A G E N D A

1. Call to Order/Roll Call
2. Approval of Minutes of the September 25, 2006 meeting
3. Approval of Appointment of Youth Council Chair
4. Review of Board Packet for January 24, 2007
5. Adjournment

**COMMITTEE MEMBERS:** Kingman Tsang, Bill Camp, Michael Dourgarian, Mark Ingram, Kathy Kossick, Gerry Lawrence, Elizabeth McClatchy, Kim Parker.

**DISTRIBUTION DATE: WEDNESDAY, JANUARY 17, 2007**

**SACRAMENTO WORKS, INC.**  
**Executive Committee**  
Minutes/Synopsis

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

Monday, September 25, 2006  
4:00 p.m.

1. Call to Order/Roll Call: Mr. Tsang called the meeting to order at 4:15 p.m.

**Members Present:** Bill Camp, Michael Dourgarian, Mark Ingram, Kathy Kossick, Gerry Lawrence, Elizabeth McClatchy, Kim Parker, Kingman Tsang.

**Members Absent:** Kim Parker

**Other Present:** Robin Purdy, Phil Cunningham, Christine Welsch.

2. Approval of Minutes of the July 10, 2006 meeting

The minutes were reviewed. No questions or comments.

Moved/Camp, second/Lawrence, to approve the minutes as distributed.

Voice Vote: Unanimous approval.

3. WIB Member Reappointment Recommendation to be Forwarded to the SETA Governing Board

Mr. Tsang reviewed this item.

Moved/Kossick, second/Camp, to recommend a three-year appointment of John Koogle to the SETA Governing Board.

Voice Vote: Unanimous approval.

4. Discussion of Endorsement for California EDGE Campaign

Ms. Kossick stated that this campaign is going around to all workforce investment boards asking for endorsements. In the future, there will be a 'toolkit' of actions for local WIBs to implement. Ms. Kossick stated that all 50 workforce investment areas are being asked to endorse this item.

Ms. Purdy stated that this is the same work that has been done locally but more on a statewide basis. It is an opportunity for everyone to talk the same language. As a region, we discuss where we can go together to be more productive.

Ms. Virginia Hamilton will be asked to talk briefly on this endorsement at the board retreat. This will be presented to the board at the retreat for approval.

5. Review of items for Board Retreat

Mr. Camp inquired about the chance of going into the schools. How do we bring a set of assessments what would a student need to know to get into a certain industry. He wants to make sure every eighth grade teacher has the knowledge of what is necessary for students when they are making career/education choices. Mr. Ingram stated that the teachers are trained to teach curricula, not to teach kids how to get a job. He suggests funding the proper instrument to instruct kids on job seeking information, i.e., counselors.

Mr. Tsang wants the board to focus on what do we do and to return to the fundamentals...why are we here, what are we trying to sell, what product are we trying to deliver. We need to figure out how we can improve the delivery of our 'product.' The process of how to deliver the product needs to be figured out.

Mr. Cunningham suggested bringing the issue to the committees more often and have more communication. All of our committees want to be involved. We need to figure out ways to band the committees together so there is a focused output. Ms. Kossick also wants to get new members in the various committees.

Mr. Ingram stated that we need to identify the challenges, have the money to address the challenges, and have a sponsor for a particular challenge. Ms. McClatchy suggested having meetings without a set agenda; just more brainstorming and discussion of what is going on and the future. Mr. Cunningham suggested identifying a couple of goals, focus on the goals, and direct the committees to do their work and report back.

There should be some expectation of engagement on being on the board. What are you bringing to the board. What do you want to do and what will you invest?

Mr. Dourgarian stated that part of the challenge we have with our board is that we do not meet very often and are not cohesive. We have our goals and mission but is this clear to board members that are not as involved?

Mr. Ingram stated that there is a lot of talking but not a lot of action. When he became chair of the Employer Outreach Committee, there started with a lot of energy and then it waned. He suggested rotating the chairs among the committee members.

Mr. Dourgarian feels it is not necessary to worry about the non participating board members since the board has been so successful over the year. Mr. Ingram stated that we are leaving a legacy and it goes to a board that understands what a legacy is. What we do here will be remembered forever.

6. Adjournment: Meeting adjourned at 5:23 p.m.

ITEM 3 – ACTION

APPROVAL OF APPOINTMENT OF YOUTH COUNCIL CHAIR

BACKGROUND:

Youth Council Chair Gerry Lawrence will be retiring at the end of the month. At the January 10, 2007 Youth Council meeting, Matt Kelly was approved as Chair.

RECOMMENDATION:

Approve the appointment of Matt Kelly as Chair of the Youth Council.