

## 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., Suite 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 Hillsdale Blvd., Suite 8  
Sacramento, CA 95842  
(916) 263-4100

### **LA FAMILIA COUNSELING CENTER**

5523 34th Street  
Sacramento, CA 95820  
(916) 452-3601

### **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., Suite 200  
Rancho Cordova, CA 95670  
(916) 852-3608

### **SOUTH COUNTY**

8401 - A Gerber Road  
Sacramento, CA 95828  
(916) 525-4717

## Administrative Offices & Employer Services

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

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



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

**Date:** Monday, June 25, 2007

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

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

## **REVISED AGENDA**

1. Call to Order/Roll Call
2. Approval of the May 22, 2007 Minutes
3. Approval to Increase Board Size
4. Report back from the Board Development Committee
5. Discussion and review of Sacramento Works, Inc. Board Initiative Funds
6. Adjournment

**COMMITTEE MEMBERS:** Kingman Tsang, Bill Camp, Michael Dourgarian, Mark Ingram, Matt Kelly, Gary King, Kathy Kossick, Elizabeth McClatchy, Kim Parker.



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

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

Monday, May 22, 2007  
4:00 p.m.

1. Call to Order/Roll Call: Mr. Tsang called the meeting to order at 4:06 p.m.

**Members Present:** Bill Camp, Gary King, Kathy Kossick, Elizabeth McClatchy, Kim Parker, Kingman Tsang

**Members Absent:** Mike Dourgarian, Mark Ingram, Matt Kelly

**Other Present:** Phil Cunningham, Robin Purdy, Bill Walker, Terri Carpenter.

2. Approval of the March 27, 2007 Committee Minutes

Moved/Camp, second/Tsang, to approve the March 27, 2007 minutes.  
Voice vote: Unanimous approval.

3. Review of May 23, 2007 Board Agenda

The board agenda for the May 23 meeting was reviewed. Mr. Robert Bradley from the Veterans Resource Center is a new board member and will be present at the meeting.

4. Discussion of SB293 Implementation

Ms. Kossick reviewed the requirement to increase the labor representation on the local workforce investment boards to 15%. By complying with the law, the board would need to be increased by two, maybe three members to a 45-member board. There will be a vacancy shortly with the resignation of Joan Polster. There will be six authorized labor seats but it will take a while to get them on the board.

5. Adjournment: Meeting adjourned at 5:12 p.m.

## ITEM – 3 – ACTION

### APPROVAL TO INCREASE BOARD SIZE

#### BACKGROUND:

Effective January 1, 2007, California Senate Bill (SB) 293 (Ducheny) imposed State-level requirements pertaining to WIA policies and procedures. The changes in the UI code, as provided by SB 293, requires that ten to fifteen percent of the membership of Local Workforce Investment Boards composition represent labor organizations.

#### **State Implementation Policy Guidance:**

SB 293 provides for ***“Representatives of labor organizations nominated by local labor federations, including a representative of an apprenticeship program. At least 15 percent of local board members shall be representatives of labor organizations unless the local labor federation fails to nominate enough members. If this occurs, then at least 10 percent of the local board members shall be representatives of labor organizations.”*** For the purposes of carrying out this requirement, the State of California Employment Development Department has provided the following definitions to provide clarification for the language.

- The term labor federation means an alliance of two or more organized labor unions for the purpose of mutual support and action. At the regional or local level, labor federations may be known also as central labor councils. Because they typically (although not always) represent all unions in a geographic area, labor federations may represent workers in very diverse industries such as construction, manufacturing, health care, education, transportation, and hospitality. Some labor federations may be narrower in scope, depending on the industries and labor force in the area covered. For example, representing a very broad range of workers, the American Federation of Labor and Congress of Industrial Organizations, commonly known as the AFL-CIO, is the largest and best-known labor federation in the U.S.
- The phrase *nominated by local labor federations* indicates that nominations must be submitted by at least one local labor federation, but not necessarily by multiple local labor federations, even if there are multiple local labor federations within the local board’s jurisdiction. Appointment to a Local Board is ultimately at the discretion of the local Chief Elected Official (CEO), though appointments must be drawn from these nominations.
- The phrase *unless the local labor federation fails to nominate enough members* indicates a reference to the quantity of nominations, the quality of those nominations, or both.

⌚ For example, if a local CEO needs to appoint six labor representatives to the Local Board in order to meet the 15-percent requirement, but receives only five

nominations after having made a good faith effort to solicit them, the CEO has met the condition allowing for the lower 10-percent threshold.

⌚ Similarly, if that same CEO has established reasonable qualifying criteria applicable to all of its Local Board members (e.g., to be a member one must be available to attend the board's monthly meetings), and the CEO receives ten nominations, but only five of those individuals satisfy the qualifying criteria (e.g., five are unavailable to attend the board meetings), then again, the CEO has met the condition allowing for the 10-percent threshold.

The process for soliciting nominations from labor federations should be an open nomination process and instituted at any time that a Local Board is not meeting the 15-percent requirement. Local labor federations retain the opportunity to forward nominations for appointment to available seats vacated through attrition and/or non-compliance with reasonable and universally applied requirements for board service.

There are two alternatives that can be considered if a Local Board does not currently have the 15 percent labor representation required under SB 293. It should be noted that in addition to the new 15 percent labor requirement, the Local Board must still maintain a business majority representation on the board as well. For example, if a Local Board had 40 members comprising 21 business representatives, 2 labor representatives, and 17 representatives of the remaining public-sector partners, only 5 percent of the board would represent labor. Adding 6 more labor representatives would meet the 15 percent labor requirement, though an additional 5 business representatives would need to be added to maintain the business majority. As a result, the size of the board would dramatically increase by 11 members from 40 to 51.

Alternatively, if the board needs to achieve the 15 percent labor representation, but wishes to maintain the same original number of members, it may choose to reduce the public-sector representation. For example, it may need to add 4 new labor representatives to the original 40 member board, but reduce by 4 the number of remaining public-sector members, if some of the remaining public-sector members could represent both their own programs and those represented by the members removed. The result would meet the labor requirement while maintaining the business majority and the original total number of board members. “

**Sacramento Works, Inc. Policy on Board Membership:**

Section 3.01 of the Bylaws of Sacramento Works, Inc. states that the corporation shall have not less than 36 nor more than 50 directors and that “the exact number of directors shall be fixed, within the limits specified, by action of the Board of Directors.” The current number of directors is 39. The board was increased by one Labor Sector representative on January 28, 2004, and one Education Representative on July 10, 2006.

The requirement that 15% of the LWIB composition is represented by labor organizations would mean that the board would have 7 representatives from labor (3

are currently members and 4 would be new members). To comply with the 51% private sector majority, the board size would increase from 39 to 47 members. Staff is researching the public sector seats to identify if there are any vacant seats which could be eliminated to reduce the size of the board. An oral report will be provided.

RECOMMENDATION:

Hear an oral report and take appropriate action on increasing the size of the board to increase the labor representatives to 15%.

## ITEM 4 – INFORMATION

### REPORT BACK FROM BOARD DEVELOPMENT COMMITTEE

The Board Development Committee has prioritized recruitment, branding and engagement as the priorities for the committee. The committee will:

- Develop a matrix of current board members identifying sector, geography, demographics, critical industry representation, emerging industry representation, companies that have used our services. This matrix will assist in assessing gaps in representation on the board.
- Invite prospective members to introductory meetings, perhaps at One Stop Career Centers where information about the board and membership will be communicated.
- Develop standards of conduct and expectations of board members. All members will sign a Board Agreement outlining expectations.
- Develop board recruitment and retention materials. Ideas include a short synopsis of Sacramento Works to use to recruit members, newsletters to engage members and celebrate accomplishments, a 5 minute DVD presentation to introduce potential members to the programs and services. Materials will focus on talent and skill development: preparing successful job candidates for jobs in the region.